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MINUTES  
of the ANNUAL MEETING of the BOARD  
THURSDAY, January 20<sup>th</sup>, 2011

RRDSSAB Office, Fort Frances, ON 6:30 p.m.  
MEETING #01/11

**PRESENT:** Barbara Cournoyer, Township of Alberton  
Rick Neilson, Township of Chapple  
Gary Judson, Township of Emo  
Ross Donaldson, Township of LaVallee  
Moe Henry, Township of Morley  
Debbie Ewald, Town of Rainy River  
John Callan, Rainy River Central  
Harold Mosley, Rainy River East  
Wade Desserre, Rainy River West  
Dennis Brown, Town of Atikokan  
Ken Perry, Town of Fort Frances  
Valerie Pizey, Township of Lake of the Woods  
Archie Wiersema, Township of Dawson

**REGRETS:** -

**STAFF:** Donna Dittaro, Secretary-Treasurer  
Leanne Eluik, Manager of Finance  
Dawn Galusha, Assistant Manager of Finance  
Judy Koski, Recorder

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All Board Members declared the Oath of Office and Oath of Confidentiality in unison.

**Election of Chair and Vice Chair**

Upon elections being held for the position of Chair and Vice-Chair, Ross Donaldson was elected as Chair, and Val Pizey was acclaimed as Vice-Chair, for the *Rainy River District Social Services Administration Board*.

**1. Call to Order**

The Chair called the meeting to order.

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

None.

**3. Approval of Agenda**

Resolution #01/11 MOVED BY G. Judson and SECONDED BY M. Henry:

**RESOLVED THAT** the ballots used for purposes of elections at the Annual General Meeting be destroyed.

**Carried.**

Dennis Brown requested that meeting times be addressed as a New Business Item 8.4.

Resolution #02/11 MOVED BY M. Henry and SECONDED BY A. Wiersema:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* approve the agenda of January 20, 2011.

**Carried.**

**4. Presentations/Delegations**

None.

**5. In Camera**

None.

**6. Approval of Minutes**

Resolution #03/11 MOVED BY G. Judson and SECONDED BY D. Brown:

**RESOLVED THAT** the minutes of the *Regular Board Meeting* held November 18, 2011, be approved.

**Carried.**

## 7. Business Arising from the Minutes

Dennis Brown asked if there had been any further discussion with Burt Transportation regarding non-emergent transfers. The CAO advised that the owner of Burt Transportation was referred to Riverside Health Care Facilities Inc, as this is a hospital issue.

## 8. New Business

### 8.1 Confirm Auditor

The CAO advised that she has a call in to Jon Evans at BDO Dunwoody to confirm when our contract with them ends. This matter will therefore be brought back in February regarding the confirmation of the auditor for the year ending December 31, 2011.

Resolution #04/10 MOVED BY J. Callan and SECONDED BY K. Perry:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* confirm the appointment of BDO Canada LLP as auditors for the fiscal year ended 31 December 2010.

**Carried.**

### 8.2 Signing Authority

The CAO advised this is a housekeeping item. A resolution designating signing authority in 2007 refers to the Non-Profit Housing Manager; a position which no longer exists. The resolution must be rescinded and a new resolution passed.

Resolution #05/11 MOVED BY W. Desserre and SECONDED BY H. Mosley:

**RESOLVED THAT** the *Rainy River District Social Services Administration Board* rescind Resolution #64/07, passed on September 13, 2007.

**Carried.**

Resolution #06/11 MOVED BY W. Desserre and SECONDED BY R. Donaldson:

**RESOLVED THAT** the following individuals be designated with signing authority for the business of the *Rainy River District Social Services Administration Board*, per Board policy:

Chairperson, RRDSSAB  
Vice-Chairperson, RRDSSAB  
Chief Administrative Officer  
RRDSSAB Ontario Works Manager  
RRDSSAB Housing Manager  
RRDSSAB Health Services Manager  
RRDSSAB Children's Services Manager

**Carried.**

### 8.3 2011 Budget Report

An Issue Sheet prepared by the CAO was included in the agenda package regarding highlights of the 2011 budget. The Manager of Finance presented information on the 2010 apportionment, reserve funds and the Ontario Works/Ontario Disability Support Program upload. Dennis Brown noted that Option #3 is used by the Province and other DSSABs with respect to apportionment. 2010 tax ratios are used for 2011. The Manager of Finance explained if there is no change in the Budget figures since 2010, each municipality will still see a change (increase or decrease) in their apportionment resulting from the formula change.

