



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  
**MANITOULIN-SUDBURY DSSAB BOARD MEETING**  
held at the Espanola DSSAB Board Room  
**June 24, 2004**

Present: Pat Best, Fernand Bidal, Earle Freeborn, Leslie Gamble, Frank Gillis, Mike Lehoux, Laurier Low, Bud Rohn, Richard Stephens, Dale Van Every

Staff: Suzanne Bouchard, E.A. (Recording Secretary)  
Connie Morphet, Director of Finance  
Fern Dominelli, Director of Social Services  
Dan Hammond, Director of EMS  
Karen Dominick, Community Programs Supervisor  
Dexter Adams, Human Resources Manager  
Peter Bradley, Manager, Social Housing

Media: Cheryl Waugh

Regrets: Collin Bourgeois  
Bruce Killah  
Maureen Van Alstine  
Gary Champagne

Leave of Absence: Raymond Chénier

**1.0 CALL TO ORDER**

Chair, Frank Gillis, called the meeting to order at 10:00 a.m.  
The Chair thanked Dale Van Every for filling in as Chair of the May 27, 2004 Board Meeting.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 04-55 Moved by:** Pat Best **Seconded by:** Fern Bidal  
THAT the agenda be adopted as presented.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of Conflict of Interest.

**4.0 CLOSED SESSION**

**Resolution No. 04-56 Moved by:** Laurier Low **Seconded by:** Earle Freeborn  
THAT the Board move into closed session to discuss H.R. and Property matters.

**Carried**

**Resolution No. 04-57 Moved by:** Les Gamble **Seconded by:** Dale Van Every  
THAT the Board adjourn the closed session at 11:05 a.m.

**Carried**

## 5.0 MINUTES

### 5.1. Adoption of the Previous Minutes

**Resolution No. 04-58 Moved by:** Dale Van Every **Seconded by:** Pat Best  
THAT the minutes of the May 27, 2004 Board meeting be approved. **Carried**

### 5.2. Business Arising from the Previous Minutes

#### 5.2.1 Social Housing Services Corporation (SHSC) Nominations

The Chair gave a brief history of the Social Housing Services Corporation and reminded the Board that they had been asked to state their interest in putting forward the names of two individuals who may be interested in being nominated to the two SHSC Board of Directors positions available to NOSDA, and more specifically to the North's DSSABs. The SHSC is asking each DSSAB to consider advancing two possible candidates: one from the DSSAB's administrative management ranks and the other a municipally elected member of the DSSAB.

**Resolution No. 04-59 Moved by:** Earle Freeborn **Seconded by:** Mike Lehoux  
WHEREAS the Social Housing Services Corporation is requesting two nominations from each municipal service manager (one staff person and one elected official) to serve on the SHSC Board of Directors;

BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury DSSAB nominate:

- Gary Champagne (administrative representative)
- Frank Gillis (elected representative)

for NOSDA's consideration as candidates to recommend to the Social Housing Services Corporation Board of Directors for the term of office commencing January 1, 2005.

**Carried**

## 6.0 BUSINESS ITEMS

### 6.1. Business Arising from In-Camera Session

#### 6.1.1 In-Camera Report

During the In Camera session the Board was also informed of and discussed:

- the report on the status of the DSSAB's Negotiations with CUPE;
- the status of its outstanding grievances;
- the matter of the Arbitrated Wage settlement applicable to paramedics employed by the Espanola General Hospital up to January 1, 2004;
- the composition of the DSSAB's governing Board;
- the Gogama Ambulance Station; and
- C.A. MacMillan Place

#### 6.1.2 Gogama Ambulance Station

Following the In-Camera presentation and discussion of this matter, the following Resolution was presented and adopted Out-of-Camera.

