



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 November 27, 2008**  
**MANITOULIN-SUDBURY DSSAB BOARD MEETING**  
held in Espanola's DSSAB Mead Street Boardroom

**Present:** Lou Addison, Gary Brown, Ray Chénier, Dennis Golden, Earle Freeborn, Les Gamble, Bruce Killah, Mike Lehoux, David Leonard, Al MacNevin, Jack McMillan, Morgan Pitfield, Shelley Quibell

**Regrets:** Jean-Marc Chayer

**Staff:** Gary Champagne, Suzanne Bouchard, Peter Bradley, Fern Dominelli, Connie Morphet, Jeff Horseman

**Resource Consultant:** Aurel Malo

**Media :** Camilla Kirkpatrick, Mid-North Monitor

**1.0 CALL TO ORDER**

Chair Ray Chénier called the meeting to order at 10:05 a.m.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 08-87 Moved by:** E. Freeborn **Seconded by:** L. Gamble  
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. 08-88 Moved by:** S. Quibell **Seconded by:** M. Lehoux  
THAT the Board move into closed session at 10:10 a.m. to discuss Human Resources, Property and litigious matters. **Carried**

**Resolution No. 08-89 Moved by:** B. Killah **Seconded by:** L. Addison  
THAT the closed session be adjourned at 10:25 a.m. **Carried**

**CLOSED SESSION REPORT**

During its Closed Session, the Board discussed:

- HR Committee Chair report on litigious employee and Non-Union Employee Salary matters discussed in committee
- Cochrane District EMS Cross-Border Billing
- Warren Property

## 5.0 MINUTES

### 5.1 Adoption of Minutes of October 23, 2008

**Resolution No. 08-90**      **Moved by:** M. Pitfield    **Seconded by:** D. Leonard  
THAT the Minutes of the October 23, 2008 Board meeting be approved.    **Carried**

## 6.0 NEW BUSINESS

### 6.1 WSIB NEER Summary Statement Report

**Resolution No. 08-91**      **Moved by:** E. Freeborn    **Seconded by:** Gary Brown  
WHEREAS the Workplace Safety & Insurance Board has issued the September 30, 2008 WSIB NEER Summary Statement for the years 2007, 2006 & 2005; and WHEREAS said Statement shows a surcharge payable by the DSSAB in the amount of \$297,187.37 for the years 2007, 2006, 2005; and WHEREAS the Manitoulin-Sudbury DSSAB has by resolution placed prior year WSIB NEER Statement refunds into a reserve which has a standing balance of \$227,808;  
BE IT HEREIN RESOLVED that the Manitoulin-Sudbury DSSAB transfer the \$227,808 from its WSIB NEER/Employment Standards Reserve into the 2008 revenues and apply same towards the payment of its owed \$297,187.37 WSIB NEER surcharge.      **Carried**

## 7.0 REPORTS

### 7.1 COMMITTEE REPORTS

#### 7.1.1 Finance Committee

Committee Chair Gary Brown indicated that the Finance Committee had reached agreement on a 2009 DSSAB Budget that it sought to recommend to the Board. He indicated that the Committee had met on four separate occasions during which it:

- Had reviewed the budget pertinent to each DSSAB department; and
- Had heard Morgan Pitfield's presentation re: SEMA's views on the use of the DSSAB's 2008 EMS Cross-Border revenues.

Mr. Brown informed his fellow members that the 2009 Budget resolution is one of three related resolutions all of which need Board approval for the 2009 budget to be accepted as presented. He then called upon the CAO to provide a brief overview of the context within which the Committee was working in the development of its proposed budget as well as speak to the linkages between each of the three resolutions before the members for their consideration.

