



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION  
JOINT MUNICIPAL SERVICE BOARD (JMSB)**

**2023 First Quarter (Q1) Meeting**

**April 27<sup>th</sup>, 2023**

**9:30am – 12:00pm**

**In-person and Zoom**

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

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- 1. WELCOME AND CALL TO ORDER**
- 2. ADOPT AGENDA**
- 3. DECLARATION OF PECUNIARY INTEREST**
- 4. APPROVAL OF PAST MINUTES**
  - 4.1 Minutes of 2022 Fourth Quarter (Q4) meeting of the SSEA Joint Municipal Service Board held January 30, 2023
  - 4.2 Business arising from the minutes – Goose Management
- 5. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING**
  - 5.1 Suspend the SSEA meeting to allow the SS SPA to meet
  - 5.2 Severn Sound Source Protection Authority Meeting
  - 5.3 Re-convene the SSEA joint municipal service board meeting
- 6. PRESENTATIONS**
  - 6.1 **SSEA 2023 Field Monitoring** - Nikki Priestman, SSEA Watershed Health Coordinator
- 7. SSEA BUSINESS**
  - a. **SSEA 1<sup>st</sup> Quarter 2023 Report**
  - b. **Financial Reports**
    - 7.1 Staff Report 01-23-SSEA - 2023 1<sup>st</sup> Quarter Draft Financials
    - 7.2 Staff Report 02-23-SSEA - Status of 2022 Audit -verbal
    - 7.3 Staff Report 03-23-SSEA - Insurance Update
    - 7.4 Staff Report 04-23-SSEA - Charge Out Rate Review
    - 7.5 Staff Report 05-23-SSEA - Draft 2024 SSEA Budget
- 8. SSEA CORPORATE ADMINISTRATION UPDATES**
  - 8.1 Staff Report 06-23-SSEA - SSEA Grant Application Update

- 8.2 Staff Report 07-23-SSEA - SSEA Invasive Species Program Update
- 8.3 Staff Report 08-23-SSEA - SSEA Building Tree Capacity in the Severn Sound Watershed Project
- 8.4 Staff Report 09-23-SSEA - SSEA Monitoring Program Update
- 8.5 Staff Report 10-23-SSEA - Update Re: HYDAT Gauges in Severn Sound
- 8.6 Staff Report 11-23-SSEA - SSEA Office Lease Update
- 8.7 Staff Report 12-23-SSEA - Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update
- 8.8 Staff Report 13-23-SSEA - SSEA Past and Upcoming Events Update
- 8.9 Staff Report 14-23-SSEA - SSEA Corporate Signing Authority

**9. EXECUTIVE DIRECTOR UPDATE**

- 9.1 Staff Report 15-23-SSEA – Executive Director Q1 Report (On Table)

**10. ANNOUNCEMENTS**

**11. CORRESPONDENCE**

- 11.1 Re: Township of Tiny - Recommendation re: GLSLCI Call for Resolutions

**12. CLOSED SESSION**

No items.

**13. OTHER BUSINESS**

**14. ADJOURN**



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

**January 30<sup>th</sup>, 2023  
1:00pm – 4:00pm**

**Harbour Shore Community Room, Victoria Harbour**

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**Present:**

SSEA Chair, Councillor Steffen Walma	Township of Tiny
Councillor Danielle Alexander	Township of Springwater
Councillor Roberta Bald	Town of Midland
Councillor Brian Bocek (via Zoom)	Township of Georgian Bay
Councillor Suzanne Marchand	Town of Penetanguishene
Deputy Mayor Barry Norris	Township of Tay
Councillor Mark Taylor	Township of Severn

**Staff present:**

Julie Cayley	Executive Director
Melissa Carruthers	Manager Source Water Protection, RMO/RMI
Aisha Chiandet (via Zoom)	Water Scientist/Limnologist
Cliff Evanitski	Office Manager
Judy Limoges (via Zoom)	Financial Services Coordinator/Treasurer
Paula Madill (via Zoom)	Ecosystem Technologist
Lex McPhail	IT Manager/GIS Applications Specialist
Nikki Priestman (via Zoom)	Watershed Health Specialist
Nicole Stott (via Zoom)	Source Water Protection Intern
Travis van Engelen (via Zoom)	Tree Plant Program Specialist

**Regrets:**

Councillor Lori Hutcheson	Township of Oro-Medonte
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**Guests:**

Councillor Kristian Graziano (via Zoom)	Township of Georgian Bay
Christie Lee-Hazzard (via Zoom)	CLH & Co. Inc.
Dr. Frank Seglenieks (via Zoom)	Environment and Climate Change Canada

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**1. WELCOME AND CALL TO ORDER**

Chair Walma called the meeting to order at 1:00 pm.

**2. ADOPT AGENDA**

MOTION: 2022-085

Moved by: B. Norris

Seconded by: S. Marchand

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the Meeting Agenda as amended, dated January 30<sup>th</sup>, 2023; and

FURTHER THAT: the Special Council Resolution (Budget) received from the Township of Georgian Bay dated January 4<sup>th</sup>, 2023, be added under OTHER BUSINESS as Item 15.1 and Fairlain Lake Funding Agreement under OTHER BUSINESS as Item 15.2.

Carried;

**3. DECLARATION OF PECUNIARY INTEREST**

None declared.

**4. APPROVAL OF PAST MINUTES**

**4.1** Minutes of 2022 Third Quarter (Q3) meeting of the SSEA Joint Municipal Service Board held October 27<sup>th</sup>, 2022

MOTION: 2022-086

Moved by: R. Bald

Seconded by: M. Taylor

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of the Third Quarter (Q3) meeting of the SSEA Joint Service Board held October 27<sup>th</sup>, 2022.

Carried;

**4.2** Business arising from the minutes

MOTION: 2022-087

Moved by: D. Alexander

Seconded by: B. Norris

RESOLVED THAT: the SSEA Joint Municipal Service Board receives the verbal update re: action items arising from the minutes of the 2022 Q3 Meeting of October 27<sup>th</sup>, 2022, as information.

Carried;

**5. ELECTION OF SSEA CHAIR AND VICE CHAIR**

*SSEA 2022 Chair Walma stepped down. Pro Tem Chair Julie Cayley, SSEA Executive Director, conducted the election portion of the meeting.*

**Election Procedures**

Julie Cayley, Pro Tem Chair reviewed election procedures.

**Appointment of Scrutineers**

MOTION: 2022-088

Moved by: S. Walma

Seconded by: S. Marchand

RESOLVED THAT: Lex McPhail and Melissa Carruthers be appointed as scrutineers for the 2023 Election of SSEA Officers; and

FURTHER THAT: the electronic ballots be destroyed after the election process.

Carried;

**Nominations for the Position of Chair**

Suzanne Marchand nominated Steffen Walma for the position of Chair for 2023.

**Affirmation of nomination**

Steffen Walma affirmed he would be willing to run for the position of Chair for 2023.

Pro Tem Chair Julie Cayley called for further nominations three times. No further nominations were put forward.

MOTION: 2022-089

Moved by: B. Norris

Seconded by: D. Alexander

RESOLVED THAT: nominations for the position of SSEA Board Chair be closed.

Carried;

**Election of SSEA Chair Result**

Steffen Walma was acclaimed as Chair for 2023.

**Nomination for the Position of Vice Chair**

Steffen Walma nominated Danielle Alexander for the position of Vice-chair for 2023.

**Affirmation of nomination**

Danielle Alexander affirmed she would be willing to run for the position of Vice-chair for 2023.

Pro Tem Chair Julie Cayley called for further nominations three times. No further nominations were put forward.

MOTION: 2022-090

Moved by: M. Taylor

Seconded by: B. Norris

RESOLVED THAT: nominations for the position of SSEA Board Vice-chair be closed.

Carried;

**Election of SSEA Vice-chair Result**

Danielle Alexander was acclaimed as Vice-chair for 2023.

MOTION: 2022-090A

Moved by: M. Taylor

Seconded by: B. Norris

RESOLVED THAT: Suzanne Marchand be nominated as member of SSEA Executive for 2023.

Carried;

MOTION: 2022-091

Moved by: B. Norris

Seconded by: S. Marchand

RESOLVED THAT: The Severn Sound Environmental Association Joint Municipal Service Board has elected and/or appointed for the year of 2023, Officers as follows:

Chair: Steffen Walma

Vice Chair: Danielle Alexander

Executive Member: Suzanne Marchand

Carried;

Chair Walma resumed the Chair and thanked the Board for their vote of confidence.

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

No SSSPA meeting this Quarter.

**7. SSEA FOURTH QUARTER 2022 REPORT**

MOTION: 2022-092

Moved by: B. Bochek

Seconded by: R. Bald

RESOLVED THAT: the SSEA Joint Municipal Service Board receives the 4<sup>th</sup> Quarter 2022 Report for information.

Carried;

**8. PRESENTATIONS**

**8.1** Great Lakes Water Level Forecast - Dr. Frank Seglenieks, Environment and Climate Change Canada

MOTION: 2022-093

Moved by: M. Taylor

Seconded by: D. Alexander

RESOLVED THAT: the SSEA Joint Municipal Service Board receives Environment and Climate Change Canada's Great Lakes Water Level Forecast, for information.

Carried;

**9. SSEA FINANCIAL REPORTS**

**9.1** Staff Report 48-22-SSEA - 2022 4<sup>th</sup> Quarter Draft Financials

MOTION: 2022-094

Moved by: R. Bald

Seconded by: M. Taylor

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

Carried;

S. Walma turned Chair over to Vice-chair, in order to speak to next report.

**9.2** Staff Report 49-22-SSEA – SSEA Drinking Water Source Protection 2022 Municipal Revenue

MOTION: 2022-095

Moved by: S. Walma

Seconded by: R. Bald

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 #1 as presented.

Carried;

S. Walma resumed the Chair.

**9.3 Staff Report 50-22-SSEA – Transfer of 2021 Unrestricted Surplus to Reserve**

MOTION: 2022-096

Moved by: B. Norris

Seconded by: D. Alexander

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

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

Carried;

**9.4 Staff Report 51-22-SSEA – Deferral of 2022 Unspent Reserve**

MOTION: 2022-097

Moved by: S. Marchand

Seconded by: R. Bald

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.

Carried;

**9.5 Staff Report 52-22-SSEA – SSEA Reserve Schedule as of December 31, 2022 and Projected Reserve Schedule as of December 31, 2023**

MOTION: 2022-098

Moved by: D. Alexander

Seconded by: B. Bocek

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.

Carried;

**9.6 Staff Report 53-22-SSEA – Appointment of Auditors for 2022**

MOTION: 2022-099

Moved by: R. Bald

Seconded by: M. Taylor

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.

Carried;

**10. SSEA CORPORATE ADMINISTRATION UPDATES**

**10.1 Staff Report 54-22-SSEA – 2023 SSEA Board Meeting Schedule**

MOTION: 2022-100

Moved by: S. Marchand

Seconded by: B. Bochek

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

Carried;

**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**

MOTION: 2022-101

Moved by: S. Marchand

Seconded by: B. Norris

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.

Carried;

**10.3 Staff Report 56-22-SSEA – SSEA Q4 Grant Application Update**

MOTION: 2022-102

Moved by: B. Bochek

Seconded by: D. Alexander

RESOLVED THAT: Staff Report No. 56-22-SSEA regarding SSEA Grant Application Update, be received for information.

Carried;

**10.4 Staff Report 57-22-SSEA – Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update**

MOTION: 2022-103

Moved by: S. Marchand

Seconded by: R. Bald

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

Carried;



**10.5 Staff Report 58-22-SSEA – SSEA Invasive Species Program Q4 Update**

MOTION: 2022-104

Moved by: R. Bald

Seconded by: M. Taylor

RESOLVED THAT: Staff Report No. 58-22-SSEA, regarding SSEA Invasive Species Program Update, be received for information.

