



# Corporation of the County of Grey Committee Minutes

---

## **Social Services Committee Minutes November 14, 2012 – 10:00 a.m.**

The Social Services Committee met on the above date at the County Administration Building with the following members in attendance:

**Present:** Chair Brian Milne; Councillors Terry McKay, Kathi Maskell, Harley Greenfield, Deborah Haswell, Ellen Anderson and John Bell

**Regrets:** Councillors Wayne Fitzgerald, Dwight Burley and Warden Duncan McKinlay

### **Staff**

**Present:** Lance Thurston, CAO; Kevin Wepler, Director of Finance; Rod Wyatt, Director of Housing; Lynne Johnson, Director of Long-Term Care; Barbara Fedy, Director of Social Services; Mary Lou Spicer, Deputy Director of Finance; Mike Alguire, Purchasing Manager; Karen Kraus, Rockwood Terrace Administrator; Jennifer Cornell, Grey Gables Administrator; Renate Cowan, Lee Manor Administrator; Sandra Manser, Accounting Supervisor; Wendy Henderson, Ontario Works Manager; Kathryn MacMurdo, Manager Children's Services; Rick Moore, Housing Manager; Larry Turpin, Technical Supervisor; Anne Marie Shaw, Housing Administrator; Sharon Melville, Buyer and Kathie Nunno and Tara Warder, Recording Secretaries

### **Call to Order**

Chair Milne called the meeting to order at 10:00 a.m.

### **Declaration of Pecuniary Interest**

There was none.

### **Business Arising from the Minutes**

*Social Services Committee minutes dated October 25, 2012*

These minutes are for information only as they were adopted by Grey County Council on November 6, 2012.

### **Closed Meeting Matters**

There were none.

## Reports – Financial

### *FR-SS-39-12 Social Services Financial Update as of September 30, 2012 and Treatment of Year End Surplus*

Sandra Manser presented the above-noted report to provide a financial year-end projection for Social Services and to request a motion for the treatment of surplus positions at year end.

**SSC103-12** Moved by: Councillor McKay

Seconded by: Councillor Anderson

**THAT Report FR-SS-39-12 regarding the Social Services financial year end projection be received;**

**AND THAT any Social Services surplus funds be transferred to the Social Services Operations Reserve at year end.**

Carried

### *FR-SS-40-12 Long-Term Care Financial Update as of September 30, 2012*

Mary Lou Spicer presented the Long-Term Care financial update as of September 30, 2012. Ms. Spicer noted that a report and motion regarding the transfer of surplus/deficit will be presented for consideration at the committee's December meeting. Projects at Grey Gables that have not proceeded to date as anticipated include interior signage and painting, relocation of fire panel and implementation of a nurse call system. Lee Manor's outstanding projects include bed and mattress replacements. The Chair directed staff to assess the potential difference in costs in utilizing local beef and to communicate this research to the members via email.

**SSC104-12** Moved by: Councillor Maskell

Seconded by: Councillor Bell

**THAT Report FR-SS-40-12 regarding a budget to actual overview to September 30, 2012 and projection of actual to year end for the Long-Term Care Department budgets be received.**

Carried

### *FR-SS-41-12 Housing Financial Update as of September 30, 2012*

Mary Lou Spicer presented the Housing department financial update as of September 30, 2012. Ms. Spicer noted that a report and resolution regarding the transfer of surplus/deficit will be presented for consideration at the committee's December meeting. Changes in insurance premiums were higher than anticipated due to claims and will have an impact on the 2013 budget. Three projects: service review for housing, building condition audit and recladding of the Durham family units, were moved to the 2013 budget.

**SSC105-12** Moved by: Councillor Bell

Seconded by: Councillor Haswell

**THAT Report FR-SS-41-12 regarding a budget to actual overview to September 30, 2012 and projection of actual to year end for the Housing Department budgets be received.**

Carried

## Reports – Long-Term Care

### *LTCR-SS-25-12 Award of RFP-LTC-12-12 Pharmacy Services*

Mike Alguire described the background of RFP for the provision of pharmacy services and outlined the ranking of submission. Mr. Alguire noted that three submissions were chosen for interview. The interviewees were also scored and the decision to award was unanimous.

Lynne Johnson and Renate Cowan led the RFP process with input being received from each of the three long-term care homes. Other considerations included information technology requirements as well as staff training.

**SSC106-12** Moved by: Councillor Bell

Seconded by: Councillor Anderson

**THAT decision on Report LTCR-SS-25-12 be deferred until the deputation on pharmacy selection has been heard.**

Carried

The committee adjourned for a short recess and then resumed. Councillor Greenfield then entered the meeting.

## Deputations

Ed Jamieson, CEO, Danielle Parker and John Sewell of Medical Pharmacies Group Limited attended to discuss the pharmacy provider selection and offered a proposal. Discussion ensued regarding the RFP process and requirements for same. Committee discussion included potentially seeking legal counsel regarding outcomes if the deputation's proposal were to be considered. Staff indicated that the duty to award has legislative implications. Members wondered about recourse should the awarded pharmacy not comply with service provision as agreed. Staff noted that there is a clause for compliance in the agreement.

