



MINUTES  
of the REGULAR MEETING of the BOARD  
THURSDAY, July 20, 2006

RRDSSAB Office, Fort Frances, ON 6:30 p.m.  
MEETING #08/06

**PRESENT:** PETER VAN HEYST, Township of Chapple  
WADE DESSERRE, R. R. West Electoral Area  
TANNIS DRYSDALE, Town of Fort Frances  
GARY JUDSON, Township of Emo  
EMILY WATSON, Township of LaVallee **(By Phone)**  
DENNIS BROWN, Township of Atikokan  
LINDA ARMSTRONG, Township of Dawson  
BARBARA COURNOYER, Township of Alberton  
JOHN CALLAN, R. R. Central Electoral Area  
VALERIE PIZEY, Township of Lake of the Woods  
GARY GAMSBY, Township of Morley  
MICHAEL LEWIS, R. R. East Electoral Area

**REGRETS:** GLEN ARMSTRONG, Town of Rainy River

**STAFF:** DONNA DITTARO, Secretary-Treasurer  
LEANNE ELUIK, Manager of Finance  
DAN McCORMICK, Health Services Manager  
ROSS DONALDSON, Maintenance Supervisor  
JUDY KOSKI, Recorder

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**1. Call to Order**

Val Pizey, Chair, called the meeting to order and welcomed all those present.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

None.

### 3. Approval of Agenda

Val advised the Board members that Jon Evans will be making a presentation to the Board this evening regarding the audited financial statements for 2005.

Resolution #74/06 MOVED BY P. Van Heyst and SECONDED BY D. Brown:

**RESOLVED THAT** the agenda of July 20, 2006, be approved.

**CARRIED**

### 4. Presentations/Delegations

#### 4.1 Audited Financial Statements for 2005

Val welcomed Jon Evans from BDO Dunwoody and asked him to proceed with the presentation of the audited financial statements for 2005. Jon advised that the statements were finalized today and he was pleased for the opportunity to present them to the Board members this evening. He reviewed his summary comments as set out in his letter to the Board dated March 24, 2006, and also advised that there are new rules pending regarding the disclosing of capital assets which he would be addressing later in his comments to the Board. Jon referred the Board to page 2 of the Audit and pointed out that as the DSSAB is a level of government, it is required to report under PSAB, as are the municipalities. He reviewed each paragraph in the Auditor's Report on page 2. Page 5 of the Report, Statement of Current Fund Operations, is a summary of the transactions for the year. All revenue and expenditures tie into the supporting schedules within the Report, and shows a deficit of \$53,731, however, the Statement of Continuity of Current Fund reveals a surplus at end of year in the sum of \$723,614. Jon also reviewed the Statement of Financial Position on page 3. He pointed out that cash is up this year, accounts receivable are up, which is related to the Best Start Program, however, we must record Best Start as it began in 2005. Accounts Payable have also increased which is due to the funding model regarding Cross Border Billing. These funds have been available for use in the past. Deferred revenue has increased due to the Best Start Program. The Long-term Debt refers to housing units owned by the DSSAB, which are mortgaged. The Board's financial position is that current funds are down and reserves are up. He advised that the balance of the Financial Statements were notes supporting line items, and schedules showing the programs in detail. He also advised that an independence letter and a management letter is also included as part of the audit.

Jon stated that the PSAB project which involves the setting up of capital assets on financial statements will eventually be mandated. Some of the Board members had thought it important to reflect on the statements. Municipalities do

not show assets on their financial statements and Jon had recommended that the DSSAB not do so for ease of understanding. BDO is on top of the PSAB project and will be inviting the municipal clerks to an information session in August. This will be a massive undertaking for the municipalities, however, the DSSAB has always tracked their capital assets and they have been disclosed in the notes, therefore, this will not be difficult for the DSSAB to implement. The tentative date for full implementation is January 1, 2009. He advised that the DSSAB should try to be consistent with the municipalities. With regard to the surplus, Jon advised that it should be placed in a reserve if it is not spent by year end. He also noted that the working capital is at its maximum. Jon thanked the Board for its business and advised that it was a very clean audit for which he gave kudos to management. Val Pizey also thanked Leanne and her staff for a job well done.

