



MINUTES
of the REGULAR MEETING of the BOARD
THURSDAY, May 20th, 2010

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #08/10

PRESENT: Rick Neilson, Township of Chapple
Dennis Brown, Town of Atikokan
Michael Lewis, Rainy River East
Debbie Ewald, Town of Rainy River
Linda Armstrong, Township of Dawson
Ross Donaldson, Township of LaVallee
Sharon Tibbs, Town of Fort Frances
Mike Ford, Township of Alberton
John Callan, Rainy River Central
Gary Judson, Township of Emo

REGRETS: Gary Gamsby, Township of Morley
Wade Desserre, Rainy River West
Valerie Pizey, Township of Lake of the Woods
Donna Dittaro, CAO

STAFF: Dawn Galusha, Acting Manager of Finance
Judy Koski, Recorder

1. Call to Order

Mike Lewis, Chair, called the meeting to order.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

3. Approval of Agenda

Resolution #49/10 MOVED BY D. Ewald and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of May 20, 2010.

Carried.

4. Presentations/Delegations

None

5. In Camera

None

6. Approval of Minutes

Resolution #50/10 MOVED BY R. Neilson and SECONDED BY D. Ewald:

RESOLVED THAT the minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held April 15, 2010, be approved.

Carried.

7. Business Arising from the Minutes

7.1 Re-Calculation of Cost Apportionment Formula

The Chair advised that the final elector numbers for the unincorporated areas from the Municipal Property Assessment Corporation were received this week which concludes the double majority process. The results indicate that Option #3 will now be implemented by the Board. An effective date must now be agreed upon by the Board.

Resolution #51/10 MOVED BY J. Callan and SECONDED BY R. Donaldson:

WHEREAS per Ontario Regulation 278/98, Section 6(5), a double majority vote has been completed resulting in a change to the current cost apportionment formula to Option #3, based on weighted assessment including Payments-in-Lieu, using municipal tax ratio for municipalities and weighted average tax ratio for unincorporated areas;

THEREFORE BE IT RESOLVED THAT the *Rainy River District Social Services Administration Board* shall implement the change to Option #3, as set out in the attached schedule, effective January 1, 2011.

Carried.

8. New Business

8.1 Harassment and Workplace Violence Policies

Rick Neilson suggested that Policy *HR-6.0 Harassment* be amended by deleting the first two sentences of the third paragraph on the first page and inserting the following in their place: "The RRDSSAB maintains zero tolerance toward workplace harassment and discrimination, and such acts will be treated as serious offences." He also suggested that, in Policy *HR-33.8 Workplace Violence*, the paragraph regarding vandalism be removed, as it is not mentioned elsewhere in the policy. The remaining Board members agreed with the suggestions.

Resolution #52/10 MOVED BY R. Donaldson and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the following policy, as amended:

HR – 6.0 Harassment.

Carried.

Resolution #53/10 MOVED BY R. Donaldson and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the following policy, as amended:

HR – 33.8 Workplace Violence.

Carried.

8.2 Reserve Fund Transfer

The Board members reviewed an Issue Sheet prepared by the Acting Manager of Finance stating that the funds originally allocated for the paving of the parking lot is being used for operations in 2010, as directed by the Board. The Administrative Assistant advised the Board that their present extension for paving expires in January of 2011. She has spoken with the Municipal Planner for the Town of Fort Frances who advised that the application for a further extension can be submitted later in the year. The Administrative Assistant also stated that the Committee of Adjustments who grants applications such as this, is not a Committee of Council Members and therefore may not be sympathetic to the Board's financial situation. If a further extension is not granted, the Board will face budgeting for the whole amount in 2011.

Resolution #54/10 MOVED BY L. Armstrong and SECONDED BY M. Ford:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the immediate transfer in the amount of \$60,000 from the Parking Lot Reserve Fund for use in operations, per the 2010 approved Budget.

Carried.

9. Reports:

9.1 CAO and Program Reports

The Board received and reviewed the Program Reports.

After reviewing the Child Care Program Manager's report, Dennis Brown voiced his concern that the after school day-care program will now be jeopardized. The Board Chair advised that this will not happen, as legislation states that Boards of Education must offer this program.

9.2 Finance

The Accounts Payable listing for the month of April, 2010, in the amount of \$589,739.77 was received and reviewed by the Board. Financial Statements for the month of April, 2010, were received and reviewed by the Board. The Acting Manager of Finance advised that there were no items of concern in these statements.

9.3 Board Chair

The Chair provided the Board with an update on the response to Mr. Ed Tetu's letter which was received by all Board members, together with the Chair's response. He advised that a meeting of the Finance, Policy and Practices Committee was convened and members of the Social Housing Committee and Selection Committee were invited to attend. A letter was then drafted, reviewed by several members of the Board and forwarded to Mr. Tetu. Mr. Tetu was advised that his questions regarding the Learn, Laugh and Play Centre must be directed to the Play Centre Board for answers.

Gary Judson advised that he and Ross Donaldson met with Mr. Tetu, at his request, to discuss his bid disqualification. The Chair noted that Mr. Tetu's bid form did not indicate the inclusion of Addendum #2. Sharon Tibbs pointed out that, if every bidder had submitted incorrectly, this may have been looked at differently, however, there were two bidders who submitted the bid forms correctly, as requested. She also added that, if Mr. Tetu thought the bid form was unclear, he should have asked for clarification at that time.

9.4 Committee Reports

Ontario Works Committee – No meeting has been held

Social Housing Committee – Debbie Ewald, Chair of the Social Housing Committee, reported that the Committee had met prior to this evening's Board meeting. She advised that there is a problem with contaminated soil at the Riverview Manor site. Proper reporting has been completed and the soil has been correctly disposed of at the Rainy River dump. The Housing Manager is presently preparing a Business Case for the Ministry of Municipal Affairs and Housing for recouping the amount of monies needed to pay for the environmental clean up, in the sum of \$31,000. In the interim, the Committee is recommending that these monies be withdrawn from the Social Housing Contingency Fund.

Resolution #55/10 MOVED BY D. Ewald and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the withdrawal from the Social Housing Contingency Fund for the cost of the environmental clean up at Riverview Manor, and any money received from the results of the submission of a Business Case to the Ministry of Municipal Affairs and Housing be returned to the Social Housing Contingency Fund.

Carried.

Ross Donaldson informed the Board that he was approached by Mr. Jerry Darvell, Chair, Columbus Place for Seniors Inc who showed him a letter from legal counsel which had been sent to the Rainy River District Social Services Administration Board. He questioned why the Board did not receive a copy of the

letter, as it was addressed to them. Mike Lewis, Chair informed him that the letter had been addressed to the attention of Sandra Weir, Housing Manager and that the letter had been brought forward properly and discussed at the Social Housing Committee. The staff is currently working on the matter and keeping the Committee informed. The Administrative Assistant pointed out that this letter is considered "confidential".

Land Ambulance Committee – No meeting has been held.

Child Care Committee – No meeting has been held.

10. Other Business

None.

11. Information Items Attached

The Board received an information package as part of this evening's agenda.

12. Information Items Available Upon Request

None.

13. Next Meeting

The next Regular Meeting of the Board will be held June 17, 2010, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street, Fort Frances.

14. Adjournment

Resolution #56/10 MOVED BY M. Ford and SECONDED BY G. Judson:

RESOLVED THAT the *Rainy River District Social Services Administration Board* meeting be adjourned.

Carried.

CHAIR

SECRETARY-TREASURER

DATE APPROVED