



MINUTES
of the REGULAR MEETING of the BOARD
THURSDAY, February 17th, 2011

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #02/11

PRESENT: Barbara Cournoyer, Township of Alberton
Rick Neilson, Township of Chapple
Ross Donaldson, Township of LaVallee
Moe Henry, Township of Morley
Debbie Ewald, Town of Rainy River
John Callan, Rainy River Central
Wade Desserre, Rainy River West
Ken Perry, Town of Fort Frances

REGRETS: Dennis Brown, Town of Atikokan
Archie Wiersema, Township of Dawson
Gary Judson, Township of Emo
Valerie Pizey, Township of Lake of the Woods
Harold Mosley, Rainy River East

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

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 #08/11 MOVED BY W. Desserre and SECONDED BY K. Perry:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of February 17, 2011.

Carried.

4. Presentations/Delegations

None.

5. In Camera

None.

6. Approval of Minutes

Resolution #09/11 MOVED BY J. Callan and SECONDED BY M. Henry:

RESOLVED THAT the minutes of the *Regular Board Meeting* held January 20, 2011, be approved.

Carried.

7. Business Arising from the Minutes

7.1 Amend Resolutions

An amendment must be made to two resolutions from the Annual General Meeting which were moved and seconded by the newly elected Board Chair before the elections took place.

Resolution #10/11 MOVED BY B. Cournoyer and SECONDED BY K. Perry:

RESOLVED THAT the following resolutions be amended by removing the name of Ross Donaldson and replacing it with another Board member's signature:

- Resolution #06/11 dated January 20, 2011,
- Resolution #07/11 dated January 20, 2011.

Carried.

8. New Business

8.1 Auditors

An Issue Sheet prepared by the Manager of Finance was reviewed. She clarified that the Board could request the quote for as many or as few years as it wished, however, the norm is anywhere from three to five years. Most firms are able to offer a better price for a longer term.

Resolution #11/11 MOVED BY J. Callan and SECONDED BY K. Perry:

RESOLVED THAT the *Rainy River District Social Services Administration Board* obtain a quote for audit services from BDO Canada LLP for four years, commencing with the year ending 31 December, 2011, and that should the quote be rejected by the Board, a Request for Quotes shall proceed per the Board's procurement policies.

Carried.

8.2 211 Service

The Chair advised that in January of 2010, the Board of the day passed a resolution supporting the 211 Community Connection service by promising funding commencing January of 2011 in the sum of \$13,800 annually. The Chair stated that the Finance and Policy Committee discussed this matter and recommends that the resolution be rescinded due to budgetary constraints and also due to the fact that this is a duplication of services. There is no formal contract with the organization, only the resolution which was passed by the Board. It was noted that the Kenora District Services Board did not join in this venture. The Town of Atikokan supported this program as it would provide some jobs to people in its community. The money to support this program would be 100% municipal dollars.

Resolution #12/11 MOVED BY M. Henry and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* rescind Resolution #06/10, dated January 21, 2010, and immediately advise the 211 Community Connection service of its decision;

AND FURTHER BE IT RESOLVED THAT the invoices for the months of January, 2011, and February, 2011 for the 211 service be paid in full in the amount of \$2,300.

Carried.

Barb Cournoyer asked for clarification of the Finance and Policy Committee. The Chair stated that this Committee was formulated by the Board. John Callan explained that this is an ad hoc Committee which was formed part way through the last Board's term. Debbie Ewald stated that it was only for one particular issue at that time. The Chair stated that it was formed by Board resolution when By-Law No. 1 was being revised. He also stated this Committee should have been listed on the standing Committee list. He stated that he put the Committee together and it is comprised of the Chair, Vice-Chair, John Callan and Ken Perry. It had previously been comprised of the Chair, Vice-Chair, John Callan and Gary Gamsby. Debbie Ewald stated that the rest of the Board members should have had an opportunity to state whether or not they wished to sit on this Committee; it should not have been appointed by the Chair.

The Chair stated that this matter would be discussed later in the meeting.

8.3 Board Honoraria

An Issue Sheet prepared by the CAO was presented. As the Board Honoraria is 100% funded by the municipalities for the ten municipal representatives, it was suggested that the Board may wish to revise its policy to reflect payment for attendance at meetings only. This would reflect a significant cost savings for the municipalities.

The Chair advised that the Finance and Policy Committee met to discuss this matter and a sheet with information regarding their recommendation was distributed prior to the meeting this evening. The Committee is proposing that the Chair receive a base monthly amount of \$200 plus \$150 for attending a Board meeting and \$50 for attendance at each Committee meeting, plus mileage to attend these meetings. The Vice-Chair would receive a base monthly amount of \$150 plus \$100 for attending a Board meeting (\$150 if chairing the meeting) and \$50 per Committee meeting attended, plus mileage. All other members would receive a base monthly of \$100 plus \$100 for attendance at a Board meeting and \$50 per Committee meeting, plus mileage. The Manager of Finance calculated that this could potentially increase the costs to the Board by over \$10,000. Debbie Ewald questioned why it would be necessary to increase the Board honoraria. The Chair stated that it would not be an increase as Board members do miss meetings; he argues with those figures.

