



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
January 27, 2005

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

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

Guests: IBI Group Consultants:
Marvin Rubinstein and Darryl Culley

Press: Michael Erskine

Regrets: Collin Bourgeois

1.0 CALL TO ORDER

Outgoing Chair, Frank Gillis, called the meeting to order at 10:00 a.m.
He welcomed members of the Board of Directors to this the first regular meeting in 2005.

2.0 ADOPTION OF AGENDA

Resolution No. 05-01 Moved by: Laurier Low **Seconded by:** Maureen Van Alstine
THAT the agenda be adopted as presented. **Carried**

3.0 YEAR 2005 BOARD ELECTION

In standing with the DSSAB Act's annual election requirements, Mr. Gillis vacated the
Chair and called upon Gary Champagne, CAO, to preside over the elections.

3.1. Chair Nominations & Election

The call for nominations to the Chair was opened.

Moved by: Fern Bidal

THAT Frank Gillis be nominated.

There were no other nominations. Frank Gillis accepted to let his name stand.

Resolution No. 05-02 Moved by: Fern Bidal **Seconded by:** Laurier Low
WHEREAS Regulation 278/98 of the District Social Services Administration Boards Act requires that at its first meeting after January 1 in each year, a Board shall appoint one of its members as chair of the Board;
BE IT RESOLVED that Frank Gillis is hereby appointed as Chair of the Manitoulin-Sudbury District Social Services Administration Board for the year 2005. **Carried**

3.2 Vice-Chair Nominations & Election

The call for nominations was opened.

Moved by: Earle Freeborn that Dale Van Every be nominated.

Moved by: Leslie Gamble that Earle Freeborn be nominated.
Earle Freeborn declined the nomination.

Moved by: Laurier Low that Bruce Killah be nominated.
Bruce Killah declined the nomination.

There were no other nominations. Dale Van Every accepted to let his name stand.

Resolution No. 04-03 Moved by: Fern Bidal **Seconded by:** Leslie Gamble
BE IT RESOLVED THAT Dale Van Every is hereby appointed as Vice-Chair of the Manitoulin-Sudbury District Social Services Administration Board for the year 2004.

Carried

At this time, Mr. Gillis assumed his position as Board Chair for the Year 2005.

3.3 DSSAB Committees & Membership

The CAO explained that it has been the practice of the Board to not have standing committees. The Board has preferred to only strike committees to address specific, time defined purposes as they are deemed required. The intent in so doing is to keep committees and committee costs to a minimum as well as to ensure that all Board members are as equally informed as can be on the business before them. When a Committee's task is completed, it is disbanded.

Budget Committee - One committee that the Board has customarily struck at this time of year is the Budget Committee. The Budget Committee oversees the Administration's work in the preparation of the New Year budget and reports its recommendations to the Board. The Committee may also be called upon during the year to address in year budget matters on the Board's behalf.

Since the work involved in the Year 2005 budget's preparation is in full swing, it was agreed to let the current Committee's membership remain as is at this time thus allowing it to complete its work on the 2005 Budget. Current Budget Committee members consist of Fernand (Fern) Bidal, Chair, Leslie Gamble, Mike Lehoux, Bud Rohn and Maureen Van Alstine. It is understood, per the Board's Bylaws, that Frank Gillis, as Board Chair, is an ex-officio member of the Committee.

The Chair asked that Board members give some thought to any Committees that may be required for the year 2005 and report back at the next meeting.

4.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

5.0 CLOSED SESSION – H.R. & Property Matters

Resolution No. 05-04 Moved by: Ray Chénier **Seconded by:** Earle Freeborn
THAT the Board move into closed session at 10:15 a.m. to discuss Human Resources
and Property matters. **Carried**

Resolution No. 05-05 Moved by: Earle Freeborn **Seconded by:** Laurier Low
THAT the Board adjourn this closed session at 11:10 a.m. **Carried**

6.0 MINUTES

6.1. Adoption of Minutes of November 25, 2004

Resolution No. 05-06 Moved by: Richard Stephens **Seconded by:** Mike Lehoux
THAT the minutes of the November 25, 2004 Board meeting be approved. **Carried**

7.0 ACTION ITEMS

7.1. Business Arising from In-Camera Session

Items discussed in-camera included:

- Ratification of OPSEU Collective Agreement
- Pay Equity Plan
- Budget Committee Interim Report

7.1.1. Ratification of OPSEU Collective Agreement

The Board chose to confirm the Resolution passed at the January 12, 2005 Special meeting convened re: this same matter. Said resolution is herein repeated and identified as Resolution No. 05-07.

