



**SEVERN SOUND ENVIRONMENTAL ASSOCIATION
JOINT MUNICIPAL SERVICES BOARD
2019 Second Quarter Meeting
July 18, 2019 – 1:00 p.m. to 3:00 p.m.
MINUTES**

**Location: Township of Tay Council Chambers
450 Park Street, Victoria Harbour, Ont. L0K 2A0**

Present:

SSEA Chair, Deputy Mayor Steffen Walma	Township of Tiny
SSEA Vice Chair, Councillor Paul Wiancko	Township of Georgian Bay Tay
SSEA Past Chair, Councillor Ron Stevens	Township of Severn
Councillor Jeff Bumstead	Township of Tay
Deputy Mayor Anita Dubeau	Town of Penetanguishene
Councillor Carol McGinn	Town of Midland
Councillor Ian Veitch	Township of Oro-Medonte

Regrets:

Councillor Perry Ritchie	Township of Springwater
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Staff:

Julie Cayley	Executive Director
Judy Limoges	Treasurer
Melissa Carruthers	Risk Management Officer/Risk Management Inspector

Guest:

Stephen Couchman	Executive Director, Huronia Community Foundation
Drew Pahapill & Rebecca MacDonald	Pahapill & Associates Chartered Accountants
Joanne Sanders	Township of Tay Director of Finance / Treasurer
Lindsay Barron	Township of Tay Financial Analyst
Blake Sova	Township of Tay Co-op Student

1. WELCOME AND CALL TO ORDER

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

2. ADOPT AGENDA

Motion: #30

Moved by: I. Veitch

Seconded by: R. Stevens

RESOLVED THAT: the SSEA Joint Services Board approve the 2019 Second Quarter meeting agenda dated July 18, 2019 as amended.

Agenda was amended to include:

- Item 4.1 - Correction to the date of the First Quarter meeting from April 19, 2019 to April 18, 2019.
- 11.3 to be presented before 11.2

Carried.

3. DECLARATION OF PECUNIARY INTEREST

None declared.

4. APPROVAL OF PAST MINUTES**4.1 SSEA Joint Services Board First Quarter Minutes dated April 18, 2019.**

Motion: #31

Moved by: R. Stevens

Seconded by: C. McGinn

RESOLVED THAT: the SSEA Joint Services Board approve the minutes of the First Quarter meeting held on April 18, 2019.

Carried.

4.2 SSEA Executive Meeting Minutes held on June 27, 2019

Motion: #32

Moved by: R. Stevens

Seconded by: P. Wiancko

RESOLVED THAT: the SSEA Joint Services Board receive the minutes of the SSEA Executive meeting held on June 27, 2019.

Carried.

5. BUSINESS ARISING FROM THE MINUTES

None noted.

6. PRESENTATIONS**Exploring Foundation/Charitable funding models**

Huronian Community Foundation, Stephen Couchman, Executive Director

Motion: #33

Moved by: J. Bumstead

Seconded by: A. Dubeau

RESOLVED THAT: the presentation from Stephen Couchman, Executive Director with the Huronia Community Foundation be received for information.

Carried.

Stephen Couchman's presentation focused on the roles the Huronia Community Foundation plays in the community as well as the opportunities for the SSEA in the short and long term to work with HCF including establishing a fund with the HCF and a foundation within the SSEA structure.

7. SEVERN SOUND SOURCE PROTECTION AUTHORITY MEETING

There was no SSSPA meeting scheduled for this agenda.

8. RISK MANAGEMENT OFFICIAL/INSPECTOR UPDATE

Motion: #34

Moved by: P. Wiancko

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 09-19-SSEA regarding an update as to the activities that have been undertaken by SS SPA and SSEA Risk Management staff during the SSEA Q2 of 2019 be received for information.

Carried.

Melissa Carruthers (SSEA RMO/RMI) advised that the draft 2019/2020 funding agreement has been received from the Province just prior to this Board meeting. It is expected that the agreement will be signed pending final review by SSEA and the lead SPA Lake Simcoe Region Conservation Authority.

9. SSEA Second Quarter 2019 Report

Motion: #35

Moved by: R. Stevens

Seconded by: C. McGinn

RESOLVED THAT: the Second Quarter 2019 report presented by Julie Cayley, Executive Director be received for information.

Carried.

The Board requested a special presentation at the October 17th, 2019 SSEA board meeting by SSEA staff, Aisha Chianet and Robert Canning regarding the water levels and status of invasive species in Farlain Lake.

10. Sustainable Severn Sound merger – (added as a special project to 2020 budget). Verbal update

Due to timing constraints, item was discussed after Section 12: Executive Director Update Report.

There have been some staffing changes with Sustainable Severn Sound (SSS). SSEA is working with the SSS Chair Doug Luker and the SSEA/SSS merger committee on some Human Resource questions regarding incorporating current SSS staff into SSEA. The proposal is to “step” the merger by first bringing SSS in to SSEA as a “Special Project” then as one of the specialist services offered by SSEA.

