



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION  
JOINT MUNICIPAL SERVICE BOARD (JMSB)  
2020 Third Quarter (Q3) Meeting**

**October 15, 2020  
9:32 am – 11:26 am  
Via video & telephone conference**

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**Present via zoom video:**

SSEA Chair, Deputy Mayor Steffen Walma  
SSEA Vice Chair, Councillor Paul Wiancko  
SSEA Past Chair, Councillor Ron Stevens  
Councillor Ian Veitch  
Deputy Mayor Anita Dubeau  
Councillor Perry Ritchie  
Councillor Paul Raymond

Township of Tiny  
Township of Georgian Bay  
Township of Severn  
Township of Oro-Medonte  
Town of Penetanguishene  
Township of Springwater  
Township of Tay

**Regrets**

Councillor Carole McGinn

Town of Midland

**Staff present via zoom video:**

Julie Cayley  
Lex McPhail  
Judy Limoges  
Melissa Carruthers  
Tracy Roxborough  
Tamara Brincat  
Michelle Hudolin  
Aisha Chiandet

Executive Director  
IT Manager/ GIS Applications Specialist  
Treasurer  
Risk Mgmt. Official/Risk Mgmt. Inspector  
Sustainability Coordinator  
Invasive Species Program Coordinator  
Wetlands & Habitat Biologist  
Water Scientist

**Guests present via zoom video:**

Scott Warnock  
Carl Pahapill  
Rebecca MacDonald

Huronian Community Foundations  
Pahapill and Associates Chartered Accountants  
Pahapill and Associates Chartered Accountants

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**1. WELCOME AND CALL TO ORDER**

Chair Walma called the meeting to order at 9:32 am and reminded all that the meeting was being recorded

**2. ADOPT AGENDA**

MOTION: 2020-84

Moved By: R. Stevens

Seconded By: P. Raymond

RESOLVED THAT: the SSEA Joint Service Board approve the Meeting Agenda dated October 15, 2020

Carried;

*Chair Walma noted the order of today's agenda will be moving around based upon when the guests would be joining the meeting. Chair Walma further asked to add a discussion around a 2020 AMO delegation to the Other Business section of the agenda.*

**3. DECLARATION OF PECUNIARY INTEREST**

None declared.

Chair Walma formally welcomed Councillor Raymond to the board.

**4. APPROVAL OF PAST MINUTES**

**4.1** Minutes of Second Quarter (Q2) meeting of the SSEA Joint Municipal Service Board held July 16, 2020

MOTION: 2020-85

Moved By: P. Wiancko                      Seconded By: A. Dubeau

RESOLVED THAT: the SSEA Joint Municipal Service Board approve the minutes of the Second Quarter (Q2) meeting of the SSEA Joint Municipal Service Board held July 16, 2020

Carried;

**4.2** Minutes of the Severn Sound Protection Authority Meeting No. 03-20-SS SPA, held on July 16, 2020

MOTION: 2020-86

Moved By: I. Veitch                      Seconded By: P. Ritchie

RESOLVED THAT: the SSEA Joint Municipal Service Board approve the minutes of the Severn Sound Source Protection Authority Meeting No. 03-20-SS SPA, held on July 16, 2020

Carried;

**4.3** Minutes of the special meeting the SSEA Joint Municipal Service Board held August 25, 2020

MOTION: 2020-87

Moved By: R. Stevens                      Seconded By: P. Wiancko

RESOLVED THAT: the SSEA Joint Municipal Service Board approve the minutes of the special meeting of the SSEA Joint Municipal Service Board held August 25, 2020

**4.4** Business arising from the minutes

**5. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**

No SPA meeting this quarter

**6. RISK MANAGEMENT OFFICIAL/INSPECTOR UPDATE**

**6.1** Staff Report 36-20-SSEA SPA/RMO Update

MOTION: 2020-88

Moved By: P. Raymond                      Seconded By: A. Dubeau

BE IT RESOLVED THAT: Staff Report No. 36-20-SSEA regarding an update as to the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q3 of 2020 be received for information

Carried;

*Moved to item 8.1*

**7. SSEA THIRD QUARTER (Q3) 2020 REPORT**

MOTION: 2020-89

Moved By: I. Veitch

Seconded By: P. Ritchie

RESOLVED THAT: the Third Quarter 2020 report presented by Julie Cayley, Executive Director be received for information

