



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

**January 30th, 2023
1:00pm – 4:00pm**

Harbour Shore Community Room, Victoria Harbour

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

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 30th, 2023; and

FURTHER THAT: the Special Council Resolution (Budget) received from the Township of Georgian Bay dated January 4th, 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 27th, 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 27th, 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 27th, 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 4th 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 4th 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. Bochek

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. Bocek

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. Bocek (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 30th, 2023 adjourn at 3:59 PM to meet again on April 27th, 2023 or at the call of the chair.

Carried;

Original signed by

Original signed by

Chair, Steffen Walma

Executive Director, Julie Cayley

Approved this 27th day of April, 2023