




**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
Board Orientation & 2022 Fourth Quarter (Q4) Meeting**

**January 30th, 2023
10am-noon (Board Orientation)
Lunch (Light lunch provided)
1pm - 3:30pm (2022 4th Quarter Meeting)
In-person and Zoom**

Harbour Shore Community Room (Victoria Harbour Branch Library – 145 Albert Street)

- 1. WELCOME AND CALL TO ORDER**
- 2. ADOPT AGENDA**
- 3. DECLARATION OF PECUNIARY INTEREST**
- 4. APPROVAL OF PAST MINUTES**
 - 4.1 Minutes of 2022 Third Quarter (Q3) meeting of the SSEA Joint Municipal Service Board held October 27, 2022
 - 4.2 Business arising from the minutes
- 5. ELECTION OF SSEA CHAIR AND VICE CHAIR**
- 6. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**

No SSSPA Mtg.
- 7. SSEA FOURTH QUARTER 2022 REPORT**
- 8. PRESENTATIONS**
 - 8.1 Frank Seglenieks, Environment and Climate Change Canada: Results of ECCC Great Lake Water Level Forecast Report
- 9. SSEA FINANCIAL REPORTS**
 - 9.1 Staff Report 48-22-SSEA - 2022 4th Quarter Draft Financials 
 - 9.2 Staff Report 49-22-SSEA - SSEA Drinking Water Source Protection 2022 Municipal Revenue
 - 9.3 Staff Report 50-22-SSEA - Transfer of 2021 Unrestricted Surplus to Reserve
 - 9.4 Staff Report 51-22-SSEA - Deferral of 2022 Unspent Reserve
 - 9.5 Staff Report 52-22-SSEA - SSEA Reserve Schedule as of December 31, 2022 and Projected Reserve Schedule as of December 31, 2023
 - 9.6 Staff Report 53-22-SSEA - Appointment of Auditors for 2022

10. SSEA CORPORATE ADMINISTRATION UPDATES

- 10.1 Staff Report 54-22-SSEA – 2023 SSEA Board Meeting Schedule
- 10.2 Staff Report 55-22-SSEA - Severn Sound Source Protection Authority (SS SPA) Drinking Water Source Protection Update and SSEA Risk Management Services 2022 Q4 Update
- 10.3 Staff Report 56-22-SSEA – SSEA Q4 Grant Application Update
- 10.4 Staff Report 57-22-SSEA – Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update
- 10.5 Staff Report 58-22-SSEA – SSEA Invasive Species Program Q4 Update
- 10.6 Staff Report 59-22-SSEA - Sustainable Severn Sound (SSS) Special Project Q4 Update
- 10.7 Staff Report 60-22-SSEA – Weather Station Update
- 10.8 Staff Report 61-22-SSEA - Building Tree Planting Capacity in the Severn Sound Watershed Project
- 10.9 Staff Report 62-22-SSEA - SSEA Past and Upcoming Events Q4
- 10.10 Staff Report 63-22-SSEA – Great Lakes and St. Lawrence Cities Initiative re: Freshwater Action Plan

11. EXECUTIVE DIRECTOR UPDATE

- 11.1 Staff Report 64-22-SSEA - Executive Director Q4 Report (On Table)
- 11.2 Groundwater NSERC grant Letter of Intent
- 11.3 HYDAT Network letter to Environment and Climate Change Canada

12. ANNOUNCEMENTS

- 12.1 SSEA Awards Night – March 24, 2023

13. CORRESPONDENCE

None

14. CLOSED SESSION

- 14.1 Staff Report 65-22-SSEA – Re: a property matter
- 14.2 Staff Report 66-22-SSEA – Re: a property matter

15. OTHER BUSINESS

16. ADJOURN



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
2022 Third Quarter (Q3) Meeting**

**October 27th, 2022
9:30am – 12:00pm
Victoria Harbour (Queen's Quay), ON
Draft Minutes**

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 Carole McGinn	Town of Midland
Councillor Ian Veitch	Township of Oro-Medonte
Deputy Mayor Anita Dubeau	Town of Penetanguishene
Councillor Paul Raymond	Township of Tay

Regrets:

Councillor Perry Ritchie	Township of Springwater
--------------------------	-------------------------

Guests:

Councillor Jeff Bumstead	Township of Tay
Rebecca MacDonald (via Zoom)	Pahapill and Associates
Carl Pahapill (via Zoom)	Pahapill and Associates

Staff present:

Julie Cayley	Executive Director
Lex McPhail	IT Manager/GIS Applications Specialist
Judy Limoges	Treasurer
Cliff Evanitski	Office Manager
Melissa Carruthers	Risk Mgmt. Official/Risk Mgmt. Inspector
Tamara Brincat	Invasive Species Program Coordinator
Nicole Stott	Drinking Water Source Protection Assistant

1. WELCOME AND CALL TO ORDER

Chair Walma called the meeting to order at 9:30 am.

2. ADOPT AGENDA

MOTION: 2022-065

Moved by: I. Veitch

Seconded by: P. Raymond

RESOLVED THAT: the SSEA Board approves the Q3 Meeting Agenda of October 27th, 2022.

Carried;

3. DECLARATION OF PECUNIARY INTEREST

None declared.

4. APPROVAL OF PAST MINUTES

4.1 Minutes of 2022 Special Board Meeting of the SSEA Joint Municipal Service Board held September 26th, 2022.

MOTION: 2022-066

Moved by: A. Dubeau

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of the SSEA 2022 Special Board Meeting held September 26th, 2022.

Carried;

4.2 Business arising from the minutes

MOTION: 2022-067

Moved by: P. Raymond

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the draft letter prepared by staff regarding maintenance and expansion of the HYDAT network in the Severn Sound watershed; AND

FURTHER THAT: said letter be forwarded to the appropriate staff at Environment and Climate Change Canada.

Carried;

5. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

No SPA meeting this quarter.

6. SSEA THIRD QUARTER 2022 REPORT

MOTION: 2022-067.1

Moved by: C. McGinn

Seconded by: I. Veitch

RESOLVED THAT: the Third Quarter 2022 report presented by Julie Cayley, Executive Director, be approved for circulation.

Carried;

7. PRESENTATIONS

7.1 Staff Presentation Re: Severn Sound Invasive Species Strategy (SSISS)

MOTION: 2022-068

Moved by: I. Veitch

Seconded by: C. McGinn

RESOLVED THAT: The Staff Presentation regarding the Severn Sound Invasive Species Strategy (SSISS), be received as information.

Carried;

Action – Board directed staff to provide SSEA Invasive Species Working Group update for next meeting.

8. SSEA FINANCIAL REPORTS

8.1 Staff Report 33-22-SSEA – 2021 Draft Audited Financial Statements

Rebecca MacDonald and Carl Pahapill of Pahapill and Associates appeared before the Board via Zoom to speak to the 2021 Audited Financial Statements.

MOTION: 2022-069

Moved by: C. McGinn

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 33-22-SSEA regarding the 2021 Draft Audited Financial Statements be approved by the Board.

Carried;

8.2 Staff Report 34-22-SSEA – 2022 3rd Quarter Draft Financials (deferred)

9. SSEA CORPORATE ADMINISTRATION UPDATES

9.1 Staff Report 35-22-SSEA – Severn Sound SWP/RMO Update

MOTION: 2022-070

Moved by: P. Wiancko

Seconded by: P. Raymond

RESOLVED THAT: Staff Report No. 35-22-SSEA regarding an update on the activities undertaken by SS SPA and SSEA Risk Management staff during Q3 of 2022, be received for information.

Carried;

9.2 Staff Report 36-22-SSEA – SSEA Invasive Species Program Update

MOTION: 2022-071

Moved by: R. Stevens

Seconded by: C. McGinn

RESOLVED THAT: Staff Report No. 36-22-SSEA regarding the SSEA Invasive Species Program Update, be received for information.

Carried;

9.3 Staff Report 37-22-SSEA – Sustainable Severn Sound (SSS) Update

MOTION: 2022-072

Moved by: R. Stevens

Seconded by: P. Wiancko

RESOLVED THAT: Staff Report No. 37-22-SSEA regarding the SSEA’s SSS Special Project update for the 3rd quarter of 2022, be received for information.

Carried;

9.4 Staff Report 38-22-SSEA – Grant Application Update

MOTION: 2022-073

Moved by: P. Raymond

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 38-22-SSEA regarding SSEA Grant Application Update, be received for information.

Carried;

9.5 Staff Report 39-22-SSEA – Tree Program Update

MOTION: 2022-074

Moved by: R. Stevens

Seconded by: A. Dubeau

RESOLVED THAT: Staff Report No. 39-22-SSEA regarding SSEA Community Tree Planting & Tree Seedling Distribution Program Update, be received for information; AND

FURTHER THAT: Staff be directed to work with the County of Simcoe to renew the multi-partner Memorandum of Understanding (MOU) with County of Simcoe Forestry.

Carried;

9.6 Staff Report 40-22-SSEA – Events Update

MOTION: 2022-075

Moved by: C. McGinn

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 40-22-SSEA regarding SSEA Past and Upcoming events, be received for information.

Carried;

Action – Board directed Staff to investigate resumption of SSEA annual awards ceremony.

9.7 Staff Report 41-22-SSEA – Watershed Monitoring Update

MOTION: 2022-076

Moved by: P. Wiancko

Seconded by: C. McGinn

RESOLVED THAT: Staff Report No. 41-22-SSEA regarding SSEA Watershed Monitoring Update, be received for information.

Carried;

9.8 Staff Report 42-22-SSEA – Employee Group Benefit Plan Renewal

MOTION: 2022-077

Moved by: R. Stevens

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 42-22-SSEA regarding the annual renewal report for the SSEA Employee Group Benefit Plan from Mosey & Mosey, be received for information.

Carried;

9.9 Staff Report 43-22-SSEA – Ground Water Study - Natural Sciences and Engineering Research Council Grant Application 25-22-SSEA – Tree Program Update

MOTION: 2022-078

Moved by: C. McGinn

Seconded by: A. Dubeau

RESOLVED THAT: Staff Report No. 43-22-SSEA regarding the proposed Elmvale Ground Water Study - Natural Sciences and Engineering Research Council (NSERC) Grant Application request for support be received; AND

FURTHER THAT: the SSEA Joint Municipal Service Board supports Option #1 to submit a Letter of Intent (LOI) from the Severn Sound Environmental Association for the NSERC grant application for the Groundwater Study.

Carried;

9.10 Staff Report 44-22-SSEA – SSEA Revenue Streams

MOTION: 2022-079

Moved by: P. Wiancko

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 44-22-SSEA regarding Diversifying SSEA Revenue Sources be received for information; AND

FURTHER THAT: SSEA staff be directed to explore the possibility of forming a SSEA Conservation Foundation.

Carried;

9.11 Staff Report 45-22-SSEA – Severn Sound Invasive Species Strategy

MOTION: 2022-080

Moved by: A. Dubeau

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 45-22-SSEA, regarding Severn Sound Invasive Species Strategy (SSISS), be approved; and

FURTHER THAT: The SSEA Joint Municipal Service Board directs staff to implement the Severn Sound Invasive Species Strategy (SSISS) as presented at its meeting of October 27th, 2022.

Carried;

10. EXECUTIVE DIRECTOR UPDATE

10.1 Staff Report 46-22-SSEA – Executive Director Q3 Report

MOTION: 2022-081

Moved by: C. McGinn

Seconded by: A. Dubeau

RESOLVED THAT: The Executive Director Staff Report No. 46-22-SSEA regarding Q3 Report be received for information.

Carried;

11. ANNOUNCEMENTS

None

12. CORRESPONDENCE

None

13. CLOSED SESSION

13.1 Staff Report 47-22-SSEA – Personnel Matter

MOTION: 2022-082

Moved by: R. Stevens

Seconded by: A. Dubeau

RESOLVED THAT: the SSEA Joint Municipal Service Board does now enter into a Closed Session to discuss a matter about identifiable individuals.

Carried;

MOTION: 2022-083

Moved by: I. Veitch

Seconded by: P. Raymond

RESOLVED THAT: the SSEA Joint Municipal Service Board does now rise from the Closed Session.

Carried;

MOTION: 2022-083.1

Moved by: R. Stevens

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Municipal Service Board directs staff to proceed as directed with the Personnel Matter.

Carried;

14. OTHER BUSINESS

None

15. ADJOURN

MOTION: 2022-084

Moved by: R. Stevens

Seconded by: A. Dubeau

RESOLVED THAT: this meeting of the SSEA Board of Directors held on October 27th, 2022 adjourn at 11:36am to meet again at the call of the Chair.

Carried.

Chair, Steffen Walma

Executive Director, Julie Cayley

Approved this 30th day of January, 2023.



Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023

STAFF REPORT

No: 48-22-SSEA
Date: January 18, 2023
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer
SUBJECT: 2022 4th Quarter Draft Financials

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 48-22-SSEA regarding the 2022 Fourth Quarter Draft Financials be received as information.

Purpose of Staff Report

The purpose of this Report is to provide the SSEA Board with the 2022 Fourth Quarter Draft Financials.

Background

This Report reflects that finances are trending favourably for the Fourth Quarter. SSEA is currently in a net-revenue position mainly due to increased revenues, payroll savings and expense savings. Please see attached Draft Financial and 2022 Variance reports for details.

Various items have not been included in the attached financial report as SSEA proceeds to complete its year end and work towards the annual audit: expenses in the payment process, invoices issued by SSEA in process, expense and revenue accruals, interest income from Tay, payroll distributions and accruals, capitalization and amortization of assets, deferred revenue, prepaid expenses, employee future benefits adjustment, audit adjustments, etc.

