



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 Second Avenue Meeting Room
March 25, 2004

Present: Fernand Bidal, Collin Bourgeois,
Leslie Gamble, Frank Gillis, Bruce Killah, Mike Lehoux,
Bud Rohn, Richard Stephens, Maureen Van Alstine,
Dale Van Every

Regrets: Pat Best, Earle Freeborn, Laurier Low

Leave of Absence: Raymond Chénier

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

Guests: From MCSS: Jim Loft, Clíodhna McMullin,
Darlene Yewer, Frank Malvaso
From MNDM: Esther Taylor-Smith

Press: Cindy Laundry

1.0 CALL TO ORDER

Chair, Frank Gillis, called the meeting to order at 10:00 a.m.
It was noted that Pat Best was at home recovering from her emergency heart surgery
and that everyone's prayers and best wishes were with her.

2.0 ADOPTION OF AGENDA

Two items were added to "Other Business":

- FONOM
- New Ambulance Station in Chapeleau

Resolution No. 04-22 Moved by: Leslie Gamble **Seconded by:** Bud Rohn
THAT the agenda be adopted as amended. **Carried**

3.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 CLOSED SESSION

Resolution No. 04-23 Moved by: Collin Bourgeois **Seconded by:** Dale Van Every
THAT the Board move into closed session to discuss Human Resources and Property matters at 10:10 a.m. **Carried**

Resolution No. 04-24 Moved by: Fern Bidal **Seconded by:** Bud Rohn
THAT the Board adjourn this closed session at 11:45 a.m. **Carried**

5.0 MINUTES**5.1. Adoption of Minutes of February 26, 2004**

Resolution No. 04-25 Moved by: Fern Bidal **Seconded by:** Bruce Killah
THAT the minutes of the February 26, 2004 Board meeting be approved. **Carried**

5.2. Business Arising from Minutes

“Governance and Accountability” – The CAO noted that representatives from the provincial government would be joining us later to speak with the Board re: the “Governance and Accountability” changes that were affecting DSSABs as a result of the changes made to the Municipal Act.

6.0. BUSINESS ITEMS**6.1. Business Arising from In-Camera Session**

There was no business arising from the In-Camera Session.

6.2. Power Dams and Apportionment

The CAO noted that the comparison of the Year 2004 Municipal Apportionment with Power Dams and without Power Dams had been circulated to all Board members as part of their Board packages. He explained that the previous Board had decided to leave the matter of the possible inclusion of Power Dams in the municipal cost sharing apportionment formula to the incoming Board of Directors to deal with. Gary noted that the item was tabled for review at the specific request of Board Member, Laurier Low, who was regrettably absent due to a death in the family. Gary informed members that in a recent discussion with Laurier, the latter had asked him to convey to his fellow Board members that while he would personally prefer to see the 2004 apportionment formula changed to include Power Dams, he fully appreciated that such a change to the Apportionment Formula would have to be approved by way of a Double Majority Vote and that it would be highly improbable that the Double Majority vote process could be completed prior to the March 31 deadline by which the Board had to inform its member municipalities of their approved and apportioned share of the 2004 DSSAB budget, and had thus asked the CAO to convey to his fellow Board members that, given these time constraints, he would be prepared to accept that the apportionment formula remain as it now stands for the 2004 budget year.

The Board agreed to leave the apportionment formula as it now stands for the 2004 budget year and further explore and discuss the possibility of pursuing the Double Majority vote change to include Power Dams in the apportionment formula for 2005 and beyond.

7.0 REPORTS

7.1 BOARD COMMITTEES

7.1.1 Budget Committee

Fern Bidal, Chair of the Budget Committee, reported that there had been several 2004 Budget Committee meetings on the matter of the budget's preparation. He expressed his thanks and congratulations to the Administration for all of the work they had done. He also thanked the Committee members for their work and indicated that he was now at ease and confident with the recommendation being made to the Board today.

Resolution No. 04-26 Moved by: Fern Bidal **Seconded by:** Maureen Van Alstine
WHEREAS the Manitoulin-Sudbury District Social Services Administration Board's Budget Committee has presented the Board with a Year 2004 DSSAB operating budget in the amount of \$28,838,563; and

WHEREAS it is understood that this \$28,838,563 amount represents an overall year over year total budget increase of 4.3% over the DSSAB's 2003 approved operating budget; and

WHEREAS it is understood that the approval of this budget means that the municipal share payable by, and apportioned to, the DSSAB's member municipalities and Townships Without Official Municipal Organization (TWOMO) for the Year 2004 operating year is in the amount of \$8,540,095; and

WHEREAS it is understood that this \$8,540,095 amount represents an overall year over year municipal share payable increase of \$234,333 or 2.82% over the municipal share payable in 2003;

IT IS HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board accepts its Budget Committee's recommendation that it adopt the 2004 Budget in the amount of \$28,838,563. **Carried**

The CAO asked that the Board keep in mind that more than half (\$130,000) of the "organized member municipalities' share of the 2004 budget increase was directly due to the Ministry of Health's unilateral and arbitrary decision to reduce that sum from the amount that the jurisdiction's Townships Without Official Municipal Organization (TWOMO) contribute to the DSSAB's land ambulance services operational costs.

