Algoma District Services Administration Board
Conseil d'administration des services du district d'Algoma

Minutes – Regular Board Meeting

January 23, 2020
Head Office, Main Board Room, Little Rapids

Board Members in attendance:

Norman Mann – Chair
Lynn Watson – Vice Chair
Blair MacKinnon
Sally Hagman
Dan Marchisella
Ron Rody
Jocelyne Bishop
Chris Patrie
Luc Cyr

Board Members absent with regrets and required notice:

Belinda Kistemaker
Harry Stewart
Lorraine Aelick

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1. Opening of Meeting

The Board Chair opened the meeting and welcomed Board members and staff.

2. Opportunity for Declaration of Pecuniary Interest

Board Member, Chris Patrie declared 'Declaration of Pecuniary Interest' for agenda item number 5, Board Representation.

3. Minutes

By Resolution, the Board approved the minutes of the November 23, 2019, Regular Board Meeting as amended.

Location of meeting corrected.

4. Approval of Agenda

By Resolution, the Board approved the agenda for the January 23, 2020 Regular Board Meeting, as amended.

Amended as follows:

11.1a Ambulance Service Complaint - Hornepayne
11.1b Ambulance Service Complaint - Hornepayne
11.1c IT Security Issue

5. Board Representation

Board Member, Chris Patrie left the room.

By Resolution the Board went into a closed session for the discussion of a legal matter.

By Resolution the Board returned to an open session.

6. Election of Board Chair for 2020

Norman Mann vacated the Chair position.

The CAO assumed the Chair position during the election for the Board Chair and Vice Chair and reviewed the election process with the Members.

The CAO called for nominations for the position of Chair.

Norman Mann was nominated.
Norman Mann accepted the nomination.

The CAO called a second time for nominations.

The CAO called a third time for nominations.

There were no further nominations.

Nominations for the position of Chair were closed.

Norman Mann was re-elected to the position of Chair.

By Resolution Norman Mann was appointed Chair of the ADSAB Board for 2020.

7. Election of Board Vice Chair for 2020

The CAO called for nominations for the position of Vice Chair.

Lynn Watson was nominated.
Lynn Watson accepted the nomination.

The CAO called a second time for nominations.

The CAO called a third time for nominations.

There were no further nominations.

Nominations for the position of Vice Chair were closed.

Lynn Watson was re-elected to the position of Vice Chair.

By Resolution Lynn Watson was appointed Vice Chair of the ADSAB Board for 2020.

8. Correspondence

8.1 MMAH – Canada-Ontario Housing Benefit

In the absence of the Director of Housing Services the CAO advised the Board the Canada-Ontario Housing Benefit is a portable benefit through the Ministry of Finance who will pay benefits directly to the tenant and does not count toward ADSAB's service level standards. Guidelines have not yet been released.

Direction was given to share the guidelines with Member Municipalities once available.

Questions were answered by the CAO.

8.2 MCCSS – Ontario's Poverty Reduction Strategy

In the absence of the Manager of Client Services the CAO provided an update on the Ministry's continued efforts, through the Poverty Reduction Strategy, to find solutions to reduce poverty. An online survey will be available January 2020.

8.3 MCCSS – District Social Services Administration Board (DSSAB) Review

The CAO informed the Board the review has been finalized and provided a summary of the information received. Based on the review the Ministry is maintaining status quo.

Discussion ensued.

Questions were answered by the CAO.

9. Other Business

9.1 Children's Services – Update

The Manager of Children's Services informed the Board the key message from the Ministry is to continue business as usual throughout the ongoing strike. The Ministry continues to work closely with the licenced childcare providers in the schools. Financial support was made available for parents in need of alternate care.

Discussions continue around the new funding model.

The capital project in Echo Bay is nearing completion with an expected opening of February, 2020.

A completion date for the space at Central Algoma School has been identified as December, 2020.

9.2 Housing Services – Update

In the absence of the Director of Housing Services the CAO informed the Board the Ministry requires a five year update to the 2014 Housing and Homelessness Plan. The plan has been updated based on a Ministry provided checklist and submitted to the Ministry.

Questions were answered by the CAO.

9.3 Social Assistance (Ontario Works) – Update

In the absence of the Manager of Client Services the CAO informed the Board the Ministry will be continuing with the expectations for service level outcomes. It is required that employment outcomes increase by at least 3% over previous targets achieved. Administration dollars up to 15% will be clawed back if targets are not met.

The spending cap for 2020 remains unchanged.

Questions were answered by the CAO.

Discussion ensued and direction was given to review available program statistical information for enhanced reporting to the Board.

9.4 Paramedic Services – Update

The Chief of Paramedic Services stated ADSAB met and exceeded all response times in 2019.

Call volumes continue to increase with an overall increase of 842 calls in 2019. This is a 10% increase from the previous year.

The OAPC – Emergency Health Services Modernization Consultations continue. There are no plans to merge Paramedic Services and Public Health. Consultations are expected to be complete in March. The goal is to try to find savings while improving the patient experience.

The Chief of Paramedic Services participates on the East Algoma Ontario Health Team and provided an update to the Board.

Questions from the Board were answered by the Chief.

9.5 North East Non-Urgent Patient Transportation Project – Update

The CAO noted that the Project is currently being delayed as the Province will not commit their share of the cost for more than one year. There are ongoing discussions with the partners of how to address this issue including the potential for the partners to increase contributions to cover any shortfall.

Discussion ensued.

The CAO will come back to the Board should a request for more funds be received.

9.6 Board Committees and Conferences 2020

The Board Chair invited members to express interest in changing committees if they wish to do so.

Any changes resulting due to members absent will be addressed at the next meeting.

