

**BOARD MEETING**

Espanola & District Recreation Complex  
Avery Drive, Espanola ON

**NOVEMBER 11, 1999  
MINUTES**

**1.0 CALL TO ORDER**

1.1 The Chair, Mr. Frank Gillis, called the meeting to order at 7:05 p.m.

**Present:** Perry Anglin, Jack Barr, Pat Best, Raymond Chénier,  
Les Gamble, Frank Gillis (Chair), Dave Ham, Ray Harding,  
Lucille Joyce, Willy Léveillée, Laurier Low, Claude Mayer,  
Dale Van Every.

**Staff:** Gary Champagne, Executive Director;  
Paulette Poulin, Executive Assistant. (Recording Secretary)

**Absent:** Earle Freeborn

**Guest:** Marie Lalande, Family Support Worker.

**2.0 REVIEW AND ADOPTION OF AGENDA**

**Motion #1**

MOVED BY: Ray Harding

SECONDED BY: Dave Ham

That the agenda be approved, subject to the following amendments:

... Presentation by Marie Lalande to follow item 5.0

CARRIED

### **3.0 DISCLOSURE OF INTEREST**

None declared.

### **4.0 IN-CAMERA ITEMS**

None

### **5.0 ADOPTION OF PREVIOUS MINUTES**

#### **Motion #2**

MOVED BY: Claude Mayer

SECONDED BY: Laurier Low

That the October 21, 1999 Board minutes be approved subject to the following corrections:

Item 9.2 Outreach – Delivery of Ontario Works - It was mentioned the motion listed (as item#7) did not accurately capture the actual motion made.

Since the topic was deferred for discussion at tonight’s meeting (item 6.2) it was agreed to let the minutes stand as written with this caveat noted.

CARRIED

### **6.0 BUSINESS ARISING FROM THE MINUTES**

#### **6.1 Mead Property Update**

##### **Motion #3**

MOVED BY: Ray Harding

SECONDED BY: Dale Van Every

That, The Manitoulin-Sudbury DSSAB accept its architect’s recommendation that Venture North Construction Ltd. be forwarded the recommended letter of acceptance awarding said builder the contract to proceed with the Mead office construction as per the terms outlined in said letter of acceptance,

It being further understood that said letter of acceptance will only be forwarded to Venture North Construction Ltd. once the required building permit has been secured from the Town of Espanola.

It was also agreed to forward MCSS a letter informing them of the DSSAB’s intent to not accept the financial burden associated with the expansion of its Mead office expansion should the provincial government’s “Sudbury ” municipal boundary restructuring decision leave the DSSAB in an operationally and economically unviable situation, a situation which could well exist if a number of those municipalities which are now part of the DSSAB become part of a new and restructured Sudbury.

CARRIED

## 6.2 **Manitoulin District Service Delivery Practice**

### **Motion #4**

MOVED BY: Perry Anglin

SECONDED BY: Dave Ham

That, we combine the practice of meeting clients in municipalities that offer free space with a practice of having clients travel for activities that can only be offered at Resource Centres.

DEFEATED

Recorded Vote: Perry Anglin and Dave Ham voted in favour of the motion.

All other DSSAB members voted against the motion.

## 6.3 **Board Committees**

After some discussion of the matter it was the general consensus of the Board that the DSSAB should attempt to function without any Standing Committees.

It was generally agreed that Committees, when they are needed, should be constituted to deal with a specific task, complete the task, make their recommendation to the Board and disband.

It was also agreed that, at this time, the Board needs to have two particular Committees to get on with those matters more pressing to the Board's overall good governance:

- **By-Law Committee** – mandated to recommend the rules of conduct which the Board may seek to apply to itself by which it conducts its affairs;

The Board's By-Law Committee will meet on November 19, 1999 at 10:00 a.m. Paulette will inform members of the meeting's location and provide them with sample Bylaws from other DSSABs; and

- **Finance/Budget Committee** - The Board's Finance/Budget Committee will meet on December 8, 1999 at which time it will attempt to strike the DSSAB's proposed year 2000 operating budget.