Conclusion

The SSEA team has worked diligently throughout the year securing external revenue sources and monitoring spending. It is expected that SSEA will finish 2022 in a surplus position.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Judy Limoges, Treasurer SSEA

Julie Cayley, Executive Director

Attachments: SSEA Draft Financial Report ending December 31, 2022
SSEA 2022 Variance Report SSEA Board Agenda Page 10

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)
DRAFT FINANCIAL REPORT
 For the Twelve Months Ending December 31, 2022

	2022		Variance \$	2021	
	YTD Actual	Annual Budget		Actual/Budget %	Actual
SSEA CORE OPERATIONS					
GENERAL REVENUE	(1,065,294)	(1,055,726)	9,568	101.0%	(762,875)
UNDISTRIBUTED PAYROLL EXPENSE	278,073	412,341	134,268	67.0%	204,895
ADMINISTRATION/OVERHEAD	170,882	216,237	45,355	79.0%	179,527
GIS BASE COVERAGES	92,478	92,220	(258)	100.0%	96,965
REQUESTS & REVIEWS	16,335	35,143	18,808	46.0%	12,190
MONITORING & SURVEILLANCE	114,755	107,398	(7,357)	107.0%	109,994
MONITORING SUPPORT	19,771	22,889	3,118	86.0%	22,978
WATER SCIENTIST	67,866	63,773	(4,093)	106.0%	60,525
INVASIVE SPECIES	73,064	57,304	(15,760)	128.0%	70,281
SOURCE WATER IMPLEMENTATION	(3,328)	48,419	51,747	(7.0%)	(35)
TOTAL SSEA CORE OPERATIONS	(235,398)	(2) 235,396		0.0%	(6,310)
SSEA IMPLEMENTATION PROJECTS					
GROUND WATER PROJECT					
Revenues	(699)	(2,601)	(1,902)	27.0%	
Expenses	699	2,601	1,902	27.0%	
FARLAIN LAKE PROJECT					
Revenues	(4,756)	(8,517)	(3,761)	56.0%	(3,450)
Expenses	3,681	8,517	4,836	43.0%	3,450
HONEY HARBOUR SURVEY					
Revenues	(19,217)	(6,195)	13,022	310.0%	(10,129)
Expenses	4,101	6,195	2,094	66.0%	10,129
WYE MARSH PROJECT					
Revenues	(21,152)	(22,140)	(988)	96.0%	(13,772)
Expenses	7,407	22,140	14,733	33.0%	5,784
INLAND LAKES					
Revenues	(25,038)	(14,193)	10,845	176.0%	(12,845)
Expenses	14,276	14,195	(81)	101.0%	16,970
TREE DISTRIBUTION PROJECT					
Revenues	(31,089)	(21,307)	9,782	146.0%	(25,158)
Expenses	41,726	21,307	(20,419)	196.0%	25,158
RMO PROJECT					
Revenues	(58,013)	(46,434)	11,579	125.0%	(57,886)
Expenses	85,830	46,434	(39,396)	185.0%	57,886
VICTORIA HARBOUR WTP SURVEY					
Revenues	(10,728)	(8,862)	1,866	121.0%	(5,740)
Expenses	4,059	8,862	4,803	46.0%	5,740
CITIZEN SCIENTIST					
Revenues	(18,187)		18,187	0.0%	(16,923)
Expenses	38,401		(38,401)	0.0%	26,653
HABITAT RESTORATION PROJECT					
Revenues	(25,000)		25,000	0.0%	0
Expenses					
SUSTAINABLE SEVERN SOUND					
Revenues	(83,306)	(68,871)	14,435	121.0%	(88,486)
Expenses	43,956	68,871	24,915	64.0%	88,929
POLLINATOR PROJECT					
Revenues	(8,405)		8,405	0.0%	0
Expenses	1,118		(1,118)	0.0%	0
HEALTHY SOILS = HEALTHY WATERSHED PROJECT					
Revenues	(13,200)	(11,925)	1,275	111.0%	(40,485)
Expenses	22,445	11,925	(10,520)	188.0%	40,485
SPECIES AT RISK					
Revenues	(18,406)	(13,680)	4,726	135.0%	(9,104)
Expenses	7,556	13,680	6,124	55.0%	9,104
DEPAVE PARADISE					
Revenues	(13,415)		13,415	0.0%	(1,621)
Expenses	8,562		(8,562)	0.0%	1,621
TOTAL SSEA IMPLEMENTATION PROJECTS	(66,796)	2 66,799		0.0%	6,310
TOTAL SSEA OPERATING (SURPLUS)/DEFICIT	(302,195)	0 302,195		0.0%	0

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

**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
2022 VARIANCE REPORT
ACTUAL VS BUDGET
December 31, 2022
(as at January 18, 2023)**

<u>REVENUES:</u>	FAVOURABLE/ (UNFAVOURABLE)
	\$
Core revenue - pay equity payout from reserves \$11k	9,568
Core DWSP Provincial revenue - not budgeted	60,871
Project revenue - unbudgeted \$65k, deferred \$51k, over/underbudget net \$10k	125,888
<u>EXPENSES:</u>	
Payroll savings - vacant positions - monitoring, Tech, Intern, students	91,556
Administration expenses - consulting fees, IT, vehicle, training, supplies	45,355
Sick bank payouts overbudget	(14,405)
DWSP non-payroll expenses- covered by Provincial funds	(9,124)
Monitoring Support-contract services/supplies	3,118
Projects non-payroll expenses	(16,022)
Various other expenses	5,389
ACTUAL VS BUDGET	
	302,195

NOTE: These variances are subject to change as revenues, expenses and adjustments continue to be processed throughout the year-end process.



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 49-22-SSEA
Date: January 10th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer and Julie Cayley, Executive Director
SUBJECT: SSEA Drinking Water Source Protection 2022 Municipal Revenue

APPLICABLE STRATEGIC PLAN GOALS:

Goal 2: Supportive Partnerships
Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 49-22-SSEA regarding SSEA Drinking Water Source Protection 2022 Municipal Revenue be received; and

FURTHER THAT: the SSEA Board approves Option as presented.

Purpose of Staff Report

To provide the SSEA Board with options regarding the municipal budget allocation to the 2022 SSEA Source Water Protection Program.

Background

The [Clean Water Act, 2006](#) is part of the multi-barrier approach to ensure clean, safe and sustainable drinking water for Ontarians, by protecting sources of municipal drinking water such as lakes, rivers and well water. Under this legislation, the [Drinking Water Source Protection Program](#) was established by the Government of Ontario. Under the Clean Water Act, 2006 the SSEA is one of the Source Protection Authorities within the South Georgian Bay Lake Simcoe Source Protection Region (SGBLS SPR) and works with its member municipalities as well as the District Municipality of Muskoka to implement the Drinking Water Source Protection (DWSP) Program. Under the Source Protection Program, the SSEA has special duties as a Source Protection Authority (SPA), and has its own Board. The [Clean Water Act, 2006](#), and its regulations list the duties of the SPA Board.

The SSEA, as a Joint Municipal Service Board, provides cost-effective services including Drinking Water Source Protection. One dedicated staff person is shared by all 8-member municipalities. Development and growth pressure in the Severn Sound watershed makes this position increasingly important in order to ensure SSEA members are legally meeting their obligations under the [Clean Water Act, 2006](#) and protecting their municipal drinking water.

The SSEA Board established a Reserve Policy in 2020 with the objective of ensuring monies are set aside for the long-term goals and obligations of the SSEA and its municipal partners.

The SSEA Board approved the 2022 Budget which included \$48,419 from its municipal partners for the Drinking Water Source Protection (DWSP) Program, anticipating a reduction in funding from the Provincial Government in the 2022/23 fiscal. On May 27, 2022 an MOU was signed with Lake Simcoe Region Conservation Authority (LSRCA) as the lead SPA for the 2022/2024.

As in previous years, it is anticipated that the Province will at some point discontinue funding for the DWSP Program. This will continue to be a legal responsibility for both the SSEA and its municipal partners. The 2020 municipal DWSP funds are currently in the SSEA contingency reserve (excluding Oro-Medonte and Tay – their 2020 shares were returned to them) as are the 2021 municipal DWSP funds. Without ongoing planning within the SSEA budget for this potential occurrence, including maintaining a DWSP reserve, the possible elimination of Provincial funding would result in a significant increase in budget revenue required from SSEA's municipal partners. Therefore, the following options regarding the 2022 municipal DWSP funds are presented to the Board (see attached Municipal DWSP Funds 2020-2022):

1. Move the 2022 municipal DWSP funding received from the member municipalities (\$48,419) into SSEA reserve. This would leave three years of municipal DWSP funds in SSEA reserve to offset any Provincial funding shortfall (two years for Oro-Medonte and Tay), providing the most protection available against any Provincial funding shortfall; or
2. Refund the 2022 DWSP to individual SSEA Partner Municipalities as requested per Municipal Council motion; or
3. Refund the full 2022 SSEA DWSP budget contribution of \$48,419 to all SSEA municipal Partners as per the core municipal share ratio. This option means there is one year of funds in SSEA reserve for Oro-Medonte and Tay (2021), and 2020 and 2021 funds in SSEA reserve for the other municipalities – two years of protection to offset any Provincial funding shortfall. This refund would offset the 2023 municipal budget request from SSEA.

Conclusion/Recommendations

SSEA staff recommends Option 1 of moving the 2022 municipal DWSP funds collected to SSEA reserve for anticipated future program funding shortfalls.

Prepared by:

Original signed by

Judy Limoges, Treasurer

Approved for submission by:

Original signed by

Julie Cayley, Executive Director

**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
MUNICIPAL DWSP FUNDS
2020-2022**

	OPTION 1				2022 REFUND	OPTION 2			2022 REFUND	OPTION 3		
	TOTAL	2022	2021	2020		TOTAL	2021	2020		TOTAL	2021	2020
	SSEA RESERVE					SSEA RESERVE				SSEA RESERVE		
Georgian Bay	15,255	4,359	4,256	6,639		10,895	4,256	6,639	4,359	10,895	4,256	6,639
Midland	24,322	6,955	6,792	10,575		17,367	6,792	10,575	6,955	17,367	6,792	10,575
Oro-Medonte	11,817	5,979	5,838	-	Refund the 2022 DWSP to	5,838	5,838	-	5,979	5,838	5,838	-
Penetanguishene	18,040	5,157	5,035	7,848	individual	12,883	5,035	7,848	5,157	12,883	5,035	7,848
Severn	17,697	5,058	4,939	7,699	SSEA Partner	12,638	4,939	7,699	5,058	12,638	4,939	7,699
Springwater	15,538	4,440	4,336	6,762	Municipalities	11,098	4,336	6,762	4,440	11,098	4,336	6,762
Tay	12,025	6,084	5,941	-	as requested	5,941	5,941	-	6,084	5,941	5,941	-
Tiny	36,305	10,386	10,142	15,777	per Municipal Council motion	25,919	10,142	15,777	10,386	25,919	10,142	15,777
TOTAL	150,999	48,419	47,280	55,300		102,580	47,280	55,300	48,419	102,580	47,280	55,300



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarter Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 50-22-SSEA
Date: January 10th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer
SUBJECT: Transfer of 2021 Unrestricted Surplus to Reserve

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 50-22-SSEA regarding SSEA 2021 unrestricted surplus be received as information; and

FURTHER THAT: the SSEA Joint Municipal Services Board approves the transfer of the 2021 unrestricted surplus in the amount of \$49,588 to the contingency reserve for future needs.

Purpose of Staff Report

To provide the Board with 2021 surplus information and the administration of same.

Background and Analysis

The 2021 audited financial statements were presented to and approved by the Board on October 27th, 2022. The statements reflect a surplus for 2021 largely due to the vacant staff positions not filled in 2020 and a reduction in spending as indicated by the audit firm.

As per the attached (note 7. Accumulated Surplus from the 2021 audited financial statements), the accumulated surplus is comprised of SSEA's investment in tangible capital assets, reserves, unrestricted surplus and amounts to be recovered in future years (loan from Tiny and employee future benefits). The unrestricted portion of the surplus = \$217,938 is the amount that can be contributed to reserve. It includes the accumulated surplus of \$168,350 at the end of 2020 and \$49,588 of the 2021 annual surplus. The \$168,350 was transferred to reserve in 2021 following Board approval. This leaves the balance of \$49,588 available to transfer to reserve in 2022.

SSEA's reserve policy includes the following:

Contingency Reserve – *Is contributed to on an annual basis to provide funding assistance for projects/activities where there are funding gaps, thus allowing projects to be completed that*

otherwise would have been deferred due to budget constraints, unexpected or unpredicted events, or extraordinary expenditures. This would include use for strategic plan renewal every 5 years. Funds allocated to projects/costs not completed in a given year can be contributed to this reserve for payment in the future. **Typically, surplus funds at year end would be contributed to this reserve.**

Conclusion

SSEA staff is requesting the Board’s approval to transfer the 2021 unrestricted portion of the annual surplus in the amount of \$49,588 to the contingency reserve. An updated reserve schedule is presented in a separate staff report.

Prepared by:

Approved for submission by:

Original signed by

Original signed by

Judy Limoges, Treasurer SSEA

Julie Cayley, Executive Director

Attachment: Accumulated Surplus – note to the 2021 audited financial statements

SEVERN SOUND ENVIRONMENTAL ASSOCIATION			
NOTES TO THE FINANCIAL STATEMENTS			
Year Ended December 31, 2021			
7. ACCUMULATED SURPLUS			
The Association's accumulated surplus balance is comprised of the following:			
	2021	2020	ANNUAL SURPLUS 2021
Invested in tangible capital assets (Note 6)	\$228,367	\$229,120	-\$753
Reserves and reserve funds	375,906	143,476	\$232,430
Unrestricted surplus (deficit)	217,938	168,350	\$49,588
Amounts to be recovered in future years	-109,134	-109,667	\$533
			\$0
	\$713,077	\$431,279	\$281,798



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 51-22-SSEA
Date: **January 11th, 2023**
To: Chair and Members of the SSEA Board of Directors
From: **Judy Limoges, Treasurer**
SUBJECT: Deferral of 2022 Unspent Reserves – Consulting Services

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 51-22-SSEA, regarding the deferral of reserve funds designated in the 2022 budget to cover consulting services, be received as information; and
FURTHER THAT: said funds not spent be deferred to 2023.

Purpose of Staff Report

To request Board approval to defer consulting services of \$9,799 to come from reserves, currently in the 2022 budget, for completion in 2023.

