



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
2023 First Quarter (Q1) Meeting**

April 27th, 2023

9:30am – noon

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	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	Financial Services Coordinator/Treasurer
Lex McPhail	IT Manager/GIS Applications Specialist
Nikki Priestman	Watershed Health Specialist
Nicole Stott	Source Water Protection Intern

Regrets:

Councillor Lori Hutcheson	Township of Oro-Medonte
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Guests:

Bill Thompson	Manager, Watershed Plans & Strategies Lake Simcoe and Region Conservation Authority
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1. WELCOME AND CALL TO ORDER

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

2. ADOPT AGENDA

MOTION: 2023-001

Moved by: B. Norris

Seconded by: R. Bald

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the Meeting Agenda as amended, dated April 27th, 2023; and

FURTHER THAT: the Staff Report 05.1-23-SSEA re: Flow Meter Purchase from Reserve dated April 25th, 2023, be added under SSEA BUSINESS/Financial Reports as Item 7.6.

Carried;

3. DECLARATION OF PECUNIARY INTEREST

None declared.

4. APPROVAL OF PAST MINUTES

4.1 Minutes of 2022 Fourth Quarter (Q4) meeting of the SSEA Joint Municipal Service Board held January 30th, 2023

MOTION: 2023-002

Moved by: M. Taylor

Seconded by: D. Alexander

RESOLVED THAT: the SSEA Joint Municipal Service Board approves the minutes of the Fourth Quarter (Q4) meeting of the SSEA Joint Municipal Service Board held January 30th, 2023.

Carried;

4.2 Business arising from the minutes

MOTION: 2023-003

Moved by: S. Marchand

Seconded by: B. Norris

RESOLVED THAT: the SSEA Joint Municipal Service Board receives the verbal update re: Goose Management, as information.

Carried;

5. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

5.1 Suspend the SSEA meeting to allow the SSSPA to meet

MOTION: 2023-004

Moved by: R. Bald

Seconded by: M. Taylor

RESOLVED THAT: the SSEA Joint Municipal Service Board meeting be suspended to allow the Severn Sound Source Protection Authority meeting to proceed at 9:35 a.m.

Carried;

5.2 *Severn Sound Source Protection Authority Meeting*

5.3 Re-convene the SSEA Joint Service Board Meeting

MOTION: 2023-005

Moved by: M. Taylor

Seconded by: D. Alexander

RESOLVED THAT: the SSEA Joint Municipal Service Board meeting reconvene at 10:11 a.m.

Carried;

6. PRESENTATIONS

Presentation Re: SSEA Field Monitoring

MOTION: 2023-006

Moved by: S. Marchand

Seconded by: D. Alexander

RESOLVED THAT: the SSEA Joint Municipal Service Board receives the presentation re: SSEA 2023 Field Monitoring for information.

Carried;

7. SSEA BUSINESS

a. SSEA 1st Quarter 2023 Report

MOTION: 2023-007

Moved by: R. Bald

Seconded by: B. Norris

RESOLVED THAT: the SSEA Joint Municipal Service Board receives the 1st Quarter 2023 Report for information.

Carried;

b. SSEA Financial Reports

7.1 Staff Report 01-23-SSEA – 2023 1st Quarter Draft Financials

MOTION: 2023-008

Moved by: B. Bocek

Seconded by: D. Alexander

RESOLVED THAT: Staff Report No. 01-23-SSEA regarding the 2023 First Quarter Draft Financials be received as information.

Carried;

7.2 Staff Report 02-23-SSEA – Status of 2022 Audit - verbal

MOTION: 2023-009

Moved by: M. Taylor

Seconded by: S. Marchand

RESOLVED THAT: Staff's verbal Report No. 02-23-SSEA regarding the Status of the 2022 Audit be received as information.

