



**MINUTES**  
**of the June 28, 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, Louise Ross, Jack McMillan

**Regrets :** Bruce Killah

**Staff:** Fern Dominelli, Michael Maclsaac, Donna Moroso, Melody Ouellette, Steve Broadhurst

**Guests:** Rob Smith, Associate Vice President of Operations, Ornge Air Ambulance  
Joyce Foster, Harry Vanderveerden & Maxine McVey, West End Manitoulin Seniors and Support Services Interest Group

**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 and staff in regards to the passing of Bud Rohn. Bud served as a DSB Board member until February 2012 when he resigned for health reasons.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 12- 51**

MOVED BY: **David Leonard**

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 DELEGATIONS

### 4.1 [Ornge Presentation](#)

Rob Smith, Associate VP of Operations, gave a brief presentation about Ornge Air Ambulance services.

A couple of issues were raised by the Board Members. Morgan Pitfield asked about the Key River Pad in Killarney not being numbered and that it seems to be a major problem in that the helicopter cannot land due to the lack of numbering issue. Rob stated that he was aware of landings at the Key River pad, but he will confirm the designator and if there is not one he will find out why and report the information back to the CAO to relay to the Board Member.

Lou Addison also raised the issue of weather and it's playing a role in the helicopters not being able to land in Little Current, this seems to be an ongoing problem. Rob stated the weather on the island can appear fine, but the weather either in Sudbury or through the Killarney Mountains may not be the same as on the island. Ornge pilots rely on weather stations to determine if it is safe or not to send in a helicopter. In some instances, such as Little Current, they are relying in weather stations that are hundreds of miles away and they may not match the weather in Little Current. They are currently exploring with other agencies for a more detailed system.

André Byham asked if a helicopter pad could be considered for the Town of Chapleau. Rob explained that mission profiling of helicopters verses fixed wing resources are somewhat different in that we examine out of hospital time and time to definitive care. In Chapleau's case, it is a faster out of hospital time with a helicopter from Chapleau to Sudbury, but the total time of the call would see a plane from Timmins as faster. Rob indicated he would be willing to explore the idea of a helicopter pad with the Town of Chapleau.

Les thanked Rob for his presentation.

### 4.2 **West End Manitoulin Seniors and Support Services Interest Group**

#### [Business Plan for Affordable Seniors Housing in Gore Bay](#)

Maxine McVey, Chair of the West End Manitoulin Seniors and Support Services Interest Group, presented the business plan for the non-profit seniors housing unit in Gore Bay. This group is interested in a piece of vacant land owned by the DSB in Gore Bay. The group is requesting that the DSB considering donating or selling the property to the group for the

purpose of building non-profit seniors housing in Gore Bay. The group provided the DSB Chair with a signed [resolution by the Town of Gore Bay](#) indicating their agreement in principle to accept the land from the DSB for the purposes of developing Seniors Housing. The group would like to secure the property so that they can move ahead with their plans and be ready once funding becomes available.

Fern Dominelli, CAO, explained that this property is considered Social Housing property and if it is being sold or transferred, the DSB would require Ministerial consent. The only exception for the requirement of Ministerial consent is when property is sold or transferred to a member municipality. Since the Town of Gore Bay has agreed in principle to accept the land, Ministerial consent would not be required in this case.

The DSB must first decide if it needs the property and then determine a value for the property. If the DSB were to consider selling or transferring the land, it would be under the condition that the land be used for affordable housing only and the DSB would have the right of first refusal if the intended use changed in the future.

Les thanked Maxine for her presentation.

## **5.0 CLOSED SESSION**

### **Resolution No. 12- 52**

MOVED BY: **Sonja Flynn**

SECONDED BY: **André Byham**

BE IT RESOLVED THAT the Board move into closed session at 10:45 a.m.

**Carried**

### **Resolution No. 12- 53**

MOVED BY: **Morgan Pitfield**

SECONDED BY: **Jack McMillan**

BE IT RESOLVED THAT the Board adjourn this closed session at 11:35 a.m.

**Carried**

## **6.0 BUSINESS ARISING FROM CLOSED SESSION**

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

## 7.0 MINUTES

### 7.1 Adoption of Minutes – May 24, 2012

#### Resolution No. 12- 54

MOVED BY: **Dennis Golden**

SECONDED BY: **Paul Moffatt**

BE IT RESOLVED THAT the [Minutes of the May 24, 2012](#) Board meeting be approved.

**Carried**

### 7.2 Adoption of AGM Minutes – May 23, 2012

#### Resolution No. 12- 55

MOVED BY: **Jack McMillan**

SECONDED BY: **Mike Lehoux**

BE IT RESOLVED THAT the [Minutes of the May 23, 2012](#) AGM meeting be approved.

