



MINUTES
of the September 27, 2012
MANITOULIN-SUDBURY DSB BOARD MEETING
held at Mead Blvd Espanola ON

Present: Lou Addison, André Byham, Sonja Flynn, Les Gamble, Dennis Golden, David Leonard, Derek Stephens, Mike Lehoux, Denis Turcot, Paul Moffatt, Morgan Pitfield, Jack McMillan, Bruce Killah

Regrets : Louise Ross

Staff: Fern Dominelli, Donna Moroso, Melody Ouellette, Connie Morphet, Steve Broadhurst

Media: Alicia McCutcheon, Manitoulin Expositor
Dawn Lalonde, Mid-North Monitor

1.0 CALL TO ORDER

Chair, Les Gamble, called the meeting to order at 10:00 a.m.
Les expressed condolences on behalf of the Board in regards to the passing of former Board member Laurier Low. Laurier served as a DSB Board member for 4 years.

2.0 ADOPTION OF AGENDA

Resolution No. 12- 68

MOVED BY: Sonja Flynn

SECONDED BY: Dennis Golden

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

Morgan Pitfield declared a conflict of interest in regards to a Human Resources issue that will be dealt with in camera.

4.0 CLOSED SESSION

Resolution No. 12- 69

MOVED BY: Derek Stephens

SECONDED BY: André Byham

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

Carried

Resolution No. 12- 70

MOVED BY: André Byham

SECONDED BY: Morgan Pitfield

BE IT RESOLVED THAT the Board adjourn this closed session at 10:30 a.m.

Carried

5.0 BUSINESS ARISING FROM CLOSED SESSION

During its Closed Session, the Board discussed Property and Human Resources issues.

6.0 MINUTES

6.1 Adoption of Minutes – June 28, 2012

Resolution No. 12- 71

MOVED BY: Derek Stephens

SECONDED BY: Mike Lehoux

BE IT RESOLVED THAT the [Minutes of the June 28, 2012](#) Board meeting be approved.

Carried

6.2 Adoption of Minutes – July 30, 2012

Resolution No. 12- 72

MOVED BY: Dennis Golden

SECONDED BY: Morgan Pitfield

BE IT RESOLVED THAT the [Minutes of the July 30, 2012](#) Board meeting be approved.

Carried

6.3 Business Arising from Minutes

There was no business arising from the Minutes.

7.0 COMMITTEE REPORTS

7.1 Property Committee

André Byham, Property Committee Chair, gave a brief report on items discussed at the Property Committee meeting.

7.1.1 Foleyet EMS Base Construction

Leo Santerre and Sons have done excellent work in moving this project forward. Estimated substantial completion date is October 12, 2012. The DSB's lawyer is dealing with any liens as a result of Smart Structures Corporation withdrawing its services as of June 8, 2012.

7.1.2 Gore Bay Social Housing – Vacant Property

The Town of Gore Bay and West End Manitoulin Seniors and Support Services Interest Group are interested in a 2.4 acre piece of property owned by the DSB adjacent to the 3 Water Street Social Housing building. The committee has directed the CAO to meet with the CAO for the Town of Gore Bay to discuss the options as presented in the Issue Report.

7.1.3 Information Technology Infrastructure Needs

The DSB has had to deal with several issues related to the Information Technology infrastructure at its head office in Espanola. The room is now quite congested and is experiencing issues in relation to the congestion. DSB staff are reviewing these issues and are actively working on possible solutions to propose to the Board.

7.1.4 Killarney EMS Base

The current lease for the Killarney EMS Base expires December 31, 2013. The committee has directed staff to start lease negotiations with the Town of Killarney and to explore options as discussed at the Property Committee meeting.

7.1.5 Little Current Lease Renewal – Integrated Social Services

The committee reviewed the lease renewal proposal. The CAO declared a conflict of interest in this matter and it is being managed by the Director of Finance & Administration along with the Supervisor of Infrastructure & Asset Management. The Property Committee provided staff with direction on the lease renewal.

7.2 Human Resources Committee

Bruce Killah, Human Resources Committee Chair, gave a brief report on issues discussed at the Human Resources Committee meeting.

7.2.1 OPSEU Bargaining Update

The next bargaining dates are set for October 2nd & 3rd, 2012. The hope is to have further details at the October Board meeting.

