



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

**Minutes of the Regular Meeting of the Board
held Thursday, May 14, 2009
in Englehart**

PRESENT: Norm Menard, Chair
Jim Whipple, Vice Chair
Dan Coté
Bob Hobbs
Norm Mino
Tom Wells
Arla West
Don Studholme, Chief Administrative Officer
Isabelle Rhéaume, Executive Assistant to CAO (Recorder)

GUESTS: Janice Loranger, Director of Finance

REGRETS: Linda Cunningham
Nina Wallace

CALL TO ORDER:

The Regular Meeting of the Board was called to order at 5:35 p.m.

1.0 DISCLOSURE OF PECUNIARY INTEREST

Bob Hobbs declared a conflict with Item 7.7 105 Market Street due to his employment with the organization.

2.0 PETITIONS AND DELEGATIONS

None.

3.0 ADDITIONS TO AGENDA / ACCEPTANCE OF AGENDA

MOVED BY: Arla West

Motion # 1

SECONDED BY: Dan Coté

THAT the agenda of the May 14, 2009, regular meeting of the Board be accepted as presented.

CARRIED

4.0 ADOPTION OF PREVIOUS MINUTES

MOVED BY: Tom Wells
SECONDED BY: Bob Hobbs

Motion # 2

THAT the minutes of the April 15, 2009, meeting of the Board be approved as presented.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Don Studholme, CAO provided the Board with updates from the business arising of the April 15th minutes as follows:

- Item 7.4 Replacement of Social Housing Maintenance Supervisor the interviews for this position will be held on May 29, 2009.

All other items are outstanding at this time.

6.0 CORRESPONDENCE

6.1 Township of Chamberlain: re: 2009 Budget *(dated April 23, 2009)*

Presented to the Board for information purposes along with a draft response.

6.2 CTCRC: Call for volunteer Board Members *(dated April 17, 2009)*

Presented to the Board for information purposes.

MOVED BY: Dan Coté
SECONDED BY: Bob Hobbs

Motion # 3

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

CARRIED

7.0 OTHER BUSINESS

Norm Menard took a moment to congratulate the Board on a job well done over the last few months.

7.1 AGM – May 28th, 2009

Don Studholme explained to the Board that things are falling into place for the AGM. The invitations have gone out and we are starting to get responses back. It will be a 7:00 pm start with no Board Meeting prior to. The managers have prepared some slides for a power point presentation that Don will present with information relating to all our programs. The Annual Report is at the translators and will be back next week at which time a copy will be sent out to each Board Member.

7.2 Social Housing Renovation and Retrofit

Don Studholme presented this item to the Board; it is a 1.2 Billion program with 2 year funding. This is round one of two. The Social Housing staff developed this plan of construction ready projects, which is being submitted to the Ministry. The Town of Cobalt was advised of this project Re: Fraser Hotel Project and the Place Ste. Marie project has been informed as well.

7.3 2008 Audited Financial Statements

Jim Whipple presented this item to the Board; he opened by reading a letter he had written on behalf of the Audit Committee outlining some of the work they did and recommending to approve the report. The Finance department was commended for their hard work and their quality workmanship.

MOVED BY:

Jim Whipple

Motion # 4

SECONDED BY:

Tom Wells

THAT the 2008 Audited Financial Statement for the District of Timiskaming Social Services Administration Board and the Timiskaming District Housing Corporation be approved as presented.

CARRIED

7.4 CAO Report

Don Studholme presented this item to the Board for information purposes.

7.5 Child Care Fee and Wage Subsidy Review

Don Studholme explained to the Board that on a yearly basis the MCSS / MCYS conducts a review of our child care files. This review was completed and this report was their result. We did extremely well and the last page of the report are the Ministry's recommendations for our follow-up. We have one Child Care Eligibility Worker and she has a very large caseload, double the average and the Ministry has acknowledged this. Once we have a better knowledge of what direction Best Start is going in we can then work on enhancing our Children's Services department. We have responded to the Ministry and they are happy with our response.

7.6 2009 Q1 Operational Overview

Don Studholme presented this item to the Board for information purposes. It was suggested that to assist with tracking that maybe the Capital Assets and Depreciations could be added to the quarterly reports.

7.7 105 Market Street

** Bob Hobbs declared a conflict of interest and removed himself from the table and the discussion on this item. **

Don Studholme presented this item to the Board for information purposes. There has been a great deal of mail addressed to Norm Menard as Board Chair over the past few weeks in regards to some issues at 105 Market St. Don has given some advise to Lorraine and he and Jim spoke with Bob Hobbs as Chair of the

Non-Profit Housing Board. They advised Bob and Lorraine that they really need to have a new Board appointed to function appropriately. Once a new Board has been appointed, Don will provide them with copies of the letters so that they may respond to these matters. Most complaints stem from loss of a lounge, snow removal issues and staffing concerns. It is clear that it is not the DTSSAB's responsibility to address these concerns; we are simply a Service Manager to ensure they meet their reporting responsibilities, that they follow the Central Waiting list (which we manage) and to provide subsidy to all 4 non-profits based on a provincially approved formula. All their day to day activities including their general maintenance is the responsibility of the Board. We have confirmed with a Senior Advisor in Toronto, that is assisting us, that we have a correct understanding of our role.

8.0 IN CAMERA SESSION

MOVED BY: Norm Mino **Motion # 5**
SECONDED BY: Dan Coté

THAT the Board resolves to move into closed session to discuss 1 Human Resources matter.

CARRIED

9.0 RETURN TO REGULAR MEETING

MOVED BY: Jim Whipple **Motion # 6**
SECONDED BY: Bob Hobbs

THAT the Board resolves to rise from the in camera session and reconvene with the regular Board meeting with report at 6:42 p.m.

CARRIED

MOVED BY: Dan Coté **Motion # 7**
SECONDED BY: Norm Mino

THAT the Board accepts the CAO's recommendations regarding the Integrated Client Services and to negotiate with the union a one time amendment to the CUPE Collective Agreement Section 11 to allow bumping in the same classification.

CARRIED

10.0 ADJOURNMENT/ NEXT MEETING

MOVED BY: Norm Mino
SECONDED BY: Tom Wells

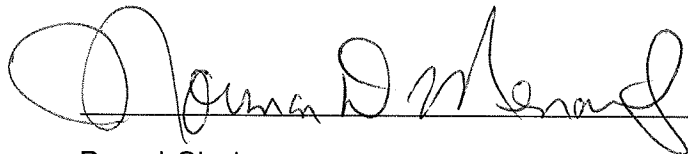
Motion # 8

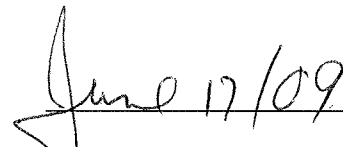
THAT the Board meeting be hereby adjourned at 6:44 p.m.

AND that the next meeting be held on May 28, 2009, in Englehart, or at the call of the Chair.

CARRIED

Minutes signed as approved by the Board:


Board Chair


Date