Gary Champagne explained that while the proposed 2009 budget called for a 2.46% year over year increase to the municipal share payable in 2008, it was important to keep in mind that:

- the amount billed to member municipalities in 2008 was 1% (approx. \$100,000) less than the amount billed to municipalities in 2007;
- in April of 2008, the DSSAB returned \$400,000 (2007 surplus) to its member municipalities;
- the Year 2009 municipal share increase of 2.46% or \$236,653 is the first increase the DSSAB is billing to its municipalities since 2007 and in fact represents a \$136,887 or 1.41% increase municipal share increase over what it was in 2007 (two years ago);
- the year 2009 municipal share increase of 2.46% or \$236,653 is entirely attributable to the cost of proceeding with the DSSAB decision to see the

land ambulance services coverage provided out of Sudbury-East's Hagar ambulance station expanded to a 24/7 operation. Without the increase in service to 24/7 at the Hagar Ambulance Station, the 2009 Budget would be coming in at a 0% increase instead of the 2.43% increase;

- with the budget before them for consideration the DSSAB will likely be ending 2008 with what at this point appears to be an unaudited year end surplus of approx. \$690,000: a sum that is the lion's share of the \$722,000 of x-border land ambulance revenues that the DSSAB successfully recovered from its neighbouring EMS providers in 2008. (The CAO pointed out that while the DSSAB's Administration had hoped to see the entire \$722,000 of recovered x-border revenues returned to member municipalities once the 2008 audit is completed, last week's received indication of a 2008 WSIB-NEER surcharge of over \$295,000 put a crimp in those plans given the close to \$70,000 needed to top up the \$227,000 reserved to deal with such eventualities.)

That background provided, Gary Champagne proceeded to outline the reasoning behind the three proposed resolutions, explaining that:

- Resolution No. 08-92 calls on the Board to match the \$250,000 of available MOHLTC dollars from its 2008 x-border revenues and then reserve said sums in its EMS Reserves which enables the DSSAB to (i) keep the \$250,000 of MOHLTC dollars rather than return them to the province thus providing the DSSAB the means of proceeding with the purposes outlined in resolution no. 08-93 and (ii) ensures the future year availability of said \$250,000 MOHLTC funding thus enabling the DSSAB to proceed with its Hagar EMS station 24/7 coverage plans;
- Resolution No. 08-93 enables the DSSAB to buy its Hagar EMS station and pay off the outstanding 20 year plus loans applicable to its Chapleau and Espanola EMS stations and more significantly to pay these off with 50 cents of each dollar being contributed by the MOHLTC.
- Resolution No. 08-94 outlines the Year 2009 DSSAB budget that is built on the assumption that the first two resolutions are acceptable to the Board.

Those background comments and explanations provided, Gary Brown proceeded to present each of the three resolutions recommended by his Committee.

#### **7.1.1.1 Resolution to Draw \$250,000 from 2008 EMS X-Border Revenues**

**Resolution No. 08-92**      **Moved by:** G. Brown      **Seconded by:** M. Lehoux

WHEREAS the Manitoulin-Sudbury DSSAB's 2008 allocation from the Ministry of Health and Long-Term Care (MOHLTC) provides the DSSAB an estimated \$250,000 of municipally unmatched dollars; and

WHEREAS the present MOHLTC 50-50 funding formula requires that MOHLTC funding be matched by Municipal funding; and

WHEREAS the Finance Committee is of the opinion that it is in the DSSAB's best interest to retain said MOHLTC funding rather than see it returned to the province;

BE IT THEREFORE RESOLVED THAT the Board approves its Finance Committee's recommendation to transfer \$250,000 of the DSSAB's 2008 EMS

Cross Border Revenues to its EMS Municipal Reserve thereby matching and retaining the MOHLTC's \$250,000 which the Finance Committee also recommends be retained and transferred to the DSSAB's matching EMS MOHLTC Reserve.

**Carried**

**Recorded Vote:**

**YEAS:** Gary Brown, Earle Freeborn, Dennis Golden, Bruce Killah, Mike Lehoux, David Leonard, Jack McMillan, Shelley Quibell, Ray Chénier

**NAYS:** Lou Addison, Al MacNevin, Morgan Pitfield. Les Gamble

**7.1.1.2 Resolution re: Hagar, Espanola & Chapleau EMS Stations**

**Resolution No. 08-93**      **Moved by:** D. Golden      **Seconded by:** M. Lehoux

BE IT RESOLVED THAT the Board approves its Finance Committee's recommendation to draw up to \$746,000 from its Municipal and MOHLTC EMS Reserves to purchase the Hagar EMS station and to transfer to the DSSAB's Working Funds Reserve those funds needed to pay off the current outstanding debt associated to the Chapleau and the Espanola EMS stations.

