



**MINUTES**  
**of the January 26, 2012**  
**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, Jack McMillan, Morgan Pitfield, Bud Rohn, Derek Stephens, Denis Turcot

**Regrets :** Louise Ross

**Staff:** Fern Dominelli, Donna Moroso, Connie Morphet, Glen Clifford, Melody Ouellette

**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.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 12-01**

**Moved by:** Bruce Killah

**Seconded by:** André Byham

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 Board Member Introductions**

Les introduced the new board member Denis Turcot, Councillor with the Municipality of St. Charles, the board members introduced themselves.



**6.0 DSB Committees & Membership**

Les proceeded to go through the list of Committees asking for volunteers to serve on each. The results are:

**Program Planning Committee:**

Lou Addison, David Leonard, Bruce Killah, Sonja Flynn, Dennis Golden and Les Gamble (ex officio)

**Human Resources Committee:**

Mike Lehoux, Jack McMillan, Morgan Pitfield, Bruce Killah, Derek Stephens and Les Gamble (ex officio)

**Emergency Planning Committee:**

Denis Turcot, Sonja Flynn, Lou Addison, Morgan Pitfield, André Byham and Les Gamble (ex officio)

**Strategic Planning Committee:**

David Leonard, Derek Stephens, Louise Ross, Jack McMillan and Les Gamble (ex officio)

**Property Committee:**

Denis Turcot, David Leonard, Sonja Flynn, André Byham, Bud Rohn and Les Gamble (ex officio)

**Finance Committee:**

Jack McMillan, Mike Lehoux, Morgan Pitfield, Bud Rohn, Dennis Golden, André Byham, Derek Stephens and Les Gamble (ex officio)

**French Language Services Committee:**

André Byham, Dennis Golden, Louise Ross and Les Gamble (ex officio)

**7.0 Minutes**

7.1 Adoption of Minutes – November 24, 2011

**Resolution No. 12-04**

**Moved by:** Morgan Pitfield

**Seconded by:** Dennis Golden

BE IT RESOLVED THAT the Minutes of the November 24, 2011 Board meeting be approved.

**Carried**

**8.0 New Business**

8.1 DSB Signing Authority

**Resolution No. 12- 05**

**Moved by:** David Leonard

**Seconded by:** Morgan Pitfield

BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Services Board, effective as of this date:

Board Member	Les Gamble
Board Member	Mike Lehoux
Board Member	Jack McMillan
Chief Administrative Officer	Fern Dominelli
Director of Finance & Administration	Connie Morphet
Director of Integrated Social Services	Donna Moroso
Chief of Emergency Medical Services	Mike MacIsaac
Information Systems Manager	Iain Stephen

AND ALSO BE IT RESOLVED THAT each cheque be signed by two of the above-named persons, and as per the dictates of existing Board policy.

**Carried**

8.2 Sudbury East Municipal Association (SEMA)

Sudbury East Municipal Association provided the Board with a resolution appointing their 3 representatives to the DSB Board,

- o Morgan Pitfield, Killarney
- o Sonja Flynn, Markstay-Warren
- o Denis Turcot, St. Charles

SEMA is requesting that equal representation from St. Charles, Killarney, Markstay-Warren and French River be accepted for each full term of the council and by the Manitoulin-Sudbury DSB without loss of a seat by rotation, in essence requesting a 4<sup>th</sup> seat on the DSB Board.

Morgan Pitfield indicated that it was not SEMA's intent to have this discussed at today's Board meeting and asked that this item be deferred to the March 2012 meeting in order to allow SEMA to put together a plan to support their request.

## 8.3 Sudbury &amp; District Health Unit (SDHU)

**Resolution No. 12- 06****Moved by:** André Byham**Seconded by:** Sonja Flynn

WHEREAS the Sudbury & District Board of Health has released its report "[Nutritious Food Basket – Limited Incomes: A Recipe for Hunger 2011](#)"; and

WHEREAS each year Boards of Health are required to collect local data using a standardized Ministry of Health and Long-Term Care (MOHLTC) survey to determine the actual costs for families of various sizes to eat healthfully. Every year their data highlight that households on social assistance or minimum wage cannot afford a nutritious diet after paying for housing costs and other basic necessities such as transportation, clothing, and personal care items; and

WHEREAS the 2011 costing results continue to show that individuals and families living on social assistance or low incomes cannot afford healthy food after paying for housing and other necessities; and

WHEREAS the Sudbury & District Health Unit continues to call on the provincial government to review social assistance programs in order to reflect the real costs of healthy living, including nutritious food, accessible transportation and affordable housing, for all Ontarians;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB supports the position advanced by the Sudbury & District Health Unit; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB calls on the provincial government to review social assistance programs in order to reflect the real costs of healthy living, including nutritious food, accessible transportation and affordable housing, for all Ontarians; and

FURTHER BE IT RESOLVED THAT a copy of this Resolution be circulated to the Premier of Ontario, member municipalities, SDHU, OMSSA and NOSDA.

**Carried**

## 8.5 Revised C.3.14 Computer Purchase Plan

Staff has reviewed the Computer Purchase Plan policy. The current policy only allows for the purchase of Microsoft windows based products.

Initially the only real option for computer software was windows based. Over the years there has been an increased use of other software platforms such as Mac, Apple, Linux, Open Source etc. Additionally there are other forms of computing such as tablets and iPads which are not all windows based.

