



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 at the Espanola Office  
**December 19th, 2001**

**Present:** Jack Barr, Pat Best, Gary Brown, Ken Ferguson, Earle Freeborn,  
Les Gamble, Frank Gillis, Vincent Lacroix, Lucie Lemieux,  
Willy Léveillé, Tim McDonald, Janet Whissell

**Regrets:** Raymond Chénier, Dale Van Every

**Staff:** Gary Champagne, CAO,  
Karen Gerrard, E.A. (Recording Secretary)  
Connie Morphet, Finance and Administration Manager  
Fern Dominelli, Ontario Works Program Manager  
Dan Hammond, EMS Program Manager  
Karen Dominick-Smyth, Community Services Manager  
Robert Sutherland, DHC Housing Manager

**Visitors:** Ruth Bastin, Early Years Centre Program Supervisor, MCSS  
Media: R. Raby

**1.0 CALL TO ORDER**

The Chair, Frank Gillis, called the meeting to order at 9:30 a.m.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 01-275**

Moved by: Janet Whissell

Seconded by: Tim McDonald

That the agenda be approved as presented.

**Carried**

**3.0 DISCLOSURE OF INTEREST**

None declared.

## 4.0 INFORMATION ITEMS

### 4.1 Early Years Centre Update

Ruth Bastin, Early Years Centre Program Supervisor, MCSS, spoke to the new Early Years initiatives being developed by the Ministry of Community and Social Services, specifically the Early Years Centres and the Early Years Challenge Fund. She identified that these initiatives are based on the McCain Mustard Report and are part of a larger Provincial vision for Early child development that includes funding in a number of areas like special needs, autism, Healthy Babies programs, etc...

#### Early Years Centres:

Most of the DSSAB's catchment area falls into what MCSS calls "stage two planning" that begins May 2002. That portion of the Sudbury-East area of the District that falls in the Nickel Belt riding fell into "Stage 1". MCSS is identifying a "Community Champion" to coordinate and assist with the prescribed planning approach to be followed in implementing each riding's E.Y. Centre. Questioned on the matter, Ruth explained that the portion of Sudbury-East that falls within the Timiskaming riding will be managed by a Nipissing champion. Each identified E.Y. planning table must include representation from a host of community organizations including MoHLTC, local Health Units, DSSAB's, School Boards, etc. The Minister Responsible for Children will approve the community's selection of the planning group.

Planning groups will follow an 8 step sequential and prescriptive process that in the end will determine which existing Family Resource Centre Program (FRC) or other community organization will serve as the lead Early Years Centre in that riding. The DSSAB, in addition to being one voice in a list of 35 mandatory organizations that must in some capacity provide input/participate in the planning process, will also assist in the site assessment of each FRC within our district to determine its suitability to be the lead or satellite Early Years Centre. Any FRC that cannot be amalgamated into the EYC - either as a lead, satellite or autonomous satellite will lose its 80% MCSS funding.

There will be two 1.5 FTE positions attached to the Centre in the Algoma-Manitoulin riding: Early Literacy Specialist; and Data Analyst. Both positions are being advertised, the salaries including benefits, travel, and administration costs are up to \$67,000.00

#### Early Years Challenge Fund:

The Steering Committee of the Challenge Fund is working with their hired researcher and co-ordinator to prepare a Three Year Plan which looks at the gaps in services for children aged 0 - 6. Community Proposals to the challenge fund will be approved based on the priorities set by the steering committee in their three-year plan.

The Board requested from Ruth Bastin, that they be provided with a map indicating the political riding boundaries, the DSSAB boundaries and the identified providers' area of services.

**Resolution No. 01-276**

Moved By: Earle Freeborn

Seconded By: Jack Barr

THAT Ruth Bastin, Early Years Centre Program supervisor, be extended a Thank You for meeting with the Board and providing an update on the Early Years Centre program.

**Carried**

**5.0 IN – CAMERA SESSION**

**Resolution No. 01-277**

Moved By: Earle Freeborn

Seconded By: Les Gamble

THAT the Board move in-camera to discuss Human Resources and Property matters.

**Carried**

**Resolution No. 01-278**

Moved By: Tim McDonald

Seconded By: Jack Barr

That the Board move out of camera and report.

**Carried**

Chair Frank Gillis called upon Fern Dominelli, Ontario Works Program Manager, to accept, on behalf of the Ontario Works Program, the presentation of a diploma of recognition from the provincial government, for the staff's efforts in seeing the DSSAB surpass its Community Placements target.

