



MINUTES
of the REGULAR MEETING of the BOARD
THURSDAY, November 19th, 2009

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #09/09

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

REGRETS: Ross Donaldson, Township of LaVallee
Valerie Pizey, Township of Lake of the Woods

STAFF: Donna Dittaro, CAO
Dawn Galusha, Assistant Manager of Finance
Joanne Spence, Personnel & Policy Officer
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 #60/09 MOVED BY D. Ewald and SECONDED BY D. Brown:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of November 19, 2009.

Carried.

4. Presentations/Delegations

Joanne Spence, Personnel & Policy Officer updated the Board with respect to the Accessibility for Ontarians with Disabilities Act, 2005, and provided the Board with the required training as set out in the Act.

The Chair thanked Joanne for her excellent presentation.

5. In Camera

None.

6. Approval of Minutes

Resolution #67/09 MOVED BY R. Neilson and SECONDED BY D. Ewald:

RESOLVED THAT the minutes of the meeting held October 15, 2009, be approved, as presented.

Carried.

7. Business Arising from the Minutes

7.1 Amendment of By-Law #1

The Chair apologized for any inconvenience caused to the members as a result of cancelling the meeting previously set to discuss the by-law. He stated that this was done in the best interest of the Board's time. John Callan, Chair of the Finance, Policies and Practices Committee, stated that it was unfortunate that the members from LaVallee and Lake of the Woods were not present this evening as they had both communicated suggestions with respect to the by-law. Based on the meeting with Mr. Scollie and input from the Board, other suggestions/recommendations were included in the by-law. The Committee and the CAO met and drafted a new document. If there are more concerns, they will be considered. John noted that it is the recommendation of the Committee that the item entitled *Disclosure* on page 14 of 17 should be deleted. Debbie Ewald questioned why this section should be deleted. John advised that it was already

covered in section 17.1 (j). It is also covered in the *Oath of Confidentiality* and the Board orientation sessions. Whether it is kept in the by-law or not, the onus is on the Board members to adhere to legislation. After attending a two day workshop on privacy and access with the Privacy Officer, the CAO advised that it is recommendation of Judy Koski, Privacy Officer and herself that the section entitled *Disclosure* should be left in the by-law. She advised that this was also the advice of Mr. Scollie. The issue of confidentiality has been raised by the current board, therefore what can and cannot be disclosed has been discussed on numerous occasions. New board members may not have the same understanding. This clause would assist new Board members to clarify matters regarding confidentiality under the appropriate section.

Sharon Tibbs suggested that the municipalities be listed alphabetically in Section 7.3.

Rick Neilson questioned the need to have a majority to call a meeting. It was explained that, if no majority exists for a petition, then there may not be enough members for a meeting. The Chair may call a Board meeting in an emergency. The Chair advised that the Board can meet electronically; however, telephone polls will no longer be conducted if this by-law is passed.

John advised that the Finance, Policies and Practices Committee recommend that this by-law be adopted by the Board. The Oath of Office and Oath of Confidentiality have also been re-written and will be attached to and form part of the by-law. Board members may call John or the CAO with any further comments.

8. New Business

8.1 Ontario Works Service Plan Addendum

The CAO advised that this Plan will move participants to employment through training. Retail and customer service training and office administration is being offered through Confederation College and a basic mining course is being offered in Atikokan. Transportation is offered through Dial-A-Ride tickets in Fort Frances. It was noted that perhaps attendance through videoconferencing would assist those in outlying areas.

Resolution #68/09 MOVED BY M. Ford and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the Ontario Works Service Plan Addendum as presented.

Carried.

8.2 Transportation/Travel Policy

It was noted that paramedics are exempt from this policy and will adhere to relevant legislation and any relevant RRDSSAB policies.

Resolution #69/09 MOVED BY J. Callan and SECONDED BY M. Ford:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the revision of the following policy:

HR-33.5 Transportation/Travel.

Carried.

8.3 Update to Policy F-6.0 Accounting for Tangible Assets

The Acting Manager of Finance advised that the Manager of Finance had made some minor changes which will implement the use of a declining balance method of amortization.

Resolution #70/09 MOVED BY M. Ford and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the revision of the following policy:

F-6.0 Accounting for Tangible Capital Assets.

Carried.

8.4 Cancel December Board Meeting

The Chair stated that it has been the practice of the Board to cancel the December Board meeting. It was noted that a meeting could be called by the Chair if it were needed.

Resolution #71/09 MOVED BY W. Desserre and SECONDED BY G. Gamsby:

RESOLVED THAT the *regular* Board meeting for the month of December, 2009, shall be cancelled.

Carried.

9. Reports:

9.1 CAO and Program Reports

The Board received and reviewed the CAO and Program Reports.

The CAO advised that no official word has been received regarding the Aging at Home Proposal at Riverview Manor, although Peter Boban of the Ministry of Municipal Affairs and Housing had advised that the Ministry had approved the proposal last week. The CAO noted that this was the first proposal of its kind forwarded to the Ministry, and that others have now followed or are researching the concept. She has spoken to the Chair of the LHIN with respect to this matter.

9.2 Finance

The Accounts Payable listing for the month of October, 2009, in the amount of \$347,354.14 was received and reviewed. Financial Statements for the month of October, 2009, were also reviewed.

The Acting Manager of Finance reviewed her Issue Sheet regarding funds to be covered from reserves for both Land Ambulance and DSSAB Housing.

Resolution #72/09 MOVED BY L. Armstrong and SECONDED BY W. Desserre:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the transfer in the amount of \$987,950 from the Land Ambulance Capital Reserves, and approve the transfer of \$140,000 from the DSSAB Housing Reserves for the purchase of items as per the 2009 approved Budget.

Carried.

9.3 Board Chair

The Board Chair reviewed the results of the Board of Directors Self-Evaluation Questionnaire with the Board members. He noted that two members had just joined the board therefore were not asked to complete the form and a third member had not handed in a completed form. This past year represents the largest number of numbers 1 (unsatisfactory) or 2 (needs improvement) since the Chair has been tabulating the results of this survey. He noted that the single item which raised the most concern was the issue of disclosing confidential information. He added that as this is a self-evaluation form which indicates each individual's personal thoughts about the Board's performance, it is up to all individuals to consider how he/she function as a Board member in order to help to reduce the large number of "1"s or "2"s that have been awarded this year.

9.4 Committee Reports

Ontario Works – A meeting is scheduled for November 24th.

Social Housing – A meeting is scheduled for November 24th.

Land Ambulance – Gary Gamsby, Chair of the Land Ambulance Committee advised that a meeting had been held prior to this evening's Board meeting. He presented pictures of the Rainy River base where renovations are in progress. Rainy River's second ambulance is presently parked at the OPP station. The Committee reviewed the new stroke protocol and also the error in the TWOMO/First Nations funding formula by the province. A letter has been forwarded to the Ministry in order to correct the error and thereby receive more funding. The Budget for 2010 has been reviewed by the Committee and another meeting will be held in this regard.

Child Care – Wade Desserre advised that the Child Care Committee had met and were advised that the Rainy River Playschool project has come in under budget. The draft 2010 Budget was also reviewed. This represents a 0% increase to the municipalities and the budget has been forwarded to the Finance, Policy and Practices Committee with a recommendation to accept the budget as presented.

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 Annual General Meeting of the Board will be held January 21, 2010, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street, Fort Frances.

14. Adjournment

Resolution #73/09 MOVED BY G. Gamsby and SECONDED BY W. Desserre:

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

Carried.

CHAIR

SECRETARY-TREASURER

DATE APPROVED