(Article 7(1) of the District Social Services Administration Boards Act requires the Board to "prepare estimates of the amount required to defray the expenditures for social services for the year and shall, on or before March 31 of that year, ..." and to notify concerned municipal clerks of their respective shares by said date.)

## 7.0 UNFINISHED BUSINESS

None

## 8.0 REPORTS

None

## 9.0 CORRESPONDENCE

### 9.1 Learning, Earning And Parenting Program (LEAP)

Letter received from MCSS to advise us that our plan has been reviewed by the Ministry and has been approved in principal subject to the finalization of the Service Contract.

## 10.0 EXECUTIVE DIRECTOR'S REPORT

### 10.1 Child Care

- **Immediate Housekeeping matters** - Gary spoke to a number of important housekeeping issues (see Child Care JIP) that must be addressed between now and the end of January given the DSSAB's new Child Care responsibilities effective January 2000. He indicated that he wanted the Board to support the possibility of retaining the consultative assistant services of Child Care Resources Inc. (CCR) to this end.
- **The DSSAB's Longer Term (Strategic) Child Care Role** – Gary indicated he will also speak with Lois Mahon re: the development of a more detailed proposal (\$30 to \$40,000) which would see the DSSAB possibly retain CCR, throughout the year 2000, to elaborate and identify, the more strategic role which the DSSAB should exercise vis-à-vis the District's child care needs and services. Our JIP speaks to the year 2000 as being a developmental year; Gary wants to explore the possibility of having the CCR be our agent in the development of its more strategic role. Would like to see a model plan (proposal)
- **Informal Child Care** – That the DSSAB can subsidise Informal Child Care for its OW clients but not for “subsidy eligible” working poor clients who are not on OW was discussed. The matter will be revisited at a future time.
- **Child Care Eligibility Criteria** – Gary indicated that an initial MCSS staff training session had been held re: Child Care Subsidy Eligibility Criteria. There are certain items that remain within the DSSAB's discretion to determine.

- **Child Care Committee** - Gary indicated he would like to convene the Child Care Committee re: the above matters once discussions with Lois and others have been held.

#### **Motion #5**

MOVED BY: Les Gamble  
SECONDED BY: Perry Anglin

That, the Board approve the Executive Director's request to have \$3,000 available to him for the purpose of employing consultative services to assist with the Child Care operational start-up matters to be in place effective January 2000.

CARRIED

#### **10.2 Logo**

##### **Motion#6**

MOVED BY: Jack Barr  
SECONDED BY: Dave Van Every

That, the Board accept the logo as presented.  
CARRIED

##### **Motion#7**

MOVED BY: Perry Anglin  
SECONDED BY: Raymond Chénier

That, for all purposes, we use the name Manitoulin-Sudbury District Social Services Administration Board.  
CARRIED

#### **10.3 Insurance Carriers**

- Concerns discussed.

**10.4 DSSAB Auditors** - It would appear the DSSAB is obliged to use, as its auditor, the Same auditing firm utilised by the largest municipality within its catchment area. The accuracy of same is to be verified.

#### **10.5 ASB – Joachim Muetze, MNDM**

Had asked to be placed on the agenda to discuss matter. No show.

#### **10.6 Personnel Administration Policies**

Will have at the next Board meeting

**10.7 Christmas Staff Party** – December 3<sup>rd</sup>. Board members welcomed to attend.

**Motion#8**

MOVED BY: Raymond Chénier

SECONDED BY: Claude Mayer

That, we allot \$300 towards the Staff Christmas Party.

CARRIED

**11 NEW BUSINESS**

None

**12 NEXT MEETING**

A daytime meeting scheduled to be held at the Espanola & District Recreation Complex at 10:00 a.m. on Thursday, December 9, 1999.

**13 ADJOURNMENT**

**Motion #9**

MOVED BY: Dale Van Every

SECONDED BY: Dave Ham

That we do now adjourn at 10:00 p.m.

CARRIED

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Frank Gillis – Chair