



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.msd.ssb.net>

210, boulevard Mead, Espanola ON P5E 1R9
Téléphone: (705) 862-7850
Télécopieur: (705) 862-7805
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MINUTES
of the May 24, 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, 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
- Regrets: Earle Freeborn, Dennis Golden
- 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. 07-45

Moved by: Al MacNevin **Seconded by:** Gary Brown
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. 07-46

Moved by: Morgan Pitfield **Seconded by:** Les Gamble
THAT the Board move into closed session at 10:05 a.m.

Carried

Resolution No. 07-47

Moved by: Jean-Marc Chayer **Seconded by:** Dean Wenborne
THAT the Board adjourn this closed session at 10:54 a.m.

Carried

5.0 BUSINESS ARISING FROM CLOSED SESSION

5.1. Closed Session Report

Items discussed during the Closed Session included

- Ambulance Stations: Noëlville and Hagar

- Paramedic Scheduling: Hagar Station
- DSSAB Hours of Operation
- CAO Performance Appraisal
- Non-Union Benefits
- Employee Assistance Program
- EMS Labour Relations
- Military Leave
- Corporate Membership, Recreation Complex
- Algoma DSAB EMS Cross-Border/First Nations Agreement

5.2. EMS Cross Border Billing

Resolution No. 07-48

Moved by: Gary Brown **Seconded by:** Jack McMillan

THAT the Board accept the CAO's recommendation to approve the terms of the agreement between Algoma DSAB and the Manitoulin-Sudbury DSSAB with respect to First Nations Funding and Cross Border Billing as outlined.

Carried

5.3. Recreation Complex Corporate Membership

Resolution No. 07-49

Moved by: Dean Wenborne **Seconded by:** Bruce Killah

THAT the Manitoulin-Sudbury DSSAB Board of Directors approve the payment of a Corporate Membership at the Espanola Recreation Complex and other health related services not to exceed \$1,360.00 for the year 2007-2008.

Carried

6.0 PREVIOUS MINUTES

Adoption of Minutes of April 26, 2007

Resolution No. 07-50

Moved by: Mike Lehoux **Seconded by:** David Leonard

THAT the minutes of the April 26, 2007 Board meeting be approved.

Carried

7.0 COMMITTEE REPORTS

7.1. EMS Planning Committee

Resolution No. 07-51

Moved by: Les Gamble **Seconded by:** Dean Wenborne

THAT the Board accept the oral report of the EMS Planning Committee made during closed session.

Carried

7.2. Human Resources Committee

Resolution No. 07-52

Moved by: David Leonard **Seconded by:** Lou Addison

THAT the Board accept the oral report of the Human Resources Committee made during closed session.

Carried

7.3. Finance Committee

Committee Chair, Gary Brown reported on the Finance Committee meeting held at 9:00 a.m. on May 24, 2007 and the following resolutions resulted.

7.3.1 First Quarter Finance Report**Resolution No. 07-53**

Moved by: Jean-Marc Chayer **Seconded by:** Mike Lehoux
THAT the Board accept the DSSAB First Quarter Finance Report. **Carried**

7.3.2. Tender of Auditing Services**Resolution No. 07-54**

Moved by: Bruce Killah **Seconded by:** Dean Wenborne
WHEREAS Ontario has clarified that a DSSAB is not expected to automatically accept that the accounting firm that the largest of its member municipalities has chosen to be its auditing firm will also automatically be that DSSAB's auditing firm: and
WHEREAS Ontario has clarified that DSSABs are to tender their Auditing Services;
THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB accept its Finance Committee recommendation that its Administration tender the Audit Services for the five year period commencing January 1, 2007 by invitational tender to audit firms that have experience and expertise in auditing municipal entities. **Carried**

7.3.3. Tender of Banking Services**Resolution No. 07-55**

Moved by: Morgan Pitfield **Seconded by:** Jack McMillan
BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB accept its Finance Committee recommendation that its Administration be given the authority to tender the DSSAB's Banking Services and secure the assistance of an independent financial advisor to assist with this tendering process. **Carried**

Resolution No. 07-56

Moved by: Bruce Killah **Seconded by:** Al MacNevin
THAT the Board accept the Finance Committee Report. **Carried**

8.0 NEW BUSINESS**8.1. Member Municipalities Website Links to DSSAB**

The CAO reported that most of its member municipality websites do not refer to or provide a link to either the DSSAB or the designated municipal services that the DSSAB oversees the local governance, availability and managed delivery of to their citizens on their collective behalf.

