



MINUTES
of the February 25, 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, Connie Morphet, Michael MacIsaac, Peter Bradley

Consultants: Aurel Malo, DiBrina-Sure Human Resources Inc.
David Court

Media: Craig Gilbert, Mid-North Monitor
Michael Erskine, Manitoulin Expositor

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. 10-13

Moved by: A. MacNevin **Seconded by:** E. Freeborn

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 CLOSED SESSION

Resolution No. 10-14

Moved by: D. Leonard **Seconded by:** S. Quibell

BE IT RESOLVED THAT the Board move into closed session at 10:05 a.m. to discuss Property and Human Resources matters.

Carried

Resolution No. 10-15

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

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

Carried

CLOSED SESSION REPORT

During its Closed Session, the Board discussed:

- Foleyet EMS Base
- Little Current EMS Base

- Warren Office
- Chapleau Property
- Personnel Matter

5.0 MINUTES

5.1 [Adoption of Previous Board Minutes](#)

It was noted that Margaret Tuomi's name was omitted from the Program Planning Committee members in item 5.5 in the January 28, 2010 Board Minutes.

Resolution No. 10-16

Moved by: L. Gamble Seconded by: J. McMillan

BE IT RESOLVED THAT the Minutes of the January 28, 2010 Board meeting be approved as amended. Carried

6.0 QUARTERLY REPORT

6.1 [CAO Activity Report](#)

Fern gave an overview of the previously circulated Fourth Quarter 2009 Activity Report.

Resolution No. 10-16

Moved by: E. Freeborn Seconded by: J. McMillan

BE IT RESOLVED THAT the CAO's Activity Report be accepted. Carried

6.2 [2009 4th Quarter Financial Report](#)

There were no questions re the 2009 4th Quarter Financial Report.

Resolution No. 10-17

Moved by: D. Golden Seconded by: D. Wenborne

BE IT RESOLVED THAT the 2009 4th Quarter Financial Report be accepted. Carried

7.0 NEW BUSINESS

7.1 [Housing Issue Report: Water Management](#)

Fern explained that there are three DSSAB apartment buildings that require regular water testing and the Ministry of the Environment requirements for water testing are voluminous, highly technical and challenging.

Resolution No. 10-18

Moved by: G. Brown Seconded by: M. Pitfield

BE IT RESOLVED THAT the Board approve the Social Housing - Water Management Report; and

BE IT RESOLVED THAT Administration proceed with the implementation of this plan within the approved allocation that was contained in the 2010 DSSAB Budget. Carried

7.2 [Child Care Manual Changes \(1 & 2 Readings\)](#)

Fern informed Board members that, with the implementation of universal Childcare rates, it was determined that there is an issue with private homecare providers. In order to alleviate this problem, a separate Universal Rate table for Licensed Home Care providers is proposed.

Resolution No. 10-19

Moved by: G. Brown **Seconded by:** E. Freeborn

BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board gives a first and second reading to the proposed changes to the Children's Services Policy Manual in sections F.5.2 Policy Rate Guide and Appendix C Rates for Child Care; and

BE IT RESOLVED THAT the Board acknowledges its awareness of the changes being made to the (Administrative) Procedures of those Children's Services Policies identified in the document mentioned above. **Carried**

7.3 [Child Care Issue Report - Impact of Early Learning Program and Full Day Junior Kindergarten on Child Care Providers](#)

Voicing a concern that schools and childcare providers in the Manitoulin-Sudbury District may have difficulty with the Early Learning Program and Full Day Junior Kindergarten, Fern outlined the recommendations in the attached report.

7.4 [Emergency Management Role of the DSSAB](#)

Fern reminded Board members that the issue of the DSSAB's Emergency Management role has come up for discussion in the past and that he had asked David Court to do some work on this. David's recommendations are outlined in the attached report.