Background

The 2022 budget included \$33,000 for consulting services for the completion of the staff Pay Equity/Compensation review, employee policy manual and contract updates - to come from the employee benefits reserve. The Pay Equity/Compensation review was completed in 2022 leaving \$9,799 for the completion of the balance of services to be deferred to 2023. An updated reserve schedule is presented in a separate staff report.

Prepared and submitted by:

Approved for submission by:

Original signed by

Original signed by

Judy Limoges, Treasurer

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board Meeting
2022 Fourth Quarterly Meeting (Q4) - January 30th, 2023**

STAFF REPORT

No: 52-22-SSEA

Date: January 11th, 2023

To: Chair and Members of the SSEA Board of Directors

From: Judy Limoges, Treasurer

SUBJECT: SSEA RESERVE SCHEDULE - AT DECEMBER 31, 2022 AND PROJECTED RESERVE SCHEDULE AT DECEMBER 31, 2023

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 52-22-SSEA regarding the 2022 SSEA Reserve Schedule and the Projected 2023 Reserve Schedule, be received for information; AND

FURTHER THAT: the 2022 reserve schedule and 2023 projected reserve schedule be approved by the Board.

Purpose of Staff Report

The purpose of this report is to provide the Board with reserve schedules that reflect the balance of reserves at December 31, 2022 and the projected balance at December 31, 2023, in accordance with the SSEA Reserve Policy.

Background

The SSEA Board of Directors approved the SSEA Reserve Policy on October 2, 2020. The policy indicates that a summary will be provided to the Board each year setting out a statement of continuity showing the beginning balance, transfers to/from each reserve and the projected year-end balance. The attached reserve schedules provide this information to the Board.

Analysis/Discussion

The SSEA Board established a Reserve Policy in the 2020 budget year. The primary objective of the Policy is to ensure that monies are set aside for the long-term goals and obligations of the SSEA and SSEA Municipal partners and that those funds will be available when needed. By establishing Reserves, the SSEA Board took an important step in ensuring the SSEA is fiscally responsible and to ensure long-term financial planning tools are in place and are used to set aside funds for a future purpose.

Accordingly, included in the 5-year budget plan for the years 2020 through 2024, there is an annual contribution to SSEA reserves that is reviewed annually during the budget process as follows:

- Contingency Reserve - \$5,000 annually for strategic plan renewal;
- Employee Benefits Reserve – \$5,000 annually for staff payouts upon termination;
- Capital Assets Reserve – originally \$5,000 annually for replacements and additions. This amount is increased yearly to annual asset amortization amounts. The amount included in the 2023 budget is \$17,000; and
- Well Decommissioning Reserve – \$1,800 annually for decommissioning wells at the end of their life span.

2022 Reserve Schedule:

The attached schedule for 2022 reflects the contributions to reserves as per budget, use of reserves per budget (Pay Equity/Compensation Review consulting costs and staff sick bank payouts) and Board motions passed during the year (refund of Tay 2020 DWSP funds, 2022 Pay Equity adjustments paid to staff). The pending adjustments to reserves on this schedule reflect information that is included in two staff reports included in the agenda for this meeting i.e. contributions to the contingency reserve for 2022 municipal DWSP funds and the 2021 unrestricted surplus.

2023 Projected Reserve Schedule:

The attached projected reserve schedule for 2023 reflects the contributions to reserves as per budget, use of reserves per budget (Strategic Plan Renewal) and Board motions passed during the year (2023 Pay Equity and grid adjustments to pay to staff). The pending adjustments on this schedule reflect the pending adjustments for 2022 and information that is included in two staff reports included in the agenda for this meeting i.e. deferral of 2022 unspent reserves for consulting services and IT infrastructure.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Judy Limoges, Treasurer

Julie Cayley, Executive Director

Attachment: SSEA Reserve Schedule at December 30, 2022
SSEA Projected Reserve Schedule at December 31, 2023

**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
RESERVE SCHEDULE
DECEMBER 31, 2022**
as at January 27, 2023

RESERVE ACCOUNT	BALANCE JAN 1/22	2022 TRANSFERS TO	2022 TRANSFERS FROM	BALANCE DEC 31/22	PENDING APPROVAL
CONTINGENCY RESERVE:					
Pay equity & market review for staff per 2019 budget	13,521				
Contribution to strategic plan renewal per 2020 budget	5,000				
Contribution to strategic plan renewal per 2021 budget	5,000				
2020 unrestricted surplus	168,350				
Contribution - municipal DWSP funds:					
	<u>2020</u>	<u>2021</u>			<u>2022</u>
Georgian Bay	6,639	4,256			4,359
Midland	10,575	6,792			6,955
Oro-Medonte	-	5,838			5,979
Penetanguishene	7,848	5,035			5,157
Severn	7,699	4,939			5,058
Springwater	6,762	4,336			4,440
Tay	9,254	5,941	(9,254)		6,084
Tiny	15,777	10,142			10,386
	64,554	47,280	111,834		48,419
Opening balance		303,705			
Contribution to strategic plan renewal per 2022 budget			5,000		
Transfer for staff pay equity/compensation review in 2022 budget				(23,201)	
2022 Pay Equity adjustments paid to staff (Board motion Sep 26/22)				(10,770)	265,480
					363,487
EMPLOYEE BENEFITS RESERVE:					
2019 Surplus per audit and board motion	48,601				
Contribution to reserve per 2020 budget	5,000				
Contribution to reserve per 2021 budget	5,000				
Opening balance		58,601			
Contribution to reserve per 2022 budget			5,000		
Transfer for staff sick bank payouts per budget				(45,000)	18,601
CAPITAL ASSET RESERVE:					
Contribution to reserve re capital asset replacements per 2020 budget	5,000				
Contribution to reserve re capital asset replacements per 2021 budget	5,000				
Opening balance		10,000			
Contribution to reserve re capital asset replacements per 2022 budget			12,000		22,000
WELL DECOMMISSIONING RESERVE:					
Contribution to well reserve per 2020 budget	1,800				
Contribution to well reserve per 2021 budget	1,800				
Opening balance		3,600			
Contribution to well reserve per 2022 budget			1,800		5,400
TOTAL PROJECTED BALANCE	375,906	23,800	(88,225)	311,481	
					98,007
TOTAL PENDING ADJUSTMENTS					409,488
REVISED PROJECTED BALANCE					409,488

SEVERN SOUND ENVIRONMENTAL ASSOCIATION
PROJECTED RESERVE SCHEDULE
DECEMBER 31, 2023
as at January 27, 2023

RESERVE ACCOUNT	BALANCE JAN 1/23	2023 TRANSFERS TO	2023 TRANSFERS FROM	BALANCE DEC 31/23	PENDING APPROVAL
CONTINGENCY RESERVE:					
Contribution to strategic plan renewal per 2020 budget	5,000				<i>Municipal DWSP</i>
Contribution to strategic plan renewal per 2021 budget	5,000				<i>funds:</i>
Contribution to strategic plan renewal per 2022 budget	5,000				<i>2022</i>
Balance of 2020 unrestricted surplus	147,900				4,359
Contribution - municipal DWSP funds:	<u>2020</u>	<u>2021</u>			6,955
Georgian Bay	6,639	4,256			5,979
Midland	10,575	6,792			5,157
Oro-Medonte		5,838			5,058
Penetanguishene	7,848	5,035			4,440
Severn	7,699	4,939			6,084
Springwater	6,762	4,336			10,386
Tay		5,941			48,419
Tiny	15,777	10,142			
	55,300	47,280	102,580		
Opening balance			265,480		<i>2021 unrestricted surplus:</i> 49,588
Contribution to strategic plan renewal per 2023 budget			5,000		<i>IT Infrastructure:</i>
Strategic plan renewal per 2023 budget				(15,000)	<i>(32,755)</i>
2023 Pay Equity adjustments to pay to staff (Board motion Sep 26/22)				(34,638)	
2023 Grid adjustments to pay to staff (Board motion Sep 26/22)				(12,305)	273,789
EMPLOYEE BENEFITS RESERVE:					
Balance of 2019 Surplus per audit and board motion	Opening Balance				<i>Deferred consulting services from 2022 budget:</i>
Contribution to reserve per 2023 budget	18,601				<i>(9,799)</i>
			5,000	23,601	13,802
CAPITAL ASSET RESERVE:					
Contribution to reserve re capital asset replacements per 2020 budget	5,000				
Contribution to reserve re capital asset replacements per 2021 budget	5,000				
Contribution to reserve re capital asset replacements per 2022 budget	12,000				
Opening balance				22,000	
Contribution to reserve re capital asset replacements per 2023 budget			17,000		39,000
WELL DECOMMISSIONING RESERVE:					
Contribution to well reserve per 2020 budget	1,800				
Contribution to well reserve per 2021 budget	1,800				
Contribution to well reserve per 2022 budget	1,800				
Opening balance				5,400	
Contribution to well reserve per 2023 budget			1,800		7,200
TOTAL PROJECTED BALANCE	311,481	28,800	(61,943)	278,338	
					55,453
TOTAL PENDING ADJUSTMENTS					333,791
REVISED PROJECTED BALANCE					333,791



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) - January 30th, 2023**

STAFF REPORT

No: 53-22-SSEA
Date: January 12th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Judy Limoges, Treasurer

SUBJECT: Appointment of Auditors for 2022

APPLICABLE STRATEGIC PLAN GOALS:

Goal 4: An Exceptional Organization

RECOMMENDATION:

RESOLVED THAT: the SSEA appoints the audit firm for the SSEA Treasurer municipality, Township of Tay, currently Pahapill and Associates Professional Corporation, to perform the 2022 annual financial audit of the SSEA.

Purpose of Staff Report

To obtain the SSEA Board's approval to appoint the audit firm of Pahapill and Associates Professional Corporation, to perform the 2022 annual financial audit of the SSEA.

Background

The Municipal Act section 296(1) requires a municipality to appoint an Auditor. SSEA's Treasurer municipality, Township of Tay, will be appointing Pahapill and Associates Professional Corporation through resolution. Their agreement with Pahapill covered the 2019 audit. The Township extended the audit firm's appointment to include the 2020, 2021 and 2022 audits. Accordingly, SSEA requires a motion from its Board to appoint Pahapill and Associates Professional Corporation, to perform the 2022 annual financial audit of the SSEA. The audit firm has advised that they will complete the 2022 SSEA audit at the same cost as the 2021 audit; \$3,000.00.

The 2022 financial audit has not yet been scheduled.

Prepared by:

Original signed by

Judy Limoges, Treasurer

Approved for submission by:

Original signed by

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 54-22-SSEA
Date: January 17th, 2023
To: Chair and Members of the SSEA Joint Municipal Service Board
From: Julie Cayley, Executive Director
SUBJECT: 2023 SSEA Board Meeting Schedule

APPLICABLE STRATEGIC PLAN GOALS:

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

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 54-22-SSEA regarding the 2023 SSEA Board Schedule, be received for information; and

FURTHER THAT: the Joint Municipal Board of Directors approves the following schedule of SSEA Board of Directors meetings for 2023. Meetings will be held from 9:00 a.m. to 12:00 noon at a location to be determined.

- **First Quarterly Meeting:** April 27, 2023
- **Second Quarterly Meeting:** July 20, 2023
- **Third Quarterly:** October 26, 2023
- **Fourth Quarterly:** January 25, 2024

Purpose of Staff Report

The purpose of this report is to assist Board members, SSEA staff and other stakeholders to schedule SSEA board meetings into their respective schedules.

Background

The SSEA consists of eight member municipalities with representatives who have several meetings throughout the year including various board and committee commitments above and beyond their regular council duties. SSEA staff has reviewed the regular meeting schedules of its member municipalities and with the exception of the Township of Georgian Bay (which meets on the second Monday of the month), all other members hold their regular council meetings on Wednesdays.

Analysis/Discussion

Under Section 4.2 of the SSEA Rules of Procedure, the SSEA “ Board shall meet not less than once every three months and at the call of the Chair”. SSEA has traditionally tried to meet quarterly (January, April, July and October) on the last Thursday of the month in order to reduce the potential for conflicting meeting dates with its municipal partners, as well as, to provide its financial overseer ample time to provide updated budget numbers to SSEA staff to forward to its Joint Municipal Services Board.

Expected Impact on SSEA budget/workload

The proposed timeline should help SSEA staff provide the Board with updated financial info during the year to better track the progress of various projects.

Conclusion/Recommendations

SSEA staff recommends accepting the proposed SSEA Board schedule for 2023. Other meetings will be at the call of the Chair as required.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Cliff Evanitski, Office Manager

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 55-22-SSEA
Date: January 30th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Melissa Carruthers, Risk Management Official/Risk Management Inspector
SUBJECT: Severn Sound Source Protection Authority (SS SPA) Drinking Water Source Protection Update and SSEA Risk Management Services 2022 Q4 Update

APPLICABLE STRATEGIC PLAN GOALS:

Goal 1: Sound Science

- Continue to offer exceptional services as the SPA for Severn Sound

Goal 2: Supportive Partnerships

- Strengthen & build relationships to implement Part IV of the Clean Water Act
-

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 55-22-SSEA regarding an update on the activities undertaken by SS SPA and SSEA Risk Management staff during Q4 of 2022, be received for information.

Purpose of Staff Report

To provide an update on the activities that Severn Sound Source Protection Authority and SSEA Risk Management staff have undertaken during the fourth quarter of 2022.

Background

Under the *Clean Water Act, 2006* the SSEA is one of the Source Protection Authorities within the South Georgian Bay Lake Simcoe Source Protection Region (SGBLS SPR) and works with our member municipalities as well as the District Municipality of Muskoka to implement the Drinking Water Source Protection (DWSP) Program.

Historically SSEA staff has been delegated by 8 municipalities (District Municipality of Muskoka, Townships of Georgian Bay, Severn, Oro-Medonte, Tay, Tiny, and Towns of Midland and Penetanguishene) to perform risk management services on behalf of their municipality under Part IV of the *Clean Water Act*. To date that work has included verifying significant drinking water threats (SDWTs) via phone calls, surveys, and site visits and if a SDWT was found, the negotiation of risk management plans commences. Answering inquiries from the general public or municipal staff and, commenting on development proposals is also a large part of what the risk management staff does.

