

MINUTES of the REGULAR MEETING of the BOARD  
THURSDAY, February 17, 2022 at 9:00 a.m.  
RRDSSAB Office, Fort Frances, ON  
MEETING #02/22 via GoTo Meeting

- PRESENT:** Debbie Ewald, Town of Rainy River (Chair)  
Andrew Hallikas, Town of Fort Frances (Vice-Chair)  
Bill Langner, Township of Dawson  
Colleen Fadden, Township of Lake of the Woods  
Mike Ford, Township of Alberton  
Robert Burns, Rainy River East  
George Heyens, Township of Morley  
James Gibson, Township of Chapple  
Lori-Ann Shortreed, Town of Emo  
Don Canfield, Rainy River Central
- OTHER:** None
- REGRETS:** Dennis Brown, Town of Atikokan  
Ken McKinnon, Township of LaVallee
- STAFF:** Dan McCormick, CAO - Secretary/Treasurer  
Leanne Eluik, Director of Finance & Asset Management  
Chad Buist, Chief of Paramedic Services  
Jocelyn Nielson, Administrative Assistant – Recorder

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- 1. Call to Order**  
The CAO called the meeting to order at 9:05 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 #08/22 MOVED BY A. Hallikas and SECONDED BY D. Canfield:

**RESOLVED THAT** the Rainy River District Social Services Administration Board approve the agenda of February 17, 2022, as amended.

**Carried.**

**4. Presentations/Delegations**

None.

**5. In-Camera**

The meeting moved in-camera.

Resolution #09/22 MOVED BY A. Hallikas and SECONDED BY B. Langner:

**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.
- Litigation or potential litigation, including matters before Administrative Tribunals, affecting the RRDSSAB or a local board.
- Personal matters about an identifiable individual, including RRDSSAB or local board employees.

**Carried.**

The Chair reconvened the meeting to its regular session.

**In-Camera Report**

Resolution #10/22 MOVED BY M. Ford and SECONDED BY C. Fadden:

**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 January 20, 2022 Regular Board Meeting

The minutes from the Regular Board Meeting held on January 20, 2022 were reviewed and approved.

Resolution #11/22 MOVED BY D. Canfield and SECONDED BY G. Heyens:

**RESOLVED THAT** the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held January 20, 2022 be approved.  
**Carried.**

## 7. Committee Reports

None.

## 8. Business Arising from the Minutes

None.

## 9. New Business

### 9.1 2021 Paramedic Response Time & Service Plan

An issue sheet was part of the meeting package outlining 2021 targets and actuals for the Rainy River District Paramedic Services (RRDPS) response time performance report. The report will be uploaded to the Ministry per Regulation and reporting requirements prior to March 31, 2022.

Resolution #12/22 MOVED BY D. Canfield and SECONDED BY B. Langner:

**RESOLVED THAT** the Rainy River District Social Services Administration Board receive the 2021 Rainy River District Paramedic Service (RRDPS) Response Time Report as presented;

**And furthermore;**

That the report be uploaded to the Ministry per Regulation and reporting requirements prior to March 31<sup>st</sup>, 2022.

**Carried.**

### 9.2 Homelessness Enumeration 2021

Point-in-Time Count Summary was part of the meeting package. Once completed, the full report will be shared with the Board.

**9.3 324 Victoria Avenue- Laneway Easement**

An issue sheet was part of the meeting package. The Board directed the CAO to enter into an easement agreement with the Town of Fort Frances.

Resolution #13/22 MOVED BY J. Gibson and SECONDED BY D. Canfield:

**RESOLVED THAT** the Rainy River District Social Services Administration Board authorize the CAO to enter into an easement agreement for the property at 324 Victoria Avenue, Fort Frances as presented.

**Carried.**

**9.4 Finance Policy *F-4.4 Credit/Purchasing Cards***

Proposed changes to the Finance Policy *F-4.4 Credit/Purchasing Cards* was shared by L. Eluik, Director of Finance & Asset Management. The Board approved the proposed changes.

Resolution #14/22 MOVED BY C. Fadden and SECONDED BY G. Heyens:

**RESOLVED THAT** the Rainy River District Social Services Administration Board adopt the following policies as presented:

1. *F-4.4 Credit/Purchasing Cards*

**Carried.**

**9.5 Social Assistance Review**

A memo and "What We Heard: Staff and Client Engagement Findings" report was part of the meeting package. Discussions are taking place with clients and staff to try and work through issues of the reorganization.

**9.6 Ontario Land Tribunal Decision- St. Michael's School**

The interim order of the Tribunal was part of the meeting package. The CAO will share with the Board when the final order is received.

**9.7 Rainy River District OHT – TOR & CDMA**

A relationship diagram and explanation was part of the meeting package. The CAO will share Terms of Reference once complete.

**9.8 Ontario Housing Affordability Task Force Report**

The "Report of the Ontario Housing Affordability Task Force" was part of the meeting package. The CAO will set up an Ad hoc Building & Service Review Committee meeting regarding the RRDSSAB builds.

**9.9 Pre Budget Consultations 2022**

The CAO has been invited to give a presentation on behalf of the RRDSSAB. The Board directed the CAO to present if able to do so.

### 9.10 Write Offs

An issue sheet was part of the meeting package.

Resolution #15/22 MOVED BY A. Hallikas and SECONDED BY M. Ford:

**RESOLVED THAT** the Rainy River District Social Services Administration Board approve the write-off of uncollectible accounts for 2021 in the amount of \$22,250.99.

**Carried.**

## 10. Reports

### 10.1 CAO Report

The CAO reported on COVID-19 updates and what changes will be necessary for each department.

### 10.2 HR Report

Human Resources Report was part of the meeting package.

### 10.3 Finance

- 10.3.1** The Monthly Financial Statements will be provided at the March meeting. Finance is finalizing 2021 items for the audit.

### 10.4 Board Chair Report

The Board Chair Report was part of the meeting package.

## 11. Other Business

None.

## 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 March 17, 2022 at 9:00 a.m. and will be held virtually.

**15. Adjournment**

Resolution #16/22 MOVED BY B. Langner and SECONDED BY C. Fadden:

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

**Carried.**

The meeting was adjourned at 10:13 a.m.



CHAIR



SECRETARY-TREASURER (CAO)

March 17, 2022

DATE APPROVED