**Carried**

### 7.3 Business Arising from Minutes

There was no business arising from the Minutes.

## 8.0 COMMITTEE REPORTS

### 8.1 Program Planning Committee

#### 8.1.1 EMS Response Time Standards – Issue Report

#### Resolution 12- 56

MOVED BY: **Lou Addison**

SECONDED BY: **Dennis Golden**

WHEREAS the [Ambulance Act Ontario Regulation 257/00](#) was amended in July of 2008 to contain a new response time performance plan for every upper-tier municipality and every direct delivery agent responsible for delivery of land ambulance services to adhere to; and

WHEREAS the EMS Department of the Manitoulin-Sudbury DSB presented a [Response Time Standard Issue Report](#) detailing the new standard in June 2010; and

WHEREAS the EMS Department has presented an updated New Ambulance Response Time Standard Issue Report containing a statistical breakdown of the previous year's activity on the basis of an earlier draft response time plan as per the MOHLTC guidelines.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [New Response Time Standard Issue Report](#) dated June 27, 2012; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the new response time as detailed in the Issue Report; and

FURTHER BE IT RESOLVED THAT the EMS Department submits the new Response Time plan to the MOHLTC Field Office by the stated date of October 31<sup>st</sup> of this year; and

FURTHER BE IT RESOLVED THAT the EMS Department review the new response time standard when new information and statistics become available, that they evaluate the accuracy of the reported standard and where it becomes evident that the response time standard should be altered the EMS Department shall submit such changes to the MOHLTC as per legislation.

**Carried**

#### **8.1.2 New Child Care Centre in École St-Thomas Warren**

##### **RESOLUTION 12- 57**

MOVED BY: **Lou Addison**

SECONDED BY: **Sonja Flynn**

WHEREAS the Program Planning Committee has reviewed the [New Child Care Centre in École St-Thomas Warren - Issue Report](#) and has recommended that the Board approve this report; and

WHEREAS the Sudbury East region only has one licensed Child Care Centre located in Markstay and a recent survey completed in the Sudbury East region clearly demonstrate a need for Child Care in Warren; and

WHEREAS the Ministry of Education has approved the selection of École St-Thomas in Warren for 2012-2013 to implement the Extended Day Early Learning Program in Sudbury East.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [New Child Care Centre in École St-Thomas Warren - Issue Report](#) and that it directs staff to implement the recommendations within the report.

**Carried**

### **8.1.3 Ontario Works Discretionary Benefits Policy**

Donna Moroso, Director of Integrated Services, explained to the board that the Ministry of Community & Social Services has changed the funding formula for Discretionary Benefits. The existing formula of \$8.75 per case for non-health related Discretionary Benefits would be replaced with a new formula of \$10 per case on combined health and non-health related Discretionary Benefits effective July 1, 2012.

Based on our early analysis of these new rules the Manitoulin-Sudbury DSB will have an annual allocation of approximately \$145,000 for health and non-health related Discretionary Benefits effective July 1, 2012. Since our expenditures for 2011 were \$147,034, we may be able to manage within the new allocation.

However, the elimination of the Community Start-up & Maintenance Benefit (CSUMB) on January 1, 2013 will put a lot of pressure on the Discretionary Benefits allocation. Based on the figures provided by Ministry of Community & Social Services, the Manitoulin-Sudbury DSB spent \$284,615 on the CSUMB benefit over a 12 month period from April 2011 to March 2012.

Staff will be monitoring spending to ensure the DSB does not exceed the new funding maximum. If maximums are exceeded the funding becomes 100% Municipal.

At the present time staff is seeking Board approval to revise the DSB's Ontario Works Policy 7B.1 Discretionary Benefits Overview. The change in this policy allows staff to deny benefit requests that would qualify under the policy but are unable to approve as we have met or exceeded the provincial maximum on discretionary benefits. This change in policy is required now as the new provincial maximum on Discretionary Benefits will take effect July 1st, 2012.

DSB staff is currently reviewing the Ontario Works Discretionary Benefits policies and will be providing the Board with recommendations for changes in policy at the September 2012 Board meeting.

#### **RESOLUTION 12- 58**

MOVED BY: **Lou Addison**

SECONDED BY: **André Byham**

WHEREAS the Program Planning Committee has reviewed the [Ontario Works Discretionary Benefits Policy - Issue Report](#) and has recommended that the Board approve this report; and

WHEREAS the Program Planning Committee has reviewed the revised [Ontario Works Policy 7B.1 Discretionary Benefits Overview](#) and has recommended that the Board approve this policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [Ontario Works Discretionary Benefits Policy - Issue Report](#); and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the revised Ontario Works Policy [7B.1 Discretionary Benefits Overview](#) contained within the Ontario Works Policy Manual effective July 1st, 2012.

