



MANITOULIN-SUDBURY DISTRICT
SOCIAL SERVICES ADMINISTRATION BOARD

CONSEIL D'ADMINISTRATION DES SERVICES
SOCIAUX DU DISTRICT DE MANITOULIN-SUDBURY

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MINUTES of the BOARD MEETING

held in the Meeting Room of the Espanola Regional Recreation Complex
September 27th, 2001

1.0 CALL TO ORDER

Present: Jack Barr, Pat Best, Gary Brown, Ken Ferguson, Earle Freeborn, Les Gamble, Frank Gillis, Lucie Lemieux, Tim McDonald, Janet Whissell

Regrets: Raymond Chénier, Vincent Lacroix, Willy Léveillé, Dale Van Every

Staff: Gary Champagne, CAO,
Karen Gerrard, E.A. (Recording Secretary)
Connie Morphet, Finance and Administration Manager
Fern Dominelli, Ontario Works Program Manager
Dan Hammond, EMS Program Manager (present at 10:00 a.m.)
Karen Dominick-Smyth, Community Services Manager (present at 10:00 a.m.)

Visitor: Wyman MacKinnon, President of CUPE Local 4705 (present at 1:15 pm)

9:00 a.m. The Chair requested a short discussion with Board members only before the start of the formal meeting. Staff was invited to join Board members at 9:25 a.m.

The Chair, Frank Gillis, called the meeting to order at 9:25 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 01-222 Moved by: Earle Freeborn Seconded by: Les Gamble
That the agenda be approved subject to the following amendments:

- Add 9.2.5 Community Planning Conference

Carried

3.0 DISCLOSURE OF INTEREST

None declared.

4.0 IN-CAMERA SESSION**Resolution No. 01-223 (per Section 55(5) of the Municipal Act)**

Moved By: Earle Freeborn

Seconded By: Jack Barr

That the Board move in-camera to discuss Personnel and Property matters.

Carried**Resolution No. 01-224
Closed Session Resolution****Resolution No. 01-225**

Moved By: Jack Barr

Seconded By: Janet Whissell

That the Board move out of camera and report.

Carried**IN-CAMERA REPORT**

In-Camera deliberations focused on the status of negotiations pertinent to a first Collective Agreement and the DSSAB's plans re: all eventualities.

5.0 ADOPTION OF PREVIOUS MINUTES**Resolution No. 01-226**

Moved By: Ken Ferguson

Seconded By: Gary Brown

That the minutes of the August 02 2001 Board meeting be approved as presented.

Carried**6.0 BUSINESS ARISING FROM THE PREVIOUS MINUTES**

No items were brought forward.

7.0 RESOLUTIONS

7.1.1 Board Member

Resolution No. 01-227

Moved By: Earle Freeborn

Seconded By: Tim McDonald

Whereas, René Lahaie, member from the Municipality of French River has submitted a letter of resignation from municipal government;

And whereas Mr. Lahaie will no longer be a Member of this Board;

Be it resolved that the Board extends its sincere thanks to Mr. Lahaie for his contribution as a member of the Manitoulin-Sudbury District Social Services Administration Board; and

That the Board extends its best wishes to Mr. Lahaie as he retires from municipal politics.

Carried

7.1.2 Board Member

Resolution No. 01-228

Moved By: Ken Ferguson

Seconded By: Lucie Lemieux

Whereas Rene Lahaie, member from the Municipality of French River has submitted a letter of resignation from municipal government;

And, whereas this creates a vacancy on the Board;

And, whereas the Municipality of French River has designated Vincent Lacroix as the replacement for this Board position;

Be it resolved that the Board welcomes Vincent Lacroix as a member of the Manitoulin-Sudbury District Social Services Administration Board effective August 22, 2001.

