

MEETING MINUTES

Thursday, July 9, 2020 at 7:00 p.m.



Board Teleconference

Local to Parry Sound: 705-774-9617

Local to South River: 705-386-1276

Board Members Present:

Rick Zanussi
Peter McIsaac
Jamie McGarvey
Barb Marlow
Ted Knight
Teresa Hunt

Lyle Hall
Ted Collins
Roger Burden
Jerry Brandt
Teri Brandt
Linda Alkins

Board Members Absent:

Gail Finnson
Steve Crookshank
Joel Constable

Staff:

Mitzi Dinsmore, Director of Finance/CFO
Jennifer Harris, Administrative Assistant to the CAO
Lisa Moore, Director of Human Resources

1. CALL MEETING TO ORDER:

The meeting was called to order by the Board Chair, Rick Zanussi at 7:01 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST.

3. APPROVAL OF MINUTES:

3.1 June 11, 2020

Resolution 200701

CARRIED

Moved by Ted Knight

Seconded by Barb Marlow

“THAT the Board meeting minutes of Thursday, June 11, 2020 be approved as presented.”

4. DEPUTATIONS & PRESENTATIONS.

5. REPORTS:

5.1 Chair

As is tradition, the Board won't be holding an August meeting.

As previously communicated, our new CAO starts August 24th and we will be figuring out the best way to introduce Tammy to the Board, hopefully before our September meeting.

Quarterly report was presented.

5.2 Director of Finance/Chief Financial Officer

Financial statement was presented and reviewed.

5.3 Director of Human Resources

Mentioned that beginning the week of June 29th, staff who had been working from home started to come back into the office. Lots of signage and PPE located around the building and we are ensuring the staff who are at work, are maintaining a good distance. Policies

and procedures are in place and a COVID-19 section has been created on our internal website. Phase 2 will be starting late August with more staff returning to the office.

6. OUTSTANDING ISSUES.

7. NEW BUSINESS:

7.1 2019 Management Letter

A written report was presented and reviewed for information.

7.2 DSSAB Insurance Renewal

A written report was presented and reviewed.

Ms. Marlow wanted to make note and pass along her displeasure of the age discrimination clause found on page 20 of the insurance renewal document.

Resolution 200702

CARRIED

Moved by Jerry Brandt

Seconded by Teri Brandt

“THAT the Board receive, review and approve the DSSAB insurance renewal for the period July 8, 2020 through July 8, 2021 for \$57,119 plus applicable taxes with Canada Brokerlink (Ontario) Inc. through the Frank Cowan Company.”

7.3 Tender: Callander Ramp Replacement

A written report was presented and reviewed.

Mr. Hall refrained from voting due to his connection with the recommended contractor.

Resolution 200703

CARRIED

Moved by Peter McIsaac

Seconded by Lyle Hall

“THAT the Board accepts the tender proposal received for the Callander Barrier Free Ramp Replacement project from Descon Construction Limited for \$210,600.00 (plus HST).”

7.4 Tender: Magnetawan Sidewalk and Patio Repairs

A written report was presented and reviewed.

Resolution 200704

CARRIED

Moved by Teresa Hunt

Seconded by Ted Collins

“THAT the Board accepts the tender proposal received for the Magnetawan Sidewalk Replacement project from 2692149 Ontario Limited. (O/A First Choice Landscaping) for \$80,583.36 (plus HST).”

8. IN CAMERA.

9. CORRESPONDENCE.

10. ADJOURNMENT.

The meeting was adjourned to the next regular meeting to be held Thursday, September 10, 2020 in Parry Sound or via teleconference.

Resolution 200705

CARRIED

Moved by Linda Alkins

Seconded by Jamie McGarvey

“THAT the Board meeting now be adjourned to the next regular meeting to be held Thursday, September 10, 2020 at the District of Parry Sound Social Services Administration Board office, 1 Beechwood Drive, Parry Sound, Ontario at the hour of 7:00 p.m., or due to COVID-19 restrictions, will be held via teleconference;

AND THAT the Board approves not holding a meeting in August.”