Carried;

7.3 Staff Report 03-23-SSEA – Insurance Update

MOTION: 2023-010

Moved by: B. Norris

Seconded by: B. Bocek

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

Carried;

7.4 Staff Report 04-23-SSEA – Charge Out Rate Review

MOTION: 2023-011

Moved by: M. Taylor

Seconded by: B. Norris

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 April 27th, 2023.

Carried;

7.5 Staff Report 05-23-SSEA – Draft 2024 SSEA Budget

MOTION: 2023-012

Moved by: R. Bald

Seconded by: M. Taylor

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 Board's review and approval.

Carried;

7.6 Staff Report 05.1-23-SSEA – Flow Meter Purchase from Reserve

MOTION: 2023-013

Moved by: B. Bocek

Seconded by: S. Marchand

RESOLVED THAT: Staff Report No. 05.1-23-SSEA regarding the Flow Meter Purchase from Reserve be received; and

FURTHER THAT: the Board approves the use of \$10,000 capital asset reserve monies to partially fund the purchase.

Carried;

8. SSEA CORPORATE ADMINISTRATION UPDATES

8.1 Staff Report 06-23-SSEA – 2023 Grant Application Update

MOTION: 2023-014

Moved by: D. Alexander

Seconded by: R. Bald

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

Carried;

8.2 Staff Report 07-23-SSEA – SSEA Invasive Species Program Update

MOTION: 2023-015

Moved by: M. Taylor

Seconded by: B. Bocek

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

Carried;

8.3 Staff Report 08-23-SSEA – SSEA Building Tree Capacity in the Severn Sound Watershed Project

MOTION: 2023-016

Moved by: D. Alexander

Seconded by: R. Bald

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

Carried;

8.4 Staff Report 09-23-SSEA – SSEA Monitoring Program Update

MOTION: 2023-017

Moved by: S. Marchand

Seconded by: B. Bocek

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

Carried;

8.5 Staff Report 10-23-SSEA – Update Re: HYDAT Flow Gauges in Severn Sound

MOTION: 2023-018

Moved by: B. Norris

Seconded by: D. Alexander

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

Carried;

8.6 Staff Report 11-23-SSEA – SSEA Office Lease Update

MOTION: 2023-019

Moved by: B. Norris

Seconded by: S. Marchand

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 27th, 2023.

Carried;

8.7 Staff Report 12-23-SSEA – Improving Habitat in the Severn Sound Watershed Project (GLLAF) Update

MOTION: 2023-020

Moved by: B. Bocek

Seconded by: R. Bald

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

Carried;

8.8 Staff Report 13-23-SSEA – SSEA Past and Upcoming Events Update

MOTION: 2023-021

Moved by: D. Alexander

Seconded by: B. Norris

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

Carried;

8.9 Staff Report 14-23-SSEA – SSEA Corporate Signing Authority

MOTION: 2023-022

Moved by: M. Taylor

Seconded by: S. Marchand

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).

Carried;

9. EXECUTIVE DIRECTOR UPDATE

Verbal on table

MOTION: 2023-023

Moved by: B. Norris

Seconded by: S. Marchand

RESOLVED THAT: The Executive Director Q1 Staff Report No. 15-23-SSEA be received for information.

Carried;

10. ANNOUNCEMENTS

None.

11. CORRESPONDENCE

MOTION: 2023-024

Moved by: B. Norris

Seconded by: M. Taylor

RESOLVED THAT: The correspondence from the Township of Tiny dated March 24, 2023 regarding the Resolution Calling Upon Federal and Provincial Government to Support Small Great Lakes Communities, be received for information.

Carried;

12. CLOSED SESSION

None.

13. OTHER BUSINESS

None.

14. ADJOURN

MOTION: 2023-025

Moved by: D. Alexander

Seconded by: S. Marchand

RESOLVED THAT: this meeting of the SSEA Board of Directors held April 27th, 2023 adjourn at 12:02 p.m. to meet again July 20th, 2023 or at the call of the Chair.

Carried.

Original signed by

Original signed by

Chair, Steffen Walma

Executive Director, Julie Cayley

Approved this 20th day of July, 2023