Analysis/Discussion

Source Protection Authority Services – During the fourth quarter of 2022 Source Protection Authority staff continued to work with provincial, regional, and local representatives, and attend meetings, to fulfill the requirements of the 2022-2024 funding agreement work plan - some of which includes policy work, municipal drinking water system changes, and general education and outreach initiatives. Three changes to municipal water systems within the Township of Oro-Medonte were approved by MECP.

Risk Management Services - During the fourth quarter of 2022 risk management staff sent out 9 Draft Risk Management Plans, commented on 8 development applications, answered 7 inquiries, attended 2 pre-consultation meetings, held 1 Risk Management Plan negotiation meeting, and conducted 1 site visit.

Prepared by:
Original signed by

Approved for Submission by:
Original signed by

Melissa Carruthers, Risk Management
Official/Risk Management Inspector

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 56-22-SSEA
Date: January 30th, 2023
To: Chair and Members, SSEA Board of Directors
From: Aisha Chiandet, Water Scientist
SUBJECT: SSEA Grant Application 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. 56-22-SSEA regarding SSEA Grant Application Update, be received for information.

Purpose of Staff Report

To update the Board on funding applications that are currently pending approval, have not been approved during the fourth quarter of 2022, or are pending submission and will impact budget and workload in 2023 and beyond.

Background

The following lists approved funding applications, those submitted in 2022 and are pending approval, or applications pending submission. Support letters provided for external partners are also included.

Approved Funding:

1) Provincial Great Lakes Local Action Fund

Project Title: Improving Habitat in the Severn Sound Watershed

Programs Supported: Invasive Species, Natural Heritage, Sustainable Severn Sound

Total Applied For: \$50,000 over 1 year (extra cash; covers partial staff costs, plus materials and supplies)

SSEA In-kind: \$64,419 (staff time/administration, some goods/services)

Description: SSEA will support our municipal partners Midland and Penetanguishene in naturalization and habitat restoration projects on municipally-owned land that will act as demonstration sites to educate and empower the community to take action.

Impact: Increase staff resources, build organizational capacity and support partner municipalities in habitat initiatives.

2) Federal 2 Billion Trees Program (NRCan)

Project Title: Building Tree Planting Capacity in the Severn Sound Watershed

Programs Supported: Tree Planting, Tree Distribution

Total Applied For: \$276,507 over 2 years (extra cash; covers staff costs for new hire and other capacity-building costs such as equipment, materials, supplies)

SSEA In-kind: \$64,830 (staff time/administration, van use)

Description: Expand the SSEA's existing small-scale tree planting initiatives into a larger-scale tree planting program through increasing staff resources and organizational capacity.

Impact: Build organizational capacity, develop plan to guide growth of tree program, significantly and strategically increase the number of trees that will be planted in rural, suburban, and urban areas.

Funding Pending Approval:

3) MECP Internal call for Canada-Ontario Great Lakes Agreement grant submissions

Project Title: The State of Severn Sound 20 Years Post-Delisting as an Area of Concern

Programs Supported: Delisting Anniversary reporting

Total Applied For: \$75,000 (extra cash; would cover \$3,032 in administration, as well as, \$67,168 for new hire)

SSEA In-kind: approximately \$75,000 (staff time/administration)

Description: Analyze and communicate findings from the last 20 years of environmental monitoring of Severn Sound and its watershed following its delisting as an Area of Concern; fill information and knowledge gaps to facilitate reporting on conditions in the Severn Sound watershed, specifically related to fish communities and river habitat feeding into Severn Sound.

Impact: Resources to analyze and report on monitoring data re: "State of Severn Sound" to stakeholders across the watershed and beyond, related to celebrating 20 years post delisting.

4) MECP Internal call for Canada-Ontario Great Lakes Agreement grant submissions

Project Title: Piloting the inclusion of Wastewater and Stormwater Effluents into existing Long-Term Watershed Monitoring program

Programs Supported: Tributary, Inland Lake and Open Water Monitoring

Total Applied For: \$70,000 over 1 year (extra cash to cover staff and possibly equipment costs)

SSEA In-kind: approximately \$14,000 (staff time/administration)

Description: Project will focus on creating a pilot program to monitor the impacts of stormwater discharges on receiving waters, in partnership with municipal staff.

Impact: Build organizational capacity to conduct environmental monitoring related to stormwater impacts on receiving waters. Strengthen stormwater management partnerships with municipalities.

5) Lake Huron Forever

Project Title: Severn Sound Citizen Science: Expanding Community Engagement

Programs Supported: Citizen Science, Invasive Species, stewardship education

Total Applied For: \$10,000 over 1 year (extra cash to cover staff and equipment costs)

SSEA In-kind: approximately \$4,784 (staff time/administration)

Description: Deliver existing citizen science programs, and develop/deliver educational programming in partnership with Wye Marsh, local schools, and community groups.

Impact: Increase SSEA resources (monitoring equipment and staff time) and recruit volunteers to gather data at stream and lake sites across the watershed. Increase community knowledge on environmental issues and solutions.

Support Letters Provided:

6) Federal Habitat Stewardship Program for Species at Risk

Project Title: Save Matchedash Bay Project

Project Lead: Georgian Bay Forever

Description: Turtle monitoring and habitat enhancement, and invasive phragmites removal within Matchedash Bay (extension of existing program).

Impact: Increase staff resources, contribute to Severn Sound species at risk conservation and improve management of invasive species.

SSEA commitment: Turtle monitoring and turtle habitat enhancement (supported through cash from GBF); in-kind support for phragmites management.

7) Federal EcoAction Community Funding Program

Project Title: Building Community Resiliency to Manage & Control Invasive Mystery Snails

Project Lead: Ontario Federation of Anglers and Hunters (OFAH)

Description: OFAH would provide training and support for identification, monitoring reporting and removing invasive mystery snails.

Impact: Increase staff expertise/resources for improving invasive species management.

SSEA commitment: Collaboration with OFAH and in-kind support.

Pending Submission in January 2023:

8) TD Friends of the Environment Foundation Grant (TD Bank)

Project Title: Severn Sound Citizen Science: Expanding Community Engagement

Programs Supported: Citizen Science, Invasive Species, stewardship education

Total Applied For: \$9,300 (extra cash to cover staff and equipment costs)

SSEA In-kind: approx. \$8,318 (staff time/administration/mileage)

Description: Deliver existing citizen science programs, and develop/deliver educational programming in partnership with Wye Marsh, local schools and community groups

Impact: Increase SSEA resources (monitoring equipment and staff time) and recruit volunteers to gather data at stream and lake sites across the watershed. Increase community knowledge on environmental issues and solutions.

9) Federal Canada Summer Jobs (CSJ) (Service Canada)

Programs Supported: all programs, plus SSEA operations/administration

Total Applied For: \$10,850 (extra cash)

SSEA In-kind: approximately \$17,356 (staff time/administration)

Description: Wage subsidy to hire youth (aged 15 to 30 years) for seasonal positions; if approved, SSEA would be eligible for up to 50% of the provincial minimum hourly wage for a maximum of six weeks. SSEA also anticipates partnering with Ontario Federation of Anglers and Hunters on a CSJ application for their *Invasive Species Hit Squad* program; if approved, up to two additional staff would be available to SSEA at minimal or no cost.

Impacts: Increase staff resources for various programs and provide youth with the opportunity to gain and develop valuable skills and experience.

Partnership Agreements, Approved in Principal or Signed – not applicable for this quarter

Community Donations – \$1,000 (December 2022)

Analysis/Discussion

SSEA works to secure external funding both independently and in partnership with numerous organizations to support special projects and core operations that support the Strategic Plan.

Note that some of the grants and partnerships pending submission are for more than one year. The current total approved funding amounts (excluding pending submissions) for the next three years (projected for all four quarters) are as follows:

2022 – approximately* \$184,197

2023 – approximately* \$345,909

2024 – approximately* \$147,575

*Note: project amounts for 2023 onward may change and need to be confirmed annually. 2022 amounts are unaudited values. Provincial/Federal government funded projects have a different fiscal year, and funding amounts used in each SSEA fiscal year are subject to change.

Expected Impact on SSEA budget/workload

SSEA grant applications include budgeted amounts for staff resources, which may include funds to support existing positions and/or new hires depending on the project, and other costs such as equipment, mileage/vehicle expenses, materials and supplies, and goods and services that would support the projects, if approved. Where permitted by the fund, project budgets also include an amount to support SSEA overhead expenses. The expectation is that approved grant applications would offset existing staff and equipment resources and expand deliverables.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Aisha Chiandet, Water Scientist

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 57-22-SSEA
Date: January 30th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Cameron Epp, Watershed Resilience – Habitat Project Intern
Michelle Hudolin, Wetlands & Habitat Biologist
SUBJECT: Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update

APPLICABLE STRATEGIC PLAN GOALS:

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

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 57-22-SSEA regarding Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update, be received for information.

Purpose of Staff Report

To provide an update on the Improving Habitat in the Severn Sound Watershed Project.

Background

SSEA and partners have been exploring external funding opportunities for habitat restoration/enhancement initiatives to provide education and improve pollinator and wildlife habitat.

Analysis/Discussion

SSEA was approved for one year of funding from Ontario Ministry of Environment, Conservation and Parks (MECP) Great Lakes Local Action Fund for the *Improving Habitat in the Severn Sound Watershed* Project. The Transfer Payment Agreement was successfully negotiated with MECP and a [media announcement](#) was made in November 2022.

Through this Project, SSEA will support two municipal partners, Midland and Penetanguishene, in naturalization/habitat restoration projects on municipally-owned land that will act as demonstration sites to educate and empower the community to take action. SSEA will provide technical support to plan and implement enhancement or restoration of 20,000 m² of habitat; project activities may include invasive species management, planting/seeding native species to create habitat, and volunteer engagement. The Project will also involve broad communications, education and outreach across the watershed to raise awareness for naturalization/restoration efforts. The Project will result in: improved habitat and native biological diversity, provision of ecosystem services, climate change mitigation and adaptation, improved environmental

conditions that support recreation, tourism and traditional cultural activities, and strengthened partnerships and collaboration among diverse partners including municipalities, Métis and local communities.

A project coordinator was designated in November and staff from Midland and Penetanguishene have been engaged to discuss project implementation.

Financial Implications

SSEA was approved for \$50,000 funding, with \$27,915 of that going towards the coordinator position and the balance for purchase of materials and supplies. SSEA has an in-kind commitment including time from the Executive Director, Treasurer and support staff to oversee the implementation of the Project.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Cameron Epp, WR-H Project Intern
Michelle Hudolin, Wetlands & Habitat Biologist

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 58-22-SSEA
Date: January 30th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Michelle Hudolin, Wetlands & Habitat Biologist
SUBJECT: SSEA Invasive Species Program 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. 58-22-SSEA, regarding SSEA Invasive Species Program Update, be received for information.

Purpose of Staff Report

To provide an update on the key activities and accomplishments of the SSEA Invasive Species Program during Q4 of 2022.

Background

The Invasive Species Program is a core program of the SSEA. The SSEA is working to address public and municipal concerns regarding non-native, invasive species establishment within the Severn Sound watershed, and to reduce the ecological, economic and social impacts of invasive species, while fostering regional partnerships and community relations.

Updates

Monitoring, Management & Technical Support

- Completed Spongy Moth/Ldd monitoring at select forested locations across the watershed; results will be available in the Municipal 2022 IS Reports (Q1 of 2023).
- Completed invasive mussel surveillance on Orr Lake; connected with municipal staff on results which will be publicly available in the Springwater 2022 IS Report (Q1 of 2023).
- SSEA facilitated 2 volunteer management events:
 - Little Lake Park (Midland) – European Lily-of-the-Valley & Periwinkle
 - Tay Shore Trail, Waubashene (Tay) – Himalayan Balsam
- Hosted 2022 IS Working Group Meeting, with 20 attendees plus SSEA staff.

Education & Outreach

- Meeting/Presentation with Talpines Property Owners Association on invasive species and pollinator initiatives.

Funding

- Submitted report to the Invasive Species Centre on the microgrant received for the Penetanguishene Phragmites Management Project.

Special Projects

- Continued to deliver work on the 2021-2022 Farlain Lake Eurasian Water-milfoil (EWM) Management Project, including providing technical expertise.
 - Produced draft EWM training video for Farlain Lake residents, to be finalized in Q1 of 2023.
- Continued to deliver work on the 2020-2024 Wye Marsh Invasive Species Management Project, including technical support, and field work assistance.
 - Rehabilitation completed at one site with help of students from Elmvale District High School;
 - Delivered presentation at the Eastern Georgian Bay Initiative conference on project activities to date; and
 - Submitted abstracts to the Invasive Species Forum and Ontario Invasive Plant Conference to present on Project in 2023.

Invasive Species Program Coordinator Recruitment

- In mid-December, Tamara Brincat, SSEA Invasive Species Program Coordinator, left the SSEA. As a result, the SSEA posted the Invasive Species Program Coordinator opportunity on December 16th, with a closing date of January 6th, 2023. The position was posted as a 24-month contract, with possibility of full-time permanent employment. Interviews will be conducted early in Q1 of 2023.

Conclusion

The SSEA Invasive Species Program has successfully fostered relationships with municipalities, partner organizations and associations. Staff continues to research and identify external funding opportunities and support municipal and community-led invasive species projects.

Accomplishments are shared through presentations, social media and other communications. Significant activities and tasks, including public and municipal outreach and education, were accomplished in the Q4 of 2022 benefitting the SSEA partner municipalities and community.

Prepared by:

Approved for submission by:

Original signed by

Original signed by

Michelle Hudolin, Wetlands & Habitat Biologist

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 59-22-SSEA
Date: January 30th, 2023
To: Chair and Members, SSEA Board of Directors
From: Cameron Epp, Water Resilience Coordinator
SUBJECT: Sustainable Severn Sound (SSS) Special Project Q4 Update

APPLICABLE STRATEGIC PLAN GOALS:

Goal 1: Sound Science

Goal 2: Supportive Partnerships

Goal 3: An Engaged & Informed Community

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 59-22-SSEA regarding Sustainable Severn Sound Special Project Q4 Update, be received for information.

