



MINUTES
of the November 22, 2007
MANITOULIN-SUDBURY DSSAB BOARD MEETING
held in Espanola's DSSAB Mead Street Boardroom

Present: Lou Addison, Gary Brown*, Jean-Marc Chayer, Ray Chénier, Earle Freeborn, Les Gamble, Bruce Killah, Mike Lehoux, David Leonard, Al MacNevin, Jack McMillan, Morgan Pitfield, Dean Wenborne

Staff: Gary R. Champagne; Suzanne Bouchard; Peter Bradley; Fern Dominelli; Jeff Horseman; Connie Morphet.
Aurel Malo, HR Consultant

Regrets: Dennis Golden

* Gary Brown joined the meeting at 11:10 a.m.

1.0 CALL TO ORDER

Chair Ray Chénier called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 07-87

Moved by: David Leonard **Seconded by:** Jean-Marc Chayer
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. 07-88

Moved by: Les Gamble **Seconded by:** Lou Addison
THAT the Board move into closed session at 10:05 a.m. to discuss Property and Human Resources matters.

Carried

Resolution No. 07-89

Moved by: Earle Freeborn **Seconded by:** Morgan Pitfield
THAT the Board adjourn this closed session at 10:55 a.m.

Carried

CLOSED SESSION REPORT

During its Closed Session, the Board discussed:

- Property matters pertinent to its Noëlville, Hagar, Killarney and Foleyet Ambulance Stations as well as matters pertinent to the DSSAB's Chapleau Pine Street housing property

- EMS Cross Border Billing negotiation Issues and updates
- H.R. matters pertinent to Staff changes, CAO Appraisal and the HR Consultant contract

Ten minute Recess – The Chair called for a ten minute recess before calling the meeting back to order at 11:05 a.m.

5.0 MINUTES

Adoption of Minutes of October 25, 2007

Resolution No. 07-90

Moved by: Jack McMillan **Seconded by:** Lou Addison

THAT the Minutes of the October 25, 2007 Board meeting be approved.

Carried

6.0 NEW BUSINESS

6.1. **Peel Region Resolution re Social Housing**

The above cited and previously circulated Peel Region resolution was tabled for the Board's consideration. The resolution is one that the Peel region forwarded to each of Ontario's 46 municipal service managers (CMSMs and DSSABs) for their consideration and support.

Resolution No. 07-91

Moved by: Dean Wenborne **Seconded by:** Al MacNevin

WHEREAS the Social Housing Services Corporation (SHSC) presentation to our DSSAB at its October meeting was both informative and disconcerting in its depiction of the ever decreasing financial contributions that both the federal and provincial orders of government are making to the operation of the social housing sector and the growing financial implications that this has for Ontario's s DSSABs and their member municipalities alike; and

WHEREAS the Peel Regional government has forwarded its 46 municipal service manager counterparts a copy of their Council Resolution calling upon the Federal and Provincial Governments to seriously explore the successful international experience in leveraging the asset value of existing Social Housing, including the write-off of outstanding social housing mortgage debts and the reduction of ongoing operating subsidies, as a means of fostering greater provider accountability and to facilitate both new construction and ongoing maintenance; and

WHEREAS the Peel Regional government is calling upon our DSSAB to support their resolution; and

WHEREAS the Manitoulin-Sudbury DSSAB supports that the Peel Region proposal merits support as a viable means of improving the prospects of ensuring that all involved orders of government are better positioned to responsibly exercise their respective roles and obligations when it comes to ensuring the ongoing local availability and viability of an accountable social housing presence that is both appropriate and responsive to local circumstances; BE IT HEREIN RESOLVED THAT the Manitoulin-Sudbury District Services Board indicate as much to the Peel Region; and

BE IT FURTHER RESOLVED THAT the Manitoulin-Sudbury District Services Board request that the Federal and Provincial Governments seriously explore the successful international experience in leveraging the asset value of existing Social Housing, including the write-off of outstanding mortgage debts and the reduction of ongoing operating subsidies as a viable means of improving the

prospects of ensuring that all involved orders of government are better positioned to responsibly exercise their respective roles and obligations when it comes to ensuring the ongoing local availability and viability of an accountable social housing presence that is both appropriate and responsive to local community needs and circumstances. **Carried**

7.0 REPORTS

7.1. BOARD COMMITTEE REPORTS

7.1.1 Property Committee Report

Property Committee Chair Mike Lehoux reported on the Committee's deliberations and recommendations to the Board.

