



MINUTES
of the October 28, 2010
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSSAB Boardroom

Present: Gary Brown, Ray Chénier, Earle Freeborn, Les Gamble, Dennis Golden, Bruce Killah, David Leonard, Al MacNevin, Jack McMillan, Morgan Pitfield, Shelley Quibell, Margaret Tuomi, Dean Wenborne
Regrets: Mike Lehoux

Staff: Fern Dominelli, Suzanne Bouchard, Michelle Bond, Michael MacIsaac, Donna Moroso

Consultant: Aurel Malo

Media: Craig Gilbert, Mid-North Monitor

1.0 CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m. Referring to the recent municipal election, although not all Board members were successful in their campaigns, Ray reminded all that it was important to actively participate in the democratic process.

2.0 ADOPTION OF AGENDA

The Agenda was amended to include items:

- 5.3 Legal Opinion - MCSS Response
- 7.2 Board Equipment
- 8.1 Upcoming Conference - ONPHA

Resolution No. 10-104

Moved by: D. Golden **Seconded by:** D. Leonard

BE IT RESOLVED 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. 10-105

Moved by: D. Wenborne **Seconded by:** E. Freeborn

BE IT RESOLVED THAT the Board move into closed session at 10:05 a.m.

Carried

Resolution No. 10-106

Moved by: S. Quibell Seconded by: E. Freeborn

BE IT RESOLVED THAT the Board adjourn this closed session at 10:15 a.m. Carried

CLOSED SESSION REPORT

During its Closed Session, the Board discussed Property and Human Resources Issues.

5.0 MINUTES

5.1 Adoption of Previous Board Minutes

Resolution No. 10-107

Moved by: D. Golden Seconded by: M. Pitfield

BE IT RESOLVED THAT the Minutes of the September 23, 2010 Board meeting be approved. Carried

5.2 Business Arising from Minutes

5.2.1 Board Procedural By-Law Amendment

In addition to changes discussed at the September Board meeting, it was agreed that 19 (e) be deleted.

Resolution No. 10-108

Moved by: J. McMillan Seconded by: D. Leonard

WHEREAS the current Board Procedural By-Law lacks clarity with respect to the requirement of delegations to provide notice to the Board;

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board amend section 10.3 b) of the Board Procedural By-Law to read as follows:

Delegations or persons desiring to present information on matters of fact or to make a request of the Board may be heard by leave of the Board, provided that the request was received by the Secretary-Treasurer no later than seven days prior to the meeting at which it will be discussed and may be limited to speaking no more than ten minutes; and

FURTHER BE IT RESOLVED THAT all references to Executive Director in the By-law be replaced by Chief Administrative Officer; and

FURTHER BE IT RESOLVED THAT reference to Committee Meeting Minutes 19(e) be deleted; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised Board Procedural By-Law effective November 1, 2010.

Carried

5.3 DSB Board Status and Authority During Elections

Fern reported that the DSB has obtained a legal opinion stating that there is no legislation in place that requires DSSAB's to follow the "lame duck" status that applies to municipal councils. This legal opinion also clearly states that the Ministry of Community & Social Services, which is the lead Ministry for DSSAB's, has adopted the "lame duck" restriction as Ministry policy. The legal opinion provided states that the Ministry policy ought to be followed. This legal opinion was shared with the Ministry of Community & Social Services who replied that the policy stands and that the "lame duck" status does apply to DSSABs. Based on the above, it is recommended that the "lame duck" policy be followed.

6.0 COMMITTEE REPORTS

6.1 Finance Committee

Committee Chair, Gary Brown reported on the Finance Committee Meeting held on October 19, 2010

Resolution No. 10-109

Moved by: Gary Brown Seconded by: E. Freeborn

THAT the Manitoulin-Sudbury District Services Board recommends to the incoming Board that it accept the Budget Committee recommendation that it adopt the year 2011 Operating budget in the amount of \$24,631,041 gross and municipal/*unincorporated share in the amount of \$8,111,108. (* does not include unincorporated (TWOMO) EMS share payable) Carried

6.2 Property Committee

Ray Chénier reported that the Property Committee had met on October 27 and discussed the following:

- EMS Request for Proposals - Foleyet
- Massey EMS Base
- Little Current EMS Base
- DSB Office Chapleau
- Building Condition Assessments

6.2.1 [Building Condition Assessment Summary Report](#)

Resolution No. 10-110

Moved by: G. Brown Seconded by: D. Golden

WHEREAS the Manitoulin-Sudbury DSB commissioned a Capital Reserve Fund Study and Building Condition Assessment to be conducted by the Stonewell Group in the spring of 2010. This study consisted of an analysis of the cash flow required to adequately meet current and future capital repair requirements for the DSB properties over the next 20 years; and

WHEREAS the public housing was devolved to the DSB an annual amount of \$224,800 was allocated to the DSB for capital repairs which is an average \$852 per unit for 264 units; and

WHEREAS the DSB budgets \$325,657 of which \$100,857 is contributed by the municipalities for an annual capital repair cost of \$1,234 per unit for 264 units; and

