

MEETING MINUTES

Thursday, February 14, 2019 at 7:00 p.m.

Sundridge Community Centre
110 Main Street
Sundridge, Ontario



Board Members Present:

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

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

Board Members Absent:

Ted Knight

Staff:

Mitzi Dinsmore, CFO
Jennifer Harris, Administrative Assistant
Lisa Moore, Director of Human Resources
Janet Patterson, CAO

1. CALL MEETING TO ORDER:

The meeting was called to order by the Board Chair, Rick Zanussi at 7:05 p.m.
An amendment was made to the agenda to change the order of business.

2. DISCLOSURE OF PECUNIARY INTEREST.

3. APPROVAL OF MINUTES:

3.1 November 8, 2018

Resolution 190201

CARRIED

Moved by Lyle Hall

Seconded by Teresa Hunt

“THAT the Board meeting minutes of Thursday, November 8, 2018 be approved as presented.”

3.2 December 11, 2018

Resolution 190202

CARRIED

Moved by Steve Crookshank

Seconded by Joel Constable

“THAT the Board meeting minutes of Tuesday, December 11, 2018 be approved as presented.”

4. DEPUTATIONS & PRESENTATIONS.

5. REPORTS:

5.1 Chair

Welcomed the new Board and introductions were made.

Spoke about the *DSSAB Act* review and the difficulties the *Act* creates.
All Board members have been appointed except for Area 6.
Presented Jamie McGarvey with his 15 year service award.
Informed the Board that he will only be on this Board for another year or two then will be moving on. Would like to be present while senior staffing transitions are taking place over the next year or so.

5.2 Chief Administrative Officer

Monthly Report was presented and reviewed.
Spoke about the *DSSAB Act* final report, which will be emailed to members tomorrow. If any members would like to have a discussion regarding this topic, please let Janet know so she may add to the agenda. This topic will sit with the NOSDA group to address at their annual AGM. This Board can take a position of support around representation on DSSAB. Sharon Smith, Director of Community Services and Income Support is retiring next week. She has been with the DSSAB for 26 years. Staff have been working on succession planning for the last four years with a few organizational structure changes taking place and more to come.
Presented Rick Zanussi with his 20 year service award.

5.3 Chief Financial Officer

Financial statements will be issued in a few months.
For our cheque reports, they are emailed to members and if there are any questions, please contact Mitzi directly.

6. OUTSTANDING ISSUES.

7. NEW BUSINESS:

7.1 Election of Chair

The CAO assumed the position of Chair and conducted the election.
The CAO called for nominations from the floor three times for the position of Chair.
Rick Zanussi was nominated and willing to stand. No other nominations were put forward for the position of Chair.

Resolution 190203

CARRIED

Moved by Barbara Marlow

Seconded by Ted Collins

“THAT Rick Zanussi be appointed and approved as the Chair of the District of Parry Sound Social Services Administration Board for the year 2019.”

7.2 Election of Vice-Chair

The Board Chair conducted the election.
The Board Chair called for nominations from the floor three times for the position of Vice-Chair.
Barbara Marlow was nominated and willing to stand. No other nominations were put forward for the position of Vice-Chair.

Resolution 190204

CARRIED

Moved by Jerry Brandt

Seconded by Lyle Hall

“THAT Barbara Marlow be appointed and approved as the Vice-Chair of the District of Parry Sound Social Services Administration Board for the year 2019.”

7.3 Board Orientation – Administration

Janet Patterson reviewed a PowerPoint presentation of the *DSSAB Act*, Board Procedure and Governance. This presentation will be included in the orientation binders.

7.4 Appointment of Auditors for 2019

A written report was presented and reviewed.

Resolution 190207

CARRIED

Moved by Gail Finnsion

Seconded by Teresa Hunt

“THAT the Board appoints the firm of Gingrich and Harris as auditors for the DSSAB for the year ended December 31st, 2019.”

7.5 Borrowing Resolution for 2019

A written report was presented and reviewed.

Resolution 190208

CARRIED

Moved by Ted Collins

Seconded by Gail Finnsion

“THAT the CAO and/or the CFO are authorized to arrange with the Corporation’s Bank by way of promissory notes, to borrow up to a maximum amount of \$1,000,000 that may be required to meet expenditures;

AND THAT this borrowing arrangement shall stay in effect until December 31st, 2019.”

7.6 Board Honoraria & Expenses

A written report was presented.

Resolution 190209

CARRIED

Moved by Ted Collins

Seconded by Teri Brandt

“THAT the Board approves the attached Board Honoraria and Expenses.”

7.7 2019 Transition Report

A written report was presented and reviewed.

7.8 RFP: Belvedere Sprinkler System

A written report was presented and reviewed. This quote is based on a wet sprinkler system.

Resolution 190210

CARRIED

Moved by Teri Brandt

Seconded by Jerry Brandt

“THAT the Board accepts the proposal received for the upgrades to the Belvedere Sprinkler System from John R Hamalainen Engineering Ltd. for \$33,787 (taxes included).”

7.9 2019 Budget

The Budget was presented and much discussion ensued.

Resolution 190211

CARRIED

Moved by Jamie McGarvey

Seconded by Barbara Marlow

“THAT the Board approves the 2019 Budget as presented;

AND THAT the 2019 Municipal Levy be established in the amount of \$6,421,953.”

8. IN CAMERA: 1

Resolution 190205

CARRIED

Moved by Jerry Brandt

Seconded by Barbara Marlow

“THAT pursuant to Section 33(a) of the District of Parry Sound Social Services Administration Board *Procedural Rules*, the Board moves to an In-Camera session in order to address a matter pertaining to:

- iv) a decision in respect of negotiations with employees of the Board”

Resolution 190206

CARRIED

Moved by Barbara Marlow

Seconded by Roger Burden

“THAT the Board now rises out of In-Camera without report.”

9. CORRESPONDENCE:

The correspondence file was provided for information purposes.

10. ADJOURNMENT.

The meeting was adjourned to the next regular meeting to be held Thursday, February 21, 2019 in Sundridge.

Resolution 190212

CARRIED

Moved by Roger Burden

Seconded by Jamie McGarvey

“THAT the Board meeting now be adjourned to the next regular meeting to be held Thursday, February 21, 2019 at the Sundridge Community Centre, 110 Main Street, Sundridge, Ontario at the hour of 7:00 p.m.”