



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICE BOARD (JMSB)
EXECUTIVE COMMITTEE
(In-person and zoom)
June 29th, 2023
Township of Tiny Community Centre**

Present:

SSEA Chair, Steffen Walma	Township of Tiny
SSEA Vice Chair, Danielle Alexander	Township of Springwater
SSEA Executive Member, Suzanne Marchand	Town of Penetanguishene (via Zoom)

Regrets: None

Staff present via zoom video:

Julie Cayley	Executive Director
Judy Limoges	Treasurer
Cliff Evanitski	Office Manager

1. WELCOME AND CALL TO ORDER

The meeting was called to order at 9:16 am.

2. ADOPT AGENDA

MOTION: 2023-01-EC

Moved by: D. Alexander

Seconded by: S. Marchand

RESOLVED THAT: the Executive Committee of the SSEA Joint Municipal Service Board approves the Meeting Agenda dated June 29th, 2023.

Carried;

3. DECLARATION OF PECUNIARY INTEREST:

None declared.

4. APPROVAL OF PAST EXECUTIVE COMMITTEE MINUTES

None.

5. PRESENTATIONS

Chair Walma called on SSEA staff to present the 2024 Draft SSEA Budget. Executive Director Julie Cayley spoke to the pressure points in the current draft which calls for an increase of \$224,299 (24.16%) over the 2023 approved Budget. Discussion followed at which time SSEA Treasurer Judy Limoges presented various options. The Executive Committee reached consensus on actions that paired the draft budget increase down to an increase of \$114,478 (12.33%) over the 2023 approved budget.

MOTION: 2023-02-EC

Moved by: S. Marchand

Seconded by: D. Alexander

RESOLVED THAT: Staff Report No. 16-23-SSEA regarding the 2024 Draft Budget be received; and

FURTHER THAT: The SSEA Executive Committee provides recommendations to staff regarding the 2024 draft Budget for the Boards' review and approval.

Carried;

6. SSEA CORPORATE ADMINISTRATION UPDATES

The Chair called upon SSEA staff to speak to the Policy Review Update Report.

MOTION: 2023-03-EC

Moved by: D. Alexander

Seconded by: S. Marchand

RESOLVED THAT: Staff Report No. 17-23-SSEA regarding the SSEA Policy Review Update be received as information; and

FURTHER THAT: The Executive Committee recommends approval to the Board *amending section 2.12 of the Letter of Agreement between SSEA and member municipalities to reflect the change in the Treasurer functions to the Township of Tay from the Town of Midland; and*

FURTHER THAT: The Executive Committee recommends approval to the Board the following draft policies as presented by SSEA staff on June 29th, 2023:

SSEA Credit Card Policy;

SSEA Diversity and Inclusion Policy; and

SSEA Reserve Policy.

Carried;

7. OTHER BUSINESS

None.

8. ADJOURN

MOTION: 2023-04-EC

Moved by: S. Marchand

Seconded by: no seconder required

RESOLVED THAT: the special meeting of the SSEA Executive Committee held on June 29th, 2023 adjourn at 10:30 am to meet again at the call of the Chair.

Carried.

Original signed by

Steffen Walma, Chair

Original signed by

Julie Cayley, Executive Director