



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
2020 FIRST QUARTER (Q1) MEETING
April 16, 2020
9:30 am – 12:00 noon
Via video & telephone conference**

- 1. WELCOME AND CALL TO ORDER**
- 2. ADOPT AGENDA**
- 3. DECLARATION OF PECUNIARY INTEREST**
- 4. APPROVAL OF PAST MINUTES**
SSEA Joint Service Board Meeting 2020-03-13 held on March 13, 2020.

BUSINESS ARISING FROM THE MINUTES
- 5. SUSPEND THE SSEA MEETING TO ALLOW THE SSSPA TO MEET**
- 6. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**
- 7. RECONVENE THE SSEA JOINT SERVICE BOARD MEETING**
- 8. PRESENTATIONS**
There are no presentations for this agenda
- 9. SSEA FIRST QUARTER 2020 REPORT**
- 10. SSEA FINANCIAL REPORT**
 - 10.1 Staff Report 13-20-SSEA 2019 Draft Financials
 - 10.2 Staff Report 14-20-SSEA 2020 1st Quarter Draft Financials
- 11. SSEA CORPORATE ADMINISTRATION UPDATE**
 - 11.1 Staff Report 15-20-SSEA 2020 Insurance Costs

- 11.2 Staff Report 16-20-SSEA SSEA Community Tree Planting & Tree Seedling Distribution Program Update
- 11.3 Staff Report 17-20-SSEA SSEA 2020 Core Operations Budget Invoicing
- 11.4 Staff Report 18-20-SSEA Invasive Species Programs Staffing Update
- 11.5 Staff Report 19-20-SSEA SSEA Social Media Update

12. EXECUTIVE DIRECTOR UPDATE

- 12.1 Verbal on table

13. ANNOUNCEMENTS

14. CORRESPONDENCE

15. CLOSED SESSION

There are no closed session items for this agenda.

16. OTHER BUSINESS

17. ADJOURN



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD
March 13, 2020
DRAFT MINUTES
Township of Tay Council Chambers
450 Park Street, Victoria Harbour, ON**

Present:

SSEA Chair, Deputy Mayor Steffen Walma	Township of Tiny
SSEA Vice Chair, Councillor Paul Wiancko	Township of Georgian Bay
SSEA Past Chair, Councillor Ron Stevens	Township of Severn
Councillor Jeff Bumstead	Township of Tay
Deputy Mayor Anita Dubeau	Town of Penetanguishene
Councillor Carole McGinn	Town of Midland
Councillor Perry Ritchie	Township of Springwater

Regrets:

Councillor Jeff Bumstead	Township of Tay
Councillor Ian Veitch	Township of Oro-Medonte

Staff:

Julie Cayley	Executive Director
Melissa Carruthers	Risk Management Official/ Inspector
Judy Limoges	Treasurer
Laurie Barron	Corporate Services Coordinator
Sean Ryan	Co-op Student

1. WELCOME AND CALL TO ORDER

Chair Walma called the meeting to order at 10:00 a.m.

Chair Walma introduced Sean Ryan to the Board of Directors. Sean has joined us through the co-op student program attending College Boreal in Sudbury Ontario.

2. ADOPT AGENDA

Motion: 2020-22

Moved by: R. Stevens Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Service Board approve the Meeting Agenda dated March 13, 2020 as amended to include under New Business:

- Item 7. Work Plan regarding SSEA Risk Management Plans.

- Item 17.1 Staff Report No. 10-20-SSEA regarding SSEA Vehicle Purchase

- Item 17.2 Staff Report No. 11-20-SSEA regarding a20 Loan for a operational vehicle for SSEA from the Township of Tiny.

- Item 17.3 COVID-19 virus – precautionary measures.

Carried;

3. DECLARATION OF PECUNIARY INTEREST

None declared

4. APPROVAL OF PAST MINUTES

SSEA Joint Service Board Fourth Quarter Minutes dated January 30, 2020.

Motion: 2020-22

Moved by: P. Wiancko

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Service Board approve the minutes of the Fourth Quarter meeting held on January 30, 2020.

Carried;

BUSINESS ARISING FROM THE MINUTES

None noted

5. SUSPEND THE SSEA MEETING TO ALLOW THE SSSPA TO MEET.

Motion: 2020-23

Moved by: A. Dubeau

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Service Board meeting be suspended to allow the Severn Sound Source Protection Authority meeting to proceed at 10:01 a.m.

Carried;

6. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

(Agenda and Minutes under separate file.)

7. RECONVENE THE SSEA JOINT SERVICE BOARD MEETING

Motion: 2020-24

Moved by: R. Stevens

Seconded by: A. Dubeau

RESOLVED THAT: the SSEA 2020 Joint Service Board meeting reconvene at 10:20 a.m.

Carried;

8. PRESENTATIONS

Melissa Carruthers, RMO//RMI presented a work plan outlining SSEA risk management plans currently completed and pending completion.

The provincial government deadline for completion of the risk management plans is July 1, 2020. SSEA's Risk Management Official/Risk Management Inspector is confident that the plans will be completed by the July 1st deadline however it has been discussed that a request for an extension to the deadline with the lead source protection authority would be in order to eliminate any risk to SSEA and our member municipalities.

9. SSEA FIRST QUARTER 2020 REPORT

This report will be on the April 16, 2020 First Quarter Agenda

10. SSEA FINANCIAL REPORT

10.1 Staff Report No. 09-20-SSEA from the Executive Director regarding SSEA 2020 Staff Salary Increase.

Motion: 2020-25

Moved by: P. Wiancko

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 09-20-SSEA regarding a 2020 annual salary increase of 2.0% be approved; and

FURTHER THAT: the Executive Director be authorized to implement a 2.0% cost of living increase for SSEA FTE staff retroactive to January 1, 2020.

Carried;

11. SSEA CORPORATE ADMINISTRATION UPDATE

This report will be on the April 16, 2020 First Quarter Agenda

12. EXECUTIVE DIRECTOR UPDATE

This report will be on the April 16, 2020 First Quarter Agenda

13. ANNOUNCEMENTS

There were no announcements

14. CORRESPONDENCE

There were no correspondence items for this agenda.