Carried;

**10.6 Staff Report 59-22-SSEA - SSEA Sustainable Severn Sound (SSS) Special Project Q4 Update**

MOTION: 2022-105

Moved by: B. Norris

Seconded by: B. Bocek

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

Carried;

**10.7 Staff Report 60-22-SSEA – Weather Station Update**

MOTION: 2022-106

Moved by: R. Bald

Seconded by: S. Marchand

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

Carried;

**10.8 Staff Report 61-22-SSEA – Building Tree Capacity in the Severn Sound Watershed Project**

MOTION: 2022-107

Moved by: M. Taylor

Seconded by: B. Bocek

RESOLVED THAT: Staff Report No. 61-22-SSEA regarding Building Tree Planting Capacity in the Severn Sound Watershed Project Update, be received for information.

Carried;

**10.9 Staff Report 62-22-SSEA – SSEA Past and Upcoming Events**

MOTION: 2022-108

Moved by: R. Bald

Seconded by: D. Alexander

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

Carried;

**10.10** Staff Report 63-22-SSEA – Great Lakes and St. Lawrence Cities Initiative re: Freshwater Action Plan

MOTION: 2022-109

Moved by: B. Bochek

Seconded by: S. Marchand

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; and

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.

Carried;

**11. EXECUTIVE DIRECTOR UPDATE**

**11.1** Staff Report 64-22-SSEA – Executive Director Q4 Report (On Table)

MOTION: 2022-110

Moved by: D. Alexander

Seconded by: S. Marchand

RESOLVED THAT: The Executive Director Staff report 64-22-SSEA be received for information.

Carried;

**12. ANNOUNCEMENTS**

S. Marchand (Town of Penetanguishene), M. Taylor (Township of Severn) and B. Bochek (Township of Georgian Bay) provided updates on at what stage their respective municipalities were in re: 2023 municipal budgets.

**13. CORRESPONDENCE**

None.

**14. CLOSED SESSION**

**14.1** MOTION: 2022-111

Moved by: D. Alexander

Seconded by: B. Norris

RESOLVED THAT: the SSEA Joint Municipal Service Board does now enter into a Closed Session to discuss two property matters.

Carried;

**14.2 MOTION: 2022-112**

Moved by: M. Taylor

Seconded by: R. Bald

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

Carried;

**14.3 MOTION: 2022-113**

Moved by: S. Marchand

Seconded by: B. Norris

RESOLVED THAT: Staff Report No. 65-22-SSEA regarding SSEA Infrastructure, be received for information; and

FURTHER THAT: the SSEA Joint Municipal Service Board directs staff to implement Option #4.

Carried;

**14.4 MOTION: 2022-114**

Moved by: M. Taylor

Seconded by: D. Alexander

RESOLVED THAT: Staff Report No. 66-22-SSEA regarding the SSEA Office Lease be received; and

FURTHER THAT: THE Board supports the SSEA Executive Director’s recommendation to move forward with a rental agreement at 489 Finlayson (Port McNicoll).

Carried;

**15. OTHER BUSINESS**

**15.1 Special Council Resolution (Budget) received from the Township of Georgian Bay**

MOTION: 2022-115

Moved by:

Seconded by:

RESOLVED THAT: SSEA Joint Municipal Service Board receives the Special Council Resolution (Budget) from the Township of Georgian Bay dated January 4th, 2023, as information.

Tabled;

**15.2 Fairlain Lake Funding Agreement**

MOTION: 2021-115A

Moved by: B. Norris

Seconded by: D. Alexander

RESOLVED THAT: SSEA Joint Municipal Service Board supports the Fairlain Lake Proposal on a fee per service basis.

Carried;

**16. ADJOURN**

MOTION: 2022-116

Moved by: B. Bocek

Seconded by: S. Marchand

RESOLVED THAT: this meeting of the SSEA Board of Directors held on January 30<sup>th</sup>, 2023 adjourn at 3:59 PM to meet again on April 27<sup>th</sup>, 2023 or at the call of the chair.

Carried;

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

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

Approved this 27<sup>th</sup> day of April, 2023

# 2023 SSEA Monitoring Update



TOWNSHIP OF / CANTON DE  
**Tiny**



# Lakes & Stream Monitoring

## Open Water & Inland Lakes

- *Where:* 11 sites in Severn Sound open water | 2 inland lakes (Little Lake, Midland & Mclean Lake, Severn)
- *Why:* general water chemistry, phytoplankton & zooplankton to track water quality
- *When:* Bi-weekly, May through to October



## Intakes & Nuisance Algae

- *Where:* 2 sites (Rope Ave & Victoria Harbour), Tay Township partnership
- *Why:* general water chemistry and phytoplankton samples| collect 3 samples for MECP if algae bloom is detected
- *When:* intake samples sampled bi-weekly; algae samples collected if BG algae is detected





# Tributary Monitoring

- *Where:* 12 PWQMN sites | 20 historical logger sites throughout watershed | focus on sections of Coldwater R. for intensive study
- *Why:* stream temperature data using temperature loggers and general chemistry, metals, and phosphorus samples
- *When:* May to end of October | PWQMN sampling once a month



# Groundwater

- *Where:* SS watershed
- *Why:* general chemistry, metals, and phosphorus samples | groundwater level readings
- *When:* PGMN sample collection Oct/Nov | SSEA wells monitor water level twice a year



# Stream Invertebrate Monitoring

- *Where:* Hogg Cr., Lafontaine Cr., Copeland Cr, Wye R.
- *Why:* qualitative and quantitative sampling to determine community changes and identify long-term trends
- *When:* End of summer into fall | Lake invert monitoring will take place in August



# Climate

## Weather Stations

- *Where:* 2 locations, Midland & Tiny
- *Why:* collect air temperature, rain, humidity, barometric pressure & wind speed/direction
- *When:* all year data collection | Monthly updates completed May to October

## Rain Gauges & Air Temperature loggers

- *Where:* Oro-Medonte (Ingram Road), Tay(SSEA Office), Tiny(Huronia Airport), Penetanguishene (Pinegrove)
- *Why:* collect rainfall data using rain gauges & air temperature using loggers
- *When:* May to October

### Current Weather Conditions





# NEW Pilot Project

## Stormwater and Waste Water Receiving Water Monitoring in Elmvale

- *Where:* 6 sites along the Wye River in Elmvale
- *Why:* samples for analysis of Total Phosphorus, Total Suspended Solids, Nitrates/Nitrites, Chloride, Ammonia and record pH, conductivity, temperature, and turbidity
- *When:* Spring, Summer and Fall; sampling based on events.



## Additional Monitoring:

- Farlain Lake Algae Causation Study
- Citizen Science
- Nuisance algae complaint response
- Site visits & investigations



# Thank-you for your continuing support!

General: [www.severnsound.ca](http://www.severnsound.ca)  
705-534-7283



Monitoring Team:

**Nikki Priestman, Watershed Health Specialist**

[monitoring@severnsound.ca](mailto:monitoring@severnsound.ca)

705-534-7283 ext. 212

**Paula Madill, Ecosystem Technologist**

[pmadill@severnsound.ca](mailto:pmadill@severnsound.ca)

705-534-7283 ext. 203

**Aisha Chiandet, Water Scientist/Limnologist**

[achiandet@severnsound.ca](mailto:achiandet@severnsound.ca)

705-534-7283 ext. 204





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## **Severn Sound Environmental Association 2023 1st Quarter (Jan. 1 - Mar. 31) Report/Update**

### **Staffing/HR**

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*Administration, Staffing, Training and Volunteers*

#### Administration

One SSEA Board meeting and orientation session (2022 4th Quarter) held January 30<sup>th</sup>, 2023.  
Negotiated office lease renewal.

#### Staffing

THANK YOU to outgoing staff: Cameron Epp (Watershed Resilience-Habitat Project Intern).  
Team SSEA welcomed Patrick Jackson, Invasive Species Program Coordinator.

Advertised for (1) Climate Resilience-Habitat Intern, (1) Climate Resilience & Sustainability  
Coordinator, and (8) seasonal staff positions (hiring pending funding).

#### Training/Professional Development

SSEA staff attended 7 no-cost webinars courses on a range of SSEA program-related topics  
and health and safety matters including WHMIS and Ontario's Health and Safety Training for  
workers and supervisors.

#### Volunteers - THANK YOU

THANK YOU to all Citizen Science volunteers who participated in our Ice Spotters Program  
during the ice-on season!

### **Education, Engagement,**

**Outreach** *Presentations, Articles, Social Media,  
Events, Inquiries*

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Most presentations, meetings, videos etc. have been recorded and posted to the [SSEA  
YouTube channel](#).

#### Articles/Publications/News

Coverage of [SSEA Tree Seedling Distribution Program in Midland Today](#). Wrote an article for  
Tourism Simcoe County for use in future website posts and promotional material. Submitted  
content for Georgian Bay Biosphere's upcoming State of the Bay Report.

Team SSEA Water Scientist Aisha and Board Vice Chair Danielle Alexander (Councillor,  
Springwater Township) were recognized by the Southern Georgian Bay Chamber of Commerce  
for International Women's Day.

[sseainfo@severnsound.ca](mailto:sseainfo@severnsound.ca) - [www.severnsound.ca](http://www.severnsound.ca)

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**CELEBRATING INTERNATIONAL WOMEN'S DAY!**

March 8th, 2023



*Aisha Chandet, Severn Sound Environmental Associations Water Scientist/Limnologist*

"I AM SEVERN SOUND ENVIRONMENTAL ASSOCIATIONS WATER SCIENTIST/LIMNOLOGIST WHERE I FOCUS ON WATER QUALITY MONITORING OF LAKES AND TRIBUTARIES IN THE SEVERN SOUND WATERSHED, WITH A PARTICULAR EMPHASIS ON NUTRIENT CONDITIONS AND RESPONSES OF ALGAE AND OTHER BIOLOGICAL COMMUNITIES. MY WORK HAS INCLUDED INCREASING UNDERSTANDING OF WATER QUALITY TRENDS AND IMPACTS OF WATERSHED STRESSORS AS WELL AS DEVELOPING CITIZEN SCIENCE PROGRAMS TO ENGAGE THE PUBLIC. I THINK IT'S IMPORTANT TO CELEBRATE WOMEN PARTICULARLY IN SCIENCE TO INSPIRE THE NEXT GENERATION OF WOMEN IN STEM AND EQUIP THEM WITH THE TOOLS NEEDED TO TACKLE CHALLENGES IN A CHANGING WORLD."

**CELEBRATING INTERNATIONAL WOMEN'S DAY!**

March 8th, 2023



*Danielle Alexander - SSEA Board Vice Chair*

"I AM FORTUNATE TO HAVE BEEN SURROUNDED BY STRONG, CONFIDENT WOMEN THROUGHOUT MY LIFE, BOTH PERSONALLY AND PROFESSIONALLY. I BELIEVE THE BEST WAY TO EMPOWER YOUNG WOMEN IS TO TEACH THEM TO STAND TO UP FOR WHAT THEY BELIEVE IN AND NEVER BE AFRAID OF A CHALLENGE. BE PRESENT AND ACCOUNTABLE FOR YOUR ACTIONS AND YOU CAN TRULY AFFECT CHANGE. I AM EXCITED TO HAVE THE OPPORTUNITY TO BE PART OF POSITIVE AND RESPONSIBLE CHANGE IN THE TOWNSHIP OF SPRINGWATER BY HAVING THE PRIVILEGE OF SERVING AS WARD 2 COUNCILOR, AS WELL AS VICE CHAIR ON THE SEVERN SOUND ENVIRONMENTAL ASSOCIATION BOARD."

