



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.msdsab.net>

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

MINUTES
of the
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held at the Espanola Mead Blvd. Boardroom
October 28, 2004

Present: Pat Best, Fernand Bidal, Collin Bourgeois, Ray Chénier, Earle Freeborn, Leslie Gamble, Frank Gillis, Bruce Killah, Mike Lehoux, Laurier Low, Bud Rohn, Richard Stephens, Maureen Van Alstine

Regrets: Dale Van Every

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

1.0 CALL TO ORDER

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

2.0 ADOPTION OF AGENDA

Item 6.9 Procurement Policy was tabled to the next meeting.

Resolution No. 04-101 Moved by: Ray Chénier **Seconded by:** Collin Bourgeois
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. 04-102 Moved by: Ray Chénier **Seconded by:** Les Gamble
THAT the Board move into closed session to discuss Human Resources and Property matters. **Carried**

Resolution No. 04-103 Moved by: Ray Chénier **Seconded by:** Earle Freeborn
THAT the Board adjourn this closed session at 11:10 a.m. **Carried**

5.0 MINUTES

5.1 Adoption of the Previous Minutes

Resolution No. 04-104 Moved by: Ray Chénier **Seconded by:** Mike Lehoux
THAT the Minutes of the September 23, 2004 Board Meeting be approved. **Carried**

6.0. BUSINESS ITEMS

6.1 Business Arising from In-Camera Session

Frank Gillis reported on items discussed during the Closed Session:

6.1.1 New Land Ambulance Facilities

- **Gogama** – Letter from MNR still not yet received. Delays will hinder ability to carry out work anticipated to get under way before snow fall.
- **Chapleau** – The Board indicated that it has no interest in the purchase of the existing 2800 sq. ft. building and property discussed.
It is the consensus of the Board members that its Administration should limit its search to the purchase of a vacant, serviced piece of property (municipal water & sewers) on which the Board will build a new Ambulance Station.
- **Espanola**

Resolution No. 04-105 Moved by: Fern Bidal **Seconded by:** Bud Rohn

THAT the Board gives its Administration the authority to spend up to \$50,000 in this fiscal year to begin the pre-construction preparation work required to develop a new Land Ambulance Station on the DSSAB's Second Avenue property. **Carried**

6.1.2 Western Manitoulin Ambulance Services

Resolution No. 04-106 Moved by: Earle Freeborn **Seconded by:** Fern Bidal

THAT the Board Chair, CAO and Director of EMS attend the Mindemoya based November 24, 2004 meeting of the Manitoulin Municipal Association, to make a presentation re: the status of its Western Manitoulin ambulance services. **Carried**

Richard Stephens indicated he would endeavour to provide the DSSAB's Administration advance notice of the questions that MMA's member municipalities would like to see addressed at that meeting.

6.1.3 Non-Bargaining Unit Personnel Wages

Resolution No. 04-107 Moved by: Earle Freeborn **Seconded by:** Leslie Gamble

WHEREAS the Board's Human Resources Committee has addressed the matter of the wages payable to its Non-Bargaining Unit personnel in 2004;

AND WHEREAS it is the recommendation of the Human Resources Committee that there be an overall 2% adjustment to the 2004 salary grids in effect for the 2004 calendar year;

BE IT HEREIN RESOLVED that the Board accepts its H.R. Committee recommendation that the salary scales of its non-bargaining unit personnel be increased by 2% retroactive to January 01, 2004 and that the salaries payable to the affected staff be adjusted accordingly. **Carried**

6.1.4 OPSEU Negotiations Committee

Resolution No. 04-108 Moved by: Earle Freeborn **Seconded by:** Bruce Killah

THAT the Board accepts its Human Resources Committee's recommendation that its Negotiating Committee be given the mandate to proceed with the Human Resources Committee approved and in camera identified recommendations identified as the Employer's position with respect to the negotiations for the renewal of the OPSEU Collective Agreement that expired on March 31, 2004. **Carried**

6.1.5 Staff Christmas Party

Resolution No. 04-109 Moved by: Laurier Low **Seconded by:** Collin Bourgeois
THAT the Board contribute \$1000 towards the 2004 DSSAB Staff Christmas Party.

Carried

Frank Gillis reported that the above constituted the end of the Business Arising from In-Camera Session Report.

6.2. Power Dams and Municipal Apportionment

The CAO reported that the results of the Double Majority vote clearly indicated that the DSSAB's member municipalities preferred to have municipal Power Dam grants included in the DSSAB's calculation of the municipal portion of its annual budget that is attributed to each of its member municipalities.