Carried

7.2 Ambulance Operators – Irrevocable Letter of Credit

Resolution No. 01-229

Moved By: Tim McDonald

Seconded By: Jack Barr

Whereas the Province designated the Manitoulin-Sudbury DSSAB as the Designated Delivery Agent for Land Ambulance effective January 1, 2001;

And, whereas this designation clearly puts the responsibility for the delivery of land ambulance in the Districts of Manitoulin and Sudbury on the DSSAB;

And, whereas the DSSAB has signed contracts for the delivery of land ambulance services with Espanola General Hospital and The Municipality Of The French River, both of which are publicly funded and directed institutions;

And, whereas there is presently a contractual obligation for them to provide an irrevocable line of credit, which has a cost associated with it;

And, whereas cost savings, which would be passed onto the DSSAB, could be achieved if this contractual obligation was removed;

Therefore, it is resolved that the Board rescind Section 32 (1) of our contracts with Espanola General Hospital and The Municipality Of The French River for the duration of contract with them.

Carried

7.3 Ambulance Operators – Audit Requirements

Resolution No. 01-230

Moved By: Gary Brown

Seconded By: Les Gamble

Whereas the Province designated the Manitoulin-Sudbury DSSAB as the Designated Delivery Agent for Land Ambulance effective January 1, 2001;

And, whereas this designation clearly puts the responsibility for the delivery of land ambulance in the Districts of Manitoulin and Sudbury on the DSSAB;

And, whereas the present land ambulance contracts require audited financial statements from service providers;

And, whereas to reduce costs, while still maintaining financial accountability to the DSSAB, audited financial statements from the contracted service providers that are not land ambulance specific and do not match our present contract year will be sufficient to meet our internal needs;

Therefore, it is resolved that the Board allow the municipal and hospital contracted providers to follow their present internal audit requirements as long as the ambulance service is included in their audit, and that in the case of the hospital, that they have their auditor provide a separate reconciliation which would allow the DSSAB to see costs for a current contract/calendar year.

Carried

8 CAO's REPORT**8.1 CAO's Apportionment Report****Resolution No. 01-231**

Moved By: Pat Best

Seconded By: Earle Freeborn

That the attached Apportionment Report document be accepted and sent to all Mayors, Reeves and Clerks of the municipalities in the DSSAB area.

Carried

In accepting the Apportionment Report, it was understood that the Board's apportionment formula for the Year 2002 and the option to change the formula from the one that exists remains to be discussed by the Board.

The issue of Crown Lands and treatment of Payments In Lieu was discussed. Gary Brown suggested that lands subject to PIL were not being assessed at market value. It was felt that the Board should push for a change in the Crown Land assessment and treatment of payments in lieu. A recommendation was put forth that all the municipal treasurers in the DSSAB area, meet to discuss payments in lieu and apportionment concerns.

8.2 Financial Report**Resolution No. 01-232**

Moved By: Janet Whissell

Seconded By: Earle Freeborn

That the Board accepts the Financial Report for the period ending August 31, 2001 as circulated.

Carried**8.3 BUSINESS ENVELOPE REPORTS****8.3.1 Land Ambulance****8.3.1.1 Contract Year End Surpluses**

Noting there may be a year end contract surplus, Dan Hammond indicated that Administration was presently examining its options re: a surplus possibility.

8.3.1.2 Update on Defibrillator Purchases

Mr. Hammond indicated that the DSSAB was receiving an additional \$105,000 of one time Ministry of Health and Long Term Care (MOHLTC) funding that must be used along with the already confirmed \$105,000 for vehicle or equipment purchases. The DSSAB will be utilizing this \$ 210,000 plus \$18,000 from its EMS contingency fund to purchase 20 new standardized defibrillators to replace all of the units now in place across the DSSAB's jurisdiction.

Mr. Hammond pointed out the options being explored regarding the replaced units. These include sending 10 old units as trade ins;

- then sending 6 units to present first response teams, and 3 to member municipalities for their determined use (fire and/or police department, medical clinic, health units)
- or make 9 units available to the member municipalities for their determined use
- or trade in 9 remaining units for a credit

There was a brief discussion of the merits of each option. Gary Brown stated that while he appreciated Administration's need to proceed with due diligence as to the cost, staff training and legal liability issues of each option before a final decision is made, he could state, from first hand experience, providing FRTs with defibrillators saves lives and every effort should be taken to eliminating the barriers to so doing as soon as possible.

8.3.1 Ontario Works & ODSP

8.3.2.1 Community Placement Bonus Funding Allocation

The CAO referred members to the draft Incentive Funding Plan document that had been sent to them. Noting that only \$45,000 of the \$435,000 earned bonus funding had thus far been received, the CAO went over the background of the rationale of the proposed two year expenditure plan that was being proposed by Administration.

