



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 January 24, 2008
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held in Espanola's DSSAB Mead Street Boardroom

- Present: Lou Addison, Gary Brown, Jean-Marc Chayer, Ray Chénier, Dennis Golden, Earle Freeborn, Les Gamble, Bruce Killah, Mike Lehoux, David Leonard, Jack McMillan, Dean Wenborne
- Staff: Gary R. Champagne; Suzanne Bouchard; Peter Bradley; Fern Dominelli; Jeff Horseman; Connie Morphet; Jeff Aiken; Aurel Malo, HR Consultant
- Regrets: Al MacNevin, Morgan Pitfield
- Guests: Kathleen Stokes, Weaver-Simmons
Kirby Houle, Freelandt Caldwell Reilly Accountants
- Media: Alicia McCutcheon, Manitoulin Expositor
Roz Raby, Mid-North Monitor

1.0 CALL TO ORDER

Outgoing Chair Ray Chénier called the meeting to order at 10:00 a.m. Wishing a happy new year to all present, he indicated there were a few introductions he wished to make before relinquishing the Chair and asking the CAO to oversee the elections of the new Chair for the new year.

Welcome to new Board Member, Shelley Quibell

Ray welcomed Shelley Quibell, councillor with the Municipality of St. Charles, to her first meeting as a member of the Board. Shelley is replacing Dean Wenborne as one of the three members appointed by the four Sudbury-East municipalities to sit as their DSSAB Act defined Area #3 appointees to the DSSAB's governing table.

Welcome to new DSSAB EMS Field Manager, Jeff Aiken

Jeff Horseman was called upon to introduce Jeff Aiken who is taking over the Field Manager responsibilities in the Manitoulin and LaCloche regions that were vested in Anne Elliott prior to her recent retirement. Jeff comes to us from Manitouwadge where he has served close to fifteen years with the Superior North EMS. The Board welcomed Jeff to the DSSAB's EMS Management Team with a warm round of applause.

Welcome to Guest Speakers Kathleen Stokes and Kirby Houle

Kathleen Stokes, a partner in the law firm of Weaver-Simmons, is the DSSAB's solicitor when it comes to HR matters; and Kirby Houle who is with Freelandt Caldwell Reilly Accountants, the DSSAB's

auditing firm of record. Kathleen will be speaking to the Board of their "Conflict of Interest" and "In-Camera meeting" obligations while Kirby will be speaking to new PSAB auditing requirements coming into effect January 1, 2009.

2.0 ADOPTION OF AGENDA

Resolution No. 08-01

Moved by: Earle Freeborn **Seconded by:** Les Gamble
THAT the agenda be adopted as presented.

Carried

3.0 YEAR 2008 BOARD ELECTIONS

In standing with the DSSAB Act's annual election requirements, Mr. Chénier vacated the Chair and called upon Gary Champagne, CAO, to preside over the elections.

3.1. Chair Nominations & Election

The call for nominations to the Chair was opened.

Moved by: Jack McMillan

THAT Ray Chénier be nominated. There were no other nominations.
Ray Chénier indicated that he was prepared to accept the nomination.

Resolution No. 08-02

Moved by: Jack McMillan **Seconded by:** Earle Freeborn

WHEREAS Regulation 278/98 of the District social Services Administration Boards Act requires that, at its first meeting after January 1 in each year, a Board shall appoint one of its members as chair of the Board;
BE IT RESOLVED THAT Ray Chénier is hereby appointed as Chair of the Manitoulin-Sudbury DSSAB for the year 2008.

Carried

Prior to presiding over the remaining elections, Chair Ray Chénier thanked Board members for their ongoing confidence in his work as Chair. Noting that 2007 had been the first of a four year term for all and the first year on the Board for many of them, he congratulated them on their accomplishments in 2007. He mentioned that while they had the opportunity to see for themselves, as many of their predecessors did, that our DSSAB was a well run, responsive and responsible organisation, it was so, in great measure as a result of the due diligence and leadership that the DSSAB's governing body has always attempted to exercise in doing what it deems in the best interest of the constituency it is legislatively mandated to serve and represent. Thanking his fellow Board members for the part they played, in 2007, in making this a Board he was proud to be associated with, he described the Board as a strong and mature Board that he looked forward to working with in charting the common direction they wished to pursue over the course of the remaining years of this Board's mandate.

