



MINUTES
of the May 23, 2013
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, David Leonard, Derek Stephens, Paul Moffatt, Shawnda Martin-Cross, Mike Lehoux, Edgar Lovelace, Jack McMillan, Denis Turcot

Regrets : Bruce Killah

Staff: Fern Dominelli, Donna Moroso, Connie Morphet, Melody Ouellette, Mike Maclsaac, Aurel Malo

Delegates: Kirby Houle, CA
Cynthia MacKenzie, MBA, CA

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. 13-50

Moved by: André Byham

Seconded by: Paul Moffatt

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 Auditor's Report – Kirby Houle, CA
Freelandt Caldwell Reilly LLP

Cynthia MacKenzie provided the Board with a summary of the [2012 Audited Financial Statement](#). It is the auditor's responsibility to provide an opinion of the financial statements. On a whole the audit went well with only a few items noted.

It is noted that the DSB has a 2012 surplus of \$215,902. The Finance Committee will meet June 26, 2013 to review the 2012 Audited Financial Statements, the 2012 Reserve Report, the Annual Budget Guidelines, establish meeting dates for the 2014 budget deliberations and to review the 2012 surplus and to make recommendations to the Board.

Resolution 13-51

Moved by: Mike Lehoux

Seconded by: Lou Addison

BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept receipt of the [Audited Financial Statement](#) for the year ended December 31, 2012, as prepared by the Freelandt, Caldwell, Reilly Accountants.

Carried

5.0 Closed Session

Resolution 13-52

Moved by: Dennis Golden

Seconded by: Denis Turcot

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

Carried

Resolution 13-53

Moved by: Denis Turcot

Seconded by: Paul Moffatt

BE IT RESOLVED THAT the Board adjourn this closed session at 10: 30 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 for April 25, 2013

Resolution No. 13-54

Moved by: Sonja Flynn

Seconded by: Derek Stephens

BE IT RESOLVED THAT the [Minutes of the April 25, 2013](#) Board meeting be approved.

Carried

7.2 Business Arising from Minutes

There was no business arising from the Minutes.

8.0 New Business

8.1 [2013 CAO First Quarter Activity Report](#)

The 2013 CAO First Quarter Activity Report is sent to all member municipalities who are encouraged to share the report at their Council Meetings. If they have any questions DSB staff will gladly attend a meeting to provide clarification or more information.

The CAO provided the Board with a brief summary of the report.

Resolution 13-55

Moved by: Jack McMillan

Seconded by: Mike Lehoux

BE IT RESOLVED THAT the [2013 CAO First Quarter Activity Report](#) be approved.

Carried

8.2 [2013 First Quarter Financial Report](#)

We are currently projecting a year end surplus of (\$192,834)

Ontario Works (\$24,918) Under Budget

Municipal share of OW allowance is forecasted to be under budget by \$35,842

Municipal share of administration and employment expenses is forecasted to be \$10,924 over budget due to the new funding formula.

Child Care (0) On Budget

Municipal share of Child Care program is forecasted to be on budget.

Social Housing (\$33,788) Under Budget

Non-Profit, Rent Supplement and Urban Native expenses are forecasted to be \$20,000 under budget.

The direct run housing net of revenue and expenses are forecasted to be under budget by \$1,223 due to reallocation of program support.

EMS (\$156,987) Under Budget

Based on expenses as at March 31, 2013, EMS is forecasted to be \$156,987 under budget.

Wages and benefits for the retro pay have not been calculated and the effect against the budget will be forecasted on the 2nd quarter report; all other expenses are forecasted to be on budget.

Interest Revenue \$22,834 Under Budget

Interest Revenue on Non Reserve accounts revenue is forecast a deficit of \$22,859 under budget.

Resolution 13-56

Moved by: André Byham

Seconded by: David Leonard

BE IT RESOLVED THAT the [2013 First Quarter Unaudited Financial Report](#) be approved as presented.

Carried

8.3 Provincial Budget – Issue Report

On May 2, 2013 provincial government tabled their 2013 budget.

The Board was provided with a summary of a few key highlights that will impact the Manitoulin-Sudbury DSB's program delivery.

Social Assistance transformation to be built on consultation

Recognizing that “successful transformation will take time”, the first steps towards transformation will begin through conversations with key stakeholders, including municipalities, recipients and delivery agents to set priorities and to work through the choices required for transformation.

The budget is largely silent on specific priorities outside of employment integration. It is unclear whether the integration of the Ontario Works and Ontario Disability Support Program is being considered or if it will be a priority set by consensus of key stakeholders.

The budget does contain some key steps aimed at improving opportunities for recipients of social assistance in transitioning to work and reducing hardship including:

- A rate increase of 1% beginning and an additional \$14 per month top up for Ontario Works adults without children;
- Increased earning exemption of \$200 per month;
- Increased asset levels for Ontario Works recipients from \$606 to \$2,500 for adults and from \$1,043 to \$5,000 for couples; and
- Simplifying asset rules that includes removing the restriction on the value of a primary vehicle and permitting gifts of up to \$6,000.

