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July 5, 2006

MEMORANDUM TO: Ontario Works Administrators

- District Social Service Administration Boards (DSSABs)

Dan Lafranier
Regional Director, Northern Regional Office
A/ Regional Director, North East Regional Office
Ministry of Community and Social Services

FROM: Karen Glass
Director, Ontario Works

RE: **Interim Governance and Accountability Guidelines for District Social Services Administration Boards (DSSABs)**

Please find attached a set of Interim Governance and Accountability Guidelines for District Social Services Administration Boards (DSSABs). These Interim Guidelines address the key issues raised during the 2003 and 2004 DSSAB consultations and reflect feedback on the July 2004 Draft Guidelines on governance and accountability.

The Interim Guidelines are based on the *DSSAB Act*, Regulation and Ministry policy, together with the *Municipal Act, 2001* and other legislation affecting municipalities and/or local boards, as applicable to DSSABs.

The Guidelines are intended to be in place until final decisions are made regarding longer-term governance and accountability issues requiring legislative or regulatory amendments.

Please note that MCSS will revisit the Interim Guidelines to determine whether further revisions are required pending possible changes to the *Municipal Act, 2001*, proposed in Bill 130 *The Municipal Statute Law Amendment Act, 2006*.

In order to assist DSSABs with communication of the changes that have been made to the Guidelines, a before and after chart is included in the package along with technical Questions and Answers.

These Guidelines will be posted on the Ontario Works extranet (<http://www.ontworks.css.gov.on.ca/index.html>) in the near future.

original signed by

Karen Glass

- c. Peggy Greco, Chair, NOSDA
Kira Heineck, Executive Director, OMSSA
Brian Smithies, Director, Corporate Policy Secretariat, Ministry of Northern Development and Mines
Ralph Walton, Director, Municipal Governance and Accountability Branch, Ministry of Municipal Affairs and Housing