15. BOARD MEETING HIGHLIGHTS

Motion: 2020-26

Moved by: P. Wiancko

Seconded by: A. Dubeau

WHEREAS: the Board of Directors directed staff to provide a Board Meeting Highlight for the January 30, 2020; and

WHEREAS: the highlights will be received by the board members and emailed to their respective clerk for the information of municipal council; therefore

BE IT RESOLVED THAT: staff will continue to provide the members with highlights from each board meeting as time permits.

Carried;

16. CLOSED SESSION

There were no closed session items for this agenda.

17. OTHER BUSINESS

17.1 Staff Report No. 10-20-SSEA regarding SSEA Vehicle Purchase

Motion: 2020-27

Moved by: R. Stevens

Seconded by: P. Ritchie

WHEREAS: the SSEA has participated with the Township of Tiny in a tender process for the procurement of an operational vehicle: and

WHEREAS: in accordance with our Treasurer municipality's procurement policy (Township of Tay) the tender values were considered excessive; and

WHEREAS: the policy allows for alternatives in this situation if the tender values were considered excessive; all bids related to a van, the type of vehicle most suitable for SSEA operations; and

WHEREAS: staff undertook an internet search, referenced black book values and visited 2 local dealerships and it was determined that a used 2019 Dodge Caravan from Mac Lang Limited best met the needs of the SSEA in terms of vehicle type, value and timing.; therefore

BE IT RESOLVED THAT: Staff Report No. 10-20-SSEA regarding the purchase of a used 2019 Dodge Caravan in the amount of \$25,664.89 be approved.

Carried;

17.2 Staff Report No. 11-20-SSEA regarding 2020 Loan for an operational vehicle for SSEA from the Township of Tiny.

Motion: 2020-28

Moved by: C. McGinn

Seconded by: P. Ritchie

WHEREAS: the Township of Tiny has approved an interest free loan of \$28,000 towards the purchase of an operational vehicle for the SSEA including a request for repayment in full in 36 months; therefore

BE IT RESOLVED THAT: Staff Report No. 11-20-SSEA regarding the 2020 loan for an operational vehicle from the Township of Tiny and corresponding repayment be approved.

Carried;

Discussion followed regarding future ability to finance necessary purchase like the above discussed vehicle. The suggestion was made that SSEA could divert potential municipal "refunds" if they occur (ex. If outside funding comes through for expenses already allocated in the core budget) to reserve accounts. This will be discussed further at future meetings.

17.3 COVID-19 Virus

Chair Walma opened the floor to a discussion regarding precautions to protect staff and board members during the COVID-19 virus outbreak.

Motion: 2020-29

Moved by: A. Dubeau

Seconded by: C. McGinn

RESOLVED THAT: the SSEA procedural by-law be suspended to allow for an electronic conference call meeting due to the COVID-19 virus as needed.

Carried;

Motion: 2020-30

Moved by: P. Wiancko

Seconded by: R. Stevens

RESOLVED THAT: the Board of Directors request the Executive Director and the Chair to establish precautionary measures regarding COVID-19 virus including, but not limited to, board and staff travel plans.

Carried;

ADJOURN

Motion: 2020-31

RESOLVED THAT: this meeting of the SSEA Board of Directors held on March 13, 2020 adjourn at 11:02 a.m. to meet again on Thursday April 16, 2020 or at the call of the chair.

Carried;



Severn Sound Environmental Association 2020 1st Quarter (Jan. 1 – Mar. 31) Report

Staffing/HR

Administration, Staffing, Training and Volunteers

Administration

****** Due to circumstances surrounding COVID-19 the SSEA offices will remain temporarily closed. SSEA staff continues to work remotely and can be reached by phone or email******

- Purchased a new van, the first vehicle SSEA has owned! Thank you to Township of Tiny for the loan that made this possible.
- In order to protect staff, partners, the public and our community, staff have been working remotely since March 16, 2020



Staffing

- Welcomed Nikole Priestman Drinking Water Source Protection Assistant
- Welcomed Sean Ryan from College Boreal for 2 month co-op placement
- Advertised for:
 - Invasive Species Program Coordinator
 - Outreach, Communications and Citizen Science Assistant
 - Invasive Species Technicians (2)
 - Aquatic Plant Management Technician
 - Environmental Technician: Water Quality Field Assistants (2)
- **Seasonal/contract/Co-Op staffing on hold for re-assessment in light of COVID-19**

Training

- Truth and Reconciliation Training Session #1 (through Georgian Bay Biosphere Reserve)
- Webinars (all no charge): Conducting a Climate Change Analysis, Practical Stats, Flow & Water Level Monitoring, DWSP Climate Change Vulnerability Assessment, Hiring Help for Non-profit Managers as well as organizational excellence & managing through a pandemic webinar
- PWQMN quarterly workshop



Education, Engagement, Outreach

Presentations, Articles, Media, School Involvement and Events

Presentations

- Township of Severn Council re: Drinking Water Source Protection 101, with a follow up response to the Mayor on the risk of blue-green algae blooms from headwater lakes affecting municipal drinking water intakes on Lake Couchiching
- Township of Tiny Council re: funding support for the Healthy Soils = Healthy Watershed project
- North Simcoe Soil and Crop Improvement Association re: funding support for the Healthy Soils = Healthy Watershed project
- Township of Georgian Bay Council re: Honey Harbour and Port Severn Water Quality

Articles/Publications/News

- Interviews with MidlandToday.ca on ([Chloride levels of local waterway](#)) and ([Inflatable water park](#))
- Contributed articles on shoreline stewardship for Honey Harbour Association Hoots magazine & Gloucester Pool Cottage Association annual magazine (spring)
- Factsheet on blue-green algae & shoreline stewardship for Severn Township newsletter

Media

- @SSEA_SSRAP Twitter activity for first quarter: 32 tweets, 294 profile visits, and 308 Followers
- Tweets on topics included invasive species information, Drinking Water Source Protection, SSEA display locations and links to resources
- Web Site Activity: 2,661 users visited www.severnsound.ca
- “Did you know?” online video series continued on Facebook, in collaboration with Southern Georgian Bay Chamber of Commerce
 - 3 New SSEA informational videos uploaded, including [Open Water: importance of ice cover](#) and [Invasive Species: using bait fish safely](#), with over 876 combined view
- Launching in Q2 - NEW! SSEA Instagram account - Follow us **@severnsoundea**



