



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 April 26, 2007
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held at Espanola's DSSAB Mead Street Board Room

Present: Lou Addison, Gary Brown, Jean-Marc Chayer, Ray Chénier, Earle Freeborn, Dennis Golden, Leslie Gamble, Bruce Killah, Mike Lehoux, David Leonard, Al MacNevin, Jack McMillan, Morgan Pitfield, Dean Wenborne

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

Delegation: Kirby Houle, Freelandt Caldwell Reilly Accountants

Media: Alicia McCutcheon, Manitoulin Expositor

1.0 CALL TO ORDER

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

2.0 ADOPTION OF AGENDA

Resolution No. 07-38

Moved by: Earle Freeborn **Seconded by:** Les Gamble
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 DELEGATIONS

**4.1. Year 2006 Financial Statements -
Freelandt Caldwell & Reilly Accountants**

Noting that the DSSAB's Auditing firm consists of the firm of **Freelandt Caldwell & Reilly**, the Chair invited Mr. Kirby Houle, accountant with that firm to present the DSSAB's Audited Financial Statements for the year ended December 31, 2006.

Mr. Houle began by speaking to the **Audit Documentation and Results Report** accompanying the Financial Statements for the Year ended December 31, 2006. Mr. Houle explained that this Report is intended to give the Board more information on exactly what auditors do and how they approach an audit.

Mr. Houle indicated that the DSSAB's overall financial position is a strong one with a stable and adequate level of reserves.

Mr. Houle spoke to the raison d'être of each of the DSSAB's identified Reserves. He explained that only \$637,896 of the over \$3 Million of identified reserves were uncommitted, available "Working Funds".

Mr. Houle confirmed that with a fiscal year end surplus of \$206,311 - *a sum that is within a 0.6% variance on total expenditures of over \$33 Million* - the DSSAB managed its 2006 operations with an overall budget that is very close to actuals.

Noting that the DSSAB's Land Ambulance (aka Emergency Medical Services) program, is the only one of the programs that the DSSAB operates that did not operate in a close to break-even or surplus position, Mr. Houle spoke to the 2006 Emergency Medical Services program deficit of \$132,952. He explained that the \$132,952 deficit is mainly due to the DSSAB's continued practice of annually budgeting for what have thus far proven to be unreceived Cross Border Billing revenues.

Mr. Houle explained that in the event of a future settlement of outstanding Cross Border Billing charges, they would be accounted for in the year in which the charges occurred.

Member Q&As completed, the Chair thanked Mr. Houle for his presentation of the Year 2006 Audited Financial Statements.

Resolution No. 07-39

Moved by: Jack McMillan **Seconded by:** Morgan Pitfield

THAT the Board accept the Audited Financial Statement for the year ended December 2006, as prepared by the Board's Auditors.

Carried

Resolution No. 07-40

Moved by: Gary Brown **Seconded by:** Mike Lehoux

WHEREAS the audited financial statements for the operating year ended December 31, 2006 saw the DSSAB close the year with a working surplus of \$206,311;

BE IT HEREBY RESOLVED THAT the Manitoulin-Sudbury DSSAB redistribute said amount to the DSSAB's member municipalities as per the apportionment formula in place in the year 2006.

Carried

Finance Committee Chair, Gary Brown made it a point of noting that the \$206,311 surplus that was being returned was greater than the \$190,558 increase billed to member municipalities for the DSSAB's 2007 operating year purposes.

Board Chair Ray Chénier concluded discussions of this item by remarking that it bore highlighting:

- That in the little more than seven years that it has existed, the DSSAB has consistently lived within its operating budget;
- that this was the sixth consecutive year that the DSSAB was returning money to its member municipalities;
- that with the 2006 surplus, this brought to over \$3.7 Million the amount that the DSSAB has returned to its member municipalities;
- that member municipalities should not become blasé and expect the same in the future as past year results are no guarantee of future year results;
- that future year municipal share of the cost of the community health and social services divested to and managed by municipalities (in the North that means DSSABs), and
- that future year DSSAB surpluses or deficits will be greatly influenced by the province's decisions relative to the recommendations of the [Provincial-Municipal Fiscal Service Delivery Review](#) that Premier McGuinty commissioned to examine the cost-sharing relationship between the province and its municipalities when it comes to the community health and social services managed by Ontario's ten DSSABs and thirty-seven UTM's (47 CMSMs).

The Chair thanked Administration for the work accomplished over the years and, on behalf of the Board, commended Gary and his staff and assured him that he has the support of the Board.

The Board applauded the Chair's remarks.

