



MINUTES of the REGULAR MEETING of the BOARD
THURSDAY, July 21, 2016 at 6:30 p.m.
RRDSSAB Office, Fort Frances, ON
MEETING #07/16

PRESENT: Ken Perry, Town of Fort Frances (Chair)
Ross Donaldson, Rainy River West (Vice-Chair)
Jennifer Johnson, Township of Alberton
Bill Langner, Township of Dawson
Don Canfield, Rainy River Central
Robert Burns, Rainy River East
Harold Mosley, Town of Atikokan
George Heyens, Township of Morley
Debbie Ewald, Town of Rainy River
Valerie Pizey, Township of Lake of the Woods
Anthony Leek, Township of Emo

REGRETS: James Gibson, Township of Chapple
Ken McKinnon, Township of LaVallee

STAFF: Dan McCormick, Secretary/Treasurer
Aynsley McKinnon, Recorder
Leanne Eluik, Finance
Tanis Fretter, Integrated Services
Sandra Weir, Integrated Services
Shelley Shute, Ontario Works Commissioner

1. Call to Order

Ken Perry, Chair, called the meeting to order at 6:36 p.m.

2. Oath of Office

The CAO conducted the Oath of Office for Jennifer Johnson and the appropriate paperwork was completed.

3. Conflict of Interest

None

4. Approval of Agenda

The following Agenda Item was added under New Business:

- 9.6 – Board Member Per Diem

Resolution #45/16 MOVED BY D. Ewald and SECONDED BY H. Mosley:

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

Carried.

5. Presentations/Delegations

Tanis Fretter gave a presentation on the Ontario Early Years Child and Family Centers (OEYCFC). Copies of the presentation slides were distributed to Board members.

6. In-Camera

The meeting moved in-camera for the purposes of personal matters about an identifiable individual, including Board employees and litigation or potential litigation, including matters before Administrative Tribunals, affecting the Board.

Resolution #46/16 MOVED BY R. Donaldson and SECONDED BY D. Ewald:

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

- Personal Matters about an Identifiable Individual Including Board Employees.
- Litigation or potential litigation, including matters before Administrative Tribunals, affecting the Board.

Carried.

The Chair reconvened the meeting to its regular session.

In-Camera Report

Issues discussed included matters about identifiable individuals. The CAO was instructed to proceed as discussed in-camera.

Resolution #47/16 MOVED BY H. Mosley and SECONDED BY V. Pizey:

RESOLVED THAT the Rainy River District Social Services Administration Board proceed with the recommendation as presented in-camera.

Carried.

7. **Approval of Minutes**

The minutes from the Regular Board Meeting held June 16, 2016 were reviewed.

Resolution #48/16 MOVED BY B. Langner and SECONDED BY B. Burns:

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held June 16, 2016 be approved, as amended.

Carried.

8. **Business Arising from the Minutes**

8.1 **Data Analyst Coordinator (DAC) Funding Transfer**

An Issue Sheet was provided to Board members. The Ministry of Education, after consultation with Children's Service providers, has elected to transfer funding January 1, 2017 to be used by the CMSM/DSSABs to provide data analysis services. Currently and in prior years, this analysis has been completed by Firefly from Kenora, ON with direct reporting to the Ministry and annual reporting to the DSSAB. The Ministry has elected to transfer the funding and responsibilities to CMSM/DSSABs.

The RRDSSAB is looking at hiring options within the DSSAB to carry out this function. It was clarified this position would be funded 100% by the Province and the funding is sufficient to cover the costs. There were some questions around determining the wage for this position. In 2018 we will look at transitioning this position to provide data analysis across the whole corporation. D. McCormick explained the wage was determined as part of the job evaluation process.

Resolution #49/16 MOVED BY R. Donaldson and SECONDED BY G. Heyens:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the hiring of a Data Analyst Coordinator as a new position within the RRDSSAB Staff Agreement, on grid #6, per Option 3 as presented, and that all costs associated with this position be included in the 2017 budget;

AND FURTHER BE IT RESOLVED THAT the hiring be completed so that the position may commence on January 1, 2017, with consideration of further transitioning as provided under Option #3 to be discussed in conjunction with the 2018 Budget development.