**SSC107-12** Moved by: Councillor Haswell

Seconded by: Councillor Anderson

**THAT the decision on Report LTCR-SS-25-12 Award of RFP-LTD-12-12 Pharmacy Services be deferred pending further consideration and legal advice.**

Lost

*LTCR-SS-25-12 Award of RFP-LTC-12-12 Pharmacy Services*

Lynne Johnson continued with the report presentation. Discussion ensued regarding facets of the RFP and rating process.

**SSC108-12** Moved by: Councillor Bell

Seconded by: Councillor McKay

**WHEREAS the Long-Term Care homes are required, under the Long-Term Care Homes Act, 2007 to retain a pharmacy service provider for the home;**

**AND WHEREAS the current contract with the pharmacy contract expired;**

**AND WHEREAS the County issued RFP-LTC-12-12 on Monday August 20, 2012 and closed it on Monday September 10, 2012;**

**AND WHEREAS all purchasing policies and procedures have been adhered to;**

**NOW THEREFORE BE IT RESOLVED THAT report LTCR-SS-25-12 recommending the award of RFP-LTC-12-12 be received;**

**AND FURTHER THAT the contract for pharmacy services at the three homes be awarded to Classic Care Pharmacy for a five year period commencing February 1, 2013 with an option to extend for two additional one year periods.**

Carried

*LTCR-SS-26-12 High Intensity Needs Funding Change*

Lynne Johnson presented the above-noted report outlining changes to long-term care funding, articulating what that means for the long-term care resident who has high intensity needs as well as the impact on the long-term care home that has a higher acuity patient base.

**SSC109-12** Moved by: Councillor Haswell

Seconded by: Councillor McKay

**THAT Report LTCR-SS-26-12 regarding high intensity needs funding change be received.**

Carried

*LTCR-SS-27-12 Long-Term Care Home Accountability Planning Submission*

Lynne Johnson presented the above report regarding required planning documentation for the Long-Term Care Home service accountability agreements.

**SSC110-12** Moved by: Councillor Bell

Seconded by: Councillor Greenfield

**WHEREAS the Long-Term Care homes are required to complete and submit a Long-Term Care Accountability Planning Submission to the Local Health Integration Network;**

**AND WHEREAS the submission must be approved by a board of governance;**

**NOW THEREFORE BE IT RESOLVED THAT report LTCR-SS-27-12 regarding long-term care home accountability planning submission be received;**

**AND FURTHER THAT the Long-Term Care Accountability Planning Submission documents for Grey Gables, Lee Manor and Rockwood Terrace be submitted to the South West Local Health Integration Network.**

Carried

*LTCR-SS-28-12 Rockwood Terrace's Elevators*

Karen Kraus presented the above report outlining legislated requirements to execute the orders received from the Technical Standards and Safety Authority for maintenance of the Rockwood Terrace elevators. Staff were directed to confirm with the supplier that they will be able to achieve compliance by the stated deadline of December 11, 2012.

**SSC111-12** Moved by: Councillor Anderson

Seconded by: Councillor Bell

**WHEREAS Technical Standards and Safety Authority in a report dated September 11, 2012 identified orders related to the elevator car doors;**

**AND WHEREAS the County of Grey is in a contract with Delta Elevators for elevator maintenance;**

**AND WHEREAS such orders must be in compliance by December 11, 2012;**

**NOW THEREFORE BE IT RESOLVED THAT this project be awarded to Delta Elevator for the quoted price of \$15,960.00 + HST;**

**AND THAT funding required for the project be allocated from the Rockwood Terrace Operations Reserve.**

Carried

## **Reports – Social Services**

*SSR-SS-35-12 Emergency Energy Services Agreement with United Way Bruce Grey*

Wendy Henderson presented the above report to terminate the service agreement for emergency energy funding with United Way Bruce Grey due to a termination of funding from the Ministry of Community and Social Services for this program.

**SSC112-12** Moved by: Councillor McKay

Seconded by: Councillor Maskell

**WHEREAS** Grey County Social Services has had an agreement with the United Way Bruce Grey to deliver the Emergency Energy Fund program on behalf of the department for 2011;

**AND WHEREAS** the agreement stipulated that in the event that the provincial funding for this program ceased, the service agreement would also be deemed to terminate;

**AND WHEREAS,** the Emergency Energy Fund program through the Ministry of Community and Social Services will end as of December 31, 2012;

**AND WHEREAS,** funding for emergency energy services will be incorporated into the single block funding provided by the Ministry of Municipal Affairs and Housing (MMAH) under the new Consolidated Homelessness Prevention Initiative (CHPI);

**NOW THEREFORE BE IT RESOLVED THAT** Report SSR-SS-35-12 be received;

**AND THAT** the service agreement with the United Way Bruce Grey for the delivery of the Emergency Energy Fund program be terminated effective December 31, 2012 and that 30 days written notice of such be provided in accordance with this agreement.

Carried

*SSR-SS-36-12 Surplus Child Care Fee Subsidy Dollars for One-Time Funding*

Kathryn MacMurdo presented the above-noted report to re-allocate surplus funds to be used as one-time funding. The reallocated funds will be used to assist child care operators with overall operating expenses as they continue to implement the Early Learning Program.