The CAO thanked the Board for their vote of confidence in him and his team, noting that as previously suggested by Finance Committee Chair Gary Brown, a [News Release](#) informing the public of the good financial status of the Manitoulin-Sudbury DSSAB would be issued.

5.0 PREVIOUS MINUTES

5.1 Adoption of Minutes of March 22, 2007

Resolution No. 07-41

Moved by: Al MacNevin **Seconded by:** Dean Wenborn

THAT the minutes of the March 22, 2007 Board meeting be approved. **Carried**

5.2. Business Arising from Minutes

5.2.1. Pandemic Planning

At its February meeting, the Board instructed the CAO to find out more from the relevant provincial authorities as to exactly what responsibilities, liabilities, resources and supports came with the local pandemic liaison/communication coordination role before responding to the MMA relative to its request that the DSSAB accept to take on the role for the Manitoulin District, or again for all four of the geographic regions that make up its service jurisdiction.

The CAO reported that he had spoken with Alison Stewart, MOHLTC official responsible for the province's Pandemic Readiness Planning re: the DSSAB and the "communications coordination role" it has been requested to play for the Manitoulin District.

As background, Mrs. Stewart explained that:

- while a municipality is technically responsible for its municipality's Emergency Plan, municipalities are not required to have Pandemic Plans "though most do".
- The "health aspects" of a community's pandemic plan are to be coordinated by "the local Medical Officer of Health";
- The province's Public Health Units (e.g. Sudbury & District Health Unit) were assigned the task of "kick starting the coordinated community level pandemic planning, preparedness and response" that is required, in their assigned catchment areas, to deal with the significant health pandemic – e.g. avian flu – that their communities will be confronted with at an unknown future point in time.

Mrs. Stewart explained that while the MOHLTC had no objection to the DSSAB taking on the communications liaison role in the event of a pandemic in its districts: that is a decision that is left with the involved pandemic planning partners to determine.

Mrs. Stewart was clear in stating that there are no additional resources or funding provided by the MOHLTC tied to this additional responsibility at this time.

Mrs. Stewart indicated that she saw two key challenges confronting the DSSAB if it was to take on the communications coordination role:

- i. Where we would draw our medical advice and medical direction from, if not the Medical Officer of Health; and
- ii. The challenge of coordinating and directing the follow-thru activities of the various parties to the Plan.

Mrs. Stewart indicated that she would be asking Emergency Measures Ontario (EMO) to indicate what role, if any, they would play in supporting the DSSAB, if it was to take on the communications coordination liaison role for our jurisdiction or regions therein.

Mrs. Stewart did share that she was already concerned by the already greater than preferred number of local communications coordinators that were already planned to be part of the regular daily briefings that would take place during the early a.m. of each day of a declared pandemic.

The Chair summarised the discussion that followed as follows:

- Since a pandemic is clearly a health issue; and
 - since Public Health Units primarily exist to deal with "municipal level public health issues"; and
 - since local emergency planning responsibility rests with municipalities;
- ...it is the opinion of the DSSAB that it is the Sudbury & District Health Unit (SDHU) that is the organization that should be taking the communications liaison and coordination role in the event of a declared pandemic in the DSSAB's service jurisdiction.

The Chair reiterated the consensus of the Board that the CAO indicate to the MMA that it is the Board's belief that the SDHU should be their primary

communications conduit during a flu pandemic it being understood that the DSSAB is prepared to play its expected and defined part of the locally developed pandemic plan when it comes to the expectations of its EMS, Social Housing, Child Care and Ontario Works programs and services.

6.0 NEW BUSINESS

6.1. DOOR Program – Social Housing Funding Allocation

The CAO referred to a circulated email informing the Board of the additional \$350,000 of one time “Delivering Opportunities for Ontario Renters (DOOR)” funding that the Province was providing to the DSSAB to assist it with its existing social housing pressures and programs.

Gary reported that he and Peter Bradley were in the midst of preparing a report to the Board as to the proposed use of this new one time funding.

6.2. Public Access Defibrillators

The CAO called on Jeff Horseman to speak to the role that the DSSAB, through its EMS Department, will be playing in the coordination of the “1000 Defibrillators” that Premier McGuinty indicated Ontario will be making available to municipalities for use in public facilities (i.e. arenas).

A copy of the letter that our DSSAB will be distributing to each of its member municipalities, both organised and unorganised, was circulated to Board members for their information.

7.0 REPORTS

7.1 CAO REPORT

7.1.1 Operational Management Reports

The following Departmental Reports were circulated:

- **Children’s Services Report**
- **Ontario Works Report**
- **Social Housing Report**
- **Emergency Medical Services (EMS) Report**

Children’s Services Report

The CAO spoke to the matter of the additional \$162,000 of Best Start program funding that our DSSAB has received from the province.