3.2. Vice-Chair Nominations & Election

The call for nominations was opened.

Moved by: Earle Freeborn

THAT Gary Brown be nominated. There were no other nominations.
Gary Brown indicated that he was prepared to accept the nomination.

Resolution No. 08-03

Moved by: Earle Freeborn **Seconded by:** David Leonard

BE IT RESOLVED THAT Gary Brown is hereby appointed as Vice-chair of the Manitoulin-Sudbury DSSAB for the year 2008. **Carried**

3.3. DSSAB Committees & Membership

The Chair gave an overview of the composition of the Committees in place in 2007 and suggested that the same committees be maintained and their membership remain the same unless there were some who wished to leave the committees or again others who indicated a wish to be on a given committee.

It being the consensus of the members to proceed as such, the Chair went on to name the members of each committee and confirm the names of those who wished to be on those committees as well as to ask each of the outgoing committee chairs if they wished to remain as chair of their respective committees.

Human Resources Committee

Mike Lehoux nominated Earle Freeborn as Committee Chair. There being no other nominees and Earle indicating his willingness to remain as Chair, his nomination was confirmed. Other H.R. Committee members include: Bruce Killah, David Leonard, Al MacNevin, Jack McMillan, Shelley Quibell and Ray Chénier (ex-officio).

EMS Planning Committee

Earle Freeborn nominated Les Gamble as Committee Chair. There being no other nominees and Les indicating his willingness to remain as Chair, his nomination was confirmed. Other Committee members include: Lou Addison, Dennis Golden, David Leonard, Morgan Pitfield, and Ray Chénier (ex-officio).

Property Committee

Earle Freeborn nominated Mike Lehoux as Committee Chair. There being no other nominees and Mike indicating his willingness to remain as Chair, his nomination was confirmed. Other Committee members include: Gary Brown, Earle Freeborn, Al MacNevin, Jack McMillan, Shelley Quibell and Ray Chénier (ex-officio).

Finance Committee

Dennis Golden nominated Gary Brown as Committee Chair. There being no other nominees and Gary indicating his willingness to remain as Chair, his nomination was confirmed. Other Committee members include: Les Gamble, Dennis Golden, Bruce Killah, Mike Lehoux and Ray Chénier (ex-officio).

4.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

5.0 PRESENTATIONS**5.1. Kathleen Stokes re: In Camera sessions and Conflict of Interest Obligations, Changes and Implications**

5.2. Kirby Houle re: PSAB Obligations, Changes and Implications

A healthy Q&A exchange followed each presentation.

6.0 CLOSED SESSION**Resolution No. 08-04**

Moved by: Earle Freeborn **Seconded by:** Jean-Marc Chayer
THAT the Board move into closed session at 11:09 a.m. to discuss Property and Human Resources matters. **Carried**

Resolution No. 08-05

Moved by: Earle Freeborn **Seconded by:** Jack McMillan
THAT the Board adjourn this closed session at 11:42 a.m. **Carried**

Five-Minute Recess – The Chair called for a five minute recess before calling the meeting back to order at 11:47 a.m.

CLOSED SESSION REPORT

During its Closed Session, the Board discussed:

- Matters pertinent to Hagar, Foleyet and Noëlville EMS Stations
- EMS Cross Border Billing negotiation developments
- H.R. matters pertinent to CAO Performance Evaluation
- Litigious matters pertinent to Family Day

7.0 BUSINESS ARISING FROM CLOSED SESSION**7.1. Nipissing DSSAB Cross Border Billing Agreement****Resolution No. 08-06**

Moved by: David Leonard **Seconded by:** Gary Brown
THAT the Board accept the CAO's recommendation to approve the terms of the agreement reached between the Nipissing DSSAB and the Manitoulin-Sudbury DSSAB with respect to Cross Border Billing. **Carried**

7.2. Hagar EMS Station Resolution No.08-07

Moved by: Jean-Marc Chayer **Seconded by:** Lou Addison
THAT the Board approve the purchase of the Hagar Ambulance Station as per the terms and conditions outlined in the Agreement of Purchase and Sale recommended by the DSSAB's CAO. **Carried**

