



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
October 27, 2005

Present: Pat Best, Fern Bidal, Collin Bourgeois, Ray Chénier, Earle Freeborn,
Leslie Gamble, Bruce Killah, Mike Lehoux,
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
Aurel Malo, HR Services
Jeff Horseman, Director of EMS
Karen Dominick, Community Programs Supervisor

Regrets: Frank Gillis; Laurier Low

Media: Michael Erskine; Cindy Laundry

1.0 CALL TO ORDER

Ray Chénier, Chair, called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Items No. 6.2 and 6.3 on the tentative agenda were reversed.

Resolution No. 05-90 Moved by: Collin Bourgeois **Seconded by:** Earle Freeborn
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. 05-91 Moved by: Dale Van Every **Seconded by:** Bruce Killah
THAT the Board move into closed session at 10:05 a.m. to discuss Human Resources
and Property matters. **Carried**

Resolution No. 05-92 Moved by: Earle Freeborn **Seconded by:** Maureen Van Alstine
THAT the Board adjourn this closed session at 11:00 a.m. and report. **Carried**

5.0 MINUTES

5.1. Adoption of Minutes of September 22, 2005

Resolution No. 05-92a Moved by: Fern Bidal **Seconded by:** Collin Bourgeois
THAT the minutes of the September 22, 2005 Board meeting be approved. **Carried**

Alpha en Partage Program in Sudbury-East

Fern Bidal expressed his thanks to the DSSAB's Administration for the role it played in making it possible for Cambrian College's continuation of its Alpha en Partage Program presence in Sudbury East.

Cambrian College Little Current

Richard Stephens indicated that he similarly wished to thank the DSSAB's Administration for the significant part it played in getting Cambrian College to maintain its presence on the Manitoulin. He noted that where the Manitoulin community was last year concerned that the College was closing its doors on the Island, it is at this time celebrating the College's imminent move into new premises in Little Current proper. The lease that they signed is a longer term one that should assure their island presence for some time yet.

6.0. BUSINESS ITEMS**6.1. Closed Session Report**

Items discussed during the Closed Session included

- CUPE Correspondence
- Human Resources Management Contract
- Senior Management Salaries
- 2006 Management & Non-Union Wages
- OMERS Pension Plan
- Chapleau Ambulance Station
- Espanola Ambulance Station
- C.A. MacMillan Place developments
- Vacant Property Assessment developments

6.2. Affordable Housing Program (AHP) Report

The CAO pointed out that while he and Peter Bradley had attended a Sudbury-based MMAH briefing re: the AHP program, there was still little in the way of specifics to report as the MMAH Guidelines relative to the AHP would not be available until the beginning of November.

That said, Gary pointed out that as Peter and he had feared, the AHP Program initiatives appeared to come with a number of strings and conditions that it would be very difficult for Northern DSSABs to meet, thereby making it highly unlikely that we would be able to take up the province on the federal social housing dollars that it was making available to CMSMs and DSSABs.

Gary pointed out that the MMAH officials present at the Sudbury AHP Program initiatives briefing:

- were sympathetic to our concerns re: the inappropriateness of the eligibility criteria for most of Northern Ontario; and
- heard our collective call for some "Guideline flexibility" to enable us to use the dollars to address the social housing pressures particular to the North.

That said they also made it fairly clear that the changes or flexibility that we wanted would be hard to provide as the conditions tied to the funding were part of the parameters of the Federal-Provincial Agreement and outside of the scope of the province's authority to change without federal buy-in.

While there is some chance that some changes might be made to improve the AHP program's responsiveness to Northern Ontario social housing pressures and needs and the MMAH officials we met with will be making those known to their superiors for their consideration, we are, at this point in time, expected to provide the province an indication of our interest in participation in the Program, no later than October 31, 2005.