Resolution No. 05-07 Moved by: Fern Bidal **Seconded by:** Mike Lehoux
THAT the Board ratify the Collective Agreement between Manitoulin-Sudbury DSSAB and OPSEU Local 679, April 1, 2004 to December 31, 2006, as presented by the Negotiating Team. **Carried**

7.1.2. Pay Equity Plan

Resolution No. 05-08 Moved by: Ray Chénier **Seconded by:** Laurier Low
THAT the Board authorize its Administration to make the necessary salary adjustments and retroactive payments to employees according to the completed Pay Equity Plan. **Carried**

7.1.3. Non-Bargaining Unit Personnel Wages

Resolution No. 05-09 Moved by: Ray Chénier **Seconded by:** Fern Bidal
THAT the salary scales of the Board's non-bargaining unit personnel be increased by 3% retroactive to January 01, 2005 and that the salaries payable to the affected staff be adjusted accordingly. **Carried**

7.2. DSSAB Cheque Signing Authorities

The Chair suggested that DSSAB Cheque Signing Authority remain as it was in 2004: Frank Gillis because he is the Chair, Dale Van Every because he is the Vice-Chair and Mike Lehoux because of his easy access and proximity to the Espanola offices.

Resolution No. 05-10 Moved by: Earle Freeborn **Seconded by:** Bruce Killah
BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Social Services Administration Board, effective as of this date:

Board Member	Frank Gillis
Board Member	Dale Van Every
Board Member	Mike Lehoux
CAO	Gary R. Champagne
Director of Finance	Connie Morphet
Director of Social Services	Fern Dominelli
Director of Emergency Medical Services	Kenneth Daniel Hammond
Social Housing Manager	Peter Bradley

AND THAT each cheque be signed by two of the above-named persons, and as per the Board directives set in Resolutions No. 01-174 and No. 01-217. **Carried**

7.3. Procurement Policy - Third Reading

Resolution No. 05-11 Moved by: Earle Freeborn **Seconded by:** Fern Bidal
WHEREAS the Manitoulin-Sudbury District Social Services Administration Board must have a Procurement Policy in place in order to be in compliance with its obligations under the Municipal Act,
BE IT HEREIN RESOLVED that the Manitoulin-Sudbury DSSAB gives its 3rd and final reading of the here identified Procurement Policy. **Carried**

8.0 REPORTS

8.1. Board Committees

Resolution No. 05-12 Moved by: Fern Bidal **Seconded by:** Bud Rohn
THAT the Board accept its Budget Committee's In-Camera Report. **Carried**

8.2. CAO Report

8.2.1. Operational Management Reports

The following Departmental Reports were circulated:

- [Ontario Works Report](#)
- [Children's Services Report](#)
- [Social Housing Report](#)

8.2.1.1 EMS

Noting there was no formal EMS Report due to workload pressures in the absence of the Director of EMS, Gary did remind members that they would have a thorough update as part of the special meeting with the IBI Group that was scheduled to commence at the end of today's regular Board meeting business. Gary also replied to queries re: ambulance station developments in Gogama and Chapleau.

8.2.1.2 Ontario Works – Closure of the Province’s Intake Screening Units (ISUs)

Further to previously circulated emails re: the closure of the province’s ISUs and in particular the closure of the Northern ISU situated in Elliot Lake (*the ISU via which all new Ontario Works applicants from across all of Northern Ontario had to go to access an Ontario Works office be it one of this DSSAB’s five offices or any other anywhere else in Northern Ontario*), the CAO and Fern Dominelli indicated that our Administration is doing all it can to ensure it keeps not only the sums it provided towards the ISU’s operations but also the matching dollars that the province paid towards the ISU’s cost of providing the services it did for our DSSAB. We are advocating that the province’s fifty percent also return to us since the “ISU functions” are now being returned to us to manage from within our DSSAB. It is not that they are going away; they will still be there, only now we will be directly managing those responsibilities internal to our shop.

The targeted date for this transition from Elliot Lake to an In House service is May 1, 2005. Fern Dominelli reported that we are now planning the staffing, telephony support and operating procedure changes that this change could imply. Fern noted that in 2004, the ISU processed roughly 1000 applications/calls for our DSSAB at an average 1.5 hours/call.

8.2.1.3 Indigenous Persons’ Funeral and Burial Costs Policy Matter –

Gary & Fern also quickly spoke to the “indigenous persons’ funeral and burial costs” issue that surfaces every so often in our catchment area. They noted that they would be speaking to the matter in greater depth at the February Board meeting.

