



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
BOARD MEETING
held in the DSSAB's Espanola Office Board Room
on **August 02nd, 2001**

1.0 CALL TO ORDER

The Chair, Frank Gillis, called the meeting to order at 9:00 a.m.

Present: Jack Barr Pat Best Gary Brown
Raymond Chénier Ken Ferguson Earle Freeborn
Les Gamble Frank Gillis René Lahaie
Willy Léveillé Tim McDonald Dale Van Every
Janet Whissell

Regrets: Lucie Lemieux

Staff: Gary Champagne, CAO,
Karen Gerrard, E.A. (Recording Secretary)
Fern Dominelli, Ontario Works Program Manager
Dan Hammond, EMS Program Manager
Connie Morphet, Finance and Administration Manager

Media : Rosalind Waples

2.0 ADOPTION OF AGENDA

Resolution No. 01-208

Moved by: Ken Ferguson

Seconded by: Tim McDonald

That the agenda be approved subject to the following amendments:

- Apportionment issue to be added under 6.0

Carried

3.0 DISCLOSURE OF INTEREST

None declared.

4.0 IN CAMERA ITEMS

Resolution No. 01-209

Moved By: Ray Chénier

Seconded By: Willy Léveillé

That the Board move in-camera to discuss Property and Personnel issues.

Carried

Resolution No. 01-210

Moved By: Ray Chénier

Seconded By: Janet Whissell

That the Board move out of camera and report.

Carried

IN CAMERA DISCUSSION REPORT

The following Resolutions followed an In-Camera discussion

4.1.1 Ontario Works Program Manager Employment Contract

Resolution No. 01-211

Moved By: Tim McDonald

Seconded By: Ray Chénier

That Fern Dominelli's employment contract be extended for an additional twelve months, it being understood that Mr. Dominelli will be entitled to see his salary increased by the same percentage increase applicable to management staff for the period in question should there be an increase.

Carried

4.2.1 Gore Bay Ambulance Facility

Resolution No. 01-212

Moved By: Pat Best

Seconded By: Les Gamble

That a press release and backgrounder report concerning the Gore Bay Ambulance Facility be issued upon the signing of the Agreement to Purchase.

Carried

4.2.2 Little Current, Mindemoya and Hagar Ambulance Facilities

Resolution No. 01-213

Moved By: Ray Chénier

Seconded By: René Lahaie

WHEREAS the Ministry of Health and Long Term Care was advised of the Board's resolution 01-202;

AND WHEREAS the Ministry of Health and Long Term Care has provided a response indicating that the Ministry will not change the amount they had previously offered as a one time payment for the assumption of certain leases;

BE IT RESOLVED THAT the DSSAB accept the one time payment in the amount of \$625,000 from the Ministry of Health and Long Term Care in consideration for the assumption of the lease terms for the ambulance facilities located in Little Current, Mindemoya and Hagar.

Carried

Meeting recessed at 10:00 a.m.

Meeting called to resume order at 10:10 a.m.

5.0 ADOPTION OF PREVIOUS MINUTES

Resolution No. 01-214

Moved By: Earle Freeborn

Seconded By: Pat Best

That the minutes of the June 21, 2001 meeting be approved as presented.

Carried

6.0 BUSINESS ARISING FROM THE MINUTES

6.1 Cost Apportionment Discussion

Deliberations began with the CAO's account of the June 21, 2001 meeting and related events between then and now that led to the decision to advise municipalities of the revised apportionment costs required of them to ensure the DSSAB was in conformity with its October 2000 Resolution to apportion Year 2001 costs as per the Weighted Assessment provisions of the DSSAB Act .

The round table discussion that followed consisted of various perspectives on the entire matter.

This item's discussion ended with the following deferred resolution.

Resolution No. 01-215

Moved By: Pat Best

Seconded By: Ken Ferguson

WHEREAS Resolution 01-197 requires that a decision be made at this meeting;

AND WHEREAS the definition of weighted assessment has been clarified;

BE IT RESOLVED THAT a double majority be sought to have Payments In Lieu included in the weighted assessment in time for the year 2002 budget's cost apportionment.

DEFERRED to a time when more information is brought forward.

It was also understood that Gary Brown and the CAO would endeavour to prepare and circulate a document to all members prior to the next meeting pertaining to legislative changes we would consider asking of government regarding the matter of Crown Land Tax Assessments.