**6.1 APPROVAL OF PREVIOUS MINUTES**

**Resolution No. 01-279**

Moved By: Ken Ferguson

Seconded By: Lucie Lemieux

That the minutes of the November 22, 2001 Board meeting be approved as presented.

**Carried**

**6.2 FINANCIAL REPORT**

**Resolution No. 01-280**

Moved By: Janet Whissell

Seconded By: Willy Léveillé

That the Board accept the Financial Report presented for the period ending November 30, 2001, as attached.

**Carried**

**Resolution No. 01-281**

Moved By: Earle Freeborn

Seconded By: Vince Lacroix

That the Board approve that the DSSAB's year 2001 surplus be directed as follows:

- The EMS surplus to the Emergency Medical Services Reserve
- The Social Housing surplus to the Social Housing Reserve
- The Operational surplus to the Operational Reserve

**Carried**

**6.3 In Camera Decisions**

**HOUSING MANAGER**

**Resolution No. 01-282**

Moved By: Earle Freeborn

Seconded By: Janet Whissell

THAT the Board accept, with regret, the resignation of Robert Sutherland, Housing Manager, and wish him well in his future endeavours.

**Carried**

**INTERIM HOUSING MANAGER**

**Resolution No. 01-283**

Moved By: Willy Léveillé

Seconded By: Vince Lacroix

WHEREAS Robert Sutherland has resigned as Housing Manager effective December 19<sup>th</sup>, 2001;

BE IT RESOLVED THAT Peter Bradley be hired as an Interim Housing Manager on a contract basis, with a start date as soon as possible.

**Carried**

**PROPERTY COMMITTEE**

**Resolution No. 01-284**

Moved By: Ken Ferguson

Seconded By: Tim McDonald

THAT the Property Committee, with Willy Léveillé as Chair, be reactivated to explore Social Housing accommodation, and that the Committee be ready to meet at the call of the committee chair.

**Carried**

**6.4 LAND AMBULANCE**

**Service Contract Surpluses**

**Resolution No. 01-285**

Moved By: Willy Léveillé

Seconded By: Pat Best

Whereas the Manitoulin-Sudbury DSSAB has an approved 2001 annual budget allocation for land ambulance...

And, whereas we have signed contracts with 3 different service providers...

And, whereas two of our contracted service providers are estimating that they will be under spent, and that the remaining operator will be over spent ...

And, whereas adjustments can be made to all 3 service provider budgets within the present approved global funding which will bring them all in line with actual needs...

And, whereas the board's administration is satisfied that financial adjustments to the service provider who will be overspent are in order...

Therefore, it is resolved that the Board endorse its administration's recommendation to adjust the financial contract amounts of the 3 service providers based on the premise that; 1) these changes will not affect total existing amount available for the 3 contracted service providers, and 2) that changes to one contract amount will not negatively affect another contracted service provider.

**Carried**

**Defibrillator**

**Resolution No. 01-286**

Moved By: Jack Barr

Seconded By: Tim McDonald

Whereas the Manitoulin-Sudbury DSSAB has 9 Zoll 1600 semi-automatic defibrillators that were not part of the trade in value of our recent Zoll M-Series defibrillator purchase...

And, whereas defibrillation is a skill that has proven to save lives...

And, whereas some of our existing Emergency First Response Teams have defibrillators that are not considered part of our EFRT program...

And, whereas these Zoll 1600 defibrillators could be put into good use by issuing them to our 7 EFRT's and using the remaining 2 as spares within our ambulance system...

And, whereas we have the funding available within our current 2001 approved funding envelope to utilize these defibrillators within our EFRT's and services...

Therefore, it is resolved that the Board keep all 9 of these Zoll 1600 defibrillators for use in our area, and to support the implementation of a defibrillation program for our EFRT's as long as support for this program, by the Sudbury Base Hospital program, is received as expected.

**Carried**

**Shining Tree Volunteers**

**Resolution No. 01-287**

Moved By: Tim McDonald

Seconded By: Gary Brown

Whereas the Shining Tree ambulance volunteers stopped providing service effective September 30, 2001, and that there does not appear to be an operational alternative in the community...

And, whereas the average yearly call volume done by this service between 1996 and 2000 was 44 calls per year, which is considered very low and operationally does not warrant an ambulance service...

And, whereas continued service to this area has been provided out of our Gogama ambulance base, which does affect the 90<sup>th</sup> percentile response time standard as laid out in legislation...