8.2.1.4 Social Housing –Peter Bradley

Fern Bidal asked to have the minutes record the Board’s expressed congratulations to Peter Bradley for the hard work and time spent as a “real estate agent” when it came to the sale of the DSSAB’s Sultan and Foleyet housing units. The dollars saved by managing this In House are appreciated and recognised.

8.2.1.5 Finance and Administration – Interim Audit

Gary reported that the matters addressed in the Interim Audit have been addressed and the recommended policy amendments being made for resubmission to the Board.

8.2.1.6 Resolution No. 05-13 Moved by: Earle Freeborn **Seconded by:** Mike Lehoux

WHEREAS the Ministry of Health and Long-Term Care has completed a final review of its 2003 EMS grant funding to the Manitoulin-Sudbury DSSAB; and

WHEREAS the MOHLTC has determined that \$20,807 of its grant funding has not been expended; and

WHEREAS the MOHLTC requires that the DSSAB matches any unspent grant funding placed into reserves;

BE IT THEREFORE RESOLVED THAT the DSSAB transfer \$41,614 of the DSSAB’s 2003 Ministry confirmed EMS Surplus to the DSSAB’s EMS Working Funds Reserve, it being understood that 50% or \$20,807 of said sum consists of unexpended 2003 EMS grant funding that will be applied to the DSSAB’s (MOHLTC) EMS Working Funds Reserve with the matching 50% or \$20,807 consisting of the DSSAB’s share that will be applied in the DSSAB’s (Municipal) EMS Working Funds Reserve. **Carried**

Connie explained that if the surplus was not put in to Reserve, the DSSAB would have to return the Ministry's share to the Ministry with no guarantee that the Board would ever receive the MOHLTC's "potentially available" 50% share of those dollars that might be required to be spent on legitimate EMS purposes. By keeping the Ministry's dollars in an EMS Working Funds Reserve - albeit having to match them – these dollars are accessible by the DSSAB whenever needed. Gary cited the recent Espanola General Hospital "Interest Arbitration Award" in the amount of \$307,000 that the DSSAB recently had to pay out to affected paramedics (xref. Resolution #04-66). Thanks to this Reserve our DSSAB was able to see half the sum paid with MOHLTC dollars where other DSSABs and CMSMs also affected by this same Arbitration Award found themselves having to payout the award with 100% municipal dollars and still arguing their case with the MOHLTC.

8.2.2. Strategic Issues Report

8.2.2.1 Best Start Program

Gary indicated that while the province is strongly advocating municipal buy-in of its "Best Start" program there are still a lot of "grey zones" that need to be fleshed out. E.g. –

- Though a program initiative that falls within the province's jurisdiction, its funding is highly dependent upon new "federal funding" and "municipal" funding. While the federal and provincial governments are trying to come to agreement on the terms of the "National Child Care strategy" that will open the "federal funding floodgates" on the Early Learning-Child Care front, and while municipalities want to see their citizens have local access to the range of Early Learning and Child Care services that will likely emanate from the federal-provincial agreement, the existing (80-20) child care funding formula requires a 20% municipal contribution. This is a concern to many municipalities as their capacity to generate increased property taxes is limited and tempered by province's EMS Paramedic wage increase funding formula (1% provincial-99% municipal) and pending changes to CRF.
- Who is lead on which fronts is still nebulous - e.g. - Are CMSMs/DSSABs to coordinate local planning tables and if so with what and whose funding? Where CMSMs and DSSABs apparently have the lead on "Child Care" it is not necessarily so on the "Early Learning" front. "Local" Ontario Early Years Centres are to be part of the planning tables. MCYS retains the lead for that program. Our experience in the "local" planning, coordination and unfolding of that provincial initiative is one that saw our input marginalised if not outright ignored. It is not an experience we wish to repeat.
- School Boards are identified – along with MCYS and CMSMs/DSSABs - as equal partners? What does equal partners mean when/if only two of the partners are funders? The intent is to see the school "as the hub"; what does this mean and how does it get operationalised when there are four school boards? Are there extra dollars for French Language School based operations given recognised additional cost of providing services in French?

Gary pointed out that while these weren't obstacles they were challenges that had to be realistically and cautiously approached in the exercise of our role in the local development of a locally responsive, publicly funded national early learning and child care system that is built upon four key principles: Quality, Universally inclusive (does not mean free), Accessible and Developmental.

Noting that he personally applauded the federal government's commitment to a National Care strategy, he indicated that the underlying fundamental problem is that "child care" programs, for more than twenty years, have had to adjust to the swings between the "to & fro, left to right" adjustments that the program has had to bounce between depending on the political stripe and ideology of the government of the day. He noted that this would likely go on until such time as the federal and provincial governments came to an agreement as to whether or not child care is a basic and essential public infrastructure program in the same league as public schools, public welfare and public homes for the aged.