Purpose of Staff Report

To provide the Board with an update on the Sustainable Severn Sound (SSS) Special Project for the 4th Quarter.

Background:

The objective of the SSS Special Project is to advance practices/policies within municipal operations to support implementation of their Municipal Climate Plans to result in greenhouse gas (GHG) mitigation and sustainable communities, including supporting initiatives such as Depave Paradise and Projects 4 Pollinators. Since 2018, seven of SSEA's partner municipalities have joined the Federation of Canadian Municipalities-ICLEI Local Governments for Sustainability Partners for Climate Protection (PCP) Program with SSEA acting as the Associate PCP Member.

With support from TD FEF, the SSEA is continuing to implement the Projects 4 Pollinators (P4P) initiative. This involves building and enhancing pollinator gardens in Bee City municipalities, creating pollinator kits, working to recruit new Bee City members, and engaging in education and outreach through social media and events.

Analysis/Discussion

The SSEA has undertaken the following activities in Q4 related to the Depave Paradise, Projects 4 Pollinators initiatives and the Partners for Climate Change Protection (PCP) Program.

Depave Paradise

- Delivered educational signage to be installed at the pollinator garden site at Honey Harbour Park by Georgian Bay Township;

- Following the wrap-up of the “shovels in the ground” portion of the Project, leftover plants purchased under the TD Friends of the Environment Foundation were allocated to create additional pollinator habitat (Severn Township and Town of Midland).

Projects 4 Pollinators

- Handed out 125 native seed packets at four community and stewardship events;
- Removed invasive species and planted 184 plants at 2 pollinator habitat restoration sites;
- Produced “*Native Pollinator Plants in the Severn Sound Area*” (printed booklet)

A total of 184 native plants were planted during Q4 in Severn and Midland to support pollinator habitat. In Midland, the planting site was in one of the Bee City no-mow areas in Little Lake Park where invasive species removal had taken. A class of 18 students from GBDSS joined SSEA at this event. In Severn, the planting site was on the Cambrian Road. SSEA staff engaged the local community group Ardtrea Nature to assist with the planting. The Township of Severn gave permission for restoration work to be done on the road allowance, resulting in more pollinator habitat in what was previously a mowed roadside corner.

Partners for Climate Change Protection Program

As the Associate Member of the Federation of Canadian Municipalities (FCM)-ICLEI Canada Partners for Climate Protection (PCP) Program, SSEA’s staff assist our municipal members (7) in meeting their membership requirements. In Q4, SSEA staff worked with the Township of Springwater, the newest SSS and PCP member, towards achieving Milestone 1 of the 5-Milestone program which will reveal how Springwater consumes energy and generates waste, and provide the baseline data against which Springwater’s progress will be measured. SSEA staff also worked with all municipal members to collect and update GHG emission data and to advance actions within their respective Municipal Climate Action Plans and the Local Climate Action Plans.

Expected Impact on SSEA budget/workload

Both Depave Paradise Project, and the P4P projects are on track in terms of anticipated cash budgets; however in-kind staff time required to date was higher than anticipated for both projects. The P4P initiative wraps up at the end of March 2023; ongoing project activities include finalizing a “Pollinator Helper Handbook,” mapping pollinator gardens and no-mow sites, and holding an educational webinar. Ongoing staff time will be required to support existing Bee City members, and support new members who decide to join the Program.

Conclusion/Recommendations

SSEA is undertaking projects and activities to create, enhance and protect pollinator habitat. This work contributes directly to the strategic goals, priorities, and mission of the SSEA by engaging and educating the public on the importance of biodiversity and native habitats, and ties into municipal Climate Action Plans by reducing GHG emissions from mowing activities.

Prepared by:

Approved for submission by:

Original signed by

Original signed by

Cameron Epp, Water Resilience Coordinator

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) January 30th, 2023**

STAFF REPORT

No: 60-20-SSEA
Date: January 17th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Nikki Priestman, Watershed Health Specialist
SUBJECT: Weather Station Update

APPLICABLE STRATEGIC PLAN GOALS:

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

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 60-22-SSEA regarding Weather Station Update, be received for information.

Purpose of Staff Report:

To provide the Board an update on the weather stations and respective data outcomes for 2022. This report also provides a brief introduction to the attached 2022 Crop Heat Units/Rainfall Data Summary for the Lafontaine and Midland Weather stations.

Background:

SSEA is currently responsible for maintaining and collecting data from 2 weather stations located in Lafontaine and Midland. As part of SSEA's Climate Monitoring Program, the weather stations provide valuable data to our organization, municipal partners as well as the public through the SSEA data updates, website widgets, and the Weather INnovation Consulting LP (WIN) online portal access.

Each weather station records weather data through its multi-sensor system. Each sensor individually records rainfall, air temperature and humidity, wind speed and direction. Data collection is enhanced through the wireless, remote transmitter which communicates with a WIN server located in Chatham, Ontario.

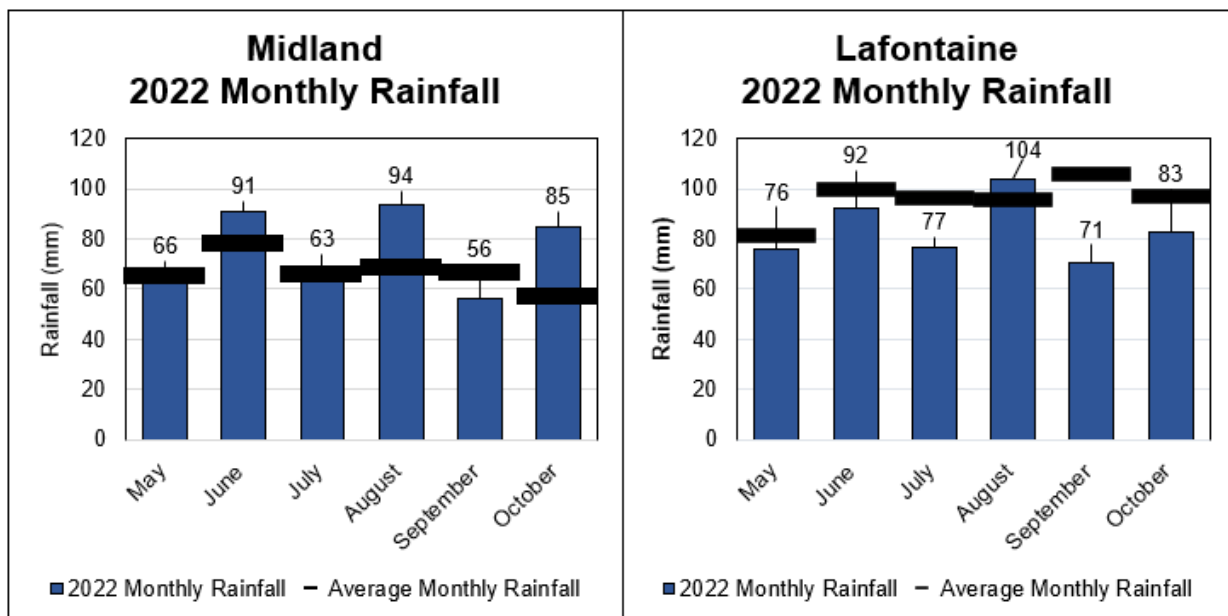
Discussion/Analysis:

Data from the weather stations and other climate monitoring equipment located throughout the Severn Sound watershed, has been collected and stored in the SSEA long-term data base. All year, climate monitoring equipment including the weather stations, are regularly maintained by SSEA staff. Additionally, both weather stations are

calibrated by WIN Technicians twice a year. There were no data losses for either of the weather stations in 2022.

2022 data has been compiled and processed for both weather stations. Year-end results for Crop Heat Units as well as Rainfall have been included in the 2022 Crop Heat Units and Rainfall Data Summary for Lafontaine and Midland Weather Station document. This information is provided annually to the Severn Sound agriculture community through local agriculture organizations.

An updated monthly average rainfall chart, including a comparison to the long-term average monthly rainfall shown below, was added to SSEA’s webpage in October of 2022. Moving forward the rainfall charts will be updated on a monthly basis, during the ice-free season, from May to October.



Disclaimer: While every effort is made to provide current and accurate results, SSEA does not guarantee the information and accepts no liability for damages caused by the use of this information. Any party relying on this information does so at their own risk.

Conclusion/Recommendations:

All the above mentioned information and documents, including a current weather conditions widget, have been made available on the SSEA website at www.severnsound.ca.

The SSEA is currently seeking partners and opportunities to further expand the weather station network. For more information, contact Nikki Priestman at monitoring@severnsound.ca or 705-534-7283 ext. 212.

Prepared by:

Approved for submission by:

Original signed by
 Nikki Priestman, Watershed Health Specialist

Original signed by
 Julie Cayley, Executive Director



Severn Sound Environmental Association

489 Finlayson St, PO Box 460, Port McNicoll Ontario L0K 1R0

Tel: 705-534-7283 Web-site: www.severnsound.ca Twitter: [@SSEA_SSRAP](https://twitter.com/SSEA_SSRAP)

Instagram: [severnsoundea](https://www.instagram.com/severnsoundea) YouTube: [Severn Sound Environmental Association](https://www.youtube.com/Severn Sound Environmental Association)

2022 Crop Heat Units and Rainfall Data Summary for Lafontaine and Midland Weather Stations

November 22, 2022

Crop Heat Units (CHU) are a method to quantify the effect of temperature on crop development. The 2022 results for Crop Heat Units and rainfall were processed by the Severn Sound Environmental Association (SSEA) using data compiled from the weather stations located in the Township of Tiny, Lafontaine and the Water and Wastewater Operations Facility in Midland, Ontario. Using daily maximum and minimum temperatures, CHU accumulation was calculated by following Ontario's Ministry of Agriculture, Food and Rural Affairs, Agronomy Guide for Field Crops.

The 2022 CHU results for the Lafontaine station showed an increase compared with 2021, from May through to November. Overall, the 2022 accumulated CHUs ended higher by 384 units. The CHU count for the 2022 growing season, totalled 3480. Based on the data, the first killing frost in 2022 occurred on November 13, three days earlier than last years timing.

The 2022 accumulated CHU results for the Midland station are 3743 CHUs with the first killing frost occurring on November 13, nine days earlier then last years timing. Based on the data, the crop heat units had an accumulated increase from last year of 607 units.

Both weather station locations recorded similar rainfall results for 2022. From May to the end of October the data shows relatively small amounts of rainfall occurring more frequently at both stations. Notable rain events with more significant amounts occurred on May 26th and August 3rd 2022 with amounts above 40mm in 24 hours occurring at the Lafontaine station.

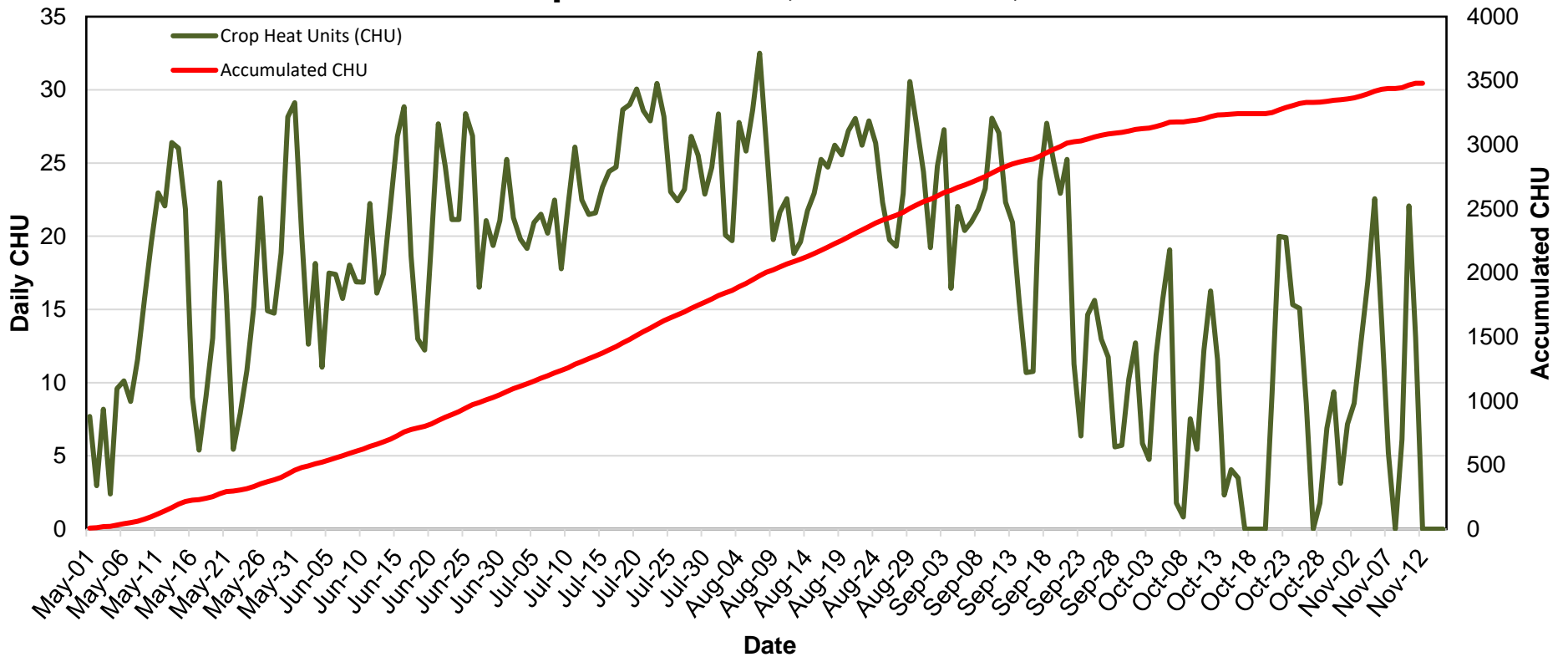
Throughout the spring and summer months weather appeared more localized with slightly higher rainfall amounts being recorded at the Lafontaine station. Over the ice free season, 2022, saw a decrease in total rainfall compared to 2021.

Graphs showing rainfall amounts are now updated monthly from May to October and can be viewed through severnsound.ca at [Monitoring/Weather Stations](#).

