

MINUTES of the REGULAR MEETING of the BOARD
THURSDAY, May 20, 2021 at 10:00 a.m.
RRDSSAB Office, Fort Frances, ON
MEETING #6/21 via GoTo Meeting

PRESENT: Debbie Ewald, Town of Rainy River (Chair)
Andrew Hallikas, Town of Fort Frances (Vice-Chair)
Lori-Ann Shortreed, Town of Emo
Don Canfield, Rainy River Central
Bill Langner, Township of Dawson
Dennis Brown, Town of Atikokan
Robert Burns, Rainy River East
James Gibson, Township of Chapple
Colleen Fadden, Township of Lake of the Woods
Mike Ford, Township of Alberton

OTHER: None

REGRETS: Ken McKinnon, Township of LaVallee
George Heyens, Township of Morley

STAFF: Dan McCormick, CAO - Secretary/Treasurer
Leanne Eluik, Director of Finance & Asset Management
Jocelyn Nielson, Administrative Assistant – Recorder
Chad Buist, Chief of Paramedic Services

1. Call to Order

The Chair called the meeting to order at 10:01 a.m.

2. Declaration of Conflict of Interest

There was no declaration of Conflict of Interest.

The Chair reminded Board Members that a conflict could be declared at any time during the meeting.

3. Approval of Agenda

Resolution #44/21 MOVED BY A. Hallikas and SECONDED BY J. Gibson:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the agenda of May 20, 2021, as amended.

Carried.

4. Presentations/Delegations

None.

5. In-Camera

The meeting moved in-camera.

Resolution #45/21 MOVED BY C. Fadden and SECONDED BY D. Canfield:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) now meet in camera in order to address a matter pertaining to:

- A proposed or pending acquisition of land for RRDSSAB or a local board purpose or disposal of land no longer needed for RRDSSAB or a local board purpose.
- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried.

The Chair reconvened the meeting to its regular session.

In-Camera Report

Resolution #46/21 MOVED BY D. Brown and SECONDED BY A. Hallikas:

RESOLVED THAT the Rainy River District Social Services Administration Board directs the CAO to proceed as directed in camera, in regards to issues as identified in camera.

Carried.

6. Approval of Minutes

6.1 April 15, 2021 Regular Board Minutes

The minutes from the Regular Board Meeting held on April 15, 2021 were reviewed and approved.

Resolution #47/21 MOVED BY M. Ford and SECONDED BY D. Canfield:

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held April 15, 2021 be approved.

Carried.

7. Committee Reports

Finance & Audit Committee Meeting- May 4th, 2021

Chair of the Finance & Audit Committee, B. Langner reported on the May 4th meeting with J. Savage and J. Evans from BDO. The 2020 Audited Financial Statements were explained in detail to the committee. The RRDSSAB staff, management and Board were praised for their work throughout the audit.

8. Business Arising from the Minutes

8.1 2021 Audited Financial Statements

Resolution #48/21 MOVED BY A. Hallikas and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) receive and approve the 2020 Audited Financial Statements from BDO Canada LLP.

Carried.

8.2 Finance Policies

F-3.0 Budgeting Process

F-4.15 Travel & Accommodation

F-5.0 Procurement

Changes to the Finance Policies were discussed at the May 4th Finance & Audit Committee Meeting. The committee shared the policies with the Board and noted that minimal changes/ additions were made.

Resolution #49/21 MOVED BY D. Canfield and SECONDED BY C. Fadden:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) approve the following policies, as presented:

1. *F-3.0 Budgeting Process*
2. *F-4.15 Travel & Accommodation*
3. *F-5.0 Procurement*

Carried.

8.3 NOSDA AGM

The CAO shared that they are preparing for the NOSDA AGM to be held virtually on June 22nd, 2021. Once resolutions are available, the CAO will share electronically with the Board. If there are any changes to be made to the resolutions, they will need to be made electronically.

8.4 Rainy River District Ontario Health Team (RRDOHT)

The CAO reported that the RRDOHT is continuing in its development with finalization of Terms of Reference and a Collaborative Decision Making Agreement. Sub committees have been developed to address Digital Health and Diabetes. Further committee structures are being developed for a Primary Care Advisory Council and a Patient/Family and Caregiver Advisory Council. Gizhewaadiziwin Health Access Centre has been selected to be the recipient of funding for the OHT. Several initiatives have been put forward through Ontario Health North including additional opportunities for Community Paramedicine. Administration is currently reviewing options such as providing point of care testing, cardiac monitoring & checks to limit travel and time out of district or home. Further information will be shared once the proposals are completed.

8.5 Northwestern Ontario Integrated Care Working Group

The CAO shared a key messages document from the May 10th Northwestern Ontario Integrated Care Working Group meeting. The CAO asked the Board Chair and Vice Chair to attend an Engagement Session that is scheduled for June 3rd, 2021 at 3:00 p.m. EST to represent the RRDSSAB.

9. New Business

9.1 Request for Tenders

An Issue Sheet prepared by M. Shute, Supervisor of Infrastructure & Asset Management, was part of the meeting package.

Resolution #50/21 MOVED BY D. Brown and SECONDED BY R. Burns:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the tender award of DSSAB 21-08 to Sunset Dynasty Construction at their bid price of \$118,288.00 plus HST for the siding replacement at Atikokan Family Housing.

Carried.

Resolution #51/21 MOVED BY R. Burns and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the tender award of DSSAB 21-07 to Veldhuisen Construction at their bid price of \$133,540.00 plus HST for the Make-up Air Replacements at Queen Street Manor & Elizabeth Manor.

Carried.

9.2 Land Acknowledgement

An Issue Sheet was part of the meeting package regarding Land Acknowledgement to be read at meetings. Five (5) examples were provided for discussion and the Board chose a Land Acknowledgement for large gatherings and for regular meetings.

Resolution #52/21 MOVED BY C. Fadden and SECONDED BY M. Ford:

RESOLVED THAT the Rainy River District Social Services Administration Board endorse Land Acknowledgement #1 for larger gatherings and #2 for regular meetings.

Carried.

10. Reports

10.1 CAO Report

The CAO Report was part of the meeting package.

10.2 HR Report

Human Resources Report was part of the meeting package.

10.3 Finance

10.3.1 The Monthly Financial Statements was part of the meeting package.

10.4 Board Chair Report

The Board Chair reported on the Finance & Audit Committee meeting with the auditors from BDO.

The Board Chair and Vice Chair have been attending the Working Group meetings for the CSWB Plan.

Board Member D. Canfield provided a report on the AMO Virtual Workshop. The Board Chair also provided a verbal report on the workshop.

11. Other Business

12. Information Items Attached

The board received an information package as part of this meeting's agenda.

13. Information Items Available Upon Request

14. Next Meeting

The next Regular Board meeting of the Rainy River District Social Services Administration Board will be held June 17, 2021 at 10:00 a.m. and will be held virtually.

15. Adjournment

Resolution #53/21 MOVED BY D. Canfield and SECONDED BY R. Burns:

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

Carried.

The meeting was adjourned at 11:13 a.m.



CHAIR



SECRETARY-TREASURER (CAO)

June 17, 2021

DATE APPROVED