



MANITOULIN-SUDBURY DISTRICT
SOCIAL SERVICES ADMINISTRATION BOARD

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

210 Mead Boulevard, Espanola, ON P5E 1R9
Telephone: (705) 862-7850
Facsimile: (705) 862-7805
<http://www.msdcb.net>

210, boulevard Mead, Espanola ON P5E 1R9
Téléphone: (705) 862-7850
Télécopieur: (705) 862-7805
<http://www.msdcb.net>

MINUTES
of the
DSSAB BOARD MEETING
held in its Espanola Office Boardroom
March 6, 2003

Present: Jack Barr, Pat Best, Gary Brown, Ray Chénier,
Ken Ferguson, Earle Freeborn, Les Gamble, Frank Gillis, Vince Lacroix,
Willy Léveillée, Marcel Rancourt, Rhéal (Ray) Vaillant, Dale Van Every,
Janet Whissell

Staff: Gary R. Champagne, CAO
Suzanne Bouchard, E.A. (Recording Secretary)
Connie Morphet, Finance and Administration Manager
Peter Bradley, Housing Services Manager
Dan Hammond, EMS Manager
Karen Dominick, Community Services Manager
Fern Dominelli, Director of Social Services

Press: Cindy Laundry, Michael Erskine

1.0 CALL TO ORDER

The Chair, Frank Gillis, called the meeting to order at 10:05 a.m.

2.0 CLOSED SESSION

Resolution No. 03-20 Moved by: Earle Freeborn **Seconded by:** Leslie Gamble
THAT the Board move into closed session to discuss Human Resource and Property
matters.

Carried

Resolution No. 03-21 Moved by: Ray Chénier **Seconded by:** Vince Lacroix
THAT the Board adjourn this closed session.

Carried

3.0 ADOPTION OF AGENDA

Resolution No. 03-22 Moved by: Ken Ferguson **Seconded by:** Dale Van Every
THAT the agenda be adopted as presented.

Carried

4.0 DECLARATIONS OF CONFLICT OF INTEREST

Gary Brown declared a Conflict as it pertained to the matter of the question of whether
or not to bring EMS services In-House.

5.0 MINUTES

5.1 Adoption of Previous Minutes

Resolution No. 03-23 Moved by: Ken Ferguson **Seconded by:** Janet Whissell
That the minutes of the January 9, 2003 Board meeting be approved. **Carried**

5.2 Business Arising from Minutes

5.2.1. 2003 Apportionment Formula

The Board was informed that a majority of the DSSAB's member municipalities who represent a majority of the jurisdiction's electors have indicated a preference to see the DSSAB's Municipal Apportionment formula changed.

There was a question regarding the amounts attributed to the Manitoulin and Sudbury Unorganized regions. It was agreed that the DSSAB's Administration would investigate the details and report to the Board at its next meeting.

Resolution No. 03-24 Moved by: Ray Chénier **Seconded by:** Jack Barr
THAT the Board accept the Budget Committee recommendation that the DSSAB's member municipalities commence to be apportioned according to an apportionment formula that would see the Payments In Lieu (PILs) included in the weighted assessment formula, and see the percentage of the cost attributed to Townships Without Official Municipal Organization (TWOMO) share of the DSSAB Act funded programs changed from the present 19.2% to the previously attributed 19.9% of the municipal share of the budget. **Carried**

5.2.2. Ontarians With Disabilities Act

The CAO reported that he had followed up with the Ministry of Citizenship re: the Act and the DSSAB's obligations under the Act as well as written to the MMA re: their readiness to assume any of the costs that the DSSAB would encounter in undertaking the coordinating role that the MMA's member municipalities would like it to play on their behalf re: the development of their Accessibility Plan(s). A reply has yet to be received from the MMA.

6.0 ACTION ITEMS

6.1. DSSAB Committee Membership

The Board agreed with the Chair's indication that it is his wish to maintain the DSSAB's stated intent to only have Committees exist on an "as needed basis" to address specific term defined tasks.

On the strength of this premise, the Board decided to proceed with the formation of three Committees only at this time – its HR/Policy Committee; its Finance/Budget Committee and an EMS Transition Committee. These Committees will elect their Chairs at their first meeting.