Resolution No. 04-110 Moved by: Laurier Low **Seconded by:** Les Gamble
WHEREAS THE MANITOULIN-SUDBURY DISTRICT SOCIAL SERVICES ADMINISTRATION BOARD canvassed its member municipalities to have them record whether or not they wished to see the DSSAB's annual municipal cost apportionment formula adjusted to include power dam grants in the revenues that its member municipalities receive in the DSSAB's determination of the municipal share of the annual DSSAB budget that is attributed to and payable by each of its municipal member;
AND WHEREAS the DSSAB's member municipalities have indicated, by way of a Double Majority Vote, that they would recommend the inclusion of said municipal Power Dam revenues in the DSSAB's calculation of the municipal share of its annual budget that is attributed to each member municipality;
BE IT THEREFORE RESOLVED THAT THE DSSAB accept the registered results of its member municipalities' Double Majority Vote and commence to include municipal Power Dam revenues in the weighted assessment formula that it uses to determine that portion of the municipal share of the DSSAB's approved annual budget that is apportioned to and payable by each of its member municipalities;
AND BE IT THEREFORE FURTHER RESOLVED THAT THE DSSAB's inclusion of Power Dam revenues in its annual municipal cost apportionment formula come into effect with the DSSAB's 2005 budget year which commences on January 1, 2005.

Carried

6.3. Transfer of Social Housing Mortgage Renewal Authority to SHSC

Resolution No. 04-111 Moved by: Ray Chénier **Seconded by:** Maureen Van Alstine
WHEREAS Municipal Service Managers began paying the provincial share of social housing costs on January 1, 1998; and
WHEREAS AMO has, through previous resolutions, objected to putting "municipal tax payers at risk by exposing them to the uncertainty of mortgage financing, insufficient capital costs/replacement reserves, contingent liability, increasing operating costs, unforeseeable regulatory changes such as the Ontario Building Code, and potential property and liability insurance among other matters"; and
WHEREAS AMO has, demanded through previous resolutions and continues to demand that "the Government of Canada and the Government of Ontario must maintain an ongoing, long-term financial role in providing safe, affordable and an adequate supply of housing"; and
WHEREAS AMO strongly believes that "say for pay" principles must guide decisions on program delivery; and
WHEREAS the biggest single component of social housing subsidies, that being

mortgage payment obligations, is subject to a renewal process that continues to be controlled by the Provincial Government, contrary to the principles of appropriate accountability;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board indicate to AMO that it continue to support in principle the transfer of mortgage renewal responsibilities to the Social Housing Services Corporation (SHSC), the SHSC being the only statutory body supporting social housing program delivery which is accountable in any way to Municipal Service Managers; and

BE IT FURTHER RESOLVED THAT AMO be encouraged to request that the Minister of Municipal Affairs and Housing expeditiously undertake, in consultation with AMO and the SHSC, a business case analysis before any such transfer, taking account of delivery costs, mortgage savings/costs alternatives in mortgage financing, accountability options, and any associated liability issues; and

BE IT FURTHER RESOLVED THAT the discussions with the Province involve the effect of the Social Housing Reform Act (SHRA) on the ability of municipalities to manage their housing portfolios and that AMO review the SHRA through the AMO Affordable Housing and Homelessness Task Force with a view to making recommendations to the Minister.

Carried

6.4. Ontario Strategic Infrastructure Financing Authority (OSIFA)

Resolution No. 04-112 Moved by: Earle Freeborn **Seconded by:** Richard Stephens
WHEREAS the province's municipalities are considered to be "eligible recipients" for the purposes of the Ontario Strategic Infrastructure Financing Authority (OSIFA) public financing that is being made available to municipalities to meet critical municipal infrastructure priorities; and

WHEREAS said critical municipal infrastructure priorities include "social housing" municipal infrastructures; and

WHEREAS the responsibility for the municipal service management of "social housing" municipal infrastructures in most of Northern Ontario rests with the province's ten District Social Services Administration Boards (DSSABs), and

WHEREAS DSSABs are presently not considered as "eligible recipients" for OSIFA financing purposes even though they may require access to the types of OSIFA infrastructure renewal loan programs provided by OSIFA for the critical municipal infrastructure priorities that it is their legislated municipal service management mandate;

BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury DSSAB request of the Minister of Municipal Affairs and Housing that consideration be given to the inclusion of DSSABs as eligible recipients for the purposes of the OSIFA public financing possibilities made available to their thirty-seven Consolidated Municipal Service Manager (CMSM) counterparts and that a copy of said request be forwarded to the attention of the Minister of Northern Development and Mines.