Carried;

*Councillor Raymond left the meeting 9:58 am*

**8. SSEA FINANCIAL REPORT**

**8.1 Staff Report 37-20-SSEA 2019 Draft Audited Financials**

MOTION: 2020-90

Moved By: A. Dubeau

Seconded By: I. Veitch

BE IT RESOLVED THAT: Staff Report No. 37-20-SSEA regarding the 2019 draft audited financial statements be received by the board; AND

FURTHER THAT: the SSEA board of directors approve the 2019 Audited Financial Statements as provided by Pahapill and Associates Professional Chartered Accountants; AND

FURTHER THAT: a copy of the final approved 2019 SSEA Audited Financial Statements be posted on the SSEA website and distributed to municipal partners.

Carried;

*The Executive Director thanked Rebecca MacDonald and Carl Pahapill for taking the time to present the audited statements to the Board.*

**8.2 Staff Report 38-20-SSEA SSEA Reserve Policy**

MOTION: 2020-91

Moved By R. Steven

Seconded By: P. Wiancko

BE IT RESOLVED THAT: Staff Report No. 38-20-SSEA regarding the SSEA Reserve Policy be received by the board; AND

FURTHER THAT: the SSEA Reserve Policy be approved as presented.

Carried;

**8.3 Staff Report 39-20-SSEA 2020 3<sup>rd</sup> Quarter Financials**

*Not available at time of posting, presented on table*

MOTION: 2020-92

Moved By: A. Dubeau

Seconded By: I. Veitch

RESOLVED THAT: Staff Report No. 39-20-SSEA regarding the 2020 3<sup>rd</sup> quarter financials be received for information

Carried;

**8.4 Staff Report 40-20-SSEA SSEA Drinking Water Source Protection 2020 revenue**

MOTION: 2020-93

Moved By: A. Dubeau

Seconded By: P. Wiancko

BE IT RESOLVED THAT: Staff Report No. 40-20-SSEA, regarding SSEA Drinking Water Source Protection 2020 revenue be received; AND

FURTHER THAT: the SSEA board approve Option 1 as presented.

Carried;

A short break was called for.

Moved By: A. Dubeau                      Seconded By: P. Ritchie

RESOLVED THAT: this meeting of the SSEA Board of Directors held on October 15, 2020 go into recess at 10:18 am

Carried;

Moved By: A. Dubeau                      Seconded By: R. Stevens

RESOLVED THAT: this meeting of the SSEA Board of Directors held on October 15, 2020 came out of recess at 10:25 am

Carried;

Moved to agenda item 10.2

**9. PRESENTATIONS (11:00am)  
Huron Community Foundation – Fund Establishment**

Presented By: Scott Warnock, Executive Director Huronia Community Foundation

MOTION: 2020-94

Moved By: R. Stevens                      Seconded By: P. Wiancko

RESOLVED THAT: the presentation by Scott Warnock regarding a fund establishment through Huronia Community Foundation be received for information

Carried;

**10. SSEA CORPORATE ADMINISTRATION UPDATE**

**10.1 Staff Report 41-20-SSEA Diversifying SSEA revenue sources**

MOTION: 2020-95

Moved By: P. Ritchie                      Seconded By: I. Veitch

BE IT RESOLVED THAT: Staff Report No. 41-20-SSEA Diversifying SSEA Revenue Sources be received for information: AND

FURTHER THAT: The SSEA ED be directed to work with the Huronia Community Foundation to establish a flow-through fund for SSEA; AND

FURTHER THAT: the SSEA Treasurer municipality, the Township of Tay, be the “funds” administrator.

Carried;

**ACTION ITEM:** Board was asked to provide suggested names of the fund to the Executive Director, Julie Cayley. The Board discussed the need for outreach including an annual campaign and using municipal partners to help promote the fund once

*established.*

**10.2 Staff Report 42-20-SSEA Btk Aerial Spraying Contractors**

MOTION: 2020-96

Moved By: P. Ritchie

Seconded By: I. Veitch

RESOLVED THAT: Staff Report No. 42-20-SSEA, regarding Btk Aerial Spraying Contractors, be received for information.