Carried.

8.2 **Finance and Audit Committee Appointment**

The Board appointed Jennifer Johnson to replace Mike Ford on the Finance and

Audit Committee.

Resolution #50/16 MOVED BY G. Heyens and SECONDED BY A. Leek:

RESOLVED THAT the Rainy River District Social Services Administration Board amend Resolution #05/15, passed on January 15, 2015, as attached, to remove Mike Ford and add Jennifer Johnson to the Finance and Audit Committee.
Carried.

9. New Business

9.1 HR – 3.8: Workplace Discrimination & Harassment Policy

The Human Resource policy HR-3.8: Workplace Discrimination & Harassment was distributed to the Board prior to the meeting. The policy has been revised in order to remain compliant with the recent changes to the *Occupational Health & Safety Act* as a result of the royal assent of Bill 132, the *Sexual Violence and Harassment Action Plan Act*.

Resolution #51/16 MOVED BY B. Burns and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the policy *HR-3.8: Workplace Discrimination & Harassment Policy*, as presented.
Carried.

9.2 Fort Frances Urban Native Wahkaihanun Corporation

This item has been addressed.

9.3 Non-Urgent Transfers

An Issue Sheet was provided to Board members prior to the meeting. The use of ambulances for non-urgent transfers has increased primarily due to access to treatment and diagnostic services only being available out of our district, and the impact on staffing and costs continue to rise. These costs are being borne directly by the municipal taxpayer. Presently, many higher call volume areas have 100% provincially funded stretcher services to provide these transfers at no additional costs to the taxpayers. Currently, no standard exists between the Local Health Integration Networks (LHIN) as to eligible costs to be funded for non-urgent transfers.

Cochrane Ambulance Service has advised all hospitals they will be ceasing all non-urgent transfers as of January 1, 2017. D. McCormick advised he has looked at this as an option however recommended we review the Land

Ambulance Service Deployment Plan which outlines to the dispatch and the Ministry how we will conduct ourselves as well as what timelines we will follow. It is suggested we include significant restrictions within the Deployment Plan. Alternative transport for non-urgent transport of patients must become a priority for the Province, the Northwest LHIN, local Hospitals and physicians. D. McCormick recommended this be done using a phased in approach starting January 1, 2017. He would like to set up a meeting with Kenora and Thunder Bay to discuss.

Resolution #52/16 MOVED BY A. Leek and SECONDED BY G. Heyens:

RESOLVED THAT the Rainy River District Social Services Administration Board, effective January 1, 2017 further restrict, through the Paramedic Services Deployment Plan all non-urgent transfers; and

FURTHER BE IT RESOLVED THAT a phased in approach be implemented to the Deployment Plan; and

FURTHER BE IT RESOLVED THAT the stakeholders are notified of the changes; and

FURTHER BE IT RESOLVED THAT a meeting with the Chief Administrative Officer, Northwest Local Health Integration Network (LHIN) and the Director, Emergency Health Services Branch, Ministry of Health & Long-Term Care be requested prior to October 28th, 2016.

Carried.

9.4 Vehicle Procurement

An Issue Sheet was provided to Board members. The RRDSSAB has approved the purchase of up to \$150,000 for two Emergency Response vehicles for Deputy Chief's to replace aging vans within the 2016 Approved Budget. There are only two providers of Emergency Response Vehicles that meet Ontario regulations and only one of these providers can provide the chassis for the conversion under the Provincial Vendor of Record. This means the chassis and the conversion can be done by the same vendor eliminating the need to tender separately and thus only incurring one shipping or pick up charge to move the vehicle to Fort Frances. The Finance Procurement Policy requires Board approval for direct negotiation over \$75,000.

Resolution #53/16 MOVED BY A. Leek and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board approve direct negotiation with Roland Emergency and Specialty Vehicles to purchase two truck chassis under the Provincial Vendor of Record;

AND FURTHER BE IT RESOLVED THAT Roland Emergency and Specialty Vehicles be contracted to convert the chassis to Ontario certified Emergency Response Units with the 2016 Approved RRDSSAB Budget.