Resolution No. 10-20

Moved by: J. McMillan **Seconded by:** D. Wenborne

BE IT RESOLVED THAT the Board accept the recommendations outlined in the Emergency Planning Report (attached); and

BE IT RESOLVED THAT an Emergency Planning Committee be created, members to be: Earle Freeborn, Dennis Golden, Morgan Pitfield, Shelley Quibell, Ray Chénier (ex-officio). **Carried**

7.5 [Ontario Works Incentive Funding](#)

Fern reported that the provincial downloading effective January 2011 will have a minimum impact of \$25,000 on the DSSAB 2010 budget, with the possibility of a far greater impact if the proposed cost-per-case is implemented. This affects all DSSABs and will be addressed at the upcoming Northern Ontario Service Deliverers Association (NOSDA) Annual General Meeting in April.

Resolution No. 10-21

Moved by: G. Brown **Seconded by:** D. Wenborne

BE IT RESOLVED THAT the DSSAB encourages its member municipalities to write directly to the Ministry of Community and Social Services expressing their disagreement with its intention of reallocating Ontario Works cost of administration funding based solely on caseload as this funding formula is inappropriate in Northern Ontario. **Carried**

7.6 NOSDA AGM Resolutions

7.6.1 Child Care - Before and After School Programs for Northern Communities

Resolution No. 10-22

Moved by: G. Brown **Seconded by:** S. Quibell

WHEREAS the Pascal Report recommends a minimum of 15 children in order to establish a before and after school program; and

WHEREAS local School Boards are proposing a minimum number of 11 to 13 as the number of children required to establish a before and after school program; and

WHEREAS this minimum number is driven by the need for cost recovery and not by the needs of the local community; and

WHEREAS this minimum numbers of children are not present in the majority of schools in this Board's jurisdiction;

BE IT RESOLVED THAT the Ministry of Education create a policy forum in which School Boards, CMSM/DSSABs and Child Care Service Providers can develop a before and after school program which meets the needs of Northern communities.

Carried

7.6.2 Child Care - Delivery of Before and After School Programs

Resolution No. 10-23

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

WHEREAS Northern Ontario Child Care Service Providers have been struggling with financial viability for many years, this being driven by the declining child populations, distances between population centres and the economic volatility of Northern communities; and

WHEREAS the provision of the before school and after school care would help to ensure the financial viability of the Child Care Service Providers in the North; and

WHEREAS the Ministry of Education has unilaterally decided that before and after school care must be provided by employees of the Boards of Education; and

WHEREAS there was no consultation on this issue with the Consolidated Municipal Service Managers (CMSMs) or the District Social Services Administration Boards (DSSABs);

BE IT RESOLVED THAT the Ministry of Education rescind the decision and enter into a constructive dialogue with CMSMs and DSSABs concerning this important issue.

Carried

7.6.3 Ontario Works - Food and Shelter Adequacy

Resolution No. 10-24

Moved by: A. MacNevin **Seconded by:** E. Freeborn

WHEREAS a nutritious diet is a basic requirement for health while poor nutrition leads to an increased risk for chronic and infectious diseases, pregnancy outcomes with greater risk for low birth weight, and has a negative impact on the growth and development of children; and

WHEREAS Boards of Health annually monitor food affordability in their jurisdictions in accordance with the Nutritious Food Basket Protocol, 2008, and the Population Health Assessment and Surveillance Protocol, 2008, as outlined in the Ontario Public Health Standards; and

WHEREAS the 2009 Nutritious Food Basket Report demonstrates that local households on social assistance or earning minimum wage cannot afford a nutritious diet after paying for housing costs and other necessities; and WHEREAS the 2008 Ontario Hunger Report revealed that food bank use increased across Northern Ontario; and WHEREAS the Analysis of Ontario Sample in Cycle 2.2 of the Canadian Community Health Survey (2004) revealed that 9.7% of households in the Northern Ontario Health Region are food insecure and that households most vulnerable to food insecurity are those on a low income, especially those relying on social assistance;

BE IT RESOLVED THAT the Northern Ontario Service Deliverers Association call on the provincial government to renew their efforts to ensure that the Poverty Reduction Strategy for Ontario remains a high priority; and FURTHER BE IT RESOLVED THAT the provincial government review increases to social programs, such as an increase to Ontario Works and Ontario Disability Support Programs, by providing a monthly \$100 Healthy Food Supplement to all adults receiving social assistance; and FURTHER BE IT RESOLVED THAT in addition to addressing Ontarians' ability to meet their basic food requirements, the provincial government is asked to establish a broad-based rent/housing allowance/assistance program for all low-income persons.