**Carried**

**7.1.1.3 Resolution No. 08-95 Re: DSSAB's Year 2009 Budget**

**Resolution No. 08-94**      **Moved by:** D. Golden      **Seconded by:** M. Lehoux

WHEREAS the Manitoulin-Sudbury District Social Services Administration Board's Budget Committee has presented the Board with a Year 2009 DSSAB operating budget in the amount of \$33,069,542; 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 2009 operating year is in the amount of \$9,855,322; and  
WHEREAS it is understood that this \$9,855,322 municipal share payable amount represents a year over year overall municipal share payable increase of \$236,653 or 2.46% more than the \$9,618,669 municipal share payable in 2008;  
IT IS HEREIN RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board accepts its Budget Committee's recommendation that it adopt the 2009 Operating Budget in the amount of \$33,069,542.

\*does not include TWOMO EMS share payable

**Carried**

Gary Brown thanked the Finance Committee members, Gary Champagne, Connie Morphet and Department heads for the work done on preparing the 2009 Budget. He explained that it was a hard fought battle, especially with the way the economy is going.

Lou Addison asked that in future years, the financial documentation available to Finance Committee members also be provided to non-Committee Board members prior to the meeting at which the recommended budget is proposed for adoption thereby giving all Board members the opportunity to consider the details well before being required to vote on resolutions. Noting that all members supported her request, the Chair indicated such would in future be the practice of the DSSAB.

### 7.1.2 Human Resources Committee Report

#### 7.1.2.1 Resolution re: Non-Union Employee Salaries

**Resolution No. 08-95**      **Moved by:** E. Freeborn **Seconded by:** J. McMillan  
THAT the Board accept the Human Resources Committee recommendation that salary scales of the Board's non-bargaining unit personnel be increased by 3% effective as of January 1, 2009; and  
THAT the Board direct Administration to undertake a salary review of its non-Union salary scales compared to other similar organizations in 2009.      **Carried**

#### 7.1.2.2 Resolution re: IT Employees Request

**Resolution No. 08-96**      **Moved by:** E. Freeborn **Seconded by:** S. Quibell  
WHEREAS the Board has received a request from the two Information Technology employees to start their own business after hours; and  
WHEREAS the Human Resources Committee of the Board has considered the request and determined that no conflict of interest exists;  
THEREFORE BE IT RESOLVED THAT the Board accept the HR Committee recommendation that the employees' request be granted provided an agreement is established with the employees to allow for a regular review of their work to ensure there are no negative implications on their current duties and responsibilities and provided that there is no potential liability attributable to the Board.      **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](#)

Mr. Chénier indicated that the DSSAB was attempting to deal with its concerns re: Ontario Early Years Centres, Family Resource Centres, Hubs and the role of DSSABs as the party responsible for local planning and coordination. He directed members to their copies of the [Letter to MCYS Minister Deb Matthews](#) requesting a meeting re: those concerns.

#### 7.2.1.1 EMS Report

Jack McMillan expressed concern regarding the continued unreliability and inaccuracies in the Ministry of Health & Long-Term Care's ADDIS data system and the fact that there appears to be no guaranteed resolution of this long standing problem.