7.1.1.2 French River Ambulance Station

Resolution No. 07-92

Moved by: Mike Lehoux **Seconded by:** Jack McMillan

BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB accept its Property Committee's recommendation that it enter into an identified 20-year lease agreement with the municipality of French River that is in keeping with the terms and requirements confirmed in correspondence with the municipality of French River pertinent to a new EMS Station that the municipality is prepared to build and locate on the grounds of the new Municipal Multi-Purpose Complex in Noëlville. **Carried**

7.1.1.3 Foleyet Ambulance Station

Resolution No. 07-93

Moved by: David Leonard **Seconded by:** Lou Addison

THAT the Manitoulin-Sudbury DSSAB accept its Property Committee's recommendation to support the efforts of the Foleyet Local Services Board in acquiring the vacant OPP residence in Foleyet; and THAT the DSSAB work with the LSB to construct a suitable partnership agreement which will allow the DSSAB to occupy and operate its EMS services from the OPP residence. **Carried**

7.1.1.4 Hagar Ambulance Station

Resolution No. 07-94

Moved by: Morgan Pitfield **Seconded by:** Jean-Marc Chayer

THAT the Manitoulin-Sudbury DSSAB accept its Property Committee's recommendation that staff be directed to negotiate a purchase of the Hagar EMS Station. **Carried**

7.1.1.5 Killarney Ambulance Station

Resolution No. 07-95

Moved by: Jack McMillan **Seconded by:** Jean-Marc Chayer

THAT the Manitoulin-Sudbury DSSAB accept its Property Committee's recommendation that the DSSAB extend the lease for the current Ambulance base in the Municipality of Killarney, per the terms discussed, for a period of five (5) years, commencing January 1, 2009; and THAT staff be directed to negotiate said extension with the Municipality of Killarney. **Carried**

7.1.1.6 Chapleau Pine Street Housing Property**Resolution No. 07-96**

Moved by: Mike Lehoux **Seconded by:** Dean Wenborne

THAT the Manitoulin-Sudbury DSSAB accept its Property Committee's recommendation that the DSSAB support that the matter of its Pine Street property in Chapleau be brought back to the Property Committee for further consideration, upon receipt of documentation from the Municipality of Chapleau confirming that it meets the criteria outlined in the staff report presented to the Property Committee. **Carried**

7.1.2. Finance Committee Report

Noting that unforeseen school bus business demands led him to miss the earlier a.m. Finance Committee meeting and to arrive late for this meeting, Committee Chair Gary Brown apologised for same and called on Board Chair Chénier to assist him in reporting on the Committee's deliberations and recommendations to the Board.

7.1.2.1 DSSAB Banking Services

Briefing the Board on the background of the previous Board's decision to move some of its investments to the Caisse Populaire and the Board's subsequent decision to secure the services of an independent third party to assist the Finance Committee in its deliberations as to which Espanola situated financial institution it should recommend the Board do its banking with, Chair Chénier noted that the Committee had a recommendation to that effect to present to the Board.

Resolution No. 07-97

Moved by: Lou Addison **Seconded by:** Bruce Killah

WHEREAS the Manitoulin-Sudbury DSSAB engaged the services of the DiBrina Sure Group, and specifically the services of Diego Favero, to provide the DSSAB independent third party advice and assistance in its endeavour to determine which local financial institution it should do its banking with; and WHEREAS the Manitoulin-Sudbury DSSAB's Finance Committee met with its DiBrina Sure Group consultant to discuss his findings and recommendations and subsequently concluded that it would be in the DSSAB's interest to see its banking services remain with the Royal Bank, BE IT HEREBY RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board accepts its Finance Committee's recommendation that the Manitoulin-Sudbury DSSAB banking services remain with the Royal Bank and that the Manitoulin-Sudbury DSSAB transfer the GIC it has at the Caisse Populaire to the Royal Bank in December 2007. **Carried**

7.1.2.2 DSSAB's Year 2008 Operating Budget

Finance Committee Chair, Gary Brown, reported on the process that the Finance Committee had followed to discuss each DSSAB department budget and arrived to the proposed budget that it was recommending to the Board for its approval.

