

# MEETING MINUTES

Thursday, October 10, 2024 at 6:30 PM



*Board Meeting via Zoom Video Conference*

Board Members Present:

Joel Constable     Peter McIsaac  
Jerry Brandt        Ted Knight  
Ted Collins         Jamie McGarvey  
Gail Finnson        Rick Zanussi  
Sharon Smith       Tom Lundy  
Irene Smit           Teri Brandt  
Janice Bray

Board Members Absent:

Ryan Baptiste  
Teresa Hunt

Staff:

Tammy MacKenzie, CAO  
JJ Blower, Communications Officer

**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 September 12, 2024

***Resolution 24 10 01***

*Moved by Tom Lundy*

*Seconded by Gail Finnson*

“THAT the Board meeting minutes of Thursday, September 12, 2024 be approved as presented.”

**CARRIED**

**5. DEPUTATIONS & PRESENTATIONS.**

## **6. REPORTS:**

### 6.1 Chair

The Chair noted his attendance at the District of Parry Sound Municipal Meeting in Pointe au Baril on September 27<sup>th</sup>. There was a speaker scheduled to attend to discuss the importance of Land Acknowledgements, but they didn't attend. Staff will work to bring a suggested revision to the board for review at the next meeting. The Chair also reminded the Board of the importance of the Board Package and the information and statistics contained within.

### 6.2 Chief Administrative Officer

Ms. MacKenzie acknowledged that Ms. Johnson has completed her final day with the DSSAB as Chief Financial Officer and wished her all the best in her future.

A Director of Finance position has been posted and interviews are scheduled to occur in the coming weeks.

Ms. MacKenzie explained that a compensation review is being undertaken by the DSSAB for non-union staff. This review was included in the 2024 budget and is important as one hasn't been conducted since 2009. Findings will be brought back to the board for review and discussion.

Ms. MacKenzie verbally highlighted some of the items in the written CAO report and was available to answer questions. Highlights include: 26 new spaces at Clara's Place in Parry Sound. She assured the board that the DSSAB is meeting Ministry targets for expansion. Also, a reminder was given to the board that the centralized Child Care Application Portal is now live and available on our website.

Reminder about contacting IT as early in the week as possible if you have any issues with SharePoint.

### 6.3 Chief Financial Officer

A verbal report was provided by Ms. MacKenzie to supplement the financial report presented in the Board Package. The internal September 2024 Financial Statements were provided to give a brief overview of the year-to-date financial results. This was provided for information purposes only and no action is required by the Board at this time. On September 30<sup>th</sup>, the DSSAB was tracking at a 20.0% surplus in its year-to-date operating budget at 75% into the 2024 budget year. As we see, year-to-date operating and capital expenditures for the first 9 months of the year have resulted in approximately \$18.4mm net spending with 3 months of the 2024 budget remaining. The statement depicts the results for each program, comparing the total operating and capital expenditures to its full year budget and the total operating and capital budget dollars that remain for each program. In conclusion, the DSSAB's 2024 annual financial results are very much in line with the budget and is tracking in a favourable surplus direction.

## **7. OUTSTANDING ISSUES.**

**8. NEW BUSINESS:**

8.1 HART Hub – Call for Proposals

A written report was presented by Ms. MacKenzie

***Resolution 24 10 02***

**CARRIED**

*Moved by Rick Zanussi*

*Seconded by Teri Brandt*

“THAT the Board endorse the Canadian Mental Health Association – Muskoka/Parry Sound (CMPA-MPS) in their application for funding through the Homeless and Addictions Recovery Treatment Hubs (H.A.R.T. Hub) program through the Ministry of Health.”

**9. IN-CAMERA: 1**

***Resolution 24 10 03***

**CARRIED**

*Moved by Ted Knight*

*Seconded by Irene Smit*

“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:

iii. the acquisition or disposal of property”

***Resolution 24 06 04***

**CARRIED**

*Moved by Ted Collins*

*Seconded by Joel Constable*

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

**10. CORRESPONDENCE.**

10.1 NBPSDHU Public Health Bulletin #2024-012

10.2 NBPSDHU Overdose Report

10.3 Labour Market Group: August Labour Focus

10.4 Labour Market Group: July Jobs Report

**11. ADJOURNMENT.**

***Resolution 24 10 05***

**CARRIED**

*Moved by Jamie McGarvey*

*Seconded by Janice Bray*

“THAT the Board meeting now be adjourned at 7:02 PM, and that the next regular meeting to be held Thursday, November 14, 2024 at the hour of 6:30 PM via Zoom Video Conference.”