



MINUTES of the REGULAR MEETING of the BOARD
THURSDAY, January 21, 2016 at 6:30 p.m.
RRDSSAB Office, Fort Frances, ON
MEETING #01/16

- PRESENT:** Mike Ford, Township of Alberton
Harold Mosley, Town of Atikokan
Anthony Leek, Township of Emo
James Gibson, Township of Chapple
Ken Perry, Town of Fort Frances
Valerie Pizey, Township of Lake of the Woods
Ken McKinnon, Township of LaVallee
Bill Langner, Township of Dawson
George Heyens, Township of Morley
Debbie Ewald, Town of Rainy River
Robert Burns, Rainy River East
Ross Donaldson, Rainy River West
- REGRETS:** Don Canfield, Rainy River Central
- STAFF:** Dan McCormick, Secretary/Treasurer
Joanne Spence, Recorder
Leanne Eluik, Finance
Sandra Weir, Housing
Shelley Shute, Ontario Works
- OTHER:** Grant Erickson, Ministry of Community & Social Services (MCSS)

1. Call to Order

Dan McCormick, CAO, called the meeting to order at 6:30 p.m. and introduced Grant Erickson from the Ministry of Community & Social Services (MCSS).

2. Elections for Chair and Vice-Chair

The CAO lead the elections for the positions of Chair and Vice-Chair. Upon elections being held, Ken Perry was elected as Chair and Ross Donaldson elected as Vice-Chair for the Rainy River District Social Services Administration Board. Mr. Perry took control of the meeting as Chair.

Resolution #01/16 MOVED BY V. Pizey and SECONDED BY H. Mosley:

RESOLVED THAT the Chief Administrative Officer of the Rainy River District Social Services Administration Board destroy the ballots for the 2016 elections of Chair and/or Vice-Chair positions.

Carried.

3. Conflict of Interest

None

4. Approval of Agenda

Resolution #02/16 MOVED BY A. Leek and SECONDED BY R. Burns:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the agenda of January 21, 2016.

Carried.

5. Presentations/Delegations

None

6. In-Camera

None

7. Approval of Minutes

The minutes from the Regular Board Meeting held December 17, 2015 were reviewed and minor changes were made.

Resolution #03/16 MOVED BY K. McKinnon and SECONDED BY B. Langner:

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held December 17, 2015 be approved, as amended.

Carried.

8. Business Arising from the Minutes

8.1 Strategic Plan

The CAO had previously presented the Strategic Plan to members of the Board. Discussion was held.

Resolution #04/16 MOVED BY D. Ewald and SECONDED BY G. Heyens:

RESOLVED THAT the Rainy River Social Services Administration Board endorse the RRDSSAB Strategic Plan for the year 2016, as presented.

Carried.

9. New Business

9.1 Annual General Meeting (AGM)

It was determined that the Annual General Meeting (AGM) will be held on May 19, 2016 at 6:00 p.m. and consequently the May Regular Board meeting will be held on May 19, 2016 at 1:00 pm, followed by a dinner for Board members and senior management.

9.2 2016 Draft Budget

The budget was previously presented to the Board members and they received the draft budget documents as part of the Board package. A recorded vote was requested.

Resolution #05/16 MOVED BY J. Gibson and SECONDED BY M. Ford:

RESOLVED THAT the following Rainy River District Social Services Administration Board 2016 budget be approved:

Department	Budget Amount
Ontario Works	\$ 3,304,210.00
Children's Services	\$ 3,262,698.00
Emergency Medical Services	\$ 7,301,262.00
Social Housing	\$ 5,658,636.00
Central Administration	\$ 535,461.00
	<u>\$ 20,062,267.00</u>

Alberton	Yea	
Atikokan	Yea	
Chapple	Yea	
Dawson		Nay

Emo	Yea	
Fort Frances		Nay (x2)
Lake of the Woods		Nay
LaVallee		Nay
Morley	Yea	
Rainy River		Nay
R.R. Central (Regrets)		
R.R. East	Yea	
R.R. West	Yea	
Totals	7	6
		Carried.

Discussion was held regarding surplus from 2014 and the minimum/maximum level of working capital required to effectively manage operations. RRDSSAB policy states that we will maintain a minimum of 7.5% working capital and the DSSAB Act states we will not maintain more than 15% working capital. This provides a range to adequately maintain the working capital. Discussion was held regarding having specific targets; and alternatively to keep the range and deal with exceptions outside the range, as past practice has been.

The CAO reiterated that funds are constantly flowing in/out and it would be impossible to maintain an exact percentage, however, we do aspire for approximately 11% or so as the median. It was noted that Board members receive quarterly financial statements and may ask at any time if they want more frequent updates. The CAO advised the Finance Policies are due for review this year. It was determined this will be discussed in conjunction with the other Finance Policies, upon their review later this year.

Resolution #06/16 MOVED BY J. Gibson and SECONDED BY R. Donaldson:

RESOLVED THAT the Rainy River District Social Services Administration Board move \$300,000 from working capital to a restricted capital reserve fund;

AND FURTHER BE IT RESOLVED THAT working capital in the amount of \$150,000 be returned to the municipalities, per the 2015 apportionment.

Carried.

9.3 Finance Policy

The CAO presented a revised policy regarding tangible capital assets for consideration. It included a decrease of the threshold to \$3,000 for building renovations and equipment purchases. It also moved defibrillators to a six year

amortization from five, which will be more appropriate given our recent move to the PSAB accounting system. The revised policy will allow us to log lower cost items that should be deemed capital items, which currently are not because they are below the monetary threshold. It allows for flexibility in setting up capital items and tangible assets, as deemed appropriate by the Director of Finance and Asset Management, in consultation with the CAO.

Resolution #07/16 MOVED BY R. Donaldson and SECONDED BY D. Ewald:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the following policy, as presented:

- F-4.0: Accounting for Tangible Capital Assets.

Carried.

10. Reports

10.1 CAO Report

The CAO reported he is in a working group regarding issues related to poverty and solutions for breaking the poverty cycle and will be meeting with NOSDA next week further to this issue.

There are changes to the *Federal Drug Act* which has the potential to cause a significant increase in cost for medications as well as barriers for actually obtaining required medications for EMS. We will continue to work on viable solutions to this upcoming issue.

The CAO will be attending meetings with OMSSA regarding changes to the DSSAB Act; NOSDA to address northern issues; and the LHINS to address housing related issues.

10.2 Finance

The Board received an Investment Report and Maintenance quarterly Report as part of this evening's package.

10.3 Board Chair

The Chair advised that because we have a change in Chair that Committee membership will require rearranging. The CAO will send out a request for members to submit their Committee choices in order of preference.

10.4 Committee Reports

None

11. Other Business

None

12. Information Items Attached

The Board received an information package as part of this evening's package.

13. Information Items Available Upon Request

None

14. Next Meeting

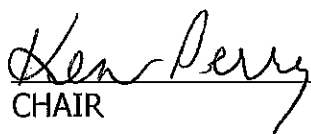

The next Regular Board meeting will be held February 18, 2016 at 6:30 p.m. at the Rainy River District Social Services Administration Board Office, 450 Scott Street, Fort Frances.

15. Adjournment

Resolution #08/16 MOVED BY H. Mosley and SECONDED BY V. Pizey:

<p>RESOLVED THAT the Rainy River District Social Services Administration Board meeting be adjourned.</p> <p style="text-align: right;">Carried.</p>

The meeting was adjourned at 7:41 p.m.

 Feb 18/16 
CHAIR SECRETARY-TREASURER (CAO)

February 18, 2016
DATE APPROVED