Fern Dominelli reminded members that the DSSAB is, in the present year, again exceeding the Province's C.P. targets and projecting another healthy C.P. Incentive Funding allocation confirmation from Ontario this time next year. Members were also reminded that Ontario has yet to indicate if it will extend its C.P. Bonus Funding Incentive program beyond this year. Fern indicated that the 'Levels of Service' funding is continuing.

Resolution No. 01-233

Moved By: Jack Barr

Seconded By: Janet Whissell

Whereas the Manitoulin-Sudbury District Social Services Administration Board has earned \$435,000 of Community Placement Bonus Funding;

And whereas this Bonus Funding must be spent over a two-year period and in accordance to the expenditure criteria established by the Ministry of Community and Social Services (MCSS);

And whereas the DSSAB's Administration has put forth a two year Plan as to the expenditure of this Bonus Funding that meets the Ministry's criteria,

Be it resolved that the Board approve the implementation of its Administration's proposed two year plan and the initiatives therein identified.

8.3.2.2 Sudbury-East Update

The Board was informed as to status of the Warren and Alban offices and the rationale behind the six week closure of the Alban office for all other than booked appointments. Public inquiries during this period will be directed to the Warren Office.

8.3.3 Child Care

8.3.3.1 Early Years Challenge Fund

Early Years Projects - Members were updated on developments pertinent to earlier circulated background reports on the Early Years project funding opportunities; the DSSAB's promotion of same with potential area sponsors and its indicated willingness to allocate some of its NCB funds to the required 'municipal contribution' that accepted proposals would require. It was noted that there have been no firm financial requests placed before the DSSAB at this time.

The CAO indicated that the Province had only recently unveiled the second part of its Ontario Early Years Plan undertakings, that being the Province's intent to see each of Ontario's 103 electoral ridings allocated one Early Years Centre. Each Early Years Centre will receive a minimum 100% provincially funded \$500,000 annualized operating allocation to support a prescribed list of core services.

It was noted that:

- Our DSSAB encompasses four electoral ridings and that the most populated segment of each of these ridings is outside of the borders proper of the DSSAB catchment area and that there is, as such, the real possibility that there will be no Early Years Centre based in our area and that we may, at best see our area served from four separate out-of-District based operations.

- as this area's designated Child Care Service Manager, our DSSAB has a role in funding (20%), planning and managing the services available via the Child Care Resource Centres that now exist in Chapleau and on the Manitoulin Island,
- it is the province's expectation that the services of these Early Years Centres will be planned and coordinated in such a manner as to ensure that they complement those resource centres now funded through the DNA act on an 80-20 basis
- the community will determine, and the Minister officially approve by October 12, who, in phase one of the electoral ridings chosen, will be assigned the planning and implementation responsibility of their area's Early Years Centre.

12:25 pm the meeting recessed for a lunch break
12:50 pm the meeting resumed.

The following Resolution followed a further discussion of the DSSAB's interest in the matter.

Resolution No. 01-234

Moved By: Lucie Lemieux

Seconded By: Tim McDonald

Be it resolved that the Manitoulin-Sudbury DSSAB CAO be mandated to indicate to the Honourable John Baird, Minister of Community and Social Services that,

Whereas it complements the government on its decision to see Early Years Centres established across Ontario, and

Whereas the DSSAB is the designated Child Care Service Manager responsible for the program planning and co-funding of the child care services and NCB services available in the Districts of Manitoulin and Sudbury (excluding the City of Greater Sudbury), and

Whereas the DSSAB is concerned that the Districts of Manitoulin and Sudbury (excluding the City of Greater Sudbury) may find themselves served from as many as four out-of-District based Early Years Centres,

The DSSAB is asking the Minister to seriously consider the creation of at least one more Early Years Centre that is to be headquartered in and to be responsible for the coordination of the range of Early Years Centre services available in the Manitoulin and Sudbury Districts (excluding the City of Greater Sudbury); and

That the Minister note the DSSAB's request to be identified as the organisation that is prepared to assume the responsibility for the community planning and coordination of the Early Years Centre or Early Years Centres' services to be available to the children and families of the Manitoulin and Sudbury Districts (excluding the City of Greater Sudbury).