Peter Bradley indicated to the Board that the resolution before them identified serious problems with the Affordable Housing Program as designed and asked that the Ministry amend the program to reflect the concerns re allowing greater flexibility and enhancement of administration dollars to better serve the needs of Northern Ontario residents. Peter added that he had heard that the Federal Government had been listening to the concerns being expressed and that there may be some positive changes being made to the program before the guidelines do come out. It is hoped that the guidelines will be ready in November of 2005.

Resolution No. 05-93 Moved by: Richard Stephens **Seconded by:** Earle Freeborn
WHEREAS the Ministry of Municipal Affairs and Housing announced the new Affordable Housing Program; and whereas the Manitoulin-Sudbury DSSAB has been allocated \$1.0 m for 50 units Capital and \$.02 m for 10 units Housing Allowance; and

WHEREAS the Ministry of Municipal Affairs and Housing is requesting confirmation of Service Manager interest in participating in this program;

BE IT THEREFORE RESOLVED THAT the Manitoulin-Sudbury DSSAB express its interest to participate in the Affordable Housing Program's Capital Allocations – Remote Program and the Housing Allowance Program; and

FURTHER, BE IT RESOLVED THAT the Ministry of Municipal Affairs and Housing amend the program as presently written, to reflect the concerns advanced by Northern Housing Managers at Ministry sponsored consultation sessions, specifically with respect to allowing greater flexibility with regard to Housing Allowance "In Situ" allocations as well as, an enhancement of Administration dollars which would enable DSSAB staff to better serve the needs of Northern Ontario's residents. **Carried**

6.3. Child Care - Best Start Program

Gary referred Board members to the "Children's Services Management Plan 2005" before them for consideration. He noted that the Plan had been prepared along the lines outlined by the province and spoke to the ways and means via which we planned to implement the Best Start child care spaces allocated to us over a three year time frame. This plan, if approved by the DSSAB, must be submitted to the province no later than October 31, 2005. Gary then outlined a few important points for the Board's information:

- We have already exceeded our Year One "new licensed child care spaces" obligations. (Note – for the coming five years these spaces will be 100% funded by the Federal and provincial governments. The usual 20% municipal share is forgiven. What the funding arrangement will look like in years six and beyond has yet to be determined.)
- The Province seeks to see all new spaces created in school settings. The DSSAB has been allocated "capital dollars" to accommodate needed existing school renovations needed to create new school-based child care centres.
- The Best Start plan is a 10 year initiative that calls for new school-based licensed child care settings and also calls for the establishment of "neighbourhood hubs".
- "Hubs" are intended to be community-based, community planned central access points via which parents can access the range of community services and supports that their children require to meet their developmental milestones and be as school ready as possible come their legal school entry age.
- The province has clearly identified its 47 municipal service managers (37 CMSMs/ 10 DSSABs) as the agents responsible for the community level "**Best Start Network**" planning, coordination and implementation of the hubs to be established in the communities within their jurisdiction)
- The members of the Best Start Network who must sign off all Hub plans are the

DSSAB, the Public Health Units and the School Boards and School Authorities in the DSSAB's jurisdiction and the Regional office of the Ministry of Children and Youth Services (MCYS).

- It is an exciting and ambitious initiative. At the core of it all, the Federal and Provincial governments are recognising the important role that our municipalities have to play—via their DSSAB—in the design of the child and family service system infrastructure via which their communities will locally access the range of services essential to the healthy early learning and development needs of their children.
- The DSSAB's Administration sees it as a golden opportunity to get back to building the pre-school support services infrastructures initially identified for each of the four regions within its catchment area: the Manitoulin, Sudbury-North, Sudbury-East and LaCloche regions.