8.0 MINUTES**Adoption of Minutes of November 22, 2007****Resolution No. 08-08**

Moved by: Dennis Golden **Seconded by:** Mike Lehoux
THAT the Minutes of the November 22, 2007 Board meeting be approved. **Carried**

9.0 NEW BUSINESS**9.1. Kilometrage Allowance - Board & Non-Union****Resolution No. 08-09**

Moved by: Jean-Marc Chayer **Seconded by:** Dennis Golden
THAT the Board approve a change to the kilometrage rate payable to Board

members and Non-Bargaining Unit employees from the present \$0.43/km to \$0.44/km effective January 1, 2008. **Carried**

9.2. Signing Authorities

Resolution No. 08-10

Moved by: Gary Brown **Seconded by:** Les Gamble

BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Social Services Administration Board, effective as of this date:

Board Members: Les Gamble, Jack McMillan and Mike Lehoux

Staff: Gary Champagne, Connie Morphet, Fern Dominelli, Jeff Horseman, Peter Bradley and Iain Stephen

AND THAT each cheque is signed by two of the above-named persons, and as per the dictates of existing Board policy. **Carried**

9.3. Link to Life

Jeff Horseman spoke to the details of the "Link to Life" Program that our DSSAB is implementing across our two Districts.

9.4. Emergency Preparedness

Ray Chénier opened the topic by indicating that the issue at hand is one that is specific to DSSABs as a result of the differing expectations that some municipalities have as pertains their expectations of the role a DSSAB and its EMS, OW, or Social Housing Departments have to play as part of a member municipality's Emergency Preparedness Plan obligations. Ray cited as an example the expectation of some municipalities that it is the DSSAB that will or should manage their municipality's housing needs through the DSSAB's public housing department in the event of an emergency that requires emergency shelter or again that it will be our OW Department that will provide emergency food, clothing and shelter in the event of an emergency in their municipality that requires an emergency response and again others take for granted that it would simply be business as usual when it comes to accessing possibly needed ambulance services.

Ray indicated that while the DSSAB definitely has to cooperate with each of its member municipalities in their elaboration of their emergency plans, the role the DSSAB or each of its departments could be expected to play, in many instances, still remained to be determined and confirmed. Our role as participants in the plan vs. leaders of the plan vs. funders of the services provided in an emergency all require clarification and definition.

Les Gamble indicated that the concern is a real one given that a number of smaller municipalities do not even have emergency plans.

The CAO indicated that the matter was one that he and his Northern Ontario peers had concerns about and were meeting to discuss in the coming weeks given the above mentioned concerns as well as the previously identified and Board discussed concerns re:

- the need for cross-municipality (or District wide) coordination in the event of a declared emergency that extends across a number of municipalities thus making it difficult for the DSSAB to respond to what could be competing, uncoordinated demands for their services; and
- the lack of guidance, and direction from their provincially designated lead ministry (MCSS) to queries re: the DSSAB's obligations re: this dossier.

He cited as an example the lack of MCSS clarity as to whether it is the DSSAB or the Ministry itself that is expected to commit to &/or sign off a member municipality's social services plan.

9.5. Military Families Act

Noting that the matter of the employment security and benefit guarantees that an employer could or should make to staff (e.g. a reservist) that are called to active military duty upon their return from said duty, was one that the DSSAB, like a number of other employers struggled with, the Chair indicated that he was personally pleased to see that the order of government that should be leading the way on the matter for all employers and affected employees alike did so with passage of the [Military Families Act](#).

Indicating that a number of municipalities and other employers were indicating their support of the legislation through resolutions to that effect at their governing tables, the Chair asked the members if it was their wish to see a resolution to that effect drafted for consideration at the Board's February meeting. The Board indicated its consensus.

10.0 REPORTS

10.1. CAO REPORT

10.1.1. Operational Management Reports

The following Departmental Reports were circulated:

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

10.1.1.1 Ontario Works & Provincial Auditor General's Report

Citing those sections of the provincial Auditor General's Report that deal with the programs the DSSAB manages, Gary Brown indicated how disturbed he was with the Report's [section 3.05](#) on Drug Programs Activity which deals with drug eligibility processing by MOHLTC for seniors and social assistance (OW & ODSP) recipients.