Resolution No. 03-25 Moved by: Earle Freeborn **Seconded by:** Marcel Rancourt
WHEREAS it has been deemed desirable and expedient to establish Committees of the Board for the year 2003;
BE IT RESOLVED that the following Committees consisting of the following Board members be established:

Finance/Budget Committee:*

Members – Jack Barr, Gary Brown, Vince Lacroix and Janet Whissell

Human Resources/Policy Committee:*
Members - Jack Barr, Pat Best, Ray Chénier, Janet Whissell

EMS Transition Committee:*
Members: Jack Barr, Earle Freeborn, Ken Ferguson, Les Gamble, Willy Léveillé
Carried

* In standing with the DSSAB's By-laws, Frank Gillis, as Board Chair, is an ex-officio member of all DSSAB Board Committees.

Manitoulin-Sudbury District Housing Corporation – Members were reminded that their decision to keep the Corporation alive “on paper” for a certain time even though all of its assets and staff were transferred to the DSSAB requires that it hold an AGM at least once a year to go over its Audited Financial Statement and appoint its Board members for the new year. The Corporation's Board members, by decision of the Board consist of the same individuals who sit as members of the DSSAB. Members are reminded that the Corporation's AGM will be part of the DSSAB Board's next month agenda since the Corporation's audited financial statements should then be available.

6.2. Children's Aid Society Membership

Resolution No. 03-26 Moved by: Willy Léveillé **Seconded by:** Ray Chénier
WHEREAS there is one municipally elected individual from the DSSAB's catchment area who sits as a member of the Children's Aid Society: (Frank Gillis);
BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB continue the practice of paying Frank Gillis the Board's established Honorarium as pertains his role as a member of the CAS Board. **Carried**

Mr. Gillis indicated that his term as a member of the Sudbury-Manitoulin Children's Aid Society expires in October.

6.3 AMO Associate Membership

The Chair indicated that while the DSSAB has not been an Associate Member of AMO, it should be. The Chair also spoke to the NOSDA resolution to see DSSABs provided member's or associate membership status at the FONOM and NOMA tables.

Resolution No. 03-27 Moved by: Earle Freeborn **Seconded by:** Willy Léveillé
THAT the Manitoulin-Sudbury DSSAB become an Associate Member of the Association of Municipalities of Ontario at a cost of \$400.00 for the year 2003. **Carried**

7.0 BOARD COMMITTEE REPORTS

7.1 EMS Study Group

Earle Freeborn reported that the EMS Study Group had fulfilled its assigned mandate and had a recommendation to propose to the Board re: the post January 1, 2004 Land Ambulances services delivery option it should pursue.

Resolution No. 03-28 Moved by: Jack Barr **Seconded by:** Dale Van Every
THAT the Board move into closed session to discuss advice that is subject to solicitor-client privilege. **Carried**

Resolution No. 03-29 Moved by: Marcel Rancourt **Seconded by:** Jack Barr
THAT the Board adjourn this closed session. **Carried**

7.1.1 Post-January 1, 2004 Land Ambulance Services Delivery

Resolution No. 03-30 Moved by: Earle Freeborn **Seconded by:** Willy Léveillé
THAT the Board accept the EMS Study Group recommendation that the Board move to the In-House Service Delivery of its EMS services effective January 1, 2004.

Conflict of Interest Declaration –

At this point, Gary Brown declared a Conflict of Interest and left the room. Though he indicated that he was not declaring a Conflict of Interest, Ray Vaillant also chose to leave the room.

Noting that members had had the opportunity to study the findings of its Study Group and to ask what questions they had, Frank Gillis noted this would be a recorded vote with everyone given the opportunity to speak to the matter before the vote was called.

Ken Ferguson noted that while he had voted for In House delivery as a member of the EMS Study Group, he had had a change of heart and was now of the opinion that another Request for Proposals should be issued to see whether the direct delivery proposal would in fact be a better way to go.

Marcel Rancourt commended the Study Group on the excellent work they had done. He indicated his own appreciation of the fact that they had remained neutral during the entirety of their deliberations. Building on his prior day comments, he noted that he was satisfied with the thoroughness of the Study, satisfied with the answers to the questions raised and of the opinion that the area's paramedics would be more secure and better served by being with one employer who did not have to go to tender every three years.