SSEA staff member interview with Midlandtoday.ca



Invasive Species Coord. speaking about proper bait fish use - [Southern Georgian Bay Chamber of Commerce](#) video

Events/Meetings/Conferences

- Submitted abstract re: “What’s next: Protecting Drinking Water in the rural Township of Tiny, Severn Sound” to NABEC 2020 conference
- Abstract for International Association for Great Lakes Research accepted; conference to occur virtually

sseainfo@severnsound.ca - www.severnsound.ca

- Staff attended: Forests Ontario conference, Assessing and Enhancing the Resilience of Great Lake Coastal Wetlands meeting, Nottawasaga Valley Conservation Authority Annual General Meeting, Dufferin Simcoe Land Stewardship Network meeting, Midland Technical Review Committee meeting, Building Resiliency on Your Farm workshop, Township of Georgian Bay Job Fair
- Displays at: Tiny Carnaval D'Hiver



Winter fun at Tiny Township.'s Carnaval D'Hiver

School Involvement and Partnerships

- Developing partnership/presentation with Lakehead University environmental math course
- Interviewed by York University Masters student re: SSEA's role in watershed management
- Coordinated Brock University's core sampling of Farlain Lake for Earth Sciences and Environmental Geoscience Programs' field courses
- Collaborating with two Georgian College students for Environmental Technology Applied Research Project on Orr Lake
- Lab support from University of Toronto for soluble reactive phosphorus analysis
- Provided case study for University of Waterloo Earth and Environmental Sciences course
- SSEA became member of Georgian College's Program Advisory Committee for Environmental Technician/Technology Program



Brock University's Dr. Francine McCarthy holding sediment core at Farlain Lake

Tree Planting

Planting and Distribution

Community Tree Planting

- Field visits & confirmed 8 planting sites for spring 2020
- Planned for 4,230 seedlings to be planted by volunteers
- **All community tree plants deferred to spring 2021 due to COVID-19 situation**

Tree Seedling Distribution

- Participating landowners from all eight SSEA municipalities
- 7,440 seedlings pre-ordered and paid by 177 participants
- **Tree seedling distribution program deferred to spring 2021 due to COVID-19 situation.**

Fish and Wildlife Habitat / Natural Heritage

Natural Heritage Assessments, Invasive Species, Wetlands, Habitat and Stewardship

Invasive Species

- Customized 2019 Invasive Species Program reports submitted to municipal partners

- Assisted the Ontario Invasive Plant Council with updating provincial Best Management Practises (BMP) documents for: Eurasian Water-milfoil, Phragmites and European Water Chestnut
- Created lake wide integrated Eurasian water-milfoil management plan for Farlain Lake
- Completed invasive phragmites monitoring in Matchedash Bay for joint management project with Georgian Bay Forever



Site Visit to the Sea Lamprey Barrier, Sturgeon River

Land Use Planning

Input and Review

Reviews

- Environmental recommendations for Little Lake water-cross event

Plan Input

- Commented on municipal specific projects or reviews (3)
 - Horseshoe Craighurst Corridor Water, Wastewater and Transportation Master Plan
 - County of Simcoe Official Plan Amendment regarding waste management policies
 - Grandview Beach & Paradise Point Hydrogeological Study terms of reference
- Commented on 7 applications, reports and Environmental Impact Studies

Drinking Water Source Protection

Drinking Water Source Protection, Risk Management Services

Drinking Water Source Protection

- Participated in MECP, LSRCA, and NVCA regional work planning and provincial funding negotiating for the 2020/21 government fiscal year
- Assisted municipalities meet their February 1st Provincial annual reporting requirements
- Involved in the Source Protection Committee member replacement process, both at a local municipal level and regionally for public and economic members
- Continuing to support municipalities in updating Assessment Reports for new or changing water systems
- Attended 2 regional meetings and held a special SS SPA meeting to endorse new Severn Sound municipal representatives to the local Source Protection Committee
- Response to Severn Township on risk of blue-green algae blooms from headwater lakes affecting municipal drinking water intakes on Lake Couchiching

Risk Management

- Commented on 9 development applications, answered 9 inquiries, sent out 3 Draft Risk Management Plans, issued 1 Clean Water Act s.59 notice to proceed, issued 2 site clearance letters, and conducted 4 site visits

Monitoring Programs

Field/data collection: Open Water, Inland Lakes, PGMN, PWQMN/Tributaries, Stream Temperature, Stream Invertebrates and Climate

Open Water

- Completed sample analysis request for open water, inland lakes and special projects from MECP labs
- Completed 3 water quality sampling events at the raw water intake at the Tay Area water intake

Inland Lakes

- Completed winter water sampling on Orr Lake and Farlain Lake, collecting temperature, dissolved oxygen, and conductivity profiles, and samples for nutrient and general water chemistry analysis



Collecting Orr Lake water quality samples

Provincial Water Quality Monitoring Network (PWQMN)

- 3 runs completed at 14 sampling locations in 8 streams (Lafontaine and Copeland Creeks; Wye, Sturgeon, Hogg, Coldwater, North and Severn Rivers), measured water temperature, dissolved oxygen, pH, turbidity, conductivity, water chemistry and metals

Stream Temperature

- All compilation and thermal stability modelling of water temperature data is completed for 2019

Climate

- Compilation of monthly Georgian Bay water level and regional climate data
- All compilation of 2019 rain data complete for rain gauges at Huronia Airport, Midland Sewage Treatment Plant, Pine Grove (Penetanguishene) and Balm Beach
- All data downloaded and used in the interpretation of the stream temperature data for the 3 air temperature loggers at Huronia Airport and the Midland Sewage Treatment Plant



Collection of a PWQMN Sample at Lafontaine Creek

Adapting to COVID-19 Challenges

**Due to COVID-19, Ministry of Environment, Conservation and Parks laboratories have temporarily stopped accepting non-essential (i.e. not drinking water related) samples. SSEA relies on the MECP Labs for consistent analysis of samples we collect. This affects several SSEA monitoring programs including Open Water, Inland Lakes, Provincial Water Quality Monitoring Network and Provincial Groundwater Monitoring Network.