The Manager of Finance explained that each year the Ministry of Municipal Affairs and Housing provides surplus funds of approximately \$100,000 which are to be used to offset future increases in mortgage rates upon renewal. In the past, the Board has directed that these savings not be put into a reserve, but rather be used to offset the municipal share of ongoing operating costs. In 2010, \$355,000 was used from reserve funds to offset the Municipal share of Social Housing costs, and \$130,000 from ambulance reserve funds was used to purchase one ambulance. It is unknown if there will be a surplus in 2010, as the year end is not yet complete. Staff negotiations will begin this summer and the CAO advised that, in anticipation, a tender will be put out for a new benefit carrier.

The Chair asked for suggestions as to how to proceed with budget deliberations. He suggested that the Managers bring the Budget to the full Board thereby circumventing the Committees. It was agreed that the Managers should bring their Program Budgets to the Committees first and then make a presentation to the Board as this is a much smoother method. The Committees will meet before the February Board meeting. Val Pizey stated that she would vote against any budget not returning the upload to the municipalities. The Chair stated that the staff should be given clear direction to do so. The CAO pointed out that in her Issue Sheet she has stated that the budget will be reduced by the amount of the upload. It was noted that although the Town of Fort Frances suggests that its total benefit of the 2011 provincial upload is \$420,400, this is actually the total amount since 2008. John Callan stated that the Managers should come to the

Committees with a list of both discretionary and non-discretionary budget items. The CAO noted that the cost of administration formula is changing for Ontario Works and hopes to receive that information from the Ministry before the end of the month. Once this information is received, Committee meetings will be set.

#### **8.4 Meeting Times**

Dennis Brown requested that a change in the meeting time be considered. After much discussion, it was decided that the meeting time will remain the same.

### **9. Reports**

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

The Annual Report of the CAO was received and reviewed by the Board. The CAO stated that each year when preparing her Annual Report she is overwhelmed by the amount of work which has taken place over the year. She is proud of all of the work that is accomplished by her staff in service to the people of the Rainy River District.

#### **9.2 Finance**

The Accounts Payable listing for the months of November, 2010, in the amount of \$511,334.48, and December, 2010, in the amount of \$647,328.93, were received and reviewed. The Financial Statements for the month of November, 2010, were received and reviewed. The Manager of Finance indicated that the December Financial Statements will be in the February Board package and will have year end figures. The Chair stated that the December statements should be available for the Committees when deliberating the budget.

#### **9.3 Board Chair**

The Chair stated that he previously worked for the DSSAB for seven and a half years and firmly believes in the programs provided by the DSSAB, with the exception of the Child Care Program as he believes you should stay home and look after your own children. He believes that the staff is doing a good job. It is no secret that he and the CAO have had their differences in the past and, at the direction of the previous Chair, he has met with her. He believes his differences with the CAO are philosophical, nothing personal. The CAO does not receive her direction from one Board member or from one Committee, and she does not do what she wants; she receives her direction from the Board. He feels that the CAO's contract should be reviewed.

He expects that most meetings will not be lengthy. He expects the Board members to be prepared, read the materials beforehand and speak up if they have an opinion. If the Board does not agree as a whole, it is not very effective. He looks forward to a year of hard work.

#### 9.4 Committee Reports

There have been no Committee meetings since the last Board meeting in November, 2010.

#### 10. Other Business

Gary Judson stated that he had received a call from an individual regarding the Queen Street elevator. Gary did speak to the Housing Manager who took care of the problem immediately. He was pleased with her actions however he would like the staff to be reminded to treat members of the public with respect. The CAO will speak to the Housing Manager regarding this matter.

#### 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 next regular Board meeting will be held February 17<sup>th</sup>, 2011, at 6:30 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street, Fort Frances.

#### 14. Adjournment

Resolution #07/11 MOVED BY R. Donaldson and SECONDED BY W. Desserre:

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

**Carried.**

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CHAIR

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SECRETARY-TREASURER

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DATE APPROVED