



# District of Sault Ste. Marie

## Social Services Administration Board

- Ontario Works
- Child Care
- Social Housing
- Land Ambulance

### *Minutes*

#### *DSSMSSAB REGULAR BOARD MEETING*

*Thursday, July 21, 2016 @ 4:30 p.m.*

*Plummer Room (Civic Centre)*

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<b>PRESENT:</b>	J. Gawne	D. Edgar	S. Myers
	J. Krmpotich	K. Lamming	L. Turco
	J. Hupponen	M. Bruni	P. Christian
<b>STAFF:</b>	M. Nadeau	J. Barban	M. Figliola
	G. Grandinetti	C. Fairbrother	A. Nanne

#### **REGRETS:**

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### **1. CALL TO ORDER**

The meeting was called to order by board chair, J. Gawne at 4:47 pm.

### **2. APPROVAL OF AGENDA**

#### **Resolution #16-097**

Moved By: J. Hupponen

Seconded By: M. Bruni

- 2.1 "BE IT RESOLVED THAT the Agenda for the July 21<sup>st</sup>, 2016 District of Sault Ste. Marie Social Services Administration Board meeting be approved as presented."

**CARRIED**

### **3. DECLARATIONS OF PECUNIARY INTEREST**

None.

### **4. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS**

#### **Resolution #16-098**

Moved By: M. Bruni

Seconded By: D. Edgar

- 4.1 "BE IT RESOLVED THAT the Minutes from the District of Sault Ste. Marie Social Services Administration Board meeting dated June 16, 2016 be adopted as recorded."

**CARRIED**

## **5. MANAGER REPORTS**

### **FINANCE**

Conversation regarding the various tenders submitted and the solution options ensued.

It was suggested that a monthly spreadsheet of costs be prepared and presented tracking transition costs. This is already being done and will be brought forward in August.

#### **Resolution #16-099**

Moved By: J. Krmpotich

Seconded By: L. Turco

- 5.1 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board award the contract (RFP #2016-02) to BDO Canada LLP for the Microsoft Dynamics NAV 2016 financial accounting system in the amount of \$178,927 in Year One (one-time) and annual costs of \$5,907 thereafter as approved via e-vote on Wednesday, June 29, 2016."

**CARRIED**

Again it was reiterated that one-time transition costs will be shared 50/50 with the Provincial government. A lot of administration will be reduced with the implementation of this system.

#### **Resolution #16-100** (added via addendum July 19, 2016)

Moved By: S. Myers

Seconded By: M. Bruni

- 5.2 "WHEREAS the District of Sault Ste. Marie Social Services Administration Board has contracted with the City of Sault Ste. Marie for human resources and payroll processing;

AND WHEREAS effective September 25, 2016, the DSSMSSAB will begin employing staff directly and thus, are in need of a solution to best manage Time and Attendance, Payroll and Human Resources;

AND WHEREAS after thorough and careful review of proposal submissions and demonstrations from three strong payroll and human resource proponents;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board award the Time and Attendance, Payroll and Human Resources contract to Ceridian in the amount of \$69,445 for One-Time Costs relating to implementation and annual costs of \$31,799 thereafter; utilizing reserve funds to cover implementation costs as recommended.”

**CARRIED**

Fire Chief, M. Figliola was available to answer EMS inquiries.

An EMS update was provided regarding the status of our submission for 50/50 cost sharing on our addition to the paramedic restructuring. Verbal reassurance has been given that it will be approved moving forward.

**EMERGENCY MEDICAL SERVICES**

**Resolution #16-101**

Moved By: D. Edgar

Seconded By: P. Christian

5.3 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the update report regarding the purchase of two (2) Panasonic CF19 Tough Books at the cost of \$9,718 (including HST) from Interdev Technologies previously approved in the 2016 Capital and Equipment Budget as information;

AND ALSO BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board approve the Capital Budget purchase of one (1) X-series Zoll defibrillator / monitor, for the total cost of \$38,553.27 as recommended.”

**CARRIED**

**COMMUNITY CHILD CARE**

C. Fairbrother was available to speak to her report.

**Resolution #16-102**

Moved By: S. Myers

Seconded By: J. Krmpotich

- 5.4 “WHEREAS funding supports have been implemented for Aboriginal Child Care spaces within our current model and the Aboriginal Programming Grant has been initiated to coincide with Ministry expectations as our funding model matures;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Aboriginal Child Care Update report as information.”

