



---

MINUTES  
of the REGULAR BOARD MEETING  
WEDNESDAY, March 5<sup>th</sup>, 2008

RRDSSAB Office, Fort Frances, ON 6:30 p.m.  
MEETING #02/08

**PRESENT:** PETER VAN HEYST, Township of Chapple  
JIM BELLUZ, Township of LaVallee  
LINDA ARMSTRONG, Township of Dawson  
VALERIE PIZEY, Township of Lake of the Woods  
DEBBIE EWALD, Town of Rainy River  
GARY GAMSBY, Township of Morley  
SHARON TIBBS, Town of Fort Frances  
WADE DESSERRE, R. R. West Electoral Area  
MICHAEL LEWIS, R. R. East Electoral Area

**REGRETS:** DENNIS BROWN, Township of Atikokan  
BARBARA COURNOYER, Township of Alberton  
JOHN CALLAN, R. R. Central Electoral Area  
GARY JUDSON, Township of Emo

**STAFF:** DONNA DITTARO, Secretary-Treasurer  
MILDRED BECK, Acting Manager of Finance  
JUDY KOSKI, Recorder  
KIM GARDIMAN, Children's Services Manager  
ED CARLSON, EMS Supervisor  
DIANNE FARAGHER, RRDSSAB Housing Manager  
SANDRA WEIR, Non-Profit Housing Manager  
SHELLEY SHUTE, Ontario Works Manager

---

**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 #12/08 MOVED BY D. Ewald and SECONDED BY P. Van Heyst:

**RESOLVED THAT** the agenda of March 5, 2008, be approved.

**CARRIED**

4. **Presentations/Delegations**

None

5. **In Camera**

Resolution #13/08 MOVED BY P. Van Heyst and SECONDED BY D. Ewald:

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

- labour relations or employee negotiations.

**CARRIED**

The Chair reconvened the meeting to its regular session.

Resolution #14/08 MOVED BY D. Ewald and SECONDED BY P. Van Heyst:

**RESOLVED THAT** Level 1 of the Management Agreement be amended as presented.

**CARRIED**

6. **Approval of Minutes**

Resolution #15/08 MOVED BY P. Van Heyst and SECONDED BY D. Ewald:

**RESOLVED THAT** the Minutes of the *Annual Board Meeting* held January 17, 2008, be approved.

**CARRIED**

7. **Business Arising from the Minutes**

7.1 **Cost Apportionment: Ontario Municipal Partnership Fund (OMPF)**

The Chair stated that Peter Van Heyst had requested that cost apportionment and the OMPF be reviewed by the Board. The RRDSSAB cost apportionment formula had also been discussed at some length at the recent Annual Meeting of the Rainy River District Municipal Association. The Chair stated that the Board

must move forward on this issue and, therefore, must determine whether Municipal Councils wish to consider an alternate to the existing formula or maintain status quo. The process to change the formula is very cumbersome and time consuming, and should only be done if the majority of Councils wish to do so.

The Acting Manager of Finance reviewed an *Issue Sheet* which she had prepared with regard to OMPF. She stated that there are many ways to look at OMPF funding, as the circumstances for each municipality are different. She advised that, in order to complete a full cost analysis, a financial analyst would need to be hired for a minimum of three to six months.

Resolution #16/08 MOVED BY J. Belluz and SECONDED BY W. Desserre:

<p><b>RESOLVED THAT</b> the <i>Rainy River District Social Services Administration Board</i> municipal members poll their Council's willingness to alter the current apportionment formula.</p> <p style="text-align: center;"><b>CARRIED</b></p>
---

The CAO advised that there is a workload issue for the RRDSSAB finance staff, should the Board decide that our staff must complete the OMPF analysis. It would be necessary to hire a financial analyst which is not a budgeted cost. This matter does not affect the unincorporated areas, as it is restricted to the municipalities at this time. It may make more sense to refer the matter to the district's municipal association for analysis.