By Resolution the Board approved the 2020 Committees as follows:

Audit / Finance Committee

Ron Rody
Chris Patrie
Harry Stewart

French Language Services Committee

Luc Cyr
Jocelyne Bishop

Personnel Committee

Sally Hagman
Blair MacKinnon
Lynn Watson

By Resolution the Board approved the attendance of:

Chair and Vice Chair or designate to the FONOM Conference

Chair and Vice Chair or designate to the NOSDA Conference

Chair or designate to the AMO Conference

2 Members of the FLS Committee to the AFMO Conference

9.7 ADSAB Meeting Calendar for 2020

By Resolution the Board approved the 2020 Meeting Calendar.

The Audit / Finance Committee meeting will be Thursday, February 20, 2020 @ 1:00 p.m. at Head Office, Little Rapids.

9.8 ADSAB Borrowing By-Law for 2020

The Chair read aloud the Borrowing By-Law for the Members.

By Resolution the Borrowing By-Law was approved.

10. Open Questions and Answer

There were none.

11. In Camera Session

11.1 Township of St. Joseph Affordable Housing Project – Update

11.1a Ambulance Service Complaint

11.1b Ambulance Service Complaint

11.1c IT Security Issue

11.2 Westwind Shores Housing Project – Update

11.3 Wawa Housing Project – Update

11.4 Personnel Issues

Upon return to open session by Resolution the Board approved the Tender for the Westwind Shores Building – Office Renovations from Saldan General Contractors Inc. in the amount of $498,950 plus HST.

12. Adjournment

By Resolution, the Regular Board Meeting of January 23, 2020 was adjourned.

The next Regular Board Meeting is scheduled for February 27, 2020 at 5:00 p.m. in the Main Board Room, Head Office, Little Rapids.

Resolutions

1	Moved by: Ron Rody Seconded by: Jocelyne Bishop Resolve that: the Board approve the minutes of the November 23, 2019 Regular Board Meeting as amended. Location of the meeting was corrected. Carried
2	Moved by: Dan Marchisella Seconded by: Lynn Watson Resolve that: the Board approve the agenda for the January 23, 2020 Regular Board Meeting as amended. Amended as follows: Added 11.1a Ambulance Service Complaint 11.1b Ambulance Service Complaint 11.1c IT Security Issue Carried
3	Moved by: Sally Hagman Seconded by: Luc Cyr Resolve that: the Board go into a closed session for the discussion of Property and Personnel matters. Carried

4	Moved by: Jocelyne Bishop Seconded by: Lynn Watson Resolve that: the Board return to an open session. Carried
5	Moved by: Ron Rody Seconded by: Chris Patrie Resolve that: Norman Mann is hereby appointed as Chair of the Algoma District Services Administration Board for the year 2020. Carried
6	Moved by: Luc Cyr Seconded by: Sally Hagman Resolve that: Lynn Watson is hereby appointed as Vice Chair of the Algoma District Services Administration Board for the year 2020. Carried
7	Moved by: Luc Cyr Seconded by: Sally Hagman Resolve that: the Board approve the 2020 Committees as follows: Audit / Finance Committee Ron Rody Chris Patrie Harry Stewart

	French Language Services Committee Luc Cyr Jocelyne Bishop Personnel Committee Sally Hagman Blair MacKinnon Lynn Watson Carried
8	Moved by: Ron Rody Seconded by: Lynn Watson Resolve that: the Board approve the attendance of: Chair and Vice Chair or designate to the FONOM Conference Chair and Vice Chair or designate to the NOSDA Conference Chair or designate to the AMO Conference 2 Members of the FLS Committee to the AFMO Conference Carried
9	Moved by: Jocelyne Bishop Seconded by: Chris Patrie Resolve that: the Board approve the 2020 proposed Meeting Calendar as distributed. Carried

10	Moved by: Luc Cyr Seconded by: Jocelyne Bishop Resolve that: the Board approve the Bylaw 01-20 for $2,700,000 as follows: BYLAW NUMBER 01 – 20 A Bylaw to Authorize The Borrowing of $2,700,000.00 Whereas the Directors of the Algoma District Services Administration Board (hereinafter called the "ADSAB") deemed it necessary to borrow the sum of $2,700,000.00 to meet, until the current revenue by way of grants and municipal levies are received, the current expenditures of the Association for the year. **Therefore** the Directors of the Algoma District Services Administration Board hereby enact as follows: 1. The Chief Administrative Officer and Manager of Finance of the ADSAB are hereby authorized on behalf of the ADSAB to borrow from time to time by way of promissory note from the **CANADIAN IMPERIAL BANK OF COMMERCE** a sum or sums not exceeding in the aggregate of $2,700,000 to meet the current expenditures of the ADSAB for the year until the current revenues are received, and to give on behalf of the ADSAB to the Bank a promissory note or notes under the Corporate Seal signed by the Chief Administrative Officer and Manager of Finance for the monies so borrowed, with interest at such rate as may be agreed upon from time to time with the Bank. 2. The Chief Administrative Officer or Manager of Finance is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all the monies hereafter collected or received for the current year and preceding years or from any other source. Carried

11	Moved by: Lynn Watson Seconded by: Luc Cyr Resolve that: the Board move the meeting in-camera to discuss Property and Personnel issues. Carried
12	Moved by: Lynn Watson Seconded by: Luc Cyr Resolve that: the Board return to an open session. Carried
13	Moved by: Chris Patrie Seconded by: Luc Cyr Resolve that: the Board approve the Tender for the Westwind Shores Building – Office Renovations from Saldan General Contractors Inc. in the amount of $498,950 plus HST. Carried
14	Moved by: Jocelyne Bishop Seconded by: Lynn Watson Resolve that: the Regular Board Meeting of January 23, 2020 be adjourned. Carried