



MINUTES
of the REGULAR MEETING of the BOARD
THURSDAY, July 15th, 2010

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #09/10

PRESENT: Rick Neilson, Township of Chapple
Dennis Brown, Town of Atikokan
Michael Lewis, Rainy River East
Debbie Ewald, Town of Rainy River
Linda Armstrong, Township of Dawson
Ross Donaldson, Township of LaVallee
Sharon Tibbs, Town of Fort Frances
Val Pizey, Township of Lake of the Woods
John Callan, Rainy River Central
Gary Gamsby, Township of Morley
Wade Desserre, Rainy River West

REGRETS: Mike Ford, Township of Alberton
Gary Judson, Township of Emo

STAFF: Donna Dittaro, CAO
Dawn Galusha, Acting Manager of Finance
Mildred Beck, Children's Services Manager
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 #57/10 MOVED BY D. Ewald and SECONDED BY V. Pizey:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of July 15, 2010.

Carried.

4. Presentations/Delegations

Mildred Beck, Children's Services Manager presented the Board with a thorough update of the Early Learning Program. The Chair advised that this Program began with the introduction of Dr. Charles Pascal's report in the spring.

8.6 Child Care Service Plan

The Chair advised that this matter was being brought forward, while the Children's Services Manager was in attendance. The Children's Services Manager continued by reviewing the document with the Board members.

Resolution #58/10 MOVED BY V. Pizey and SECONDED BY D. Ewald:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the 2010-2011 Child Care Service Plan, as presented.

Carried.

5. In Camera

None

6. Approval of Minutes

Resolution #59/10 MOVED BY D. Ewald and SECONDED BY D. Brown:

RESOLVED THAT the minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held May 20, 2010, be approved.

Carried.

7. Business Arising from the Minutes

7.1 Cost Apportionment

An Issue Sheet prepared by the CAO was reviewed by the Board. She explained that the draft policy regarding the Cost Apportionment Formula clarifies that the Board must confirm the apportionment formula each year. The draft policy states that, when determining the assessment to be attributed to each municipality and the unincorporated area, the RRDSSAB utilizes the information delivered by the Municipal Property Assessment Corporation (MPAC) in December of the year prior to the year applicable to the cost apportionment. Dennis Brown stated that, if MPAC makes an error and sends notification of a correction, the assessment should be corrected immediately. John Callan pointed out that this makes budget planning difficult and, therefore, it is impractical to make such a correction mid-year. Val Pizey suggested that the tax ratio information, approved by previous Board resolution, be included in the policy so that all information concerning cost apportionment is located in one policy. John Callan, as Finance & Policy Committee Chair, agreed to the suggestion and directed the CAO to include in the policy.

Resolution #60/10 MOVED BY L. Armstrong and SECONDED BY W. Desserre:

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

Financial Policy F-4.4 Cost Apportionment Formula.

Carried.

8. New Business

8.1 Policy F-7.12 Procurement

The Board reviewed the memo written by the CAO together with the attached policy. In addition to the amendments made to the policy, it was noted that the response for #13 “only one bid received” should be amended to read “may be returned **unopened**, or opened & evaluated at the discretion of the CAO and Manager”. Ross Donaldson noted that, if only one bid is received and is opened, the bid may be returned, if the bid price is over budget or the bidder cannot meet the Board’s specified deadline. The Chair noted that implementation of this policy must be left with administration.

Resolution #61/10 MOVED BY D. Brown and SECONDED D. Ewald:

RESOLVED THAT that Policy F-7.12 Procurement: Irregularities Contained in Bids be approved, as amended.

Carried.

8.2 Housing Mandates

The CAO advised that this is a housekeeping matter. The issue arose when the Riverview Manor Aging at Home proposal was being prepared. The definition of “senior” was originally adopted by the Rainy River District Housing Corporation and has been utilized by the RRDSSAB. Not all Non-Profit Housing Providers have adopted this definition, in that some continue to define “senior” as one who is 65 years of age or older. The *RRDSSAB Social Housing Directory* will be amended to identify each Housing Provider and its classification.

Resolution #62/10 MOVED BY R. Donaldson and SECONDED BY L. Armstrong:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve lowering the allowable age of applicants to 60 years or older in all buildings currently mandated “Seniors”, effective immediately;

AND FURTHER BE IT RESOLVED THAT the *Rainy River District Social Services Administration Board* accept applications for housing where at least one member is aged 60 years or older and that all currently mandated “Seniors” buildings be defined as a Special Program, per *Section 14* of the *Human Rights Code*.

Carried.

The CAO also advised that it is necessary to specify the mandates for each of the buildings owned by the DSSAB, in order to be consistent with their present use. She noted that the “integrated” and “cascading age” classifications were adopted, in order to address vacancy issues.