7.2.2 DSB Office Hours Christmas & New Year's Eve

Resolution 12 - 73

MOVED BY: Bruce Killah

SECONDED BY: Jack McMillan

WHEREAS by [Resolution 11-70](#) dated September 22, 2011 the Board approved the [DSB Office Hours - Issue Report](#); and

WHEREAS staff have presented the Human Resources Committee with an Updated DSB Office Hours - Issue Report which indicates that no issues arose by closing the offices at noon on December 23, 2011 and noon on December 30, 2011; and

WHEREAS the Human Resources Committee has reviewed the Updated DSB Office Hours - Issue Report is recommending that the Board approve the report and the recommendations contained within the report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board accepts the Human Resources Committee recommendation and approves the [Updated DSB Office Hours - Issue Report](#) and the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Board approve the closing the DSB offices at noon Christmas Eve and noon New Year's Eve as an ongoing practice effective the 2012 calendar year; and

FURTHER BE IT RESOLVED THAT the office closures will apply to Administration, Ontario Works, Social Housing and Children's Services; and

FURTHER BE IT RESOLVED THAT this DSB practice will be reviewed annually by staff to ensure that it does not impact regular DSB business. If at any point this practice does interfere with the delivery of DSB services, the Board will be advised and the practice will cease.

Carried

7.2.3 C.4.13 Bereavement – Recognition (NEW)

Resolution 12 - 74

MOVED BY: Bruce Killah

SECONDED BY: Morgan Pitfield

WHEREAS staff have presented the Human Resources Committee with a new Human Resources Policy C.4.13 Bereavement - Recognition; and

WHEREAS the Human Resources Committee has reviewed the Human Resources Policy C.4.13 Bereavement - Recognition and is recommending that the Board approve this policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board accepts the Human Resources Committee recommendation and approves the new Human Resources Policy C.4.13 Bereavement - Recognition.

Carried

7.2.4 C.4.05C Social Networking (Revised)

Resolution 12 - 75

MOVED BY: Bruce Killah

SECONDED BY: Mike Lehoux

WHEREAS staff have presented the Human Resources Committee with a revision to the Social Networking Policy C.4.05C; and

WHEREAS the Human Resources Committee has reviewed the Human Resources Social Networking Policy C.4.05C and is recommending that the Board approve this policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board accepts the Human Resources Committee recommendation and approves the revised Human Resources Social Networking Policy C.4.05C.

Carried

7.3 Ad-Hoc Committee Board Representation

Morgan Pitfield, Ad-Hoc Committee Board Representation Chair, gave a brief report on the issues discussed during the Ad-Hoc Committee meetings.

7.3.1 Honoraria for Ad-Hoc Committee Members

7.3.2 B.2.19 Terms of Reference (Revised)

After some discussion the Board directed the CAO to draft a resolution rescinding Board [Resolution 12-47](#) and replace with the following Resolution.

The revised Terms of Reference will be brought back to the October 25th, 2012 Board meeting.

Resolution 12 – 76

MOVED BY: Morgan Pitfield

SECONDED BY: Lou Addison

WHEREAS [Resolution 12-47](#) approved on May 24, 2012 states travel and accommodation expenses shall be the responsibility of the committee member's respective municipality.

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board Rescind Board Resolution 12-47 approved at the May 24, 2012; and

FURTHER BE IT RESOLVED THAT the Board approves the travel, meals, accommodation and Honorarium expenses for the DSB Board members attending the Ad-Hoc Committee on Board Representation.

Recorded vote was requested: Resolution Carried (9 Yeas, 4 Nays)

Resolution 12 - 77

MOVED BY: Morgan Pitfield

SECONDED BY: André Byham

BE IT RESOLVED THAT the Property Committee, Human Resources Committee and Ad-Hoc Committee on Board Representation reports be accepted.

Carried

8.0 NEW BUSINESS

8.1 [2012 CAO Second Quarter Activity Report](#)

The CAO gave a brief summary of the Second Quarter Activity Report.

Discussion regarding the loss of funding for services that Alpha en Partage was providing to DSB clients. The DSB has provided funding for the service for this year. The DSB will be working with the Municipality of St. Charles, Alpha en Partage and the Ministry to come to some arrangement in order to support the services that Alpha en Partage provides.

Resolution 12 - 78

MOVED BY: Mike Lehoux

SECONDED BY: Jack McMillan

BE IT RESOLVED THAT the 2012 CAO Second Quarter Activity Report be approved.

Carried

8.2 [2012 Second Quarter Financial Report](#)

Connie Morphet, Director of Finance & Administration gave a brief summary of the Second Quarter Financial report.

The Second Quarter Financial report projects a year-end municipal share surplus of \$111,540. This surplus includes Ontario Works allowances forecasted to be under budget by \$42,936. In addition the municipal share of Children Services is forecasted to be under budget by \$39,898; the Social Housing is forecasted to be under budget by \$59,458; and the Emergency Medical Services is over budget by \$14,844.

Resolution 12 - 79

MOVED BY: André Byham

SECONDED BY: David Leonard

BE IT RESOLVED THAT the 2012 Second Quarter Financial Report be approved.
Carried

8.3 [Annual Report on Reserves](#)

Connie Morphet, Director of Finance & Administration, gave a brief summary of the Annual Report on Reserves.

