



MINUTES
of the September 22, 2011
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Lou Addison, André Byham, Sonja Flynn, Les Gamble, Dennis Golden, Bruce Killah, Mike Lehoux, David Leonard, Shawnda Martin-Cross, Jack McMillan, Morgan Pitfield, Bud Rohn, Louise Ross, Derek Stephens

Staff: Fern Dominelli, Suzanne Bouchard, Michael MacIsaac, Donna Moroso, Connie Morphet

Consultant: Aurel Malo

Delegation: Espanola Non-Profit Housing Board:
Janet Whissell, Maureen Van Alstine, Ray Hunt, Clive Fitzjohn,
Rob Fairburn

Media: Alicia McCutcheon, Manitoulin Expositor
Rosalind Russell, Mid-North Monitor

1.0 CALL TO ORDER

Chair, Les Gamble, called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 11-64

Moved by: A. Byham **Seconded by:** M. Pitfield

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 DELEGATION - Town of Espanola Non-Profit Housing Board

The delegates from the Town of Espanola Non-Profit Housing Board made a short presentation outlining the need for non-profit housing in the Espanola area and the business plan that they had developed for twenty-five new units on the Espanola Hospital grounds, at a budgeted cost of

\$4,469,216. The Town of Espanola Non-Profit Housing Board is requesting \$3,000,000 from the DSB Board through the new funding being made available by the Ministry of Municipal Affairs and Housing (MMAH) under the Investment in Affordable Housing for Ontario Program. However, this DSB will only receive \$1,015,176 for the whole Manitoulin-Sudbury DSB jurisdiction, over the next four years.

Ray Hunt urged the DSB to lobby the MMAH for additional funding, as the amount granted is totally insufficient for an area as large of this one. The Town of Espanola Non-Profit Housing Board will work together with the DSB. It was decided that lobbying would commence after the provincial election on October 6, 2011.

5.0 CLOSED SESSION

Resolution No. 11-65

Moved by: D. Leonard Seconded by: L. Addison

BE IT RESOLVED THAT the Board move into closed session at 10:20 a.m.

Carried

Resolution No. 11-66

Moved by: A. Byham Seconded by: D. Stephens

BE IT RESOLVED THAT the Board adjourn this closed session at 11:05 a.m.

Carried

5.1 Closed Session Report

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

6.0 MINUTES

6.1 [Adoption of Previous Board Minutes](#)

Resolution No. 11-67

Moved by: D. Leonard Seconded by: B. Killah

BE IT RESOLVED THAT the Minutes of the June 23, 2011 Board meeting be approved.

Carried

7.0 COMMITTEE REPORTS

7.1 Program Planning Committee

Chair, Lou Addison reported that the Committee had met on September 21st and discussed Non-Urgent Patient Transfers, Alban Office Closure and LaCloche Best Start Hub Funding Request.

7.1.1 Non-Urgent Patient Transfers

The Non-Urgent Patient Transfer issue was discussed and the Committee suggested a plan of action which involved consultation with stakeholders, redevelopment of the DSB EMS Deployment Plan and the presentation of a business plan to the Ministry of Health & Long-Term Care.

Resolution No. 11-68

Moved by: L. Addison Seconded by: D. Golden

WHEREAS the Manitoulin-Sudbury DSB approved Board [Resolution 11-45](#) on May 26, 2011 which directed DSB staff to implement the following recommendations:

1. **Consult with stakeholders.** Visit each hospital leader and engage the North East LHIN on this matter. Bring forth EMS concerns and possible solutions. Consult with other EMS in the area. Find commonality on the issue and bring forth that perspective on a joint effort.
2. **Redevelop our Deployment Plan.** Adjust the Deployment Plan to place some pressure on the decision makers. Allowing fewer vehicles to provide non-urgent transportation will make it harder for the hospitals to rely on our services. Place guidelines within the plan that dictate the process for delaying a non-urgent transfer and provide same to Hospital Administrators. With this in mind we will need to develop a tool for our front line staff to utilize when the inevitable "up-coding" of patients occurs. This will need to involve EMS Management as there could be some resistance from the hospitals and we should look to engage the North East Ontario Pre-hospital Care Program (NEOPCP) in evaluating cases of "up-coding". Allowing the NEOPCP Medical Director to review potential "up-coding" of transfers will validate or dismiss the perception on what is actually occurring.
3. **Present a business case to the MOHLTC.** In the North, the most realistic option to this matter may be a two tiered EMS system that encompasses both emergency and non-urgent transportation; the latter being 100% funded from the Province. To this end we should bring forth the solution to the MOHLTC EHS Branch Field Office. Preparing a detailed business case on this matter will show that this organization is forward thinking and willing to bring forth real solutions to real problems.

