

MEETING MINUTES

Thursday, February 9, 2023 at 6:30 PM



Board Meeting via Zoom Video Conference

Board Members Present:

Jerry Brandt
Teri Brandt
Ted Collins
Gail Finsson
Teresa Hunt

Ted Knight
Tom Lundy
Jamie McGarvey
Sharon Smith
Rick Zanussi

Board Members Absent:

Joel Constable
Mike Dell

Staff:

Jennifer Harris, Administrative Officer
Shannon Johnson, CFO
Tammy MacKenzie, CAO

Guests:

Sarah Bissonette

1. **CALL MEETING TO ORDER:**

The meeting was called to order by the Board Chair, Rick Zanussi at 6:31 PM.

2. **TRADITIONAL LAND ACKNOWLEDGMENT.**

3. **DISCLOSURE OF PECUNIARY INTEREST.**

4. **ELECTIONS:**

4.1 Election of Vice-Chair **DEFERRED**

5. **APPROVAL OF MINUTES:**

5.1 January 12, 2023

Resolution 23 02 01

Moved by Teresa Hunt

Seconded by Sharon Smith

“THAT the Board meeting minutes of Thursday, January 12, 2023 be approved as presented.

CARRIED

6. **DEPUTATIONS & PRESENTATIONS.**

7. **REPORTS:**

7.1 Chair

Welcomed returning members back to the Board.

Spoke about the DSSAB Act and due to our DSSAB being the only one within NOSDA dealing with member appointment issues, there isn't an appetite to take this matter further.

7.2 Chief Administrative Officer

Report was presented and reviewed by Ms. MacKenzie.

Ms. MacKenzie will be reaching out to new members in the coming weeks.

Our Board Orientation will be different this year, it will be done virtually with presentations being posted to SharePoint.

Mr. Collins joined the meeting at 6:42 PM.

Please reach out to Ms. MacKenzie with any questions or if something is happening in local communities that we should know about.

7.3 Chief Financial Officer

Will provide financial reports at our March meeting.

8. OUTSTANDING ISSUES.

9. NEW BUSINESS:

9.1 Board Honoraria and Expenses

A written report was presented and reviewed by Ms. Johnson.

Discussion ensued around milage; it is being kept at the staff rate.

Ms. Finnson joined the meeting at 6:48 PM.

Resolution 23 02 02

CARRIED

Moved by Teri Brandt

Seconded by Ted Knight

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

9.2 Borrowing Resolution for 2023

A written report was presented and discussed by Ms. Johnson.

Resolution 23 02 03

CARRIED

Moved by Teresa Hunt

Seconded by Jerry Brandt

“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 the CAO and/or the CFO are authorized to arrange with the Corporation’s Bank by way of the issuance of corporate credit cards, to borrow up to a corporate maximum limit of \$200,000 and that Finance Credit Card Policy 2.12 and Appendices attached be enacted;

AND THAT this borrowing arrangement shall stay in effect until February 8, 2024.”

10. IN-CAMERA: 2

Resolution 23 02 04

CARRIED

Moved by Sharon Smith

Seconded by Tom Lundy

“THAT pursuant to Section 38 of the District of Parry Sound Social Services Administration Board’s *Procedural Rules*, the Board moves to an In-Camera session in order to address matters pertaining to:

- i) the security of the property and services of the Board;
- v) an opinion of the Board’s solicitor, disclosure of which would not be in the public interest;”

Resolution 23 02 05

CARRIED

Moved by Ted Knight

Seconded by Teri Brandt

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

Resolution 23 02 06

CARRIED

Moved by Tom Lundy

Seconded by Jamie McGarvey

“THAT the Board receive and adopt the District of Parry Sound Social Services Administration Board 2023 Draft Operating and Capital Budgets.”

Resolution 23 02 07

CARRIED

Moved by Ted Collins

Seconded by Gail Finnsen

“THAT the District of Parry Sound Social Services Administration Board agrees to transfer an easement for the purpose of vehicular and pedestrian traffic over our 66 Waubeek Street property to the relevant property owners on Prospect Street, provided there is no cost to the District of Parry Sound Social Services Administration Board to transfer said easement.”

11. ADJOURNMENT.

The meeting was adjourned to the next regular meeting to be held Thursday, March 9, 2023 via Zoom Video Conference.

Resolution 23 02 08

CARRIED

Moved by Gail Finnsen

Seconded by Teresa Hunt

“THAT the Board meeting now be adjourned to the next regular meeting to be held Thursday, March 9, 2023 at the hour of 6:30 PM via Zoom Video Conference.”