Resolution No. 05-94 Moved by: Bud Rohn **Seconded by:** Pat Best

WHEREAS the Manitoulin-Sudbury District Social Services Administration Board is the designated Service System Manager for child care; and

WHEREAS the provincial government has announced its 10-year Best Start initiative that speaks to an expansion of licensed affordable and accessible child care services, and the creation of locally available “hubs” via which children and families can access the comprehensive and coordinated range of community based support services and programs needed to assist them in addressing the early childhood developmental barriers and issues necessary to ensure children are school ready when they reach school age ; and

WHEREAS the province has confirmed the DSSAB's role as the Child Care Service System Manager thereby ensuring and recognizing the important role that municipalities exercise in ensuring the appropriateness and the responsiveness of the services government makes available to the children, families and taxpayers of their communities; and

WHEREAS the first phase of Best Start speaks to the expansion of affordable and accessible child care services focusing on the JK/SK and 0-4 age groups; and

WHEREAS the province has provided 100% funding for the duration of the five year federal-provincial agreements for this child care service expansion;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB Board approves the 2005 Children's Services Management Plan that includes the DSSAB's three-year Child Care Plan, the 05/06 Best Start Transition Plan and the 05/06 Best Start Transitional Infrastructure Plan.

Carried

Bud Rohn expressed his concern that all communities have an opportunity to participate in the program and asked what a community would need to do to make sure that they have access to a “hub”. Gary replied that it is difficult to say exactly what the design of the final plan will look like, but assured Bud that the overall intent is to ensure the local availability, accessibility and responsiveness of the “hubs” that are put in place. There is still a lot of work to be done before we get there, a lot of factors to consider and a lot of stakeholders to be consulted.

Ray Chénier added that it is important to note that the DSSAB is the coordinator of the local input and that there are mandatory partners involved (Boards of Education and Public Health); as well as a number of others such as child care providers, other children's services agencies and parents, who will surely want to have their opinions aired and considered. The Chair indicated that he could foresee a lot of lobbying going on. He indicated that while Board members, via their respective councils, might want to lobby those other organizations on their communities' behalf, he could also see those

other organisations lobbying their local Councils.

Gary added that the DSSAB has a role and a commitment to provide as much information about the Program as possible to municipal organizations and that he is prepared to make presentations to organizations such as SEMA and the MMA. He also repeated earlier comments as to how pleased he was with the way Ontario had thus far chosen to allocate its Best Start funding – with 40% of the funding being allocated on the strength of the number of pre-school age children in Ontario's 47 CSM/DSSAB jurisdictions and the other 60% based on such factors as number of single parent families in the area, number of adults without a high school diploma, the availability of public transportation, etc. This formula starts getting very close to the Razinsky formula that the province uses to fund its school boards. It is a funding formula that ensures that services are **equitably funded across all of Ontario** regardless of the size of the community in question. It is a fine formula and arguably the fairest system there is when it comes to human services funding (x-ref – [CAO's Report on the Cost of Administration](#)).

Karen Dominick acknowledged - Gary made it a point of stating that the Children's Services Management Plan that the Board approved would not have been produced and available to them had it not been for the hard work and dogged determination of Karen Dominick. Circumstances were such that Karen almost single handedly worked on the Plan with little outside help or assistance and without much of the statistical data that we still do not have available to us.

Gary ended his remarks by indicating that the next provincial expectation re: this initiative is the DSSAB's preparation of the Manitoulin-Sudbury District "**Best Start Integrated Implementation Plan**" that must be submitted by December 31st, 2005. This Report will begin to speak to the planning of our jurisdiction's "hubs". Unlike the Children's Services Management Plan which only required the DSSAB's approval, this next plan will require the approval of the Health Unit, the School Boards/Authorities, the MCYS Regional Office and the DSSAB.

Board Chair Ray Chénier noted that this is an extremely important initiative that will certainly be the subject of much discussion at the Board table and other tables, for some time to come. Appreciating that Board members had had very little time to examine the 2005 Children's Services Management Plan, he asked that the Children's Services Management Plan 2005 be on the Board's November meeting agenda.

On behalf of the Board, Ray Chénier thanked Karen Dominick for a job well done. He concluded by remarking that the Best Start initiative is extremely important for our children and an item that will be appearing on the Board's agenda on a regular basis for some time to come.

