



RRDSSAB BOARD MEETING

MINUTES of the REGULAR MEETING of the BOARD WEDNESDAY, June 19th, 2008

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #05/08

- PRESENT:** PETER VAN HEYST, Township of Chapple
JIM BELLUZ, Township of LaVallee
VALERIE PIZEY, Township of Lake of the Woods
DEBBIE EWALD, Town of Rainy River
SHARON TIBBS, Town of Fort Frances
WADE DESSERRE, R. R. West Electoral Area
MICHAEL LEWIS, R. R. East Electoral Area
DENNIS BROWN, Township of Atikokan
JOHN CALLAN, R. R. Central Electoral Area
GARY JUDSON, Township of Emo
LINDA ARMSTRONG, Township of Dawson
- REGRETS:** GARY GAMSBY, Township of Morley
BARB COURNOYER, Township of Alberton
- STAFF:** DONNA DITTARO, Secretary-Treasurer
MILDRED BECK, Acting Manager of Finance
JUDY KOSKI, Recorder
SANDRA WEIR, Non-Profit Housing Manager
HEIDI PARR, Receptionist
CHRIS WIELINGA, Paramedic
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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 #54/08 MOVED BY L. Armstrong and SECONDED BY W. Desserre:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of June 19, 2008.

CARRIED

4. Presentations/Delegations

Chris Wielinga, Paramedic, made a presentation to the Board with respect to OMERS retirement for paramedics. A question and answer period followed.

Jon Evans, BDO Dunwoody, reviewed the 2007 Audited Financial Statements with the Board members. Jon stated that this was a challenging year for the DSSAB Finance staff and the audit took longer than usual. He praised the staff for their work this year. The DSSAB is in good shape with more than adequate controls being maintained. Jon reviewed the Auditor's report which is similar to the format for the municipalities. He noted that this is an unqualified audit report. He then reviewed the Statement of Current Fund Operations which is a summary of all programs. He noted that there was a net change in the current fund of \$702,974 which was a budgeted deficit. There was also a net transfer of \$36,315 for the year. The Statement of Continuity of Reserves and Reserve Funds was reviewed. Jon advised that the PSAB project begins in January of 2009. The DSSAB is better off than the municipalities with respect to their recording of capital assets, given their current practices. Full disclosure is required by January 1, 2008.

It was noted that \$577,000 from the Working Capital Reserve was used to fund the balance of the new building. The Working Capital Reserve was set up in 2004 which was maximized to 15% at that time. The Board must determine if this amount is adequate. The Acting Manager of Finance advised that the current balance is 9%. At the end of 2007 this equates to \$1.3 million dollars. Jon also stated that it is imperative that the Board set aside monies to re-fund their assets.

Sandra Weir, Non-Profit Housing Manager, and Heidi Parr, Receptionist, presented the results of a Family Survey Questionnaire recently completed by tenants of our family units. A question and answer period followed.

The Chair thanked the presenters for the information brought forward to the Board.

Resolution #55/08 MOVED BY W. Desserre and SECONDED BY L. Armstrong:

RESOLVED THAT the *Rainy River District Social Services Administration Board* receive the audit as presented by BDO Dunwoody for the year ended 31 December 2007.

CARRIED

5. In Camera

No items

6. Approval of Minutes

Resolution #56/08 MOVED BY J. Belluz and SECONDED BY W. Desserre:

RESOLVED THAT the Minutes of the *Regular Board Meeting* held May 15, 2008, be approved.

CARRIED

7. Business Arising from the Minutes

7.1 Proceeds of Sale from 109-111 Alder Avenue, Atikokan

The Acting Manager of Finance advised that she is requesting that the proceeds of the recent sale of property in Atikokan be deposited in the RRDSSAB Housing Reserve Fund. After all adjustments, the total of the proceeds is \$26,174.35.

Resolution #57/08 MOVED BY P. Van Heyst and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* directs that the proceeds from the sale of 109-111 Alder Avenue, Atikokan, be deposited into the RRDSSAB Housing Reserve Fund.

CARRIED

8. New Business

8.1 2008/09 Best Start Integration Status Update Template

The Children's Service Manager advised that originally the RRDSSAB was the lead with regard to Best Start but is now an equal partner with other agencies. It is the Best Start Network's responsibility for updates and planning. She reviewed the accomplishments to date. Permanent funding for Best Start is an ongoing issue which has been discussed with the respective Ministry.

Resolution #58/08 MOVED BY P. Van Heyst and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* support in principle the *2008/09 Best Start Integration Status Update*, as presented by the Children's Services Manager, with no further costs to be incurred by the municipalities.

CARRIED

8.2 Computer Purchase Program

An *Issue Sheet* regarding a Staff Computer Purchase Program was reviewed by the Board. The Acting Manager of Finance advised that if the Board approved the Program, funds from the Land Ambulance Severance Reserve Fund could be utilized for this purpose.

Resolution #59/08 MOVED BY S. Tibbs and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the *2008 Employee Computer Purchase Program* as presented and authorizes a supplemental appropriation of up to \$160,000 from the *Rainy River District Social Services Administration Board Land Ambulance Severance Reserve Fund* for the Program.

CARRIED

8.3 Increase in Mileage Rate

The CAO advised that the staff have requested that the Board consider an increase in the mileage rate due to the rising costs in fuel. This is a matter not negotiated directly, therefore it comes per policy, to the Board. The Personnel & Policy Officer carried out a survey, the results of which are before the Board this evening.

Resolution #60/08 MOVED BY V. Pizey and SECONDED BY D. Ewald:

RESOLVED THAT the *Rainy River District Social Services Administration Board* current mileage rate be increased to fifty cents per kilometer, effective July 1, 2008; reviewable every six months.

CARRIED

9. Reports

9.1 CAO and Program Reports

The *CAO Report and Program Reports* were received and reviewed by the Board.

9.2 Finance

The Board members received and reviewed the Accounts Payable Report for the month of May, 2008, in the amount of \$284,869.13.

Financial Statements for the month of April, 2008, were received and reviewed.

9.3 Board Chair

None

9.4 Committee Reports

Ontario Works - No meeting was held.

Social Housing - Debbie Ewald, Chair of the Social Housing Committee, reported that a complaint from a tenant had been received with respect to our air conditioner policy. He requested a meeting in order to personally receive his complaint. After consideration by members of the Committee, and taking into consideration the lease which was entered into by the tenant, the policy was upheld. The CAO was directed to send a letter to the tenant advising him of the decision. The CAO advised that the Board's policy regarding the receipt of service complaints was also adhered to.

Land Ambulance - No meeting was held.

Child Care - No meeting was held.

10. Other Business

None.

11. Information Items Attached

None

12. Information Items Available Upon Request

None

13. Next Meeting

The next regular Board meeting will be held July 17, 2008, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street.

14. Adjournment

Resolution #61/08 MOVED BY S. Tibbs and SECONDED BY J. Callan:

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

CARRIED

CHAIR

SECRETARY-TREASURER

DATE APPROVED