Resolution No. 07-98

Moved by: Gary Brown **Seconded by:** Mike Lehoux

WHEREAS the Manitoulin-Sudbury District Social Services Administration Board's Budget Committee has presented the Board with a Year 2008 DSSAB

operating budget in the amount of \$33,158,114; and
WHEREAS it is understood that the approval of this budget means that the municipal share payable by, and apportioned to, the DSSAB's member municipalities, both organized and unorganized*, for the Year 2008 operating year is in the amount of \$9,618,669; and
WHEREAS it is understood that this \$9,618,669 municipal share payable amount represents a year over year overall municipal share payable decrease of \$99,766 or 1.00% less than the \$9,718,435 municipal share payable in 2007;
IT IS HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board accepts its Budget Committee's recommendation that it adopt the 2008 Operating Budget in the amount of \$33,158,114.
*does not include TWOMO EMS share payable **Carried**

The CAO sought to have it recorded that while our DSSAB was the only DSSAB that was to his knowledge finalising its 2008 Budget before the end of the 2007 calendar year and that it was doing so in an attempt to meet previous Board requests that this be done to in turn enable the DSSAB's member municipalities to finalise their 2008 budgets in the first quarter of the new year, the DSSAB's Administration sought to have it clearly noted that the data utilised in the preparation of the EMS Department budget was based on a number of conservative yet speculative estimates that are subject to change once the MOHLTC provides us more accurate financial data that it does not normally provide until late December and early January. Gary pointed out that it is the absence of this more accurate MOHLTC financial data releases that is leading most of our DSSAB peers, including the City of Greater Sudbury, to not finalise their 2008 budgets before the end of 2007.

Gary pointed out that with its 2008 budget approved, the DSSAB's next step, as per the process that Connie Morphet walked Board members through a couple of months back, consists of working with the DSSAB's member municipality clerks in determining the 2008 DSSAB apportionment attributable to each municipality.

7.1.2.3 WSIB NEER Refund

Gary Champagne called on Aurel Malo to walk Board members through the process that the Workplace Safety & Insurance Board (WSIB) utilises to calculate the New Experimental Experience Rating (NEER) applicable to the DSSAB each year. Aurel did so and indicated that the DSSAB, as was the case last year, is receiving a refund for the 2004 to 2006 three year period in question.

Gary Champagne pointed out that, due to the cross-over relevance of the item to both the H.R. and Finance Committees, the topic had been on the agenda of both Board Committees.

Aurel pointed out that since prior year experience is no indication of future year experience and since our 2006 and 2007 WSIB utilisation shows a greater use of WSIB, it is possible that future year ratings will require us to pay higher WSIB payments than budgeted.

Gary Brown indicated that the DSSAB set up its WSIB/NEER Reserve in an effort to shield its member municipalities from unforeseen cost swings charged to them from one year to the next for this cost item.

Resolution No. 07-99

Moved by: Earle Freeborn **Seconded by:** Les Gamble

WHEREAS the Workplace Safety & Insurance Board, through its New Experimental Experience Rating (NEER), based on an average for years 2004-2006, has calculated and remitted a refund of \$63,099; and
WHEREAS the WSIB, through its NEER program, will be calculating future years which may result in a surcharge due to possible higher occurrences of WSIB claims; and

WHEREAS the DSSAB currently maintains a reserve for WSIB NEER surcharges;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSSAB accept its Budget and HR Committees recommendation that the Manitoulin-Sudbury DSSAB transfer \$63,099 into a WSIB/NEER Reserve to be used for future NEER surcharges. **Carried**

7.1.3 Human Resources Committee Report

H. R. Committee Chair Earle Freeborn reported on the Committee's deliberations and recommendations to the Board.

7.1.3.1 HR Consultant Contract**Resolution No. 07-100**

Moved by: Earle Freeborn **Seconded by:** Les Gamble

THAT the Board accept the Human Resources Committee recommendation that the Human Resources Consultant's contract be extended for a further three year term at the terms agreed upon. **Carried**

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**

Children's Services

Lou Addison asked why there seemed to be declining enrolment in Manitoulin Licensed Private Home Daycare. Fern Dominelli explained that there could be several reasons for this, not the least of which are changes in demographics and the recent year opening of two licensed child care centres, the one in Little Current and the other in Gore Bay.

Ontario Works

Al MacNevin asked whether, under the Outcome Based Funding Model, the DSSAB might lose some of its funding if targets weren't met. Fern Dominelli replied that the possibility of reduced funding is always present. Fern explained that the province (MCSS) is often changing the regulations attributable to the employment initiatives aimed at OW and ODSP clients. Fern has pointed out that although the most recent new regulation changes are still not completely clear, this DSSAB's track record is such that it has thus far always been successful in

adapting to the changes the province introduces, has thus far never failed to meet its targets and expects to continue to do so in the future.

