



District of Timiskaming Social Services Administration Board
Conseil d'administration des services sociaux du district de Timiskaming

**Minutes of the Regular and Annual General Meeting
of the Board held Thursday, May 29, 2008
At Englehart Community Hall**

PRESENT: Norm Menard, Chair
Jim Whipple, Vice-Chair
Dan Coté
Bob Hobbs
Norm Mino
Nina Wallace
Tom Wells
Arla West
Melissa Harrison, Chief Administrative Officer (A)
Isabelle Rhéaume, Executive Assistant to CAO (Recorder)

GUESTS: A total of 41 guests were present including 16 from member municipalities, provincial ministries, and community agencies; 4 media representatives; and 21 Management and Staff.

REGRETS: Linda Cunningham

CALL TO ORDER:

The Regular Meeting of the Board was called to order at 5:31 p.m.

1.0 DISCLOSURE OF PECUNIARY INTEREST

None.

2.0 PETITIONS AND DELEGATIONS

None.

3.0 ADOPTION OF PREVIOUS MINUTES

MOVED BY: Bob Hobbs
SECONDED BY: Tom Wells

Motion # 1

THAT the minutes of the May 15, 2008 meeting be approved as amended.

CARRIED

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 EMS Week Activities - Item 7.1

Melissa Harrison, CAO (A) provided an update regarding EMS Week Activities, including open houses and Friends and Family CPR blitz held across the District. The Board wishes to send a letter of thanks to the EMS staff who volunteered their time to facilitate the CPR training and support community relations.

4.2 Item 7.5 – 2007 Audit

Melissa Harrison, CAO (A) informed the Board that the approved 2007 Audited Financial Statements were distributed as required, and posted on our website.

4.3 Item 7.6 – Apportionment of Refund to Municipalities

Melissa Harrison, CAO (A) informed the Board that the refund cheques to municipalities would be sent out by courier on Friday, May 30, 2008, along with 10 copies each of the Annual Report for municipal council members. Enquiry letters have been sent to the two municipalities which owe us funds (Armstrong and Harris). Once responses are received, their refund cheques will follow.

It was noted that the Board's refund of \$594,000 was well received by member municipalities along with positive media coverage in newspapers (copies of articles were distributed for Board Member information) and radio.

4.4 Item 7.7- 2007 Board Member Honorarium and Expense Report

Melissa Harrison, CAO (A) confirmed that the 2007 Board Member Honorarium and Expense Report was posted on our website, once the 2007 Audit was approved. She also informed the Board of the outcome of the Director of Finance's findings from their previous inquiry as to whether a declaration is needed to apply the 1/3 tax exemption for Board Member Honorariums. It was confirmed that the DSSAB Act, Municipal Act, or Income Tax Interpretation Bulletin do not indicate that such a declaration is required.

5.0 ADDITIONS TO AGENDA / ACCEPTANCE OF AGENDA

The following items were added to the Agenda:

6.1 - Letter of Thanks from Ontario Heart & Stroke Foundation

7.1 - Acting Board Chair for month of June 2008

MOVED BY: Arla West
SECONDED BY: Dan Coté

Motion # 2

THAT the agenda of the May 29, 2008, meeting of the Board be accepted as amended.

CARRIED

6.0 CORRESPONDENCE

6.1 Letter of Thanks From Ontario Heart & Stroke Foundation

Melissa Harrison, CAO (A) informed the Board of a Letter of Thanks from the Ontario Heart and Stroke Foundation for the DTSSAB partnership in the Public Access Defibrillation Initiative, which was distributed. The press conference announcing the initiative is tentatively scheduled for June 6th; further details to follow.

MOVED BY: Nina Wallace
SECONDED BY: Tom Wells

Motion # 3

THAT the Board receive the Correspondence as presented, for information.

CARRIED

7.0 OTHER BUSINESS

7.1 Acting Board Chair for month of June 2008

Norm Menard, Board Chair, advised the Board and Management that he will be away during the month of June. Jim Whipple will be Acting Board Chair during this time.

8.0 IN CAMERA SESSION

MOVED BY: Tom Wells
SECONDED BY: Nina Wallace

Motion # 4

THAT the Board resolves to move into closed session to discuss Human Resources, Finance, and Legal matters; moved into in camera session at 5:45 pm.

CARRIED

9.0 RETURN TO REGULAR MEETING

MOVED BY: Linda Cunningham
SECONDED BY: Norm Mino

Motion # 5

THAT the Board resolves to rise from the in camera session and reconvene with the Regular Board Meeting without report at 6:24 pm.

CARRIED

ANNUAL GENERAL MEETING

The Annual General Meeting was held, beginning with a social at 6:30 pm. Welcoming Remarks were presented by Norm Menard, Board Chair and Jim Whipple, Vice Chair; followed by a formal presentation of the 2007 Annual Report, presented by Melissa Harrison, CAO (A).

This was an excellent opportunity to visit the program information displays and learn about our services; meet the Board and Staff Members, and participate in an open forum question and answer period. The 2007 Audited Financial Statements were also made available at the meeting.

The evening was well attended with approx. 50 individuals, including Board Members, Management and Staff, Municipal Members, Provincial Ministries, Community Agencies, and Media.

The next Annual General Meeting is scheduled for May 28, 2009, which will mark the 10th Anniversary of the DTSSAB.

10.0 ADJOURNMENT/ NEXT MEETING

MOVED BY: Bob Hobbs
SECONDED BY: Dan Côté

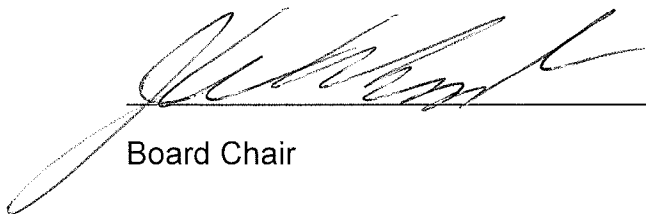
Motion # 6

THAT the Board meeting be hereby adjourned at 8:07 pm.

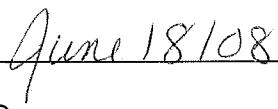
AND that the next meeting will be held on June 18th, in Englehart, or at the call of the Chair.

CARRIED

Minutes signed as approved by the Board:



Board Chair



Date