#### 7.2.1.2 Housing Report

##### Resolution re: C.A. MacMillan Place Roof

**Resolution No. 08-97**      **Moved by:** L. Gamble **Seconded by:** B. Killah  
WHEREAS the DSSAB funds for roof replacement at C.A. MacMillan place were accessed via recently allocated provincial funding; and  
WHEREAS it was not necessary to draw funds from CAMP capital reserve funds for this project;  
THEREFORE BE IT RESOLVED THAT Resolution 08-44 be rescinded.      **Carried**

### 7.2.1.3 Ontario Works Report

#### Winter Clothing & Back to School Allowance

**Resolution No. 08-98**      **Moved by:** L. Gamble **Seconded by:** E. Freeborn

WHEREAS the Manitoulin-Sudbury DSSAB earlier this year adopted Resolution 08-28 which directed its Administration to hold \$37,354 in reserve it being understood that said sum would be issued to families in the Manitoulin and Sudbury Districts who would not be receiving this year's Winter Clothing & Back to School Allowances if the Ontario Government did not reconsider its decision to eliminate its 80% share of the funding of these two allowances to the children of otherwise eligible families in 2008; and

WHEREAS the Ontario Government, much to the pleasure of our DSSAB, found a way of supporting our DSSAB's claim that the Director of its Ontario Works Branch authorise its continued 80% funding of these two allowances in 2008; and

WHEREAS said Ontario government decision voiding the need for the DSSAB to draw upon its \$37,354 reserved funding;

BE IT HEREBY RESOLVED THAT the \$37,354 in question be transferred from the working reserve to the DSSAB's 2008 revenues. **Carried**

### 7.2.2 Strategic Issues Report

#### 7.2.2.1 OMPF Concerns

The CAO provided members a copy of "[Year 2002 Estimate of Gross Expenditures](#)": a report previously provided to member municipalities in 2004. It indicates the actual municipal cost of the services that the DSSAB manages, municipality by municipality, once the offsetting provincial grants (then called CRF grants) that they received for each of the programs the DSSAB managed on their behalf were subtracted and any DSSAB year-end operating surpluses returned were also subtracted.

Mr. Champagne pointed out that, neither then nor now, does the amount apportioned by the DSSAB to each municipality reflect the actual cost to the municipality: the true cost has always proven to be significantly lower given these provincial and DSSAB year end reimbursements. Gary indicated that his intent in redistributing this information was to provide member municipalities a benchmark against which they could measure the percentage of the property taxes that they levy that is spent on the services that the DSSAB manages on their behalf today as compared to 2002. With the advent of the OMPF (which replaced the CRF) he indicated that this type of data emanating from such comparisons might be useful as leverage when discussing the OMPF funding they receive in current and future years with the province.

#### 7.2.2.2 NOSDA Year 2008 AGM Resolutions

Gary Champagne referenced the three substantive NOSDA resolutions that he deemed of interest to our DSSAB: the [Best Start Funding resolution](#), the [Emergency Energy Fund resolution](#) and the [Emergency First Response Teams](#) resolution.

#### 7.2.2.3 NOSDA Position Paper re: Northern Ontario Growth Plan

Gary indicated that NOSDA had engaged the services of Chris Stewart to prepare a NOSDA position paper that indicates how NOSDA members believe they can be of assistance in moving the Growth Plan forward. Gary Champagne is the lead CAO through which Chris will be working.

**7.2.2.4 NOSDA Position Paper re: Northern Ontario specific Housing issues**

Gary indicated that NOSDA had engaged the services of a consultant to prepare a NOSDA paper that indicates Northern Ontario specific Housing issues, concerns and possibilities. The lead CAO assigned to this is Bill White from Nipissing.

**Resolution No. 08-99**      **Moved by:** J. McMillan    **Seconded by:** L. Addison  
THAT the Board Committee and CAO Reports be accepted.      **Carried**

**8.0 CLOSED SESSION**

**Resolution No. 08-100**    **Moved by:** D. Leonard    **Seconded by:** D. Golden  
THAT the Board move into closed session at 11:55 a.m. to discuss another  
Human Resources matter.      **Carried**

**9.0 ADJOURNMENT**

**Resolution No. 08-101**    **Moved by:** D. Golden    **Seconded by:** D. Leonard  
THAT we do now adjourn at 12:10 p.m. until the next regular meeting to be held  
in the DSSAB's Espanola Mead Blvd. Boardroom on January 22, 2009    **Carried**

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Chair

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CAO (Secretary-Treasurer of the  
Corporation)