He cited as concerns the Auditor General's indication that a " review of a sample of price override claims paid by the Ministry in February 2007 found that more than 30% of the unit drug prices in these claims exceeded their Formulary prices by more than 100%."

Gary indicated that with Ontario's drug programs annual expenditures in the order of \$3.7 billion, and \$742 million of that amount is paid by the Ministry of Community and Social Services for drug benefits for social assistance recipients, and 20% of that \$742 million sum, until this year, in turn paid by way of municipal property tax bills, it was his belief that this DSSAB has to make a statement of some kind re: this matter and tabled the following resolution.

Resolution No. 08-11

Moved by: Gary Brown **Seconded by:** Earle Freeborn

WHEREAS Section 3.5 of the Province's Auditor General's Report for the 2006/07 fiscal year speaks to the "poor monitoring systems" that the MOHLTC has in place when it comes to Ontario's Drug Program and the province's 3,050 pharmacies and 100 other dispensers and the lack of controls and audit on the use of drug cards provided to Ontario's seniors and social assistance (OW & ODSP) recipients; and

WHEREAS the Report indicates that the Ontario Drug Program's annual expenditures are in the order of \$3.7 billion; and

WHEREAS the Manitoulin-Sudbury DSSAB has an obvious interest in the matter given its mandated role in the administration and the funding of the social assistance programs provided to eligible recipients in the Manitoulin and Sudbury Districts; and

WHEREAS the Manitoulin-Sudbury DSSAB has an obvious interest in assuring that the constituents of its service jurisdiction are well served and well informed when it comes to the value for money they receive for the tax dollars they direct towards the programs administered by their DSSAB; and

WHEREAS the Manitoulin-Sudbury DSSAB shares the Auditor General's concern over his finding that a sample of price override claims paid by the Ministry (MOHLTC) in February 2007 found that more than 30% of the unit drug prices in these claims exceeded their Formulary prices by more than 100%"; and

WHEREAS this becomes a rather significant amount when one considers that the annual expenditures of Ontario's drug programs are in the order of \$3.7 billion, and \$742 million of that amount is paid by the Ministry of Community and Social Services for drug benefits for social assistance recipients served by this DSSAB and its 46 counterparts throughout the province;

BE IT THEREFORE RESOLVED THAT the DSSAB formally record that it shares the Auditor General's concern that at the MOHLTC's current inspection rate of 3% of dispensing agencies in a year, it will take up to 30 years to cover all agencies and that the Ministry needs to more effectively utilize its limited inspection resources by targeting high risk dispensing agencies identified through activities such as a review of unusual claims statistics; and

BE IT FURTHER RESOLVED THAT the DSSAB indicate to the Ministers of Health and Community & Social Services that it is advocating that the province take those measures necessary to more effectively monitor high risk dispensing agencies and pharmacists to see this flagrant abuse of the applicable provincial laws and policies significantly diminished and the resulting waste of taxpayers dollars come to an end; and

BE IT FURTHER RESOLVED THAT a copy of this resolution also be forwarded to the Auditor General and to our jurisdiction's MPPs. **CARRIED**

The entire Auditor General's Report can be found at http://www.auditor.on.ca/en/reports_2007_en.htm.

**10.1.1.2 Finance & Administration Report
Past Year (2007) EMS 50-50 Funding Adjustment
Resolution No. 08-12**

Moved by: Les Gamble **Seconded by:** Gary Brown

WHEREAS the Ministry of Health and Long-Term Care (MOHLTC) has allocated more 2007 EMS grant funding to the Manitoulin-Sudbury DSSAB than budgeted; and