We are adapting:

- At present, SSEA Staff are focussed on updating datasets and reporting on 2019 results.
- A sampling program contingency plan and fieldwork protocol is being developed.

- Sampling for all programs, including Lake and River, will continue with a focus on field-based measurements once social isolating requirements are lifted by public health and it is deemed safe for staff to proceed.
- The bulk of work for many other SSEA sampling programs (e.g. stream invertebrates, groundwater sampling) is normally scheduled to occur in late summer into fall. During the summer/fall period, SSEA Staff will continue to assess the challenges due to COVID-19 and will adapt accordingly.
- Focus is shifting to empowering our citizen science monitoring programs that can be done while ensuring social isolation

Citizen Science

- Water Level Watchers volunteers from Farlain Lake submitted 2 water level observations from a static water gauge
- Added 6 volunteers to SSEA citizen science programs (Ice Spotters)
- Total citizen science volunteers: 56



Ice spotter image of ice breaking up on the north end of Lake Couchiching, Severn Twp., Mar.28th

Data Analysis and Reporting

Statistics, Data Management & Analysis, Stream Invertebrate ID, and GIS/Mapping

Reporting

- SSEA Board report on sodium in surface and groundwater across Severn Sound watershed

Statistics/Data Management & Analysis

- Analysis of sodium & chloride trends - surface and groundwater Severn Sound watershed
- Compilation of 2019 water quality and profile data
- Compilation of 2019 flow data from Water Survey of Canada sites
- Fulfilled data request from Tay Twp. for water quality data relevant to drinking water intakes
- Analysis of water quality and flow trends for Hogg Creek

Stream Invertebrate Identification

- 122 samples identified from the Coldwater River, Hogg Creek, Wye River and Sturgeon River watersheds – total of 23,000 bugs identified
- Analysis and reporting on invertebrate communities at new Baxter Lake site

Partnerships

New/Updated NGO partners and MOU's

Other Partners

- Contributed to summary compiled by Georgian Bay Biosphere Reserve on science and monitoring needs to be submitted to Environment and Climate Change Canada

Financial

Donations, Grants, Budget, Invoicing and Revenue (fee for service)

Grants

- Funding applications submitted to:
 - Fisheries and Oceans Canada Habitat Stewardship Program - Terrestrial Species at Risk (Phragmites management & Blanding's Turtle Restoration in Matchedash Bay)
 - OMAFRA's Places to Grow: Agri-food Innovation Initiative – Soil Health and Water Quality: Outreach, Education and Advisory Services (Healthy Soils = Healthy Watershed program)

Budget

- 2020 Budget deputations to all 8 partner municipalities completed.

Cost Recovery

- Invoices sent to municipalities for cost recovery land use planning reviews from last quarter of 2019

Thank you from Team SSEA

- Julie Cayley - Executive Director
- Lex McPhail - IT Manager/GIS Applications Specialist
- Paula Madill - Ecosystem Technologist
- Michelle Hudolin - Wetlands & Habitat Biologist
- Aisha Chiandet - Water Scientist
- Melissa Carruthers – Risk Mgmt. Official./Risk Mgmt. Inspector
- Judy Limoges –Treasurer (p/t)
- Robert Canning – Invasive Species Program Coordinator
- Nikole Priestman – Drinking Water Source Water Protection Assist.
- Laurie Barron – Corporate Services Coordinator (p/t)
- Sean Ryan- Co-op student from College Boreal

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**Severn Sound Environmental Association
Joint Service Board Meeting
April 16, 2020**

STAFF REPORT

No: 13-20-SSEA
Date: April 8, 2020
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer

SUBJECT: 2019 DRAFT FINANCIALS

Strategic Plan Goals:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 13-20-SSEA regarding the 2019 draft financials be received as information.

Purpose of Staff Report

The purpose of this report is to provide an update as to the status of 2019 financials.

Background

Please be advised that the 2019 yearend financial report is DRAFT and UNAUDITED.

There are outstanding adjustments that need to be recorded before the 2019 audited financial statements are prepared and ready for presentation to the board.

The Township of Tay has previously advised that the 2019 financial audit is expected to take place in April.

Submitted by:

Approved for Submission by:

Original signed by
Judy Limoges, Treasurer

Original signed by
Julie Cayley, Executive Director

Attachment: SSEA Financial Report ending Dec 31, 2019

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)
DRAFT FINANCIAL REPORT
For the Twelve Months Ending December 31, 2019

	2019		Variance \$	Actual/Budget %	2018
	Actual	Annual Budget			Actual
SSEA CORE OPERATIONS					
GENERAL REVENUE	(543,237)	(572,796)	(29,559)	95.%	(535,679)
UNDISTRIBUTED PAYROLL EXPENSE	208,854	110,186	(98,668)	190.%	109,958
ADMINISTRATION/OVERHEAD	105,792	139,193	33,401	76.%	103,909
GIS BASE COVERAGES	96,759	86,901	(9,858)	111.%	82,298
RISK MANAGEMENT	0	16,829	16,829	0.%	0
REQUESTS & REVIEWS	9,422	33,116	23,694	28.%	5,594
RURAL PROGRAMS	0	11,944	11,944	0.%	18,061
MONITORING & SURVEILLANCE	80,690	94,132	13,442	86.%	100,174
MONITORING SUPPORT	22,108	20,400	(1,708)	108.%	21,860
WATER SCIENTIST	62,864	60,095	(2,769)	105.%	51,118
PSAB ADJUSTMENTS	0	0	0		10,763
TOTAL SSEA CORE OPERATIONS	43,252	0	(43,252)	0.%	(31,944)
<u>SSEA IMPLEMENTATION PROJECTS</u>					
GROUND WATER PROJECT					
Revenues	0	(2,500)	(2,500)	0.%	(4,453)
Expenses	20	2,500	2,480	1.%	1,501
HONEY HARBOUR SURVEY					
Revenues	(15,088)	(13,926)	1,162	108.%	(15,396)
Expenses	15,225	13,926	(1,299)	109.%	15,742
WETLANDS EVALUATION PROJECT					
Revenues	0	0	0		(1,926)
Expenses	99	0	(99)		1,295
INLAND LAKES					
Revenues	(20,923)	(33,581)	(12,658)	62.%	(10,208)
Expenses	16,838	33,581	16,743	50.%	12,249