Social Media

A total of 117 posts were made on SSEA Instagram, Facebook and Twitter accounts on a variety of topics and SSEA programs this quarter, to audiences of 615, 300, and 434 followers respectively. 1 new video with 28 views was posted on the SSEA YouTube channel with 45 subscribers. SSEA participated in the Drinking Water Source Protection educational 'Salt Campaign' by regularly posting across 3 social media platforms.

Inquiry Responses (excluding Source Water)

SSEA responded to 12 inquiries from municipal partners, members of the public, and contractors

Events/Meetings/Conferences

Team SSEA participated in 11 additional municipal and external partner meetings and events throughout the quarter, including 2 conferences. SSEA hosted a Tree Planting Information Session and held a Team Retreat (February 15) as a precursor to the upcoming Strategic Plan refresh.



Team SSEA's at the Township of Tiny Carnival D'Hiver

[sseainfo@severnsound.ca](mailto:sseainfo@severnsound.ca) - [www.severnsound.ca](http://www.severnsound.ca)



March 24<sup>th</sup>, 2023 SSEA celebrated the return of the SSEA Partner's Reception and Environmental Champions Award night. THANK YOU to our event sponsors, Mosey & Mosey, Mink Insurance Services, Pahapill and Associates, Csumrik and Associates and Coldwater Foodland. Thank you also to Hardwood Hills Ski and Bike, and Wye Marsh for donating citizen science volunteer draw prizes, and to Ego's Farm Market for donating the door prizes.

Congratulations to all the winners of the SSEA Environmental Champion Awards! Not in the photos is Alex Seaborn Environmental Volunteer Champion.

Keith Sherman - Environmental Legacy



Briana Figgures & Gabrielle Crate - Student Environmental Champions



Don Limoges - Environmental Volunteer



Kate Harries - Environmental Sustainability and Stewardship Champion



Reagan Parham - Student Environmental Champion



Cathy Tait - Environmental Sustainability and Stewardship Champion





## Tree Planting

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### *Planting and Distribution*

Community Tree Planting & Tree Seedling Distribution: in planning stages for spring 2023.

Site visits were conducted to assess potential community tree planting sites. There are currently 288 participants and over 14,800 native tree/shrub seedlings pre-ordered through the Tree Seedling Distribution Program.

Through the SSEA's two-year 2 Billion Trees project "Building Tree Planting Capacity in the Severn Sound Watershed" a variety of products and services were purchased to increase the SSEA's tree planting capacity, including buckets, shovels, tree protection mats and guards. Additional investments included professional development, communications and engagement products, as well as, human resources costs.

A four-year Memorandum of Understanding (MOU) was signed between the County of Simcoe and planting partners SSEA, Nottawasaga Valley Conservation Authority, Lake Simcoe Region Conservation Authority and Dufferin Simcoe Land Stewardship Network. This MOU provides the SSEA with funding to cover tree seedling costs for all community-based, volunteer-supported tree plantings for 2023-2026. This grant and funding from the 2 Billion Trees project will help with implementing community tree plantings.

Staff hosted a community information session about SSEA's tree planting programs, with special guest speaker Will Cox from the County of Simcoe Forestry Department, who presented on "Restoration and Reforestation of Habitat for the Kirtland's Warbler in Simcoe County."

## Fish and Wildlife Habitat/Natural Heritage

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### *Invasive Species, Species at Risk, Wetlands, Wildlife and Habitat Stewardship*

#### Invasive Species (IS)

Continue to provide technical support on IS to municipalities, residents, and external agencies; reviewed and provided input to the provincial Best Management Practice document for invasive goutweed (pending public release). Created *2023 Invasive Species Spotters* iNaturalist project, which allows citizen scientists to contribute IS data and observations. Produced invasive tree & shrub poster, and attended SSEA Tree Planting Information Session to provide invasive species material; in planning stages for upcoming events including Tiny Township Earth Week and Wye Marsh Earth Day events. Continue to collaborate with partner agencies and deliver technical support on the Wye Marsh Invasive Species Management Project.

#### Habitat Restoration/Enhancement

Worked to implement the *Improving Habitat in the Severn Sound Watershed Project* (Great Lakes Local Action Fund), supporting Penetanguishene and Midland in habitat naturalization/restoration projects on municipally-owned land. Met with staff from both municipalities to discuss potential naturalization locations and project implementation, including preliminary site visits, and initiated communications with project partners and potential volunteers including the Georgian Bay Métis Council.

## Land Use Planning

### *Input and Review*

#### Plan and Policy Input

SSEA participated in pre-consultation meetings and/or submitted comments on 24 applications, reports, and Environmental Impact Studies. Staff participated in one North Simcoe Planners meeting during the quarter.

## Drinking Water Source Protection

### *Source Protection Authority and Risk Management Services*

#### Source Protection Authority Services

Staff continues to work with provincial, regional, and local representatives, and attend meetings, to fulfill the requirements of our 2022-2024 funding agreement work plan - some of which includes policy work, municipal drinking water system changes, and general education and outreach initiatives. The amendment to the Horseshoe Highlands municipal drinking water system finished all consultation periods. Drinking Water Source Protection annual reporting was due February 1st; all Severn Sound member municipalities were submitted.

#### Risk Management Services

This quarter, staff answered 14 inquiries, commented on 13 development applications, sent out 12 draft risk management plans, held 7 risk management plan negotiation meetings, signed 7 risk management plans, conducted 5 site visits, and completed 3 inspections.

## Monitoring Programs

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

#### Lake Sampling (Open Water, Inland Lakes, Intakes)



*Winter sampling on Bass Lake*

Completed 3 Tay intakes sampling events and 1 winter sampling run on each of Bass Lake and Orr Lake. Sampling included collecting water chemistry and field data such as pH, turbidity, conductivity, and temperature. Water quality results are used to assess lake conditions, guide management decisions and protect drinking water quality. Secured lab sample analysis allocation from Ministry of Environment, Conservation and Parks for the upcoming field season.

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Watershed Monitoring (PWQMN, PGMN, Stream Invertebrates, Stream Temperature)

Working with DFO and the MNRF to re-establish flow-monitoring gauges on the Sturgeon River and Copeland Creek.

PWQMN (Provincial Water Quality Monitoring Network)

Conducted 2 sampling runs at 14 sites throughout the watershed, collecting chemistry samples and corresponding field data such as temperature, dissolved oxygen, conductivity and turbidity.

Through the PWQMN Program, a conductivity sensor was installed at a downstream site on the Coldwater River over the summer. Sensor cleaning and downloading was performed. Data will be used to establish a baseline range which can help detect external impacts on water quality, like storm events and de-icing salts.

Lake and Stream Invertebrates

Identified 4,400 stream invertebrates in the Coldwater and North River watersheds to assess community health.

Stream Temperature

2022 temperature logger data has been added to the database and all thermal stability models have been completed for each stream site. This includes logger data which is part of SSEA's intensive thermal stability study in areas of the Coldwater River. This study helps to update drainage mapping, provides background data, determines thermal stability potential through modelling of all stream reaches and helps to better understand where to focus future monitoring efforts.

Climate Monitoring

Rain and Air Gauges

All data from 4 rain gauges and 1 air temperature logger have been added to the database. This data provides additional background information for monitoring projects in the Severn Sound and Tiny Coastal Area, putting monitoring results into context (e.g., water quality and quantity, inland lake levels, trends in algae growth and thermal stability classification for streams).

Weather Stations

The Midland and Lafontaine weather stations have been checked regularly using the online portal to ensure data continues to be recorded. Annual data compilation has been completed and included in the year-end report, summarizing rainfall and crop heat unit outcomes from 2022.

To learn more about our weather stations and to view the available near real-time data go to the [SSEA website](#).

Citizen Science (Shore Watch, Stream Watch, Invasive Species Spotters, Water Level Watch)

Monitoring of ice conditions through the Ice Spotters Program began in early November 2022 and continued until freeze-up. 20 observations were received from 8 volunteers. An email reminder was sent to participants for the upcoming ice-off period. Updates were made to ice on and off trend analyses.



## Sustainable Severn Sound Special Project

*Climate Change Action Plans,  
Partners for Climate Change  
Protection (PCP) Program*

### Partners for Climate Protection

SSEA continues to support our municipal members of the PCP Program as an Associate Member, facilitating actions under municipal climate action plans where possible.

### Bee City Initiative & Projects for Pollinators

Continue to support current and prospective Bee City member municipalities, providing information and assisting the municipalities with fulfilling Bee City commitments to create pollinator habitat and provide public education on the importance of protecting pollinators and practicing good environmental stewardship. Completed a No Mow Policy scan for Penetanguishene.



*Pollinator handout material at SSEA Partner Reception*

Continuing to work towards the completion of the materials in the SSEA's Projects for Pollinators, funded by TD Friends of the Environment Foundation. Developed a distribution plan to give out the pollinator guide books. The latest draft of the pollinator garden How-to Guide has been completed and is undergoing further review. Additional native seed packets have been assembled and will be handed out at community and habitat stewardship events.

## Data Analysis and Reporting

*Statistics, Data Management & Analysis, Reporting, and GIS/Mapping*

### Statistics/Data Management & Analysis

Routine, year-round data management consisting of PWQMN, Georgian Bay water levels and regional climate data, and open water/inland lake water chemistry, zooplankton and algae data processing continues as normal. Significant updates to Open Water and Inland Lake data sets made to reflect recently received data.



*Severn Sound water quality display*

### Reporting and Educational Content

Completed 1 winter conditions update for both Bass and Orr lakes, which can be viewed [online](#) and on SSEA social media feeds. Provided updated water quality summary for Honey Harbor to Georgian Bay Township for their environmental report card. Updates were made to numerous posters and displays summarizing inland lake, open water, tributary, climate, and groundwater conditions. Significant updates were also made to website content under the Monitoring section, which will be live once all updates are completed.

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## Partnerships

*New/Updated NGO partners and MOU's, Academia*

SSEA is always working with municipal and NGO/external partners to deliver effective environmental stewardship, including membership with GBB's ICECAP and the SMDHU's Climate Change Exchange Committee and Climate Change Charter Working Group. SSEA is also a member of the Lake Huron Working Group, and Great Lakes Ecoregion Network. Reviewed and provided input on the draft *2022-2026 Lake-wide Action and Management Plan for Lake Huron*.

Provided leadership and content for the environmental section of the HCF Vital Signs report, which can be viewed [online](#).

THANK YOU to the Gloucester Pool Cottage Association for again providing free ad space in their annual magazine.

### Academia

Continue to work with PhD student from the University of Ontario Institute of Technology on a nearshore algae project.

Continue collaborating on data analysis projects focused on tributary flow and water quality with University of Waterloo researcher and undergraduate students.

Will be collaborating with Georgian College students doing a Zebra and Quagga mussel research project in the watershed during Q2 & Q3.

## Financial

*Grants, Budget, Invoicing*

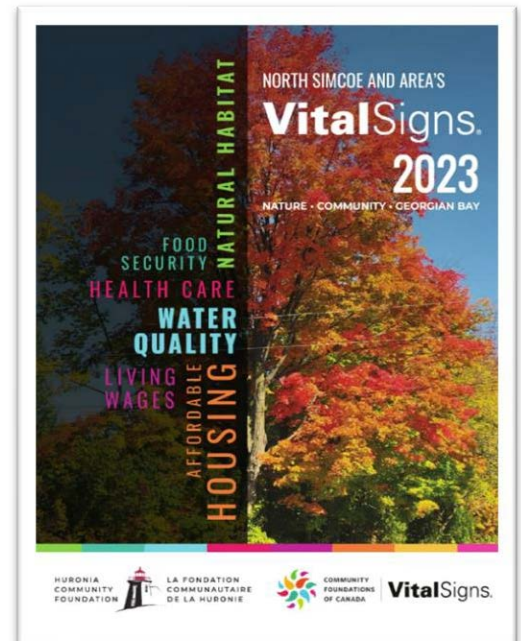
### Grants

Multiple grants have been secured or applied for by SSEA to enhance services including:

- \$75,000 The State of Severn Sound 20 Years Post-Delisting as an Area of Concern (COA)
- \$70,000, Piloting the Inclusion of Wastewater and Stormwater Effluents into Existing Long-Term Watershed Monitoring program (COA)
- Lake Huron Forever: \$10,000, Severn Sound Citizen Science: Expanding Community Engagement (unsuccessful)
- TD Friends of Environment Foundation: \$9,300, Severn Sound Citizen Science: Expanding Community Engagement (pending approval)
- Canada Summer Jobs: \$10,850, summer staff wage subsidies, multiple programs (pending approval)

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## Budget

SSEA completed budget deputations to the Township of Tay, Township of Georgian Bay, Township of Oro-Medonte and the Town of Midland. SSEA also completed council orientation for the Township of Springwater, Township of Georgian Bay and the SSEA Board of Directors.