Resolution #75/06 MOVED BY D. Brown and SECONDED BY G. Judson:

<p><b>RESOLVED THAT</b> the <i>Rainy River District Social Services Administration Board</i> receive the audit as presented by BDO Dunwoody for the year ended 31 December 2005.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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Val Pizey noted that some of the surplus could now be spent on the Ambulance Bases. Leanne advised that she had anticipated \$400,000 in surplus for the purchase of the new office building and the larger sum in surplus will allow the Board to borrow less money for the financing of the building. She also supported Jon Evan's statement by saying that the surplus must either be spent or placed in a specific reserve by year end.

**5. In-Camera**

Resolution #76/06 MOVED BY G. Judson and SECONDED BY P. Van Heyst:

<p><b>RESOLVED THAT</b> the <i>Rainy River District Social Services Administration Board</i> now meet in-camera in order to address a matter pertaining to:</p> <p>- a proposed or pending acquisition of land for Board purposes or disposal of land no longer needed for Board purposes.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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Val Pizey, Chair, reconvened the meeting to its regular session.

**6. Approval of Minutes**

Resolution #77/06 MOVED BY P. Van Heyst and SECONDED BY D. Brown:

**RESOLVED THAT** the Minutes of the *Regular Board Meeting* held June 15, 2006, be approved.

**CARRIED**

**7. Business Arising from the Minutes**

**7.1 Change to DSSAB By-Law #1**

Val stated that notice had been given to the Board at its last regular meeting in June of pending amendments to its By-Law #1. A copy of the amendments were also provided at that time. She advised, once again, which sections were being amended.

Resolution #78/06 MOVED BY M. Lewis and SECONDED BY L. Armstrong:

**WHEREAS** Part 13 of Rainy River DSSAB By-Law #1 allows for amendments to be made to the By-Law, as necessary;

**AND WHEREAS** appropriate notice in accordance with the By-Law has been given at the regularly scheduled Board meeting on June 15, 2006, of amendments which are pending;

**THEREFORE BE IT RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the amendments to the following sections, in its By-Law #1:

Section 4.7  
Section 4.9  
Section 4.12  
Section 6.1  
Section 8.3  
Section 8.8  
Section 8.9  
Section 11.3

**Carried.**

## 7.2 Finalization of Purchase of Land Ambulance Base

Dan McCormick, Health Services Manager, advised that a resolution had been passed on April 20, 2006, to negotiate an acceptable purchase price for property for a Fort Frances Ambulance Base, conditional on final Board approval and appropriate zoning. He advised that the zoning for the property has been approved by the Town, and it would now be necessary for the Board to provide its final approval to the process.

Resolution #79/06 MOVED BY L. Armstrong and SECONDED BY M. Lewis:

**WHEREAS** an acceptable purchase price has been negotiated, and the appropriate zoning for a Land Ambulance Base has been obtained from the Town of Fort Frances for the property located at 801 Scott Street, Fort Frances, pursuant to Resolution #42/06, dated April 20, 2006;

**AND WHEREAS** renovations to 801 Scott Street will not exceed the amount presented by Dan McCormick, Health Services Manager, in his report to the Board dated July 20, 2006;

**THEREFORE BE IT RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the purchase of the property located at 801 Scott Street, Fort Frances, to be used for a Fort Frances Land Ambulance Base.

**CARRIED**

Dennis Brown commended the Town of Fort Frances for dealing with this matter promptly. Dan stated that the staff at the Town of Fort Frances were most helpful.

## 7.3 Land Ambulance Services to First Nations

Donna Dittaro advised that she and Dan McCormick had attended a meeting with the Fort Frances Chiefs Secretariat and subsequently the Secretariat had forwarded a letter to Marlis Bruyere, who sits on the Riverside Board, appointing her to our Land Ambulance Committee. At the time, we asked for a liaison, rather than an appointee to the Committee, however, upon reviewing the Board's By-Law #1, Section 4.1, Donna pointed out that the Board may appoint a member to a Committee who is not a member of the Board. She suggested this may raise a point for discussion. She had advised the Secretariat that the liaison would not be privy to matters discussed in camera. Val stated that she would be concerned that First Nations had representation on the Riverside Board, but not on the DSSAB. She stated that if we are able to offer them a place at the Committee table, then we should do so. Donna added that she was looking for direction from the Board in that regard. Tannis stated that perhaps we could ask Ms. Bruyere to attend the meetings only when we are speaking to First Nations