WHEREAS based on the Stonewell Group report, the DSB will expend \$10.3 million dollars (adjusted with 2% inflation) over the next 20 years to adequately maintain our housing stock; and

WHEREAS the report recommends that an annualized top up amount of \$79,880 be added to the existing \$325,657 being contributed to the reserve fund, the total annual contribution of \$405,537 represents a capital repair cost of \$1,536 per unit;

THEREFORE BE IT RESOLVED THAT the Board accepts the Stonewell Group Report which the Board will share with the Ministry of Municipal Affairs & Housing (MMAH); and

FURTHER BE IT RESOLVED THAT given the current capital repair budget amount of \$1,234 per unit, of which the MMAH contributes \$852 per unit; and the amount required is \$1,536 per unit, the Manitoulin-Sudbury DSB Board request a meeting with the Ministry of Municipal Affairs & Housing to discuss capital funding for the DSB Social Housing Projects.

Carried

Resolution No. 10-111

Moved by: S. Quibell Seconded by: A. MacNevin

THAT the Committee Reports be accepted.

Carried

7.0 NEW BUSINESS

7.1 General Administration Manual Revisions

7.1.1 [B.2.04 Travel By-Law](#)

Fern explained the changes being recommended to the Travel By-Law, clarifying Meal and Kilometrage calculation and reimbursement.

Resolution No. 10-112

Moved by: M. Pitfield Seconded by: D. Leonard

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised Travel By-Law B.2.04 contained within the General Administration Manual effective November 1st, 2010; and

FURTHER BE IT RESOLVED THAT the Board acknowledges its awareness of the changes being made to the (Administrative) Procedures of those General Administration Policies identified in the document mentioned above. Carried

7.2 Social Housing Policy Manual

The revised Social Housing Policy Manual was distributed to Board members.

Resolution No. 10-113

Moved by: E. Freeborn Seconded by: M. Tuomi

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board gives a first and second reading to the proposed Social Housing Policy Manual; and

FURTHER BE IT RESOLVED THAT the Board acknowledges its awareness of the changes being made to the Social Housing Policies identified in the document mentioned above. Carried

7.3 [Affordable Housing Program \(AHP\) and Social Housing Renovation & Retrofit Program \(SHRRP\)](#)

Fern explained that the AHP and SHRRP program are coming to an end on March 31, 2011. We are asking that both the AHP & SHRRP programs be extended by the Federal & Provincial governments.

Resolution No. 10-114

Moved by: L. Gamble Seconded by: S. Quibell

WHEREAS the DSB was allocated \$845,743 through the Social Housing Renovation & Retrofit Program (SHRRP) for the improvement of DSB and Non-Profit housing portfolios. A total of 78 projects were funded which included 30 Non-Profit projects and 48 DSB projects. The funding was used for essential repairs and renovations that improved the health and safety of residents living in social housing; and

WHEREAS to date the DSB has allocated \$1,757,178 through the Affordable Housing Program (AHP) to 101 applicants across the DSB jurisdiction for much needed repairs to their homes. An additional \$800,000 to over 40 additional applicants will be allocated by the time the AHP program ends on March 31, 2011. In total \$2,557,178 will be allocated to over 140 applicants; and

WHEREAS the AHP program provides low and moderate income individuals and families with an opportunity to repair their homes, bring

them up to health and safety standards and improve accessibility for persons with disabilities. This AHP Program allows families to stay in their own homes as opposed to relying on public housing; and

WHEREAS the SHRRP and AHP programs have been a welcome improvement to the local economy as funds are spent on local trades, suppliers and retailers which is a direct net benefit to our communities;

THEREFORE BE IT RESOLVED THAT the DSB recognizes the efforts of both the Federal and Provincial governments for working in partnership to fund the AHP and SHRRP programs; and

FURTHER BE IT RESOLVED THAT the DSB call on both the Federal and Provincial governments to continue their partnership and extend the funding for both the AHP and SHRRP programs beyond March 31, 2011; and

FURTHER BE IT RESOLVED THAT a copy of this Resolution be circulated to all members of the Northern Ontario Service Deliverers Association.

Carried

8.0 OTHER BUSINESS

8.1 Board Reception and Dinner, November 24, 2010

Ray proposed that, since quite a few of the current Board members will not be returning to the Board in January, the DSB host an appreciation dinner on the evening before the November Board meeting.

Resolution No. 10-115

Moved by: E. Freeborn Seconded by: L. Gamble

BE IT RESOLVED THAT a dinner and reception be held for all Board members and their spouses, on the evening of November 24, 2010.

Carried

8.2 Board Equipment

Ray asked that exiting Board members return all DSB-owned equipment to the IT Department at the November meeting.

9.0 UPCOMING CONFERENCES

9.1 ONPHA Conference, Toronto, November 18-21, 2010

Ray asked that anyone wishing to attend the ONPHA Conference in Toronto on November 18-21, please advise Fern.

10.0 ADJOURNMENT

Resolution No. 10-116

Moved by: A. MacNevin Seconded by: D. Wenborne

THAT we do now adjourn at 10:50 a.m. until the next regular meeting to be held in the DSB's Espanola Mead Boulevard Board Room on November 25, 2010 at 10:00 a.m.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)