



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
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MINUTES
of the
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held at the Espanola DSSAB Board Room
March 24, 2005

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

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
Darryl Culley, Acting Director of EMS
Aurel Malo, HR Services Consultant

Regrets: Ray Chénier, Dale Van Every

Delegation: Roger Delongchamp - President,
North Eastern Ontario Funeral Services Association

Observers: Mayor, Claude Bouffard, Municipality of French River:
Councillor Dave Wenborn, Municipality of French River:
Councillor Michel Daoust, Municipality of French River.

Media: Michael Erskine

1.0 CALL TO ORDER

Chair, Frank Gillis, called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Earle Freeborn asked to have the Closed Session moved to the end of the meeting in order not to keep guests and press waiting.

Resolution No. 05-26 Moved by: Earle Freeborn **Seconded by:** Laurier Low
THAT the agenda be adopted as amended.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

Collin Bourgeois expressed a Conflict of Interest re: Funeral and Burial Costs for Non-Social Assistance Recipients agenda item.

4.0 DELEGATIONS

**4.1. Roger Delongchamp—President,
North Eastern Ontario Funeral Services Association**

The CAO introduced Mr. Roger Delongchamp who had requested an opportunity to address the Board re the question of its involvement in the payment of the funeral costs

of non-social assistance recipients who are now the responsibility of our individual member municipalities. Mr. Delongchamp described his Association and its geographical coverage. He explained that funerals are meant to provide a fitting tribute and celebration of the life of a loved one, and to offer a way to say goodbye and to begin healing. Unfortunately, due to financial pressures, some families are not able to provide a dignified burial for their loved ones. He spoke to the problem that at times presents itself in some of the municipalities within our DSSAB catchment area since the inception of the Ontario Works Act which only gives the DSSAB the authority to provide the services for the less fortunate who are registered recipients of social services. Mr. Delongchamp added that all of the members of his organization were committed to working together to achieve a just and equitable solution to the problem and that if the DSSAB member municipalities were willing to work together to find a solution, it would be very much appreciated.

Discussion followed re the cost of taking on this additional service, the possibility of it not being mandated for the DSSAB to take the service on in the first place, the possibility of in turn billing the municipalities for the funerals as opposed to apportioning the cost to all member municipalities. Since there is a funeral home that has had an unclaimed body for some time and waiting for a decision to be made, the following resolution was tabled.

Resolution No. 05-27 Moved by: Earle Freeborn **Seconded by:** Fern Bidal
 THAT, in this instance only, the cost to the funeral home that is responsible for the body in question be covered by this DSSAB to the maximum amount now payable by our Social Services Department for OW and ODSP clients and that the decision as to whether or not the DSSAB proceed with the implementation of the circulated draft Policy that would see it manage and assume the funeral costs for Non-Social Assistance recipients be determined by way of a Double Majority vote of the DSSAB's member municipalities. **Carried**

The Chair thanked Mr. Delongchamp for his presentation.

5.0 5.1. Adoption of Minutes of February 24, 2005

Resolution No. 05-28 Moved by: Mike Lehoux **Seconded by:** Fern Bidal
 THAT the minutes of the February 24, 2005 Board meeting be approved. **Carried**

6.0. BUSINESS ITEMS

6.1. 3rd Reading—**Draft Policy on Funeral and Burial Costs for Non-Social Assistance Recipients**

In standing with Resolution No. 05-27, the draft policy on the matter shall be forwarded to all member municipalities and the decision on the matter determined by way of the double majority vote provisions of the DSSAB Act.

6.2. 3rd Reading—**EMS Policy on Short Notice Vacancy**

The CAO noted that in standing with the last Board minutes request that "short term" be defined, it has been defined to mean "less than 24 hours", with this definition added to the Policy before the Board.

Resolution No. 05-29 Moved by: Earle Freeborn **Seconded by:** Collin Bourgeois
 THAT the Board give its Third and Final Reading of the proposed EMS Policy on Short Notice Vacancy for Emergency Medical Services. **Carried**

6.3. Additional Signing Officer

Gary explained that, due to travel requirements, with summer vacation coming up and with the absence of the Director of EMS, it was the recommendation of our Director of Finance that another staff member should be added to the list of those with signing authority.