Carried

6.5. Nepotism Policy - 3rd Reading

Resolution No. 04-113 Moved by: Earle Freeborn **Seconded by:** Ray Chénier

WHEREAS the province has informed DSSABs, like municipalities, must have a Nepotism Policy in place by no later than January 1, 2005, in order to be in compliance with their obligations under the Municipal Act;

BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board gives its 3rd and final reading of the here identified Nepotism Policy.

Carried

6.6. Proposed Changes to Existing H.R. Policies - 3rd Reading

Resolution No. 04-114 Moved by: Earle Freeborn **Seconded by:** Collin Bourgeois
 BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board gives its 3rd and final reading to the herein proposed changes to the following identified Human Resources policies, namely:

- [Policy C.4.4. Bereavement Leave](#); and
- [Policy C.4.5. Sick Leave](#)—Medical Appointments.

Carried**6.7. Proposed Changes to DSSAB's Ontario Works Policies – 3rd Reading**

Resolution No. 04-115 Moved by: Collin Bourgeois **Seconded by:** Bud Rohn
 BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board gives its 3rd and final reading to the proposed changes to the Ontario Works policies identified in the [here included attachment](#); and
 THAT the Board acknowledges its awareness of the changes being made to the (Administrative) Procedures of those Ontario Works Policies identified in the here included attachment.

Carried**6.8. Proposed Changes to DSSAB's Children's Services Policies – 3rd Reading**

Resolution No. 04-116 Moved by: Ray Chénier **Seconded by:** Pat Best
 BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board gives its 3rd and final reading to the proposed changes to the Child Care policies identified in the [here included attachment](#); and
 THAT the Board acknowledges its awareness of the changes being made to the (Administrative) Procedures of those Child Care Policies identified in the here included attachment.

Carried**7.0. REPORTS****7.1. BOARD COMMITTEES****7.1.1. Human Resources Committee**

Chair, Earle Freeborn indicated that he had nothing to report beyond what had been discussed In Camera and resolved out of camera.

7.1.2. Budget Committee

Chair, Fern Bidal reported that the Budget Committee had held the first of its Year 2005 Budget preparation meetings on October 27th. He noted that the Committee agreed on the [scheduled meetings](#) it plans to hold between now and the February 2005 Board Meeting at which it anticipates to see the Budget adopted for distribution to member municipalities. Mr. Bidal indicated that the first meeting also included:

- an open and honest review of the financial pressures faced in the present year;
- an overview of known government changes, confirmations and announcements that will impact next year's budget; and
- the re-circulation of last [April's CAO's Report](#) since it provided an excellent overview of the thinking that went into the planning of the current year's budget and provided an excellent starting point in the preparation of the coming year budget.

7.1.3. Ad Hoc Committee re Cross-Border Billing

Committee Chair Earle Freeborn spoke to the recommendations emanating from the committee meeting held just prior to this Board meeting.
 Given this Board's understanding that:

- its calculations and its interpretation of the Ministry of Health & Long Term Care's Ambulance Act and Regulations on the matter suggest that this DSSAB's neighbouring Designated Delivery Agents (DDAs) owe this DDA (the Manitoulin-Sudbury DSSAB) approximately \$1.5 million for the x-border billing services provided to them by our DSSAB's ambulance services over the course of the past three years;
 - though the province is well aware of the x-border billing issue that exists across the province and has yet to address the issue other than to suggest that it is leaving it to DDAs to come to agreements with their neighbouring DDAs re: the accuracy, the payment and/or receipt of the amounts in question;
 - the estimated \$1.5 million that it estimates it is owed is too significant an amount to ignore given the ever-growing pressures that the MOHLTC's municipal-provincial ambulance cost sharing arrangements are causing for its member municipalities;
 - and given that none of the prior year invoices that its Administration has forwarded to its neighbouring DDA Administrations has yet to be paid;
- and subsequent to its discussion of the matter, it was the consensus of the Board that:
- our DSSAB Chair will write to the Chair/Mayor of the neighbouring DDAs (3 DSSABs; City of Greater Sudbury and Town of Parry Sound) to apprise them of the amounts of the outstanding amounts deemed payable;
 - our DSSAB Chair send a copy of this same correspondence to each member of the DSSABs/Municipal Councils in question;
 - the DSSAB seek to meet with the Hon. Rick Bartolucci, Minister of Northern Development and Mines re: this DSSAB's EMS financial concerns.