WHEREAS it has been determined that \$74,298 of this MOHLTC's grant funding

has not been expended; and
WHEREAS the MOHLTC requires that the DSSAB matches any unspent grant funding placed into reserves; and
WHEREAS the municipal portion of EMS Working Funds Reserve balance is \$100,098 and the MOHLTC portion of the EMS Reserve is \$73,159;
BE IT THEREFORE RESOLVED THAT the DSSAB transfer \$121,657 of the DSSAB's 2007 EMS Surplus to its EMS Reserves; it being understood that \$74,298 of said sum consists of unexpended 2007 MOHLTC EMS grant funding that will be applied to the DSSAB's MOHLTC EMS Reserve and the other \$47,359 which consists of the DSSAB's Municipal share that will be applied in the DSSAB's EMS Working Funds Reserve. **Carried**

10.1.2. Strategic Issues

10.1.2.1 DSSAB's Municipal Infrastructure Funding Fairness Concerns

The Chair referred members to their copies of the proposed [letter to NOSDA Chair Gary Scripnick](#) re: this matter. He reminding members that the lack of fairness when it came to the DSSAB's access to municipal infrastructure funding initiatives was the principal item addressed in our DSSAB [CAO's Pre-Budget Presentation to the Minister of Finance](#) as part of the December 18th 2008 Pre-Budget consultations he was invited to contribute to and identified in the CAO Report to the Minister that was given to the Minister and emailed to all Board members.

Ray Chénier indicated that while he himself was impressed with the quality of the Report and agreed with its identified concerns and recommendations urging the province to address the infrastructure funding inequities that Northern Ontario's DSSABs are faced with, he indicated to members that there was little merit in sending the letter to NOSDA and FONOM if members did not concur with the validity of the Report's content and recommendations.

Their consensus confirmed and Jack McMillan for his part indicating that as a relatively new member, he personally found it well written and most informative, the Chair invited members to indicate their wishes re: the opinion that it was time for the DSSAB to call upon NOSDA to support calling upon FONOM to lobby the province to see Northern Ontario's DSSABs given fair access to infrastructure grants available to their Southern Ontario counterparts when it comes to the dollars available for programs that are in the North managed by DSSABs.

Resolution No. 08-13

Moved by: Earle Freeborn **Seconded by:** Gary Brown

THAT the Manitoulin-Sudbury DSSAB address a letter to the Chair of the Northern Ontario Service Deliverers Association (NOSDA) indicating their concern that DSSABs cannot access a number of municipal infrastructure project funding initiatives that are made available to municipalities for the same programs that are operated by DSSABs and DSSABs only in Northern Ontario; and

THAT the DSSAB ask that NOSDA support the DSSAB's concern by taking a public position on the matter and that they ask the Federation of Northern Ontario Municipalities (FONOM) to rally behind them to promote changes to such infrastructure funding inequities; and

THAT a copy of this resolution be forwarded to FONOM, AMO and DSSABs.

Carried

10.1.2.2 Water Filter Fund Concern

The Chair informed the Board that the DSSAB was given \$10,000 to provide water filters to its clients and to low income families within our districts who may be exposed to lead in their drinking water.

Fern Dominelli indicated that the DSSAB has done what it can to get the word out. He indicated that while all member municipalities were informed, it was important for members that the DSSAB will not be spending any of the money until the Ministry (MCSS) clarifies what are two very contradictory and confusing written statements to the DSSAB re: the need for prior water testing before the water filters are provided and more significantly clarity as to what the Ministry is telling us when it says we "have to assess whether we are putting vulnerable individuals at risk of lead exposure simply because the eligible recipient does not have the financial means to test or purchase a filter to prevent the exposure."

The CAO informed the Board that it may be rescinding its agreement to administer this fund and this program if an answer is not shortly provided as to the liability concerns we may be exposing ourselves to either through commission or again through omission.

The CAO indicated that a number of other DSSABs have not yet signed the agreement and yet others, like our DSSAB, are contemplating simply backing away from this initiative.

Resolution No. 08-14

Moved by: Jack McMillan **Seconded by:** Jean-Marc Chayer
THAT the CAO's Reports be accepted.

Carried

11.0 ADJOURNMENT Resolution No. 08-15

Moved by: David Leonard **Seconded by:** Jean-Marc Chayer
THAT we do now adjourn at 12:37 p.m. until the next regular meeting to be held on February 28, 2008, in the DSSAB's Espanola Mead Blvd. Boardroom.

Carried

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)