## Invoicing

In Q1, SSEA issued invoices including 1 to MECP for 2022 equipment purchase reimbursement, 1 to Wye Marsh for EWM holdback and 1 to ABCA for final payment of 20th anniversary delisting communications and algae/zooplankton analysis.

## ***Thank you from Team SSEA***

- Julie Cayley - Executive Director
- Lex McPhail - IT Manager/GIS Applications Specialist
- Paula Madill - Ecosystem Technologist
- Michelle Hudolin - Manager Watershed Resilience, Wetlands & Habitat Biologist
- Aisha Chiandet - Water Scientist/ Limnologist
- Melissa Carruthers - Manager Source Water Protection, RMO/RMI
- Judy Limoges - Financial Services Coordinator (Treasurer) (p/t)
- Nikki Priestman - Watershed Health Specialist
- Patrick Jackson - Invasive Species Program Coordinator
- Cliff Evanitski – Office Manager
- Nicole Stott - Source Water Protection Intern
- Travis van Engelen - Tree Plant Program Specialist
- Cameron Epp - Watershed Resilience-Habitat Project Intern



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**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) - April 27<sup>th</sup>, 2023**

**STAFF REPORT**

No: 01-23-SSEA  
Date: April 11<sup>th</sup>, 2023  
To: Chair and Members of the SSEA Board of Directors  
From: Judy Limoges, Treasurer

**SUBJECT: 2023 1st Quarter Financials**

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Strategic Plan Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 01-23-SSEA regarding the 2023 1<sup>st</sup> Quarter Draft Financials, be received as information.**

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**Purpose of Staff Report**

To provide the Board with the 1<sup>st</sup> Quarter 2023 Draft Financials.

**Background**

2023 first quarter spending is in line as expected. However, the 2023 financial report reflects a deficit due to limited invoicing in the first quarter. This is mainly due to the delay in invoicing our municipal partners as they finalize their 2023 budgets. Invoicing in the first quarter of the year would avoid this in future years.

The SSEA team continues to monitor revenues and expenses in line with the 2023 Budget.

**Recommendation**

Staff suggest invoicing municipal partners when the SSEA approves the budget, as soon as possible in the budget year.

Prepared by:

Approved for submission by:

*Original signed by*  
\_\_\_\_\_  
Judy Limoges, Treasurer

*Original signed by*  
\_\_\_\_\_  
Julie Cayley, Executive Director

SEVERN SOUND ENVIRONMENTAL ASSOCIATION (SSEA)  
DRAFT FINANCIAL REPORT  
For the Three Months Ending March 31, 2023

	2023		Variance \$	2022	
	Actual	Annual Budget		Actual/Budget %	Actual
<b>SSEA CORE OPERATIONS</b>					
GENERAL REVENUE	(1,894)	(1,015,984)	(1,014,090)	0.0%	(928,101)
UNDISTRIBUTED PAYROLL EXPENSE	82,136	415,775	333,639	20.0%	63,277
ADMINISTRATION/OVERHEAD	14,587	196,102	181,515	7.0%	22,397
GIS BASE COVERAGES	17,197	106,806	89,609	16.0%	14,398
REQUESTS & REVIEWS	3,185	21,000	17,815	15.0%	3,526
MONITORING & SURVEILLANCE	22,554	106,614	84,060	21.0%	21,167
MONITORING SUPPORT	1,247	32,025	30,778	4.0%	46
WATER SCIENCE	11,477	65,049	53,572	18.0%	13,236
INVASIVE SPECIES	1,682	72,613	70,931	2.0%	17,159
SOURCE WATER IMPLEMENTATION					
Revenues	0	(69,681)	(69,681)	0.0%	(0)
Expenses	791	69,681	68,890	1.0%	(0)
<b>TOTAL SSEA CORE OPERATIONS</b>	<b>152,962</b>	<b>0</b>	<b>(152,962)</b>	<b>0.0%</b>	<b>(772,896)</b>
<b>SSEA IMPLEMENTATION PROJECTS</b>					
FARLAIN LAKE PROJECT					
Revenues	0	0	0	0.0%	0
Expenses	234	0	(234)	0.0%	370
HONEY HARBOUR SURVEY					
Revenues	0	(17,768)	(17,768)	0.0%	339
Expenses	6,357	17,768	11,411	36.0%	183
WYE MARSH PROJECT					
Revenues	(1,958)	(18,817)	(16,859)	10.0%	(2,677)
Expenses	161	18,817	18,656	1.0%	69
INLAND LAKES					
Revenues	0	(22,043)	(22,043)	0.0%	0
Expenses	2,737	22,043	19,306	12.0%	5,009
TREE DISTRIBUTION PROJECT					
Revenues	(54,827)	(27,000)	27,827	203.0%	(21,677)
Expenses	33,627	27,000	(6,627)	125.0%	6,946
RMO PROJECT					
Revenues	0	(48,284)	(48,284)	0.0%	(46,434)
Expenses	14,424	48,284	33,860	30.0%	13,707
VICTORIA HARBOUR WTP SURVEY					
Revenues	0	(10,563)	(10,563)	0.0%	0
Expenses	4,762	10,563	5,801	45.0%	98
CITIZEN SCIENTIST					
Revenues	0	(13,507)	(13,507)	0.0%	2,839
Expenses	1,854	13,507	11,653	14.0%	6,236
HABITAT RESTORATION PROJECT					
Revenues	0	0	0	0.0%	0
Expenses	4,988	0	(4,988)	0.0%	0
SUSTAINABLE SEVERN SOUND					
Revenues	0	(72,320)	(72,320)	0.0%	(80,353)
Expenses	575	72,320	71,745	1.0%	10,461
DELISTING PROJECT					
Revenues	0	(100,000)	(100,000)	0.0%	0
Expenses	0	100,000	100,000	0.0%	0
HEALTHY SOILS = HEALTHY WATERSHED PROJECT					
Revenues	0	0	0	0.0%	0
Expenses	0	0	0	0.0%	19,834
SPECIES AT RISK					
Revenues	0	0	0	0.0%	0
Expenses	29	0	(29)	0.0%	544
DEPAVE PARADISE					
Revenues	0	0	0	0.0%	(4,000)
Expenses	0	0	0	0.0%	639
<b>TOTAL SSEA IMPLEMENTATION PROJECTS</b>	<b>12,963</b>	<b>1</b>	<b>(12,962)</b>	<b>0.0%</b>	<b>(87,867)</b>
<b>TOTAL SSEA OPERATING (SURPLUS)/DEFICIT</b>	<b>165,925</b>	<b>1</b>	<b>(165,924)</b>	<b>0.0%</b>	<b>(860,763)</b>





**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 03-23-SSEA  
**Date:** April 4<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Treasurer  
**SUBJECT:** 2023 Insurance Update

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Strategic Plan Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 03-23-SSEA regarding SSEA's 2023 Insurance Update, be received as information.**

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**Purpose of Staff Report**

To inform the Board that SSEA is again experiencing an increase in the cost of commercial general liability and property insurance.

**Background**

Based on the 2022 insurance renewal recently received from Intact Public Entities Inc. through Mink Insurance Services Limited, the cost of insurance for SSEA has increased 17.6% over 2022 invoiced costs.

Based on information from the insurer, SSEA budgeted \$13,752 for insurance this year, representing a 15% increase over 2022. However, the actual general insurance cost for 2023 has come in at \$14,024, reflecting an unfavourable variance of \$272.

**Conclusion**

The Executive Director has advised the insurer to proceed with binding coverage for the renewal effective April 15, 2023. Staff will also consult the insurer regarding anticipated cost increases as the 2024 budget is finalized.

Prepared by:

Approved for submission by:

*Original signed by*  
\_\_\_\_\_  
Judy Limoges, Treasurer

*Original signed by*  
\_\_\_\_\_  
Julie Cayley, Executive Director



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) - April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 04-23-SSEA  
**Date:** April 19<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Financial Services Coordinator (Treasurer)  
**SUBJECT:** 2023 SSEA Charge Out Rate Review

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Goal 2: Supportive Partnerships**  
**Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT:** Staff Report No. 04-23-SSEA regarding SSEA's 2023 Charge Out Rate Review be received as information: and

**FURTHER THAT:** The Board approves SSEA staff communication to municipal partners in advance of charging new rates; and

**FURTHER THAT:** The Board approves the proposed charge out rates effective January 1<sup>st</sup>, 2023.

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**Purpose of Staff Report**

To advise the Board of the current need to update SSEA charge out rates in order to address the true cost of doing business.

**Background**

The current SSEA charge out rates for services to our internal/municipal partners and services to our external customers has been in effect since 1997. The need for a rate review has been identified for several years and was deferred during the Covid pandemic in order to reduce further financial impact on SSEA's partners and external customers.

SSEA internal rates are applicable to its municipal partners only. The external rates are double the internal rates and are applicable to all other SSEA customers. The current internal charge out rates do not cover staff wage and benefit costs. The pay equity and compensation review completed in 2022 resulted in increased labour costs for SSEA going forward. These rates should be increased in 2023 to ensure we do not create an unnecessary deficit situation. It is

also recommended that they be reviewed by staff annually to ensure that they are appropriate in relation to costs going forward.

Staff calculated various increase scenarios for the internal rates compared to actual costs and arrived at a minimum increase necessary of 50% for the ED and 30% for all other staff in order to cover costs. The following schedule provides information on the current and proposed rates for the Board’s review and approval:

<b>SEVERN SOUND ENVIRONMENTAL ASSOCIATION</b>					
<b>2023 CHARGE OUT RATE REVIEW</b>					
<b>RATE/HOUR</b>					
	<b>CURRENT</b>	<b>PROPOSED</b>	<b>CURRENT</b>	<b>PROPOSED</b>	
<b>STAFF</b>	<b>INTERNAL</b>	<b>INTERNAL</b>	<b>EXTERNAL</b>	<b>EXTERNAL</b>	
Executive Director	\$60.00	\$90.00	\$120.00	\$180.00	50%
Science and Technical Staff	\$50.00	\$65.00	\$100.00	\$130.00	30%
Students	\$25.00	\$32.50	\$25.00	\$32.50	30%

Materials like large plot printing and hard copy documents will be charged on a cost-recovery basis.

**Analysis/Discussion**

With the Board’s approval, SSEA staff would communicate with its municipal partners in advance of charging any new rates. These rates would come into effect on January 1, 2023 (for work done in 2023 that has not yet been invoiced) for the years 2023 and 2024. During the 2023 strategic plan renewal process, staff will consider building a multi-year fee structure including consideration for a minimum charge for services.