Staff felt it was appropriate to allow the purchase of non-windows based systems through the employee purchase plan.

There is also a clarification in the procedure section requiring the repayment when an employee goes from full time status to part time status.

**Resolution No. 12- 07**

**Moved by:** Derek Stephens

**Seconded by:** David Leonard

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the change in policy in C.3.14 Computer Purchase Plan contained within the Human Resources Manual effective February 1st, 2012; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board acknowledges its awareness of the changes being made to the (Administrative) Procedures contained within Policy C.3.14 mentioned above.

**Carried**

8.6 Rescind – [B.1.04 Information Technology Disposal Policy](#)

Revised – [B.3.04 Tangible Capital Assets](#) (page 12)

In July 2011 the DSB approved a revision the Tangible Capital Assets policy in order to allow for the disposal of tangible assets through various media such as eBay, Kijiji, bargain Hunter etc.

Included in this policy was the disposition of computers, laptops and other hardware.

Upon further review of DSB policy, we determined that the Information Technology Disposal Policy which was adopted by the Board July 1, 2010 also dealt with the disposal of computer equipment.

Both policies have been reviewed and combined as appropriate into the Tangible Capital Assets policy.

Staff are recommending that the Board rescind the Information Technology Disposal Policy effective February 1, 2012 and approve the revised Tangible Capital Assets policy effective February 1, 2012.

**Resolution No. 12 – 08**

**Moved by:** Lou Addison

**Seconded by:** Mike Lehoux

WHEREAS DSB policy [B.1.04 Information Technology Disposal Policy](#) was originally created in July 2010 to deal specifically with the disposal Information Technology items; and

WHEREAS DSB policy [B.3.04 Tangible Capital Assets](#) was revised in July 2011 to include a process for the disposal of DSB assets including Information Technology equipment.

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board rescind DSB Policy [B.104 Information Technology Disposal Policy](#) contained within the General Administration Manual effective February 1st, 2012; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised DSB policy [B.3.04 Tangible Capital Assets](#) contained within the General Administration Manual effective February 1st, 2012; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board acknowledges its awareness of the changes being made to the (Administrative) Procedures contained within Policy B.3.04 mentioned above.

**Carried**

8.7 Annual General Meeting (AGM) – Spring 2012

On Dec 21, 2011 the DSB invited all member municipalities to the 2012 DSB AGM.

The meeting will be held Wednesday May 23, 2012 from 7:00 to 9:00pm at Veterans Memorial Hall, Killarney.

The DSB Board meeting will be held Thursday May 24, 2012 at 10:00am in the same Veterans Memorial Hall, Killarney.

The Municipality of Killarney will be hosting a lunch after the Board meeting.

8.8 The DSB has launched its new website. The new application is easier to manage for staff and conforms to Provincial standards for accessibility.

**9.0 Other Business**

Mike Lehoux invited those present to visit the new [Town of Espanola](#) website which has also been revamped.

André Byham invited those present to attend the Annual Fishing Derby being held on February 11, 2012 in Chapleau.

Fern advised the Board that we are still awaiting a response to our [Non-Urgent Patient Transfer Business Case](#) that was submitted to the Minister of Health and Long Term Care.

Fern also noted that we the DSB has received nine resolutions from member municipalities supporting our request for a meeting with the Minister of Municipal Affairs and Housing to discuss our concerns over the Investment in Affordable Housing funding. To date we have not received a response to our request for a meeting.

**10.0 Closed Session -**

**Resolution No. 12- 09**

**Moved by:** Bud Rohn

**Seconded by:** David Leonard

BE IT RESOLVED THAT the Board move into closed session at 10:40 a.m.

**Carried**

**Resolution No. 12- 10**

**Moved by:** Bruce Killah

**Seconded by:** Lou Addison

BE IT RESOLVED THAT the Board adjourn this closed session at 11:25 a.m.

**Carried**

**11.0 Business Arising from Closed Session**

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

**Resolution No. 12- 11**

**Moved by:** Bruce Killah

**Seconded by:** Dennis Golden

WHEREAS the Collective Agreement between the Manitoulin-Sudbury DSB and CUPE Local 4705 expired on December 31, 2011; and



WHEREAS the Board has authorized the Human Resources 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 January 13, 2012; and

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

THEREFORE BE IT RESOLVED THAT the Board ratifies the Memorandum of Settlement between Manitoulin-Sudbury DSB and CUPE Local 4705 dated January 13, 2012 and authorizes, subject to the ratification by the employees represented by CUPE, the signing of a new Collective Agreement that expires on December 31, 2014.

**Carried**

**12.0 Upcoming Conferences and Events**

NOSDA Annual General Meeting: April 2, 3, 4, 2012 Days Inn in Timmins

**13.0 Next Meeting – February 23, 2012 at Espanola DSB office**

**14.0 ADJOURNMENT**

**Resolution No. 12- 12**

**Moved by:** Morgan Pitfield

**Seconded by:** David Leonard

BE IT RESOLVED THAT we do now adjourn at 11:30 a.m. until the next regular meeting to be held in the DSB's Espanola Mead Boulevard Board Room on February 23, 2012.

**Carried**

  
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Chair

  
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CAO (Secretary-Treasurer  
of the Corporation)