
MINUTES of the REGULAR MEETING of the BOARD
THURSDAY, September 15th, 2022 at 10:00 a.m.
RRDSSAB Office, Fort Frances, ON
MEETING #08/22

PRESENT: Debbie Ewald, Town of Rainy River (Chair)
Andrew Hallikas, Town of Fort Frances (Vice-Chair)
Bill Langner, Township of Dawson
Mike Ford, Township of Alberton
Robert Burns, Rainy River East
Lori-Ann Shortreed, Town of Emo
Don Canfield, Rainy River Central
James Gibson, Township of Chapple
George Heyens, Township of Morley

OTHER: None

REGRETS: Ken McKinnon, Township of LaVallee
Colleen Fadden, Township of Lake of the Woods
Dennis Brown, Town of Atikokan

STAFF: Dan McCormick, CAO - Secretary/Treasurer
Leanne Gurski, Director of Finance & Asset Management
Susan Badiuk, Administrative Assistant - Recorder

1. Call to Order

The CAO called the meeting to order at 10:07 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 # 59/22 MOVED BY D. Canfield and SECONDED BY A. Hallikas:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the agenda of September 15, 2022 as amended.

New Business - 9.8 Rainy River District Ontario Health Team Logo
9.9 Queen's Funeral

Carried.

4. Presentations/Delegations

The CAO congratulated Don Canfield and Robert Burns on being acclaimed to the Board.

5. In-Camera

The meeting moved in-camera.

Resolution #60/22 MOVED BY D. Canfield and SECONDED BY A. Hallikas:

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

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

Carried.

The Chair reconvened the meeting to its regular session.

In-Camera Report

Resolution #61/22 MOVED BY R. Burns and SECONDED BY B. Langner:

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 July 21st, 2022 Regular Board Meeting

The minutes from the Regular Board Meeting held on July 21st, 2022 were reviewed and approved.

Resolution #62/22 MOVED BY R. Burns and SECONDED BY G. Heyens :

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board held July 21st, 2022 be approved.

Carried.

7. Committee Reports

None.

8. Business Arising from the Minutes

8.1 2022 Association of Municipalities of Ontario (AMO) Conference Report

- **NOSDA Delegations**
- **RRDSSAB Delegations**

The Association of Municipalities of Ontario (AMO) Conference was held August 14th to 17th, 2022. Briefing notes for both the NOSDA Delegations and RRDSSAB Delegations were part of the meeting package. The Board Chair reported that they attended all eight (8) RRDSSAB delegations meetings as well as several NOSDA delegations and all were well received. Thank you letters have been received from Ministry personnel.

9. New Business

9.1 2023 Paramedic Response Time Targets

An issue sheet was sent to the Board with the charts showing 2022 targets and the actuals up to September 12, 2022 for the Rainy River District Paramedic Services (RRDPS) and the 2023 Recommended Response Time Targets.

Resolution #63/22 MOVED BY R. Burns and SECONDED BY G. Heyens:

RESOLVED THAT the Rainy River District Social Services Administration Board receive the 2022 Rainy River District Paramedic Services (RRDPS) Response Time Report to September 12th as presented;

And furthermore;

That the 2023 Rainy River District Paramedic Services (RRDPS) Response Time Plan be approved as presented and submitted to the Ministry of Health per legislative requirements.

Carried.

9.2 2023 Budget- Presentation of Draft Capital and Draft Operations

The presentation of the 2023 Budget Draft for Capital and Operations has been tabled to the next regular board meeting in October.

9.3 Lame Duck CAO Authorization

Decision making authority for the Chief Administrative Officer during the Lame Duck period was discussed.

Resolution # 64/22 MOVED BY G. Heyens and SECONDED BY B. Langner:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) approve the delegation of decision making authority to the Chief Administrative Officer during the Lame Duck period, which will begin October 24, 2022 and shall not be in effect or extend beyond the date when the Board for term January 1, 2023 to December 31, 2026 is sworn for the following:

1. The disposition of any real or personal property of the RRDSSAB, which has a value exceeding \$50,000 at the time of the disposal; and
2. Making any expenditure or incurring any liability, which exceeds \$50,000.

AND FURTHERMORE that the above do not apply if the disposition or liability was included in the most recent budget adopted by the RRDSSAB before nomination day in the election year.

Carried.

9.4 October Board Meeting

CAO requests that the regular October 20th Board meeting be moved to Thursday October 13th, 2022 at 10:00 a.m.

Resolution # 65/22 MOVED BY D. Canfield and SECONDED BY A. Hallikas:

RESOLVED THAT the Rainy River District Social Services Administration Board (RRDSSAB) approve the change of the Regular in person October meeting from October 20th, 2022 at 10:00 a.m. to October 13th, 2022 10:00 a.m.

Carried.