**Conclusion**

Staff recommends the Board approve the increased rates in order to avoid creating a deficit situation in 2023 and future years, and that these rates be reviewed annually.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
 Judy Limoges, Financial Services Coordinator

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





**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) - April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 05-23-SSEA  
**Date:** April 20<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Judy Limoges, Financial Services Coordinator (Treasurer)  
**SUBJECT:** 2024 Draft Budget

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**APPLICABLE STRATEGIC GOAL:**  
**Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT:** Staff Report No. 05-23-SSEA regarding the 2024 Draft Budget be received; and

**FURTHER THAT:** The SSEA Board direct its Executive Committee to work with staff to finalize a 2024 draft Budget for the Boards' review and approval.

---

**Purpose of Staff Report**

To assist the Board in formulating the 2024 Budget so that it reflects the policy and service direction set out in SSEA's Strategic Plan, while meeting the support requirements of its municipal partners – recognizing the fiscal challenges posed by Covid, inflation and the implementation of pay equity and new pay grid, to all agencies.

**Background and Analysis**

On July 18<sup>th</sup>, 2019 the SSEA Board of Directors approved both the 2020 Budget, and in principle the proposed five-year plan for 2020 to 2024. The 2024 Budget approved in principle (in the original 5-year budget planning process) reflected a 2% increase over 2023.

This draft budget calculation reflects significant changes including: full payroll complement (i.e. no positions left vacant) incorporating pay equity and the new pay grid, grid movement, a minimal staff COLA increase, increased IT costs, increased insurance costs, new charge out rates, assumes that the level of project activity will be similar to/average of 2022/2021 actual activity, and assumes that the provincial funding for DWSP will expire March 31, 2024 at the end of the current MOU. For the 2024 draft budget, staff has calculated this increase to be \$215,840, a 23.25% increase in core municipal share over 2023.

Recognizing the budget constraints that all are facing, SSEA staff would like to garner input from the Board Executive on how to best move forward, especially taking into consideration the challenges mentioned. Various solutions can be explored, such as, using Capital Asset Reserve funds to cover IT capital assets purchases, as well as, using municipal DWSP funds currently in the SSEA contingency reserve to cover DWSP funding shortfall. Once direction is received from the Board Executive, the SSEA Team will work together to develop a comprehensive budget for the Board’s review and approval.

**Conclusion**

The approach to formulating the 2024 Budget is designed to ensure SSEA continues to provide the key services required by its municipal partners and watershed constituents, while meeting its own organizational requirements.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
Judy Limoges, Financial Services Coordinator

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

Attachment: 2024 Draft Budget Highlights  
2024 Draft Budget Municipal Share

**SEVERN SOUND ENVIRONMENTAL ASSOCIATION**  
**2024 DRAFT BUDGET**  
**HIGHLIGHTS - CHANGE IN MUNICIPAL SHARE CORE OPERATIONS**  
**vs 2023 approved budget**

	<b>2024 vs 2023</b>	
	\$	%
Decrease in community/private/donations core revenues	5,000	0.54%
Increase in total wages/benefits	239,776	25.82%
Increase in labour/benefits distributed to projects	(104,684)	-11.27%
DWSP revenue	50,387	5.43%
DWSP contracted services/mileage	(956)	-0.10%
Increase in administration/overheads expenses	25,538	2.75%
Increase in Monitoring Support contracted services/suppl	689	0.07%
Increase in Invasive Species mileage/supplies	90	0.01%
<b>2024 INCREASE IN CORE MUNICIPAL SHARE</b>	<b>215,840</b>	<b>23.25%</b>
<b>2023 APPROVED TOTAL CORE MUNICIPAL SHARE</b>	<b>928,484</b>	
<b>2024 DRAFT TOTAL CORE MUNICIPAL SHARE</b>	<b>1,144,324</b>	

**Severn Sound Environmental Association**

**Municipal Sharing of SSEA Agreement for Core Operations**

**Municipal Revenue Shares Calculated for 2020-2024**

Municipality	Properties in W'shed	Assessment in W'shed	2020 APPROVED	2021 APPROVED	2022 APPROVED	2023 APPROVED	2024 APPROVED IN PRINCIPLE	2024 DRAFT	2024 INCREASE
Georgian Bay	2114	\$478,457,400	\$ 74,443	\$ 78,746	\$ 80,321	\$ 83,534	\$ 85,271	\$ 102,308	\$ 18,775
Midland	6181	\$1,366,966,807	118,584	125,651	128,164	133,408	136,187	164,764	31,356
Oro-Medonte	4256	\$1,112,902,900	101,979	108,006	110,166	114,646	117,034	141,270	26,623
Penetanguishene	3446	\$734,452,100	88,003	93,154	95,017	98,854	100,912	121,494	22,639
Severn	3358	\$687,466,543	86,334	91,381	93,209	96,969	98,987	119,133	22,164
Springwater	2343	\$486,289,200	75,820	80,209	81,813	85,089	86,859	104,256	19,167
Tay	6101	\$809,898,203	103,773	109,913	112,111	116,673	119,103	143,808	27,135
Tiny	12303	\$2,392,111,202	176,911	187,630	191,383	199,310	203,466	247,291	47,981
<b>Totals:</b>	<b>40102</b>	<b>\$8,068,544,355</b>	<b>\$825,847</b>	<b>\$ 874,690</b>	<b>\$ 892,184</b>	<b>\$ 928,484</b>	<b>\$ 947,819</b>	<b>\$ 1,144,324</b>	<b>\$ 215,840</b>
			\$362,051 78.1%	\$48,843 5.9%	\$17,494 2.0%	\$36,300 4.1%	\$19,335 2.08%	\$ 215,840 23.25%	
	Total annual operating/core budget		\$908,069	\$958,556	\$977,726	\$1,015,739	\$1,036,819	\$ 1,231,118	
	Base amount for each municipality		\$51,079	\$53,919	\$54,997	\$57,135	\$58,321	\$69,250	

Note: Determination of Cost Apportionment as of December 2007 for agreement using revised SSEA watershed boundary.

- 1.the number of properties within the watershed area of each municipality was determined and from that, a percentage for cost sharing was calculated
- 2.the assessment within the watershed area for each municipality was determined and from that, a percentage for cost sharing was calculated
- 3.the average of 1. and 2.was used as the %cost share
- 4.for calcualtions with 8 municipalities, a base amount of 5.625% of the total annual operating budget was added to each share and followed by the percent of the remainder of the municipal amount
- 5.2020-2024 include Invasive Species Project in core operations, previously an implementation project
- 6.Source Water Implementation Project funded by core in 2020-2024 due to potential lack of provincial funding



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 06-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members, SSEA Board of Directors  
**From:** Michelle Hudolin, Manager Watershed Resilience, Wetlands & Habitat Biologist  
**SUBJECT: SSEA Grant Application Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 06-23-SSEA regarding SSEA Grant Application Update, be received for information.**

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**Purpose of Staff Report**

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

**Background**

The following lists approved funding applications, those submitted in Q1 of 2023 and are pending approval, or applications pending submission. Support letters provided for external partners are also included, if applicable.

**Approved Funding:**

**1) County of Simcoe Forestry Grant/MOU:**

**Project Title:** SSEA Community Tree Planting

**Program Supported:** volunteer-supported tree planting projects

**Approved For:** \$450 (estimate) over 1 year

**SSEA In-kind:** \$2,500 (estimate)

**Description:** 100% of seedling costs eligible for reimbursement, when seedlings are planted by a community group

**Impact:** Funding covers seedling costs; SSEA core funding and federal 2 Billion Trees funding covers staff costs associated with organizing and implementing 2023 tree planting projects.

**2) Canada Ontario Great Lakes Water Quality Agreement (COA)**

**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 over 1.25 years (covers admin and \$45,000 to contract a Post Doctoral Fellow)

**SSEA In-kind:** approx. \$65,812 (staff time/admin)

**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; identify and fill 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.

**3) Canada Ontario Great Lakes Water Quality Agreement (COA)**

**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 1.25 years (covers some equipment, lab, vehicle and \$57,000 for staff cost)

**SSEA In-kind:** approx. \$62,162 (staff time/admin)

**Description:** Project will focus on creating a pilot program to monitor the impacts of stormwater and wastewater 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.

Funding Pending Approval:

**4) Forests Ontario**

**Project Title:** Over-the-Counter Tree Program Subsidy

**Programs Supported:** Tree Seedling Distribution Program

**Approved For:** \$3,250 (estimate) over 1 year

**SSEA In-kind:** staff time for project implementation in 2023

**Description:** Subsidy of \$0.25 per tree seedling for 2023 Tree Seedling Distribution over-the-counter program.

**Impact:** The SSEA sets seedling prices so that the Tree Seedling Distribution Program is self-funded; the Forests Ontario subsidy allows seedling prices to be set lower for participants.

**5) Federal Canada Summer Jobs (CSJ) (Service Canada)**

**Programs Supported:** all programs, plus SSEA operations/admin

**Total Applied For:** \$10,850 (extra cash; would cover 50% of wages up to minimum wage for 8 weeks per position)

**SSEA In-kind:** approx. \$17,356 (staff time/admin, wage top-up)

**Description:** Wage subsidy to hire youth (aged 15 to 30 years) for 5 seasonal positions; if approved, SSEA would be eligible for up to 50% of the provincial minimum hourly wage for a minimum of six weeks. SSEA also partnered 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.

**6) 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/admin/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.

Support Letters Provided: not applicable this quarter

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

Community Donations – not applicable for this quarter

**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:

- 2023 – approximately\* \$523,859
- 2024 – approximately\* \$72,500

\*Note: project amounts for 2023 onward may change and need to be confirmed annually. 2023 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*

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Michelle Hudolin, Manager Watershed  
Resilience, Wetlands & Habitat Biologist

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Julie Cayley, Executive Director





**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 07-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Patrick Jackson, Invasive Species Program Coordinator  
**SUBJECT: SSEA Invasive Species Program Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

**RESOLVED THAT: Staff Report No. 07-23-SSEA, regarding SSEA Invasive Species Program Update, be received for information.**

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**Purpose of Staff Report**

To provide an update on the key activities and accomplishments of the SSEA Invasive Species Program during Q1 of 2023.

**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. A new Program Coordinator, Patrick Jackson, started in Q1 2023.

**Updates**

The following is a summary of the Invasive Species Program activities in Q1 of 2023.

**Technical Support**

- 2022 Municipal Invasive Species Reports are in progress. There will be an opportunity for municipal representatives to review and discuss the reports before finalization.
- 2023 Spongy Moth potential defoliation forecast is in progress and will be available by the end of April 2023.
- Staff reviewed and provided input to the provincial Best Management Practice document for the invasive plant goutweed (pending public release).

- Submitted 2022 annual report to the MNRF summarizing activities under the SSEA's Authorization under the Invasive Species Act to collect, remove, and/or transport select species of aquatic invasive plants for educational purposes.

#### Education & Outreach

- Responded to 11 new invasive species inquiries across partner municipalities, providing technical support to municipal staff and the public. Inquiries were related to identification, as well as, requests for community science related information re: invasive/non-native species.
- Created *2023 Invasive Species Spotters* iNaturalist Project. Enables a greater opportunity for invasive species data collection through volunteer citizen science observations. 2022 iNaturalist data was downloaded and used to expand Invasive Species Annual Reports.
- Produced invasive tree & shrub poster and attended SSEA public Tree Planting Information Session (March 20<sup>th</sup>) to provide invasive species information.
- In planning stages for upcoming events including Tiny Township Earth Week community education event and Wye Marsh Earth Day event.

#### Funding

- Invasive Species Centre Microgrant Program is expected to be open for applications before the end of April. Grant information will be shared with municipalities and partners, and assistance with project selection and completing grant applications will be available for member municipalities.
- Partnered with Ontario Federation of Anglers and Hunters on *Canada Summer Jobs* funding application, which if approved would provide up to two youth to assist with SSEA Invasive Species Program in summer 2023 at minimal or no cost to SSEA.