There was a discussion around the validity of keeping reserves as opposed to borrowing money when necessary. The CAO will confirm for the next Board Meeting whether a DSB can borrow money. As part of the 2013 budget deliberations the finance committee will review the reserves report.

Resolution 12 - 80

MOVED BY: Morgan Pitfield

SECONDED BY: Jack McMillan

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [Annual Report on Reserves](#) and that staff be directed to action the recommendations contained with the report.

Carried

8.4 [DSB 2011 Surplus](#)

Connie Morphet, Director of Finance & Administration, gave a brief summary of the DSB 2011 Surplus.

After some discussion it was suggested that the Finance Committee review the Strategic Plan at the next committee meeting.

Resolution 12 - 81

MOVED BY: Jack McMillan

SECONDED BY: Morgan Pitfield

WHEREAS the audited financial statements for the operating year ended December 31, 2011 recorded a surplus of \$298,188; and

WHEREAS Board [Resolution 11-57](#) approved at the October 2011 Board meeting, set aside \$42,842 from the 2011 surplus for the staffing enhancements at the Mindemoya EMS which took effect on October 1, 2011; and

WHEREAS the Board by [Resolution # 02-97](#) dated May 23, 2002 has approved a Working Funds Reserve to a maximum of 15% of the municipal share of annual operating budget which based on the 2012 operating budget of \$8,471,966 would be a maximum of \$1,270,795; and

WHEREAS the current balance of the working funds reserve on December 31, 2011 is \$134,528 and this amount is \$1,136,267 under the allowable 15% maximum; and

WHEREAS the Board has received and reviewed the 2011 Surplus - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approve the [2011 Surplus - Issue Report](#); and

FURTHER BE IT RESOLVED THAT the 2011 surplus of \$ 255,346 be directed to the DSB's Working Reserve in order to maintain a positive balance in the reserve that will still be significantly under the 15% that the Board has established.

Carried

8.5 Massey EMS Base Enhancement

The DSB now has confirmation of all the 2012 EMS funding. Based on the 2012 budget, the DSB is still short \$29,500 in funding for the Massey EMS staffing enhancements. As the Finance Committee will be meeting in early October to review the 2013 budget estimates, it is being recommended that any decision regarding the additional staffing hours for the Massey EMS be made as part of the 2013 budget approval process. This would mean the earliest any staffing hours could be added in Massey would be January 2013. The Board agreed to wait for the 2013 budget.

8.6 Children's Services [Full Day Kindergarten Transition Funding - Issue Report](#)

Donna Moroso, Director of Integrated Social Services, reported on Full Day Kindergarten Transition Funding.

Resolution 12 - 82

MOVED BY: Lou Addison

SECONDED BY: Derek Stephens

WHEREAS the Ministry of Education has provided the Child Care Program with transition funding in order to facilitate the transformation to Full Day Kindergarten, and to assist with the expected impact; and

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Full Day Kindergarten Transition Funding - Issue Report; and

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Full Day Kindergarten Transition Funding - Issue Report](#) and directs staff to implement the recommendations within the report. **Carried**

8.7 [Community Homelessness Prevention Initiative \(CHPI\)](#)

Donna Moroso, Director of Integrated Social Services, reported on the Community Homelessness Prevention Initiative. Due to changes to Ontario Works funding Donna will be meeting with local service clubs to discuss how the changes can be managed to better assist clients with their needs.

Resolution 12 - 83

MOVED BY: David Leonard

SECONDED BY: Denis Turcot

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Community Homelessness Prevention Initiative - Issue Report; and

WHEREAS the Manitoulin-Sudbury DSB's provincial share of the 2011/12 CSUMB benefit totaled \$262,490 and 50% of the provincial share being \$131,245 was transferred to the Community Homelessness Prevention Initiative; and

WHEREAS the Manitoulin-Sudbury DSB has only been allocated \$67,877 or 52% of the \$131,245 and results in a 48% reduction in funding; and

WHEREAS the Manitoulin-Sudbury DSB believes that the use of "[Deep Core Housing Needs Information](#)" which is based on Statistics Canada data is adversely affecting the funding that is made available to the Manitoulin-Sudbury DSB and possibly other Northern and Rural Service Managers.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Community Homelessness Prevention Initiative - Issue Report](#); and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB call upon the Ministry of Municipal Affairs and Housing (MMAH) to re-evaluate the Community Homelessness Prevention Initiative (CHPI) funding allocations, specifically the use of the "Deep Core Housing Need Information"; and

FURTHER BE IT RESOLVED THAT the Board asks that the Province of Ontario to commit to reinvesting 50% of the savings of the Community Start Up and Maintenance Benefits into the Community Homelessness Prevention Initiative proportionately to the CMSM/DSSAB's expenditures; and

FURTHER IT BE RESOLVED THAT this resolution be forwarded to the Premier of Ontario, Minister of Municipal Affairs and Housing (MMAH), Association of Municipalities (AMO), Ontario Municipal Social Services Association (OMSSA), Northern Ontario Service Delivery Agents (NOSDA) and to area Member of Parliament and Members of Provincial Parliament.