9.5 Policy Review

HS-1.0 Health & Safety Management

HR-3.8 Workplace Discrimination & Harassment

HR-3.9 Prevention of Violence in the Workplace

HR-6.6 Electronic Monitoring of Employees

Policies, *HS-1.0 Health & Safety Management, HR-3.8 Workplace Discrimination & Harassment, and HR-3.9 Prevention of Violence in the Workplace and Electronic Monitoring of Employees* were part of this meeting's package.

It was noted that no revisions have been made, however, it is a requirement that these policies be reviewed and approved annually.

Resolution #66/22 MOVED BY D. Canfield and SECONDED BY A. Hallikas:

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

- 1. HS-1.0 Health & Safety Management*
- 2. HR-3.8 Workplace Discrimination & Harassment*
- 3. HR-3.9 Prevention of Violence in the Workplace*

Carried.

Policy, *HR-6.6 Electronic Monitoring of Employees* was reviewed by the Board. No further discussion was required.

Resolution #67/22 MOVED BY A. Hallikas and SECONDED BY D. Canfield:

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

- 1. HR- 6.6 Electronic Monitoring of Employees*

Carried.

9.6 Attainable Housing Task Force Report

The 2022 ROMA Task Force on Attainable Housing and Purpose-Built Rental Report was sent as part of the meeting package for the board to review. The information in this report would benefit municipalities with development and planning. The CAO suggests members provide the information to their municipalities for future project consideration.

9.7 Housing Proposal Business Case for MMAH

The CAO was contacted by the Ministry of Municipal Affairs and Housing, they have requested a shovel ready housing proposal be presented by September 26th, 2022. The CAO suggests that the 8-Plex Building Project scheduled for the St. Michael's school property be the focus for this proposal.

9.8 Rainy River District Ontario Health Team Logo

Two examples of the RRDOHT Logo were presented to the Board for their approval. The second design was supported by the Board.

Resolution #68/22 MOVED BY A. Hallikas and SECONDED BY D. Canfield:

RESOLVED THAT the Rainy River District Social Services Administration Board support the use of the logo as presented to be used by the Rainy River District Ontario Health Team.

Carried.

9.9 Queen's Funeral

The Federal Government declared September 19, 2022 a holiday to mourn Queen Elizabeth II on the day of her state funeral in London. The Ontario government has chosen not to close, the CAO recommended to the Board that the RRDSSAB also remain open and observe a moment of silence in respect for the Queen's passing. Discussion was had regarding the options and the Board agreed with the recommendation presented.

10. Reports

10.1 CAO Report

The CAO presented a report to the Board at the meeting. In it he discussed the following:

324 Victoria Avenue: The Warming Centre is expected to open on November 14th 2022 and operate until the end of April 2023. Work continues with the elevator being installed the week of September 19th, framing and wiring on the top floor and work continuing on the main floor and ground level. The Warming Centre Staff have been contacted and seven employees will be returning for the 2022-2023 operational season.

Paramedic Services Funding: Funding for the operational base for Paramedic Services will be increased for 2022 bringing the total maximum base funding available for 2022 to \$5,399,176. Minister Rickford will be attending the Fort Frances Ambulance Station on September 21st at 11:30 to make the fund announcement. All Board Members are invited to attend.

Bivalent Announcements: A new bivalent vaccine is now available for the public. This vaccine targets both the original COVID-19 strain as well as the variants. The Northwest Health Unit is organizing immunization clinics throughout the district and will be utilizing the St. Michael's School Gym for multiple clinics until the second week of December 2022. They will be supported by our Community Paramedic Program that is now located in the offices at the school.

E-Referrals: An E-referral program has been developed by Ontario for the use of various agencies in Rainy River District Ontario Health Team (RRDOHT). Eight or nine agencies have currently committed to the use of the program and our Community Paramedicine program is one of them.

10.2 HR Report

Human Resources Report was part of the meeting package.

10.3 Finance

10.3.1 The Monthly Financial Statement for July 2022 was part of the meeting package.

10.4 Board Chair Report

None.

11. Other Business

The CAO invited the Board to do a walkthrough of 324 Victoria Avenue once it is close to reopening. A date will be determined in the coming weeks. Also a gift of two mugs embossed with the RRDSSAB Logo was presented from the CAO and Board to the attending Board Members, in appreciation for the hard work and dedication throughout the past 2 years of the COVID-19 Pandemic. This gift will also be distributed to the RRDSSAB staff in the next couple weeks.

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 in person, Thursday October 13th, 2022 at 10:00 a.m. in the RRDSSAB Board Room, 450 Scott Street.

15. Adjournment

Resolution # 68/22 MOVED BY A. Hallikas and SECONDED BY D. Canfield:

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

Carried.

The meeting was adjourned at 11:18 a.m.


CHAIR


SECRETARY-TREASURER (CAO)

October 13, 2022
DATE APPROVED