



MINUTES  
of the REGULAR MEETING of the BOARD  
THURSDAY, September 16, 2004

RRDSSAB Office, Fort Frances, ON 6:30 p.m.  
MEETING #10/04

**PRESENT:** LINDA ARMSTRONG, Township of Dawson  
WADE DESSERRE, R R West Electoral Area  
PETER VAN HEYST, Township of Chapple  
GARY GAMSBY, Township of Morley  
BARBARA COURNOYER, Township of Alberton  
RUSS FORTIER, Township of Emo  
EMILY WATSON, Township of LaVallee  
VALERIE PIZEY, Township of Lake of the Woods  
DAN ONICHUK, Town of Fort Frances

**REGRETS:** DENNIS BROWN, Township of Atikokan  
MICHAEL LEWIS, R R East Electoral Area  
JOHN CALLAN, RR Central Electoral Area  
GLEN ARMSTRONG, Town of Rainy River  
DONNA DITTARO, Secretary-Treasurer  
SHELLEY SHUTE, Ontario Works Manager

**STAFF:** LEANNE ELUIK, Manager of Finance  
KIM GARDIMAN, Children's Services Manager  
DAN McCORMICK, Health Services Manager  
CATHE HOSZOWSKI, Social Housing Manager  
MILDRED BECK, Assistant Manager of Finance  
ROSS DONALDSON, Property Manager  
JUDY KOSKI, Recorder

**GUEST:** GRANT ERICKSON, MCSS/MCYS

---

**1. Call to Order**

The Chairperson, Gary Gamsby, opened the meeting at 6:30 p.m. and welcomed Grant Erickson, Ministry of Community and Social Services/Ministry of Children and Youth Services, to the meeting, as well as all staff members present.

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

None.

**3. Approval of Agenda**

The Chair advised that two items needed to be added to the Agenda, as follows:

New Business

8.10 Land Ambulance Vehicle Purchase

Information

11.9 Letter dated September 9, 2004, from Dan Lafrenier, MCSS, re:  
Transformation of the Developmental Services System in Ontario

Dan Onichuk asked that a "Conflict of Interest Discussion" be added under  
4. In Camera.

Resolution #83/04 MOVED BY R. Fortier and SECONDED BY P. Van Heyst:

**RESOLVED THAT** the agenda of September 16<sup>th</sup>, 2004, be approved, as amended.

**CARRIED**

**4. In-Camera**

Resolution #84/04 MOVED BY R. Fortier and SECONDED BY P. Van Heyst:

**RESOLVED THAT** the meeting now go in-camera to discuss building issues, Fort Frances Native Urban Housing Issues and Conflict of Interest Issues.

**CARRIED**

Gary Gamsby, Chair, declared that the regular meeting now reconvene.

Resolution #85/04 MOVED BY E. Watson and SECONDED BY W. Desserre:

**RESOLVED THAT** no additional legal expenses be incurred by the *Rainy River District Social Services Administration Board* to pursue potential or perceived conflict of interest matters at this time;

**AND FURTHER THAT** the current RRDSSAB legal opinion be retained on file for future reference and action, if required;

**AND THAT** no further action be taken on legal opinions without prior approval of the whole Board.

**CARRIED**

## 5. Presentations/Delegations

None

## 6. Approval of Minutes

Resolution #86/04 MOVED BY W. Desserre and SECONDED BY E. Watson:

**RESOLVED THAT** the Minutes of the *Regular Board Meeting* held July 15<sup>th</sup>, 2004, and the Minutes of the *Special Board Meeting* held July 22<sup>nd</sup>, be approved.

**CARRIED**

## 7. Business Arising from the Minutes

### 7.1 Audit: Reporting of Capital Assets under Public Sector Accounting Board(PSAB)

Gary Gamsby advised that this item was brought up as a result of a question posed by Val Pizey at the July Board Meeting with respect to the reporting of assets. At that time, Jon Evans of BDO Dunwoody, was asked to check on this issue and report back to the Board. A copy of a letter dated August 31, 2004, from Mr. Evans has been received and included in the Board package, covering the issue raised. Val Pizey asked Leanne if the bulk of the assets were in the housing program. Leanne stated that they were and that the office assets were also set up; they have always been set up but were not reported in the audited financial statements. A resolution will be brought forward at the next Board meeting in this regard.

