

MEETING MINUTES

Thursday, May 16, 2019 at 7:00 p.m.

District of Parry Sound



DSSAB Office, Killbear Room

1 Beechwood Drive

Parry Sound, Ontario

Board Members Present:

Linda Andersen
Jerry Brandt
Teri Brandt
Roger Burden
Ted Collins
Joel Constable
Steve Crookshank

Gail Finnson
Lyle Hall
Teresa Hunt
Ted Knight
Barbara Marlow
Jamie McGarvey
Rick Zanussi

Board Members Absent:

Linda Alkins

Staff:

Mitzi Dinsmore, CFO
Jennifer Harris, Administrative Assistant
Janet Patterson, CAO

1. CALL MEETING TO ORDER:

The meeting was called to order by the Board Chair, Rick Zanussi at 7:02 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST.

3. APPROVAL OF MINUTES:

3.1 April 11, 2019

Resolution 190501

CARRIED

Moved by Steve Crookshank

Seconded by Teresa Hunt

“THAT the Board meeting minutes of Thursday, April 11, 2019 be approved as presented.”

4. DEPUTATIONS & PRESENTATIONS:

4.1 Clayton Harris, CAO, Town of Parry Sound

Spoke to the Town of Parry Sound’s request that the DSSAB pay property taxes on behalf of two (2) tax exempt properties.

5. REPORTS:

5.1 Chair

Introduced Mr. Joe Bradbury to the Board and his start date has been moved up to Monday, June 10th. Janet’s retirement date is Friday, May 31st and her retirement celebration details were emailed to the Board.

5.2 Chief Administrative Officer

Monthly report was presented and reviewed.

Mentioned the lack of communication from the Province on 2019 funding. MTCU will be holding an open RFP for managing Employment Services. NOSDA CAO's recently spoke to the Ministry on DSSABs becoming the Service System Managers of Employment Services of the North. Later this year, staff will be bringing a business plan to this Board for approval with regard to the Employment Services RFP.

5.3 Chief Financial Officer

Financial Report was presented and reviewed.

6. OUTSTANDING ISSUES:

6.1 Board Orientation – Corporate Services (February 21, 2019)

Mitzi Dinsmore reviewed a PowerPoint presentation of Corporate Services. This presentation was included in the orientation binders.

7. NEW BUSINESS:

7.1 Corporate Services, SARS & Capital Budgets

Financial information on Corporate Services, SARS and Capital was reviewed and added to the budget binders.

Staff are to investigate the retaining wall at our Church Street building and either report back directly to Mr. McGarvey or bring to the Board if significant repairs are needed.

7.2 Provincial Budget Report

A written report was presented and reviewed for information.

7.3 Audited Financial Statements

A written report was presented and reviewed.

Discussion ensued around the surplus amount and concerns were raised about unspent money being sent back to the Ministry and then our Ministry funding being clawed back the following year.

Resolution 190502

CARRIED

Moved by Teresa Hunt

Seconded by Roger Burden

“THAT the Board approves the draft Audited Financial Statements for the DSSAB for the year ended December 31, 2018.”

7.4 Transfer Payment Annual Reconciliation Report

A written report was presented and reviewed.

Resolution 190503

CARRIED

Moved by Teri Brandt

Seconded by Linda Andersen

“THAT the Board certifies the attached Transfer Payment Annual Reconciliation Report for the fiscal year ended December 31, 2018.”

7.5 Town of Parry Sound Request for Property Taxes

A written report was presented and reviewed for information and discussion. Mr. McGarvey provided further insight into the Town's request for property taxes. This item has been deferred to next month's meeting.

7.6 Board Member Absence

A verbal report was given and discussion ensued. This Board is fortunate to have Mr. McGarvey as President of AMO and it is to our advantage to have him on our Board. Mr. McGarvey has valid reasons for being absent.

Resolution 190504

CARRIED

Moved by Jerry Brandt

Seconded by Barbara Marlow

“WHEREAS Jamie McGarvey has been absent for three (3) consecutive Board meetings and that the Board authorize his continuance as a member of the Board.”

8. IN CAMERA.

9. CORRESPONDENCE.

10. ADJOURNMENT.

The meeting was adjourned to the next regular meeting to be held Thursday, June 13, 2019 in Sundridge.

Resolution 190505

CARRIED

Moved by Linda Andersen

Seconded by Ted Knight

“THAT the Board meeting now be adjourned to the next regular meeting to be held Thursday, June 13, 2019 at the Sundridge Community Centre, 110 Main Street, Sundridge, Ontario at the hour of 7:00 pm.”