



MINUTES
of the September 25, 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, Al MacNevin, Jack McMillan, Morgan
Pitfield, Shelley Quibell

Staff: Gary Champagne; Suzanne Bouchard; Peter Bradley; Fern
Dominelli; Connie Morphet

Resource Consultant: Aurel Malo

Media: Roz Raby, Mid-North Monitor

1.0 CALL TO ORDER

Chair Ray Chénier welcomed Board members back for another fall season and called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 08-65

Moved by: Earle Freeborn **Seconded by:** Al MacNevin
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. 08-66

Moved by: Morgan Pitfield **Seconded by:** David Leonard
THAT the Board move into closed session at 10:05 a.m. to discuss Human
Resources and litigious matters.

Carried

Resolution No. 08-67

Moved by: Earle Freeborn **Seconded by:** Shelley Quibell
THAT the Board adjourn this closed session at 10:20 a.m.

Carried

CLOSED SESSION REPORT

During its Closed Session, the Board discussed:

- CUPE Negotiations
- Legal options re: Cochrane District EMS X-Border Billing
- Best Start expenditures

5.0 MINUTES

6.1 Adoption of Minutes of June 26, 2008

Resolution No. 08-68

Moved by: Dennis Golden **Seconded by:** Lou Addison

THAT the Minutes of the June 26, 2008 Board meeting be approved. **Carried**

6.2 Business Arising from Minutes

6.2.1 Update on Housing Needs Assessment

SHS Consultants is the consulting firm retained to carry out the District wide Housing Needs Study. A copy of the SHS proposal which had already been circulated to the Board's property Committee was circulated to all members for their review and comment.

Jack McMillan indicated that the Consultant firm will have to deal with the fact that there are no available building lots in the Town of Espanola.

Gary replied that he would mention it to Mr. Starr.

Al MacNevin reported that he had read the document thoroughly, had mentioned it to his Council and that there is a lot of anticipation regarding the advantages of having such a study prepared for the district.

He suggested that SHS Consultants incorporate the need for public-at-large consultations in their proposed workplan.

A Property Committee meeting with Mr. Ed Starr (SHS Consultants principal) will be scheduled in October.

Board members are encouraged to forward any questions, comments, concerns or suggestions they would like to see Mr. Starr address in his study to the DSSAB CAO. Gary will in turn bring them to the attention of Property Committee members.

6.0 NEW BUSINESS

6.1 CO₂ Emission Reductions - Reduce, Reuse, Recycle

The CAO reported that he was very impressed with the energy conservation efforts of a number of municipalities that were highlighted at this year's AMO AGM. He indicated that AMO has been in touch with him to indicate its willingness to assist the DSSAB in the development of those Plans it might like to systemically introduce to be as energy efficient and environmentally responsible as it can.

Gary indicated that management has already begun to discuss what it might be able to do at the individual staff level and the individual housing resident level.

He indicated that there are a number of recycling measures the DSSAB is presently not able to implement as a result of the measures some of our host municipalities do not yet have in place.

Gary indicated that while the DSSAB is very much at the early exploration stages when it comes to changes to the way we do business, he indicated that the DSSAB will be moving ahead on this front and would be prepared to partner with interested member municipalities.

7.0 REPORTS

7.1 COMMITTEE REPORTS

7.1.1 Finance Committee

Committee Chair, Gary Brown reported that at the Finance Committee's prior day meeting it reviewed:

- the workplan it proposes to follow to see the 2009 Budget completed by the end of November;
- the YTD Financial Report for the period ending July 31, 2008;
- the Best Start Health and Safety Spending Plan;
- the DSSAB Administration's proposed Public Sector Accounting Board (PSAB) Policy;
- the resolution that Philips, Hagar & North requires to see C.A. MacMillan Place's Capital Reserve funds transferred from the C.A. MacMillan Place Non-Profit Board to the DSSAB as we are the sponsor if this Non-Profit home.

7.1.1.1 YTD Financial Report

Resolution No. 08-69

Moved by: Gary Brown **Seconded by:** Dennis Golden

THAT the Board accept the Finance Committee's recommendation to accept the January 1-July 31, 2008 Financial Report. **Carried**

7.1.1.2 Best Start Funding

Resolution No. 08-70

Moved by: Gary Brown **Seconded by:** David Leonard

THAT the Board accept the Finance Committee's recommendation regarding the allocation of the \$489,744 of Best Start funding discussed at the Finance Committee's September 24, 2008 meeting. **Carried**

7.1.1.3 PSAB Policy

Resolution No. 08-71

Moved by: Gary Brown **Seconded by:** Bruce Killah

THAT the Manitoulin-Sudbury DSSAB gives its 1st and 2nd readings of the here identified Public Sector Accounting Board (PSAB) Policy. **Carried**

7.1.1.4 Philips, Hagar & North Capital Reserve Fund

Resolution No. 08-72

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

Whereas C.A. MacMillan Place Non-Profit Corporation was the operator of the building known as C.A. MacMillan Place until such time as responsibility for this building and its operations were divested to the Manitoulin-Sudbury DSSAB per Resolution #05-83;

AND Whereas C.A. MacMillan Place Non-Profit Corporation did invest the Capital Reserve Funds associated with this building with Philips Hagar & North Investment Funds Ltd.;

AND WHEREAS the Capital Reserve Funds invested in the C.A. MacMillan Place Non-Profit Corporation name must be transferred to an investment of Manitoulin-Sudbury DSSAB to reflect that said reserve funds, though earmarked for the exclusive use of the C.A. MacMillan Place, now belong to the Manitoulin-Sudbury DSSAB;

BE IT THEREFORE RESOLVED THAT the Board approve the Finance Committee recommendation that the Manitoulin-Sudbury DSSAB open a Social Housing Investment Funds account with the principal distributor of such funds, Philips, Hagar & North Investment Funds Ltd. ("PH&NIF") and in furtherance thereof that the Board execute and become a party to the Social Housing Investment Funds account; and that any of the directors and/or officers of the Board specified below be authorized to execute the agreement on behalf of the Board.