Carried

7.6.4 Ontario Works - Administration Funding

Resolution No. 10-25

Moved by: J. McMillan **Seconded by:** A. MacNevin

WHEREAS the Ministry of Community and Social Services has stated its intention to reallocate Ontario Works cost of administration funding based solely on caseload; and

WHEREAS the Ontario Works (OW) delivery agents represented by the Northern Ontario Service Deliverers Association (NOSDA) have consistently maintained that caseload based OW administration funding is inappropriate in Northern Ontario because:

- it fails to recognize the numerous and significant impact of large geographic jurisdictions on the cost of delivery
- it fails to provide incentives for diversion and prevention programs focused on keeping people off assistance or quickly returning them to the labour market
- it fails to recognize that the Ontario Works caseload in Northern Ontario has significant challenges related to poorer overall health, lower education levels, significant and disadvantaged off reserve native populations and
- it fails to account for local taxpayers' ability to fund;

BE IT RESOLVED THAT the Province of Ontario engage in a meaningful and respectful dialogue with the Northern deliverers and funders of Ontario Works concerning an Ontario Works cost of administration funding formula which meets the needs of Northern Ontario.

Carried

7.6.5 Ontario Works - Incentive Funding

Resolution No. 10-26

Moved by: D. Wenborne **Seconded by:** G. Brown

WHEREAS the Ministry of Community and Social Services has announced its unilateral decision that effective January 1, 2010, the Ontario Works incentive funding budget (\$18.14M) will become part of regular base administration funding and distributed among municipal delivery agents based on most recent caseload information; and

WHEREAS this change will reduce provincial funding of these activities effective January 1, 2011 and will reverse some of the positive financial changes negotiated through the Provincial Municipal Fiscal Service Delivery review (PMFSDR); and

WHEREAS this decision will impact on Ontario Works Delivery Agent budgets during 2010 due to reallocations between jurisdictions and will reduce overall funding in 2011 by the loss of provincial subsidy; and

WHEREAS the reduction of this administrative subsidy does not reduce program complexity as claimed in the Ontario Works Director's letter; and

WHEREAS this decision is not consistent with ensuring cost controls in the Ontario Works program which will be 100% provincially funded by 2018; and

WHEREAS the decision runs contrary to the consultative process put in place through the Memorandum of Understanding between the Association of Municipalities of Ontario and the Province of Ontario;

BE IT RESOLVED THAT the Province of Ontario reverse this unilateral decision; and

FURTHER BE IT RESOLVED THAT the Province engage in a meaningful and respectful dialogue with the deliverers and funders of Ontario Works concerning adequate funding and true simplification of the administration of this essential program. Carried

7.6.6 TWOMO Elections - Fully Funded

Resolution No. 10-27

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

WHEREAS the Ministry of Community and Social Services has confirmed that the District Social Services Administration Boards (DSSABs) have the responsibility to manage the election of TWOMO members under guidelines established by that Ministry; and

WHEREAS the cost of running these elections can be significant due to the huge size of the DSSAB jurisdictions; and

WHEREAS it is inappropriate to expect incorporated municipalities to fund through their DSSAB the cost of the TWOMO election;

BE IT RESOLVED THAT the Ministry of Community and Social Services fully fund the cost of any TWOMO elections conducted within the guidelines established by that Ministry. Carried

7.6.7 TWOMO Elections - Regional Funding

Resolution No. 10-27

Moved by: G. Brown **Seconded by:** D. Leonard

WHEREAS the Ministry of Community and Social Services has confirmed that the District Social Services Administration Boards (DSSABs) have the responsibility to manage the election of TWOMO members under guidelines established by

that Ministry; and

WHEREAS the \$15,000 allocation for TWOMO elections may be under spent in some DSSAB jurisdictions due to acclamations or other factors; and

WHEREAS the \$15,000 allocation may be inadequate to fully fund the TWOMO elections under other jurisdictions due to local factors;

BE IT RESOLVED THAT the Ministry of Community and Social Services empower their Regional Directors to reallocate unspent TWOMO election funding allocations between DSSAB jurisdictions subject to the TWOMO Election Guidelines being followed and upon receipt of adequate documentation.