4. **Monitor the situation.** Evaluate as we progress through the recommendations and see the results of the Ombudsman Report and the provincial election. Also look at how others are progressing through this issue; and

WHEREAS DSB staff have provided the Program Planning Committee with an update regarding the above in the Non-Urgent Patient Transfer - Issue Report Update dated September 21, 2011; and

WHEREAS DSB staff have provided the Program Planning Committee with a Non-Urgent Patient Transfer Business Case for the Ministry of Health and Long Term Care.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approve the [Non-Urgent Patient Transfer Issue Report Updated](#) dated Sept 21, 2011; and

FURTHER BE IT RESOLVED THAT the Board approves the [Non-Urgent Patient Transfer Business Case and that the Business Case](#) be forwarded to the Minister of Health and Long Term Care after the October 6 provincial election has been finalized; and

FURTHER BE IT RESOLVED THAT this Resolution be forwarded to the Hôpital Régional de Sudbury Regional Hospital, Chapleau General Hospital, Espanola General Hospital, Manitoulin Health Centre and the Northeast Local Health Integration Network. Carried

7.1.2 Alban Office Closure Resolution 11-69

Moved by: L. Addison Seconded by: B. Killah

WHEREAS the landlord from the DSB's Alban office is terminating our lease effective December 31, 2011; and

WHEREAS the Program Planning Committee has reviewed the [DSB Alban Office Issue Report](#) and has recommended that the Board approve this report;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves closure of the DSB's Alban office as of December 31, 2011; and

FURTHER BE IT RESOLVED THAT that DSB services be offered from the DSB Noëlville office location and that staff will also look for outreach locations in the Alban area based on client need. Carried

7.1.3 LaCloche Best Start Hub - Funding Request

Staff presented the committee with the [LaCloche Best Start Hub Elevator - Issue Report](#) in which the LaCloche Best Start Hub was asking for \$50,000 to upgrade the proposed lift in École St-Joseph in Espanola to an elevator. The cost of the lift is \$95,000 which Conseil Scolaire Catholique du Nouvel Ontario (CSCNO) is prepared to pay for in the construction of the new school which will include the All Star Child Care Centre and a Best Start Hub room. The cost of an elevator is \$145,000 and Our Children Our Future (OCOF), the hub lead, is asking that the DSB assist with the \$50,000 for this upgrade. The Program Planning Committee supported this request.

This issue was discussed with the full board and although some Board members were concerned with DSB Child Care funding going into the construction of new schools, in the end this was seen as an upgrade, as opposed to paying for the construction of a new school. DSB Child Care dollars have been used in the past to upgrade and renovate existing schools to accommodate Child Care Centres and Best Start Hubs. The Board directed the CAO to approve this one-time expenditure under Program Accessibility - Best Start Ongoing which is funded by the province at 100% as it falls within the 2011 Board approved DSB budget.

7.2 Human Resources Committee

Chair, Bruce Killah reported that the Human Resources Committee met on September 21st and discussed several staffing issues, including DSB Office Hours on Christmas and New Year's Eve.

Resolution No. 11-70

Moved by: B. Killah Seconded by: J. McMillan

WHEREAS the Human Resources Committee has reviewed the [DSB Office Hours Issue Report](#) and has recommended that the Board approve this report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the closure the DSB offices at noon Christmas Eve and New Year's Eve for the 2011 calendar year on a trial basis. For the 2011 calendar year, the offices would be closed at noon on Friday December 23 for Christmas Eve and closed at noon on Friday December 30 for New Year's Eve; 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 based on the 2011 trial, staff will monitor any issues that this closure presents and report back the Board with a suggested practice for 2012 and future years. Carried

Resolution No. 11-71

Moved by: A. Byham Seconded by: S. Flynn

BE IT RESOLVED THAT the Program Planning Committee and Human Resources Committee Reports be accepted. Carried

8.0 NEW BUSINESS

8.1 [CAO 2nd Quarter 2011 Activity Report](#)

There were no questions regarding the circulated 2nd Quarter Activity Report.

8.2 [2011 2nd Quarter Financial Report](#)

The DSB 2011 second quarter financial report was presented to the Board and projects a year-end surplus of \$131,757.

Resolution No. 11-72

Moved by: M. Lehoux Seconded by: J. McMillan

BE IT RESOLVED THAT the CAO 2nd Quarter Activity and Finance Reports be accepted. Carried

8.3 [MOHLTC 2011 Grant increase to EMS TWOMO Funding](#)

The CAO reported that the Territories without Municipal Organization (TWOMO) funding was increased for the 2011 calendar year by \$32,772. However, whenever the TWOMO funding increases, there is a direct effect on the MOHLTC 50/50 funding. So the 50/50 funding was reduced by \$16,386 which is half of the TWOMO increase. The net result is annualized increase of \$16,386 effective 2011.