Discussion included starting the process by combining SSEA and SSS Board meetings as many SSEA Board Members are also SSS Board members. This will be investigated.

11. SSEA FINANCIAL REPORT

11.1 2018 Audited Financial Statements

Motion: #36

Moved by: J. Bumstead

Seconded by: A. Dubeau

RESOLVED THAT: the board of directors approve the 2018 Audited Financial Statements as provided by Pahapill and Associates Professional Chartered Accountants; and

FURTHER THAT: a copy of the final 2018 SSEA Audited Financial Statements be posted on the SSEA website

Carried.

11.2 2018 Draft SSEA Annual Report

Motion: #37

Moved by: P. Wiancko

Seconded by: A. Dubeau

RESOLVED THAT: the board of directors approve the draft 2018 SSEA Annual Report.

Carried.

11.3 Staff Report No. 10-19-SSEA from the Treasurer regarding the SSEA Accumulated Surplus (2018) Surplus/Deficit report

Motion: #38

Moved by: R. Stevens

Seconded by: I. Veitch

RESOLVED THAT: the board of directors approved the transfer of \$48,601 of the accumulated surplus for 2018 in a reserve for future employee benefits/capital equipment upgrade/replacement.

Carried.

11.4 Staff Report No. 11-19-SSEA from the Treasurer regarding the 2019 Second Quarter Financials

Motion: #39

Moved by: C. McGinn

Seconded by: I. Veitch

RESOLVED THAT: Staff Report No. 11-19-SSEA regarding the 2019 Second Quarter Financials be received for information.

Carried.

11.5 SSEA 2020-2024 Five year draft budget update.

Motion: #40

Moved by: R. Stevens

Seconded by: C. McGinn

RESOLVED THAT: the board of directors approve the 2020 SSEA budget as presented; and

FURTHER THAT: the board of directors approve in principle the proposed five year plan for 2020 to 2024; and

FURTHER THAT: staff be directed to proceed with 2020 core funding request and, request to approve in principle the five-year SSEA budget plan (2020-2024) to SSEA municipal partners.

Carried.

Chair Walma asked staff to create a "cheat sheet" to help explain the details of various projects prior to budget deputations.

P. Wiancko suggested J. Cayley and Chair Walma should meet with CAO's, Mayors and Deputy Mayors prior to going before council with budget deputations. S. Walma re-confirmed his commitment to join the SSEA ED to meet with CAOs, mayors and deputy mayors of each member municipality as a pre-budget deputation meeting.

Board members will let the SSEA staff know their municipalities' 2020 budget schedule.

12. EXECUTIVE DIRECTOR UPDATE REPORT

Staff Report No.12-19-SSEA from the Executive Director re: Executive Director's update – April 8 to July 12, 2019

Motion: #41

Moved by: J. Bumstead

Seconded by: P. Wiancko

RESOLVED THAT: the board of directors receive for information Staff Report No. 12-19-SSEA regarding the Executive Director's update – April 9 to July 12, 2019

Carried.

13. ANNOUNCEMENTS

- **SSEA Open House/Reception – August 23, 2019**

Baxter Ward Community Center, 12:00 noon to 6:00 p.m.
25 Community Centre Dr., Port Severn

- **Summer staff introductions**

Nikole Priestman returning for a second season. Recently completed her bachelor's degree in Arts and Science majoring in Environmental Sustainability from Lakehead University in Orillia

Kelcey McLean recently started with the SSEA and also just completed her bachelor's degree in Arts and Science majoring in Environmental Sustainability from Lakehead University in Orillia

- **Latornell Presentations**

The Latornell Conservation Symposium held at the Nottawasaga Inn Resort & Convention Centre in Alliston, Ontario. The 26th edition of the Symposium will be held from Tuesday to Thursday, November 19th to 21st, 2019. The Symposium provides a forum for practitioners, policy makers, nongovernment organizations, academics and businesses to network and

discuss the challenges and opportunities in Ontario's conservation field <http://www.latornell.ca/>. Two SSEA staff members have had their presentation proposals approved to present:

- 1) Robert Canning, Invasive Species Coordinator, will be speaking on Best Management Practices for Invasive Plant Removal: Lessons from the Field
- 2) Melissa Carruthers, RMO/RMI, will be speaking on "Working with farmers to protect municipal drinking water in the Township of Tiny"

14. CORRESPONDENCE

- a) SSEA letter dated July 5, 2019 sent to the Ministry of the Environment, Conservation and Parks providing comments on the New Canadian Ontario Agreement on the Great Lakes Water Quality and Ecosystem Health.

15. CLOSED SESSION

There were no closed session items for this agenda.

16. OTHER BUSINESS

None declared.

ADJOURN

Motion: #42

Moved by: I. Veitch

Seconded by: A. Dubeau

RESOLVED THAT: this meeting adjourn at 3:00 p.m. to meet again on Thursday October 17, 2019 at 9:30 a.m., or at the call of the chair.

Carried.

original signed by

original signed by

Chair Steffen Walma

Executive Director, Julie Cayley

Approved this 17th day of October, 2019.