Responding to Pat Best's request that member municipalities be provided a synopsis of the chronology of events and of the major themes and opinions discussed on the Apportionment question thereby enabling them to have a more comprehensive appreciation of the background that led to the Year 2001 Apportionment revisions, the CAO indicated he would endeavour to put such a Paper together for circulation.

RESOLUTIONS

6.2 Direct Bank Deposits

Resolution No. 01-216

Moved By: Tim McDonald

Seconded By: Willie Léveillé

WHEREAS there is an ongoing effort to be expedient and cost effective in financial and administrative operations;

AND WHEREAS direct deposit payments are more efficient;

BE IT RESOLVED THAT the Finance and Administrative Services Manager is hereby authorized to make direct deposit payments using the Royal Bank online direct deposit program, for the purposes of monthly service provider payments as per attached list and for the purpose of payroll deposits (maximum net pay of \$40,000).

Carried

6.3 SIGNING AUTHORITY

Resolution No. 01-217**Moved By:** Tim McDonald**Seconded By:** Raymond Chénier

WHEREAS Resolution 01-174 was passed in accordance with the auditor's recommendation;

AND WHEREAS the policy that the DSSAB cheques in excess of \$10,000 have been signed by one Board member and one staff member, each of whom have signing authority;

AND WHEREAS this policy has proven ineffective with regards to the issuance of monthly re-occurring payments in excess of \$10,000 as the Board members with signing authority are inconvenienced to make a special trip to the office to sign the cheque:

AND WHEREAS the monthly re-occurring expenditures for payroll and service providers have been previously approved by the Board:

BE IT RESOLVED THAT Resolution 01-174 be amended to read as follows:
“... Excepting that monthly payments to Service Providers and Revenue Canada in excess of \$10,000 shall require two signatures from any of the persons with signing authority.”

Carried

6.4 CHILD CARE PROGRAM APERS REPORT

Resolution No. 01-218**Moved By:** Pat Best**Seconded By:** Ken Ferguson

That the Board accepts the Child Care Program “Annual Program Expenditure Reconciliation (APERS) Report” for the year ended December 31, 2000, as prepared by the Finance Manager and submitted to the Ministry of Community and Social Services.

Carried

7.0 CORRESPONDENCE

- 7.1 MMAH JLTP Correspondence – Confirms approval of our JLTP Plan
- 7.2 Township of Central Manitoulin Correspondence – Letter and reply.

8.0 CAO'S REPORT

- 8.1 **Financial Report** for the Period ending June 30, 2001 (Doc. #9.1)

Resolution No. 01-219**Moved By:** Willy Léveillé**Seconded By:** René Lahaie

That the Financial Report (Doc # 9.1) be adopted as attached.

Carried

- 8.2 **Espanola Main Office** - (Doc. # 8.1)
- 8.3 **OW/ODSP Stats Report** – (Doc. # 9.2.2 Part A) will be sent to all municipalities
- 8.4 **ODSP Overview** (Doc. #9.2.2 Part B) –
- 8.5 **Community Placement Bonus Funding Allocation** – The OW Program Manager and the CAO will prepare and circulate a draft document as to the pertained use of said funds for Board discussion.
- 8.6 **SDMT** – Service Delivery Model Technology (SDMT) - DSSAB CAOs & LIMs met in Manitowaning re: their shared concerns as to the implementation issues and post-transition operating costs and (in)efficiencies. A Report on the meeting's findings will be shared with Board members.
The Computer Based Training (CBT) that all staff across Ontario must receive will locally result in satellite office closures between 9:00 and 10:00 a.m. for the four weeks beginning August 15th to September 15th.
- 8.7 **Child Care Special Needs** – Concerns as to potential service cuts and demands of the present provider were shared.
- 8.8 **Housing** – DHC employees benefits package being established as a sub-group of the DSSAB benefits package
 - Title Registration Transfer from OHC to DSSAB in lieu of DHC being examined by our solicitor

9.0 CONFERENCES

9.1 ONPHA Conference (Doc.#11.1)

Resolution No. 01-220**Moved By:** Tim McDonald**Seconded By:** Jack Barr

That three staff members and up to three Board members be authorized to attend the Ontario Non-Profit Housing Association conference to be held on November 24 – 26th, 2001 in Toronto.

Carried

9.2 NEOMC Conference (Doc.# 11.2)

The CAO will be attending.

ADJOURNMENT

Resolution No. 01-221**Moved by:** Ray Chénier**Seconded by:** Willy Léveillé

That we do now adjourn at 21:10 p.m. until the next meeting which will be held in Espanola on September 27th, 2001 at 9:00 a.m.

Carried

Chair