7.0. REPORTS

7.1. BOARD COMMITTEES

7.1.1. Human Resources Committee

Committee Chair, Earle Freeborn, reported that the Committee had met the night before and presented the following Resolutions.

Resolution No. 05-95 Moved by: Earle Freeborn **Seconded by:** Fern Bidal
BE IT RESOLVED THAT the Board approves the Human Resources Committee's recommendation to reclassify the position of Director of Finance to the same level as the position of Director of Social Services effective January 1, 2005. **Carried**

Resolution No. 05-96 Moved by: Earle Freeborn **Seconded by:** Bruce Killah
BE IT RESOLVED THAT the Board approves the Human Resources Committee's recommendation regarding the CAO's salary increase. **Carried**

Resolution No. 05-97 Moved by: Earle Freeborn **Seconded by:** Collin Bourgeois
BE IT RESOLVED THAT the Board approves the Human Resources Committee's recommendation to extend the Contract Services with DiBrina Sure Human Resources Inc. for a period of 2 years to December 31, 2007 under the terms agreed to at the Human Resources Committee meeting of October 26, 2005. **Carried**

Resolution No. 05-98 Moved by: Earle Freeborn **Seconded by:** Dale Van Every
BE IT RESOLVED THAT the Board approves the Human Resources Committee's recommendation of a 3% annual economic adjustment for non-union employees effective January 1, 2006. **Carried**

Resolution No. 05-99 Moved by: Earle Freeborn **Seconded by:** Bruce Killah
A Resolution to amend Resolution # 02-038 to authorize participation in the Ontario Municipal Employees Retirement System (OMERS)
Whereas it is deemed expedient to amend Resolution Number 02-038 with respect to the amalgamation with The Corporation of the Municipality of French River (OMERS Group # 214700) in OMERS;
Now therefore, the Board of the Manitoulin-Sudbury District Social Services Administration Board (OMERS group # 342558) enacts as follows:
1. The Manitoulin Sudbury DSSAB hereby agrees to accept the employees (listed in Schedule A attached) of the Municipality of French River (OMERS Group # 214700) into its OMERS Group# 342558 and elects to participate as a single employer under the OMERS Act, R.S.O. 1990, Chapter 0.29 and Regulation 890 as amended there under.
The Resolution shall be effective January 01, 2004.

SCHEDULE A

Denis Gilles Allard
Kevin George Marois
Alain Yvon Prévost
Guy A. Roy
Patricia Maureen C. Sagadore
Rodney Thomas Steele
Patrick Trudeau
Denis Jean Séguin
Janice Marie Roque
Robert M. Desjardins

Carried

Resolution No. 05-100 Moved by: Earle Freeborn **Seconded by:** Bruce Killah
THAT the Board accept the report of the Human Resources Committee.

Carried

7.1.2. Finance Committee

Fern Bidal, Finance Committee Chair, reported that the Committee had met on October 26th and that the 2006 Budget Preparation Plan/Schedule had been approved.

He also informed the Board that the Committee had decided to put the DSSAB's banking and investment services out to tender. He spoke to the Committee's hope to have a recommendation before the Board in January and the outcome implemented in February of 2006. This process is a good financial practice and should be initiated every five years.

He indicated that the current year Wiky Ambulance Service budget and the fact that it had not yet been approved by the province had also been discussed as was the still unresolved EMS cross-border billing issue.

Proposed Investment Policy

The Committee discussed tendering investment services as well and reviewed a draft Investment Policy for the approval of the Board.

Resolution No. 05-101 Moved by: Fern Bidal **Seconded by:** Bud Rohn
BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury DSSAB gives its 1st and 2nd
reading of the here identified Investment Policy. **Carried**

EMS TWOMO Funding

Gary explained to the Board that the TWOMO Funding process is very convoluted but that the simplified version is that the TWOMO portion of the municipal share of the EMS budget that government pays us on behalf of our unorganised municipalities is always one year in arrears. In other words the TWOMO payments that we receive in 2005-06 are the TWOMO sums that were identified as payable in 2004-05, so that we usually receive funding based on the previous year's requirements and not the current year's.

