



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
2022 First Quarter (Q1) Meeting**

**April 28, 2022
9:30am – 12:00pm
Via video & telephone conference**

Present via zoom video:

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

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

Regrets:

Councillor Carole McGinn

Town of Midland

Staff present via zoom video:

Julie Cayley
Lex McPhail
Judy Limoges
Cliff Evanitski
Melissa Carruthers
Michelle Hudolin
Tamara Brincat
Aisha Chiandet
Nicole Stott
Nikki Priestman
Paula Madill
Emily Edgley

Executive Director
IT Manager/GIS Applications Specialist
Treasurer
Office Manager
Risk Mgmt. Official/Risk Mgmt. Inspector
Wetlands & Habitat Biologist
Invasive Species Program Coordinator
Water Scientist
Invasive Species Management Technician
Watershed Health Coordinator
Ecosystem Technologist
Citizen Science & Water Quality Coordinator

1. WELCOME AND CALL TO ORDER

Chair Walma called the meeting to order at 9:32 am. The Executive Director asked for the addition of a new SSEA Climate Change video to the end of the agenda.

2. ADOPT AGENDA

MOTION: 2022-04

Moved by: I. Veitch

Seconded by: A. Dubeau

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the Meeting Agenda as amended and dated April 28, 2022

Carried;

3. DECLARATION OF PECUNIARY INTEREST

None declared.

4. APPROVAL OF PAST MINUTES

4.1 Minutes of 2021 SSEA Agricultural Advisory Committee Meeting held April 27, 2021.

MOTION: 2022-05

Moved by: P. Raymond

Seconded by: P. Wiancko

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of the SSEA Agricultural Committee Meeting held April 27, 2021.

Carried;

4.2 Minutes of the Fourth Quarter (Q4) Meeting of the SSEA Joint Municipal Service Board held January 27, 2022.

MOTION: 2022-06

Moved by: A. Dubeau

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of its Fourth Quarter meeting held January 27, 2022.

Carried;

4.3 Minutes of the SSEA 2022 Special Meeting of the Board held February 4, 2022.

Motion 2022-07

Moved by: R. Stevens

Seconded by: A. Dubeau

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of its Special Meeting held February 4, 2022.

Carried;

4.4 Business arising from the minutes.

None.

5. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

5.1 Suspend the SSEA meeting to allow the SSSPA to meet.

MOTION: 2022-08

Moved by: I. Veitch

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Municipal Service Board meeting be suspended to allow the Severn Sound Source Protection Authority meeting to proceed at 9:36a.m.

Carried;

Councilor Ritchie joined the meeting at 10am.

6. SSEA FIRST QUARTER 2022 REPORT

MOTION: 2022-009

Moved by: A. Dubeau

Seconded by: R. Stevens

RESOLVED THAT: The First Quarter 2022 report presented by Julie Cayley, Executive Director, be received for information.

Carried;

7. PRESENTATIONS

7.1 Invasive Species Mitigation at Municipal Boat Launches - Tamara Brincat (SSEA Invasive Species Program Coordinator)

MOTION: 2022-010

Moved by: I. Veitch

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Municipal Service Board receives staff's Invasive Species Mitigation at Municipal Boat Launches Report as presented at its meeting of April 28, 2022.

Carried;

7.2 SSEA Citizen Science Update – Emily Edgley (SSEA Citizen Science and Water Quality Coordinator)

MOTION: 2022-011

Moved by: I. Veitch

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Municipal Service Board receives staff's SSEA Citizen Science Update as presented at its meeting of April 28, 2022.

Carried;

Chair moved Closed Session forward in the agenda to allow Councillor Dubeau to participate as she would be leaving meeting at 11am.

CLOSED SESSION

MOTION: 2022-026

Moved by: I. Veitch

Seconded by: P. Wiancko

RESOLVED THAT: the SSEA Joint Municipal Service Board moves to Closed Session to deal with a confidential Personnel matter.

Carried;

MOTION: 2022-027

Moved by: P. Raymond

Seconded by: P. Ritchie

RESOLVED THAT: the SSEA Joint Municipal Service Board rises from the Closed Session and report findings.

Carried;

MOTION: 2022-028

Moved by: P. Wiancko

Seconded by: P. Ritchie

RESOLVED THAT: the SSEA Joint Municipal Service Board spoke to a confidential Personnel matter and provided staff direction on said matter.

Carried;

Councillor Dubeau left meeting at 10:57am.

8. SSEA FINANCIAL REPORTS

8.1 Staff Report 01-22-SSEA - 2022 1st Quarter Draft Financials

MOTION: 2022-012

Moved by: I. Veitch

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 01-22-SSEA regarding the 2022 First Quarter Draft Financials be received as information.

Carried;

8.2 Staff Report 02-22-SSEA – Status of 2021 Audit and 2021 Draft Financials

MOTION: 2022-013

Moved by: P. Raymond

Seconded by: P. Ritchie

RESOLVED THAT: Staff Report No. 02-22-SSEA regarding the 2021 Draft Financials and Audit be received as information.