## 8. New Business

### 8.1 National Child Benefit Strategy(NCBS)

An *Issue Sheet* prepared by the Children's Services Manager was reviewed. She explained that, beginning July 1<sup>st</sup>, there will be no more re-investment dollars for NCBS. This matter was brought to the Child Care Committee and they recommend that the Board terminate its contributions for NCBS effective July 1, 2008 and onward.

Resolution #17/08 MOVED BY J. Belluz and SECONDED BY W. Desserre:

<p><b>RESOLVED THAT</b> the municipalities continue to fund the National Child Benefit Strategy beyond June 30, 2008.</p> <p style="text-align: center;"><b>DEFEATED</b></p>
--

The Children's Services Manager presented the *National Child Benefit Strategy Plan* for 2008. She advised that nutrition programs were cut this year, as funding is available elsewhere. There are also new sports programs which can be accessed, such as Kid Sport and Jump Start.

Resolution #18/08 MOVED BY G. Gamsby and SECONDED BY J. Belluz:

**RESOLVED THAT** *Rainy River District Social Services Administration Board* accept the 2008 National Child Benefit Strategy Plan for 2008, as presented, over a twelve month period.

**CARRIED**

## 8.2 2008 Draft Budget

A draft copy of the *2008 Budget* was presented to the Board members and reviewed extensively by the Acting Manager of Finance. She noted that the budget reflects a 2.75% decrease overall to the municipal share.

Highlights of the 2008 Budget are as follows:

- Ontario Works Budget reflects a 7.74% decrease;
- Child Care Budget reflects a 0% increase/decrease;
- Land Ambulance Budget reflects 7.14% decrease (due in part to 50/50 funding);
- Social Housing Budget reflects a 14.66% increase (due to cessation of utilizing federal funding surpluses to offset the municipal share of social housing costs);
- recommend borrowing from ourselves to pay back purchase and renovations of 450 Scott Street;
- anticipate the realization of year end surplus;
- land ambulance cross-border billing will be reconciled this year and is to be utilized for the Land Ambulance Program only;
- an error in the salaries line in the Land Ambulance Program last year has been recognized and adjusted; and
- it was noted that the Emo Land Ambulance Base will be bought out at the end of the year.

First Nations Funding for land ambulance is not guaranteed beyond 2009. The Provincial Land Ambulance Table is working towards an extension of that funding. The Chair stated that, in 2008, we reached the correct TWOMO funding and this was all due to our DSSAB bringing it to the attention of the Ministry at the point of transfer in 2000. After a presentation by our DSSAB to the Minister, the TWOMO funding has increased from \$18,000 in 2001 to over one million dollars last year. The Chair thanked the CAO and the Health Services Manager, as well as Val Pizey, for pursuing the matter.

The Acting Manager of Finance elaborated on the increase for the Social Housing Program. She reported that, in past years, the Federal surplus due to mortgage rollovers was utilized to offset the municipal share. This year she is recommending that this be put in a Social Housing Contingency Reserve Fund for future Social Housing costs. More revenue is being received through Management Agreements with Non-Profit providers and more interest revenue

has been realized from capital monies which were not spent. \$144,957 is the Contribution from Reserve Funds which will be spent on Building Condition Audits and capital work not done in prior years. Up-staffing is necessary to address the backlog of capital work on the housing units.

The Chair noted that all of the service Committees have met prior to this meeting and have recommended that their respective Budget be approved by the Board.