**Resolution No. 04-60 Moved by:** Fern Bidal **Seconded by:** Dale Van Every  
WHEREAS the Manitoulin-Sudbury DSSAB Gogama EMS crew have operated from the Gogama Fire Department for many years; and  
WHEREAS the Gogama Fire Department now requires the space that it has thus far allocated to the DSSAB; and  
WHEREAS the Gogama Fire Department has given Notice to Vacate to the Manitoulin-Sudbury DSSAB EMS Department;  
BE IT THEREFORE RESOLVED THAT approval be given to the CAO and/or his

designate to pursue the acquisition of a suitable building/site in Gogama, and if found and subject to all of the necessary approvals of government ministries and to an acceptable environmental assessment study, approval is hereby given to staff to proceed to acquire same and make all required renovations to bring it to EMS standards. The estimated cost of acquisition and renovations is to be covered using EMS reserve funds as identified by the DSSAB staff on June 24, 2004; and

BE IT FURTHER RESOLVED THAT, given the isolated location of Gogama, an exemption from the DSSAB's Tendering Practices Policy B.1.2. be approved for the construction work at the Gogama site.

**Carried**

Board members expressed concern about the possible environmental problems that may have an implication on the cost of renovations and asked that the staff consult with the Board should there be an indication that costs may be substantially more than estimated and reported during the in-camera session. If necessary, a telephone conference call or poll could be exercised if needed before the next Board meeting.

### **6.1.2 C.A. MacMillan Place**

Following the In-Camera discussion of this matter, the following Resolution was presented and adopted Out-of-Camera.

**Resolution No. 04-61 Moved by:** Laurier Low **Seconded by:** Bud Rohn

WHEREAS the responsibility for the administration and funding of C.A. MacMillan Non-Profit Housing Corporation in Webbwood, Ontario (10 O'Neil Street, Webbwood, Ontario) as outlined in the Operating Agreement between the Canada Mortgage and Housing Corporation and Her Majesty the Queen in Right of Ontario and the Town of Webbwood Non-Profit Housing Corporation dated March 25, 1982, lies with the Manitoulin-Sudbury District Social Services Administration Board as a result of the Social Housing Reform Act, 2000; and

WHEREAS the Board of Directors of C.A. MacMillan Non-Profit Housing Corporation (formerly known as the Town of Webbwood Municipal Non-Profit) has adopted a Resolution indicating its recommendation that the Municipality of the Township of Sables-Spanish Rivers, transfer title of C.A. MacMillan Place to the Manitoulin-Sudbury DSSAB; and

WHEREAS the Township of Sables-Spanish Rivers has adopted a Resolution accepting and agreeing with the recommendation of the C.A. MacMillan Non-Profit Housing Corporation Board of Directors that transfer of title of C.A. MacMillan Place to the Manitoulin-Sudbury DSSAB be effected, subject to Ministerial Consent pursuant to section 95(1) of the Social Housing Reform Act, 2000; and

WHEREAS the Manitoulin-Sudbury DSSAB has given the matter its due consideration;

BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board is prepared to accept the transfer of title of 10 O'Neil Street in Webbwood, Ontario; and

BE IT FURTHER RESOLVED THAT the Manitoulin-Sudbury DSSAB requests Ministerial Consent from the Minister of Municipal Affairs and Housing to approve the transfer of title and all that is associated with same to the Manitoulin-Sudbury DSSAB.

**Carried**

### **6.2.1 NOSDA Secretariat/Policy Analyst Staff Position**

The Chair gave an overview of the resolution adopted at the September, 2003 NOSDA Annual Meeting, to pursue the establishment of a NOSDA Policy Secretariat that would be funded by NOSDA's member DSSABs and CMSMs. He noted that each of the twelve member Service Managers had been asked to contribute \$5000 per year for the next three years to finance the Secretariat subject to each one's approval of the business plan

related to this Secretariat. A copy of the Business Plan related to this matter was circulated to Board members in preparation of this item's discussion.

**Resolution No. 04-62 Moved by:** Earle Freeborn **Seconded by:** Les Gamble

WHEREAS the Northern Ontario Service Deliverers Association (NOSDA) has provided member DSSABs with an acceptable business plan for its proposed Policy Secretariat; BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board approve the direction of \$5000 towards the Policy Secretariat needs of the Northern Ontario Services Deliverers Association; and THAT \$5000 be contributed in each of the next two years, subject to the receipt of a satisfactory financial report regarding the sums spent in each prior year; and THAT the DSSAB's Administration communicate this decision to Eddie Alton, NOSDA Executive Secretary &/or to Joanne Thompson, NOSDA Chair, by July 31, 2004.