Leslie Gamble noted that his was the dissenting opinion at Tuesday night's March 4th EMS Study Group vote recommending the In House option. He indicated that the area was well served by its three contractors; that the system should stay as is with the three contractors given the opportunity to indicate if they could come in at a lower cost. He commented that the \$100,000 annualized savings today, with a \$212,000 transition cost, might not be as good as it sounds.

Jack Barr noted that as a Study Group member he could say the Committee had looked at every aspect of the question, was fair with its present providers, made them no promises one way or the other, and came to its recommendation on the strength of their analysis of the facts before them. He indicated there would be no change in the service provided to patients needing an ambulance and that going to In-House service delivery was the right option to pursue.

Vince Lacroix commended the Study Group on their work but thought that the process had not been a fair one since the 19 member municipalities had not been asked for their points of view.

Pat Best reported that the prevailing feeling amongst the six municipalities she represented was that with everything being centralized in the hands of larger and larger

providers, there seemed to be “little place for the small guy”. She felt that municipalities needed more time to study the Study Group’s report.

Ray Chénier commented that the decision rested with the 14 members at the DSSAB Table and not with the municipalities, both organized and unorganized, that these 14 members represented. He reminded members that they were appointed to the DSSAB Board to make the decisions that the DSSAB is mandated to, just as any other Local Board or municipality is there to make the decisions on the services they are mandated to manage. He pointed out that the 14 members were given the responsibility, by the municipalities they represented to make decisions that are in the best interest of the entire DSSAB jurisdiction with respect to those services divested to them to Service Manage. He stressed that EMS service management decisions were the divested responsibility of the DSSAB and not its member municipalities. He stated that the DSSAB’s role is to serve the client as effectively and efficiently as it can, that the service will not change and if anything be a better service delivered at less cost. He congratulated the Study Group for the work that they had done.

Janet Whissell commended the Study Group on the work they had done. She indicated that the need for stability in health care is very important. She noted that she for one was very impressed with the Study Group’s work and comforted to see that they were able to satisfactorily address and answer all of her questions as well as those raised by her fellow Board members. She indicated that she was satisfied that the Study Group recommendation to move to an In House delivery model was a sound one.

Willy Léveillé stated that as a member of the EMS Study Group, he had looked at the options from the standpoint of a taxpayer representing his community. He indicated that he was pleased to say he had never been pressured by any of his fellow Study Group members to indicate where he stood until the March 4th meeting when a recommendation to the Board had to be made. He felt, as indicated in the March 4th EMS Study Group minutes, that the In-House approach was the best way to proceed for the reasons shown in the EMS Study Group findings.

Earle Freeborn stated that the Study Group had completed its task in a fair, unbiased manner, with no preconceived Group opinion as to the final outcome of the Group’s recommendation. As its Chair he truly felt that it would be in the overall long term best interest of all parties concerned to go with direct delivery.

There being no further questions or comments, the Chair called the question to a vote.

The last to cast his vote, Frank Gillis indicated that his reservations on the matter were well known. He noted that while the decision was not an easy one he wished to stand with Mr. Rancourt in the interest of seeing the same Espanola vote cast by its two DSSAB members on this important DSSAB table matter. Mr. Gillis concluded his personal remarks by noting that while his reservations stemmed from the fact that the entirety of the Manitoulin-Sudbury population was being well served by its three contracted EMS Service Providers, he had no hesitation in stating that he believed these same residents would be equally well served, under one DSSAB administration, by the same body of dedicated and professional paramedics.

Resolution No. 03-30 Moved by: Earle Freeborn **Seconded by:** Willy Léveillé
THAT the Board accept the EMS Study Group recommendation that the Board move to the In-House Service Delivery of its EMS services effective January 1, 2004.

Carried (8 YEAS; 4 NAYS)

The results of this Recorded Vote read as follow:

Yeas: Jack Barr, Ray Chénier, Earle Freeborn, Frank Gillis, Willy Léveillé,
Marcel Rancourt, Dale Van Every, Janet Whissell

Nays: Pat Best, Ken Ferguson, Les Gamble, Vince Lacroix

Mr. Gillis brought the item to a close by thanking the EMS Study Group members for the quality of the work they had accomplished on the Board 's behalf on this dossier.

Nota Bene - Gary Brown and Ray Vaillant rejoined the meeting and the Chair announced that In-House Delivery of EMS Services had been approved by the Board.