Carried

8.0 COMMITTEE REPORTS

8.1 Human Resources Committee

A meeting of the Human Resources Committee was held on February 24, 2010 where Earle Freeborn was elected Chair. He reported that, at that meeting:

- the revised CAO job description was reviewed and the HR Committee is recommending to the Board that it be approved;
- the HR Committee has now reviewed the entire revised Human Resources Policy Manual which will be presented to the Board at the March 2010 meeting for first and second reading; all Board members will receive a hard copy of the Manual prior to the next Board meeting;
- EMS negotiations are scheduled for April 19, 20, 26 and 27.

Resolution No. 10-28

Moved by: E. Freeborn Seconded by: J. McMillan

BE IT RESOLVED THAT the Manitoulin-Sudbury District Social Services Administration Board approves the revised job description for the Chief Administrative Officer (CAO) as recommended by the Human Resources committee.

Carried

8.2 Property Committee

A meeting of the Property Committee was held before this Board meeting and Mike Lehoux was elected Chair (in absentia). Ray Chénier chaired the meeting.

Resolution No. 10-29

Moved by: J. McMillan Seconded by: M. Pitfield

BE IT RESOLVED THAT the Board authorizes the CAO to proceed with the design and tendering for the Foleyet and Little Current Ambulance Stations as recommended by the Property Committee and discussed during the Board's In Camera session. The results of the tendering process will be delivered to the Property Committee and Board for a final approval.

Carried

Resolution No. 10-30

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

BE IT RESOLVED THAT the CAO be authorized to transfer the land located behind the DSSAB owned housing units at 78 & 80 Pine Street to the Town of Chapleau as recommended by the Property Committee and discussed during the Board's In Camera session.

Carried

Resolution No. 10-31

Moved by: D. Wenborne Seconded by: B. Killah

BE IT RESOLVED THAT the CAO be authorized to enter into a multi-year lease agreement with the Municipality of Markstay-Warren for the lease of office space in the municipality's new multi-use facility as recommended by the Property Committee and discussed during the Board's In Camera session.

Carried

8.3 Finance Committee

A meeting of the Finance Committee was held on February 24, 21010 where Gary Brown was elected Chair. He reported that:

- All recommendations made in the KPMG Finance Department Review have been addressed and completed or on track for completion;
- The Committee is working on creating a Finance and Administration Policy Manual; some policies already exist and need to be amended, other policies and procedures need to be created. Policies discussed included:
 - Tendering cycle policies for auditors, banking and insurance services,
 - Financial approval policy,
 - Disposal of Vehicle policy,
 - Annual Budget Guidelines policy;
- A document to help incoming Board members understand Ministry Service Contracting is being produced to be included in Board Orientation;
- The Committee discussed a response to a request from SEMA regarding an explanation on reduction in OMPF Funding in 2010 - Fern and Connie to attend next SEMA meeting to clarify the process if required;
- The Committee will be making a recommendation to the Board regarding the NEER (New Experimental Experience Rating for WSIB) Reserve Fund;
- The EMS Reserve will be discussed at the next Committee Meeting (Reserves to be called Equity Allocations in the future);
- The DSSAB Procurement Policy is being completely rewritten and will lead to a new Tendering Procedure with the end goal being an optimum combination of quality, service and price.

Resolution No. 10-32

Moved by: B. Killah Seconded by: M. Pitfield

THAT the Committee reports be accepted.

Carried

9.0 UPCOMING CONFERENCES

9.1 2010 FONOM/MMAH Northeastern Conference, May 5 - 7, Kapuskasing
Ray reported that he and Fern would be attending this Conference and asked that, if any Board member would like to attend on behalf of the DSSAB, they should let Fern know.

10.0 ADJOURNMENT

Resolution No. 10-33

Moved by: A. MacNevin Seconded by: M. Pitfield

THAT we do now adjourn at 11:05 a.m. until the next regular meeting to be held in the DSSAB's Espanola Mead Boulevard Board Room on March 25, 2010.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)