

MEETING MINUTES

Thursday, September 12, 2024 at 6:30 PM



Board Meeting via Zoom Video Conference

Board Members Present:

Joel Constable Teresa Hunt
Jerry Brandt Ted Knight
Ted Collins Jamie McGarvey
Gail Finsson Rick Zanussi
Sharon Smith Tom Lundy
Irene Smit Teri Brandt
Ryan Baptiste

Board Members Absent:

Janice Bray
Peter McIsaac

Staff:

Tammy MacKenzie, CAO
Shannon Johnson, CFO
JJ Blower, Communications Officer

Guests:

Oscar Poloni, KPMG

1. **CALL MEETING TO ORDER:**
The meeting was called to order by Rick Zanussi at 6:30 PM.
2. **DISCLOSURE OF PECUNIARY INTEREST.**
3. **TRADITIONAL LAND ACKNOWLEDGMENT.**
4. **APPROVAL OF MINUTES:**

4.1 June 13, 2024

Resolution 24 09 01

CARRIED

Moved by Tom Lundy

Seconded by Jerry Brandt

“THAT the Board meeting minutes of Thursday, June 13, 2024 be approved as presented.”

5. **DEPUTATIONS & PRESENTATIONS.**
6. **REPORTS:**

6.1 Chair

The Chair welcomed members to the meeting and introduced new Board Member Councillor Irene Smit from the Municipality of Callander. Councillor Smit will represent

Area Six which covers The Municipality of Powassan, The Township of Nipissing and the Municipality of Callander.

6.2 Chief Administrative Officer

Ms. MacKenzie verbally highlighted some of the items in the written CAO report and was available to answer questions.

6.3 Chief Financial Officer

Ms. Johnson provided a verbal presentation. Finance and Housing Program staff have now successfully completed their yearlong project to enhance customer service and track operating and capital expenses within the Social Housing Financial system. Housing Operations documentation is now paperless and compliant with the DSSAB's amended procurement policy and internal financial controls. This has also achieved items in the DSSAB's Strategic Plan directive #1 to Modernize services. The Community is now able to apply for social housing through the District of Parry Sound Housing waitlist, current tenants are now able to pay their rent through their online account and view all transactions on their tenant ledger. Vendor invoices are paid in a timely fashion via a digital payment to the vendor's account which maintains a credible and reliable reputation amongst contractors and vendors. As well, internal labour and external operating and capital expenses incurred on DSSAB and NOAH buildings are tracked and reported monthly. This provides for better reporting and planning for sufficient capital budget contributions to capital reserves to sustain future infrastructure costs. All departments continue to modernize, enhance their systems and operations to streamline their processes to deliver accountable quality services to the community.

7. OUTSTANDING ISSUES.

8. NEW BUSINESS:

8.1 2024 NOSDA AGM Resolutions

A written report was presented by Ms. MacKenzie

Resolution 24 09 02

CARRIED

Moved by Joel Constable

Seconded by Irene Smit

“THAT the Board endorses and approves the 2024 NOSDA AGM resolutions as attached.”

8.2 Land Acknowledgement

A verbal report was presented by Mr. Zanussi

Direction was provided to staff to revise the current land acknowledgement, as per the advice received at the meeting.

9. IN-CAMERA: 2

Resolution 24 09 03

CARRIED

*Moved by Gail Finnson
Seconded by Ted Knight*

“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 disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or perspective employee of the Board;

Resolution 24 09 04

CARRIED

*Moved by Teresa Hunt
Seconded by Teri Brandt*

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

Resolution 24 09 05

CARRIED

*Moved by Rick Zanussi
Seconded by Jamie McGarvey*

“THAT the Board approves the draft Audited Financial Statements for the DSSAB for the year ended December 31, 2023.”

Resolution 24 09 06

CARRIED

*Moved by Ryan Baptiste
Seconded by Teri Brandt*

“THAT the Board approves the draft Audited Financial Statements for NOAH for the year ended December 31, 2023.”

10. ADJOURNMENT.

Resolution 24 09 07

CARRIED

*Moved by Ted Collins
Seconded by Sharon Smith*

“THAT the Board meeting now be adjourned at 7:40 PM, and that the next regular meeting to be held Thursday, October 10, 2024 at the hour of 6:30 PM via Zoom Video Conference.”