

---

MINUTES of the REGULAR MEETING of the BOARD  
THURSDAY, January 21, 2021 at 10:00 a.m.  
RRDSSAB Office, Fort Frances, ON  
MEETING #01/21 via GoTo Meeting

- PRESENT:** Dennis Brown, Town of Atikokan  
Debbie Ewald, Town of Rainy River (Chair)  
Andrew Hallikas, Town of Fort Frances (Vice-Chair)  
Don Canfield, Rainy River Central  
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  
Ken McKinnon, Township of LaVallee
- OTHER:** None
- REGRETS:** James Gibson, Township of Chapple  
Lori-Ann Shortreed, Town of Emo
- STAFF:** Dan McCormick, CAO - Secretary/Treasurer  
Leanne Eluik, Director of Finance & Asset Management  
Jocelyn Nielson, Administrative Assistant – Recorder

---

**1. Call to Order**

The CAO called the meeting to order at 10:06 a.m.

**2. Election of Chair and Vice-Chair**

Upon elections being held for the position of Chair and Vice-Chair, Debbie Ewald was acclaimed as Chair and Andrew Hallikas was acclaimed as Vice-Chair for the Rainy River District Social Services Administration Board.

Ms. Ewald took control of the meeting as Chair.

**3. 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.

**4. Approval of Agenda**

Resolution #01/21 MOVED BY M. Ford and SECONDED BY B. Langner:

**RESOLVED THAT** the Rainy River District Social Services Administration Board approve the agenda of January 21, 2021, as amended.

**Carried.**

**5. Presentations/Delegations**

None.

**6. In-Camera**

The meeting moved in-camera.

Resolution #02/21 MOVED BY G. Heyens and SECONDED BY C. Fadden:

**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.

**7. Approval of Minutes**

**7.1 December 10, 2020 Regular Board Meeting**

The minutes from the Regular Board Meeting held on December 10, 2020 were reviewed and approved.

Resolution #03/21 MOVED BY D. Canfield and SECONDED BY R. Burns:

**RESOLVED THAT** the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held December 10, 2020 be approved.

**Carried.**

**8. Committee Reports**

None.

**9. Business Arising from the Minutes**

**9.1 Finance Policies**

*F-3.0 Budgeting Process*

*F-4.15 Travel & Accommodation*

*F-5.0 Procurement*

**Human Resources Policy**

*HR 1.3 Compensation Review (new)*

These items were tabled.

**10. New Business**

**10.1 2021 Budget**

Andrew Hallikas entered the meeting at 10:26 a.m.

The CAO shared a walkthrough of the financial analysis with the Board and discussed upcoming capital items for 2021.

**10.2 CSWB Consultation Group request**

An information sheet was shared with the Board.

The Chair provided an update from the CSWB Consultation Group and asked the Board to share ideas on a location in their communities that a drop box is located or could be located for the purpose of returning paper copies of surveys to the group.

**10.3 OHT-CDMA Agreement**

A Collaborative Decision Making Arrangement Attestation Report prepared by the Rainy River District Ontario Health Team was shared with the Board.

The CAO explained that the document can be amended in the future as needed and asked the Board to support the document as presented.

Resolution #04/21 MOVED BY A. Hallikas and SECONDED BY D. Canfield:

**RESOLVED THAT** the Rainy River District Social Services Administration Board (RRDSSAB) supports the Collaborative Decision-Making Arrangement (CDMA) Attestation Report prepared by the Rainy River District Ontario Health Team (RRD OHT) membership as presented.

**Carried.**

#### **10.4 324 Victoria Avenue Tenders**

The CAO provided an update on the construction designs for the Safe Beds renovations and elevator/vestibule area at 324 Victoria Avenue. The CAO asked the Board for direction to proceed with the elevator/vestibule tender and renovations tender provided the total costs of the tenders do not exceed their budget. Provincial Funding for the renovations was received through the Ministry of Municipal Affairs and Housing and must be utilized by March 31, 2021.

Resolution #05/21 MOVED BY D. Canfield and SECONDED BY C. Fadden:

**RESOLVED THAT** the Rainy River District Social Services Administration Board (RRDSSAB) directs the CAO to proceed with award of the tenders for the elevator and vestibule/shaft for 324 Victoria Avenue, Fort Frances,

Provided the total cost of the tender for both the elevator and vestibule/shaft does not exceed \$250,000; and

**FURTHERMORE** that the costs of these tenders be recovered through Canadian Mental Health Association – Fort Frances Branch (CMHA-FF) who have been fully funded for this initiative by the Northwest Local Health Integration Network (LHIN).

**Carried.**

Resolution #06/21 MOVED BY K. McKinnon and SECONDED BY G. Heyens:

**RESOLVED THAT** the Rainy River District Social Services Administration Board (RRDSSAB) directs the CAO to proceed with the award of the tender for renovations to a portion of 324 Victoria Avenue, Fort Frances to be converted to Safe Beds and operated by the Canadian Mental Health Association Fort Frances Branch (CMHA –FF),

Provided the total cost of the tender does not exceed \$512,000, and

**FURTHERMORE** that the costs associated with this tender utilize the 100% Provincial Funding for renovations to this building received through the Ministry of Municipal Affairs and Housing in the amount of \$512,000 which must be utilized prior to March 31<sup>st</sup>, 2021.

**Carried.**

## **10.5 Committees**

The 2020 Committee List will be sent to the Board electronically. The Board is asked to respond by email which committees they would like to be a part of.

## **11. Reports**

### **11.1 CAO Report**

CAO Report was part of the meeting package.

### **11.2 HR Report**

Human Resources Report was part of the meeting package.

### **11.3 Finance**

**11.3.1** The Monthly Financial Statements will be sent out once year end is completed.

**11.3.2** The Maintenance Report (Quarterly) was part of the meeting package.

**11.3.3** The Investment Report (Quarterly) was part of the meeting package.

### **11.4 Board Chair Report**

D. Ewald thanked the Board for their confidence and re-election as Board Chair.

The Board Chair reported on the RRDMA AGM held Saturday, January 16, 2021 and thanked everyone who participated in the meeting.

## **12. 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 February 18, 2021 at 10:00 a.m. and will be held virtually.

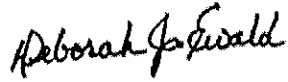
## **15. Adjournment**

Resolution #07/21 MOVED BY D. Canfield and SECONDED BY C. Fadden:

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

**Carried.**

The meeting was adjourned at 11:16 a.m.



---

CHAIR



---

SECRETARY-TREASURER (CAO)

February 18, 2021

---

DATE APPROVED