



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 Mead Street Board Room  
**June 23, 2005**

Present: Pat Best, Collin Bourgeois, Ray Chénier, Earle Freeborn,  
Leslie Gamble, Frank Gillis, Mike Lehoux, Laurier Low,  
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  
Aurel Malo, HR Services  
Darryl Culley

Regrets: Fern Bidal  
Bruce Killah

**1.0 CALL TO ORDER**

Ray Chénier, Chair, called the meeting to order at 10:00 a.m.  
Laurier Low thanked the Board for their thoughts and flowers sent to the funeral of his son-in-law.  
Speaking on his own behalf and that of fellow Board members, Ray expressed his condolences to Laurier Low for the subsequent loss of his sister-in-law.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 05-68 Moved by:** Collin Bourgeois **Seconded by:** Richard Stephens  
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. 05-69 Moved by:** Dale Van Every **Seconded by:** Laurier Low  
THAT the Board move into closed session at 10:10 a.m. to discuss Human Resources and Property matters. **Carried**

**Resolution No. 05-70 Moved by:** Earle Freeborn **Seconded by:** Collin Bourgeois  
THAT the Board adjourn this closed session at 10:25 a.m. and report. **Carried**

**5.0 MINUTES**

**5.1. Adoption of Minutes of May 26, 2005**  
**Resolution No. 05-71 Moved by:** Pat Best **Seconded by:** Collin Bourgeois  
THAT the minutes of the May 26, 2005 Board meeting be approved. **Carried**

## 5.2. Business Arising from Minutes

### 5.2.1. NOSDA AGM and Resolutions

The Chair noted that at its May meeting, the Board agreed that our DSSAB should advance resolutions on each of the two following matters for the consideration of NOSDA members at the upcoming NOSDA AGM in Timmins:

- A NOSDA resolution to the Minister of Northern Development requesting a meeting re: the provincial-municipal cost sharing formula particular to Northern Ontario DSSAB administrative infrastructures;
- A NOSDA resolution to the Minister of Northern Development and the Minister of Community & Social Services calling on them to release the province's report on the findings and recommendations emanating from its DSSAB Governance and Accountability Consultation.

Members discussed Minister Sorbara's response to the DSSAB request that DSSABs, like municipalities, be included as potentially eligible to receive OSIFA infrastructure funding.

Members agreed that a response that tells DSSABs to *"... work with their regional municipality who can apply on behalf of the DSSAB"*, when DSSABs do not have "regional municipalities", is a strong indication of how little appreciation Queen's Park has of the municipal service management role that DSSABs play in Northern Ontario. Frank Gillis pointed out that it was another good reason behind the argument that DSSABs should have the Ministry of Municipal Affairs as their lead Ministry.

As a follow-up to the discussion of the matter, there was Board consensus of the Chair's recommendation that the DSSAB submit a third resolution to the NOSDA AGM:

- A NOSDA resolution to the Minister of Finance and the Minister of Northern Development calling on the province to include DSSABs as potential recipients of OSIFA funding because of the significance of the municipal service management role that DSSABs play when it comes to Northern Ontario municipal infrastructures.

### 5.2.2. Homelessness Report

A report on the distribution of the DSSAB's Homelessness funds was circulated as was a copy of the Board's [Healthy Communities Fund policy](#) which speaks to the intent and directed use of the funding the DSSAB has at its disposal to assist individuals and families meet certain basic needs during times of emergency.

Fern Dominelli pointed out that the vast majority of the available Healthy Communities funds are managed and distributed through our OW offices and personnel. The remaining funds (less than 5%) are distributed via a number of non-profit and/or charitable organisations across our catchment area (e.g. – Lions Clubs, Inter-Faith Councils, etc.) The DSSAB's Healthy Communities funds are for the most part equitably distributed across the DSSAB's catchment area.

The Chair asked Frank Gillis if this addressed his information request. Mr. Gillis indicated that while it did, his reason for asking stemmed from the fact that, in Espanola proper, the Inter-Faith Council is giving up the role it has historically played in providing a local Food Bank and emergency vouchers to transients. He indicated that Espanola's municipal police force was prepared to take over the role.

Fern Dominelli reported that he was aware of the municipal police's willingness to pick up the voucher system to transients where the Inter-Faith Council had left off and that the DSSAB had met with them re: this matter.