And, whereas the present budget allows for an enhancement to the Gogama staffing which will achieve better response times for the entire area that is served by this station...

Therefore, it is resolved that the Board notify the MOHLTC that our intent is to enhance the level of service in our Gogama station and that we continue to provide service to the Shining Tree area out of this location.

**Carried**

## 6.5 SOCIAL HOUSING

### OMERS

#### Resolution 01-288

Moved By: Les Gamble

Seconded By: Ken Ferguson

WHEREAS the employees of the Manitoulin Sudbury District Housing Corporation will be amalgamated with the Manitoulin-Sudbury DSSAB;

AND WHEREAS OMERS requires an Amalgamation Bylaw in respect of the employees of the Manitoulin-Sudbury District Housing Corporation;

BE IT RESOLVED THAT Bylaw 04 be read a first and second time as attached.

**Carried**

#### Resolution 01-289

Moved By: Vince Lacroix

Seconded By: Pat Best

WHEREAS BYLAW 04 for participation in OMERS as a result of amalgamation in respect of employees of the Manitoulin-Sudbury District Housing Corporation has been given first and second reading;

BE IT RESOLVED THAT Bylaw 04 be read a third and final time and enacted as of this date of passing.

**Carried**

## 7.0 CAO REPORT

**7.1 Social Housing Federal Capital Funding allocation** - The CAO indicated that the MMAH had only recently apprised him and other CMSM/DSSAB CAOs of the Ontario government's plans re: the distribution of the Federal Capital Funding allocation available to each CMSM or DSSAB for its Public Housing stock's capital funding purposes in each of the next five years.

At \$800/unit/year, the capital allocation that our DSSAB will receive is the lowest of the five categories of capital funding that we could be allocated. It also means that in each of the coming five years we will receive \$75,000 less than we received in 2001 and \$75,000 less/year than what an independent engineering audit identified we would require to meet our Public Housing stock's capital funding needs in each of the next five years. The Province has indicated that its decision on the matter cannot be appealed and that Service Managers (i.e. - DSSABs) who require more than their allotment will have to make up the shortfall by way of extra funding that will have to come from their member municipalities.

Noting that he was in the process of preparing a more detailed report on the matter for the Board, the Board encouraged the CAO to complete the report and directed him to share the DSSAB's concerns regarding the province's federal capital funding allocation distribution decisions with the Ministry of Municipal Affairs and Housing and take those steps necessary to secure a meeting with the DSSAB Chair and the Minister on the matter.

**7.2 Children's Services** – The CAO, Karen Dominick-Smyth and Board members spoke to matters addressed in Karen's circulated Children's Services Report. Specifically addressed were:

- The PID reviews of the Massey and Chapleau Child Care operations
- The disappointment with Minister Baird's reply to the DSSAB re: its concerns with the province's approach to the planning of its Early Years Centre initiatives in the DSSAB's catchment area
- The welcomed support received from MPP Mike Brown re: the DSSAB's Early Years concerns as seen in the copy of Mr. Brown's letter to Minister Baird re: this same matter. The CAO was encouraged to forward a copy of Mr. Brown's letter to Ruth Bastin.

## **NEW BUSINESS**

### **BOARD CHAIR**

Noting that he has served three consecutive terms and has to be replaced as Chair effective the Board's first meeting in January, the Chair, Frank Gillis, addressed the Board with his thanks regarding the honour and privilege he had to serve as the DSSAB's Chair during its first three years.

### **Resolution 01-290**

Moved By: Ken Ferguson

Seconded By: Willy Léveillé

THAT Frank Gillis be thanked for his leadership, diplomacy and tireless efforts as Chair for the past three terms

**Carried**

### **TOWN OF ESPANOLA BOARD MEMBERSHIP CHANGE**

Tim McDonald stated that as of January, he will be replaced by Espanola Mayor Marcel Rancourt who, along with Frank Gillis, will serve as the two Town of Espanola representatives on the DSSAB Board. Tim thanked the Board and staff for this valuable learning experience and expressed his regret at leaving this Board.

**11.0 NEXT MEETING and ADJOURNMENT**

**Resolution No. 01-291**

Moved By: Ken Ferguson

Seconded By: Tim McDonald

That we do now adjourn at 12:15 p.m. until the next scheduled meeting to be held on Thursday January 24th, 2002 at 9:30 a.m.

**Carried**

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Chair

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Chief Administrative Officer  
(Secretary Treasurer of the Corporation)