



MINUTES OF PROCEEDINGS

FINANCE AND ADMINISTRATION COMMITTEE MEETING WEDNESDAY, SEPTEMBER 23, 2020 9:30 AM VIA ZOOM

MEMBERS PRESENT:

Councillor Mark King - Chair (North Bay)

Councillor Chris Mayne (North Bay)

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

Councillor Scott Robertson (North Bay)

Councillor Dan Roveda - Vice Chair (West Nipissing)

Representative Amanda Smith (Unincorporated)

Councillor Mac Bain – (North Bay)

Councillor Bill Vrebosch (North Bay)

REGRETS:

Mayor Dean Backer (East Nipissing)

Mayor Jane Dumas (South Algonquin)

STAFF ATTENDANCE:

Catherine Matheson, CAO

Marianne Zadra, Executive Coordinator and Communications

Melanie Shaye, Director of Corporate Services

Michelle Glabb, Director of Social Services and Employment

Lynn Demore-Pitre, Director Children's Services

Stacey Cyopeck, Manager, Housing Programs

Pierre Guenette, Manager, Housing Operations

Justin Avery, Manager of Finance

Dawn Carlyle, Project Manager

CALL TO ORDER

The Finance and Administration Committee was called to order at 9:31 AM by Chair Mark King.

DECLARATION OF CONFLICTS OF INTEREST

Conflicts related to item 5.1- Q3 Financial Report by the following:

Bill Vrebosch – any discussion involving Ontario Works as his daughter is an employee

Mac Bain – any discussion involving indigent funerals as he is a Funeral Director

Amanda Smith – any discussion involving the Healthy Communities Fund as her employer receives funding from this program.

CHAIR'S REMARKS

The Chair will provide opening remarks at the DNSSAB Board meeting.

ADOPTION OF THE AGENDA

RESOLUTION: FA #2020-11

MOVED BY: Dave Mendicino

SECONDED BY: Dan Roveda

That the agenda for the Finance and Administration Committee is accepted as presented.

Carried.

DELEGATIONS – None

Consent Agenda

RESOLUTION: FA #2020-12

MOVED BY: Dan Roveda

SECONDED BY: Dan O'Mara

That the Committee receives for information purposes Consent Agenda item 5.1.

5.1 FA16-20 Year-to-date (YTD) Financial Report, January 1 to September 30, 2020

Finance Manager Justin Avery provided members with an overview of the Q3 report and touched on estimated surpluses to year end and where future pressures may lie.

When asked about using the surplus to lower the levy to municipalities, Justin indicated he would not recommend this, as the DNSSAB needs to build up its reserves to increase its financial strength. Justin brought up Briefing Note FA13-20 New Reserves Policy and Annual Reserves Report that was presented to the Committee in September 2020. This report described that DNSSAB's reserves were underfunded. Currently, the DNSSAB has the lowest reserve level relative to the total budget of all northern DSSABs. There was also member discussion about the ability to pay for future costs related to the Low Barrier Shelter once funding runs out at the end of March 2021.

Carried.

MANAGERS REPORTS

Move In Camera

RESOLUTION: FA #2020-13

MOVED BY: Amanda Smith

SECONDED BY: Scott Robertson

THAT the Finance and Administration Committee moves in-camera at 9:53 to discuss a matter of negotiation.

Carried.

In Camera minutes are filed separately.

Accept In Camera

RESOLUTION: FA #2020-15

MOVED BY: Dan Roveda

SECONDED BY: Chris Mayne

THAT the Finance and Administration Committee approves the action/direction agreed to in-camera.

Carried.

OTHER BUSINESS

There was no other business.

NEXT MEETING DATE

Wednesday, December 16, 2020 at 9:30 AM.

ADJOURNMENT
RESOLUTION FA#2020-16

Moved by: Dan O'Mara
Seconded by: Dan Roveda

Resolved That the Finance and Administration Committee meeting be adjourned at 10:23 AM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator