



**MINUTES**  
**of the October 23, 2008**  
**MANITOULIN-SUDBURY DSSAB BOARD MEETING**  
held in Espanola's DSSAB 210 Mead Street Boardroom

Present: Lou Addison, Gary Brown, Jean-Marc Chayer, Ray Chénier, Dennis Golden, Earle Freeborn, Les Gamble, Bruce Killah, Mike Lehoux, David Leonard, Al MacNevin, Jack McMillan, Morgan Pitfield, Shelley Quibell

Staff: Gary Champagne; Suzanne Bouchard; Peter Bradley; Fern Dominelli; Connie Morphet; Jeff Horseman

H.R. Consultant: Aurel Malo

Guests: Ed Starr, SHS Consulting  
David Court, Strategic Planning Consultant

**1.0 CALL TO ORDER**

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

**2.0 ADOPTION OF AGENDA**

**Resolution No. 08-77**

**Moved by:** Earle Freeborn **Seconded by:** Jean-Marc Chayer  
THAT the agenda be adopted as presented.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 PRESENTATION—Ed Starr, SHS Consulting**  
**Manitoulin-Sudbury District Housing Needs Study**

The CAO introduced Ed Starr, Senior Partner with SHS Consulting, the firm retained by the DSSAB to carry out the Housing Needs Study across the DSSAB's jurisdiction. In his introduction, Gary noted that Ed and his firm were busy completing the final phase of the "Seniors Housing" study that SHS was commissioned by the N-E LHIN (North-East Local Health Integration Network) to carry out across all of northern Ontario. Gary noted that it is an excellent piece of work, filled with a great deal of data relevant to the work Ed will be doing for our DSSAB.

Ed proceeded to give Board members an overview of his Study Team and his understanding of the Goals and Objectives of the proposed Study. He indicated that he would be working closely with Peter Bradley and Gary Champagne throughout the Study process which will be done in three phases:

- Phase One: Demand and Supply Analysis
- Phase Two: Community Consultation
- Phase Three: Strategy Development

Jack McMillan informed Ed that the Town of Espanola is in the process of revising its town plan and felt that Ed's input would be an asset. Ed asked Board members to provide him\* with any Town Plan information they could.

\*The Chair asked Board members to direct those documents that they thought would be useful for the Study to the DSSAB CAO who would be the conduit for this information to SHS Consulting. Gary also asked Board members to let him know if there were any contact people in their municipality that they would like Ed to be in contact with.

Replying to Al MacNevin's question re: public forum consultations, Ed replied that while he would be prepared to do so if such is the direction from the Board, past experience has shown that Open Forums, though a good source of anecdotal information, are best left to individual municipalities, with his time best spent meeting with targeted participants and focus groups. He indicated that he was relying on the DSSAB's Board and Administration to provide him with a list of the people he should be meeting with to obtain a good appreciation of the range of housing and housing market factors to be considered in the study.

Chair Ray Chénier concluded that we are fortunate to have Ed working with us "fresh off his work with the LHIN" as the findings coming out of that study leave him well equipped with much of the relevant background data regarding our two Districts that he needs to "hit the ground running" and that he can further refine when it comes to the strategic directions he will be recommending that our DSSAB and our member municipalities consider and build upon in their joint efforts to ensure the availability of the affordable and adequate housing alternatives required to respond to the future housing needs of their constituents and the future health and vitality of their communities.

There being no further questions, Ray Chénier thanked Ed for his presentation.

## 5.0 CLOSED SESSION

### Resolution No. 08-78

**Moved by:** Morgan Pitfield **Seconded by:** David Leonard

THAT the Board move into closed session at 10:20 a.m. to discuss H. R. and litigious matters.

**Carried**

### Resolution No. 08-79

**Moved by:** Bruce Killah **Seconded by:** Shelley Quibell

THAT the Board adjourn this closed session at 10:40 a.m.

**Carried**

## CLOSED SESSION REPORT

During its Closed Session, the Board discussed:

- CUPE Negotiations
- Status of Cochrane District EMS X-Border Negotiations

**6.0 MINUTES****6.1 Adoption of Minutes of June 26, 2008****Resolution No. 08-80****Moved by:** Al MacNevin **Seconded by:** David Leonard

THAT the Minutes of the September 25, 2008 Board meeting be approved.

**Carried****6.2 Business Arising from Minutes****6.2.1 Public Sector Accounting Board (PSAB) Policy****Resolution No. 08-81****Moved by:** Earle Freeborn **Seconded by:** Morgan PitfieldTHAT the Manitoulin-Sudbury DSSAB gives its 3<sup>rd</sup> and Final reading of the here identified **Public Sector Accounting Board (PSAB) Policy**.**Carried****7.0 NEW BUSINESS****7.1 Staff Christmas Party****Resolution No. 08-82****Moved by:** Dennis Golden **Seconded by:** Bruce Killah

THAT the Board contribute \$1000 towards the 2008 DSSAB Staff Christmas Party.

**Carried****7.2 North-East Base Hospital**

Referencing already shared e-correspondence regarding the Province's changes to Base Hospital alignments, the CAO indicated that while the change from having to report to only one instead of three Base Hospitals is a positive one for the DSSAB, our DSSAB, like our peers in the North-East, is concerned that the new North-East Base Hospital is the only Base Hospital in Ontario that will not see all of its affected Direct Delivery Agents (DDAs) with a seat at the new Base Hospital Steering Committee table.

**Resolution No. 08-83****Moved by:** Gary Brown **Seconded by:** Jack McMillan

WHEREAS the Province and specifically its Ministry of Health & Long-Term Care (MOHLTC) has decided to consolidate and restructure all of its Regional Base Hospital Programs across Ontario; and

WHEREAS the Manitoulin-Sudbury DSSAB welcomes the fact that said consolidation will mean that the DSSAB, as the EMS Designated Delivery Agent (DDA) for the Manitoulin and Sudbury Districts, will no longer be required to liaise with and report to three separate and distinct Regional Base Hospital programs - one in each of the City of Greater Sudbury, the City of Sault Ste. Marie and the City of Timmins - as these three Base Hospital programs will be replaced by one new North-Eastern Ontario Regional Base Hospital (NEORBH) program to be located in the City of Greater Sudbury situated in the Sudbury Regional Hospital/Hôpital Régionale de Sudbury (SRHRS);

IT MUST BERECONGNIZED THAT the Manitoulin-Sudbury DSSAB deems it unacceptable that the new North-Eastern Ontario Regional Base Hospital program would be the only one of all of Ontario's Regional Base Hospital programs that will not include each of the Designated Delivery Agents as members of its Base Hospital Steering Committee; and

IT MUST BE FURTHER RECOGNIZED THAT the Manitoulin-Sudbury DSSAB has thus far always been a member of the Steering Committee of each of the three Base Hospital programs it has historically been served by and believes that

it should also have a seat as a member of the Steering Committee of the new North-Eastern Ontario Regional Base Hospital program that will be the only Base Hospital with which it will be liaising in the foreseeable future;  
BE IT HEREBY RESOLVED THAT the Manitoulin-Sudbury DSSAB indicate to the Minister of Health and Long-Term Care that it is the DSSAB's expectation that the Ministry exercise its influence to ensure that the DSSAB be a member of the North Eastern Ontario Base Hospital Steering Committee. **Carried**

## 8.0 REPORTS

### 8.1 COMMITTEE REPORTS

#### 8.1.1 Finance Committee

Committee Chair Gary Brown reported on the Committee's progress in its work on the 2009 Budget. He indicated that the Committee is on schedule and has thus far reviewed the DSSAB's Program Support, Social Assistance, Child Care and Social Housing Department budget projections. Gary reported that the Committee is again meeting on November 5<sup>th</sup> and 19<sup>th</sup> and is on target to recommend a 2009 Budget to the Board at its November 21<sup>st</sup> meeting.

Morgan Pitfield will also be attending the November 5<sup>th</sup> meeting.

#### 8.1.2 Human Resources Committee

##### CUPE Collective Agreement

##### Resolution No. 08-84

**Moved by:** Earle Freeborn **Seconded by:** Bruce Killah

WHEREAS the Collective Agreement between the Manitoulin-Sudbury DSSAB and CUPE Local 4705 expires on December 31, 2008; and

WHEREAS the Board has authorized the H/R Consultant and other designated managers to negotiate the renewal of the Collective Agreement including the signing of the Memorandum of Settlement on behalf of the Board; and  
WHEREAS the parties have signed a Memorandum of Settlement on October 16, 2008; and

WHEREAS the parties are unanimously recommending ratification of this Memorandum of Settlement to their respective principals; and

WHEREAS the Human Resources Committee of the Board has reviewed and has recommended for ratification the terms of the Memorandum of Settlement;

BE IT THEREFORE RESOLVED THAT the Board ratifies the Memorandum of Settlement between Manitoulin-Sudbury DSSAB and CUPE Local 4705 dated October 16, 2008 and authorizes, subject to the ratification by the employees represented by CUPE, the signing of a new Collective Agreement that expires on December 31, 2011. **Carried**

### 8.2 CAO Report

#### 8.2.1 Operational Management Reports

The following Departmental Reports were circulated:

- [Children's Services Report](#)
- [Ontario Works Report](#)
- [Social Housing Report](#)
- [Emergency Medical Services \(EMS\) Report](#)

There were no questions concerning the Children's Services, Ontario Works or Social Housing Reports.

### 8.2.1.1 EMS Report

Jean-Marc's query re; the provision of business cards to paramedics so that these can be handed out to patients who are pleased with their service could have their contact information so that they could send them a thank you was referred to Administration.

Morgan asked whether he could be notified when Mock Disaster Exercises were being performed, and whether municipalities could partake in the exercises.

Jeff Horseman indicated that it is not the DSSAB but member municipalities who are responsible for Mock Disaster Planning and Mock Disaster Exercises in their area and as such not the DSSAB's option to invite neighbouring municipalities.

Jean-Marc indicated that his municipality was having one on November 5<sup>th</sup> at 6:30 p.m.

Ray suggested that if municipalities are planning a Mock Disaster Exercise, they might consider inviting other municipalities to participate.

Gary informed Board members of the high cost that the DSSAB was incurring as a result of having to participate in nineteen individual mock disaster exercises and encouraged the municipalities in each of the DSSAB's four regions to explore the possibility and the legality of carrying out regional mock disaster exercises that involve more than one municipality as a means of reducing the costs of these mock exercises to all concerned and as a means of encouraging coordinated "mutual aid" responses in times of a true disaster.

The problem has been identified to the Ministry of Health and Long-Term Care as the concern is more prevalent in the North where there are no parallels to County government structures at which level many of the "mock disaster" exercise obligations of member single tier municipalities in Southern Ontario are collectively met.

### 8.2.2 Strategic Issues Report

The CAO circulated a CMHC (Central mortgage and Housing Corporation) paper that was presented at the recent ONPHA AGM entitled "**New Affordable Housing: How to Get Started**". He indicated he would be forwarding a copy to all member municipalities as it provided municipalities a well thought out outline of the work that needs to be done to see new social housing developed and how that work should be structured. It is a paper that could prove most useful subsequent to the recommendations that will fall out of the SHS Study into the Housing needs of the Manitoulin-Sudbury District.

### Resolution No. 08-85

**Moved by:** Dennis Golden **Seconded by:** Lou Addison  
THAT the Board Committee and CAO Reports be accepted.

**Carried**

The Chair called for a ten minute recess.

## 9.0 DSSAB's STRATEGIC PLAN

David Court presented members the second phase of his recommended draft three-year DSSAB Strategic Plan.

He pointed out that the highlighted recommendations were the result of his consultations with the vast majority of the DSSAB's members, as well as the jurisdiction's Mayors/Reeves and municipal Clerks and CAOs.

It was also pointed out that the Demographics section of the Report consisted of a separate piece of work carried out for the DSSAB by Chris Stewart of C.J. Stewart Consultant Services.

Members were each provided a copy of the entire draft Plan as well as a separate set of the Recommendations emanating from the second phase of his report.

Noting that the rationale behind each of his recommendations was identified in the more complete report itself, David went on to provide members with a verbal report of each recommendation and the rationale behind same as he went about his presentation. There was good Board member questioning and discussion throughout the presentation.

There being no further questions, the Chair thanked David for his overview and noted the consensus of the Board to receive the Report. Consistent with the previously outlined "Next Steps", the Board is now directing the draft plan to the DSSAB's Administration for their review and comment.

**10.0 ADJOURNMENT**

**Resolution No. 08-86**

**Moved by:** Al MacNevin

THAT we do now adjourn at 1:10 p.m. until the next regular meeting to be held in the DSSAB's Espanola Mead Blvd. Boardroom on November 27, 2008. **Carried**

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Chair

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CAO & Secretary-Treasurer of  
the Corporation