#### Partnerships

- Met with Georgian Bay Forever regarding their 2023 invasive phragmites management project; discussed potential collaboration opportunities, how to synergize efforts and sharing management/mapping information.
- Met with Georgian Bay Hunters and Anglers regarding potential invasive species education, outreach and volunteer opportunities for Q2 & Q3 of 2023.
- Assisted *Phrag Free Tiny Marsh* Project Coordinator with selection of equipment for 2023 mechanical management.

#### Special Projects

- Continued to deliver work on the 2020-2024 Wye Marsh Invasive Species Management Project, including technical support.
  - Discussed 2023 project budget;
  - Participated in 2023 workplan meeting; and
  - Assisted Friends of Wye Marsh with orientation of their new project coordinator.

**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 planning and public/municipal outreach and education, were accomplished in the Q1 of 2023 benefitting the SSEA partner municipalities and community.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
Patrick Jackson, Invasive Species Program Coordinator

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Julie Cayley, Executive Director



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 08-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Travis van Engelen, Tree Plant Program Specialist  
**SUBJECT:** **Building Tree Planting Capacity in the Severn Sound Watershed Project**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 08-23-SSEA regarding Building Tree Planting Capacity in the Severn Sound Watershed Project, be received for information.**

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**Purpose of Staff Report**

To provide an update on the Building Tree Planting Capacity in the Severn Sound Watershed Project, funded through the federal 2 Billion Trees (2BT) Program.

**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 respectively<sup>1</sup>. 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 has undertaken tasks towards the 2BT Project and expanding tree planting capacity, including meeting with Indigenous partners, developing communications products, and significant planning for the spring 2023 tree planting programs.

With the support of municipal partners, the SSEA is planning for Tree Seedling Distribution in late April or early May 2023; spring weather conditions influence when the nursery can harvest seedlings. Participants will have their choice of multiple pickup options within the Severn Sound watershed area. For the 2023 Program, there are currently 288 participants and more than 14,800 seedlings were pre-ordered. Seedlings include nine native tree species: White Pine, Red Pine, White Spruce, White Cedar, Tamarack, Red Oak, Red/Silver Maple hybrid, Black Walnut, and one native shrub: Red-Osier Dogwood.

The SSEA is planning community tree planting events for late April and early May at seven properties. Volunteers are anticipated to include Scouts Canada, local schools, corporate groups, as well as, community members/ general public. The SSEA Board members are invited to join staff for SSEA staff/volunteer tree planting which is anticipated to be the week of May 8, 2023 (date to be determined). COVID-19 safety protocols will be incorporated as needed.

**Financial Implications**

The SSEA orders seedlings for both programs from tree nurseries in the fall. A deposit of \$5,500 was paid to secure the order and the existing balance is due upon invoice following pickup.

Through the SSEA’s two-year 2BT Project, a variety of products and services were purchased to increase SSEA’s tree planting capacity. Buckets, shovels, stem protectors, silviculture tarps, and mulch mats were purchased to directly aid tree planting activities. A storage container was purchased to safely and securely store equipment and supplies at SSEA’s office location. Additional investments in Q1 included professional development, communications and engagement products/services and human resources costs.

A four-year memorandum of understanding (MOU) was signed between the County of Simcoe and its planting partners - SSEA, Nottawasaga Valley Conservation Authority, Lake Simcoe Region Conservation Authority, and Dufferin Simcoe Land Stewardship Network. This MOU provides the SSEA with funding to cover tree seedling costs for all community-based, volunteer--supported tree plantings for 2023-2026. This funding, and funding from the 2 Billion Trees Project combined, will help with implementing community tree plantings.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
Travis van Engelen, Tree Plant Pgm 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](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  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 09-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Nikki Priestman, Watershed Health Specialist  
**SUBJECT: SSEA Monitoring Program Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 09-23-SSEA regarding SSEA Monitoring Program Update, be received for information.**

**Purpose of Staff Report**

To update the Board on SSEA's planned monitoring activities for 2023 and the request for lab load made to the Ministry of Environment Conservation and Parks (MECP).

**Background**

Each year, SSEA conducts environmental monitoring on Severn Sound open water, inland lakes, tributaries, groundwater monitoring wells and at climate monitoring sites. This monitoring provides critical information on current status and trends in environmental quality, and informs municipal decision making. Monitoring data are used for such things as assessing raw drinking water conditions, informing timing of public works projects, background information for land use planning reviews, support for Official Plans, and making recommendations on stewardship actions by municipal decision makers and residents.

For some programs, the same sites are monitored each year, and for others, sites rotate. Under the Inland Lakes Monitoring Program, Little Lake is sampled annually, and Maclean Lake is sampled on a 5-year rotation, with the last survey being done in 2016. For stream invertebrate monitoring, sites are sampled biennially, with this year's focus being on the western half of the watershed. Intensive stream temperature classification will continue on areas of the Coldwater River. Classification has been completed for Hogg Creek, Wye River, Sturgeon River, North River/Silver Creek, and streams along the Tiny Township shoreline.



**Analysis/Discussion**

The table below provides details on 2023 monitoring activities:

<b>Program</b>	<b>Purpose</b>	<b>Focus in 2023</b>	<b>Timing (subject to change)</b>	<b>Budget Implications</b>
Severn Sound open water	Long-term water quality	Severn Sound, possibly including Honey Harbour	Full runs start May 2, biweekly to Oct 17	Core
Inland lakes	Long-term water quality & levels	Little & Maclean lakes + 3 tributaries + 3 lake invertebrate sites	Start May 8 & 9, biweekly to Oct 10 & 11, respectively Invertebrate OBBN August 12	Special Project (Severn Twp & Midland Budget)
Drinking water intakes	Long-term water quality & algae bloom monitoring	Tay Area & Rope intakes	Monthly Oct-Apr, biweekly from May-Sept	Special Project (Twp of Tay Budget)
Nuisance algae complaints	Respond to inquiries, identify harmful algae	Dependent on observations from residents/municipal staff		
PWQMN	Long-term tributary water quality	Watershed wide	Monthly - during first week of month	Core
PGMN	Long-term groundwater quality & quantity	Watershed wide	Level checks – April, June, Sept, Nov Sampling – Oct, Nov	Core
SSEA Groundwater	Long-term groundwater quantity	Tiny, Tay, Springwater, Oro-Medonte	Level checks - April, June, September, November	Core
Stream invertebrates (benthos)	Long-term stream health	Hogg Creek, Lafontaine Creek, Copeland Creek, Wye River.	August and September	Core
Climate	Long-term rain & air temperature	Watershed wide	Spring gauge/logger installation, summer download, fall removal	Core
Weather station	Long term & real-time climate	Lafontaine, Midland	Stations checked when necessary, spring/fall calibration	Core
Long-term stream temperature	Long-term stream temperature & thermal classification	Watershed wide	Spring logger installation, summer download, fall removal	Core
Intensive stream temperature	Thermal classification & flow status of all reaches in one subwatershed	Coldwater River (2-3 sections of the Coldwater River)	Phase 1 – logger installation & site recon, May to Sept. Phase 2 – evening field measurements on hot days - July/August/Sept	Core
Citizen science programs (Water	Supplemental environmental	Watershed Wide	Installation of gauge on Farlain Lake - Apr	TBD

Level Watch, Shore Watch, Stream Watch, Ice Spotters	monitoring, water levels for Farlain Lake		Volunteer training, monitoring kit delivery - late April/May	
Stormwater/ wastewater Monitoring Project	Pilot project for monitoring receiving waters for impacts of stormwater and wastewater effluent.	Wye River (upstream and downstream of Elmvale)	March 2023 to April 2024. Event based sampling – 1 Dry, 2 Wet per season and 1 Snowmelt (spring only)	Special Project (Finding available, not announced yet)
Farlain Lake Algae Causation Study	Investigate the causes of blue-green algae blooms, with the assistance of citizen science volunteers.	Farlain Lake	May to October	Special Project (Twp of Tiny Budget)

Lab Support

SSEA sends samples for the Severn Sound Open Water, Tay Drinking Water Intakes, Inland Lakes, and Tributary Monitoring programs to the MECP labs in Rexdale and Dorset. This lab support is crucial to the success of our monitoring programs. For 2023, a lab load request was made to cover our full sampling programs. Pending approval, this will allow SSEA to sample biweekly at all monitoring stations and will include chlorophyll a sampling at our long-term stations and targeted metals sampling.

SSEA continues to be a valued partner in the Provincial (Stream) Water Quality Monitoring Network (PWQMN) and Provincial Groundwater Monitoring Network (PGMN), and will receive support from the province to cover equipment costs and analyses (no lab load request needed).

Caduceon Lab in Barrie has been retained to provide the analysis of water samples collected through the new Stormwater/Wastewater Monitoring Project. The cost of sample analysis is covered through the project funds.

SSEA is continuing to partner with a research group at Ontario Tech University on a PhD project looking at algae communities in Severn Sound and the wider Trent Severn waterway. A small amount of support will be required from SSEA in terms of additional open water sample collection.

Results Reporting

Further information on monitoring programs and results reporting can be found online. Note that our website is undergoing updates and re-organization and some of the links below may change.

- [Results](#) section on SSEA’s website will house Inland Lake updates for the current field year. Information and results from Severn Sound monitoring can be found [here](#) and in various [reports](#).
- Provincial websites provide results from [PWQMN monitoring](#) and [PGMN monitoring](#).
- SSEA [website](#) and [Current Weather Conditions](#) page show current data from SSEA climate/weather stations.

- Report on 2022 Shore Watch and Stream Watch results will be available soon. All other Citizen Science Program results, along with reporting, can be accessed [here](#).

**Expected Impact on SSEA budget/workload**

In order to support the above monitoring activities, it will be necessary for field staff to work some overtime hours. This will be compensated as time-in-lieu. Monitoring will be conducted by existing SSEA staff, with the addition of a 4-month environmental co-op student through Georgian College (no cost to SSEA), 2 Field Technicians, a Citizen Science Assistant/Field Technician, and 2 Algae Causation Study Assistants (Funded by the Township of Tiny). The Field Technician and Citizen Science Assistant /Field Technician positions were part of a Canada Summer Jobs application, which is pending approval.

There is a need for an additional vehicle to support both monitoring activities and other SSEA program needs. Some personal vehicle mileage costs will be incurred to deliver water samples.

**Conclusion/Recommendations**

Monitoring programs will continue to provide critical information across the Severn Sound watershed. SSEA looks forward to a successful and busy field season, and staff welcome Board members to join in for sampling on Severn Sound. Staff continues to work on reporting on new and existing data using engaging formats to inform municipal partners and residents.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
Nikki Priestman, Watershed Health Specialist

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Julie Cayley, Executive Director



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 10-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Paula Madill, Ecosystem Technologist  
**SUBJECT:** Update Re: HYDAT Flow Gauges in Severn Sound

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 10-23-SSEA Update regarding HYDAT Flow Gauges in Severn Sound, be received for information.**

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**Purpose of Staff Report**

To update the Board on progress in working with MNR in re-establishing flow gauges in Severn Sound for Copeland Creek and the Sturgeon River.

**Background**

The Water Survey of Canada (WSC) provides an important service by maintaining a network of river discharge gauging stations across the country (HYDAT Network). This data is essential to track changes in river flow regimes, particularly as they relate to climate change and extreme events (floods, low water levels).

In the past, there were up to 13 WSC gauges across the Severn Sound watershed but many have been decommissioned; currently there are only 6 in Severn Sound. This leaves two major tributaries, Copeland Creek and Sturgeon River, with no flow gauges – they were discontinued in 1999 and 1998, respectively. In October of 2022 the SSEA staff, as directed by the Board, prepared a letter asking about maintenance and expansion of the HYDAT network in the Severn Sound watershed. Email responses have been received from Jeanette Fooks, District Manager, Hydrometric Operations Ontario and Quebec (Environment and Climate Change Canada) and Amber Langmuir, Water Resource Engineer, Surface Water Monitoring Centre (Ministry of Natural Resources and Forestry). Responses have requested additional information from SSEA, and have provided more detail on the cost of the gauges (\$14,000 per year to operate, and between \$25-35k to set up), and how they are maintained and funded (operated by trained Water Survey of Canada Technicians under a Federal-Provincial Cost Share Agreement).

