

Manitoulin-Sudbury District Social Services Administration Board
Meeting July 8,1999
Knights of Columbus Hall, Espanola

1.0 Call to Order

The meeting was called to order at 6:58 PM by Chair Frank Gillis
Everyone was welcomed.

Roll call showed the following present: Frank Gillis, Pat Best, Claude Mayer, Ray
Chenier, Ray Harding, Willy Leveillee, Earle Freeborn, Lucille Joyce, Jack Barr, Dale
Van Every, Les Gamble, Gary Champagne

Absent: Dave Ham, Perry Anglin, Laurier Low

Guests: Architect Blaine Nicholls, Frank Malvasso

8.0 Proposed Main Office floor plan

- Blaine gave a detailed explanation of site expansion

Motion #1

Moved by Willy Leveillee Seconded by Ray Chenier

That we proceed with preliminary drawings for construction proposal at 210 Meade
Blvd and request the municipality to prepare the necessary documents for our
agreement. ie minor variance, etc

CARRIED

Frank Malvasso

- explanation of funding for construction proposal for addition to Head Office
- update on entire process re-training for future staff and required technical back-
up

2.0 Review and Adoption of Agenda

Move item #8 to after item #1

Add under New Business - Establish Executive for DSSAB

- Signing authority
- Recommendation from Earle Freeborn
- Executive Director report

Motion #2

Moved by Lucille Joyce Seconded by Willy Leveillee

That we adopt the agenda as submitted and amended.

CARRIED

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3.0 Disclosure of Interest

None

4.0 In Camera Items

None

5.0 Adoption of Minutes of June 24, 1999

Motion #3

Moved by Earle Freeborn Seconded by Claude Mayer
That we accept the minutes of the June 24/99 meeting as corrected.
CARRIED

Correction: Gary Champagne was in attendance at the meeting.

6.0 Business Arising from Minutes

7.4 Apportionment Formula: Earle Freeborn asked if there were any outstanding municipalities. Gary answered maybe one or two. Other municipalities came in on time.

7.0 Unfinished Business

- did not do banking or signing authority as a Corporation.

Motion #4

Moved by Pat Best Seconded by Claude Mayer
That the following individuals be designated as signing authorities for the DSSAB
- Chair - Frank Gillis
- Vice Chair - Ray Harding
- Executive Director - Gary Champagne
any two to sign.
CARRIED

Motion #5

Moved by Dale Van Every Seconded by Willy Leveillee
That the following Board members and staff be named the Executive of the Manitoulin-Sudbury District Social Services Board
- Chair - Frank Gillis
- Vice Chair - Ray Harding
- Secretary/Treasurer - Pat Best

- Executive Director (ex-Officio) - Gary champagne
CARRIED

Motion #6

Moved by Claude Mayer Seconded by Earle Freeborn
That the Executive Committee be empowered to handle the business of the M-S DSSAB on behalf of the Board during periods when the necessary arises.
CARRIED

9.0 Reports

9.1 Property - Willy

- Mindemoya - received tender for office window, rather high not necessary to replace window as lease is only for one year. Will install air conditioner, fan and door
- Little Current - waiting for another tender
 - Willy will deal with it when it comes about
- Warren - will be ready by Monday
 - Ministry of Transport would like to share a space in Warren or Alban
The Alban office has an extra room that can be rented to them.
- Alban - ready tomorrow morning
- Chapleau - still up in the air. Lease that is filed we=ll only use the space needed
- well under budget for Satellite Offices
- Gary reported that there is no one in Centre Street address yet

9.2 Joint Implementation Plan - Gary

- coming together and will be done next week according to Joanne

9.3 By-Laws - Frank Gillis

- Frank contacted Huneault and he will meet with himself, Ray Harding and Gary Champagne next week
- hopefully we=ll have a set of by-laws by Sept.

10. Correspondence

None other than Frank Gillis interview with Sudbury Star
Frank to make copies of this to be sent out

11. New Business

- Recommendation from Earle attached

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Motion #7

Moved by Earle Freeborn Seconded by Ray Chenier

That we accept the recommendation.

CARRIED

Executive Director Report - Gary Champagne

- X Finance - Judy Landry from Heale and Houle is reconciling where we are now
- X circulated a list of Town clerks
- X letters sent out for Apportionment for three months
- X Town of Espanola is making us feel welcome
- X funds are coming in
- X interview tomorrow for Finance person
- X temporary secretary is in place
- X received new budget estimates from Ministry
- X lots of things happening
- X phone and furniture are due in the next 2-3 weeks

12. Committee Meetings

- Policy for Board - Jack Barr asked that members send suggestions to Gary and the committee will meet before the next meeting
- Hiring Committee meet tomorrow at 8:30 AM at Town Office

13. Next Meeting

Aug 12 7 PM

Frank to let know where

14. Adjournment

Motion #8

Moved by Ray Chenier Seconded by Willy Leveillee

That we adjourn at 8:28 PM

Chair:

Secretary:

Motion #4

Moved by Pat Best Seconded by Claude Mayer

That the following individuals be designated as signing authorities for the DSSAB

- Chair - Frank Gillis
 - Vice Chair - Ray Harding
 - executive Director - Gary Champagne
- any two of the above.

CARRIED

Motion #5

Moved by Dale Van Every Seconded by Willy Leveillee

That the following Board members and staff be named as the Executive of the
Manitoulin-Sudbury District Social Services Administration Board

- Chair - Frank Gillis
- Vice Chair - Ray Harding
- Secretary/Treasurer - Pat Best
- Executive Director (Ex-Officio) - Gary Champagne

CARRIED

Motion #6

Moved by Claude Mayer Seconded by Earle Freeborn

That the Executive Committee be empowered to handle the business of the M-S DSSAB
on behalf of the Board during periods when the necessity arises.

CARRIED

Recommendation to: The Manitoulin Sudbury District Social Services Administration Board

If the Apportionment invoice received by the Municipalities from the DSSAB is more than the funding formula used for the CRF (which requires the municipalities to carry these costs until the CRF adjustments are made), we suggest the following:

That the municipalities make two payments to the DSSAB.

1. The municipalities forward to the DSSAB the present funding received from the CRF.
2. That a second payment be made to the DSSAB upon receipt of the adjusted CRF amount.

If the CRF formula is not to be adjusted by the Province and this information has been received by the municipalities then at that point the municipalities will forward the remaining amount of the original invoice to the DSSAB

Township of Chapleau