Fern explained that the police or any other body does not need the DSSAB's permission to take on such a role. He explained that the DSSAB's OW Department's primary role is to provide service to people on social assistance, that MCSS discouraged DSSABs from funding Food Banks and that the role the DSSAB played vis-à-vis the Inter-Church Council's local efforts was a minimal one. He pointed out that the greatest concern he had with the Espanola police force's approach to the DSSAB is their apparent insistence on a \$50/voucher administration fee when the value of the average voucher the Inter-Faith Council gave out as assistance to a transient is approx. \$40. Fern felt that it would be unusual to have to pay more for administration than the actual voucher amount that is being issued to support the recipient's emergency need. The proposed administration fee equals 116% of the average voucher cost.

The discussion ended with the Board recommendation that the DSSAB's Administration continue to meet with Espanola's municipal police force re: this matter.

## 6.0. BUSINESS ITEMS

### 6.1. Business Arising from Closed Session

#### 6.1.1. Espanola Ambulance Station

**Resolution No. 05-72 Moved by:** Mike Lehoux **Seconded by:** Laurier Low

That the Board accept the Finance Committee recommendation that the Manitoulin-Sudbury DSSAB direct its Administration to renegotiate no less than a five-year lease with the Espanola General Hospital for the continued use of the present ambulance facility located on the grounds of the Espanola General Hospital and that the financial terms of said lease be for no more than the financial terms identified by the Board.

**Carried**

#### 6.1.2. Chapleau Ambulance Station

**Resolution No. 05-73 Moved by:** Collin Bourgeois **Seconded by:** Dale Van Every

That the Board accept the Finance Committee recommendation that the Manitoulin-Sudbury DSSAB self-finance the purchase of the land and the construction of the approved new Chapleau Land Ambulance station with the required sums taken from the DSSAB's Working Fund Reserve which will be reimbursed at no interest to the DSSAB over a twenty-five year period.

**Carried**

### 6.2. Double Majority Vote on Funerals

Gary reported that, by way of the double majority vote on the matter, member municipalities indicated that they did not wish to see the municipal responsibility for the payment and administration of the burial costs associated to non-OW clients who have no identified financial means of covering said costs transferred over to the DSSAB.

Discussion of the double majority vote process led to:

- Confirmation that the votes of the Board's three TWOMO representatives are, and always have been, included in all double majority vote counts;
- These three TWOMO members represent the identified electorate in the DSSAB's TWOMO jurisdiction;
- The DSSAB will, in future, send the same written vote request notification to the three TWOMO representatives at the same time it is sent out to the organised municipalities.

Collin Bourgeois spoke to his disappointment with the decision, noting that our DSSAB is the only one that does not assume this role for its member municipalities, that the DSSAB is well versed in the "funeral business" where municipalities aren't and that

member municipalities will likely find themselves paying more for such funerals than the DSSAB would given the uniform funeral cost arrangements that the DSSAB had in place with all affected area funeral homes when it came to the funeral costs of OW clients

It was suggested that the CAO send a letter to member municipalities reminding them of their continued administrative and financial responsibility with respect to the funeral costs of such persons, and that he cite the legislation pertinent to their municipal responsibility in his correspondence.

## 7.0. REPORTS

### 7.1. BOARD COMMITTEES

#### 7.1.1. June 15<sup>th</sup> Finance Committee Meeting

Reporting in Committee Chair Fern Bidal's absence, Gary indicated that, as noted in the [circulated minutes](#), the key items discussed were the recommendations regarding the Espanola and Chapleau ambulance stations resolutions addressed earlier as well as the proposed DSSAB Investment Policy which it continues to work on.

### 7.2. CAO REPORT

#### 7.2.1 Operational Management Reports

The following Departmental Reports were circulated:

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

There were no questions regarding the Operational Management Reports circulated.

#### 7.2.2 Strategic Issues Report

Gary reviewed some of the still unresolved issues pertinent to the 10 of Ontario's 47 Consolidated Municipal Service Managers (CMSMs) that are not Upper Tier Municipalities (UTMs) or County governments, but are in fact DSSABs (that are specific to Northern Ontario).

- InterMinisterial-DSSAB Working Group – was approved by Minister Papatello to look into governance and cost of central administration issues specific to DSSABs. Province only convened one meeting of the group over one year ago. Intent of body was to address what could be addressed at "inter-ministerial, bureaucratic level" over a one year period with referral of unresolved matters that required "political attention" to Minister of Northern Development in hope that he co-ordinate a political level inter-ministerial forum to address outstanding matters.
- DSSAB Governance and Accountability Consultation – As a result of the province's introduction of changes to the "Municipal Act" and DSSAB questions as to the impact of these changes on DSSABs, in late 2003, MCSS took the lead in an inter-ministerial consultation of all DSSABs re: governance and accountability issues specific to DSSABs. The consultation process involved a consultation with the Board of all ten DSSABs. The Province has yet to release its promised report on the findings emanating from its consultation. The draft report would have apparently been referred to the Ministry of Northern Development for that Minister's review before it is released.