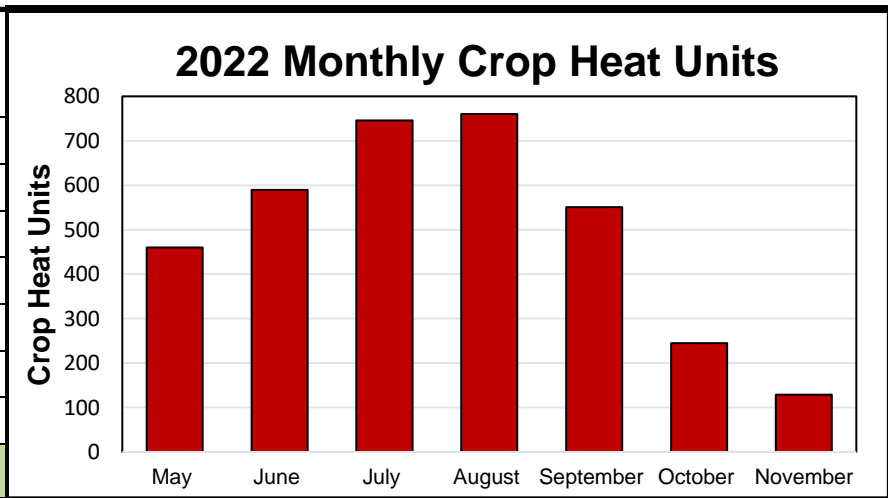
For more information:

Contact: Nikki Priestman, Watershed Health Specialist,
Severn Sound Environmental Association,
705-534-7283 ext. 212 monitoring@severnsound.ca

2022 Crop Heat Units, Lafontaine, Ontario



Month	Monthly Crop Heat Units
May	460
June	589
July	746
August	761
September	551
October	245
November	129
Total	3480

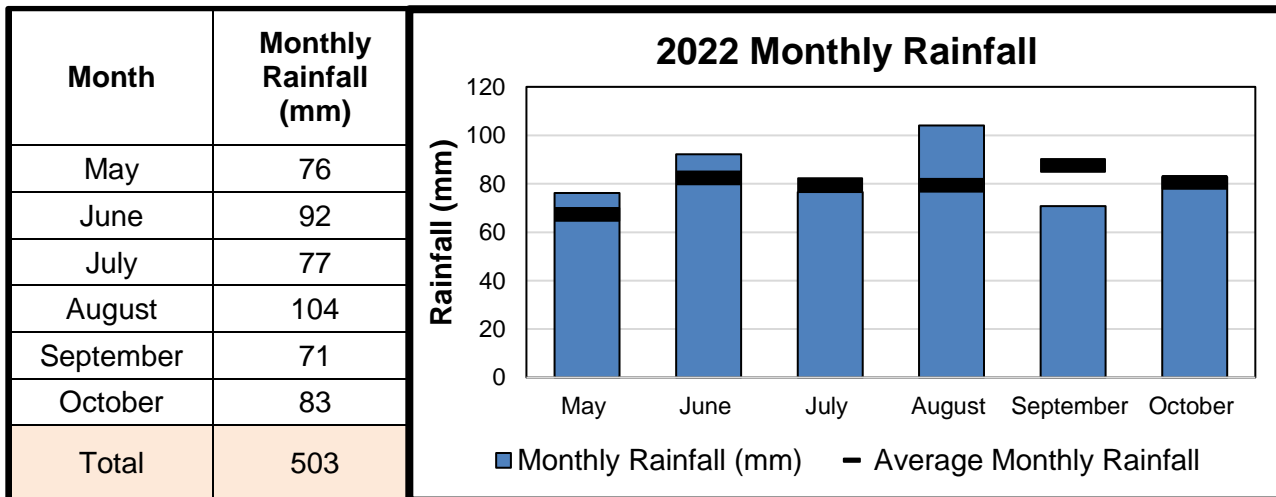
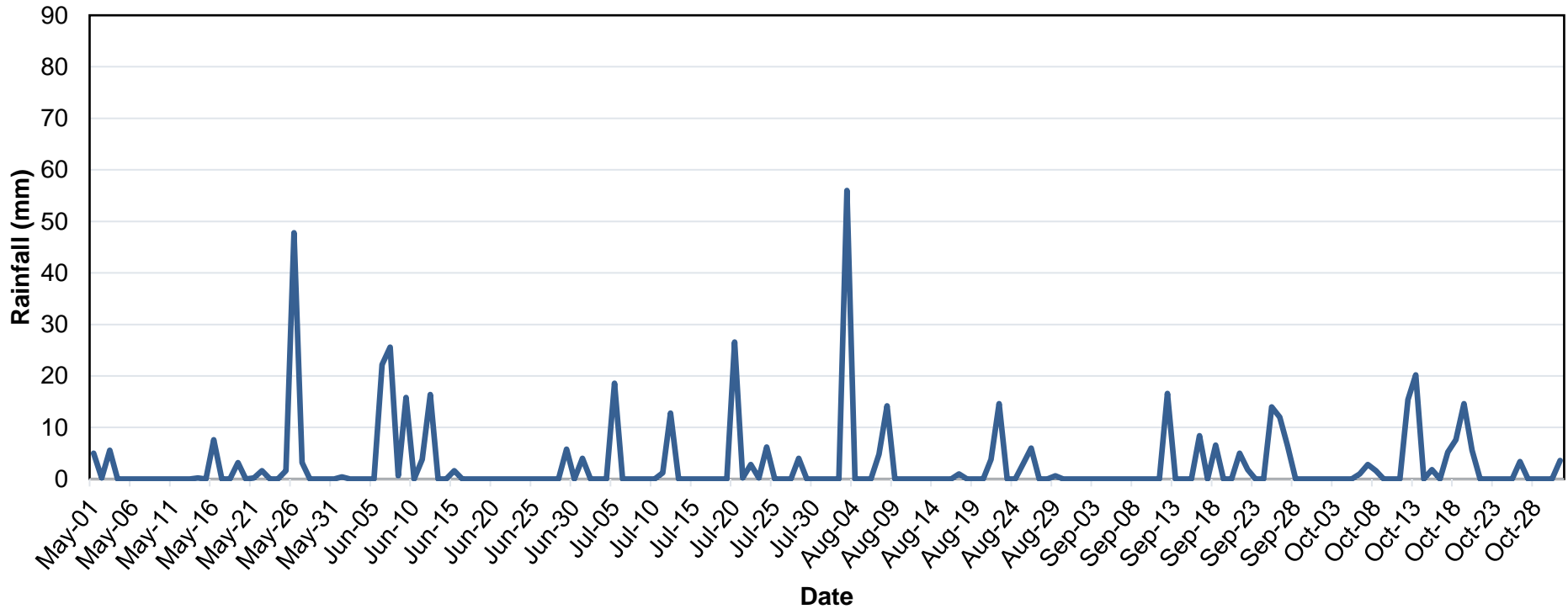


Crop Heat Unit calculations were based on Daily Max. and Min. Air Temperatures collected in Lafontaine, at the Municipally owned property, using an ADCON weather station. Data from May 1 to November 13, 2022 (first occurrence of -2°C or lower) was used to compile the results. The calculation method can be found at: <http://www.omafra.gov.on.ca/english/crops/pub811/pub811ch10.pdf> (Page 254)

For more information about the Severn Sound Environmental Association visit www.severnsound.ca



2022 Daily Rainfall, Lafontaine, Ontario

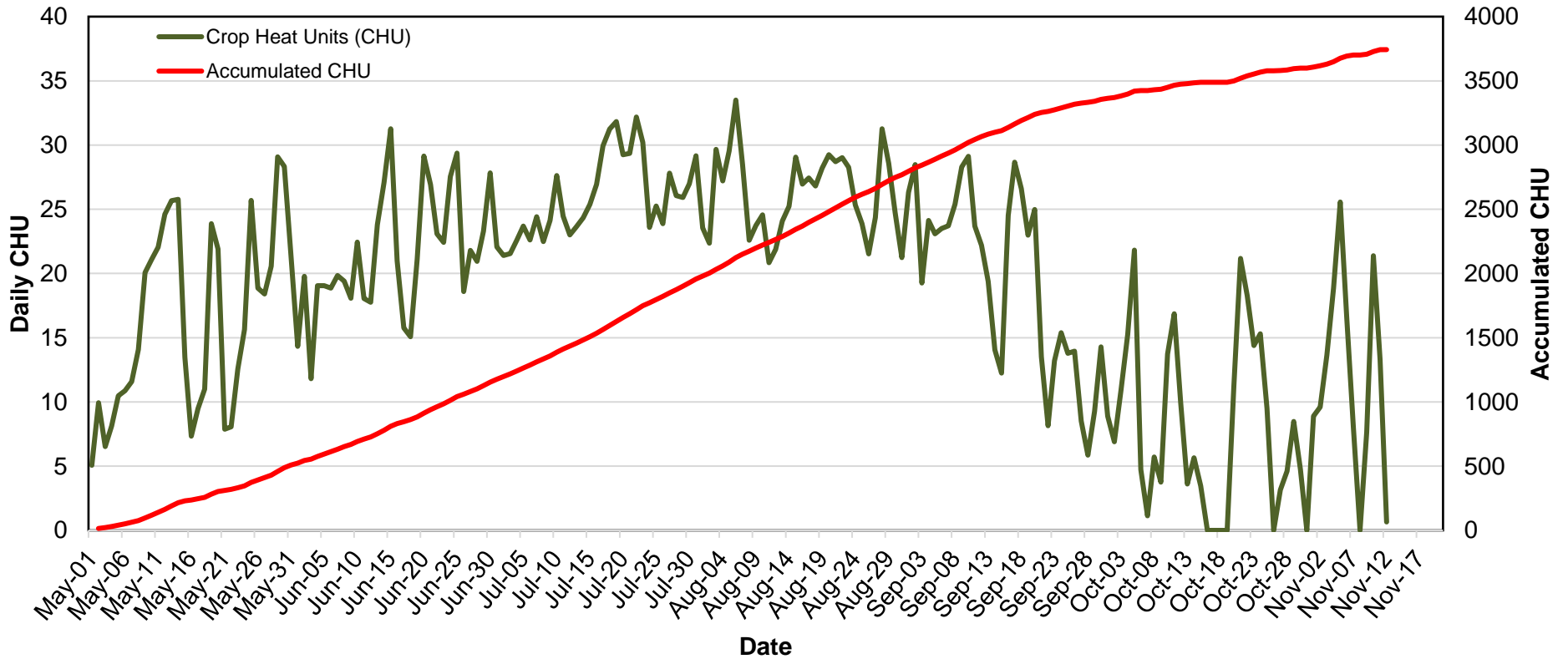


Rainfall amounts were based on continuous measurements recorded at the Lafontaine Ontario, Municipally, owned property, using a weather station equipped with a tipping bucket rain gauge. Data from May 1 to October 31, 2022 was used to compile the results.

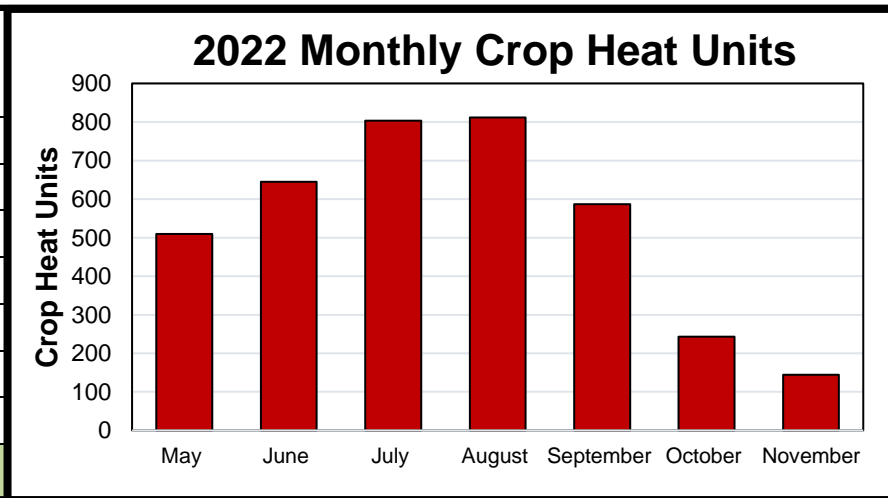
For more information about the Severn Sound Environmental Association visit www.severnsound.ca



2022 Crop Heat Units, Midland, Ontario



Month	Monthly Crop Heat Units
May	509
June	644
July	803
August	812
September	587
October	243
November	144
Total	3743