matters. John Callan stated that he felt an appointment to the Committee would be in order. Barb Cournoyer suggested that perhaps we should meet with the Secretariat quarterly, aside from the Committee meetings, to keep them apprised. Linda Armstrong suggested an appointment should be made, however, the member would not be invited to in camera sessions. Gary Gamsby stated that he had no problem with an appointment to the Committee, however, felt the member should not having voting privileges or be privy to the in camera sessions. Emily Watson stated that if you are a member of the Committee, then you should be able to vote and attend in camera sessions. After some further discussion, a motion was presented to the Board.

Resolution #80/06 MOVED BY J. Callan and SECONDED BY P. Van Heyst:

**RESOLVED THAT** the First Nations be invited to have full member status on the Land Ambulance Committee.

**CARRIED**

## **8. New Business**

### **8.1 2006 Apportionment and Revised Budget**

Val stated that the Budget presented this evening represents an overall 0% increase to the municipalities. The Budget for 2006 which was previously passed represented a .85% increase. Leanne Eluik, Manager of Finance, advised that there has been a major change in the Land Ambulance Program due to one time funding and increased base funding which we have received from the Ministry. We have therefore added a reserve fund contribution of \$111,000 for transition costs. The increased Budget also results in an increase to the TWOMO share, which allowed us to maintain a 0% increase. This also results in an increase to the TWOMO share. The DSSAB Budget did increase by 10% for 2006, however, with the receipt of additional Provincial funding, the increase to the Municipalities was held at 0%.

Resolution #81/06 MOVED BY W. Desserre and SECONDED BY J. Callan:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the revised 2006 Land Ambulance Budget, the revised Social Housing Budget, and the revised Ontario Works Community Placement Budget, as attached.

**CARRIED**

Resolution #82/06 MOVED BY J. Callan and SECONDED BY W. Desserre:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the establishment of a Land Ambulance reserve for Bases and Transitional Costs in the amount of \$111,000.00, while maintaining a 0% increase for the Municipalities for 2006.

**CARRIED**

Val advised that if a change is to take place in the apportionment formula, the DSSAB Act states that we must have a double majority vote to do so. If we fail to agree on a formula, it doesn't automatically go back to the original formula, it will go back to the default and TWOMO would pay for usage only. This would mean that the municipalities would pick up at least 75% of what the Ministry now pays. If a change is necessary, the members must go back to their councils.

Peter Van Heyst stated that he believes the Township of Chapple is somewhat mistreated in that their tax ratio is lower, and therefore they are paying more than their fair share. Val stated that the Township of Lake of the Woods is not happy either but they go along with it for the good of the District. Peter stated that Chapple receives very little benefit and would like to see Formula #3 implemented which would save them approximately \$140,000 per year. Val stated that a compromise must be made. Dennis Brown stated that the Township of Atikokan would support Formula #3. Linda Armstrong stated that the matter should be taken back to councils and perhaps a vote taken in September. Gary stated that we could then be put in a position where there may be no agreement. Peter Van Heyst suggested that if Chapple's request could not be fulfilled, perhaps alternate options should be chosen each year. Val suggested that this matter be looked at in 2007 when a new Board term will be in place.

Resolution #83/06 MOVED BY M. Lewis and SECONDED BY L. Armstrong:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* accept the 2006 Cost Apportionment Schedule presented as Formula #2, based on weighted assessment using weighted average tax ratio by class for the DSSAB, including Payments-in-Lieu(PILs), as attached.

Recorded Vote:

Barbara Cournoyer	Yea	Peter Van Heyst	Nay
Dennis Brown	Yea		
Linda Armstrong	Yea		
Gary Judson	Yea		
Tannis Drysdale	Yea		
Valerie Pizey	Yea		
Emily Watson	Yea		
Gary Gamsby	Yea		
John Callan	Yea		
Michael Lewis	Yea		
Wade Desserre	Yea		

**CARRIED**

**8.2 Apportionment Calculations**

An Issue Sheet prepared by Leanne Eluik, Manager of Finance, was presented to the Board. She stated that for 2007 we would use next year’s assessment with the 2006 tax ratios, if the Board was in agreement.