7.1.4. Ontario's Draft DSSAB Governance & Accountability Paper

As Chair of the Committee mandated to recommend the response that our DSSAB should provide to the province re: its circulated draft Paper, Earle Freeborn noted that his Committee agreed with the Parry Sound DSSAB recommendation that individual DSSAB responses should be forwarded directly to Minister Papatello given that:

- MCSS is the province's assigned "lead Ministry" when it comes to DSSABs;
- Governance and accountability decisions belong to the political arena; and
- the province's request for a response was directed to DSSAB Chairs – the political head of the DSSABs.

In putting his Committee's recommendations forward, Earle chose to thank the Board's CAO for the critique of the Paper which he pre-circulated to Board members to assist them in their deliberations.

Resolution No. 04-117 Moved by: Richard Stephens **Seconded by:** Laurier Low
 THAT the Board accept its Policy Committee's recommended response to the province's draft DSSAB Governance and Accountability and that said response be forwarded to Minister Papatello as well as to all NOSDA members. **Carried**

7.2 CAO REPORT

7.2.1. Operational Management Reports

The following Departmental Reports were circulated:

- [Ontario Works Report](#) and [Ontario Works Three-Year Plan 2004-2006](#)
- [Children's Services Report](#) and [Child Care Service Plan 2004-2005](#)
- [Social Housing Report](#)
- Preliminary 3rd Quarter Financial Report

There were no questions regarding the above Operational Management Reports.

7.2.2. Strategic Issues Report

7.2.2.1. InterMinisterial-DSSAB Working Group Table Developments

Gary spoke to the short-term, mid-term and long-term goals or “do-ables” that were identified to the government members of the InterMinisterial-DSSAB Working Group in response to their request that DSSABs provide them with such a list.

He noted that these “do-ables” were also part of the “[InterMinisterial-DSSAB Working Group Update](#)” presentation that he provided at the Gore Bay NOSDA AGM.

Gary indicated that this list of do-ables was apparently not well received by MCSS. Noting that it was their apparent preference to have the DSSABs now instead present them with the “basket of possible services” that DSSABs might want to see as part of their service management umbrella, Gary indicated he would be bringing both the listed do-ables and the Ministry’s new “basket of services request” for discussion at the Sault Ste. Marie NOSDA meeting scheduled for November 3 & 4.

Gary mentioned that given the uncertainties of the future of the “CRF funding” for the Year 2005 and beyond and the pressures that the Ambulance services budget could present for the DSSAB in 2005, he asked the Board to note that the first identified short-term do-able presented to the InterMinisterial-DSSAB Working Group was the request that the government consider the feasibility of keeping the provincial-municipal cost-sharing percentage applicable to DSSAB Year 2005 operating budgets at the same provincial-municipal, post-CRF percentage applicable to DSSABs in the year 2003.

7.2.2.2. Resolutions Adopted at the Gore Bay NOSDA AGM

Gary noted that he had recently received copies of the resolutions adopted at the Gore Bay NOSDA AGM and was now making them available to all Board members as promised.

He noted that the resolutions were, in his opinion, a fairly clear reflection of the overall NOSGA AGM opinion that the DSSAB CAOs group had brought the outstanding dossiers in need of provincial attention about as far as they could and that the issues at hand were getting to the point where NOSDA’s political level would have to assume a more prominent role.

Resolution No. 04-118 Moved by: Earle Freeborn **Seconded by:** Mike Lehoux
THAT the CAO’s Operational Management and Strategic Issues Reports be accepted.

Carried

8.0. OTHER BUSINESS

8.1. ICAN Independence Centre and Network

ICAN Independence Centre and Network is a Sudbury-based organisation whose service mandate includes the Manitoulin and Sudbury Districts. A delegation from that agency will be making a presentation to our Board at our November meeting. It is their intent to speak to the range of Outreach Attendant Services they provide and do not provide to our catchment area and what their presence/absence in our communities means for those they are mandated to serve.

8.2. Best Wishes

Speaking on behalf of his fellow Board members, Bruce Killah asked the CAO to convey the Board's best wishes for a speedy recovery to Dan Hammond.

9.0. CONFERENCES AND EVENTS

9.1. 2004 Learning Forum on Homelessness, Toronto, Oct 2004

Frank Gillis indicated that it was his intent to report, at the Board's next meeting, on what he saw as the key messages that he picked up as a result of having attended this Forum.

ADJOURNMENT & NEXT MEETING

Resolution No. 04-119 Moved by: Earle Freeborn **Seconded by:** Maureen Van Alstine
THAT we do now adjourn at 12:20 p.m. until the next regular meeting to be held on
November 25, 2004 at 10:00 a.m. in the DSSAB's Espanola Mead Boulevard Board
Room. **Carried**

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)