Resolution #19/08 MOVED BY G. Gamsby and SECONDED BY J. Belluz:

**RESOLVED THAT** the following budget for 2008, be approved:

DSSAB Board Administration	\$ 54,800.00
DSSAB Administration	\$ 254,698.00
Ontario Works Administration	\$ 597,594.00
Emergency Energy Fund	\$ 4,930.00
Ontario Works General Assistance	\$ 2,289,250.00
Ontario Works Child Care	\$ 20,000.00
Family Support Worker Initiative	\$ 12,500.00
Community/Employment Placements/LEAP	\$ 247,810.00
Consolidated Verification Program	\$ 12,735.00
Ontario Disability Support Program	\$ 4,789,904.00
Child Care	\$ 1,334,059.00
Best Start	\$ 807,350.00
National Child Benefit Strategy	\$ 27,300.00
Homelessness Initiative	\$ 64,801.00
Water Filter Fund	\$ 9,730.00
Land Ambulance	\$ 5,438,979.00
Social Housing	\$ 2,980,947.00
Affordable Housing Program	\$ 324,900.00
<b>TOTAL</b>	<b>\$19,272,289.00</b>

**Recorded Vote:**

Linda Armstrong	Yea	Peter Van Heyst	Nay
Sharon Tibbs	Yea	Valerie Pizey	Nay
Gary Gamsby	Yea	Jim Belluz	Nay
Debbie Ewald	Yea		
Michael Lewis	Yea		
Wade Desserre	Yea		

**Carried.**

Sharon Tibbs asked how long the capital work has been falling behind. The CAO stated that it is estimated that it is approximately four years behind. The Chair advised that this is an issue that the Social Housing Committee has been discussing with the CAO in-camera. The Social Housing Committee Chair reported that it is a personnel matter and the staff are dealing with it accordingly.

The Chair advised that there are several resolutions required as housekeeping.

Resolution #20/08 MOVED BY W. Desserre and SECONDED BY G. Gamsby:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* rescind Resolution #44/07, dated May 17, 2007.

**CARRIED**

Resolution #21/08 MOVED BY L. Armstrong and SECONDED BY W. Desserre:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the amortization of net costs for the Land Ambulance base renovations(gross cost less recoveries from other revenue sources) at a recovery rate of 2%.

**CARRIED**

The Acting Manager of Finance explained that on July 21, 2005, a Capital Asset Contingency Fund had been established. She is requesting that the fund's usage be less restrictive and that a Social Housing Contingency Fund now be established in place of the Capital Asset Contingency Fund.

Resolution #22/08 MOVED BY L. Armstrong and SECONDED BY W. Desserre:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* establish a Social Housing Contingency Fund;

**AND FURTHER BE IT RESOLVED THAT** the funds from the Social Housing Program Capital Asset Contingency Fund and that Resolution #68/05 be rescinded.

**CARRIED**

### 8.3 2008 Homelessness Prevention Plan

The Children's Services Manager reviewed the *2008 RRDSSAB Homelessness Prevention Plan*.

Resolution #23/08 MOVED BY J. Belluz and SECONDED BY W. Desserre:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* accept the 2008 Consolidated Homelessness Prevention Plan, as presented.

**CARRIED**

### 8.4 Human Resource Policies

The CAO advised that these policies are amended as part of the Staff negotiations.

Resolution #24/08 MOVED BY W. Desserre and SECONDED BY L. Armstrong:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the amendments to the following Human Resource policies, as presented:

HR 3.0 Job Descriptions  
HR 16.0 Performance Appraisals

**CARRIED**

## 8.5 ODSP Clients in Rent Geared to Income to Units

The Acting Manager of Finance advised that this matter arose from a Social Housing Committee and was brought forward by Mayor Dennis Brown. She reviewed her *Issue Sheet* with the Board which indicates that the RRDSSAB subsidized ODSP Rent Direct Clients in the amount of \$48,450 in 2007.

Resolution #25/08 MOVED BY G. Gamsby and SECONDED BY J. Belluz:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* petition the Province to review the maximum Ontario Works/Ontario Disability Support Program (OW/ODSP) shelter components in order to mirror market rents;

**AND FURTHER BE IT RESOLVED THAT** the *Rainy River District Social Services Administration Board* petition the Province to amend the rent geared to income (RGI) rent scales to match the maximum shelter rate for all OW/ODSP recipients.

**CARRIED**

## 8.6 Best Start Funding

A copy of a letter written by the CAO to the Rainy River District Municipal Association was received as information.