Also circulated was a document that provides an outline of the DSSAB's 2002 expenditures in each of the DSSAB jurisdiction's four regions (Manitoulin, LaCloche, Sudbury-East and Sudbury-North). This document provides members with a good indication of the overall dollars that the DSSAB invests in each region relative to the dollars that each region's member municipalities contribute to the DSSAB's consolidated municipal service management of the community health and social services it is responsible for.

7.2. CAO REPORT

7.2.1. Operational Management Reports

There were no questions regarding the circulated Child Care, Social Housing, EMS and Ontario Works Management Reports.

7.2.2. Strategic Issues Report

Gary reported that the InterMinisterial-DSSAB Working Group that he is co-chairing along with Cliodhna McMullin from the Ministry of Community and Social Services is very close to having its first meeting. He noted that Mrs. McMullin was one of the people the Board would be meeting at today's later provincial government presentation on "Governance & Accountability".

Resolution No. 04-27 Moved by: Collin Bourgeois **Seconded by:** Mike Lehoux
THAT the CAO's Operational Management and Strategic Issues Reports be accepted.

Carried

8.0 OTHER BUSINESS

8.1. St. Charles Housing

Fern Bidal expressed his pride in the clean-up and renovation work that is being done at the Seniors Public Housing building in St. Charles. He extended his thanks and congratulations to Peter Bradley and the Social Housing Department for the fine work.

8.2. 2003 Budget Surplus Reimbursement

Gary circulated an "unaudited" breakdown of the anticipated \$687,000 2003 operating year surplus available for redistribution to member municipalities.

Noting that it was Board policy to see all operating year surpluses first applied to ensuring that the DSSAB's operating reserve is maintained at its established 15% ceiling with all remaining surplus dollars then returned to member municipalities, Gary noted that while the figures were still "unaudited" it appeared that there was a 2003 operating year surplus of no less than \$687,000 that could potentially be returned to member municipalities. He then circulated a document outlining the anticipated amount each municipality would be reimbursed if the entire \$687,000 was returned to member municipalities.

Gary then proceeded to provide members with two other municipal reimbursement possibilities.

- i. The one consisted of the scenario which would see \$500,000 returned to member municipalities with the other \$187,000 set aside to address some of the capital dollar requirements associated with the possible acquisition or construction of the new Land Ambulance station that would be required in Chapleau in 2004; and
- ii. Another scenario which would see \$400,000 returned to member municipalities and the other \$287,000 set aside to address some of the capital dollar requirements associated with the possible acquisition or construction of the new Land Ambulance station that would be required in Chapleau in 2004.

Gary noted that he was advancing these as possibilities for discussion given that the Board would in all likelihood require unbudgeted for Year 2004 Capital dollars as a result of the need for a new Land Ambulance station in Chapleau in 2004 as the Chapleau hospital that we now lease our land ambulance station from had put us on notice that they will need their facility for other hospital purposes later in the year.

Frank Gillis added that the DSSAB will be facing the same pressure in Espanola in 2005 as the Espanola General Hospital has already put us on notice that it will also require the building it now leases to us for other purposes in 2005.

Gary went on to explain that while the MOHLTC “in theory” pays 50% of all new Land Ambulance station construction once it approves the required business plan that a CMSM must submit to confirm the Ministry’s 50% share of the cost, the reality of the past few years is that the MOHLTC has not yet approved any of the business plans provided to them by any CMSM. The reality has thus far been that CMSMs who need a new EMS facility have found themselves obliged to pay 100% of the cost involved from their own coffers while they continue to pressure the MOHLTC for its possible 50% reimbursement of the cost.

He noted that while the dollars needed could well be drawn from the DSSAB’s operating reserve when needed, per the Board’s policy of seeing its reserves kept at the 15% mark, the DSSAB would have to either go back to member municipalities for dollars in-year or see their apportioned share of the 2005 budget increased to replenish the sums drawn from the DSSAB’s operating reserve.