TREE DISTRIBUTION					
Revenues	(19,073)	(17,000)	2,073	112.%	(15,614)
Expenses	21,629	17,000	(4,629)	127.%	17,469
RMO PROJECT					
Revenues	(73,104)	(90,780)	(17,676)	81.%	(75,128)
Expenses	77,013	90,780	13,767	85.%	102,640
SOURCE WATER IMPLEMENTATION					
Revenues	(57,572)	(119,193)	(61,621)	48.%	(105,710)
Expenses	57,396	119,193	61,797	48.%	105,916
VICTORIA HARBOUR WTP SURVEY					
Revenues	(8,504)	(7,691)	813	111.%	(7,662)
Expenses	8,126	7,691	(435)	106.%	7,662
INVAISVE SPECIES					
Revenues	(52,317)	(54,000)	(1,683)	97.%	(46,191)
Expenses	39,507	54,000	14,493	73.%	46,191
CITIZEN SCIENTIST					
Revenues	(4,625)	0	4,625		0
Expenses	0	0	0		839
FISH COMMUNITY EVALUATION					
Revenues	0	0	0		(2,600)
Expenses	0	0	0		5,326
HABITAT RESTORATION PROJECT					
Revenues	(174,863)	(10,013)	164,850	1,746.%	(2,973)
Expenses	173,863	10,013	(163,850)	1,736.%	2,973
COMMUNITY STEWARDSHIP PROJECT					
Revenues	0	0	0		0
Expenses	0	0	0		0
COASTAL MAPPING PROJECT					
Revenues	0	0	0		0
Expenses	0	0	0		0
TOTAL SSEA IMPLMENTATION PROJECTS					
	(16,353)	0	16,353	0.0%	31,942
TOTAL SSEA OPERATING (SURPLUS)/DEFICIT					
	26,899	0	(26,899)	0.0%	(2)



**Severn Sound Environmental Association
Joint Service Board Meeting
April 16, 2020**

STAFF REPORT

No: 14-20-SSEA
Date: April 14, 2020
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer

SUBJECT: 2020 1st Quarter Draft Financials

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 14-20-SSEA regarding the 2020 first quarter draft financials be received as information.

Purpose of Staff Report

The purpose of this report is to provide the board with the first quarter 2020 financials.

Background

Please be advised that the 2020 financial report reflects that finances are trending favourably for the first quarter. This is mainly due to invoicing municipal partners for core services and RMO services in March 2020.

Please note the following:

- The financial report received from the Township of Tay has been adjusted for several items to reflect a more accurate report at the end of the first quarter.
- First quarter 2020 PAYROLL HAS NOT BEEN DISTRIBUTED TO ACTIVITIES/PROJECTS. All payroll costs are included in UNDISTRIBUTED PAYROLL EXPENSE.
- Some activities/projects reflect negative expense balances due to posting reverse payroll accruals without the offsetting payroll for the quarter properly distributed to those activities/projects.
- This report includes the loan provided by the Township of Tiny and the corresponding van purchase.
- All of the revenues shown for the Tree Distribution Project will be returned due to the cancellation of this activity, as detailed in a separate staff report.

As a result, these statements provide useful bottom line information, however, the individual activities/projects balances are not accurate.

The SSEA team is currently evaluating all pending programs to determine their status given the current Covid-19 situation. The board will be made aware of changes to operations as they are determined.

Prepared by:

Approved for Submission by:

Original signed by
Judy Limoges, Treasurer

Original signed by
Julie Cayley, Executive Director

Attachment: SSEA Financial Report ending March 31, 2020

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)
DRAFT FINANCIAL REPORT
For the Three Months Ending March-31-20

	2020		2020		2019	
	YTD Actual	Annual Budget	Variance \$	Actual/Budget %	Actual	
SSEA CORE OPERATIONS						
GENERAL REVENUE	(873,976)	(908,069)	(34,093)	96.0%	(543,237)	
UNDISTRIBUTED PAYROLL EXPENSE	168,192	291,298	123,106	58.0%	208,854	
ADMINISTRATION/OVERHEAD	39,700	156,965	117,265	25.0%	105,792	
GIS BASE COVERAGES	(2,007)	88,639	90,646	(2.0%)	96,759	
RISK MANAGEMENT	0	17,166	17,166	0.0%	0	
REQUESTS & REVIEWS	0	33,778	33,778	0.0%	9,422	
RURAL PROGRAMS	0	12,183	12,183	0.0%	0	
MONITORING & SURVEILLANCE	(1,428)	96,015	97,443	(1.0%)	80,690	
MONITORING SUPPORT	143	22,000	21,857	1.0%	22,108	
WATER SCIENTIST	(871)	61,297	62,168	(1.0%)	62,864	
INVASIVE SPECIES	(528)	55,080	55,608	(1.0%)		
SOURCE WATER IMPLEMENTATION	2,376	73,649	71,273	3.0%		
TOTAL SSEA CORE OPERATIONS	(668,399)	0	668,399	0.0%	43,252	
<u>SSEA IMPLEMENTATION PROJECTS</u>						
GROUND WATER PROJECT						
Revenues	0	(2,500)	(2,500)	0.0%	0	
Expenses	0	2,500	2,500	0.0%	20	
HONEY HARBOUR SURVEY						
Revenues	0	(14,941)	(14,941)	0.0%	(15,088)	
Expenses	0	14,941	14,941	0.0%	15,225	
WETLANDS EVALUATION PROJECT						
Revenues	0	0	0	0.0%	0	
Expenses	0	0	0	0.0%	99	
INLAND LAKES						
Revenues	0	(18,588)	(20,004)	0.0%	(20,923)	
Expenses	5,191	18,588	14,813	26.0%	16,838	