**Carried**

### 6.2.2 NOSDA Secretariat Host and Banker

**Resolution No. 04-63 Moved by:** Mike Lehoux **Seconded by:** Laurier Low

WHEREAS the Northern Ontario Service Deliverers Association (NOSDA) has requested an indication from its member DSSABs regarding their willingness to act as host and banker for the proposed NOSDA Policy Secretariat; BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board indicate to NOSDA's Executive Secretary that it is willing to act as NOSDA's host and banker.

**Carried**

### 6.3. Power Dams and Municipal Apportionment

Fern Dominelli reported that whereas the Power Dam Apportionment documentation to be forwarded to member municipalities was being finalized by the Finance Department, Gary Champagne had asked him to inform the Board:

- o That while the Ministry of Municipal Affairs and Housing (MMAH) has indicated that municipal CRF allocations for the Year 2004 would be the same as they were for the Year 2003, it was still unclear if this meant that the actual CRF funding allocated to each municipality for the Year 2004 would be the same amount that they had been allocated for the Year 2003 or whether this meant that the CRF funding formula would continue to be applied in the same manner that it had been in 2003 (in which case the actual CRF amount that municipalities would receive for the Year 2004 would/could vary to reflect their actual Year 2004 CRF entitlement as determined by the CRF formula); and
- o That the MMAH has indicated that the "CRF formula" is under review and subject to change post-2004.

Fern noted that Gary wanted the Board to be aware of these potential CRF changes as they could well mean that the projected CRF change as a result of a possible decision to include Power Dam grants in the DSSAB's Municipal Apportionment formula effective January 1, 2005 may not prove to be the actual CRF outcomes anticipated.

Board members thanked Fern Dominelli for the information but indicated that the Board wished to see its Administration proceed to canvass member municipalities on the May Board meeting resolution re: the possible inclusion of Power Dams in the DSSAB's Municipal Cost Apportionment formula.

#### **6.4. Policies for 3<sup>rd</sup> and Final Reading**

##### **6.4.1. Social Housing Policies**

**Resolution No. 04-64 Moved by:** Earle Freeborn **Seconded by:** Dale Van Every  
THAT the Board give its Third and Final Reading of the proposed Social Housing Rent-Geared-To-Income Policies, namely:

- The \$250 Transfer Fee Policy; and
- The In-Situ Priority Status Policy.

**Carried**

##### **6.4.2. Healthy Communities Fund**

**Resolution No. 04-65 Moved by:** Earle Freeborn **Seconded by:** Pat Best  
THAT the Board give its Third and Final Reading of the proposed Healthy Communities Fund Policy.

**Carried**

#### **6.5. Espanola General Hospital EMS Settlement**

This matter having been discussed in-camera, the following resolution was presented and adopted out-of-camera.

**Resolution No. 04-66 Moved by:** Fern Bidal **Seconded by:** Mike Lehoux  
WHEREAS the Espanola General Hospital (EGH) was under contract to provide Land Ambulance Service to the Manitoulin-Sudbury DSSAB prior to January 1, 2004; and  
WHEREAS the EGH has been served with an Interest Arbitration Award dated April 30, 2004 affecting the paramedic wage rates for the paramedics employed by the EGH from September 29, 2001 to December 31, 2003; and  
WHEREAS the cost of the award is estimated by the Espanola General Hospital to be approximately \$307,000; and  
WHEREAS there is a total EMS working reserve of \$507,885 which consists of both Ministry of Health and Long Term Care and Municipal funding;  
BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board authorizes the use of the reserves to make payment to the EGH for the actual retroactive wage and benefit adjustment of the paramedics affected by the Interest Arbitration Award in the full amount, subject to audit by the DSSAB. **Carried**

## **7.0 REPORTS**

### **7.1. CAO Report**

#### **7.1.1. Operational Management Reports**

There were no questions regarding the circulated Operational Management Reports.