Board discussion:

Questioned on the matter of a new ambulance station, the CAO indicated that the cost of the needed ambulance station was estimated at anywhere between \$350,000 and \$500,000.

Gary confirmed that member municipalities could use their reimbursed 2003 surplus as they saw fit. He confirmed that how they chose to use their reimbursed dollars was their call, not the DSSAB’s. He confirmed that those who wished to apply the dollars towards their overall 2004 municipal budget to keep the increase at 0% were again free to do so.

Fern Bidal recommended leasing an ambulance station as opposed to buying or building one.

Gary pointed out that while such was a possibility, he questioned the availability of a suitable building in Chapleau and spoke to the need to ensure that a long-term lease would be agreed to in order for it to be worthwhile for a potential builder or leasor to be interested in building or converting a building to our required “quasi-single purpose usage” standards and specifications. He noted that the tendency of most in our situation is to control ongoing operating costs of the land ambulance facilities they utilize by owning them rather than leasing them.

Richard Stephens asked why the entire 2003 surplus could not be applied to the 2004 budget. Gary replied that while such could be done if the Board so decided, the DSSAB has tended to avoid doing such because of its policy re: the use of surplus dollars and because of its ongoing practice of attempting to avoid the use of “one-time dollars” to address what are known ongoing and recurring expenditures. The concern lies in the fact that when the one-shot dollars are gone the member municipalities would then risk being “hit” with a rather significant increase to their apportionment. The short term gain would then become long term pain.

Questioned as to why we could not use existing EMS dollars that are in reserve towards this end, Connie Morphet clarified that the existing MOHLTC rules did not allow us to use EMS operating reserve dollars for EMS capital purposes.

Resolution #04-28 Moved by: Fern Bidal **Seconded by:** Bud Rohn
THAT we return \$500,000 of the 2003 Budget Surplus to member municipalities and put \$187,000 in reserve to be used in 2004 for a new ambulance station in Chapleau.

Registered Vote:

In Favour: Fern Bidal, Dale Van Every, Bruce Killah, Bud Rohn

Opposed: Maureen Van Alstine, Collin Bourgeois, Mike Lehoux, Richard Stephens,
Leslie Gamble

Motion Defeated

Mike Lehoux stated that his preference would be to purchase a property with mortgage arrangements (preferably self-mortgaged if possible) so that the annual expenses become operational instead of one capital expense. Monthly mortgage payments would have a minor impact on the budget.

Maureen Van Alstine asked that Administration provide cost estimates before any decision is made.

Bud Rohn added that if the building has to be acquired in 2004 it should be accounted for in the 2004 budget. Bruce Killah echoed that sentiment.

Les Gamble suggested that Administration work closely with the Chapleau Mayor's office in the identification of the various possibilities available in Chapleau.

Gary explained that the 2004 budget accounts for the payment of ongoing expenses for the current facility in Chapleau, but does not incorporate any of the costs associated to a new or different facility. He pointed out that the current Chapleau station is a basic garage that does not conform to present day ambulance garage standards. Its non-conforming use as an ambulance station has been grand-parented by the MOHLTC.

Resolution #04-29 Moved by: Mike Lehoux **Seconded by:** Fern Bidal

That \$50,000 of the 2003 Budget Surplus be placed in reserve for first-year operational expenses for the purposes of purchasing and self-mortgaging a new ambulance station in Chapleau.

Registered Vote:

In Favour: Fern Bidal, Bud Rohn, Mike Lehoux

Opposed: Maureen Van Alstine, Collin Bourgeois, Richard Stephens, Bruce Killah, Leslie Gamble

Motion Defeated

There being no further discussion, it was agreed that the 2003 Budget Surplus will be returned to member municipalities in its entirety.

The Chair asked that Administration look into what will be required for the new ambulance station in Chapleau and report back to the Board in the near future with information on possible sites and funding requirements.

The discussions on the matter were ended with members understanding that they may be required to commit more dollars to this need in the 2004 budget year.

8.3. FONOM

The CAO reported that there had been a request from FONOM to provide the DSSAB's vehicles to assist with transportation at their annual meeting being held in Mindemoya in

May 2004.

Fern Dominelli indicated that there were no vehicles available at that time.

9.0 ADJOURNMENT

Resolution No. 04-30 Moved by: Fern Bidal **Seconded by:** Dale Van Every

THAT we do now adjourn at 12:05 p.m. until the next regular meeting to be held on April 22, 2004 in the DSSAB's Mead Street Boardroom at 10:00 a.m. **Carried**

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)