**CARRIED**

## **HOUSING PROGRAMS**

J. Barban noted that administration funding is provided to cover the costs of running these programs.

### **Resolution #16-103**

Moved By: J. Hupponen

Seconded By: S. Myers

- 5.5 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board enter into the Service Manager Agreement with the Province of Ontario for the Social Infrastructure Fund (SIF), Investment in Affordable Housing (IAH) and the Social Housing Improvement Program (SHIP) programs;

AND BE IT FURTHER RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board commit the funding as recommended;

2016/17 Social Housing Improvement Program - \$1,704,100

- \$1,618,895 - renovation/retrofit activities
- \$85,205 - Administration

2016/17 Social Infrastructure Fund - \$1,063,100

- \$1,009,945 - Rental Housing Component
- \$21,000 - Operating Component for a Seniors Housing Allowance
- \$32,155 - Administration

2016/17 Social Infrastructure Fund - \$768,400

- \$729,980 - Rental Housing Component
- \$38,420 – Administration”

**CARRIED**

It was noted that this is a separate committee be formed from the SSMHC for specific situations that may apply to the DSSMSSAB that do not apply to the Housing Corp. The same committee personnel will comprise this committee.

The standing Property Procurement Committee will consist of J. Gawne, S. Myers, D. Edgar, J. Hupponen and K. Lamming.

**Resolution #16-104**

Moved By: K. Lamming

Seconded By: P. Christian

5.6 "WHEREAS the provincial and federal governments have announced housing investments under the Social Infrastructure Fund (SIF);

AND WHEREAS a Property Procurement Committee would permit the District of Sault Ste. Marie Social Services Administration Board to respond to real-estate transactions in a timely manner;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board form a standing Property Procurement Committee to investigate the purchase and development of properties that may come available and to make recommendations to the Board."

**CARRIED**

**Resolution #16-105**

Moved By: S. Myers

Seconded By: J. Hupponen

5.7 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Social Housing Improvement Program Cash Flow statement presented and prepared by the Manager of Housing Programs."

**CARRIED**

**ONTARIO WORKS**

M. Nadeau spoke to the Board about the Ontario Works update and noted that this is a significant change to the program. This is a positive move for children in poverty.

The operational implications are still unknown until more information is provided by the Ministry.

**Resolution #16-106**

Moved By: L. Turco

Seconded By: K. Lamming

5.8 "WHEREAS on June 24, 2016 MCSS announced an annual rate increase for Ontario Works would be 1.5% scheduled for October 1, 2016;

AND THAT this rate increase, will not have a municipal levy impact until January 1, 2017; when the cost-sharing for social assistance benefits will be 97.2% provincially funded;

AND WHEREAS MCSS also announced that Child Support payments received from parents in receipt of Ontario Works would no longer be treated as income and be deducted from Ontario Works monthly benefits AND THAT this legislative change will provide an immediate positive financial benefit to affected families and make a significant impact on child poverty;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Ontario Works Update Report regarding these changes as information."

**CARRIED**

**Resolution #16-107**

Moved By: M. Bruni

Seconded By: P. Christian

5.9 "WHEREAS the Ontario Works Service Plan 2015-2016 Addendum – Year 2 is an administrative requirement requested by the Ministry of Community and Social Services;

THEREFORE BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the Ontario Works Service Plan 2015-2016 Addendum and Update Report prepared by the Manager of Ontario Works as information."

**CARRIED**

**6. ADMINISTRATION / CAO**

**Resolution #16-108**

Moved By: J. Krmpotich

Seconded By: J. Hupponen

6.1 "BE IT RESOLVED THAT District of Sault Ste. Marie Social Service Administration Board accept the DSSMSSAB Transition Update Report prepared by the Chief Administrative Officer as information."

**CARRIED**

M. Nadeau noted that this will be a third location for DSSMSSAB offices. Brock St. and Albert St. locations have little space left in it.

**Resolution #16-109**

Moved By: D. Edgar

Seconded By: K. Lamming

6.2 "WHEREAS the District of Sault Ste. Marie Social Services Administration Board requires additional office space to accommodate growth as a result of employment transition and for the administration of DSSMSSAB business;

THEREFORE BE IT RESOLVED THAT District of Sault Ste. Marie Social Service Administration Board enter into a five (5) year lease agreement with the property owner(s) of 390 Bay Street to house DSSMSSAB administration."

**CARRIED**

**7. OTHER BUSINESS / NEW BUSINESS**

- DSSMSSAB Strategic Planning Session (Retreat) – Fall 2016

M. Nadeau spoke to the need for a Strategic Plan and how the next 5 years will dictate the next 10 years. It's a critical time. The board agreed that this is an important matter and needs to be dealt with.

It was suggested that a session be scheduled for a Saturday and then reconvene on a Saturday a couple of weeks later if needed.

9am – 3pm on Wednesday, October 19<sup>th</sup>, 2016.

**8. ADJOURNMENT**

**Resolution #16-110**

Moved By: D. Edgar

Seconded By: K. Lamming

8.1 "BE IT RESOLVED THAT we do now adjourn."

**CARRIED**

**NEXT REGULAR BOARD MEETING** - Thursday, August 18, 2016 at 4:30pm  
The meeting was adjourned at 5:41 p.m.