



**Minutes of Meeting held
Wednesday June 27, 2007
At the Olde Town Inn, Englehart**

PRESENT: Norm Menard, Chairman

Al French
Bill Enouy
Bob Hobbs
Dan Cote
Judy Pace
Arla West
Jim Whipple

Dwight McTaggart, Dir. of Finance

REGRETS: Nina Wallace

GUESTS: Approx. 20 guests

CALL TO ORDER:

The meeting opened at 5:30 P.M.

1.0 DISCLOSURE OF PECUNIARY INTEREST

None

2.0 IN CAMERA SESSION

Moved to end of meeting to accommodate guests

3.0 ADOPTION OF PREVIOUS MINUTES – JUNE 14, 2007

MOVED BY: Bill Enouy
SECONDED BY: Allan French

Motion #1

THAT the minutes of the Board meeting held on June 14, 2007 is hereby approved as amended, item #14 – Delete line referencing that Bill Enouy left the meeting.

Carried

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

None

5.0 ADDITIONS TO AGENDA

MOVED BY: Judy Pace

Motion #11

SECONDED BY: Bill Enouy

Whereas the District of Timiskaming Social Services Board has received their requested legal report from the firm Heenan Blaikie and,

Whereas the Board recognizes its liability with regard to all its obligations and desires to strive to take pro-active steps in dealing with the matters outlined,

Be it resolved that the District of Timiskaming Social Services Board,

- 1) Review the financial procedures of the organization to ensure that we comply to all government requirements, and
- 2) That we seek assistance from the Ministry of Community and Social Services to ensure that all required information for every program is properly reported, as required, to the government, and that a report outlining this in detail is presented directly to the Board.
- 3) That we engage the services of a third party, as recommended by the firm Heenan Blaikie to audit the records of DTSSAB to ensure that all controls in place are in accordance with the established and approved DTSSAB's procedures and policies.
- 4) And, further, that this 3rd party would also ensure that all appropriate safeguards are implemented to ensure that the Board is complying with all the government requirements. This should also be provided directly to the Board showing transparent information indicating that these requirements are fulfilled on a continuous basis by the administration.
- 5) That the Board be apprised of and made fully aware of its role and liability in reference to the Board's function, authority and financial obligations.
- 6) That the board ensures that it receives all necessary accurate information to make reasonable and appropriate decisions for the DTSSAB.
- 7) That the Board, through a third party service provider as outlined above, investigate fully the allegations of the employees to determine if what is being reported to the Board is actually what the reality of the day-to-day operations is.
- 8) That a third party service provider, as outlined above, verify how the day-to-day operations are conducted in reference to any potential conflicts of interest as to the operations within the organization.
- 9) That the Board closely monitor any conflicts of interest or potential conflicts of interest as to the operations of the day-to-day operations.
- 10) That an investigation, by the third party appointee be carried out in regard to allegations contained within the letters of complaint and through an

interview process with all employees to minimize the exposure of the DTSSAB with respect to potential claims of constructive dismissal.

11) That the DTSSAB create and adopt a policy prohibiting harassment and bullying within the organization as quickly as possible.

12) That the DTSSAB, has an obligation to investigate any and all complaints received to date, and in the future, retain the services of an Independent Human Resources expert, as referred to by the firm Heenan Blaikie, and, as referred by the firm Heenan Blaikie, and that this person investigate in an objective and independent manner, the behaviour and actions alleged to by some of the employees in the workplace, toward other employees in the workplace, as indicated in the legal brief to the Board.

13) That the DTSSAB Board remains neutral and independent from the investigation.

14) That the letters of complaint be disclosed only to the third party investigator.

15) That the Board assures staff that reprisal action would not be taken against them as employees for participating in the investigation, now or in the future.

16) As previously determined by the Board, that Mr. Sebastien Lorquet of the firm Heenan Blaikie, participate in a conference call or future meeting of the Board to review the contents of his report.

Tabled

MOVED BY: Allan French
SECONDED BY: Jim Whipple

Motion #12

That **motion #11** would be tabled until a report is received from DTSSAB Solicitor.

Recorded vote was requested:

In Favor

Allan French
Arla West
Bill Enouy
Dan Cote
Jim Whipple
Norm Menard

Opposed

Judy Pace

Abstained

Bob Hobbs

Recorded vote was six for, one against, one abstained.

Carried

MOVED BY: Dan Cote
SECONDED BY: Allan French

Motion #13

Whereas the District of Timiskaming Social Services Board having received a report in regard to "Workplace issues" reference #047713-0001, dated June 14, 2007 hereby, acknowledge same and direct the Chair of the Board to forward this report and all pertinent correspondence, in regards to all workplace issues, to the Board's solicitor for his review, recommendations and direction on further action to be taken by the Board on this matter.

And further be it resolved that all inquires in regards to this matter will be directed to the Board's solicitor through the Chair of the Board.