The CAO explained that the figures are based on twelve meetings per year as there are typically one or two special Board meetings throughout the year. Last year, there was an issue with the Board going over the allotted number of meetings and therefore the Board chose to give up a meeting in order to contain costs. An attempt is always made to hold Committee meetings the same day as Board meetings in order to save money for mileage. She advised that she drafted her Issue Sheet in order to suggest savings for the municipalities. Barb Cournoyer noted that the Board honoraria is funded 100% by the municipalities with the exception of the three unincorporated members who have their honoraria paid by the Province. She stated that she had a problem with increasing the

honoraria when the Board is trying to tighten up the Budget. She said she would vote against any increase. She could not go back to her Council to ask for more money for honoraria. She stated that the Board members should not be paid if they did not attend a meeting. Rick Neilson stated that this matter should be deferred to the last meeting of the year in order to implement change for the next year. Barb Cournoyer and Debbie Ewald stated that they agreed. It was noted that both Fort Frances and Rainy River council members receive a flat fee per month. The Chair stated that he thought the honoraria would decrease if the Board favoured the recommendation of the Finance & Policy Committee. John Callan stated that the Land Ambulance Committee met often last year and this should be taken into consideration. The Negotiating Committee also met numerous times and there should be some recognition for that. Barb Cournoyer agreed that, if there are special circumstances, they could be considered at the time. The CAO stated that it is obviously easier to budget each year if the current formula stays in place. This matter is to be tabled indefinitely.

8.4 2011 Draft Budget

The Chair stated that a meeting must be set for the review of the 2011 Draft Budget and is suggesting March 3rd, 2011 at 1:00 PM if all are in agreement. Those present agreed with the date.

9. Reports

9.1 CAO and Program Reports

The monthly reports from the CAO and Program Managers were received.

9.2 Finance

The Accounts Payable listing for the month of January, 2011, in the amount of \$486,716.71 was received and reviewed. The draft Financial Statements for the month of December, 2010, were received and reviewed.

The Chair advised that he had been asked by a Board member if the Accounts Payable listing could be given out in the Board package ahead of time. Several Board members disagreed that the listing should be given out ahead of time and that the practice of receiving them at the meeting should continue. They should not be allowed to be taken home by any member. Rick Neilson stated that he would expect the Manager of Finance would highlight anything for them that was noteworthy. The Chair advised that the member was from the Town of Fort Frances. The Chair also stated that the present practice will remain in place.

9.3 Board Chair

The Chair advised that he had met with the CAO to set the Committees. He thanked the Manager of Finance and Housing Manager for presenting at the Rainy River District Municipal Association Annual Meeting. He stated that the Committees have looked at their respective budgets.

Resolution #13/11 MOVED BY D. Ewald and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* confirm the following standing Committees for the year 2011:

Ontario Works:	Barbara Cournoyer Archie Wiersema Harold Mosley	Social Housing:	Debbie Ewald Rick Neilson Ken Perry
Land Ambulance:	Val Pizey John Callan Gary Judson	Child Care:	Wade Desserre Dennis Brown Moe Henry

Carried.

Discussion regarding the Finance and Policy Committee continued. Barb Cournoyer asked if this Committee has minutes. John Callan advised that the Committee did not have any formal minutes. He further stated that it is a Committee which would not meet very often. It is a Committee which benefits the CAO and there is value in having it. The CAO agreed that the Committee was formed for support for the CAO. Debbie Ewald stated that she had no problem having this Committee however it should be transparent and the Board members should be able to choose if they want to sit on the Committee. Barb Cournoyer suggested that the Committee Chairs should each sit on this Committee. Moe Henry agreed that this would be best. Minutes should be kept for each meeting. The CAO suggested that this could become a standing Committee and have each of the Committee Chairs as members.

Resolution #14/11 MOVED BY B. Cournoyer and SECONDED BY W. Desserre:

RESOLVED THAT the *Rainy River District Social Services Administration Board* appoint the following members to the standing Finance and Administration Committee:

Board Chair
Ontario Works Committee Chair, or designate
Social Housing Committee Chair, or designate
Land Ambulance Committee Chair, or designate
Child Care Committee Chair, or designate.

Carried.

9.4 Committee Reports

Ontario Works Committee: As there was no quorum for a meeting, the draft budget was presented to Barb Cournoyer and Ross Donaldson by the Ontario Works Manager.

Social Housing Committee: Debbie Ewald, Chair of the Social Housing Committee advised that the Committee had met to review the budget and it has been referred to the Board as a whole. She also stated that the Committee agendas should have Declaration of Conflict of Interest as a standing agenda item. It was agreed that all Committees should have this item on the agenda.

Land Ambulance Committee: John Callan, Chair of the Land Ambulance Committee advised that the Committee had met to review the Budget and it has been referred to the Board as a whole. He stated that this Program has some very large challenges ahead. He also stated that the staff is working on some cost reductions.

Child Care Committee: Wade Desserre reported that Dennis Brown was elected Chair of this Committee. The Committee met to review the Budget and has recommended that the Budget be presented to the Board for consideration.

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

14. Adjournment

Resolution #15/11 MOVED BY D. Ewald and SECONDED BY J. Callan:

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

Carried.

CHAIR

SECRETARY-TREASURER

DATE APPROVED