**Resolution No. 05-74 Moved by:** M. Van Alstine **Seconded by:** Richard Stephens  
THAT the CAO's Operational Management and Strategic Issues Reports be accepted.

**Carried**

## 8.0. CORRESPONDENCE

### 8.1. Manitoulin Municipal Association (MMA) Resolution

As background to the MMA Resolution, Richard Stephens reported that one of the Manitoulin municipalities had requested that the MMA lobby the DSSAB to see that municipality given its own seat on the DSSAB Board.

The MMA did not agree with that municipality but did propose the resolution before the DSSAB, that is to say a resolution requesting that the DSSAB “review the current representation on the Board and adjust it as a percentage of weighted assessment and costs and that the DSSAB report back.”

The CAO was asked to explain the process that would need to be followed to see a change to the DSSAB’s Board membership. The CAO explained that the membership of each of the ten DSSABs is spelled out (in Regulation) in the District Social Services Administration Board’s Act.

The CAO indicated that while he was awaiting confirmation of the process from the DSSAB’s lead Ministry (Ministry of Community and Social Services) it is his understanding that:

- the province would only consider changes to representation if the alternate new representation model was supported according to the double majority provisions of the DSSAB Act. (Double majority support means that (1) a majority of the member municipalities: both organised and Unorganised) and (2) that majority must in turn represent a majority of the electors in the DSSAB’s jurisdiction.);
- If the proposed alternative received double majority support, the Ministry would be advised of the request for the proposed change;
- The proposed change would have to be supported by the Minister;
- The Minister supported change, would only occur once the DSSAB Act regulation had been changed: a change that must follow the formal provincial legislative Regulations Committee process.

The CAO indicated that, per his inquiries of colleagues in other jurisdictions, changes in representation only occur every three years (municipal election cycle) and fractional voting arrangements (e.g. half votes) are not acceptable to the Province.

Board members expressed a range of opinions on the matter: that the resolution was not clear as to what was meant by “a percentage of weighted assessment and costs”; that it was unclear if the resolution was looking for more Board members, the same number or less. There was expressed concern that representation based on apportionment and/or costs would not be appropriate given the constant changes in apportionment and the democratic principle that representation is driven by people and not by wealth.

Earle Freeborn indicated that in his years on the Board, the Island had been well served by all of the individuals who had thus far sat at the Board and that, regardless of the size or wealth of the municipality that had elected them. Expressing his appreciation of Earle Freeborn’s comments, Richard Stephens explained that the MMA did debate the question and believed there would be nothing wrong with a review based on current information.

In an attempt to summarise the Board members’ discussions, Ray Chénier asked if it was the will of the Board that the CAO start discussions with the region in question to get further clarity as to what it was they had in mind.

It being the overall preference of Board members to bring the question to a vote, the following resolution was tabled.

**Resolution No. 05-75 Moved by:** Maureen Van Alstine **Seconded by:** Les Gamble  
THAT the Manitoulin-Sudbury DSSAB not agree to review the current representation of the DSSAB at this time. **Carried**

The CAO was asked to draft a reply to that effect to Manitoulin Municipal Association.

### **8.2 Land Ambulance/EMS 3-Year Certification**

Citing the circulated e-mail that spoke to the 3-Year Certification that the MOHLTC had granted to the DSSAB's Land Ambulance service, Chair Ray Chénier reminded Board members that this is not something that every land ambulance service provider receives. The Board applauded the DSSAB on its accomplishment and asked the CAO to convey their thanks to the DSSAB's EMS team: management and paramedics alike, for the hard work and effort that went into making this possible.

## **9.0. UPCOMING CONFERENCES AND EVENTS**

### **9.1. NOSDA AGM September 14-16, 2005**

Dale informed the Board that he would not be able to attend the NOSDA AGM in Timmins in September. Earle expressed his willingness to attend along with the Chair. The Chair indicated that anyone else who would like to attend communicate same to the CAO's office.

## **10.0. ADJOURNMENT**

**Resolution No. 05-76 Moved by:** Dale Van Every **Seconded by:** Earle Freeborn  
THAT we do now adjourn at 11:45 a.m. until the next meeting to be held at the call of the Chair in the DSSAB's Espanola Mead Boulevard Board Room. **Carried**

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Chair

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Chief Administrative Officer  
(Secretary Treasurer of the Corporation)