The Chair spoke to our communications with the Ministry of Children and Youth Services (MCYS): requesting clarifications re: these sums, and reiterating the Board’s position re: the future cost-sharing of implemented Best Start initiatives.

EMS Report

Dean Wenborn congratulated Jeff Horseman and his EMS Department on what appears to be a successful Provincial Ambulance Certification Review. Jeff replied that there would probably be some recommendations coming out of the review and that he believes that there would likely be little problem meeting the identified shortcomings.

Social Housing

Reporting that the Housing Department is working on several recent additional social housing programs, Gary indicated that the DSSAB would be writing to all

member mayors and reeves in the near future to outline the application process pertinent to the **Home Repair Component** of the DSSAB's Affordable Housing Program described in the Housing Report.

Finance & Administration

The CAO informed Board members that the 2007 First Quarterly Statement will be presented at the May Board Meeting.

7.1.2 Strategic Issues Report

7.1.2.1 AMO Alert on Principles for Social Housing in Ontario and How These Should Also Apply to Early Learning and Child Care Services

Noting that while it was not his intention to repeat the points highlighted in his April 5th memo to Board members re: this matter, Gary expressed his belief that AMO is bang on in advancing that ***municipalities* must have a greater role in decisions re: the direction, the impact and the responsiveness of the housing services to be available to the people in their communities.***

Gary maintains that the AMO argument, in his opinion, **is equally valid when it comes to the greater role that municipalities should have in decisions re: the direction, the impact and the responsiveness of the early learning and child care services to be available to the people in their communities.**

When these services were divested/downloaded to municipalities, it was argued:

- That **as the order of government that is closest to the people, municipalities are the best situated** to determine the local needs of their constituents when it came to the local availability of the public services in question; and
- That the municipal entitlement to oversee the local planning, coordination and management of the services downloaded to them was also driven by the **“Say for Pay”** and **“Pay for Say”** provisions tied to the municipal cost sharing of the local services and programs in question.

That AMO is establishing Principles that support the argument that municipalities must have a greater say when it comes to the local flavour and availability of the services co-funded, and “in provincial rhetoric” service managed, by municipalities goes to the heart of the concerns that the Manitoulin-Sudbury DSSAB's Administration has been advancing when it comes to the MCYS Regional Office's directions and definition of the municipal service manager's role when it comes to the Best Start Hubs/Children's Services planning applicable to our DSSAB's service jurisdiction.

Gary indicated that he supported the underlying “Principles” that AMO was advancing and trusted they would be endorsed by all Ontario municipalities.

Gary closed his verbal report to the Board with his interpretation of the two key messages to be drawn from the April 2 AMO Member Communiqué:

- Social services planning frameworks have to better reflect the municipal voice, interest and priorities on issues re: funding, accountability, availability and responsiveness of the services provided to the people of the

- communities they are elected to represent at the local level; and
- Ontario must support planning frameworks that see municipalities carry out their business guided by principles and strategic considerations that move them towards a responsive, integrated and accountable community health and social service system infrastructures and away from keeping them mired in operational details and the interests of other parties.

Strategic Planning Session - Gary indicated that, with slightly more than four months of history under its belt, the DSSAB's new Board now had a fairly good handle of the "operations" side of the DSSAB and that it was now time for the Board to focus on the "strategic considerations and "strategic directions" side of the business that really did belong in their "political governance arena". The Chair agreed and thought the time was right to have Board members get together to discuss where they want the DSSAB to go and to redefine its vision/mission.

After Board discussion, it was decided that the CAO plan to have a Strategic Planning Session tied to the June Board meeting. More details will follow.

Resolution No. 07-42

Moved by: Earle Freeborn **Seconded by:** Bruce Killah
THAT the June Board meeting be held on the evening of June 27th; and
THAT a Board Strategic Planning Session take place on June 28th. **Carried**

Resolution No. 07-43

Moved by: Jean-Marc Chayer **Seconded by:** Al MacNevin
That the CAO's Report be accepted. **Carried**

8.0 OTHER BUSINES

8.1 Upcoming Committee Meetings

The following committee meetings are scheduled:
May 23, 2007, 3:00 p.m. EMS Planning Committee
May 23, 2007, 7:00 p.m. Human Resources Committee
May 24, 2007, 9:00 a.m. Finance Committee

9.0 ADJOURNMENT

Resolution No. 07-44 Moved by: Earle Freeborn
THAT we do now adjourn at 12:08 p.m. until the next regular meeting to be held at 10:00 a.m. on May 24, 2007 in the DSSAB's Espanola Mead Boulevard Board Room. **Carried**

Chair

Chief Administrative Officer