**Analysis/Discussion**

As a delisted AOC, the SSEA is committed to continue monitoring water quality conditions in Severn Sound and its watershed. The decommissioning of river discharge gauging stations leaves a gap in discharge data, making it difficult for SSEA to have a clear understanding of flow regime and reducing our ability to calculate nutrient loads within the tributary systems, as well as, their contribution to Severn Sound. Ideally, each river system monitored for water quality should have a flow gauge. If reinstalled, the stations would align with existing Provincial Stream Water Quality Monitoring Network stations, thus increasing their value, and would support updated nutrient loading calculations, assessment of climate impacts on river hydrology/baseflow, and thermal stability modelling, along with Flood Forecasting and Warning activities carried out by MNRF. Data would also be used in future updates to the water balance studies that support Drinking Water Source Protection policies (e.g., Tier 1-3 studies and associated reports like Watershed Characterization chapters of local assessment reports). Ensuring adequate WSC gauges in the Severn Sound watershed would be a critical part of the recent Federal budget commitment to *Supporting Natural Disaster Resilience and to reducing nutrients and contaminants entering the Great Lakes*.

**Expected Impact on SSEA budget/workload**

At this time, SSEA does not have access to funding for setup or long-term operation of WSC flow gauges and as such would rely on ECCC and MNRF and/or other external partners to cover this cost. As a priority in the recent Federal budget, *Supporting Natural Disaster Resilience*, the SSEA feels these stations fit within the Federal budget process.

**Conclusion/Recommendations**

SSEA is open to finding creative ways to partner with Federal and Provincial government agencies to re-establish these gauging stations and will continue to communicate and urge re-establishing these critical stations.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

\_\_\_\_\_  
Paula Madill, Environmental Technologist

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

Attachments:

- 1. SSEA letter to ECCC re WSC HYDAT network, Oct 12, 2022
- 2. SSEA response to MNRF re HYDAT info request, Mar 10, 2023



## Severn Sound Environmental Association

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

Phone 705-534-7283 Website: [www.severnsound.ca](http://www.severnsound.ca)

Email: [achiandet@severnsound.ca](mailto:achiandet@severnsound.ca)

October 28<sup>th</sup>, 2022

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

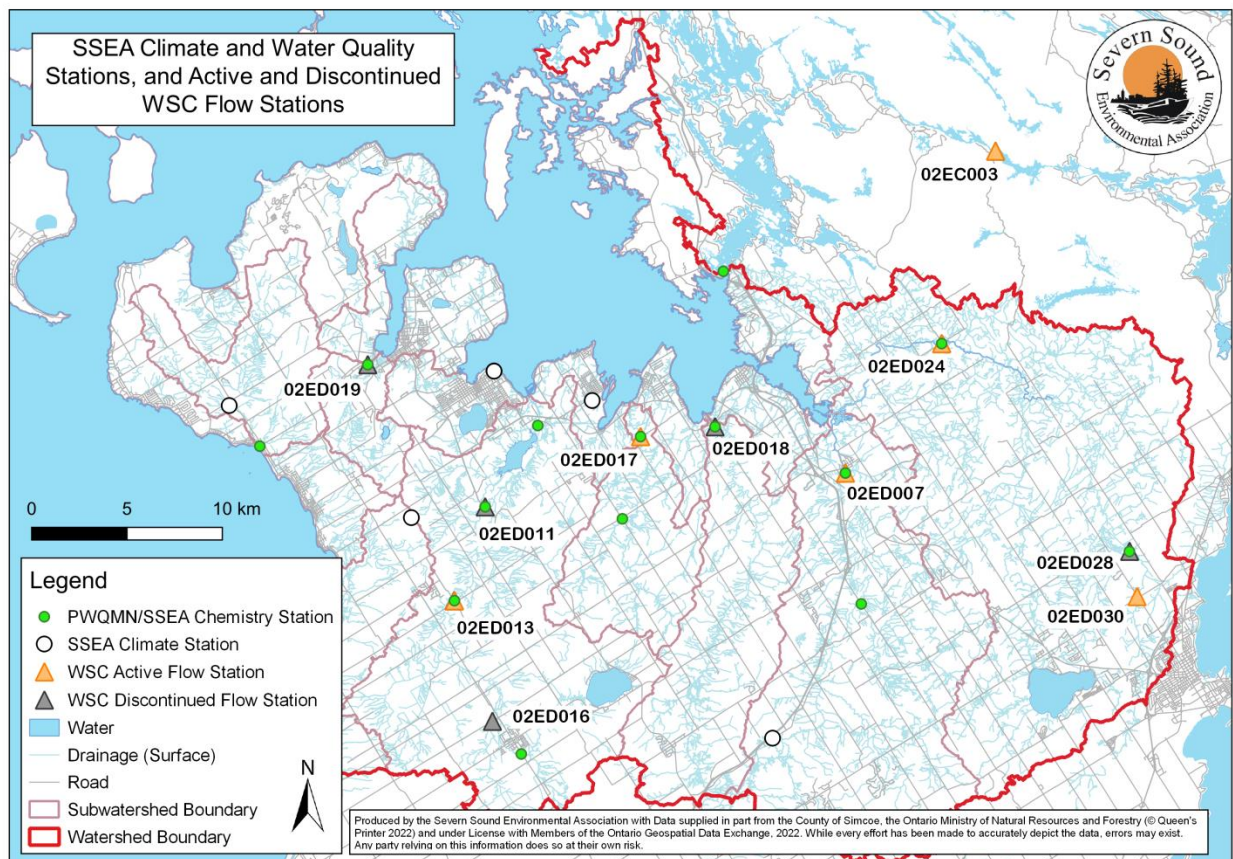
As a relatively small organization with limited resources supporting small rural municipalities, SSEA and our partners rely on larger federal and provincial government monitoring programs to complement or otherwise support our monitoring programs. SSEA uses the discharge data provided through the HYDAT 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



## Severn Sound Environmental Association

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

Phone 705-534-7283 Website: [www.severnsound.ca](http://www.severnsound.ca)

Email: [achiandet@severnsound.ca](mailto:achiandet@severnsound.ca)

March 10, 2023

Ms. Amber Langmuir, Water Resource Engineer  
Surface Water Monitoring Centre  
Ministry of Natural Resources and Forestry  
300 Water St.  
Peterborough, ON K9J 3C7  
Via email: [Amber.Langmuir@ontario.ca](mailto:Amber.Langmuir@ontario.ca)

Dear Ms. Langmuir,

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

---

Thank you for reaching out to SSEA to seek additional information about our request to have flow gauges added on the Sturgeon River and Copeland Creek. Below are our responses to your email, dated Feb 27, 2023.

**a. Does the station support multiple programs/needs (i.e., public safety, dam operations, legislated responsibilities, special studies)?**

The stations on Copeland Creek (02ED019) and Sturgeon River (02ED018) have not been in operation since 1999 and 1998, respectively so they have not been used to support recent programs. However, in the past they were used in calculating nutrient loading to assess tributary health and assess tributary contributions to overall nutrient loading of Severn Sound, a delisted Area of Concern. The Sturgeon River also has a lamprey barrier, and flow data is important in assessing whether the barrier is functioning properly. If re-installed, the stations would align with existing Provincial Stream Water Quality Monitoring Network stations thus increasing their value, and would support updated nutrient loading calculations, assessment of climate impacts on river hydrology/baseflow, and thermal stability modelling, along with Flood Forecasting and Warning activities carried out by MNRF. The Province has an obligation to support water quality/quantity monitoring efforts in the Severn Sound area, as per conditions of delisting. Flow data would also be used in future updates to the water balance studies that support Drinking Water Source Protection policies (e.g., Tier 1-3 studies and associated reports like Watershed Characterization chapters of local assessment reports).

**b. Does it support Flood Forecasting and Warning in a qualitative manner or quantitative manner?**

If re-installed, the stations would presumably support flood forecasting, which is provided by MNRF for the Severn Sound watershed.

**c. Does it support Flood Forecasting and Warning of a damage centre or flood prone area or a priority area identified through Flood Risk Assessment?**

Since the gauges have been non-operational for so long, they do not support such flood forecasting. To our knowledge, there has not been a flood risk assessment done for Severn Sound watershed.

**d. Are there known thresholds that support Flood Forecasting and Warning?**

SSEA is not involved in flood forecasting; this service is provided by MNRF.

**e. Are there alternate sources of funding that could contribute to the initial setup or long-term operation of the station?**

We don't have access to funding at this time to cover initial setup or long-term operation but may be able to assist with maintenance as directed by WSC Technicians.

**f. Is your agency able to contribute financially to initial set up or relocation costs?**

As a non-profit organization, we are not able to provide direct financial contributions.

**g. Have you assessed nearby stations to determine if they can support your needs?**

There are no stations on either Copeland Creek or the Sturgeon River. We have attempted to estimate flow from gauges on nearby rivers, but this introduces error and is not always suitable for use.

**h. Are there are other stations within the jurisdiction that are not being used that could be moved to this location (looking for no net increase in the network)?**

The gauge on Silver Creek (02ED030) could be considered surplus; Silver Creek feeds into the North River, which is gauged at the downstream end (02ED024). Ideally, we would not want to see the Silver Creek station removed especially given increase stormwater inputs from encroaching development, but we feel having stations on Copeland Ck and Sturgeon R take priority.

We urge the MNRF/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. If you need any additional information, please contact the undersigned. We look forward to discussing further.

Best Regards,



Aisha Chiandet, SSEA Water Scientist

CC: Julie Cayley, Executive Director, SSEA  
Steffen Walma, Chair of the Board, SSEA



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 11-23-SSEA  
**Date:** April 20<sup>th</sup>, 2023  
**To:** SSEA Board of Directors  
**From:** Cliff Evanitski, Office Manager

**SUBJECT: SSEA Office Lease Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

**Goal 4: An Exceptional Organization**

---

**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 11-23-SSEA regarding the SSEA Office Lease Update be received for information; and**

**FURTHER THAT: THE Board authorizes the Chair and Executive Director to sign the Addendum as presented at its meeting of April 27<sup>th</sup>, 2023.**

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**Purpose of Staff Report**

To update the Board on the progress in renewing SSEA's office lease and confirm acceptance of the terms presented.

**Background and Analysis**

After SSEA's Q4 meeting, negotiations took place between staffs of SSEA and Newmarket-Tay Power Distribution Ltd. (the landlord) resulting in the attached Addendum #1 (lease extension) to the original contract signed by the two parties on May 28<sup>th</sup>, 2018. The rent increase of 1% per year effective May 1<sup>st</sup>, 2023 will be as follows:

<u>Year</u>	<u>Monthly Rent</u>	<u>Annual Total</u>
1	\$1,515.00	\$18,180
2	\$1,530.15	\$18,362
3	\$1,545.45	\$18,545
4	\$1,560.91	\$18,731
5	\$1,576.52	\$18,918

The Lease commences May 1, 2023 and expires April 30, 2028 (year 5).