Carried

6.0 SHP ANNUAL CONTRACT RENEWALS

MOVED BY: Allan French
SECONDED BY: Bill Enouy

Motion #2

THAT the Board approves extending the contracts for Appliance Repair and Flooring to the end of 2007 under the same terms, conditions, and rates as in 2006

Tabled

MOVED BY: Judy Pace
SECONDED BY: Bill Enouy

Motion #2a

THAT the Board will defer until the next meeting the approval to extend the contracts for Appliance Repair and Flooring to the end of 2007 under the same terms, conditions, and rates as in 2006

Carried

7.0 SHP AHP CONTRACTS

MOVED BY: Bob Hobbs
SECONDED BY: Dan Cote

Motion #3

THAT the Board approves the Board Chair entering into an agreement with Mantech Services to deliver the Canada-Ontario Affordable Housing Program, Northern Housing Component as outlined in the agreement presented to the Board.

Tabled

MOVED BY: Judy Pace
SECONDED BY: Bob Hobbs

Motion #3a

THAT the Board will defer until the next meeting granting the Board Chair approval to enter into an agreement with Mantech Services to deliver the Canada-Ontario Affordable Housing Program, Northern Housing Component as outlined in the agreement presented to the Board.

Carried

8.0 SHP CAPITAL PROJECT RE-ALLOCATION OF FUNDS

MOVED BY: Dan Cote
SECONDED BY Allan French

Motion #4

THAT the Board approves transferring the funds previously approved to 480 Broadway Public Space Upgrade to the Scooter Storage structure project at 100 Market Street in order to offset the additional costs of the project over the amounts previously approved. This being subject to the 2007 Capital Project expenditures not exceeding the Board approved total amount of \$487,000.

Tabled

MOVED BY: Judy Pace
SECONDED BY Allan French

Motion #4a

THAT the Board will defer until the next meeting approval to transfer the funds previously approved to 480 Broadway Public Space Upgrade to the Scooter Storage structure project at 100 Market Street in order to offset the additional costs of the project over the amounts previously approved. This being subject to

the 2007 Capital Project expenditures not exceeding the Board approved total amount of \$487,000.

Carried

9.0 INNOVATION FUND PROJECT UPDATE

No decision required

10.0 BEST START PROGRAM UPDATE

No decision required

11.0 2006 NCBS YEAR END REPORT

Program was explained by Allan French to the new members of the Board.

12.0 ADMIN, OW, CC, EMS CHEQUE REGISTER

MOVED BY: Jim Whipple
SECONDED BY: Dan Cote

Motion #5

THAT the Board receives the Administration, Ontario Works, Child-Care, and Emergency Medical Services cheque registers #1042 to #1049 for information, with clarification on some items to be reported at the next Board meeting.

Carried

13.0 CORRESPONDENCE

- Letter from Mr. Rikki Lei Tresidder

MOVED BY: Dan Cote
SECONDED BY: Jim Whipple

Motion #6

THAT the Board accepts the correspondence as presented.

Carried

14.0 OTHER BUSINESS

14.1 Mileage Reimbursable Rate

MOVED BY: Allan French
SECONDED BY: Bill Enouy

Motion #7

THAT the Board approves adjusting the mileage reimbursable rate for the Board members, non-union staff and EMS employee's to \$0.42 per kilometre effective July 1, 2007.

Carried

14.2 Procedural By-Law No. 2007-02

The Board agreed to include as an agenda item for the next scheduled meeting a discussion on the Procedural By-Law No 2007-02.

15.0 IN CAMERA SESSION

MOVED BY: Bill Enouy
SECONDED BY: Allan French

Motion #8

THAT the Board resolves to move into closed session to discuss Human Resource issues and an identifiable individual person.

Carried

MOVED BY: Bill Enouy
SECONDED BY: Allan French

Motion #9

THAT the Board resolves to move out of in-camera session with report and reconvene with the regular Board meeting.

Carried

16.0 APPOINT AN ACTING CAO

Motion # 10

MOVED BY: Bill Enouy
SECONDED BY: Jim Whipple

THAT the Chairman at the direction of the Board is authorized to appoint an interim C.A.O. effective immediately on June 27, 2007 for 30 days; salary to be negotiable to first step of C.A.O. position on salary grid.

Recorded vote was requested:

In Favor

Allan French
Arla West
Bill Enouy
Dan Cote
Bob Hobbs
Jim Whipple
Norm Menard

Opposed

Judy Pace

Recorded vote was seven for, one against. Mayor Pace disagreed with the process in the selection of an interim CAO.

Carried

17.0 NEXT MEETING

MOVED BY: Allan French
SECONDED BY: Bill Enouy

Motion #14

THAT the regular Board meeting of Wednesday June 27, 2007 is hereby adjourned at 8:20 P.M. to meet again on Thursday July 25, 2007 unless otherwise changed, or at the call of the Chairman.

Carried