



**October 28, 2020**  
**Board of Directors Meeting Minutes**  
**CMHA Cochrane Timiskaming Branch**

D = Discussion

I = Information Purposes Only

M: Motion

**Meeting Time:** 4:45pm - 7:00 pm**Locations:** Via MS Teams

<b>Present Board Members Timmins:</b>	Norm Bolduc, Kelly Killins, Liz Reid, Chantal Mailloux
<b>Present Board Members Kirkland Lake:</b>	Kelly-Ann O'Mara
<b>Present Board Members Temiskaming Shores:</b>	Paul Crombeen – Chair
<b>Staff:</b>	Paul Jalbert, Executive Director Tyler Twarowski, Director of Services Sue Edwards, Payroll Assistant / Co-Acting Finance Manager Wayne Walker, Financial Assistant / Co-Acting Finance Manager Nicole Henry, Recording Secretary
<b>Regrets:</b>	Sarah Stewart, Erin Cowan, Amanda Coulas,
<b>Guest:</b>	

The meeting was chaired by Paul Crombeen and called to order at 4:48pm. Paul Jalbert read the Vision and Mission Statements.

Item #	Topic
<b>1.0</b>	<b>Standing Agenda Items</b>
1.1	Review and Adoption of Agenda  <p style="text-align: right;"><b>CT-12 – 2020-21</b></p> Moved by Chantal Mailloux, seconded by Norm Bolduc -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the October 28, 2020 Board of Directors' Meeting as presented.  <p style="text-align: right;"><b>Motion Carried</b></p>
1.2	Review and Adoption of Minutes  <p style="text-align: right;"><b>CT-13 – 2020-21</b></p> Moved by Kelly-Ann O'Mara, seconded by Chantal Mailloux -- Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the Minutes of the September 23, 2020 Board of Directors' Meeting as presented.  <p style="text-align: right;"><b>Motion Carried</b></p>
1.3	Declaration of Conflict of Interest  No conflict of interest was declared.
<b>2.0</b>	<b>Items for Decision</b>
2.1	Approval of Financial Statements  The Financial Statements and Variance Report are included in the meeting package. Angie Peters-Carlson reviewed the Variance Report and Financial Statements. Angie explained the variances. Angie advised that in the future, as new funding comes in it will be put in deferred revenue account and the expenses will be matched as expenses are incurred.



**October 28, 2020**  
**Board of Directors Meeting Minutes**  
**CMHA Cochrane Timiskaming Branch**

D = Discussion

I = Information Purposes Only

M: Motion

Item #	Topic
	<p>Due to the pandemic, our expenditures are different and will be different in the following fiscal year as well. We can continue to plan for a pandemic or maintain the course. The recommendation from Senior Management is to maintain the course, knowing there will be variances due to the pandemic. CMHA-CT has tried for numerous years to change the budget to reflect the expenses and the LHINs were not able to make those changes.</p> <p style="text-align: right;"><b>CT-14 – 2020-21</b></p> <p>Moved by Norm Bolduc, seconded by Kelly Killins - Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch approves the Financial Statements and Variance Report for the period ending August 31, 2020 as presented.</p> <p style="text-align: right;"><b>Motion Carried</b></p>
<b>3.0</b>	<b>Reports</b>
3.1	<p><b>Human Resources Report</b></p> <p>The Human Resources report is included in the Board Package. Angie Peters-Carlson reviewed the Human Resources Report.</p>
3.2	<p><b>Progress on Strategic Plan</b></p> <p>Paul Jalbert advised that we have connected with the artist doing the artwork for the Strategic Plan. Looking at rewording the strategic directions to be more concise and precise. The Strategic Plan will be presented at the December meeting and the new Strategic Plan will be launched in January, 2021. Will be communicating the message to our community partners, particularly in Timmins, and possible reach out to City Council to present our strategic plan and do the same for Kirkland Lake and Temiskaming Shores.</p>
3.3	<p><b>Mental Health Services Report</b></p> <p>The Mental Health Services Report is included in the Board Report. Tyler Twarowski reviewed the Mental Health Services Report. Virtual contacts (telephone and OTN) remains the preferred way to meet with clients at this time. If things continue to improve, changes will be made accordingly. Tyler advised that we are not seeing a huge increase in clients coming in for service.</p> <p>Some changes within the Management Team were made and well accepted.</p> <p>Tyler advised that housing and homelessness remains an epidemic in Timmins, but also affects other communities. CMHA-CT is putting resources where possible and working in partnership with community partners. Now have a new house on Randall which is almost at full capacity. This house is able to house four people.</p>
3.4	<p><b>French Language Service (FLS) Report</b></p> <p>The French Language Service Report is included in the report. We are now 100% compliant with the expectations of the FLS designation. We will be presented with a plaque from the LHIN. Will send an invitation to the Board who want to participate.</p> <p>Evangela McGaghan is the chair of the Committee and played a major role in achieving the designation.</p>
3.5	<p><b>Ontario Health Team Update</b></p>