**Carried**

**Resolution 12 – 59**

MOVED BY: **Lou Addison**

SECONDED BY: **Morgan Pitfield**

BE IT RESOLVED THAT the Program Planning Committee Reports be accepted.

**Carried**

**9.0 NEW BUSINESS**

**9.1 Annual General Meeting**

Evaluations of the Annual General Meeting held May 23, 2012 in Killarney were reviewed and the AGM was a success with only a couple of minor issues. Some attendees were not able to hear the presenters and we will rectify this issue at future meetings by ensuring sound systems are available.

The evaluations asked member municipalities to indicate their preference when it came to the timing of the Annual General Meeting. Based on results staff are recommending that we remove annual from the title of the meeting and schedule future meetings when deemed most appropriate by the Board.

**RESOLUTION 12- 60**

MOVED BY: **Jack McMillan**

SECONDED BY: **André Byham**

WHEREAS the Manitoulin-Sudbury DSB held its Annual General Meeting in Killarney on May 23, 2012 and;

WHEREAS 19 municipal representatives attended the Annual General Meeting, representing 12 of 18 member municipalities and;

WHEREAS 13 of the 19 municipal representatives completed the AGM evaluation in which they were asked: “How often do you feel the DSB should bring all municipalities together to host its general meeting?” and;

WHEREAS the results of the survey varied from annually, bi-annually and every four years and;

WHEREAS the Manitoulin-Sudbury has hosted four (4) Annual General Meetings since its inception in 1999.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB will rename the “Annual General Meeting” to “General Meeting” and bring all member municipalities together for a General Meeting when deemed most appropriate by the Board.

**Carried**

## **9.2 General Administration Manual**

### **B.2.19 Ad-Hoc Committee Board Representation Committee – Terms of Reference**

#### **RESOLUTION 12- 61**

MOVED BY: **Morgan Pitfield**

SECONDED BY: **Dennis Golden**

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves policy [B.2.19 Terms of Reference for the Ad-hoc Board Representation Committee](#) contained within the General Administration Manual effective June 18, 2012.

**Carried**

## **9.3 DSB 2011 Surplus**

The DSB is awaiting EMS funding confirmation from the Ministry of Health & Long Term Care (MOHLTC) for the 2012 calendar year. The DSB did receive confirmation of an additional \$126,000 in 50/50 funding in a [letter dated June 22, 2012](#). The DSB is still awaiting confirmation of the 2012 Territories Without Municipal Organization (TWOMO) funding.

According to the 2012 approved DSB budget, the Massey EMS base was to have a service expansion to a 24/7 service effective July 1, 2012. This budget approval was conditional on MOHLTC funding approvals. The expansion of the Massey EMS base will be delayed until MOHLTC funding commitments are confirmed.

The Board will hold off on making a decision regarding the 2011 budget surplus until the MOHLTC has confirmed all the 2012 funding commitments.



**9.4 Human Resources Manual**

The Human Resources manual was reviewed resulting in a new policy and revisions for clarification.

C.1.15 Drugs and Alcohol in the Workplace – New

C.4.10 Dress Code Personal Hygiene – Revised

C.3.01 Benefits Principals – Revised

C.3.13 Group Benefits – Revised

**RESOLUTION 12- 62**

MOVED BY: **Derek Stephens**

SECONDED BY: **Morgan Pitfield**

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the new Human Resources Board Policy C.1.15 Drugs and Alcohol in the Workplace and the revised Human Resources Policies C.4.10 Dress Code Personal Hygiene, C.3.01 Benefits Principals, and C.3.13 Group Benefits contained within the Human Resources Policy Manual effective July 1st, 2012.

**Carried**

**10.0 OTHER BUSINESS**

**11.0 Next Meeting – September 27<sup>th</sup>, 2012 in Espanola**

**12.0 Adjournment**

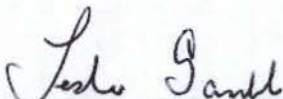
**Resolution No. 12 - 63**


MOVED BY: **Louise Ross**

SECONDED BY: **André Byham**

BE IT RESOLVED THAT we do now adjourn at 12:20 p.m. until the next regular meeting to be held in, in the DSB's Espanola Mead Boulevard Board Room on September 27, 2012.

**Carried**

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
CAO (Secretary-Treasurer  
of the Corporation)