## 9. Reports

### 9.1 CAO and Program Reports

The *CAO Report* and *Program Reports* were received and reviewed by the Board. The CAO added that she wished to thank the Program Managers and, particularly the Acting Manager of Finance for her leadership and guidance in preparing an excellent budget. She also added her thanks to the Committees for their review recommendations of the draft program budgets.

Jim Belluz asked that the municipalities be provided with a copy of the *CAO Report* each month as there is excellent information contained in it. The CAO advised that she will ensure this is done and noted that the *CAO Report* is posted to the RRDSSAB website each month. It was noted that some municipal councils are not receiving copies of the quarterly *RRDSSAB Newsletter*. The Personnel & Policy Officer does send a copy to each municipal clerk. The Board asked the Administrative Assistant to send a letter to the Clerks asking that they distribute copies of the Newsletter to each of their Council members, once they are received.

## 9.2 Finance

Accounts Payable reports and updated Financial Statements will be provided for the Board at its March 20<sup>th</sup> regular Board meeting.

## 9.3 Board Chair

The Chair advised that there have been significant HVAC problems with the building at 450 Scott Street. He has forwarded a letter to the architect asking that it be fixed immediately. The CAO has attempted to contact the architect personally and has been in regular contact with the respective contractor.

The Chair thanked the Managers, Donna and Mildred for all of their hard work in putting the Budget together.

## 9.4 Committee Reports

Ontario Works - Linda Armstrong, Chair of the Ontario Works Committee reported that a meeting had been held and the Committee had recommended that the 2008 draft Budget be forwarded to the Board for approval, as presented.

Social Housing - Debbie Ewald, Chair of the Social Housing Committee, reported that the Committee had met and did recommend that the 2008 draft Budget be forwarded to the Board for approval, as presented.

Land Ambulance - Gary Gamsby, Chair of the Land Ambulance Committee reported that sites have been identified for the placement of 24 defibrillators and training on the equipment. The Health Services Manager is attempting to obtain 25 more defibrillators for placement in schools. The Heart & Stroke Foundation is looking on this favorably. An attempt is also being made to supply the First Nations with defibrillators.

A letter has been received from the Borderland Racing Association asking that the RRDSSAB forgive the balance of its outstanding bill with us, in the sum of \$2,633.74. The Association advised that they did not anticipate such a large increase in billing this year. Part of the reason was that Riverside Health Care did not bill actual costs, when they were the Operator of land ambulance services. The Committee recommends that the Board forgive this amount. A letter will be sent to the Racing Association explaining the options attached to having the ambulance being present at their races.

Resolution #26/08 MOVED BY V. Pizey and SECONDED BY D. Ewald:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve a one-time forgiveness of costs accrued in 2007 in the amount of \$2,633.74, for the Borderland Racing Association, which will not be precedent-setting.

**CARRIED**

Sharon Tibbs asked about the status of any agreement we might have with International Falls with respect to our Land Ambulance Program. If an agreement is not in place, she suggests that we open up a dialogue and have a "friendly agreement" in place. The Health Services Manager has been meeting with representatives from International Falls. Gary Gamsby asked that Ed Carlson speak to the Health Services Manager upon his return regarding this matter, and thereafter address the Committee in that regard.

Child Care - Wade Desserre, Vice-Chair of the Child Care Committee, reported that a meeting was recently held and that the Committee did recommend that the 2008 draft Budget be forwarded to the Board for approval. He also stated that the Town of Rainy River is still looking for a place to house the Learn, Laugh and Plan Centre.

**10. Other Business**

None.

**11. Information Items Attached**

The Board members received information items 11.1 to 11.3.

**12. Information Items Available Upon Request**

None

**13. Next Meeting**

The next regular Board meeting will be held March 20<sup>th</sup>, 2008, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street.

**14. Adjournment**

Resolution #27/08 MOVED BY G. Gamsby and SECONDED BY J. Belluz:

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

**CARRIED**

---

SECRETARY-TREASURER

---

DATE APPROVED