Carried;

8.3 Staff Report 03-22-SSEA – Mileage Rate Policy

MOTION: 2022-014

Moved by: P. Raymond

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 03-22-SSEA regarding SSEA's Mileage Rate Policy be received; AND

FURTHER THAT: the Board approve a rate of \$0.61/km up to 5,000 kilometres per staffer, and a rate of \$0.55/km above that amount – effective April 28, 2022; AND

FURTHER THAT: Staff be given the authority to follow CRA (Canada Revenue Agency) rates moving forward.

Carried;

8.4 Staff Report 04-22-SSEA- Insurance Update

MOTION: 2022-015

Moved by: P. Wiancko

Seconded by: P. Raymond

RESOLVED THAT: Staff Report No. 04-22-SSEA regarding the 2022 commercial insurance costs be received as information.

Carried;

Action Item: Executive Director to follow-up with Insurance Broker to see if SSEA receives any coverage from its municipal members.

8.5 Staff Report 05-22-SSEA – Draft 2023 SSEA Budget

MOTION: 2022-016

Moved by: P. Ritchie

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 05-22-SSEA regarding the 2023 Draft Budget be received; AND

FURTHER THAT: The SSEA Board directs its Executive Committee to work with staff to formulate a draft Budget for the Board’s approval prior to distribution to its municipal partners.

Carried;

9. SSEA CORPORATE ADMINISTRATION UPDATES

9.1 Staff Report 06-22-SSEA – SSEA Grant Application Update

MOTION: 2022-017

Moved by: P. Ritchie

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 06-22-SSEA regarding SSEA Grant Application Update, be received for information.

Carried;

9.2 Staff Report 07-22-SSEA – SSEA Invasive Species Program Update

MOTION: 2022-018

Moved by: P. Raymond

Seconded by: P. Wiancko

RESOLVED THAT: Staff Report No. 07-22-SSEA regarding SSEA Invasive Species Program Update, be received for information.

Carried;

9.3 Staff Report 08-22-SSEA – SSEA Community Tree Planting & Seedling Distribution Program Update

MOTION: 2022-019

Moved by: P. Ritchie

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 08-22-SSEA regarding SSEA Community Tree Planting & Seedling Distribution Program Update, be received for information.

Carried;

9.4 Staff Report 09-22-SSEA – SSEA Depave Paradise Program Update

MOTION: 2022-020

Moved by: P. Raymond

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 09-22-SSEA, regarding Depave Paradise Program Update, be received for information.

Carried;

9.5 Staff Report 10-22-SSEA – SSEA Healthy Soils = Healthy Watersheds Program Update

MOTION: 2022-021

Moved by: I. Veitch

Seconded by: P. Wiancko

RESOLVED THAT: Staff Report No. 10-22-SSEA, regarding SSEA Healthy Soils = Healthy Watersheds Program Update, be received for information.

Carried;

9.6 Staff Report 11-22-SSEA - SSEA Monitoring Program Update

MOTION: 2022-022

Moved by: P. Ritchie

Seconded by: R. Stevens

RESOLVED THAT: Staff Report No. 11-22-SSEA regarding Monitoring Program Update, be received for information.

Carried;

10. EXECUTIVE DIRECTOR UPDATE

10.1 Staff Report 12-22-SSEA – Executive Director Report

MOTION: 2022-023

Moved by: R. Stevens

Seconded by: P. Ritchie

RESOLVED THAT: The Executive Director Staff Report No. 12-22-SSEA, be received for information.

Carried;

11. ANNOUNCEMENTS

Councillor Wiancko said he would forward recent report from Georgian Bay Township re: funding for phragmites control to the SSEA Executive Director.

MOTION: 2022-024

Moved by: R. Stevens

Seconded by: P. Ritchie

RESOLVED THAT: The SSEA Joint Municipal Service Board receives the update from Councillor Paul Wiancko regarding funding for Georgian Bay Township, as information.

Carried;

12. CORRESPONDENCE

MOTION: 2022-025

Moved by: P. Ritchie

Seconded by: R. Stevens

RESOLVED THAT: The SSEA Joint Municipal Service Board receives the attached correspondence as information.

Carried;

13. CLOSED SESSION

(conducted earlier in meeting)

14. OTHER BUSINESS

The Executive Director reminded the SSEA Board about upcoming events and the new Climate Change video. The Board asked for a link to the video.

15. ADJOURN

MOTION: 2022-029

Moved by: P. Raymond

Seconded by: no seconder required

RESOLVED THAT: this meeting of the SSEA Board of Directors held on April 28, 2022 adjourn at 11:44am to meet again on July 28, 2022 or at the call of the Chair.

Carried.

Original signed by

Chair, Steffen Walma

Original signed by

Executive Director, Julie Cayley

Approved this 26th day of July, 2022.