Carried;

**10.3 Staff Report 44-20-SSEA Sustainable Severn Sound Special Project 2020 Q3 Update**

MOTION: 2020-97

Moved By: R. Stevens

Seconded By: I. Veitch

RESOLVED THAT: Staff Report No. 43-20-SSEA, regarding the Sustainable Severn Sound (SSS) special project update be received for information; AND

FURTHER THAT: The SSEA Board supports the staff recommendation to approve the ad-hoc Climate Resilience Advisory Committee Terms of Reference; AND

FURTHER THAT: The SS Partners for Climate Protection (PCP) program member municipalities confirm their PCP program staff and Council representatives for their respective municipalities (including the Towns of Midland and Penetanguishene, and the Townships of Georgian Bay, Severn, Tiny, and Tay) so that this information can be provided to the Federation of Canadian Municipalities as per their request.

Carried;

***ACTION ITEM:*** Board members to confirm PCP program staff and council representatives with SSS Project Coordinator ASAP.

**11. EXECUTIVE DIRECTOR UPDATE**

Verbal on table

MOTION: 2020-98

Moved By: P. Ritchie

Seconded By: I. Veitch

RESOLVED THAT: the verbal update of the Executive Director be received for information

Carried;

*Update included:*

- *Recent SSEA/CELA webinar "[Severn Sound - Value of Investing in Water Quality \(video\)](#)" was a great partnership and well received*
- *"Justification of services" documents have been requested by and prepared for the Townships of Georgian Bay and Tay. These require a significant amount of staff time to complete (100 – 150 hrs)*
- *Inquiries have increased – highlighted Georgian Bay Brandy Island private request and are working through the process of the role of SSEA*
- *2021 budget request letters have been sent to all member municipalities*
- *Requests for land stewardship projects are coming in; don't currently have funding and staff are actively searching for new funding options*
- *Letters and correspondence have been submitted to Ministers of Environment Conservation and Parks as well as Infrastructure and to watershed MPPs to urge Provincial (MECP) labs to re-open. The Rexdale MECP lab has just informed*

*SSEA staff that they have re-opened and can start taking our water quality samples. Staff have been conducting field work and preserving sampling anticipating this possible re-opening. The Lab in Dorset remains closed, continuing to limit SSEA 2020 sample analysis.*

- *The annual Open House and Partners Reception will not be taking place in 2020 due to pandemic. Staff are looking to potentially move ahead with the awards portion of the event only in a safe manner (virtual).*
- *HR meetings with staff and one on ones regarding work load are ongoing*
- *Funding – Canada Summer Jobs grant was higher than expected (100% instead of 50%), bio-talent has increased their grant amount to 75%. There are 3 major grant pots currently open, struggling with determining eligibility, staff are working with Government staff and MP Stanton through the process*
- *Healthy Soils = Healthy Watershed funding application (submitted in January 2020) to OMAFRA was not approved. Follow up meeting with Ministry staff next week and a follow up meeting will be requested with the ADM of that group to explain cost to organizations like SSEA to put in an application of that size.*

*Moved to agenda items 9.0 and 10.1*

**13. ANNOUNCEMENTS**

*Chair Walma was successful in his re-election to the Board of the Federation of Canadian Municipalities. Thanked the members for their support.*

**14. CORRESPONDENCE**

There are no correspondence items for this agenda

**15. CLOSED SESSION**

There are no closed session items for this agenda

**16. OTHER BUSINESS**

*Chair Walma spoke to the 2020 AMO delegation to the Minister of Natural Resources and Forestry regarding Great Lakes water levels, and wanted to address why not all SSEA municipalities were included. Was an oversight from the North Simcoe municipalities who submitted the request and since then have forwarded to the all SSEA municipalities.*

**17. ADJOURN**

MOTION: 2020-99

Moved By: P. Wiancko

Seconded By: R. Stevens

RESOLVED THAT: this meeting of the SSEA Board of Directors held on October 15, 2020 adjourn at 11:26 am to meet again on Thursday January 21, 2021 or at the call of the chair.

Carried;

*Original Signed by:*

*Original Signed by:*

\_\_\_\_\_  
Chair Steffen Walma

\_\_\_\_\_  
Executive Director, Julie Cayley

Approved this 29<sup>th</sup> day of January, 2021