	2020		Variance \$	Actual/Budget %	2019
	YTD Actual	Annual Budget			Actual
TREE DISTRIBUTION					
Revenues	(15,988)	(20,004)	(58,203)	22.0%	(19,073)
Expenses	2,932	20,004	71,259	4.0%	21,629
RMO PROJECT					
Revenues	(72,987)	(74,191)	(1,204)	98.0%	(73,104)
Expenses	(739)	74,191	74,930	(1.0%)	77,013
SOURCE WATER IMPLEMENTATION					
Revenues					(57,572)
Expenses					57,396
VICTORIA HARBOUR WTP SURVEY					
Revenues	0	(7,855)	(7,855)	0.0%	(8,504)
Expenses	0	7,855	7,855	0.0%	8,126
INVASIVE SPECIES					
Revenues					(52,317)
Expenses					39,507
CITIZEN SCIENTIST					
Revenues	0	0	0	0.0%	(4,625)
Expenses	0	0	0	0.0%	0
HABITAT RESTORATION PROJECT					
Revenues	0	0	0	0.0%	(174,863)
Expenses	0	0	0	0.0%	173,863
SUSTAINABLE SEVERN					
Revenues	0	(106,756)	0	0.0%	0
Expenses	0	106,756	0	0.0%	0
TOTAL SSEA IMPLEMENTATION PROJECTS	(81,591)	0	81,591	0.0%	(16,353)
TOTAL SSEA OPERATING (SURPLUS)/DEFICIT	(749,990)	0	749,990	0.0%	26,899

NOTE: The financial report received from the Township of Tay has been adjusted for several items to reflect a more accurate DRAFT report at the end of the first quarter 2020. Judy Limoges, SSEA Treasurer.



**Severn Sound Environmental Association
JMSB 2020 First Quarterly Meeting (Q1)
April 16, 2020**

STAFF REPORT

No: 15-20-SSEA
Date: April 8, 2020
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer

SUBJECT: 2020 INSURANCE COSTS

Strategic Plan Goals:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 15-20-SSEA regarding the 2020 commercial insurance costs be received as information.

Purpose of Staff Report

The purpose of this report is to inform the board of the 2020 unanticipated increased cost of commercial general liability and property insurance.

Background

Based on the 2020 invoice for insurance recently received from Frank Cowan Company through Mink Insurance Services Limited, the cost of insurance for SSEA has increased 18.5% over 2019 invoiced costs.

The 2020 budget includes \$8,262.00 for general insurance. The general insurance actual cost that will be reflected on the 2020 SSEA financial statements is \$9,360.00. This represents a shortfall of \$1,100.00.

Analysis/Discussion

In an effort to understand these costs and achieve potential savings, communications with the insurer have taken place. Information with respect to the increase that has been provided is as follows:

- Liability rate increase due to market conditions capped at 8% due to 19% exposure increase. The following are the key exposure changes that resulted in premium increases for Liability and Director's & Officers Liability:
 - Payroll increased from 2019 ie 2020 budget
 - Operating budget increased from 2019 ie 2020 budget
- 10% property increase applied due to market conditions
- 5.88% of the 18.5% increase is attributed to rate increase which is conservative for the current condition.

- Bottom line increase is 18.5% out of which 12.6% is driven by exposure.

This shortfall of \$1,100.00 is significant to the SSEA budget. Although, the Executive Director has advised the insurer to proceed with binding coverage for the renewal, we are currently negotiating with them in light of the current Covid-19 situation and impact on both our revenue and budget, to find ways/thoughts/ideas to help reduce the increase in insurance costs.

Prepared by:

Approved for Submission by:

Original signed by
Judy Limoges, Treasurer

Original signed by
Julie Cayley, Executive Director



**Severn Sound Environmental Association
JMSB 2020 First Quarterly Meeting (Q1)
April 16, 2020**

STAFF REPORT

No: 16-20-SSEA
Date: April 16, 2020
To: Chair and Members of the SSEA Board of Directors
From: Michelle Hudolin, Wetlands & Habitat Biologist

SUBJECT: SSEA Community Tree Planting & Tree Seedling Distribution Program Update

APPLICABLE STRATEGIC PLAN GOALS:

Goal 1: Sound Science

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 16-20-SSEA, regarding the SSEA Community Tree Planting & Tree Seedling Distribution Programs, be received for information.

Purpose of Staff Report

The purpose of this report is to provide an update on the impacts of the COVID-19 situation on the spring 2020 Community Tree Planting and Tree Seedling Distribution Programs.

Background

The Severn Sound Remedial Action Plan/SSEA has been involved in coordinating tree plants since the early 1990s. To restore wildlife habitat and improve water quality, the SSEA helps with project planning, obtaining native tree and shrub seedlings, and coordinating planting volunteers. The SSEA involves a variety of groups and volunteers including local schools, and community organizations (ex. Scouts Canada). Nearly 240,000 seedlings have been planted through this Program.

To supplement the Community Tree Planting Program, the SSEA started the Tree Seedling Distribution Program in 2007. This over-the-counter tree sales program provides property owners with access to reasonably-priced, native tree and shrub seedlings for spring planting, increasing local tree cover. More than 115,700 seedlings have been purchased and planted through this program.

Seedlings for both programs are ordered from the nursery in fall. A deposit (typically 20-25% of total cost) is paid in January to secure the order with the balance due with spring pick-up. Both of these tree planting programs have been impacted by the COVID-19 situation, and as a result, have been **deferred to spring 2021**.

Analysis/Discussion

In order to ensure that SSEA is complying with physical distancing and as a precaution to avoid potentially spreading COVID-19, the SSEA is deferring all our planned *Community Tree Planting* and our *Tree Seedling Distribution* to spring 2021. The SSEA has confirmed that partner agencies like NVCA and South Simcoe Streams Network have also decided not to proceed with their community/volunteer tree planting projects or over-the-counter tree sales this year. Since seedlings are bare-root (i.e., not potted stock) it is not possible to defer the programs for a few months. In addition, the nursery indicated they may be unable to fulfill all orders because of COVID-19 impacts to their operations.

