



# **District of Timiskaming Social Services Administration Board**

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Minutes Of The Meeting Held  
Wednesday June 28, 2006  
At The Olde Towne Inn, Englehart

**PRESENT:** Al French, Chair  
Norm Menard, Vice Chair  
Arla West  
Bill Enouy  
Bob Hobbs  
Jo-Ann Thompson  
Tom Wells  
Jim Whipple

Eddie Alton, CAO

**REGRETS:** Dan Cote

## **CALL TO ORDER:**

The meeting opened at 5:35 pm.

The Chair welcomed Arla West to the Board.

## **1.0 DISCLOSURE OF PECUNIARY INTEREST**

None

## **2.0 IN CAMERA SESSION**

MOVED BY: Arla West  
SECONDED BY: N. D. Menard

THAT the Board resolves to move into closed session to discuss Human Resource and Accommodation issue.

### CARRIED

MOVED BY: Arla West  
SECONDED BY: N. D. Menard

THAT the Board resolves to rise from the in camera session with no report and reconvene with the regular Board meeting.

### CARRIED

### **3.0 ADOPTION OF PREVIOUS MINUTES – MAY 24, 2006**

MOVED BY: Arla West  
SECONDED BY: N. D. Menard

THAT the minutes of the previous Board meeting held May 24, 2006 be hereby approved.

CARRIED

### **4.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

Follow-up on the revised tender process was still required and the CAO is to bring it back to the next meeting.

### **5.0 ADDITIONS TO AGENDA**

MOVED BY: T. Wells  
SECONDED BY: Bob Hobbs

THAT the Board authorizes the CAO to start the recruitment process to hire a Senior Management Position in Kirkland Lake.

CARRIED

### **6.0 PROCEDURAL BY-LAW CHANGE**

MOVED BY: Arla West  
SECONDED BY: T. Wells

THAT the Board approves the revisions made to the Procedural By-Law changing the start time of Board meetings to 5:30 p.m. from 6:30 p.m.

CARRIED

### **7.0 BEST START PLAN**

Some clarification on the plan was requested and provided and a concern raised as to why the Aboriginal Community did not have to sign off. The plan reflects the work of the Best Start Network and the Board was appreciated of all of their efforts, especially considering the significant change in funding.

MOVED BY: Bill Enouy  
SECONDED BY: Jo-Ann Thompson

THAT the Board approves the Revised Best Start Implementation Plan as submitted at the June 28, 2006 Board meeting.

CARRIED

## **8.0 KLNPHC AIR**

The KLNPHC AIR has now been received so this issue is currently resolved.

## **9.0 SOCIAL HOUSING CAPITAL JOB EXCHANGE REQUEST**

A request was made to use the funds approved in the 2006 budget in the amount of \$36,000 for unit upgrades at 25 Tweedsmuir to upgrade two scattered units in Kirkland Lake that had now become vacant and needed to be upgraded prior to being rented again.

MOVED BY: Jo-Ann Thompson

SECONDED BY: Bill Enouy

THAT the Board approves exchanging Capital Project Job #6121 Kirkland Lake Scattered Units in place of Capital Project Job #6071 Tweedsmuir Family Units at the same budget amount of \$36,000 as previously approved.

CARRIED

## **10.0 AFFORDABLE HOUSING PROGRAM ALLOCATION**

A copy of the letter showing the DTSSAB Affordable Housing Program Allocation for the Housing Allowance/Rent Supplement component of \$72,000 for 10 units was provided.

## **11.0 SOCIAL HOUSING TENDERS**

### a) Replacement of Riding Tractor –Kirkland Lake

This tender was not approved as the information provided made it difficult to determine the true costs of the tractor. The CAO is to get clarification on the issues discussed and bring it back to a future meeting.

### b) Electrical Maintenance Contract

This tender was approved but some clarification is to be provided on when the billing commences, either when the technician arrives at the job or when they leave their office. The CAO is to get clarification and bring back to the Board.

MOVED BY: Bill Enouy

SECONDED BY: Jo-Ann Thompson

THAT the Board approves awarding the following tenders for the supply of Electrical Maintenance for the unit prices as quoted in the response to the request for Tender Submissions PTC 1006-03:

Southern Section	R. C. Electrical
Northern Section	R. C. Electrical
Central Section	R. C. Electrical

**CARRIED**

c) Replacement of Asphalt Shingles

This tender was not approved as there was a question as to whether the recommended contractor meets all of the requirements. Clarification will be requested and brought back to the next Board meeting.

d) Plumbing and Heating Maintenance

This tender was approved but clarification on the start of the hourly rate was requested as well.

MOVED BY: Jo-Ann Thompson  
SECONDED BY: Bill Enouy

THAT the Board approves awarding the following tenders for the supply of Plumbing & Heating Maintenance on an as-called basis for the unit prices as quoted in the response to the request for Tender Submissions PTC 1006-02:

Southern Section	Packard Plumbing
Northern Section	Chad Plumbing
Central Section	Packard Plumbing

**CARRIED**

e) Painting and Cleaning Maintenance

This tender was not approved as the tender amounts all exceed the budgeted amounts by up to 68%. The CAO is to get clarification on this and report back to the Board.