8.4 [Investment in Affordable Housing \(IAH\) for Ontario Program - Summary Report](#)

Fern explained the six IAH Program components and indicated that Service Managers may select which components they will deliver each year using their annual allocations. As discussed during the Espanola Non-Profit Housing Board presentation, this DSB will receive \$1,015,176

over four years which barely covers what would be required for one year. Staff will review this issue and present a report to the Board in October.

8.5 [Social Housing Services Corporation \(SHSC\)](#)

Fern explained that, for eight years, SHSC has allowed Social Housing landlords to apply an annual exemption from purchasing their insurance coverage from the program broker if they could purchase equivalent coverage at a lower premium. They are now requiring Social Housing Landlords purchase their insurance through SHSC. The DSB will be tendering for all DSB insurance and will obtain a separate quote for Social Housing properties. If the quote received is less than the SHSC rate, we will be pursuing an exemption from SHSC.

Resolution No. 11-73

Moved by: M. Pitfield **Seconded by:** A. Byham

WHEREAS the Manitoulin-Sudbury DSB objects to the refusal of the Social Housing Services Corporation (SHSC) to allow for competitive bidding for insurance by prescribed housing providers for the fiscal year 2011/12; and

WHEREAS the SHSC for 8 years has allowed Social Housing Landlords to apply for an annual exemption from purchasing their insurance coverage from the program broker if they could purchase equivalent coverage at a lower premium; and

WHEREAS the SHSC has grandfathered providers who were granted alternate broker arrangements in 2010/11 via SHSC's formal process for 2011/12;

THEREFORE BE IT RESOLVED THAT the Social Housing Services Corporation Board of Directors allow all Housing Providers access to alternate broker arrangements; and

FURTHER BE IT RESOLVED THAT should the SHSC not reconsider its decision, the Province of Ontario intervene accordingly to ensure an open, competitive bidding process for insurance and all of its other programs and services; and

FURTHER BE IT RESOLVED THAT this resolution be forwarded to the Board of the SHSC, the Minister of Municipal Affairs and Housing, the Premier of Ontario, all prescribed housing providers in the Districts of Manitoulin and Sudbury, CMSM's/DSSAB's, NOSDA, OMSSA and AMO.

Carried

8.6 [Housing Services Act](#) - Update

Fern reported that, on May 4, 2011, the Strong Communities through Affordable Housing Act, 2011 received Royal Assent. The date of proclamation for the Housing Services Act, 2011 has been confirmed as January 1, 2012. Also, in order to provide additional policy context and direction to Service Managers to support the development of locally relevant plans, the Minister has issued the [Ontario Housing Policy Statement](#).

The policy directions identify important areas of consideration for Service Managers and other partners in the local planning process. The Province is working in partnership with sector organizations, including the Ontario Municipal Social Services Association (OMSSA), the Social Housing Services Corporation (SHSC) and the Northern Ontario Service Deliverers' Association (NOSDA) to support Service Managers as they develop local plans.

8.7 [Child Care Worker & Early Childhood Educator Appreciation Day](#)

Resolution No. 11-74

Moved by: A. Byham Seconded by: D. Leonard

WHEREAS years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

WHEREAS child care promotes the well-being of children and responds to the needs of parents, child care workers and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

WHEREAS many studies show trained and knowledgeable Early Childhood Educators and child care staff are the most important element in quality child care;

THEREFORE BE IT RESOLVED THAT October 26, 2011 be designated the 11th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

Carried

8.8 Revised [Policy B.3.06 Tendering Audit Financial and Insurance](#)

Resolution No. 11-75

Moved by: B. Killah Seconded by: M. Pitfield

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised Board Policy B.3.06 Tendering Audit Financial and Insurance contained within the General Administration Manual effective October 1, 2011.

Carried

8.9 Revised [Policy B.1.06 Senior Management Team Meeting Terms of Reference \(TOR\)](#)

Fern reported that the second DSB all managers meeting was held on July 4, 2011 in Espanola where the Terms of Reference for the group were developed and principles were established. The revised Policy B.1.06 includes these new principles.

Resolution No. 11-76

Moved by: D. Golden Seconded by: D. Stephens

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised Board Policy B.1.06 Senior Management Team Meeting Terms of Reference (TOR) contained within the General Administration Manual effective October 1, 2011.

Carried

8.10 New [Policy B.1.07 Management Team Meeting Terms of Reference \(TOR\)](#)

The new Terms of Reference for the all managers Management Team were also established at the July 4th, 2011 meeting.

Resolution No. 11-77

Moved by: M. Pitfield Seconded by: B. Killah

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the new Board Policy B.31.07 Management Team Meeting terms of Reference (TOR) contained within the General Administration Manual effective October 1, 2011.

Carried

9.0 ADJOURNMENT
Resolution No. 11-78

Moved by: S. Martin-Cross Seconded by: S. Flynn

BE IT RESOLVED THAT we do now adjourn at 12:10 p.m. until the next regular meeting to be held in the DSB's Espanola Mead Boulevard Board Room on October 27, 2011. Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)