Carried.

9.5 August Board Meeting

Discussion was held regarding the pros and cons of holding a meeting in August. A recorded vote was requested.

Resolution #54/16 MOVED BY G. Heyens and SECONDED BY J. Johnson:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) approve the cancellation of the regularly scheduled Board meeting for August, 2016.

| | | |
|--------------------|-----|-----|
| Alberton | Yea | |
| Atikokan | Yea | |
| Chapple (Regrets) | | |
| Dawson | Yea | |
| Emo | Yea | |
| Fort Frances | | Nay |
| Lake of the Woods | | Nay |
| LaVallee (Regrets) | | |
| Morley | Yea | |
| Rainy River | | Nay |
| R.R. Central | Yea | |
| R.R. East | Yea | |
| R.R. West | Yea | |

| | | |
|---------------|----------|----------|
| Totals | 8 | 4 |
|---------------|----------|----------|

Carried.

9.6 Board Per Diem

If Board members wish to receive a per diem for their travel, per policy they must receive prior approval and it must be within the approved budget. The Board must approve this request by Board resolution before the instance that the per diem will be approved. It was clarified the per diems are 100% municipal costs. D. McCormick recommended a resolution be passed approving the per diem for those who attended the NOSDA and AMO conferences and look at revising the policy at a later date when all of the governance policies are reviewed.

K. Perry, R. Donaldson, and A. Leek declared conflicts to amending resolution #19/16 and K. Perry declared a conflict to amend resolution #20/16.

Resolution #55/16 MOVED BY G. Heyens and SECONDED BY B. Burns:

RESOLVED THAT the Rainy River District Social Services Administration Board amend Resolution #19/16, passed on February 18, 2016, as attached, to add that each attendee will receive a per diem of \$120 per day for three (3) days.
Carried.

Resolution #56/16 MOVED BY B. Burns and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board amend Resolution #20/16, passed on February 18, 2016, as attached, to add that the attendee will receive a per diem of \$120 per day for four (4) days.
Carried.

10. Reports

10.1 CAO Report

A CAO Report was included in the Board package. D. McCormick advised we have received funding for Investment in Affordable Housing (IAH) and the Social Housing Improvement Program (SHIP). On Tuesday, July 19, 2016 he attended a consultation in Dryden on the new draft regulation on asset management. He will share the regulation with the Board next week and recommended it be brought to their council tables. On July 22, 2016 he will be attending a stakeholder meeting on bus transportation and transportation across Northern Ontario.

10.2 Finance

The monthly Financial Statements were included in tonight's Board Package, along with the Maintenance Report and Quarterly Investment Reports. Any questions can be directed to L. Eluik, Director of Finance & Asset Management.

10.3 Board Chair

None

10.4 Committee Reports

There were no committee meetings this month. V. Pizey would like to have a Finance and Audit committee meeting prior to the September Board meeting.

11. Other Business

None

12. Information Items Attached

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

13. Information Items Available Upon Request

None

14. Next Meeting

The next Regular Board meeting will be held September 15, 2016 at 6:30 p.m. at the Rainy River DSSAB Office, 450 Scott Street, Fort Frances.

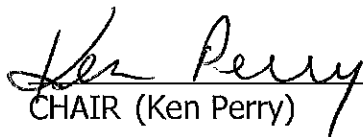
15. Adjournment


Resolution #57/16 MOVED BY H. Mosley and SECONDED BY R. Donaldson:

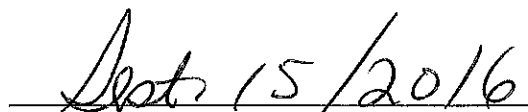
RESOLVED THAT the Rainy River District Social Services Administration Board meeting be adjourned.

Carried.

The meeting was adjourned at 8:43 p.m.


CHAIR (Ken Perry)


SECRETARY-TREASURER (CAO)


DATE APPROVED