Carried

MINUTES

September 27th, 2001

The Board directed that a copy of the above Resolution be sent to all the municipalities within the DSSAB's catchment area, requesting their support that the DSSAB be the Province's identified planning agent for the Early Years Centre or Early Years Centre services to be available to the children and families of the Manitoulin and Sudbury Districts along with a draft letter of support to this effect.

8.3.3.2 Child Care Special Needs Program

The concerns and issues re: the Special Needs Program will be discussed at a Child Care Committee meeting and a recommendation on the matter will be brought to the Board at its October meeting.

8.3.4 Social Housing

8.3.4.1 Registration of Public Housing Property Titles

Resolution No. 01-235

MOVED BY: Tim McDonald

SECONDED BY: Janet Whissell

Whereas the Social Housing Reform Act, Section 43, as amended, requires that the title to the real property be registered or deposited under the Registry Act or registered under the Land Titles Act;

And whereas the Manitoulin-Sudbury District Housing Corporation has by resolution, indicated its readiness to transfer its interest in its properties (as well as transferring its obligations under any agreements that exist) to the Manitoulin-Sudbury DSSAB at such time as the DSSAB may choose;

Therefore be it resolved that the Manitoulin-Sudbury District Social Services Administration Board requests that the Ontario Housing Corporation prepare transfer documents indicating all real properties of the Manitoulin-Sudbury District Housing Corporation (along with its obligations under any agreements in existence) be registered in the name of Manitoulin-Sudbury District Social Services Administration Board.

Carried

MINUTES

September 27th, 2001

8.3.5 Community Development Workshop

Resolution No. 01-236

MOVED BY: Earle Freeborn

SECONDED BY: Tim McDonald

Whereas the devolution of services to the Manitoulin-Sudbury DSSAB is near complete;

And whereas there are a number of areas of interest that it would be to the mutual benefit to the DSSAB and the Districts' Clerk-Treasurers to discuss and explore;

Be it resolved that the CAO be given the approval to proceed to spend up to \$10,000 to engage the services of Gary J. Michalak & Associates to assist in the planning and facilitation of a community development workshop involving the Senior Management personnel of the DSAAB and the Clerk-Treasurers of the DSSAB area municipalities.

Carried

9.0 CORRESPONDENCE accepted

9.1 Township of Cockburn Island – Apportionment

9.2 Property Tax Treatment of Power Dams

9.3 Chapleau Rural Dialogue Session Report

9.4 Update on implementation of SDMT

9.5 Town of Espanola – Apportionment

10 OTHER BUSINESS

10.1 Budget Committee

Resolution No. 01-237

MOVED BY: Tim McDonald

SECONDED BY: Lucie Lemieux

That a Budget Committee consisting of Jack Barr, Tim McDonald, Gary Brown, the CAO and the Finance and Administration Manager, meet in October 2001 to begin discussions of the year 2002 budget.

Carried

There was a consensus that the Committee of the Whole would deal with Apportionment matters.

10.2 Policy Committee

Resolution No. 01-238

MOVED BY: Earle Freeborn

SECONDED BY: Ken Ferguson

That the Human Resources Committee members also be assigned the duties of a Policy Committee and that its membership be expanded to include Jack Barr.

Carried

The Committee is asked to be ready to be convened at the call of the Chair.

MINUTES

September 27th, 2001

11 CONFERENCES

11.1 Social Housing Training Sessions

Resolution No. 01-239

MOVED BY: Ken Ferguson

SECONDED BY: Lucie Lemieux

Whereas it is a requirement that Service Managers attend training sessions prior to the February 1st transfer of its Non-Profit housing responsibilities;

And whereas there is no registration fee for the training sessions being offered through the MMAH Social Housing Business Division;

Be it resolved that all Board Members who so desire, be enrolled in these training sessions to be held in Sudbury at various times up until January 2002

Carried

ADJOURNMENT

Resolution No. 01-240

MOVED BY: Les Gamble

SECONDED BY: Earle Freeborn

That we do now adjourn at 1:40 p.m. until the next scheduled meeting to be held in Espanola on October 25th, 2001 at 10:00 a.m.

Carried

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)