7.1.1.2 EMS Study Group's January 8, 2003 & March 4, 2003 Meeting Minutes

Resolution No. 03-31 Moved by: Earle Freeborn **Seconded by:** Jack Barr
THAT the Board accept the minutes of the EMS Study Group meetings held January 8
and March 4, 2003. **Carried**

7.1.1.3 Cross-Border Billing Update

The CAO reported that a key province wide meeting was held on the matter a few weeks back. None of the assumed subsequent MOHLTC decisions on the matter have yet been released. While we have locally requested that our neighbouring DDAs forward us the information on their respective areas that we require to calculate the actual amounts payable/receivable from each of them, none of them has yet to do so given they like we are anticipating MOHLTC directives on the matter from one day to the next. Invoices have not, as a result, been sent to or received from other Designated Delivery Agents.

7.1.2. H.R./Policy Committee

Resolution No. 03-32 Moved by: Pat Best **Seconded by:** Janet Whissell
THAT the Board accept the minutes of the H.R./Policy Committee meeting held January
8, 2003. **Carried**

7.1.3. Social Housing Committee

7.1.3.1 Social Housing Policies – Third Reading

Resolution No. 03-33 Moved by: Ray Chénier **Seconded by:** Earle Freeborn
THAT the Board approve Third Reading of the proposed Housing Policies recommended
by the Social Housing Committee, namely:

Access Policies that speak to:	Eligibility Requirements for RGI Units
	Occupancy Standards
	Tenant Selection
	Central Waiting List
	Internal Review Process
RGI Policies that speak to:	Financial Testing
	Asset Limits
	Income Limits
	Excluded Income/Assets
	Absence from Unit
	RGI Ineligibility Period
	RGI Increases Less Than \$10.00

Carried

7.1.4. Budget Committee

Gary Brown noted that the question was raised as to whether power dams were being taken into consideration in the Municipal Cost Apportionment formula applicable in other DSSAB jurisdictions. The CAO reported that he has started canvassing other DSSABs on the matter; that responses are slowly coming in. The information thus far obtained shows that some do and others don't with each of those who do having different methods of attributing a weighting factor to the grants municipalities receive for the dams in their area. Further information will be forthcoming.

Resolution No. 03-34 Moved by: Earle Freeborn **Seconded by:** Janet Whissell
THAT the DSSAB's Administration be assigned the task of studying the legalities of implications involved in including power dams in its municipal cost apportionment formula.

Carried

7.2. CAO Report**7.2.1. Operation Management Reports****7.2.1.1. Children's Services Report**

Janet Whissell asked why the Township of Baldwin was omitted in the Children's Services Report. The reply was that there were no numbers to include for Baldwin.

7.2.1.2. EMS

The CAO reported that the LaCloche EMS Service Provider, Espanola General Hospital, has informed the DSSAB of its intent to exercise its option to see the matter of its disputed \$8400 sum for the 2001 budget year brought to Mediation and, if not resolved there, to Arbitration.

7.2.1.3. Social Housing Services Report

There were no questions regarding the circulated Housing Services Report. The CAO reported that he and Peter Bradley had met with Senior Ministry of Housing representatives in Toronto re: the costs associated with meeting all of the conditions required to enable us to sell our Sultan & Foley properties. While there were still a number of problems to solve, the Ministry did approve allotting us up to \$140,000 to assist with the "water costs" involved.

7.2.1.4. Ontario Works Report

There were no questions regarding the circulated Ontario Works Report.

7.2.1.5. Finance & Administration

7.2.1.5.1 Audited Financial Statements - The CAO reported that the audited financial statements should be available at the Board's next meeting.

7.2.2.5.2 Year 2002 EMS Operating Surplus Estimate - Administration reported that the DSSAB's audited statements cannot be completed until the Board has pronounced itself on its deferred Budget Committee recommendation re: the Year 2002 EMS operating surplus which is thus far estimated at \$275,652. Connie Morphet elaborated as to the details of the matter.