Resolution No. 05-30 Moved by: Fern Bidal **Seconded by:** Richard Stephens
BE IT RESOLVED THAT Iain Stephen, Information Systems Manager, be added to the list of persons who shall have signing authority for the Manitoulin-Sudbury District Social Services Administration Board, as per Resolution No. 05-10 dated January 27, 2005.

Carried

7.0. REPORTS

7.1. CAO REPORT

7.1.1. Operational Management Reports

7.1.1.1 Children's Services Report

Best Start Program - Pat Best indicated that it appeared that the DSSAB was getting a bigger lead in the Best Start Program than was had in the past Early Years initiative. Gary replied that while the province seemed to be indicating such in its initial consultations on the matter, its latest correspondence on the matter left DSSABs less certain as to its expectations from CMSMs and DSSABs.

Gary indicated that he, Fern and Karen were still of the earlier expressed opinion that it is best to proceed with due caution and guarded optimism as the province's Best Start implementation plans are still not fully known. Gary will keep Board members informed.

Child Care Resources (CCR) correspondence - Chair Gillis drew the Board's attention to a letter from CCR Chair Pauline Dietrich noting that agency's intention to withdraw itself from the delivery of Special Needs Resources to our catchment area. The CAO noted that this was the second piece of correspondence between their Board Chair and ours on the matter of special needs delivery to our area over the past year or so and asked Fern and Karen to update Board members on their memo to the CAO on this matter that was in turn shared with the Chair.

Fern and Karen indicated that the issues inherent to the CCR decision stem from the fact that their service delivery model is a primarily urban service delivery model that does not easily lend itself to the challenges of what is required in a catchment area such as ours that is as geographically vast, rural and remote as it is. Karen indicated that as much as the working relationship was a good one, she is not surprised by CCR's decision and sees it as an opportunity for the DSSAB to deal with the challenge of building a Special Needs service delivery model that might finally meet the needs of the children, families and child care providers in our "rural and remote" area.

7.1.1.2. Emergency Medical Services Report

Les Gamble noted that, per the Report, the DSSAB appeared to have exceeded its 90th percentile Response Time obligations by 4 seconds in 2004.

Darryl Culley indicated that while this was the case, our 2004 Response Time (our first year of In House management) was a dramatic improvement over the 2003 Response Time that exceeded the 90th percentile obligations by more than one minute (1:06).

Fern Bidal asked to have the minutes note that the DSSAB's EMS Department was to be congratulated on this year over year response time improvement.

Civic Addressing - Noting the Report's comments that the civic addressing system was not fully implemented across our entire jurisdiction, Pat Best encouraged our DSSAB to take those steps it could to accentuate the importance of getting on with this task to all of our member municipalities, Local Service Boards and First Nations communities given that this is of critical importance to ambulance crews in their attempts to respond to calls as quickly as possible. The Board concurred with Pat's suggestion that a letter be sent to all of these parties asap.

It was decided to discuss the matter of those concerns raised re: the ambulance coverage changes planned for the Noëlville and Foleyet stations "in camera".

7.1.1.3 Social Housing

There were no questions regarding the Social Housing Report circulated.

7.1.1.4 Ontario Works

Fern Dominelli reminded Board members that the Northern Intake Screening Unit (NISU) would no longer provide the front end intake services to people applying for OW assistance effective May 1 and that commencing that date this service would now be provided in house.

Fern commented on the provincial ODSP statistics circulated to Board members as part of their Board packages. He spoke to the Province's explanations for the increase in ODSP caseloads and its growing emphasis on efforts to assist these individuals with their employability, re-employability on either a full time or part time basis.

Gary noted that the Province was still not entertaining the suggestion of a number of DSSABs that the responsibility for ODSP clients should be divested to them given that they often know the clients and their communities better than the ODSP staff involved given that these clients now come to the DSSAB's door for most of the support services they require. It was pointed out that this would not involve additional costs to the DSSABs given that the service is already 50-50 funded.