**SSC113-12** Moved by: Councillor Greenfield

Seconded by: Councillor Bell

**WHEREAS** the Ministry of Education Business Guidelines provides flexibility to use surplus funds from the child care fee subsidy funding envelope for “one time funding”;

**AND WHEREAS** the Fee Subsidy Funding envelope is projecting an estimated surplus for 2012;

**NOW THEREFORE BE IT RESOLVED THAT** Report SSR-SS-36-12 regarding surplus child care fee subsidy dollars for one-time funding be received;

**AND THAT any estimated surplus Fee Subsidy funding may be used as “one time funding” to assist child care operators.**

Carried

Councillor Anderson then left the meeting.

*SSR-SS-37-12 Ontario Works Caseload Report to September 30, 2012 and SSR-SS-38-12 Ontario Works Caseload Composition Report to September 30, 2012*

Barb Fedy reported on changes to the Ontario Works caseload, noting that the extent of the additional demand that was anticipated for 2012 has not been recognized and, in fact, recently there was a slight decrease in number of cases. Mrs. Fedy spoke about collaborative communication within the community regarding demand for social services.

**SSC114-12** Moved by: Councillor McKay

Seconded by: Councillor Haswell

**THAT Reports SSR-SS-37-12 Ontario Works Caseload Report and SSR-SS-38-12 Ontario Works Caseload Composition Report to September 30, 2012 be received for information.**

Carried

Councillor Anderson returned to the meeting

## **Reports – Housing**

*HDR-SS-42-12 Social Housing Asset Management Program*

Anne Marie Shaw presented the above report to authorize the Warden and Clerk to sign a service manager contribution agreement for funding that has been received for social housing asset management.

**SSC115-12** Moved by: Councillor Anderson

Seconded by: Councillor Greenfield

**WHEREAS the County of Grey has applied and has been granted funding for social housing asset management planning through the Municipal Infrastructure Investment Initiative Funding for Asset Management;**

**AND WHEREAS this agreement between the Ministry of Municipal Affairs and Housing and the Service Manager establishes the County’s obligations with respect to administration of this project under the Social Housing Asset Management Program and the Ministry’s obligation to provide funding.**

**NOW THEREFORE BE IT RESOLVED THAT a by-law be prepared authorizing the**

**Warden and the Clerk to sign the Service Manager contribution agreement for the Social Housing Asset Management Program.**

Carried

*HDR-SS-43-12 Award of RFT-HOU-23-12 Building Upgrades in Flesherton*

Rod Wyatt presented the above report to award RFT-HOU-23-12 for building upgrades in Flesherton which was approved in the 2012 budget. Larry Turpin noted that the scope of this project changed with the recognition of a need for a public bathroom, timing of the construction and realization of the level of depreciation of the current equipment.

**SSC116-12** Moved by: Councillor Bell

Seconded by: Councillor Haswell

**WHEREAS the approved capital budget includes \$100,000 for the building upgrades and an addition of a mechanical room and vestibule at the Hill Street apartments in Flesherton plus \$20,000 for water upgrades, totaling \$120,000;**

**AND WHEREAS awarded projects for kitchen replacement and boiler upgrades have a surplus of \$82,755;**

**AND WHEREAS RFT-HOU-23-12 was issued on Wednesday October 3, 2012 and closed on Thursday October 18, 2012;**

**AND WHEREAS all purchasing policies and procedures have been adhered to;**

**NOW THEREFORE BE IT RESOLVED THAT Report HDR-SS-43-12 recommending the award of RFT-HOU-23-12 be received;**

**AND THAT a total of \$186,263 is required to complete this project, \$166,263 for the tender award and \$20,000 for consulting fees;**

**AND THAT the contract for the addition of a mechanical room and vestibule be awarded to Dwight Burley Construction Limited in the amount of \$166,263 excluding H.S.T.;**

**AND FURTHER THAT the surplus funds totalling \$82,755 from kitchen replacement and boiler upgrades be allocated to this project to cover the shortfall.**

Carried

*HDR-SS-44-12 Housing Update*

Rick Moore presented the above report outlining a garbage collection accident, replacement of underground power lines at the Twin Pines adult building, an update on the building custodian fall training meeting and temporary building custodian.



**SSC117-12** Moved by: Councillor McKay

Seconded by: Councillor Maskell

**THAT Report HDR-SS-44-12 Housing Update be received for information only.**

Carried

### **Correspondence**

*Letter from the Grey Bruce Long Term Care Committee to Georgian College re Nurse Recruitment dated October 1, 2012*

**SSC118-12** Moved by: Councillor Haswell

Seconded by: Councillor Bell

**THAT the Social Services Committee correspondence be received;**

**AND THAT a letter of support be forwarded to the Grey Bruce Long Term Care Committee.**

Carried

### **Other Business**

There was none.

### **Next Meeting Dates**

Wednesday, December 12, 2012.

On motion by Councillor Greenfield, the meeting adjourned at 12:09 p.m.

Brian Milne, Chair