The Tree Seedling Distribution Program relies on volunteers and municipalities (staff/council and/or facilities) to assist SSEA with seedling pick up, sorting and packaging and distribution from a municipal facility. The Community Tree Planting Program utilizes shared equipment (shovels, buckets), and for spring 2020, it became clear that group face to face events like tree planting would not be able to take place. The SSEA will work with our treasurer Municipality, the Township of Tay, to refund all paid Tree Seedling Distribution Program orders.

Financial Implications

The SSEA paid a deposit of \$3,165.13 to Somerville Nurseries Inc. to secure seedlings for both 2020 tree programs. Under the current circumstances, the nursery has offered to waive their penalty for cancelled orders and will refund the full deposit paid for spring 2020 seedlings.

For Community Tree Planting projects, 100% of the cost of seedlings would have been reimbursed through a County of Simcoe Forestry grant because volunteers would have done the planting. The County funds are available through a multi-partner, four-year (2019-2022) MOU between the County and SSEA, Dufferin Simcoe Land Stewardship Network, NVCA and LSRCA. As the programs will not be occurring, the County's funding would not be paid to SSEA for 2020, however there are no seedling costs incurred due to the cancellation of our 2020 order. The cancellation of 2020 tree planting will not affect the SSEA's agreement with the County for the remainder of the MOU timeframe.

For the Tree Seedling Distribution Program, 177 participants ordered and paid for seedlings to date. The SSEA sets the seedling prices so that the program is self-funded; in 2020, the SSEA was also approved for a subsidy of \$0.25 per seedling from Forests Ontario. The subsidy was originally intended to only be available in 2020; Forests Ontario has been contacted to determine if funding (\$2,185 pre-approved) would still be available if the program is deferred until 2021.

The 2020 budget (attached) includes \$7,204 for staff labour and benefits. The only expenses that will be allocated to the Tree project in 2020 are the staff time associated with planning and implementing the programs thus far. As there will no longer be revenue attached to either tree program, these costs will appear as a deficit in the Tree program in 2020.

Prepared by:

Original signed by
Michelle Hudolin, Wetlands & Habitat Biologist

Approved for Submission by:

Original signed by
Julie Cayley, Executive Director

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)	
BUDGET	
2020	
	2020
	SSEA
TREE DISTRIBUTION PROJECT	
Revenues:	
5-9-8900-254-0390 Sales -Community/Private	(15,004)
5-9-8900-254-0698 COUNTY OF SIMCOE CONTRIBUTIONS-----County of Simcoe	(5,000)
Total Revenues	(20,004)
Expenses:	
5-9-8900-254-1111 FULL TIME DISTRIBUTION	5,347
5-9-8900-254-1201 BENEFIT DISTRIBUTION	1,857
5-9-8900-254-2210 CONTRACTED SERVICES - TREE DISTRIBUTION	12,000
5-9-8900-254-3110 SUPPLIES & MATERIALS	500
5-9-8900-254-9111 BANKED OVERTIME - TREE DISTRIBUTION	
5-9-8900-254-9201 BANKED OVERTIME - BENEFITS (TREES)	
5-9-8900-254-3022 MILEAGE	300
Total Expenses	20,004



**Severn Sound Environmental Association
JMSB 2020 First Quarterly Meeting (Q1)
April 16, 2020**

STAFF REPORT

No: 17-20-SSEA
Date: April 14, 2020
To: Chair and Members of the SSEA Board of Directors
From: Julie Cayley, Executive Director

SUBJECT: SSEA 2020 Core Operations Budget Invoicing

APPLICABLE STRATEGIC PLAN GOALS:

- Goal 1: Sound Science**
 - Goal 2: Supportive Partnerships**
 - Goal 3: An Engaged & Informed Community**
 - Goal 4: An Exceptional Organization**
-

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 17-20-SSEA, regarding the Core Operations budget invoicing be received for information; and

FURTHER THAT: the SSEA invoice and collect the Core Operations budget as invoiced including the Drinking Water Source Protection budget amount for municipal partners; and

FURTHER THAT: should the Ministry of Environment Conservation and Parks approve funding the 2020/21 Drinking Water Source Protection budget, the funds collected from the municipal partners be put in a reserve for future DWSP purposes.

Purpose of Staff Report

The purpose of this report is to advise the board of the status of SSEA invoicing sent to Municipal partners for Core Operations and to seek direction from the Board regarding the Source Water Protection budget amount within those invoices.

Background

The SSEA Board approved budget 2020-2025 including \$73,649 for basic Drinking Water Source Protection (DWSP) program services anticipating a reduction in funding from the Provincial Government for 2020/21 fiscal for this program. These costs were presented to each municipality in the 2020 budget pre-meetings conducted in 2019.

Last fiscal (2019/20) the Ministry of the Environment, Conservation and Parks (MECP) did not approve the budget until August of that fiscal year. This creates a very difficult operating situation for SSEA, including incurring significant cost in good faith for almost the first two fiscal quarters before we received an approved budget and contract from MECP. Since the development and Board approval of the 2020 SSEA budget the Province of Ontario has requested budget proposals from the SSEA and two CA partners LSRCA and NVCA for delivery of the Ontario 2020/21 DWSP program. The SSEA, LSRCA and NVCA were part of a 2020 budget negotiation conference call with MECP on January 27, 2020. On March 30, 2020 SSEA ED contacted LSRCA CAO who confirmed they have not yet heard confirmation of 2020 DWSP budget approval from MECP.

Since there has been no confirmation of approval of Provincial funding from MECP, March 27, 2020 invoices for SSEA 2020 Core Operating Budget including the DWSP portion were sent to all 8 municipal partners. Two partners replied upon receiving the invoice with a question regarding their understanding that the Province would be funding DWSP for 2020 and they had anticipated being able to either remove that cost from their payment or have it re-funded by SSEA if already paid.

Conclusion

As the SSEA is the Severn Sound Source Protection Authority (SSSPA) and, along with the two Conservation Authority partners in South Georgian Bay Lake Simcoe Source Protection Region have not had confirmation of funding for the DWSP 2020/21 program from the Province of Ontario (MECP) it is recommended that the SSEA Municipalities proceed with payment for 2020 SWP services. In the event that the Province confirms their funding for the 2020/21 DWSP program, the recommendation is that the SSEA move the 2020 municipal DWSP funds collected to a DWSP reserve for anticipated future program funding shortfalls.