Resolution #63/10 MOVED BY D. Brown and SECONDED V. Pizey:

WHEREAS the *Rainy River District Social Services Administration Board* adheres to the following definitions in classifying its housing sites:

“Senior” = the allowable age of applicants is 60 years or older, and applications will be accepted where at least one member of the household is aged 60 years or older;

“Cascading Age” = a system whereby eligible applicants 60 years and over are considered the first priority, those 55 to 59 years are considered the second priority and those 50 to 54 years the third priority;

“Integrated” = consists of single individuals, regardless of age, and seniors as described above;

“Family” = a household consisting of at least one adult and at least one child;

THEREFORE BE IT RESOLVED that the following mandates be approved:

1. Integrated: Lady Frances
 Heritage House
2. Senior: Green Manor
 Rose Manor
 Riverview Manor
3. Cascading Age: Elizabeth Manor
 Fotheringham Court
 Queen Street Manor
4. Family: Armit Avenue
 Sixth & Webster Avenue North
 Fourth Street East
 Atikokan Family Housing

Carried.

8.3 Proposal to Dispose of F. H. Huffman School

The Board reviewed a letter from the Superintendent of Business for the Rainy River District School Board.

Resolution #64/10 MOVED BY V. Pizey and SECONDED BY D. Ewald:

RESOLVED THAT the *Rainy River District Social Services Administration Board* decline the offer to purchase F. H. Huffman School, Fort Frances, as set out in the letter dated June 29, 2010, from the Rainy River District School Board.

Carried.

8.4 Cancel August Board Meeting

The Chair noted that it is the practice of the Board to cancel the August Board meeting. If a need for a meeting arises, it can be called per the Board’s procedural by-law.

Resolution #65/10 MOVED BY R. Donaldson and SECONDED BY G. Gamsby:

RESOLVED THAT the *Rainy River District Social Services Administration Board* cancel its regularly scheduled Board meeting for the month of August.

Carried.

8.5 Ontario Works Service Plan

The Chair advised that the Ontario Works Committee met earlier today to review the Plan, as prepared by Shelley Shute, Ontario Works Manager. Sharon Tibbs pointed out that on page 5, the third paragraph should be corrected to say that Abitibi is under “bankruptcy protection under the *Companies’ Creditors Arrangement Act*”. The Chair also noted that on page 7, it should be noted that “The Province has **not** committed to converting the Atikokan Generation Station to biomass fuel.” Linda Armstrong asked that, on page 6, under the heading of Local Labour Market, “agriculture” be added to the first sentence. The CAO will review and revise the document, as necessary, before it is submitted to the Ministry of Community & Social Services (MCSS).

Resolution #66/10 MOVED BY G. Gamsby and SECONDED BY R. Donaldson:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the 2010-2011 Ontario Works Service Plan, as presented and amended.

Carried.

9. Reports:

9.1 CAO and Program Reports

The Board received and reviewed the CAO and Program Managers’ Reports.

The CAO noted that two part-time positions in the Finance Department have had their hours reduced, based upon workload. The Administrative Assistant/Personnel Officer position has been offered, however the criminal reference check has not yet been received, therefore, she cannot divulge the name of the successful applicant. Gary Gamsby reported that this position will be funded across all of the Programs, not just Land Ambulance. Sharon Tibbs suggested that, in order to save legal costs, the Board should provide its Human Resources staff with more training. The Chair pointed out that this was the first collective agreement negotiated with CUPE, therefore the Negotiating Committee was more reliant on legal counsel.

9.2 Finance

The Accounts Payable listing for the months of May, 2010, in the amount of \$562,382.01, and June, 2010, in the amount of \$382,553.09 were received and reviewed by the Board. Financial Statements for the months of May and June, 2010, were also received and reviewed by the Board. The Chair advised that audited financial statements as at December 31, 2009, form part of the Board's Agenda package and will be reviewed with the Auditor at the regular September Board meeting.

9.3 Board Chair

No report.

9.4 Committee Reports

Ontario Works Committee – Linda Armstrong, Chair of the Ontario Works Committee advised that the Committee had met before the Board meeting to review the Ontario Works Service Plan for 2010 – 2011. The Committee did recommend that the Plan be approved by the Board.

Social Housing Committee – Debbie Ewald, Chair of the Social Housing Committee, stated that the Committee had met on July 8th. She advised that the Local Health Integrated Network (LHIN) is “dragging its feet” with respect to providing support services for the assisted living units at Riverview Manor. She stated that these facilities are needed in all of our communities and asked that municipalities send letters of support to Kristen Mclash of the Northwestern Independent Living Services (NILS) in support of this project.

Land Ambulance Committee – Gary Gamsby, Chair of the Land Ambulance Committee, advised that the Committee met on July 7th. New response standards are to be in place by October 1st, however, there is not enough data to base these standards on, therefore the Association of Municipal Emergency Medical Services of Ontario (AMEMSO) is pushing for an extension. Data is also being gathered regarding non-emergent transfers and a presentation will be made at the September meeting, together with the Committee's recommendation.

Child Care Committee – No meeting has been held.

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

Rainy River District Women's Shelter of Hope 2010 Annual General Meeting Report.

13. Next Meeting

The next Regular Meeting of the Board will be held September 16, 2010, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street, Fort Frances.

14. Adjournment

Resolution #67/10 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