

MEETING MINUTES

Thursday, May 9, 2024 at 6:30 PM

Board Meeting via Zoom Video Conference



Board Members Present:

Gail Finsson Teresa Hunt
Jerry Brandt Ted Knight
Ted Collins Jamie McGarvey
Janice Bray Rick Zanussi
Sharon Smith Tom Lundy
Teri Brandt

Board Members Absent:

Mike Dell
Ryan Baptiste
Peter McIsaac
Joel Constable

Staff:

JJ Blower, Communications Officer
Shannon Johnson, CFO
Tammy MacKenzie, CAO
Sharon Davis, Director of Housing Operations

Guests:

1. CALL MEETING TO ORDER:

The meeting was called to order by Rick Zanussi at 6:30PM.

2. TRADITIONAL LAND ACKNOWLEDGMENT.

3. DISCLOSURE OF PECUNIARY INTEREST.

4. APPROVAL OF MINUTES:

4.1 April 11, 2024

Resolution 24 05 01

Moved by Ted Knight

Seconded by Teresa Hunt

CARRIED

“THAT the Board meeting minutes of Thursday, April 11, 2024 be approved as presented.”

5. DEPUTATIONS & PRESENTATIONS.

6. REPORTS:

6.1 Chair

6.2 Chief Administrative Officer

Ms. MacKenzie was available to answer questions regarding the CAO report. She also advised of her attendance this week at the OMSSA Exchange Conference in Toronto, and upcoming attendance at the NOSDA AGM in Sudbury at the end of June.

6.3 Chief Financial Officer

The finance staff continue to work diligently on the 2023 audit with our new auditors, KPMG LLP this past couple of months. We continue to enhance our internal controls, reporting and presentation of the financials in accordance with public sector accounting standards.

Finance and Housing Operations staff have also continued to work collaboratively on the implementation of the Social Housing work order system, digital vendor payments, tenant services online portal, waiting list and asset management system. We continue to implement new processes and systems to increase efficiencies and create quality online services and communication for the community we serve.

We have also sent a communication to municipal staff at all member municipalities that our 2024 final budget has been posted to the DSSAB's website. Each have been advised to contact Shannon Johnson with any questions.

7. OUTSTANDING ISSUES.

8. NEW BUSINESS:

8.1 Sunset Court Window Replacement Tender

A written report was presented by Ms. Johnson.

Resolution 24 05 02

CARRIED

Moved by Teri Brandt

Seconded by Gail Finnsion

“THAT the Board direct staff to award the tender for replacement of windows, screens and metal doors at 22A Belvedere Ave, Sunset Court, Parry Sound, ON to Design Roofing/Northern Glass & Metal in the amount of \$995,000.00 plus additional pricing of \$217,000.00 for a total of \$1,212,000.00 (plus HST).”

9. IN-CAMERA: 1

Resolution 24 05 03

CARRIED

Moved by Jerry Brandt

Seconded by Sharon Smith

“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:

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

Resolution 24 05 04

CARRIED

Moved by Rick Zanussi

Seconded by Tom Lundy

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

10. ADJOURNMENT.

Resolution 24 05 05

CARRIED

Moved by Ted Collins

Seconded by Jamie McGarvey

“THAT the Board meeting now be adjourned at 7:03 PM, and that the next regular meeting to be held Thursday, June 13, 2024 at the hour of 6:30 PM via Zoom Video Conference.”