Carried

8.8 AMO Convention

[NOSDA Delegation with Ministry of Community & Social Services](#)

On August 21st, 2012 the Chair of NOSDA, Gary Scripnick, led a delegation to meet with Minister John Milloy of Community and Social Services. The delegation focused on three key issues:

- The impact that the provincial budget changes to benefits has had on social assistance clients,
- The cumulative impact of provincial funding allocation reductions to Northern Ontario, and
- The importance of working together to ensure that we minimize the impact to the most vulnerable Ontario residents when policy decisions are made.

Minister Milloy committed to work with NOSDA, particularly in terms of the cumulative effect of funding decisions, and showed an interest and willingness to participate at the NOSDA AGM.

[Manitoulin-Sudbury DSB Delegation with Michael Coe, Senior Policy Advisor to the Ministry of Health & Long Term Care](#)

The DSB Chair, Les Gamble, met with Mr. Michael Coe, Senior Policy Advisor to the Minister of Health & Long Term Care (MOHLTC).

The purpose of the meeting was to discuss Non-Urgent Patient Transfers and the DSB Business Case that was submitted to MOHLTC in October 2011.

The meeting focused on the following key issues:

- The MOHLTC is currently paying for the cost of private Medical Transfer Services through hospitals global budgets,
- In the North and particularly in the Manitoulin-Sudbury DSB jurisdiction, the 3 small rural hospitals do not have the global budgets to pay for a private

- transfer service,
- The DSB Business Plan was supported by all 3 hospitals and the Northeast LHIN,
 - All EMS delivery agents in the North are struggling with the issue of non-urgent transfers. Some are resorting to charging the hospitals for transfers while others are refusing to perform code 1 & 2 transfers, and
 - This DSB has worked with all three hospitals and the NE-LHIN to develop a business plan that makes sense for everyone involved.

Mr. Coe indicated that the issue of transfers to and from hospitals is the responsibility of the LHIN's.

He indicated that in the 2012 budget the MOHLTC did approve one-time funding of approximately 20 million dollars to assist rural hospitals.

It was suggested that the DSB approach the NE-LHIN to determine if funds could be made available from this new one-time allocation to assist with the implementation of the DSB business case.

The Chair has directed staff to look into this option with the NE-LHIN.

8.9 [National Seniors Day](#)

Resolution 12 - 84

MOVED BY: André Byham

SECONDED BY: Dennis Golden

WHEREAS, on October 1, communities across Canada will join together to recognize [National Seniors Day](#); and

WHEREAS seniors in the Manitoulin-Sudbury DSB jurisdiction are present in all aspects of our lives: they are our parents, our grandparents, our teachers, our volunteers, our mentors, our neighbours and our coworkers; and

WHEREAS National Seniors Day focuses on celebrating and recognizing the contributions made by seniors to better their communities, families and workplaces; and

WHEREAS every day, seniors in the Manitoulin-Sudbury DSB jurisdiction make a big difference and we value what they are doing;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board, recognizes October 1, 2012, as National Seniors Day and urge citizens to recognize the crucial role played by older Canadians in our community.

Carried

8.10 Municipal Infrastructure Investment Initiative – Social Housing Asset Management

The province has made available Municipal Infrastructure Investment Initiative funds for strategic asset management of social housing for eligible Service Managers.

As part of the Province of Ontario's long-term infrastructure plan, Building Together, MMAH has made available a total of \$750,000 over 3 years to eligible Service Managers in Ontario for strategic asset management purposes.

The Manitoulin-Sudbury DSB will be receiving a total funding allocation of \$10, 608 over 3 years.

The DSB staff are currently looking at different options for the use of these funds and will submit a plan to MMAH by the October 22, 2012 deadline.

9.0 OTHER BUSINESS

None discussed.

10.0 Next Meeting – October 25, 2012

12.0 Adjournment

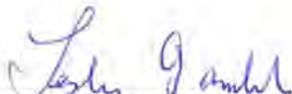
Resolution No. 12 - 85

MOVED BY: Morgan Pitfield

SECONDED BY: André Byham

BE IT RESOLVED THAT we do now adjourn at 12:30 p.m. until the next regular meeting to be held in, in the DSB's Espanola Mead Boulevard Board Room on October 25, 2012.

Carried


Chair


CAO (Secretary-Treasurer
of the Corporation)