#### **7.1.2. Strategic Issues Report**

Fern Dominelli noted that it was the CAO's request that Board members be strongly encouraged to familiarise themselves with the previously discussed content of the "Crossroads" Paper provided to them. Fern reminded members that it is this Paper that is the primary subject of discussions at the InterMinisterial-DSSAB Working Group table. This is the Paper that speaks to:

- the possible roads that lie ahead for DSSABs;
- the administrative infrastructure funding requirements of DSSABs;
- the continued role which the DSSAB's member municipalities have to play in the regional governance of the network of those health and social services which are

a vital part of the municipal infrastructures so important to the continued health and prosperity of their communities.

The possibility of the DSSAB changing its mandate to that of an Area Services Board was discussed. Les Gamble suggested it was time the DSSAB looked into the pros and cons of assuming responsibility of the Public Health Unit services made available to the DSSAB's catchment area. Fern Bidal expressed the view that the DSSAB's member municipalities were well served by the present Sudbury and District Health Unit which saw the Greater City of Sudbury and the DSSAB's member municipalities at the same governance table.

Frank Gillis summed up matters by noting that while it was a DSSAB Act option for the DSSAB to take service management responsibility of the Public Health services in its catchment area, moving to an Area Service Board would be a major decision that would have to come as a result of a clearly expressed desire to do so on the part of all of the area's municipalities. He suggested it was the matter of larger discussion that would have to take place at a future point in time.

**Resolution No. 04-67 Moved by:** Earle Freeborn **Seconded by:** Bud Rohn  
THAT the CAO's Operational Management and Strategic Issues Reports be accepted.  
**Carried**

## 8.0 OTHER BUSINESS

### 8.1. New Board Information Distribution Process

Iain Stephen made a short presentation on the new INFORMATION MANAGEMENT DISTRIBUTION SYSTEM that is being put into place to distribute material to Board members. This new distribution system is judged to be more user-friendly, faster and more efficient. Board members are asked to let Suzanne Bouchard know what they would like their passwords to be for this system.

### 8.2. AFMO Presentation

Fern Bidal reported that the CAO, Gary Champagne, made an excellent presentation on DSSABs at a recent AFMO (Association Francophone des Municipalités de l'Ontario) meeting attended by French speaking municipal councillors from across a number of North Central Ontario municipalities. He added that Gary really shone during this presentation, providing an incredible amount of information on DSSABs and their fit in the provincial-municipal relationship.

Fern Bidal pointed out that this year's annual AFMO conference is to be held in Cornwall in September, and that he and Collin Bourgeois would like to attend on behalf of the DSSAB this time around. Board members were in favour of this request.

### 8.3. Summer Board Meeting

The Chair indicated to the Board that there has traditionally been only one Board meeting during the summer months. Dale Van Every noted that he had approached the CAO and the Board Chair offering to host the summer meeting in Meldrum Bay. Dale suggested that Board members arrive the previous night, August 4<sup>th</sup>, and that dinner, breakfast and lunch would be provided as a fund-raiser for the local church. The meeting would be held at the Community Hall.

**Resolution No. 04-68 Moved by:** Dale Van Every **Seconded by:** Earle Freeborn  
THAT the next Board meeting be held in Meldrum Bay on August 5, 2004. **Carried**

Board members are asked to let Suzanne know **as soon as possible** whether they will or will not be able to attend an August 5<sup>th</sup> Board meeting in Meldrum Bay so that accommodations can be secured and meal arrangements made.

**9.0 NEXT MEETING AND ADJOURNMENT**

**Resolution No. 04-69 Moved by:** Fern Bidal **Seconded by:** Leslie Gamble

THAT we do now adjourn at 12:10 p.m. until the next regular meeting to be held on August 5, 2004 at 10:00 a.m. in Meldrum Bay, Ontario.

**Carried**

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Chair

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Chief Administrative Officer  
(Secretary Treasurer of the Corporation)