**12.0 CROSS BORDER BILLING SUMMARY**

A summary of the amounts owing for cross border activities was provided. The Board reviewed the information and requested that the Finance Manager be instructed to send out the bills so that the liability is recorded.

**13.0 TIERED RESPONSE AGREEMENTS**

A letter was received from Temiskaming Shores regarding the Tiered response Agreements. The CAO requested the EMS Manager to provide an update for the Board regarding the

direction from the Ministry to get these types of agreements in place and this was provided as well. Some discussion took place regarding the agreements and more information will be provided.

#### **14.0 MOBILE COMPUTERS/AVL-GPS FUNDING**

The Ministry again this year is providing 50% funding for Mobile Computers/AVL-GPS equipment. This cost was not requested by the EMS Manager in the 2006 EMS Budget and therefore this will not be pursued in 2006. Hopefully the funding will be made available in 2007 if the EMS Program determines a need for this equipment.

#### **15.0 IMPLEMENTATION PLAN FOR ODSP NON-DISABLED SPOUSES**

The Implementation Plan for ODSP Non-Disabled Spouses was discussed. The DTSSAB OW Managers have been working closely with the ODSP Staff and a successful placement has already taken place. Local training has not yet been provided but is being worked on.

MOVED BY: Jo-Ann Thompson

SECONDED BY: Bill Enouy

THAT the Board approves the Implementation Plan for ODSP Non-Disabled Spouses.

CARRIED

#### **16.0 FEDERAL/PROVINCIAL LABOUR MARKET AGREEMENTS BRANTFORD REPORT**

Jim Whipple provided a detailed update of the issues surrounding the market agreements from both NOSDA's and the DTSSAB's perspective. As this is a new program, the importance of having input on the framework was explained as it would hopefully lead to funds being made available to deliver the program locally.

It is important that this issue be brought to the local municipalities attention and the CAO was instructed to circulate the slide presentation received at NOSDA to the Board members. A Ministry meeting is being held on June 29, 2006 and some representatives from the North have been invited to attend. As more information becomes available it will be shared.

#### **17.0 ONPHA MEMBERSHIP RENEWAL**

The 2006 ONPHA membership is up for renewal. This membership provides the DTSSAB with some excellent material and it was felt that the membership is a very good investment.

MOVED BY: Bill Enouy

SECONDED BY: Jo-Ann Thompson

THAT the Board approves renewing the ONPHA membership for 2006 at a cost of \$3,318.40.

CARRIED

## **18.0 FUNDING REQUEST NATIONAL ADVENTURE RACING CHAMPIONSHIP**

A request was received from the Cochrane DSSAB to share in the costs that were incurred during the above event. It was felt that if the request was made in advance of the event that the Board could have considered the issue more closely and if approved provided for funds in the budget. As this was after the event had occurred and no funds had been budgeted, the request was being denied.

## **19.0 PROPOSED CHANGES TO MUNICIPAL ACT AMO ALERT 06-028**

The Board reviewed the information provided.

## **20.0 CORPORATE CREDIT CARDS**

A review of some of the management controls available for monitoring the use of corporate credit cards was provided. The Finance Manager will now be completing the policy for the Board's approval.

## **21.0 UPDATED BOARD HONORARIUM POLICY**

The Board Honorarium Policy was updated to reflect the changes made previously.

MOVED BY: Bob Hobbs  
SECONDED BY: Jim Whipple

THAT the Board approves the updated Board Honorarium Policy.

CARRIED

## **22.0 ADMIN, OW, CC, EMS CHEQUE REGISTER**

Clarification was requested on a few payments.

MOVED BY: Jim Whipple  
SECONDED BY: Bob Hobbs

THAT the Board receives the Administration, Ontario Works, Child Care and Emergency Medical Services cheque registers #850 to #861 for information.

CARRIED

## **23.0 SOCIAL HOUSING CHEQUE REGISTER**

MOVED BY: T. Wells  
SECONDED BY: Jim Whipple

THAT the Board receives the Social Housing Program cheque registers #10247 to #10340 for information.

CARRIED

## **24.0 PROGRAM REPORTS**

Unit Availability Report and the OW Active Benefit Units Report were received for information.

## **25.0 CORRESPONDENCE**

Copies of the following correspondence was previously distributed and a brief discussion took place on the correspondence and some clarification provided,

- 3<sup>rd</sup> Annual Smytty Memorial Scramble
- Municipal Management: Planning for Future Challenges
- AMO Alert 06-026
- AMO Alert 06-030
- ONPHA E-Alert AHP Guidelines
- ONPHA E-Alert May 19 06
- Benefit Experience
- MCSS Acting Director North East Region
- RTA Implications SHSC

MOVED BY: T. Wells  
SECONDED BY: Jim Whipple

THAT the Board accepts the correspondence as presented.

CARRIED

## **26.0 OTHER BUSINESS**

None

## **27.0 NEXT MEETING**

MOVED BY: Jim Whipple  
SECONDED BY: T. Wells

THAT the regular Board meeting of Wednesday June 28, 2006 is hereby adjourned at 7:45 p.m. to meet again on Thursday July 13, 2006 unless otherwise changed, or at the call of the Chair.

CARRIED