David Leonard asked how the DSSAB can keep track of people who may be registered in Ontario Works with one DSSAB, but living in another's jurisdiction. Fern replied that while this is virtually impossible, as every Municipal Service Manager uses the same Service Delivery Module Technology (SDMT), it is becoming more and more difficult for clients to move from one jurisdiction to the other without those changes being at some point captured by the system.

Jack McMillan commented that the courses offered by the DSSAB looked interesting and wondered if the public was able to attend. Fern replied that the DSSAB was very careful to try to not compete with private sector providers when it came to also providing the courses it offered to OW and ODSP clientele to the general public. That said, Fern pointed out that our DSSAB often makes the services available to and provides them 'at no cost' to member municipalities who often also provide us "no charge" locales at which our courses and services are offered to our target client groups. Member municipalities are often welcome to have some of their staff or personnel attend our DSSAB sessions.

Emergency Medical Services

Les Gamble asked if the DSSAB had any programs in place to help keep employees in shape. Aurel Malo replied that there are no specific employer supported employee wellness programs in place at this time. Citing the fact that one of our ambulances had earlier in the week overturned due to winter road conditions, Les Gamble asked if Administration kept records as to who has accidents, how often, etc. Jeff Horseman indicated that we did and also indicated that the possibility of a safe driving and defensive driving course for our personnel was also being explored.

7.2.2. Strategic Issues

Gary reported that while the MCSS Northern Regional Office had not responded to his queries as to whom to speak with at the Ministry re: same, he was informed by other sources that the question is a pertinent one that the DSSAB should hold and more actively pursue pending:

- the opportunity the new government has had to get its new Ministers, DMs and ADMs "up to speed" as to the dossiers before them;
- the fit with the new government's anti-poverty priority; and
- the pending Spring release of the Provincial-Municipal Fiscal & Service Delivery Review recommendations and how these impact our resolution.

Resolution No. 07-101

Moved by: Al MacNevin **Seconded by:** Jean-Marc Chayer
THAT the Board Committee and CAO's Reports be accepted.

Carried

8.0 OTHER BUSINESS

8.1. Internet Overload

David Leonard expressed concern about the possibility of Internet overload and degradation being predicted for the year 2010 and thought that the DSSAB should be looking at this possibility and the implications it might have on the services offered.

8.2. Emergency Preparedness

David also expressed concern about whether the DSSAB had an Emergency Preparedness Plan in place in case of possible bomb threats, natural disasters and the like.

Gary replied that the DSSAB was an identified member of its member municipalities' "Emergency Preparedness Plans" with clear responsibilities under each of those plans.

Gary indicated that while it had to take its lead from either municipalities, the Health Unit or the province depending on the nature of the emergency at hand, the DSSAB, because of the extent of its geography had to look at emergency preparedness from many perspectives. He noted that the DSSAB had equipped all of its buildings and properties with back-up generators and defibrillators and had plans in place to see its operations continue from alternate sites if need be.

8.3. Change in Sudbury-East (Area 3) DSSAB Representation in 2008

Noting that the DSSAB Act expects the four municipalities that make up what the Act defines as the "Area 3" part of our jurisdiction to jointly appoint the three municipally elected persons who shall sit at the DSSAB table to represent Area 3 and subsequent to that Area's municipalities decision to alternate one member each year, Dean Wenborne indicated that he would be relinquishing his seat at the DSSAB table to Municipality of St.-Charles Councillor Shelley Quibell for the coming 2008 calendar year.

Mrs. Quibell will be joining Mayor Jean-Marc Chayer from the Municipality of Markstay-Warren and Mayor Morgan Pitfield from the Municipality of Killarney as the three representatives from Area 3.

Dean Wenborne wanted to let Board members and staff know that he had enjoyed his time with them at the DSSAB table and thanked them for the fine, important and honourable work they were doing on behalf of the citizens of the DSSAB's entire jurisdiction.

Speaking on behalf of the Board, Chair Chénier thanked Dean Wenborne for his contributions to the DSSAB's efforts over the course of his tenure on the Board.

9.0. ADJOURNMENT Resolution No. 07-102

Moved by: Morgan Pitfield

THAT we do now adjourn at 12:05 p.m. until the next regular meeting to be held on January 24, 2008, or at the call of the Chair if an earlier meeting is required, in the DSSAB's Espanola Mead Blvd. Boardroom. **Carried**

Chair

Chief Administrative Officer
(Secretary Treasurer of the Corporation)