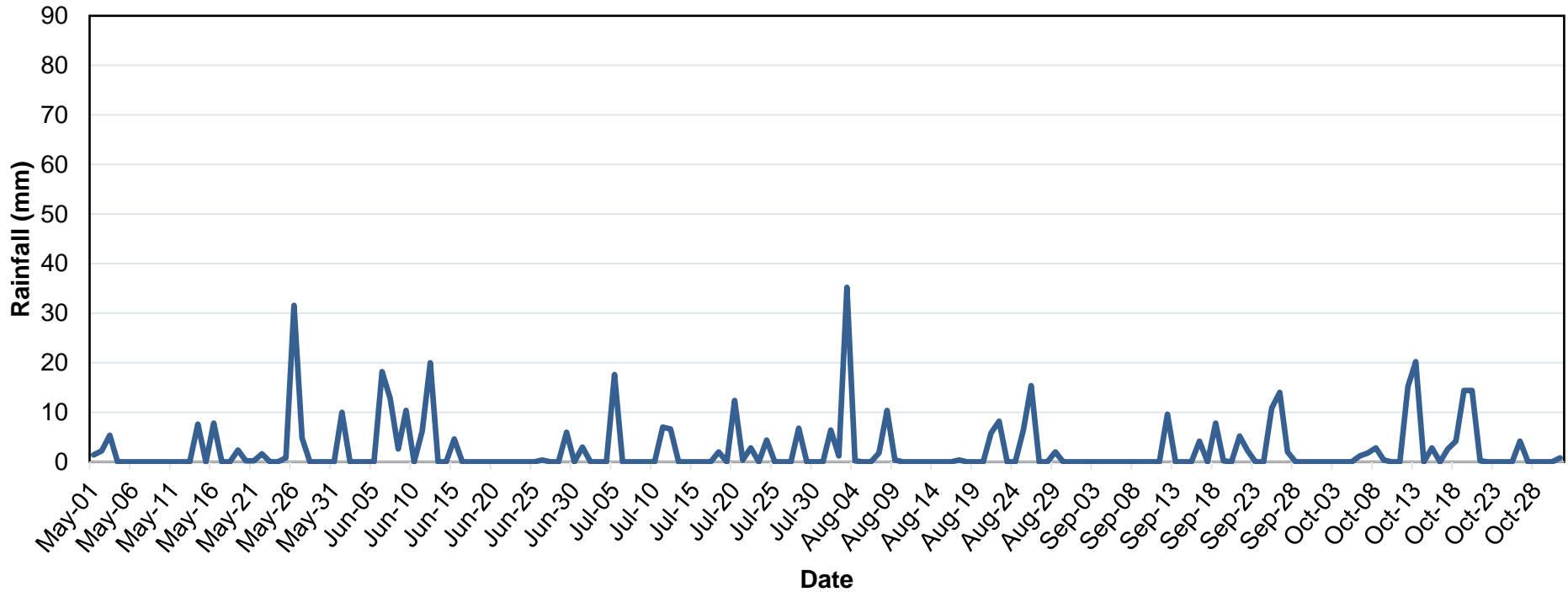


Crop Heat Unit calculations were based on Daily Max. and Min. Air Temperatures collected in Midland, at the Water and Wastewater Operations Facility, using an ADCON weather station. Data from May 1 to November 13, 2022 (first occurrence of -2°C or lower) was used to compile the results. The calculation method can be found at: <http://www.omafra.gov.on.ca/english/crops/pub811/pub811ch10.pdf> (Page 254)

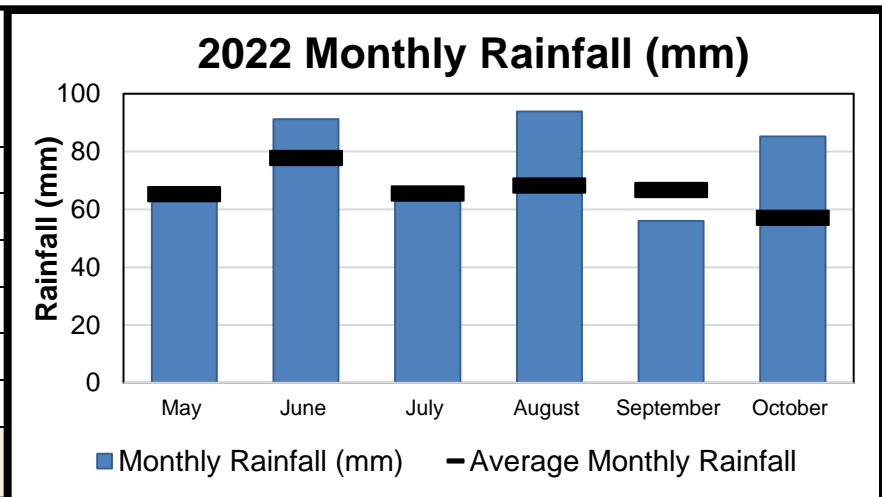
For more information about the Severn Sound Environmental Association visit www.severnsound.ca



2022 Daily Rainfall, Midland, Ontario



Month	Monthly Rainfall (mm)
May	66
June	91
July	63
August	94
September	56
October	85
Total	314



Rainfall amounts were based on continuous measurements recorded at the Midland, Ontario, Water and Wastewater Operations Facility, using a weather station equipped with a tipping bucket rain gauge. Data from May 1 to October 31, 2022 was used to compile the results.

For more information about the Severn Sound Environmental Association visit www.severnsound.ca





**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 61-22-SSEA
Date: January 30th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Michelle Hudolin, Wetlands & Habitat Biologist
Travis van Engelen, Tree Plant Program Specialist
SUBJECT: Building Tree Planting Capacity in the Severn Sound Watershed Project

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. 61-22-SSEA regarding Building Tree Planting Capacity in the Severn Sound Watershed Project Update, be received for information.

Purpose of Staff Report

To provide an update on building tree planting capacity in the Severn Sound watershed.

Background

The Severn Sound Remedial Action Plan/SSEA has facilitated tree plants since the early 1990s, to increase forest cover and biological diversity, and improve wildlife habitat and water quality. The SSEA helps with project planning, obtaining native tree and shrub seedlings, and coordinating groups and volunteers, including local schools and community organizations. Over 242,000 seedlings have been planted through this Program. To supplement the Community Tree Planting Program, SSEA started the Tree Seedling Distribution Program in 2007 to provide property owners with reasonably-priced, native seedlings for spring planting. Nearly 136,000 seedlings have been purchased and planted to date by participants.

In addition to water quality and habitat benefits of planting trees, there is a value in carbon capture: Tree Canada Foundation reports the average Canadian tree's annual carbon storage is 2.5 kg (urban environment), and 2.8 kg (rural environment), and the lifetime carbon sequestration per tree is 200 kg and 225 kg in urban and rural environments respectively¹. As part of its habitat rehabilitation and climate change objectives, and to support its municipal partners and landowners in their efforts to protect and enhance forests and tree canopy, SSEA sought external funding to build additional capacity in its tree planting programs.

Analysis/Discussion

SSEA's application in 2022 to the federal 2 Billion Trees (2BT) Program was successful and an Agreement was negotiated with the Department of Natural Resources. A [federal announcement](#) about the 2BT Program was made in December, followed by a [SSEA media release](#).

This Project will focus on guiding growth and expanding SSEA's ability to facilitate and undertake larger-scale tree planting on public and private lands. The Project aims to increase tree planting and forest cover that sequesters carbon and reduces greenhouse gas emissions, rehabilitates areas such as stream buffers, contributes to habitat and native biological diversity, and provides a variety of social, environmental and economic benefits such as clean air and water, creating and supporting green jobs, and improving resilience to climate change.

The Tree Plant Program Specialist was filled by Travis van Engelen in November. Planning for the 2023 Tree Seedling Distribution Program is well underway, with municipalities assisting with promotion and, SSEA receiving orders for more than 14,000 seedlings to date. As well, tree planting plans are being developed while potential sites are being evaluated. SSEA is also engaging the Georgian Bay Métis Council (GBMC) and met with the GBMC President in December to provide an update on the 2BT Program and promote further collaboration such as involvement in tree planting and discussion of traditional knowledge and land use. SSEA is also connecting with municipal partners to identify priorities and opportunities for tree planting or tree preservation.

Expected Impact on SSEA Budget/Workload & Financial Implications

SSEA was approved for \$276,507 for a two-year 2BT project ending March 31, 2024 (\$130,238 in 2022-2023 and \$146,269 in 2023-2024). Funding will be used for human resources, professional development and training, communications and engagement, and other capacity building costs such as purchase of materials, supplies and equipment. For the Tree Seedling Distribution Program, the SSEA sets the seedling prices so that the Program is self-funded. Due to 2BT funding, seedlings are being discounted for landowners in spring 2023.

Since 2015, the SSEA has been able to access funds to support Community Tree Planting projects through a multi-partner Memorandum of Understanding (MOU) with County of Simcoe Forestry. In previous years, SSEA has been reimbursed for 100% of the cost of seedlings planted by volunteers through this funding. The 4-year (2019-2022) County MOU between SSEA, Dufferin Simcoe Land Stewardship Network and Nottawasaga Valley and Lake Simcoe Region conservation authorities expired in December 2022; as directed by the SSEA Board at the 2022 Third Quarter Meeting, staff have worked with the agencies and the County, and an updated MOU is scheduled to go to County Council for approval on January 31st, 2023.

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Michelle Hudolin, Wetlands & Habitat Biologist
Travis van Engelen, Tree Plant Program Specialist

Julie Cayley, Executive Director

References

1. Tree Canada Foundation "What Trees Can Do to Reduce Atmospheric CO₂" 1999.
https://treecanada.ca/wp-content/uploads/2017/07/What_trees_can_do_to_reduce_CO2_1999.pdf



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 62-22-SSEA
Date: January 30th, 2023
To: Chair and Members of the SSEA Board of Directors
From: All Staff
SUBJECT: SSEA Past and Upcoming Events

APPLICABLE STRATEGIC PLAN GOALS:

Goal 2: Supportive Partnerships
Goal 3: An Engaged & Informed Community

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 62-22-SSEA regarding SSEA Past and Upcoming Events, be received for information.

Purpose of Staff Report

To outline key events hosted and attended by SSEA in Q4 2022, and upcoming events in Q1 of 2023.

Background

Engaging with community and partner organizations is one of SSEA's core services. Facilitating and participating in community events or virtual webinars allows SSEA to:

- Engage and educate community members, and promote SSEA programs and services;
- Encourage stakeholders and community to follow best management practices; and
- Increase capacity through volunteers to deliver services and special project work.

Analysis/Discussion

SSEA facilitated and/or participated in 7 events in Q4, detailed in **Table 1**. Approximately 260 people attended, participated or volunteered in these events. To date, SSEA will be hosting 1 event in Q1 of 2023, detailed in **Table 2**.

Table 1. Events SSEA facilitated and/or participated in during Q4 of 2022.

Event Name	Event Coordinator & Type	Relevant Program(s)/ Project(s)	Target Audience/ Region	Number of Participant/ Volunteer
Tiny Farm Crawl	Township of Tiny	All	Residents in Township of Tiny	60
Honey Bee Festival	Township of Georgian Bay	All	Residents in Township of Georgian Bay and area	200 (Approx # that engaged with SSEA)
Planting for Pollinators Severn Event	SSEA, Ardtrea Nature	SSS	Residents in the Twp of Severn, Ardtrea Nature Volunteers	2
Planting for Pollinators Little Lake Park Event	SSEA, Georgian Bay District Secondary School	Invasive Species, SSS	Georgian Bay District Secondary School Students	19
Tay Shore Trail Invasive Species Removal	SSEA, Township of Tay, Georgian Bay Hunters and Anglers	Invasive Species	Residents in Twp of Tay, Georgian Bay Hunters and Anglers	5
Penetanguishene Planting Event	Town of Penetanguishene, SSEA, Canadian Martyrs Catholic School	Invasive Species, SSS	Canadian Martyrs School Students	24
Eastern Georgian Bay Initiative Inaugural Conference	Ganawenim Meshkiki	Invasive Species, Wye Marsh Project	Eastern Georgian Bay Initiative Funder and Fund recipients	50
Governor General Speaking about Democracy event	Midland library	All	The public	15
Bill 23 Webinar (s)	SSEA hosted online (one with MNRF, one with CELA)	All	Partner municipal staff	50+

Volunteer Appreciation event	Township of Tiny	All	Township of Tiny Volunteers	20
Strategic plan focus group	Township of Springwater		The public	20
North Simcoe Soil and Crop Association AGM	NSSCIA	Agriculture/nutrient management	Ag community	30
County of Simcoe inauguration	County of Simcoe	All	Partners	100
TOTAL VOLUNTEERS/PARTICIPANTS				400+

Table 2. Events SSEA will be facilitating and/or participating in during Q1 of 2023.

Event Name	Date	Relevant Program(s)/Project(s)	Target Audience/Region
SSEA Environmental Champion Awards Ceremony	March 24 th , 2023	All	The community of Severn Sound
	SSEA will hold the SSEA Environmental Champion Awards Ceremony and Partners Reception on March 24 th at the Coldwater Community Center, Severn Township. Here, SSEA will acknowledged the many contributions made by landowners, partners and volunteers to various SSEA programs and projects, and present a number of awards recognizing environmental champions.		

Conclusion

SSEA staff has continued to foster relationships with municipalities, partner organizations and associations by facilitating and participating in community engagement events. **In the 4th Quarter of 2022 staff attended 7 events with over 400 attendees/impressions.**

Prepared by:
Original signed by

Approved for submission by:
Original signed by

Nicole Stott, DWSP Assistant

Julie Cayley, Executive Director



**Severn Sound Environmental Association
Joint Municipal Service Board
2022 Fourth Quarterly Meeting (Q4) – January 30th, 2023**

STAFF REPORT

No: 63-22-SSEA
Date: January 18th, 2023
To: Chair and Members of the SSEA Board of Directors
From: Julie Cayley, Executive Director

SUBJECT: Great Lakes and St. Lawrence Cities Initiative Re: Freshwater Action Plan

APPLICABLE STRATEGIC PLAN GOALS:

Goal 2: Supportive Partnerships
Goal 3: An Engaged & Informed Community

RECOMMENDATION:

RESOLVED THAT: Staff Report No. 63-22-SSEA regarding the Great Lakes and St. Lawrence Cities Initiative regarding the Freshwater Action Plan, be received for information;

FURTHER THAT: the Severn Sound Environmental Association calls upon the federal government to implement its commitment to invest \$1 billion over 10 years to the Freshwater Action Plan; and

FURTHER THAT: the Severn Sound Environmental Association submit a similar letter of support under the Board Chair's signature.

Purpose of Staff Report

To inform the SSEA Board of a request by the Great Lakes and St. Lawrence Cities Initiative (GLSLCI) to provide a resolution and letter of support asking the federal government to stand by its commitment to invest \$1 billion in protecting freshwater resources across Canada.

Background

Announced in Budget 2017, the Freshwater Action Plan (FAP) is an Environment and Climate Change Canada (ECCC) program designed to protect and restore freshwater quality in the Great Lakes and the Lake Winnipeg basins. Funding for the first two years of the Plan was \$70.5 million with \$44.84 million of that specifically for the Great Lakes Basin. The Department says the funding is in addition to ongoing ECCC resources for protecting and restoring the lakes.

Subsequently, the GLSLCI initiated the Great Lakes-St. Lawrence Collaborative that developed a 10-year (2020-2030) \$2.2-billion strategy to protect the economy and ecology of the Great Lakes and St. Lawrence River, address shoreline erosion, outdated infrastructure, invasive species, exposure to toxins and beach contamination. This Strategy, Action Plan to Protect the Great Lakes and St. Lawrence 2020-2030, includes advocating the federal government for a further

investment into the Freshwater Action Plan of \$1 billion over five years. It also included Severn Sound specifically with case studies from the Townships of Tiny and Penetanguishene.