Resolution #84/06 MOVED BY G. Judson and SECONDED BY P. Van Heyst:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the use of the current year assessment with the prior year tax ratios in the calculation of the 2007 apportionment, and the apportionment for future years, as applicable.

**CARRIED**

**8.3 Cancel August Meeting**

Val stated that historically the August meeting has been cancelled to allow the Board members and staff a break over the summer. She also stated that the Northwestern Ontario Regional Conference will be held on September 21<sup>st</sup> and 22<sup>nd</sup>, and as our regular Board meeting is on September 21<sup>st</sup>, it would be prudent

to move the meeting up to the 14<sup>th</sup> of September in order to allow Board members to attend.

Resolution #85/06 MOVED BY J. Callan and SECONDED BY G. Judson:

**RESOLVED THAT** the regular Board meeting of the *Rainy River District Social Services Administration Board* scheduled for August, 2006, is hereby cancelled; and further that the September Board meeting date shall be September 14<sup>th</sup>, 2006.

**CARRIED**

#### **8.4 Governance Policy Review**

Donna stated that the Board has until the September meeting to review these policies at which time final approval will be sought. She asked that the members call her with any questions or feedback.

John Callan suggested that the Board honoraria be considered at that time. He stated that municipal councils and boards are always reluctant to address increases as it is seen as "lining their pockets". He also stated that this is an opportune time to change the amount since an election will be held soon, and the members at the table may not necessarily stay the same. The change should be put into place as of January, 2007. John said that there has never been an increase over eight years and a 2% per year increase should be considered. He stated that we should investigate the amount paid by other DSSABs and thereafter, the Board could consider this matter prior to election. Val stated that the matter should be addressed in either September or October. John suggested that this be identified as an Agenda item in September. Donna was directed to do a survey of other DSSABs in this regard. John stated that the honoraria for the Chair and Committee Chairs should also be addressed.

#### **8.5 Interim Guidelines for DSSAB Governance & Accountability**

Donna stated that the Guidelines were for information purposes and asked that the Board members call if they had any questions. Mike Lewis asked if the four year term has been addressed. Donna stated that Grant Erickson advises that the change in the Act will be carried out in August.

### **9. Reports**

#### **9.1 CAO and Program Reports**

The Board members received and reviewed the monthly reports of the CAO and Program Managers.

**9.2 Finance**

The Board members received and reviewed the Accounts Payable Report for the month of June, 2006, in the amount of \$359,418.59. The Board also received and reviewed the Financial Statements for the month of June, 2006.

**9.3 Board Chair**

No Report

**9.4 Committee Reports**

Ontario Works - No Report

Social Housing - No Report

Land Ambulance - No Report

Child Care - John Callan advised that Kim Gardiman has an excellent report in the Board package. He also advised that he spoke to Kim today and was advised that Jeannette Cawston is working with Raymond Roy from the District School Board with regard to accommodations in Rainy River.

**10. Other Business**

Resolution #86/06 MOVED BY G. Gamsby and SECONDED BY G. Judson:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* now meet in-camera in order to address a matter pertaining to:

*- a proposed or pending acquisition of land for Board purposes or disposal of land no longer needed for Board purposes.*

**CARRIED**

Val Pizey reconvened the meeting to its regular session.

Resolution #87/06 MOVED BY P. Van Heyst and SECONDED BY G. Judson:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approves the tendering for a general contractor to complete the renovations of 450/460 Scott Street, Fort Frances.

**DEFEATED**

Resolution #88/06 MOVED BY G. Gamsby and SECONDED BY J. Callan:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approves the tendering for construction management to complete the renovations of 450/460 Scott Street, so long as the construction manager cannot bid any part of the construction.

**CARRIED**

**11. Information Items Attached**

The Board members received information items 11.1 to 11.8 which were acknowledged

**12. Information Items Available Upon Request**

None.

**13. Next Meeting**

The next regular Board meeting will be held September 14<sup>th</sup>, 2006, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 206 Scott Street.

**14. Adjournment**

Resolution #89/06 MOVED BY W. Desserre and SECONDED BY J. Callan:

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

**CARRIED**

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CHAIR

\_\_\_\_\_  
SECRETARY-TREASURER

\_\_\_\_\_  
DATE APPROVED