### 7.2 Supportive Housing Proposal

Gary Gamsby advised that an Issue Sheet had been prepared by Cathe Hozowski, Social Housing Manager, with regard to this matter. Cathe stated that a modified plan for Supportive Housing has been prepared as the Ministry has advised that only \$180,000 is available at this time. Peter Van Heyst questioned whether or not there would be staff available once the project was completed. Cathe advised that NILS(Northwestern Independent Living Services)

is responsible for staff and we are merely the landlord. She also stated that the balance of the funds in the sum of \$90,000 may not be forthcoming.

Resolution #87/04 MOVED BY E. Watson and SECONDED BY B. Cournoyer:

**WHEREAS** the *Rainy River District Social Services Administration Board* supports the development of Supportive Housing in the Rainy River District;

**AND WHEREAS** the *Rainy River District Social Services Administration Board* indicated their support through Resolution #68/04, dated July 15, 2004;

**AND WHEREAS** the *Ministry of Health and Long-Term Care* reports that funding in the amount of \$180,000 is available to begin the development of Supportive Housing at Lady Frances in Fort Frances;

**NOW THEREFORE BE IT RESOLVED** that the *Rainy River District Social Services Administration Board* approve the Modified Plan for Supportive Housing, as presented by Cathe Hoszowski, Social Housing Manager, as attached.

**CARRIED**

### 7.3 LADY FRANCES COMMON ROOM

The Chair advised that an Issue Sheet has been provided by Cathe Hoszowski for information, which shows that the Common Room at Lady Frances will remain intact.

## 8. New Business

### 8.1 Ontario Works Service Plan

Gary advised that the Ontario Works Committee has reviewed the plan presented this evening and recommends approval by the Board. Val Pizey questioned why the "Percentage of cases with an overpayment being collected" on Page 3 showed 121.6%. Grant Erickson, Program Supervisor, explained that this includes clients who have left the system but still have an overpayment.

Resolution #88/04 MOVED BY W. Desserre and SECONDED BY E. Watson:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the 2004-2006 Ontario Works Service Plan, as presented.

**CARRIED**

## 8.2 Child Care Service Plan

Val Pizey stated that she had not seen the plan as yet and wished to review it before approval by the Board. Kim Gardiman, Children's Services Manager, stated that she was unable to convene a Child Care Committee meeting for review of the plan. She will attempt to call a Child Care Committee meeting before the next Board meeting. She also stated that the timelines were tight with respect to preparation and submission of the plan. Grant Erickson agreed and added that he would be prepared to accept the plan as a draft, pending approval by the Board.

Resolution #89/04 MOVED BY G. Armstrong and SECONDED BY V. Pizey:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* receive the Three Year Child Care Service Plan, ending 31 March, 2007, as a draft proposal, subject to final approval by the Board and that the draft be forwarded to MCSS.

**CARRIED**

## 8.3 Human Resources Policy Review

Gary advised that this issue will be reviewed and discussed at the October meeting. All members are to bring the package of material with them at that time.

## 8.4 Ministry of Community & Social Services: Governance & Accountability Document

Gary pointed out that this document had been prepared as a result of the Inter-Ministerial Meeting held at the Rendezvous in March of this year. The Board has been invited to respond to the document. Donna has drafted a response and has asked that Board members contact her directly with their input and she will incorporate it into the document. Gary stated that he would like everyone to contact Donna no later than October 7<sup>th</sup> in order that she may have time to make any corrections and make submission to the Ministry by October 15<sup>th</sup>. Grant Erickson also added that this matter would be discussed at the NOSDA meeting and there may be further input and feedback as a result of those discussions, in particular, from Donna, John and Glen who are attending NOSDA this week. Val Pizey commented on the *Restricted Acts After Nomination Day* portion and felt that the "lame duck" issue should be addressed. Grant stated that this section of the document refers to time frames and the DSSAB and municipal terms should be changed to line up with each other.

Resolution #90/04 MOVED BY L. Armstrong and SECONDED BY B. Cournoyer:

**RESOLVED THAT** the Chief Administrative Officer, on behalf of the *Rainy River District Social Services Administration Board*, prepare and forward a Response to the Draft Governance & Accountability Document, Ministry of Community & Social Services, by 15 October, 2004.

**CARRIED**

### 8.5 Riverview Manor Conversion

Cathe Hoszowski, Social Housing Manager, advised that originally a resolution was passed to approve conversion of three one bedroom units in Rainy River to two two bedroom units, in order to address vacancy issues. This was never acted upon and funds are not presently available for this project. Also, vacancies are not an issue at this time. She therefore is requesting that the Board rescind this resolution at this time.

Resolution #91/04 MOVED BY V. Pizey and SECONDED BY L. Armstrong:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* rescind Resolution #20/02, dated March 21, 2002.