**October 28, 2020**  
**Board of Directors Meeting Minutes**  
**CMHA Cochrane Timiskaming Branch**

D = Discussion

I = Information Purposes Only

M: Motion

Item #	Topic
	<p>The Timmins area Ontario Health Team have not resumed the meetings. In the Timiskaming area the meeting have resumed and they are examining the new application process. Ontario Health Teams have to provide services to a catchment area that has a population of 50,000. In Timiskaming there is pressures to align with Nipissing or towards the Cochrane District.</p> <p>CMHA-CT has been invited as guests to the Timiskaming Health Team meetings.</p> <p>As an organization, we will need to decide where do we see ourselves with the Ontario Health Team. The Board will need to re-visit this and come to a decision in regards to becoming supportive members, full members or do we continue as a guest. There is some workload issues if getting involved, however, we would be able to advocate on behalf of our clients if we were at the table. NEOFACS and CMHA have much of the same catchment area, provide mental health services to two different age groups. Paul and John Raymond could share some of the workload at these tables where either Paul or John could speak at those tables on behalf of each other when one cannot be at the table as we provide the same services.</p> <p><b>Action Item:</b> Paul offered to prepare a briefing note with pros and cons to further discuss at the December meeting.</p>
3.6	<p>Executive Director's Report</p> <p>The Executive Directors report is included in the Board meeting package.</p> <p>Paul Jalbert reviewed the Executive Directors' report.</p>
4.0	<b>For Your Information</b>
4.1	<p>Board Attendance</p> <p>The Board Attendance Report is included in the Board meeting package.</p>
4.2	<p>Audit Committee Meeting Minutes</p> <p>The Audit Committee meeting minutes are included in the Board meeting package.</p>
5.0	<b>In-Camera Session -</b>
5.1	<p>Move to In-Camera Session</p> <p style="text-align: right;"><b>CT-15 – 2020-21</b></p> <p>Moved by Kelly Killins and seconded by Kelly-Ann O'Mara -- Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch move to an in-camera discussion at 5:32pm.</p> <p style="text-align: right;"><b>Motion Carried</b></p>
5.2	<p>Approval of Previous Minutes</p>
5.2	<p>Move Out of In-Camera Session</p> <p style="text-align: right;"><b>CT-16 – 2020-21</b></p> <p>Moved by Chantal Mailloux, seconded by Liz Reid -- Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch move out of the in-camera discussion at 5:34pm.</p> <p style="text-align: right;"><b>Motion Carried</b></p>



October 28, 2020  
Board of Directors Meeting Minutes  
CMHA Cochrane Timiskaming Branch

D = Discussion

I = Information Purposes Only

M: Motion

Item #	Topic
6.0	<b>Next Board Meeting</b> November 25, 2020
7.0	<b>Adjournment</b> <b>Norm Bolduc moved to adjourn the meeting at 5:35pm.</b>

DocuSigned by:

Paul Crombeen  
1st Vice Chair

November 25, 2020

Date

DocuSigned by:

Elizabeth Reid  
Treasurer / Secretary

November 25, 2020

Date



**October 28, 2020**  
**Board of Directors Meeting Minutes**  
**CMHA Cochrane Timiskaming Branch**

D = Discussion

I = Information Purposes Only

M: Motion

**Motions**

CT-12 – 2020-21	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the agenda of the October 28, 2020 Board of Directors' Meeting as presented.	
CT-13 – 2020-21	Be it resolved that the Canadian Mental Health Association-Cochrane Timiskaming Branch adopts the Minutes of the September 23, 2020 Board of Directors' Meeting as presented.	
CT-14 – 2020-21	Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch approves the Financial Statements and Variance Report for the period ending August 31, 2020 as presented.	
CT-15 – 2020-21	Be it resolved that the Canadian Mental Health Association - Cochrane Timiskaming Branch move to an in-camera discussion at	
CT-16 – 2020-21	Be it resolved that the Canadian Mental Health Association - Cochrane-Timiskaming Branch move out of the in-camera discussion at	