



MINUTES
of the SPECIAL MEETING of the BOARD
THURSDAY, March 3rd, 2011

RRDSSAB Office, Fort Frances, ON 6:30 p.m.
MEETING #03/11

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
Ken Perry, Town of Fort Frances
Harold Mosley, Rainy River East
Dennis Brown, Town of Atikokan

REGRETS: Archie Wiersema, Township of Dawson
Gary Judson, Township of Emo
Valerie Pizey, Township of Lake of the Woods
Wade Desserre, Rainy River West
Donna Dittaro, Secretary-Treasurer

STAFF: Leanne Eluik, Manager of Finance
Dan McCormick, Health Services Manager
Cheryl Bodnar, Acting Children's Services Manager
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 #16/11 MOVED BY H. Mosley and SECONDED BY J. Callan:

RESOLVED THAT the *Rainy River District Social Services Administration Board* approve the agenda of March 3rd, 2011.

Carried.

4. In Camera

Resolution #17/11 MOVED BY H. Mosley and SECONDED BY K. Perry:

RESOLVED THAT the *Rainy River District Social Services Administration Board* now meet in camera in order to discuss a matter pertaining to:

- personal matters about an identifiable individual, including Board employees.

Carried.

The Chair reconvened the meeting to its regular session.

In Camera Report:

The following items were discussed in camera:

- CAO leave;
- Staffing issues;
- Board member decorum.

5. 2011 Draft Budget

An Information Sheet prepared by the Manager of Finance regarding the Ontario Works Upload was discussed. She confirmed that the numbers she had received from the Ministry were correct. Ken Perry stated that Fort Frances does not agree with those figures and have sent questions to the Ministry. The Ministry has advised Fort Frances that they stand by the figures that have been distributed to the municipalities.

John Callan stated that the DSSAB has consistently been taking money out of reserves in the last five years to offset the municipal share. He also stated that by doing this the Board is robbing Peter to pay Paul and somewhere it has to stop.

Debbie Ewald stated that the municipal members wear two hats; that of the DSSAB and that of their municipality and sometimes these lines get crossed. She also stated that at this table the members wear their DSSAB hat and think how we are affecting the people of the organization. We are not just here to save municipalities money.

The Manager of Finance reviewed the Summary of All Programs. The overall budget decrease is 24.60% or \$5,037,169, which relates to the loss of the Ontario Disability Support Program. She advised that the municipal levy is down from last year. \$255,000 of upload savings have been used to decrease the municipal share. The new apportionment formula also has an affect on each municipality's share.

John Callan noted that if costs are going to be reduced through personnel adjustments the affect of doing this must also be considered. It is easy to cut but who will pick up the slack.

The member from the Township of Alberton left the meeting at 1:45 PM.

Dennis Brown stated that a -4.01% is better. The Board Chair said that better is not as good as it could be and stated that there is still room to maneuver. John Callan stated that from 2005 to 2011 the Board has seen a decrease of -8.86%. The Consumer Price Index has increased by 10.97% in that same period of time. This is a disparity of 19%. Every year costs increase, for example, hydro and natural gas, and the Board chooses to decrease its budget. He stated that the Board must be realistic. He is reluctant to agree to further decreases. Dennis Brown also noted that if the municipal share is decreased, the Provincial share is also decreased. John Callan also stated that the Board is not keeping pace with inflation and is milking its reserves. It is cutting service more and more so the municipalities do not see an increase. Debbie Ewald stated that in Social Housing the level of management was reduced in prior years in order to obtain more savings. She also stated that administration for that program is not top heavy. John Callan stated that the Board needs to look at what the organization needs. There is an increase to some municipalities due to the change in the apportionment formula, for example, Fort Frances' share under the new formula has increased from \$109,653.69 to \$122,819.12.

Under DSSAB Administration, the Manager of Finance explained that line 50179, Capital Acquisitions, contains preplanned costs which include the roof repair for the Fort Frances Ambulance Base, paving for the parking lot of the Rainy River Ambulance base and a portion for a new photocopier. The Health Services Manager advised that the roof in Fort Frances has been deferred since 2007. It has been patched however, this is now leading to more serious issues including water damage. In 2007, the cost of the roof was estimated at \$30,000 and has now reached an estimated cost of \$45,000. Line 50255 Miscellaneous includes \$2,300 for the cost of 211 Services for January and February. The Manager of Finance was directed to reduce Line 50265 Office Supplies to \$1,000.

Line 50295 Travel and Training, includes any conferences or courses for administration. Ken Perry stated that generally speaking the Board is spending over \$100,000 on this item. He would like to see that cut in half or perhaps reduced to between sixty to seventy-five thousand dollars. John Callan stated that cuts should be based on knowledge of the criteria; travel must be justified. The Health Services Manager stated that the Land Ambulance Travel and Training lines include mandatory training in order to maintain certification. These are legislated standards. He is also required to meet with the Ministry; this is not discretionary. It was noted that each program is prepared to provide details on its Travel and Training requirements.