Submitted by:

Original signed by
Julie Cayley, Executive Director



**Severn Sound Environmental Association
JMSB 2020 First Quarterly Meeting (Q1)
April 16, 2020**

STAFF REPORT

No: 18-20-SSEA
Date: April 16, 2020
To: Chair and Members of the SSEA Board of Directors
From: Michelle Hudolin, Wetlands & Habitat Biologist

SUBJECT: Invasive Species Program Staffing Update

APPLICABLE STRATEGIC PLAN GOALS:

Goal 1: Sound Science
Goal 2: Supportive Partnerships
Goal 3: An Engaged & Informed Community
Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 18-20-SSEA, regarding the Invasive Species Program Staffing Update, be received for information.

Purpose of Staff Report

The purpose of this report is to provide an update on staffing related to the Invasive Species (IS) Program.

Background

The Invasive Species Program is now a core project of the SSEA, and as such the IS Program has been expanded to all SSEA municipalities. The SSEA is also working with the Farlain Lake Community Association (FLCA) on Eurasian Water-milfoil management, as a special project with funding to be provided in 2020 and 2021 through FLCA.

In late February, Robert Canning, SSEA Invasive Species Program Coordinator, provided notice that he was leaving the SSEA for a position elsewhere. As a result, the SSEA posted the *Invasive Species Program Coordinator* employment opportunity on March 4th, with a closing date of March 20th, 2020. Since the IS Program has expanded to additional municipalities for 2020 and is also supporting the Farlain Lake invasive species management, the SSEA posted additional seasonal/contract employment opportunities that closed on March 27th, 2020. The positions and terms were posted as being dependent on funding approval (e.g., Canada Summer Jobs, BioTalent Canada).

Analysis/Discussion

The COVID-19 situation has had a direct impact on recruitment related to staffing the IS Program.

Interviews for the Invasive Species Program Coordinator were conducted the week of March 30th, by video conference. Through this process, a suitable candidate has been found and an offer is pending. Due to logistical challenges of setting up and managing a new staff person remotely, and modified workplan, the offer and start date are still pending.

In February, the SSEA applied to the federal government's Canada Summer Jobs program (through Service Canada) for partial funding support for seasonal/contract jobs, including two proposed *Invasive Species Technician* positions and the *Aquatic Plant Management Technician* position. SSEA staff are in the process of confirming with Service Canada the status of funding to support these positions. The SSEA is at its technical capacity for staff working remotely, we have no more laptops available for new/seasonal staff. There are uncertainties as to the impacts of COVID-19 on the SSEA's ability to conduct outreach/education activities and field work in summer 2020 and interviews to fill these positions are currently on hold.

Financial Implications

Funding for these positions may now be at 100% due to changes to the Canada Summer Jobs program due to COVID-19, we have not yet confirmed approval of our proposed positions. This would reduce the original potential financial requirements. There would however be a new cost for computer equipment required if these seasonal staff are brought on to work from home. This may be around \$5,000.

Prepared by:

Approved for Submission by:

Original signed by
Michelle Hudolin, Wetlands & Habitat Biologist

Original signed by
Julie Cayley, Executive Director



**Severn Sound Environmental Association
JMSB 2020 First Quarterly Meeting (Q1)
April 16, 2020**

STAFF REPORT

No: 19-20-SSEA
Date: April 16th, 2020
To: Chair and Members of the SSEA Board of Directors
From: Aisha Chiandet, Water Scientist

SUBJECT: SSEA Social Media update

APPLICABLE STRATEGIC PLAN GOALS:

Goal 1: Sound Science
Goal 2: Supportive Partnerships
Goal 3: An Engage & Informed Community
Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 19-20-SSEA regarding SSEA social media update be received for information.

Purpose of Staff Report

To update the Board on SSEA's social media use and presence including new Instagram account, including intended use and how to access the account.

Background

The SSEA's social media presence includes our website (www.severnsound.ca), Twitter feed (https://twitter.com/ssea_ssrp) and YouTube channel (<https://www.youtube.com/channel/UCWnc64imsWIFWlbrYi3-RSA>), along with more recent "Did You Know" video posts to the South Georgian Bay Chamber of Commerce Facebook page (https://www.facebook.com/Southern-Georgian-Bay-Chamber-of-Commerce-132190703477140/?epa=SEARCH_BOX). In order to expand the online reach for SSEA an Instagram account was created for the purpose of:

- sharing information regarding SSEA events and awareness days/weeks (e.g. World Water Day, Invasive Species Week)
- sharing SSEA job postings
- communicating information on SSEA programs and recruiting volunteers for programs such as tree planting and citizen science

- promoting and engaging the public on environmentally responsible practices regarding water quality, invasive species, species at risk, Drinking Water Source Protection, etc.
- sharing results from monitoring programs and information learned at conferences
- directing online traffic to the SSEA website for further information on the above
- learning about relevant initiatives from partner agencies, and reposting relevant information from partner agencies

There are numerous differences between Instagram and Twitter that will allow SSEA to share content in different ways, including increased character count, ability to share up to 10 photos and/or video within a post, and ability to post longer videos through Instagram TV. The two media platforms are complimentary, and there is value in engaging in both in order to maximize reach.

There are two ways to access SSEA's Instagram account:

- Through the **Instagram mobile app** by searching our handle: **severnsoundea**. This option allows users to view SSEA's profile and posts, as well as interact with a post via commenting and "liking". From the app, users can "follow" SSEA to receive our posts in their feed.
- Through the **Instagram website: www.instagram.com/severnsoundea**. This option allows users that do not have an Instagram account to view SSEA's profile and posts. Through the website, users are not able to interact with a post or follow SSEA unless they have an Instagram account.

Analysis:

The account went live on April 3, and within the first week, account activity included 2 posts, 28 followers, and 75 followed accounts. Future posting activity will be done in tandem with Twitter posts, where appropriate, in order to ensure consistency of messaging, and reduce duplicate efforts in social media communications. Staff will share the responsibility of posting and checking traffic and input on the account.

Prepared by:

Approved for Submission by:

Original signed by
Aisha Chiandet, Water Scientist

Original signed by
Julie Cayley, Executive Director