



Rainy River District
Social Services
Administration Board

RRDSSAB BOARD MEETING

MINUTES
of the ANNUAL MEETING of the BOARD
THURSDAY, January 18, 2007

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #01/07

- PRESENT:** PETER VAN HEYST, Township of Chapple
WADE DESSERRE, R. R. West Electoral Area
TANNIS DRYSDALE, Town of Fort Frances
MICHAEL LEWIS, R. R. East Electoral Area
EMILY WATSON, Township of LaVallee
DENNIS BROWN, Township of Atikokan
LINDA ARMSTRONG, Township of Dawson **(By Phone)**
JOHN CALLAN, R. R. Central Electoral Area
GARY JUDSON, Township of Emo
VALERIE PIZEY, Township of Lake of the Woods
GARY GAMSBY, Township of Morley
- REGRETS:** DEBBIE EWALD, Town of Rainy River
BARBARA COURNOYER, Township of Alberton
- STAFF:** DONNA DITTARO, Secretary-Treasurer
LEANNE ELUIK, Manager of Finance
DAN McCORMICK, Health Services Manager
JUDY KOSKI, Recorder
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Election of Chair and Vice Chair

The following members of the Board were elected as the new Executive for the *Rainy River District Social Services Administration Board* for the year 2007:

Michael Lewis	Chair
Val Pizey	Vice-Chair

1. Call to Order

Michael Lewis, Chair, called the meeting to order.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

3. Approval of Agenda

Resolution #01/07 MOVED BY E. Watson and SECONDED BY W. Desserre:

RESOLVED THAT the ballots for *Chair* from the meeting of January 18th, 2007, be destroyed.

CARRIED

Resolution #02/07 MOVED BY W. Desserre and SECONDED BY E. Watson:

RESOLVED THAT the agenda of January 18, 2007, be approved.

CARRIED

4. Presentations/Delegations

The CAO advised that, at a recent Management Meeting, it was decided that a service-related presentation would be made to the Board at its regular meetings, which would allow the Board an opportunity to learn more about the services provided by the RRDSSAB and to ask questions of the staff. Krista Ballard, Employment Support Worker for Ontario Works, provided the Board with an overview of the Ontario Works Employment Program.

5. In Camera

None

6. Approval of Minutes

Resolution #03/07 MOVED BY D. Brown and SECONDED BY P. Van Heyst:

RESOLVED THAT the Minutes of the *Special Board Meeting* held December 14, 2006, be approved.

CARRIED

7. Business Arising from the Minutes

None

8. New Business

8.1 Confirm Auditor

Resolution #04/07 MOVED BY P. Van Heyst and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* confirm BDO Dunwoody LLP as auditors for the 2007 fiscal year.

CARRIED

8.2 Emo Base

The Health Services Manager advised that a site visit has been completed at the new Emo Base and Pwi-Di-Goo-Zing Ne-Yaa-Zhing Non-Profit Advisory Services have been asked to prepare drawings, and thereafter the job will be tendered. The Paramedics provided input into the actual design.

Due to a family emergency, the owner of the property in Emo was unable to firm up an agreement by year end and therefore, a short-term lease was entered into with Riverside. This will also allow for renovations to be completed.

The Chair of the Land Ambulance Committee advised that tenders for renovations will be sent out and, until they are received, we will not know the exact cost for renovations. The cost for renovations will be taken from land ambulance reserves.

Resolution #05/07 MOVED BY M. Lewis and SECONDED BY G. Judson:

RESOLVED THAT the *Rainy River District Social Services Administration Board* formally affirm the approval to enter into a two year lease to purchase with Mr. Dave Wilson, Emo, for a Land Ambulance Base in Emo, subject to successful re-zoning, and that the funds for immediate renovations be drawn from the Land Ambulance Base Reserve Fund, per the telephone poll as attached.

CARRIED

It was noted that re-zoning of this property was not necessary, per the Township of Emo Municipal Office.

8.3 Fort Frances Base

The Chair of the Land Ambulance Committee advised that tenders had been received for the renovations to the Fort Frances Base, however, they were too high. A second tender was completed, removing the large garage doors and requesting suggestions for cost reductions. We have re-tendered by invitation to four contractors who had been originally included in the bids and eight others, in hopes of receiving a better price. As a result, we received three bids.