Since Townships Without Official Municipal Organisation (TWOMO) only exist in the North, it is only DSSABs that are affected by this inexplicable and unjustifiable practice.

The result of this practice is that DSSABs are in fact subsidizing the province when it comes to the yearly delay of this payment.

The fact of the matter is that the EMS cost sharing formula which municipalities were led to understand would be a 50:50 provincial-municipal funding arrangement is turning out to be a 70:30 arrangement, to the disadvantage of municipalities.

Resolution No. 05-102 Moved by: Fern Bidal **Seconded by:** Mike Lehoux
WHEREAS the Manitoulin-Sudbury District Social Services Administration Board has received TWOMO funding increases from the Ministry of Health and Long-Term Care (MOHLTC) that are to be attributed to the TWOMO's payable share of the 2005 Land Ambulance budget which now comes to a total 2005 TWOMO Land Ambulance budget allocation of \$1,261,926;
AND WHEREAS the Ministry's TWOMO funding allocation is based on the DSSAB's 2004 EMS Budget in lieu of the DSSAB's 2005 EMS Budget which calls for a \$1,475,565 TWOMO allocation if the allocation is to reflect the 19.9% of the municipal share that the MOHLTC recognizes is attributable to the TWOMO as its share of the municipal share of the Land Ambulance budget;
AND WHEREAS the TWOMO funding allocation represents a shortfall of \$213,639,
BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services

Administration Board directs its Administration to forward a letter to the MOHLTC indicating that the TWOMO allocation shortfall cannot be accepted as is and must be addressed;

BE IT HEREIN ALSO RESOLVED THAT the DSSAB ask all of its member municipalities to indicate same to the Minister of Health and Long-Term Care.

Carried

Resolution No. 05-103 Moved by: Fern Bidal **Seconded by:** Bud Rohn

THAT the Board accept the Report of the Finance Committee.

Carried

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 Report](#)

There were no questions concerning the Ontario Works, Children's Services and Social Housing Reports.

EMS Report

Jeff Horseman reported that, at this time of year, the DSSAB is required to present the Province's Director of Land Ambulance Services with our 90th percentile time for 2006.

Currently, in 2005, we are roughly 20 seconds below our 90th percentile period and Jeff recommended that we notify the Director of Land Ambulance Services that we will continue with the 23.56 standard that we currently have. The Board agreed to same.

Concern was expressed regarding incorrect statistics being provided by the government which distorts the EMS reporting process. Concerns were also expressed about ambulance coverage in Killarney. Jeff is looking into both matters and explained that care has to be taken with resolutions on staffing so that they fall within Ministry requirements.

Pat Best wondered when the EMS Planning Committee would be meeting again as the end of the year is fast approaching and the Committee has yet to recommend what should be done re: the Gore Bay, French River and Foleyet coverages that were agreed to for a one-year trial period that is soon coming to an end.

An EMS Planning Committee meeting will be scheduled prior to the next Board meeting.

Resolution No. 05-104 Moved by: Fern Bidal **Seconded by:** Les Gamble

THAT the CAO's Operational Management and Strategic Issues Reports be accepted.

Carried

CLOSED SESSION

Resolution No. 05-105 Moved by: Earle Freeborn **Seconded by:** Dale Van Every

THAT the Board move into closed session at 12:05 p.m. to discuss a Human Resources matter.

Carried

Resolution No. 05-106 Moved by: Earle Freeborn **Seconded by:** Maureen Van Alstine

THAT the Board adjourn this closed session at 12:25 p.m.

Carried

8.0 ADJOURNMENT

Resolution No. 05-107 Moved by: Earle Freeborn **Seconded by:** Dale Van Every
THAT we do now adjourn at 12:30 p.m. until the next regular meeting to be held at 10:00
a.m. on November 24, 2005 in the DSSAB's Espanola Mead Boulevard Board Room.

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)