THAT any two of the following officers:

Ray Chénier	Chairman of the Board
Gary Brown	Vice-Chair of the Board
Gary Champagne	CAO and Secretary-Treasurer of the Board
Connie Morphet	Director of Finance

have, and are hereby given, full power and authority to deal with and make decisions in regard to the Board's portfolio and PH&NIF, in its capacity as principal distributor of the Social Housing Investment Funds, shall be fully entitled to rely upon this authority without the need to make further inquiries of the Board.

THAT the secretary of the Board shall inform PH&NIF of all change of persons holding the office(s) listed above.

Carried

7.1.2 Human Resources Committee

Committee Chair, Earle Freeborn reported that the Human Resources Committee had met the previous day and discussed CUPE Collective Bargaining, a recent OPSEU Arbitration Award, a staff request re: a personal business interest and the matter of on-site Building Custodians living off-site.

7.2 CAO Report

7.2.1 Operational Management Reports

The following Departmental Reports were circulated:

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

7.2.1.1 Children's Services Report

Child Care Worker & Early Childhood Educator Appreciation Day Resolution No. 08-73

Moved by: Shelley Quibell **Seconded by:** Jean-Marc Chayer

WHEREAS thirty-five years of research confirms the benefits of high quality childcare for young children's intellectual, emotional, social and physical development and later life outcomes; and

WHEREAS child care promotes the well-being of children and responds to the needs of parents, child care workers and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

WHEREAS recent studies clearly show trained and knowledgeable Early Childhood Educators and child care workers are the most important element in quality child care;

THEREFORE BE IT RESOLVED THAT October 22, 2008 be designated the 8th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in

recognition of the influence, dedication and commitment of child care workers to children, their families and quality of life of the community; and
Be it further resolved that the Manitoulin-Sudbury DSSAB forward a copy of this resolution to all member municipalities and ask that they in turn recognize October 22, 2008 as ECE Appreciation Day; and
THAT the Manitoulin-Sudbury DSSAB also forward a copy of this resolution to children's services providers and partner school boards in its jurisdiction, as well as to MCYS, OMSSA, AMO, FONOM and NOSDA. **Carried**

7.2.1.2 EMS Report

Exemplary Service Medal—Debbie Collin

The CAO wanted to point out that one of our employees, Debbie Collin, was being recognised for EMS Exemplary Service at the Association of Municipal Medical Services conference in London on September 25th.

Resolution No. 08-74

Moved by: Jack McMillan **Seconded by:** Bruce Killah

THAT a letter be sent congratulating Debbie Collin on receiving the EMS Exemplary Service Medal as a result of the excellent service she provides through the DSSAB's Emergency Medical Services. **Carried**

7.2.1.3 EMS Response Time Changes

Following up on earlier forwarded correspondence to the Board re: the Ministry of Health & Long-Term Care's (MOHLTC) decision to change the way EMS Response Times are set from one jurisdiction and indeed from one municipality to the next, the CAO pointed out that there will be a lot of work done on this front over the coming year to enable us to have new Response Times in place by the required 2010 implementation date.

7.2.1.4 EFRTs

Morgan Pitfield asked that, when there are meetings being held between the DSSAB and Emergency First Response Teams, the local municipalities should be invited to attend.

7.2.1.5 Ontario Works Report

Fern Dominelli answered Jack McMillan's questions pertinent to the DSSAB's OW Employment targets and its ability to consistently meet its targets. Fern noted that he appreciates Jack's concerns that we might be negatively impacted, in future years, as a result of the high targets that we set. Fern explained that he keeps a close eye on our accomplishments and factors in those concerns when setting the target from one year to the next.

Ray Chénier asked whether there could be a breakdown of the caseload in the TWOMO areas. Fern replied that he does not break down the caseloads in smaller communities because it might identify the individual(s) concerned.

7.2.2 Strategic Issues Report

Gary reported to the Board that the DSSAB's Administration was proceeding with the server room expansion/renovations discussed as one of the Operations Management Review recommendations highlighted during David Court's June 26th Strategic Planning session with the Board .

The CAO indicated that David Court is planning to discuss the results of his Phase 2 Strategic Plan findings and recommendations with the Board at the October Board meeting.

Resolution No. 08-75

Moved by: Al MacNevin **Seconded by:** Earle Freeborn
THAT the Board Committee and CAO Reports be accepted.

Carried

8.0 OTHER BUSINESS

8.1 Best Start Hub Grand Opening

The Little Current Best Start Hub is having a Grand Opening on October 8, 2008. Board members are encouraged to attend.

9.0 ADJOURNMENT

Resolution No. 08-76

Moved by: Morgan Pitfield **Seconded by:** Mike Lehoux

THAT we do now adjourn at 11:00 a.m. until the next regular meeting to be held in the DSSAB's Espanola Mead Blvd. Boardroom on October 23, 2008.

Carried

Chair

CAO (Secretary-Treasurer of the Corporation)