



---

MINUTES of the REGULAR MEETING of the BOARD  
THURSDAY, May 19, 2016 at 1:00 p.m.  
RRDSSAB Office, Fort Frances, ON  
MEETING #05/16

**PRESENT:** Ken Perry, Town of Fort Frances (Chair)  
Ross Donaldson, Rainy River West (Vice-Chair)  
Mike Ford, Township of Alberton  
Bill Langner, Township of Dawson  
Don Canfield, Rainy River Central  
Robert Burns, Rainy River East  
James Gibson, Township of Chapple  
Harold Mosley, Town of Atikokan  
Ken McKinnon, Township of LaVallee  
George Heyens, Township of Morley  
Debbie Ewald, Town of Rainy River  
Valerie Pizey, Township of Lake of the Woods

**REGRETS:** Anthony Leek, Township of Emo

**STAFF:** Dan McCormick, Secretary/Treasurer  
Joanne Spence, Recorder  
Leanne Eluik, Finance  
Shelley Shute, Integrated Services  
Jeff Savage, BDO Canada LLP

---

**1. Call to Order**

Ross Donaldson, Vice-Chair, called the meeting to order at 1:05 p.m.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**  
None

**3. Approval of Agenda**

It was requested that an agenda item be added under 5.0: In-Camera, personal matters about an identifiable individual, including Board employees.

Resolution #32/16 MOVED BY D. Canfield and SECONDED BY M. Ford:

**RESOLVED THAT** the Rainy River District Social Services Administration Board approve the agenda of May 19, 2016, as amended.

**Carried.**

Enter K. Perry at 1:07 p.m.

**4. Presentations/Delegations**

Jeff Savage, Auditor from BDO Canada presented the 2015 Audited Financial Statements in detail. J. Savage commended the CAO and staff for having the statements in good order and in a timely manner.

J. Savage discussed the financial position of the Board, bank balances and corresponding increase in liabilities, noting the increase in payables are amounts due to the Province that were uncollected at year end. Note 9, Accumulated Surplus, was reviewed in detail by J. Savage. Since the RRDSSAB moved to Public Sector Accounting Board (PSAB) standards in 2009, the Board has continued to budget on a cash basis and J. Savage stated that Note 9 reconciles the two methods.

Enter V. Pizey at 1:20 p.m.

J. Savage stated that the Board is in really good shape, the reserve funds are fully funded and there are no concerns with anything. The Board Chair thanked J. Savage and BDO Canada LLP for their hard work on the financial audit.

**5. In-Camera**

The meeting moved in-camera for the purposes of personal matters about an identifiable individual, including Board employees.

Resolution #33/16 MOVED BY D. Ewald and SECONDED BY D. Canfield:

**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.

**Carried.**

M. Ford left the meeting at 1:57 p.m.

The Chair reconvened the meeting to its regular session.

**In-Camera Report**

Issues discussed included matters about an identifiable individual.

**6. Approval of Minutes**

The minutes from the Regular Board Meeting held April 21, 2016 were reviewed.

Resolution #34/16 MOVED BY H. Mosley and SECONDED BY R. Burns:

**RESOLVED THAT** the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held April 21, 2016 be approved.

**Carried.**

**7. Business Arising from the Minutes**

**7.1** None

**8. New Business**

**8.1 NOSDA By-Law Review**

The Annual General Meeting (AGM) of the Northern Ontario Service Deliverers Association (NOSDA) is being held June 8-10, 2016 in Sudbury, ON. NOSDA is seeking guidance from the Service Managers (DSSABs) in order to best meet and exceed expectations in representing the voice of social service delivery in Northern Ontario. Board members were provided with documents to review and were asked to provide their comments to either D. McCormick or directly to NOSDA.

**8.2 Data Analysis Coordinator (DAC) Funding Transfer**

The CAO requested that this item be tabled until the next Regular Board meeting as further information will be forthcoming.

**8.3 Finance & Audit Committee Recommendations**

The Finance & Audit Committee met with J. Savage, BDO Canada LLP and reviewed the 2015 Audited Financial Statements in detail. The Committee recommends the 2015 Audited Financial Statements be accepted, as presented.

**8.4 2015 Audited Financial Statements**

The 2015 Audited Financial Statements were accepted by the Board, as presented.

Resolution #35/16 MOVED BY W. Langner and SECONDED BY K. McKinnon:

**RESOLVED THAT** the Rainy River District Social Services Administration Board receive and approve the 2015 Audited Financial Statements from BDO Canada LLP.

**Carried.**

## **8.5 Annual General Meeting**

The RRDSSAB Annual General Meeting (AGM) is being held tonight at La Place Rendezvous at 6:00 p.m. with an early dinner at 4:00 p.m.

The CAO reviewed the Annual CAO Report. The Report includes the highlights of 2015 as well as the Homelessness Plan and Land Ambulance Response Time Plan and performance standards, which will be discussed at the AGM meeting tonight. He encouraged members to share the document with their members of council, as appropriate. The document will be available on our website for members of the public to view.

The CAO requested that Board members review the various Reports and Charts and advise at the next Regular Board meeting which they prefer and we will adopt them for future Quarterly Reports. He further advised that RRDSSAB is being honoured for our smoke free policy and are being given an award in Thunder Bay on May 31, 2016.

## **9. Reports**

### **9.1 CAO Report**

A CAO Report and the Human Resources Report were included in tonight's Board Package.

### **9.2 Finance**

The monthly Financial Statements were included in tonight's Board Package.

### **9.3 Board Chair**

None

### **9.4 Committee Reports**

Discussion was held on whether the current Committee structure is an efficient method of communication for the Board. Some of the Committees generally do

not require meetings, such as the Integrated Services and Emergency Medical Services Committees and perhaps should be disbanded. Other Committees are functional and effective, such as the Policy and Governance, Asset Management and Finance and Audit Committees should remain status-quo. It was discussed that Ad Hoc Committees would be sufficient when issues arise which would require Committee involvement. The CAO will bring this item to the next Regular Board meeting to rescind resolutions, as necessary.

**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 June 16, 2016 at 6:30 p.m. at the Rainy River DSSAB Office, 450 Scott Street, Fort Frances.


**14. Adjournment**

Resolution #36/16 MOVED BY G. Heyens and SECONDED BY J. Gibson:

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

**Carried.**

The meeting was adjourned at 2:46 p.m.

  
\_\_\_\_\_  
CHAIR (Ken Perry)

  
\_\_\_\_\_  
SECRETARY-TREASURER (CAO)

June 16, 2016  
\_\_\_\_\_  
DATE APPROVED