8.2.2.2 Local Health Integration Networks (LHINs) – Noting that he interpreted the government's LHIN initiative as an ambitious government attempt to address the ever-growing Health cost pressures by ultimately moving the coordination of "who gets what (within provincially allocated funding envelope) decisions" to the "local level", Gary expressed his concerns as:

- The challenges that come with the breadth of the LHIN jurisdiction, the Manitoulin and Sudbury Districts are a part of;
- The "absence of the municipal sector presence" at the LHIN table when it comes to the planning, coordination and allocation of the health services in the LHIN's jurisdiction given:
 - the importance of the democratically elected "municipal voice" of the local people in the thoroughness and responsiveness of any "local" public service planning, coordination and funding undertakings;
 - the "Say for Pay" importance of the "municipal" partner when one considers that it has a shared funding responsibility when it comes to a number of the "community health and social services" that are part of the municipal service infrastructures that are impacted by any "local" health service availability decisions; (e.g. – land ambulance service delivery planning, responsiveness and funding impacted by health service planning and availability)
 - the intricate links between "health and social services" are very much analogous to those that exist between "salt and pepper". The federal government has a Ministry of Health and Welfare because of the important interplay between both. The Québec government, which has a fairly extensive "LHIN" history, is in the process of including the "Social Services" sector within its LHIN equivalents for those very reasons.
 - The need to ensure a synchronicity between the consolidated municipal service management role that the province has divested to the municipal order of government (CMSMs & DSSABs) when it comes to the local service management, planning, coordination and shared funding of "municipal health and social services" if the cost effectiveness, the efficiency and responsiveness of those services is to be maximised.

Board Chair Frank Gillis indicated that it was his hope that AMO would be the voice through which municipalities and DSSABs would communicate their concerns re: the unfolding evolution of the LHIN mandate.

8.2.2.3 Inter-Ministerial DSSAB Working Group Update -

Gary indicated that while the last related correspondence from Minister Papatello spoke to her pleasure at noting our DSSAB's willingness to continue to address our central administrative and program infrastructure concerns via that body, the last communication from her Ministry's Senior Officials was to note that they had forwarded their requested DSSABs' list of short term, mid-term and longer term do-ables to the other Ministries at

the table and would reconvene the Working Group once their feedback had been collated. There has not been any communication since. The Working Group's last meeting, its one and only meeting, was on May 1st, 2004.

8.2.2.4 DSSAB Governance & Accountability Paper

At the January meeting of the Provincial-Municipal Social Services Consulting Group, MCSS officials indicated that they were close to finalising the Ministry's response to the items addressed in the DSSAB Governance & Accountability consultation paper that they had circulated and that DSSABs would hear from them shortly on the matter.

Resolution No. 05-13 Moved by: Dale Van Every **Seconded by:** Richard Stephens
THAT the CAO's Operational Management and Strategic Issues Reports be accepted.

Carried

9.0 CORRESPONDENCE

9.1 Gore Bay and NEMI Correspondence

The Gore Bay and NEMI letters re: ambulance service expansion and cost containment were discussed.

The CAO will be accepting the Town of Gore Bay's invitation to attend the Feb. 16, 2005 West-Manitoulin municipalities' meeting re: the land ambulance services in the area.

10.0 ADJOURNMENT

Resolution No. 04-14

Noting that this concluded the Board's regular Board meeting, Frank Gillis called for a Resolution,

Moved by Ray Chénier and Seconded by Earle Freeborn

That we do now adjourn the regular meeting of the Board at 11:45 a.m., noting that it be followed by a short lunch break to in turn be followed by a Special In Camera IBI Group presentation and Board discussion of the IBI Group's DSSAB Land Ambulance Review Report and that the Board's next regular meeting will be held on February 24, 2005 in the Espanola DSSAB Office Boardroom at 10:00 a.m.

11.0 Special In Camera Meeting Presentation and Discussion of the IBI Group's Land Ambulance Review Report

At the close of the In Camera Board meeting, it was decided:

- That the IBI Report would remain a **confidential, internal report** at this time.
- That the DSSAB's Administration would put together a short Options Paper for the Board to pronounce itself on at a Special meeting of the Board to be convened during the week of the 14th and in all likelihood on February 16th; and
- That, said Options Paper would consist of the Administration's read of the "acceptable do-ables" that emanated from the Board's deliberations of the suggestions put forth in the IBI Report.

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)