Resolution No. 03-35 Moved by: Willy Léveillé **Seconded by:** Earle Freeborn
THAT the Board accept its Budget Committee recommendation that the portion of the

final Year 2002 surplus that is attributable to EMS, both the MOHLTC and Municipal portions, be transferred to the DSSAB's EMS Reserves. The total estimated EMS surplus, to be confirmed by way of the year end audit comes to approximately \$275,652, with 50% of the amount consisting of the municipal share and the other 50% consisting of the MOHLTC's EMS grant to the DSSAB. **Carried**

7.2.2. Strategic Issues Report

7.2.2.1 February 2003 CAO's Report on DSSAB Central Administration Infrastructure Funding Concerns

Ray Chénier and Pat Best complimented the CAO on his circulated Report re: DSSAB Central Administration Infrastructure Costs. Ray Chénier indicated how interesting it was to note how ready the provincial government was to consider factors other than "Cost per Case" in the administrative infrastructure funding of its "now entirely provincially funded" School Boards when compared to its rigidity in insisting on considering nothing other than the "Cost per Case" funding of the administrative infrastructure tied to the municipally cost-shared O.W. Program's management by DSSABs regardless of the other factors that also influence their underlying central administration infrastructure costs.

Board members agreed with Pat's recommendation that the Report should be distributed to the area's MPPs and member municipalities.

7.2.2.2 Progress on NOSDA Request that Province establish an InterMinisterial-DSSAB CAO Table to address Issues specific to Northern Ontario's DSSABs

Noting that the topic of his February CAO Report was closely linked to NOSDA Chair Frank Gillis' letter to the Province re: NOSDA's Resolution that it establish an InterMinisterial-DSSAB CAO Table to examine the Central Administration Infrastructure cost concerns particular to the North's DSSABs, the CAO indicated that he was pleased to report that MCFCS Minister Brenda Elliott had forwarded what he qualified as a "promising first step in the right direction". Noting that members had a copy of Minister Elliott's January 13, 2003 response to NOSDA in their Board correspondence, the CAO indicated that NOSDA's proposed course of action re: the "window" that the Minister was offering would be a topic of discussion at the upcoming March meeting of NOSDA CAOs & Commissioners and that he would report on that Group's recommendations at the Board's next meeting.

The CAO repeated earlier indicated NOSDA concerns that it was difficult to see how MCFCS, despite its designation as the lead Ministry on DSSAB matters, could appropriately deal with cross-Ministerial DSSAB concerns when they have no expertise on that front and no ability to commit the other involved Ministries to any solutions put forth unless the Premier assigns those added responsibilities to MCFCS when they appear to more appropriately rest with the Ministry of Municipal Affairs.

Frank Gillis agreed, noting that it was the reason why the NOSDA letter, though responded to by Minister Elliott, had been addressed to the Minister of Northern Development and Mines.

Resolution No. 03-36 Moved by: Ray Chénier **Seconded by:** Janet Whissell
THAT the DSSAB's Operation Management and Strategic Issues Reports be accepted. **Carried**

8. CORRESPONDENCE**8.1 NOSDA and FONOM Correspondence Re: EMS TWOMO “Funding Flaw”**

The CAO reported on correspondence circulated to Board members re: the NOSDA Resolution and subsequent letter to MOHLTC Minister Tony Clement re: the EMS funding template flaw that sees the TWOMO share of Northern Ontario Land Ambulance costs managed differently than it under the DSSAB Act.

The CAO noted that FONOM also wrote to the Minister of Health re: this same matter.

9. NEW BUSINESS**9.1 Markstay-Warren Municipality Correspondence re: Hagar Ambulance Services**

Resolution No. 03-37 Moved by: Earle Freeborn **Seconded by:** Ken Ferguson
THAT Administration look into the Land Ambulance service coverage addressed in the circulated Municipality of St. Charles and the Municipality of Markstay-Warren correspondence re: same that Dan Hammond, DSSAB EMS Program Manager was copied on and provide the Board a report on the matter at next Board meeting. **Carried**

10. UPCOMING CONFERENCES AND EVENTS

The Chair indicated that the Spring OMSSA session is coming up in April.

11. NEXT MEETING & ADJOURNMENT

Resolution No. 03-38 Moved by: Ray Chénier **Seconded by:** Vince Lacroix
THAT we do now adjourn at 11:45 a.m. until the next regular meeting to be held on March 27, 2003 commencing at 10:00 a.m. in Espanola DSSAB Office Boardroom.

Carried

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)