**CARRIED**

### 8.6 Land Ambulance Service Delivery

Gary Gamsby suggested that since four Board members were absent this evening, this matter should be tabled until the October meeting. All members present agreed.

### 8.7 Legal Fees for Dissolution of Rainy River District Housing Corporation

In an Issue Sheet before the Board this evening, Leanne Eluik stated that a resolution was needed to authorize the payment of legal fees from the Reserve for Working Funds, in connection with the dissolution of the Rainy River District Housing Corporation.

Resolution #92/04 MOVED BY V. Pizey and SECONDED BY W. Desserre:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* authorize the payment of the Legal Fees for the transfer of the *Rainy River District Housing Corporation* properties to the *Rainy River District Social Services Administration Board*, out of the Reserve for Working Fund.

**CARRIED**

## 8.8 Strong Communities Rent Supplement Program

Cathe Hoszowski reported that this Program was not new, but merely a continuation of an existing program. She advised that the funds would be fixed for a nineteen year period with no room to factor in inflation. A signed Memorandum of Understanding must be submitted to the *Ministry of Municipal Affairs and Housing* by September 30, 2004, and new agreements with Rent Supplement Landlords must be in place by October 1, 2004. Discussion continued surrounding the worst case scenario and the result if fixed funding was not enough to cover the cost of the program.

Resolution #93/04 MOVED BY P. Van Heyst and SECONDED BY V. Pizey:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* enter into a Memorandum of Understanding with the Ministry of Municipal Affairs and Housing for the Strong Communities Rent Supplement Program.

**CARRIED**

## 8.9 Provincial Land Tax Reform Consultation

Gary advised that a letter dated August 25, 2004, has been received from the Ministry of Finance, advising of a Provincial Land Tax Reform Consultation taking place in Fort Frances, on October 6<sup>th</sup>. It was felt that all of the unincorporated members should be registered to attend this session, since the balance of the Board members have been invited through their municipalities. Judy Koski was instructed to register John Callan, Michael Lewis, Wade Desserre, and Leanne Eluik, Manager of Finance.

## 8.10 Land Ambulance Vehicle Purchase

Gary Gamsby asked Dan McCormick, Health Services Manager, to address this issue. Dan stated that he intended to bring this matter to the Board at its next regular meeting, however, he had been approached by Demers Ambulance this week with an offer to sell an in-stock Ambulance at a reduced price. It is definitely time to make this purchase as we have a vehicle now which has passed its life span and needs to be replaced. Funds to cover the purchase could be taken from the Vehicle & Equipment Reserve, and the older vehicle could be used as a spare. The next vehicle to be replaced should be done so in March of 2005, or as soon as possible thereafter.

Resolution #94/04 MOVED BY V. Pizey and SECONDED BY R. Fortier:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve:

- 1) The purchase from reserve of a Type III Modular Ambulance in the amount of \$100,828.80;
- 2) The purchase from reserve of additional patient care equipment in the amount of \$2,500 to meet current standards and dual vehicle configuration;
- 3) That the 1997 Ford Type II Hi-rise Ambulance, #97-0014, be sold as surplus, subject to the Rainy River DSSAB Policy and Procedures for disposal of surplus equipment; and
- 4) That any funds received from the sale of the surplus vehicle, be used for decommissioning of #97-0014 and the costs associated with the pick up of the new vehicle, with any excess proceeds of the sale being reinvested into the Reserve Account.

**CARRIED**

## **9. Reports**

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

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

### **9.2 Finance**

The Board received and reviewed the Accounts Payable Report for the month of July, 2004, in the amount of \$87,376.26, and for the month of August, 2004, in the amount of \$85,147.18. The Board also received and reviewed the Financial Statements for the months of July and August, 2004. Leanne will continue to flag anything unusual for the Board's information. Leanne stated that Land Ambulance shows a deficit due to the fact that the Ministry is three months behind in flowing funds to the DSSAB.

### **9.3 Board Chair**

None

**9.4 Committee Reports**

None

**10. Other Business**

None

**11. Information Items Attached**

The Board members received information items 11.1 to 11.9 which were acknowledged.

**12. Information Items Available Upon Request**

None

**13. Next Meeting**

The next regular Board meeting will be held October 21<sup>st</sup>, 2004, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 206 Scott Street.

**14. Adjournment**

Resolution #95/04 MOVED BY V. Pizey and SECONDED BY R. Fortier:

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

**CARRIED**

\_\_\_\_\_  
CHAIR

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

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