These municipal services along with other provincially designated programs delivered by the province *which municipalities are provincially required to co-fund via the Manitoulin-Sudbury DSSAB (e.g. – ODSP)* and the Sudbury & District Health Unit account for anywhere between 25% and 30% of the municipal property taxes levied by the DSSAB's nineteen member municipalities.

Given the significance of the municipal property taxes (over \$9 million) that the DSSAB's member municipalities collectively govern and invest in relative to the community health and social services that are an integral part of the municipal infrastructure available to their citizens, the CAO advanced that he would like to encourage member municipalities to include DSSAB and DSSAB service links on their websites where feasible.

Board Members agreed that this would be an important and useful public information and awareness link and supported that the DSSAB IT Department proceed with its plans to work with all member municipalities towards the identified ends discussed.

Iain Stephen spoke to the questionnaire which he had prepared for circulation to member municipalities as a first step in the process.

9.0 REPORTS

9.1 CAO REPORT

9.1.1 Operational Management Reports

The following Departmental Reports were circulated:

- [Children's Services Report](#)
- [Ontario Works Report](#)
- [Social Housing Report](#)
- [Emergency Medical Services \(EMS\) Report](#)
- [1st Quarter Finance Report](#)

EMS

Jeff Horseman reported that the results of the EMS Department accreditation review are expected within the next two to three weeks.

Jeff spoke to the overwhelmingly positive interest and support expressed by our member municipalities in the Public Access Defibrillators (PAD) that the Heart & Stroke Foundation is making available thanks to the Premier's 1000 Defibrillator initiative. Jeff noted that our District's requests were being collated and would be submitted to the Heart & Stroke officials by the May 31st deadline with responses expected by the end of June.

Ontario Works

Dean Wenborne indicated that it was most heartening to see the positive employment results reported regarding the full time employment successes attributed to the Innovations Project piloted in Espanola. Fern Dominelli indicated that he too was pleased with the thus far attained results noting that it was an initiative that saw the DSSAB involved with as many as thirteen different community employers/partners.

9.1.2 Strategic Issues

Children's Services –

The CAO reported that the key item he wished to address in the context of this meeting had to do with the issues which this DSSAB's Administration and a number of others had with the Regional Office of the Ministry of Child and Youth Services (MCYS) regarding what he described as the confusion that reigns as a result of the MCYS Northern Regional Office's vagaries with respect to the on again/off again expectations of Municipal Service Managers/DSSABs as child care service system managers vs. their role as simply another party/partner at planning tables whether these be Best Start Planning Network tables, the MCYS Regional Office chaired LSSMT or the MCYS Regional FLS table and the linkages between these tables.

He noted that the MCYS Regional Office lack of responses to a number of questions before it for quite some time did not help the matter any. Pointing out that there appeared to be conflicting messages and expectations between the Ministry's Corporate Offices, the Ministry's Northern Regional Office and what that Regional Office was in turn conveying to the Region's different individual DSSABs, the CAO indicated it was hoped to see the Regional Office provide some clarity and some answers at a forthcoming meeting that the Northern Region's DSSAB CAOs will be having with the MCYS Northern Regional Office.

Mr. Champagne indicated that he was keeping the Board Chair well apprised of the details of this matter and would be providing all Board members a more thorough briefing in the near future.

Strategic Planning Session

Gary informed Board members that he would be sending out some information and questionnaires re the Strategic Planning Session that is scheduled for June 27 and 28 in Killarney. He added that David Court would be attending the June Board Meeting and will be speaking on the Provincial Municipal Fiscal Services Review.

Resolution No. 07-57

Moved by: Jack McMillan **Seconded by:** Al MacNevin
That the CAO's Report be accepted.

Carried

10.0 ADJOURNMENT

Resolution No. 07-58

Moved by: David Leonard **Seconded by:** Lou Addison
THAT we do now adjourn at 11:35 a.m. until the next regular meeting to be held on June 27, 2007 in the Longhouse at Killarney Mountain Lodge, Killarney.

Carried

Chair

Chief Administrative Officer