7.1.1.5 Finance & Administration

Gary reported that the DSSAB's auditors have indicated that the DSSAB's 2004 audited statements and year end surplus reports will be ready for distribution and discussion until the Board's April 28th meeting date. Connie reminded members that the 2005 municipal apportionment papers had been e-mailed to all member municipalities and Board members alike.

7.1.2. Strategic Issues Report

7.1.2.1. Social Housing Benchmarks

Further to Peter's [Report on Social Housing Benchmarks](#) that had been circulated to Board members, Gary informed the Board that the real impact of the new Social Housing Benchmarks will be reflected in the DSSAB's 2006 budget where the approximately \$20,000 cited in the Benchmark paper will surface as an additional municipal cost. Speaking to the Benchmarking formula and the two Non-Profit Housing projects affected by same in our District, Peter noted that the formula allows the DSSAB to claw back 50% of any operating surplus realised by these two Non-Profits at the end of each budget year.

Resolution No. 05-31 Moved by: Maureen Van Alstine **Seconded by:** Pat Best
THAT the CAO's Operational Management and Strategic Issues Reports be accepted.

Carried

8.0. OTHER BUSINESS**8.1 Honarium for Vice Chair**

Bruce Killah asked that the Board reconsider the Vice Chair's Honarium, adding that he thought that the Vice Chair's position was an important one and that he should be compensated for taking on the responsibility.

Resolution No. 05-32 Moved by: Bruce Killah **Seconded by:** Earle Freeborn
THAT the Vice Chair monthly Honarium of \$100 be reinstated.
Defeated

9.0. CLOSED SESSION

Resolution No. 05-33 Moved by: Richard Stephens **Seconded by:** Fern Bidal
THAT the Board move into closed session at 11:50 a.m. to discuss Human Resources and Property matters. **Carried**

Resolution No. 05-34 Moved by: Bruce Killah **Seconded by:** Collin Bourgeois
THAT the Board adjourn this closed session at 1:50 p.m. and report. **Carried**

9.1. Closed Session Report

There were two In Camera sessions, the one with Administration staff present and the other without.

Resolution No. 05-35 Moved by: Bruce Killah **Seconded by:** Earle Freeborn
THAT Fern Bidal be appointed as temporary Chair in order to finish the meeting. **Carried**

9.1.1 Report of first In Camera Session Items discussed

- HR developments subsequent to the Board's March 7th Special Meeting
- The sick leave status of our EMS Director
- The status of the recruitment initiative to fill the EMS Manager of Operations position
- EMS Scheduling Changes
- Foleyet and Noëlville Ambulance station coverage changes
- Espanola Ambulance station developments
- Chapleau Ambulance station developments
- Little Current DSSAB office property developments

9.1.2 Report of second In Camera session items discussed

Chair's Resignation - It was reported that Frank Gillis had resigned as Board Chair and that Dale Van Every, Vice-Chair would be approached to indicate his interest in assuming the Chair's position for the balance of the calendar year.

9.1.3. OW Office—Little Current

Resolution No. 05-36 Moved by: Earle Freeborn **Seconded by:** Les Gamble
THAT the DSSAB's Administration be given the Board's approval to proceed with the Letter of Intent re: the relocation of the DSSAB's Little Current OW Office to the potential new site discussed. **Carried**

9.1.4. EMS Schedule

Resolution No. 05-37 Moved by: Earle Freeborn **Seconded by:** Bruce Killah

THAT the DSSAB's Administration proceed with the implementation of the additional on-site ambulance coverage agreed to for the Gore Bay ambulance station on a one-year trial basis; and

THAT the Emergency Medical Services coverage provided at both the Foleyet and Noëlville ambulance stations remain unchanged for one more year; and

THAT additional costs associated with these Noëlville and Foleyet stations be taken from existing DSSAB reserves. **Carried**

10.0. ADJOURNMENT

Board Chair Fern Bidal called for a motion to adjourn the meeting.

Resolution No. 05-38

Moved by: Richard Stephens **Seconded by:** Maureen Van Alstine

THAT we do now adjourn at 2:05 p.m. until the next regular meeting to be held at 10:00 a.m. on April 28, 2005 in the DSSAB's Espanola Mead Boulevard Board Room. **Carried**

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)