There is a suggested savings of \$37,000 to be made by removing the overhang to the building and the exhaust system. The extra costs in the tenders received are directly related to the mechanical and electrical portions of the job. Having used the construction management method for our main building and a general contractor for the base, we are virtually in the same position with electrical and mechanical portions of the jobs coming in higher than anticipated.

The Chief Building Official had previously issued a building permit for \$350,000, on the understanding that the amount would be increased if the tender awarded was higher.

The Land Ambulance Committee is recommending that the Board accept the bid from Terra Deco with the deletions of \$37,000, keeping in mind that the doors are separate from this cost and there is a possibility of change orders required.

The Manager of Finance advised that Land Ambulance Reserves will be used to offset the costs of renovations. It was reiterated that the DSSAB did not have an option to stay at the current Riverside site in Fort Frances.

The Chair of the Land Ambulance Committee stated that inquiries were made to other designated delivery agents of land ambulance and new bases were costing between \$1.2 and \$1.5 million dollars.

It was noted that once completed, we will rent to ourselves to recover the 50% Provincial share.

Resolution #06/07 MOVED BY G. Gamsby and SECONDED BY W. Desserre:

RESOLVED THAT the *Rainy River District Social Services Administration Board* accept the tender for general contractor from Terra Deco, in the sum of \$545,987.60, for the renovations required to the Fort Frances Ambulance Base.

CARRIED

9. Reports

9.1 CAO and Program Reports

The CAO's *Annual Report* for 2006 is included in the Board members packages. The CAO advised that Tracy McLain has been hired as the new Integrated Intake Worker as of February 1, 2007. Interviews for the Non Profit Housing Manager have taken place. She also advised that the preliminary Program budgets will be presented at the Committee level, and thereafter the draft Budget will be presented at the February Board meeting.

9.2 Finance

The Board members received and reviewed the Accounts Payable Report for the month of December, 2006, in the amount of \$563,244.67. The Financial Statements for the month of December, 2006, are not available for review. Due to a Ministry change to SDMT forms, the system used by Ontario Works, statements could not be generated in time for the Board meeting.

9.3 Board Chair

The Chair asked Val Pizey to address the members as past Chair. Val stated that she would still be presenting at the Rainy River District Municipal Association meeting, with regard to the building at 450 Scott Street. She expressed her thanks to Dan McCormick and Judy Koski for the extra hours they worked before Christmas on Land Ambulance matters.

9.4 Committee Reports

Ontario Works - Linda Armstrong, Committee Chair, thanked Krista Ballard for her presentation. No meeting has been held recently.

Social Housing - No meeting. The CAO advised that she contacted Peter Boban with the Ministry of Municipal Affairs and Housing, and he advises that we should know by the end of next week if our Affordable Housing Program Proposal has been approved.

Land Ambulance - Gary Gamsby, Committee Chair, reported that the Committee met earlier this evening and reviewed the items discussed. The Ambulance Clerk is presently working at the Riverside base in Fort Frances, along with the

Paramedics, and will be housed at the new base once renovations are completed.

Child Care - John Callan, Committee Chair, advised that a Child Care Committee meeting is being re-scheduled.

Building - Mike Lewis, Committee Chair, advised that the Building Committee had met on January 8th. The tender for the lift was awarded to Federal Elevator in the amount of \$37,660 and the mechanical tenders will be opened tomorrow. The Manager of Finance provided a budget update. The cost of renovations is presently at \$975,950 which will likely change tomorrow after the mechanical tender opening. We are awaiting the results of the request for a variance for the lift. If tenders come in over \$250,000, a Special Board Meeting must be called to award the mechanical tender. The amount budgeted for the mechanical portion of the building is \$200,000.

10. Other Business

None.

11. Information Items Attached

The Board members received information items 11.1 to 11.4 which were acknowledged.

12. Information Items Available Upon Request

Committee Minutes.

13. Next Meeting

The next regular Board meeting will be held February 15th, 2007, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 206 Scott Street.

14. Adjournment

Resolution #07/07 MOVED BY M. Lewis and SECONDED BY T. Drysdale:

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

CARRIED

CHAIR

SECRETARY-TREASURER

DATE APPROVED