During the 2021 federal election, the Liberal Party committed to a “strengthened Freshwater Action Plan,” including a historic investment of \$1 billion over ten years. However, there is now concern on the part of GLSLCI and some of its members that the election commitment may be in jeopardy because of recent efforts by the government to reduce spending. As part of its campaign, the GLSLCI is asking member cities to reinforce this message with the federal government, as well as, local federally and provincially-elected officials ahead of Budget 2023. All of SSEA’s member municipalities are currently members of the Great Lakes and St. Lawrence Cities Initiative. Georgian Bay, Penetanguishene, Tay and Tiny are stand-alone voting members, while Midland, Oro-Medonte, Severn and Springwater are members with GLSLCI through Simcoe County.

Analysis/Discussion

A \$1-billion investment in the Freshwater Action Plan would lead to enhanced funding for Great Lakes and St. Lawrence River Basin stewardship. Currently the federal government supports such work by municipal and local organizations through its Great Lakes Protection Initiative. However, funding for that Program ends in 2023 and is focused on Areas of Concern (SSEA is not eligible).

Increased financial support from the federal government to protect freshwater has many environmental, social and economic benefits at the local and regional levels, including Severn Sound. GLSLCI statistics indicate that for every dollar invested by the federal government, three more dollars are generated for the local economy.

Conclusion/Recommendations

With local and provincial plans predicting marked growth for this region over the next 20 years, encouraging new funding sources from senior levels of government to support SSEA’s work to protect and enhance local water resources on behalf of its municipal partners is critical. Staff is recommending that the SSEA Board send a letter to the Federal Government indicating support for their initiative, the Freshwater Action Plan.

Prepared by:

Approved for submission by:

Original signed by

Original signed by

Cliff Evanitski, Office Manager

Julie Cayley, Executive Director



Severn Sound Environmental Association

489 Finlayson St, PO Box 460, Port McNicoll ON L0K 1R0

Phone (705) 534-7283 | Fax (705) 534-7459

October 28th, 2022

Michael Powell, PhD., Project Director
Elmvale Groundwater Project
Dept. of Renewable Resources
University of Alberta

Dear Dr. Powell,

RE: Elmvale Groundwater Project - SSEA Letter of Intent

This letter will confirm agreement from SSEA to partner with the Elmvale Groundwater Project being conducted through the University of Alberta and being submitted to the NSERC, Alliance Grant platform for funding. Based on direction from the Board, the SSEA staff will collaborate with the project and project leaders in the design and delivery of the project through in-kind resources only, according to the table included below.

Relevancy of SSEA in the project

The SSEA budgets (2022 and proposed 2023) include ongoing water quality monitoring work in the following program areas: Provincial Groundwater Monitoring Network, Provincial (Stream) Water Quality Monitoring Network, open water quality and inland lake monitoring, benthic invertebrate monitoring (lakes and streams), and invasive species monitoring. The Elmvale Groundwater project could provide enhanced data to these SSEA data sets as well as a better understanding of groundwater in the area for the SSEA and its partners.

A short summary of our understanding of the project, potential benefits, SSEA contributions, and requirements are as follows:

- \$6.8 million (\$4.4M NSERC, \$2.4M fundraised) 5-year project “Understanding the quality of the groundwaters of Huronia; an integrated scientific approach with policy and societal impacts.” A multi-university project to determine the scope, hydrogeology, geochemistry (processes) that result in the pristine water quality in the study area.
- The Study Area has been defined as the Tiny and Springwater Township portions of Huronia.

Potential benefits to SSEA members

- Science - enhanced, data and understanding of groundwater movement and chemistry in Severn Sound that would be available for SSEA partners to use for policy and decision making
- Possibility of access to expertise to assist with SSEA groundwater level data analysis (i.e., SSEA would benefit from support from a qualified hydrogeologist to do the data adjustment using data from the SSEA barologger).
- Expand SSEA's network of groundwater/hydrology experts
- SSEA could provide a central point of science expertise, information and contact to support member municipalities who may also be partnering in this research project.

What SSEA could contribute

- Input to project design to ensure locally valuable, unbiased, data-driven outcomes
- Input to policy recommendations based on project findings and local knowledge and expertise
- Strong connections in Severn Sound municipal community as well as Ontario science-based water quality and Source Water networks
- Existing local long-term science knowledge and data for groundwater (Provincial Groundwater Monitoring Network), streams (Provincial [Stream] Water Quality Monitoring Network), and climate (weather stations)

SSEA requests and concerns for inclusion in the project application

- Request inclusion of parameters relevant to drinking water e.g., bacteria, nitrate and sodium.
- Request inclusion of Simcoe Muskoka District Health Unit as partner.
- Clarification of Study Area boundary (what geographic area is included in "Huronia" as defined in this project)
- Demonstrate that there is a robust multi-agency peer review process.
- Assurance that potential groundwater impacts from all sources will be considered (i.e., existing known threats as well as all land uses including permit to take water, wells, aggregate operations, septic systems etc.) ensuring there is no bias or pre-determined conclusion to the research.
- Request at minimum an annual project update from the project leads. SSEA would be willing to help coordinate this for SSEA members.
- Concern that SSEA has limited staff resources (staff and time) and we may not have the capacity to be fully engaged.
 - Requests for data that require SSEA staff time to search and retrieve data from internal SSEA data sets would require cost recovery.
- Need to ensure any involvement from SSEA is true to core values and Strategic Plan.
 - Clarity around value to all SSEA partners beyond the immediate study area (Townships of Tiny and Springwater)
 - SSEA provides environmental services working on behalf of our 8 member Municipalities and as such does not participate in advocacy campaigns.

Estimate of In-kind contribution to direct costs (this would be modified based on reality as project moves forward and should be considered an upper limit)

IN KIND	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	year 4 (2025)	year 5 (2026)	Total
STAFF TIME (includes review and input to project design and delivery, meetings, site visits, does not include data search & retrieval)	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$11,500.00
TRAVEL (includes up to 2 in- person meetings, site visits, PGMN travel)	\$317	\$317	\$317	\$317	\$317	\$1,586.00
SSEA Monitoring (PGMN)	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$35,000.00
OFFICE/Admin (20%)	\$1,923	\$1,923	\$1,923	\$1,923	\$1,923	\$9,617
TOTAL	\$11,540	\$11,540	\$11,540	\$11,540	\$11,540	\$57,703

If you have any questions or need clarification please contact SSEA Executive Director Julie Cayley jcayley@severnsound.ca

Sincerely,
SEVERN SOUND ENVIRONMENTAL ASSOCIATION



Steffen Walma, Chair of SSEA Board

CC: Julie Cayley, Executive Director, SSEA
Aisha Chiandet, Water Scientist, SSEA
Melissa Carruthers, RMO/RMI, SSEA



Severn Sound Environmental Association

489 Finlayson Street, PO Box 460, Port McNicoll, ON L0K 1R0

Phone 705-534-7283 Website: www.severnsound.ca

Email: achiandet@severnsound.ca

October 28th, 2022

Ms. Jeanette Fooks, District Manager
Hydrometric Operations Ontario
Environment and Climate Change Canada
Via email: Jeanette.Fooks@ec.gc.ca

Dear Ms. Fooks,

RE: Maintenance and expansion of HYDAT network in Severn Sound watershed

On behalf of the Severn Sound Environmental Association, thank you to the Water Survey of Canada (WSC) for the important service you provide by maintaining a network of river discharge gauging stations across the country (HYDAT network). This data is essential and allows various agencies to track changes in river flow regimes, particularly as they relate to climate change, assign probabilities to extreme events (floods, low water levels) and raise awareness of risks associated with these events. The data also allows organizations like ours to more accurately interpret changes in water quality and riverine ecology, which are inherently influenced by river flow.

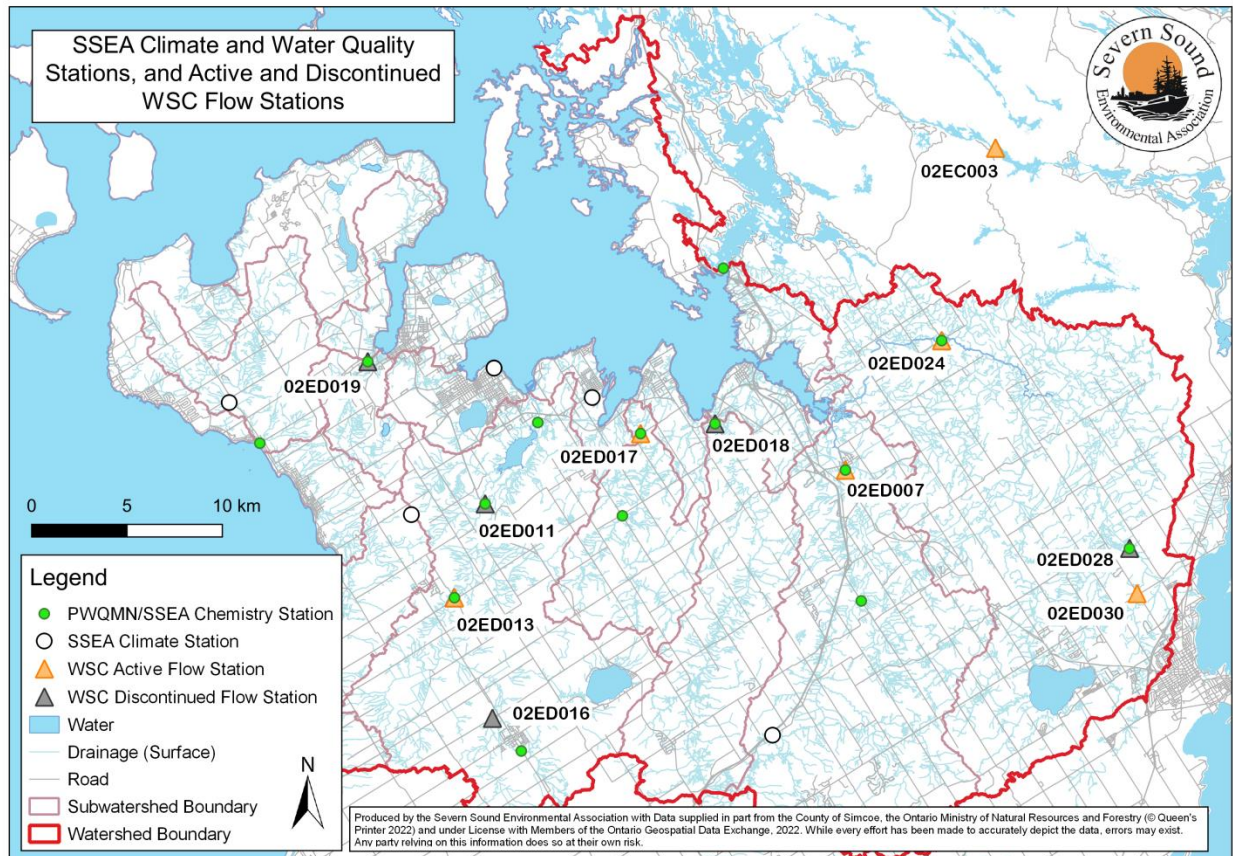
Severn Sound was one of the Great Lakes Areas of Concern successfully delisted in 2003. The Severn Sound Environmental Association (SSEA) is a Joint Service Board under the Municipal Act (Section 202), a unique partnership between 8 municipalities. There is not a Conservation Authority (CA) in our watershed. The SSEA provides support to the local municipalities as well as Federal and Provincial government partners, to sustain environmental quality and to ensure continued protection through wise stewardship of Severn Sound and its tributaries. The SSEA has over 30 years of experience in monitoring, research, partnership and successful environmental program delivery. Focused in South-eastern Georgian Bay, SSEA implements and is part of a variety of environmental monitoring programs, including the Provincial Water Quality Monitoring Network (PWQMN), many of which began while Severn Sound was listed as a Great Lakes Area of Concern (AOC).

As a relatively small organization with limited resources supporting small rural municipalities, SSEA and our partners rely on larger federal and provincial government monitoring programs to complement or otherwise support our monitoring programs. SSEA uses the discharge data provided through the HYDAT network along with data we collect such as rainfall, benthic invertebrate communities, and water chemistry to

assess the health of tributaries across the watershed. Assessing tributary health is particularly critical in light of current impacts such as land development and climate change.

When many of our monitoring programs began, there were up to 13 WSC gauges across the watershed. Many of these gauges have been discontinued, and in recent years, the infrastructure has been removed at inactive stations. Currently there are only 6 active stations. The removal of two of the gauges in particular means that there is no flow data whatsoever on two of the major tributary systems in the Severn Sound watershed, namely Copeland Creek (gauge 02ED019) and the Sturgeon River (gauge 02ED018). These gauges were discontinued in 1999 and 1998, respectively.

This gap in discharge data makes it difficult for agencies like the SSEA as well as municipalities and consultants working in the area to calculate contaminant loading, flood risk, and determine the impact of climate change on these river systems. As a delisted AOC, we are obligated to continue monitoring water quality conditions in Severn Sound and its watershed, which includes assessing watershed sources of nutrients and other contaminants. Ideally, each river system monitored for water quality should have a flow gauge associated with it. The map below shows the location of SSEA water quality monitoring stations, 12 of which are included in the PWQMN, our climate monitoring stations, and both active and inactive WSC gauges.



We urge the WSC to maintain the current network of gauges in the Severn Sound watershed, and to consider re-establishing gauges on Copeland Creek and the Sturgeon River. SSEA is open to finding creative ways to partner with federal and provincial government agencies to re-establish these gauging stations. We look forward to discussing further at your earliest convenience.

Best regards,



Steffen Walma, Board Chair
Severn Sound Environmental Association



Aisha Chiandet, Water Scientist
SSEA

CC: Julie Cayley, Executive Director, Severn Sound Environmental Association
Susan Humphrey, Regional Director General, Ontario Region, ECCC