**Conclusion**

Signature of the lease extension will allow SSEA to focus on other operational issues.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

---

Cliff Evanitski, Office Manager, SSEA

---

Julie Cayley, Executive Director

Attachment: Addendum #1 (lease extension)



Lease Agreement Between  
Landlord: **Newmarket-Tay Power Distribution Ltd.**  
and  
Tenant: **Severn Sound Environmental Association**  
at  
Premises: **489 Finlayson Street, Port McNicoll, Ontario**

**Addendum #1 (lease extension) to the original contract dated May 28, 2018**

**Effective Date: May 1st, 2023**

**LEASE**

THIS LEASE dated for reference the 1st day of May, 2023 is made and entered into by the Landlord and Tenant named herein who, in consideration of the rents and covenants herein contained, agree as follows:

**ARTICLE 1 - BASIC TERMS AND DEFINITIONS**

1.1 **Basic Terms.**

The basic terms of this Lease are as follows:

- (a) (i) **Landlord:** **Newmarket-Tay Power Distribution Ltd.**
- (ii) **Address of Landlord:** 590 Steven Court, Newmarket, Ontario L3Y 622
- (iii) **Telephone/Fax:** (905) 953-8548/(905) 895-8931
- (b) (i) **Tenant:** Severn Sound Environmental Association
- (ii) **Address of Tenant:** 489 Finlayson Street  
P.O. Box 460  
Port McNicoll, ON L0K 1R0
- (iii) **Telephone:** (705) 534-7283
- (c) **Premises:** **489 Finlayson Street** being all of the Office Building on the Lands, on the south side of Finlayson Street in the Village of Port McNicoll
- (d) **Total Rentable Area of the Premises:** Office Building - 2,000 square feet
- (e) **Term:** 5 years with one (1) option to extend for five (5) years as per Section 3.2.
- (f) **Commencement Date:** May 1st, 2023
- (g) **Expiry Date:** The last day of the month which is five (5) years following the Commencement Date.
- (h) **Basic Rent for the Office Building:**

<b>Period</b>	<b><u>Monthly Basic Rent</u></b>	<b><u>Annual Basic Rent</u></b>
Year 1	\$1,515.00	\$18,180
Year 2	\$1,530.15	\$18,362
Year 3	\$1,545.45	\$18,545
Year 4	\$1,560.91	\$18,731
Year 5	\$1,576.52	\$18,918

- (i) **Permitted Use:** The Premises shall be used for the purpose of general office use in connection with the normal operations and administration of the Tenant's business.
- (j) **Security Deposit:** ***NIA***
- (k) **Indemnifier:** **None.**

IN WITNESS WHEREOF the parties hereto have duly executed and delivered this Lease as of the day and year first above written.

**By the Landlord:**

**By the Tenant:**

**NEWMARKET-TAY POWER  
DISTRIBUTION LTD.**

**SEVERN SOUND ENVIRONMENTAL  
ASSOCIATION**

By: \_\_\_\_\_  
Alex Braletic  
VP of Operations & Engineering

By: \_\_\_\_\_  
Julie Cayley  
Executive Director

*I have the authority to bind the Corporation*

By: \_\_\_\_\_  
Steffen Walma  
SSEA Board Chair

*We have the authority to bind the  
Corporation*



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 12-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** Michelle Hudolin, Manager Watershed Resilience, Wetlands & Habitat Biologist  
**SUBJECT:** **Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 12-23-SSEA regarding Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update, be received for information.**

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**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. In Q4 of 2022, the SSEA successfully negotiated the \$50,000 Transfer Payment Agreement for the *Improving Habitat in the Severn Sound Watershed Project* with the Ontario Ministry of Environment, Conservation and Parks, through the Great Lakes Local Action Fund (GLLAF).

The objective of the Project is to support a pilot for two municipal partners, Penetanguishene and Midland, in implementing 20,000 m<sup>2</sup> of habitat naturalization/restoration projects on municipally-owned land. The initiative includes volunteer engagement and broad communications, education and outreach to raise awareness, as well as, empowering the community and transferable methods to other partner municipalities.

**Analysis/Discussion**

During the first quarter of 2023, SSEA staff completed the following tasks for the GLLAF Project:

- drafted workplan, goals and deliverables to measure the success of the project;
- met with staff from the towns of Midland and Penetanguishene to discuss potential naturalization locations and project implementation, including preliminary site visits;
- supported the Town of Penetanguishene staff re: Council meeting to consider participation in the Bee City Canada Program and naturalization of a portion of two sites as part of the

GLLAF Project; resolutions passed at March 8<sup>th</sup> Committee of the Whole meeting with a decision to be ratified at the April 12<sup>th</sup> Council meeting; and

- communicated with Georgian Bay Métis Council (GBMC) re: GLLAF Project, and opportunity for GBMC participation (e.g., volunteers, communications)

Climate Resilience-Habitat Intern Recruitment

- In February, Cameron Epp, who was coordinating the GLLAF Project, left the SSEA and Emma Maurice has joined the SSEA to help lead this Project.

Prepared by:

Approved for submission by:

*Original signed by*

*Original signed by*

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Michelle Hudolin, Manager Watershed Resilience, Wetlands & Habitat Biologist

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Julie Cayley, Executive Director



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 13-23-SSEA  
**Date:** April 27<sup>th</sup>, 2023  
**To:** Chair and Members of the SSEA Board of Directors  
**From:** All Staff  
**Subject:** **SSEA Past and Upcoming Events Update**

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**APPLICABLE STRATEGIC PLAN GOALS:**

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

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 13-23-SSEA regarding SSEA Past and Upcoming Events Update, be received for information.**

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**Purpose of Staff Report**

To outline key events hosted and attended by SSEA in Q1 2023, and upcoming events in Q2.

**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, promote SSEA programs and services;
- encourage stakeholders and the community to follow best management practices;
- increase capacity through volunteers to deliver services and special project work.

**Analysis/Discussion**

SSEA has facilitated and/or participated in 3 events in Q1, detailed in **Table 1**. Approximately 195+ people attended, participated or volunteered in these events. To date, SSEA anticipates facilitating and/or participating in 11+ events in the Q2 of 2023, detailed in **Table 2**.



**Table 1. List of events that SSEA facilitated and/or participated in during Q1 of 2023.**

<b>Event Name</b>	<b>Event Coordinator &amp; Type</b>	<b>Relevant Program(s)/ Project(s)</b>	<b>Target Audience/ Region</b>	<b>Number of Participants / Volunteers</b>
Winter Carnaval d'Hiver	Township of Tiny	All	Tiny Township residents	70
Hurononia Community Foundation vital signs report launch	HCF	All	Hurononia/North Simcoe	45
North Simcoe Soil and Crop Improvement Association Seed Fair	NSSCIA – ag community	All	Agriculture/farmers	100+
Tree Planting Information Session	SSEA	Trees, Invasive Species	Severn Sound Community/ landowners	25
2021/2022 SSEA Environmental Champion Awards and Partners Reception	SSEA	All	Severn Sound Community	100+
<b>TOTAL VOLUNTEERS/PARTICIPANTS</b>				<b>340+</b>

**Table 2. List of upcoming events that SSEA will be facilitating and/or participating in during Q2 of 2023.**

<b>Event Name</b>	<b>Date</b>	<b>Relevant Program(s)/Project(s)</b>	<b>Target Audience/ Region</b>
Community Tree Planting events	Late April/early May (TBC)	Tree planting	Municipalities of Oro-Medonte, Tay, Tiny, Penetanguishene, Midland
Tree Seedling Distribution pick up	Late April/early May (TBC)	Tree planting	Participants from all municipalities

Tiny Township Earth Week	April 19	Invasive Species	Tiny
Wye Marsh Earth Day	April 22	all	The local community
Georgian Bay Hunters and Anglers - National Range Day	June 3	Invasive Species	Potential volunteers, all municipalities
Métis Rendezvous Day	June 18	all	The local community
District of Muskoka Seniors Program	May 25	Invasive Species and Pollinator Habitat	The senior community in Port Severn

**Conclusion**

SSEA staff has continued to foster relationships with municipalities, partner organizations and associations by facilitating and participating in community engagement events. **In the 1<sup>st</sup> Quarter of 2023 staff attended 5 events with over 340 attendees/impressions.**

Prepared by:

*Original signed by*

\_\_\_\_\_  
 Nicole Stott, Source Water Protection Intern

Approved for submission by:

*Original signed by*

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



**Severn Sound Environmental Association  
Joint Municipal Service Board  
2023 First Quarterly Meeting (Q1) – April 27<sup>th</sup>, 2023**

**STAFF REPORT**

**No:** 14-23-SSEA  
**Date:** April 20<sup>th</sup>, 2023  
**To:** SSEA Board of Directors  
**From:** Julie Cayley, Executive Director

**SUBJECT: SSEA Corporate Signing Authority**

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**APPLICABLE STRATEGIC PLAN GOAL:**

**Goal 4: An Exceptional Organization**

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**RECOMMENDATION:**

**RESOLVED THAT: Staff Report No. 14-23-SSEA regarding SSEA Corporate Signing Authority be received as information; and**

**FURTHER THAT: SSEA's Executive Director Julie Cayley, IT Manager/GIS Applications Specialist Lex McPhail, Board Chair Steffen Walma and Vice Chair Danielle Alexander be approved as designated signing authorities for 2023 (Q1 through Q4).**

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**Purpose of Staff Report**

To update and confirm approval for SSEA Corporate signing authority.

**Background and Analysis**

Signing authority is required for SSEA expenditure decision making, as well as, entering into legally binding contracts. Currently the Executive Director (Julie Cayley) and the IT Manager/GIS Applications Specialist (Lex McPhail) have signing authority for the SSEA.

Signing authority also exists for the SSEA bank account requiring the following 2 signatures (at least one from SSEA and one from Treasurer municipality): *Two signatures required; one signature from the Executive Director or Treasurer from the Treasurer Municipality [currently Township of Tay] and one from the SSEA Chair or SSEA Board Member representing the Treasurer Municipality [currently Township of Tay] and the SSEA ED has the administrative authority to change the title(s)/name(s) to reflect the people in the signing authority positions without requiring Board approval.*

**Recommendation**

In order to ensure the business of SSEA can run smoothly in the absence of the Executive Director it is recommended that there continue to be a Manager level staff alternate and same for the Board.

In order to be efficient and effective while maintaining financial and administrative accountability, staff is recommending that the signing authority be the Executive Director, IT Manager/GIS Applications Specialist and the Board Chair and Vice Chair. It is also recommended that signing authority be verified annually.

Prepared by:  
*Original signed by*

---

Julie Cayley, Executive Director



TOWNSHIP OF/CANTON DE  
**Tiny**

130 BALM BEACH ROAD WEST  
TINY, ONTARIO L0L 2J0  
(705) 526-4204 | 1-866-939-8469  
FAX (705) 526-2372

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**OFFICE OF THE MAYOR**

March 24, 2023

Mayor Bill McKinney, Chair  
Great Lakes St. Lawrence Cities Initiative  
PO Box 1332 New Lenox, IL, USA 60451

Dear Mayor McKinney, Chair

**RE: Resolution Calling Upon Federal and Provincial Government to Support Small Great Lakes Communities**

Please be advised that during our March 15, 2023 meeting, Council of the Township of Tiny passed the following resolution, for submission to the Great Lakes St. Lawrence Cities Initiative Call for Resolutions by March 31, 2023.

“WHEREAS Council considered the Great Lakes St. Lawrence Cities Initiative Call for Resolutions;

NOW THEREFORE it is recommended that in conjunction with the Severn Sound Environmental Association, the Township call upon the federal and provincial governments to support small Great Lakes communities for removal/control of invasive species such as phragmites, increase investment in Great Lakes water quality and climate action;

AND FURTHER THAT such a resolution be developed for consideration of the GLSLCI Call for Resolutions.”

Thank you for your consideration of our comments. Should you wish to discuss this matter further, please do not hesitate to contact me via email at [mayorevans@tiny.ca](mailto:mayorevans@tiny.ca) or via telephone at 705-526-4204.

Yours sincerely,

David Evans, Mayor

c. Julie Cayley, Executive Director, Severn Sound Environmental Association