Line 50805 Janitorial Services has been reduced due to a cleaning contract being terminated. Maintenance staff now carries out those duties, with the exception of office staff doing their own dusting. This saves \$16,000 per year for a cleaning contract. This line also includes the cost of garbage collection and exterior window cleaning.

Line 50820 Natural Gas is to be reduced to \$2,000 based on 2010 actuals.

Resolution #18/11 MOVED BY D. Ewald and SECONDED BY M. Henry:

RESOLVED THAT the *Rainy River District Social Services Administration Board* now meet in camera in order to discuss a matter pertaining to:

- labour relations or employee negotiations.

Carried.

The Chair reconvened the meeting to its regular session.

In Camera Report

The following item was discussed in camera:

- Staffing issues.

John Callan, Chair of the Land Ambulance Committee stated that the Land Ambulance Committee had discussed a change in staffing patterns. When the analysis was done, it was discovered that this would not result in savings to the Board. The item shall be removed from the budget. The Chair advised that the Reeve of the Township of Emo and the DSSAB representative from Emo are both against any cuts in service to the Land Ambulance Program. The Health Services Manager advised that this would increase the Land Ambulance budget from 5.13% to 6.5%.

The Chair questioned line 42350 Transfer from Capital Reserves in the amount of \$130,000. The Manager of Finance advised this is the amount to fund the purchase of one ambulance vehicle. Line 50225 Health & Safety has decreased due to a re-distribution. Line 50295 Travel & Training includes the mandatory attendance by the Health Services Manager at two Ministry meetings and two Central Ambulance Communication Centre meetings. Line 53355 Travel & Training includes mandatory staff training and the wage replacement schedule. Debbie Ewald noted that all Base Utilities have been decreased. The Health Services Manager explained that in both Fort Frances and Rainy River the base heaters were changed to infrared which has made a significant difference in heating costs. Line 53510 Uniforms includes some bills from 2010 which will be paid in 2011. Line 53460 Computer Maintenance includes licensing fees, computer maintenance and Automatic Vehicle Locator costs. The Chair questioned whether line 53490 Medical Supplies could be decreased. The Health Services Manager explained that last year the overage on wage lines was absorbed by curtailing spending therefore the actuals from 2010 do not accurately reflect the needs of the service. Harold Mosley suggested that decreasing line 53515 Vehicle Gas & Oil may not be wise due to the increase in gasoline prices. It was noted that strict adherence to the non-emergent transfer guidelines has resulted in a small savings in overtime costs. It also allows us to answer an emergency call in a timely manner. Moe Henry noted that the Land Ambulance Program cannot be cut and it is money well spent.

The Acting Children's Services Manager advised that as this is her first budget, she relied heavily on the Manager of Finance. She also noted that the budget has changed since it had been presented to the Child Care Committee. The Homelessness Program funding remains the same as 2010. Proposals for access to this funding have been advertised. To date, we only have verbal confirmation of the amount to be received. The proposals will not be granted until the funds have been confirmed. It was noted that there is a demand for more funding in this area as the funds are typically depleted well before year end. Ontario Works Child Care is now funded through the Ministry of Education at an 80/20 cost share. The Best Start Program is funded 100% provincially. The salary line has decreased and the difference has been transferred to Child Care which is funded 50/50. The unconditional grant has been depleted therefore costs have been transferred into Child Care to be cost shared. Under line 50273 Planning and Development, we are given money for planning, travel, resources and DSSAB admin support. It is noted that the Child Care Support Worker position is being reduced to .6 FTE. Due to the absence of the Children's Services Manager for a portion of 2010, the travel budget was not fully used. Travel & Training includes training for the Ontario Child Care Management System, attendance at the Ontario Municipal Social Services Association meetings and also local travel within the district. Where possible, webinars are taken to eliminate travel expense.

The Ontario Works budget was reviewed by the Board. Line 50295 Travel & Training includes travel for the CAO to attend conferences for the Board, previously this allowed an unincorporated representative to attend the Association for Municipalities of Ontario annual meeting. Under OW administration the new

cost per case formula has been implemented. This equates to a \$40,000 increase to the municipal share however, the Province has provided transition funds for the next two years to cover off any increases.

Resolution #19/11 MOVED BY H. Mosley and SECONDED BY K. Perry:

RESOLVED THAT the *Rainy River District Social Services Administration Board* now meet in camera in order to discuss a matter pertaining to:

- personal matters about an identifiable individual, including Board employees.

Carried.

The Chair reconvened the meeting to its regular session.

In Camera Report

The following item was discussed in camera:

- Staffing issues.

6. Next Meeting

The next Special Board meeting will be held March 8th, 2011, at 1:00 p.m. at the *Rainy River District Social Services Administration Board Office*, 450 Scott Street, Fort Frances.

7. Adjournment

Resolution #20/11 MOVED BY D. Ewald and SECONDED BY D. Brown:

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

Carried.

CHAIR

SECRETARY-TREASURER

DATE APPROVED