The above changes will total approximately \$400 million over the next three years (to 2016-2017) and take effect as of September 2013. The municipal cost share contributions will be deferred until January 1, 2014.

Other notable changes include:

- the government's commitment to work with partners to develop a simpler, more flexible employment related benefits structure;
- a commitment to develop benchmarks on setting a consistent social assistance rates;
- effective September 2013 treating self-employment of Ontario Works and Ontario Disability Support Program recipients the same as employment earnings; and
- allowing full time high school students to keep earnings from part time work effective September 2013.

Integrating Employment Program and Services

OMSSA and its members have been interested in the 2012 provincial government announcement to integrate employment programs and services across the government with Employment Ontario. The 2013 Budget commits to "engaging with municipalities, First Nation communities and employment service providers" to work on this plan.

Poverty Reduction Strategy

A notable announcement is the governments renewed commitment to continue to work on poverty reduction. An updated Poverty Reduction Strategy will be released in late 2013.

Early Learning and Child Care

The budget indicates the government's firm commitment to continuing the implementation of full day kindergarten by September 2014 and to continue to build the vision for an integrated early year's program and services.

Broader areas of interest

Other budget highlights include the continued commitment to upload social assistance benefits as agreed in the 2008 Provincial Municipal Fiscal and Service Delivery Review.

Resolution 13-57

Moved by: Jack McMillan

Seconded by: Dennis Golden

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [2013 Provincial Budget - Issue Report](#) as presented.

Carried

8.4 NE LHIN Patient Transfer Service Pilot

We have now been operating the Patient Transfer Service for 11 weeks. The following statistics are from a period of 8 weeks from March 11 to April 30th.

- The average duration of a patient transfer from March 11 to April 30 is 3 hours and 55 minutes.
- We are averaging 2.2 transfers per day and that includes both one way and two way transfers.
- 132 total trips with a patient (that includes 32 one way and 50 two way trips).
- We moved a total of 80 patients.
- Total ongoing costs of \$29,993 over 8 weeks while \$44,342 was budgeted.
- Total cost including pro-rated start-up is \$52,422 while \$61,342 was budgeted.
- Ongoing cost per hour is \$56.37 (Board report estimate of \$63.96/hr.)
- 321 hours moving patients and 210 hours of down time. The Unit Hour Utilization (UHU) is 0.60. In comparison to this, Toronto EMS experiences anywhere between 0.5 to 0.85 UHU.
- Highest utilization
 - Espanola Regional Hospital to Health Sciences North (HSN) - 30
 - Manitoulin Health Centre Little Current to HSN – 17
 - Manitoulin Health Centre Mindemoya to HSN – 15

In comparison to EMS non-urgent activity for the same time period last year without a non-urgent alternative:

- EMS non-urgent inter-facility calls (Code 2)
 - 2012 – 196
 - 2013 – 115
 - Decrease of 41%
- EMS urgent inter-facility calls (Code 3)
 - 2012 – 127
 - 2013 – 98
 - Decrease of 23%

The DSB is still awaiting information on the committee being formed by LHIN. Statistics indicate that the service is working well and allowing our ambulances to stay within the community to deal with urgent calls.

8.5 EMS Deployment Plan

In February 2013 the Program Planning Committee reviewed [Balanced Emergency Coverage - Issue Report](#) and recommended approval of the report to the Board and the report was approved in February 2013

The new Deployment Plan has been sent to the Ministry of Health & Long Term Care (MOHLTC) and Central Ambulance Communications Centre (CACC) and is now fully in place at 2 CACC's and nearing full implementation at Sudbury CACC.

The Municipality of St. Charles has raised some concerns with respect to the new Deployment Plan by [resolution](#) dated April 17, 2013

On April 22nd the CAO and the Chief of EMS met with Sudbury East Municipalities in Markstay to discuss some concerns and explain the rationale behind the new process.

DSB Staff respect and understand the municipalities' position and the DSB has agreed to hold a second meeting with the municipalities in Sudbury East to further discuss any outstanding issues.

The Board was informed that the EMS Deployment Plan is an operational document that is typically dealt with exclusively by DSB EMS staff, CACC, and the MOHLTC Emergency Health Services Branch Field Office. The Deployment Plan is a fluid document that changes as the needs of the operation demand. Sometimes CACC will recommend changes based on historic call data. Sometimes changes are necessitated by MOHLTC Legislation. Most commonly, DSB EMS staff makes changes with the aim of improving service delivery on the basis of best practice.

The concern is for the Sudbury East population not getting the service they deserve and pay for. There is concern that the Response Time Standards cannot be met, as they are unrealistic.

The Response Time Standards are based on medical research and not on availability of ambulances. The CACC operate and dispatch ambulances under a system of seamless coverage, today if Noëlville and Hagar are both out on calls the closest ambulance will be sent, could be Sudbury, Sturgeon Falls or Pointe au Baril, depends who is available and who is closest.

There was concern that Sudbury was not responding to Sudbury East area. In cases where the most available ambulances are also busy a double dispatch may take effect. For example, if call comes into Sudbury and there are no vehicles available they will send the call to North Bay dispatch. The situation with West Arm was brought to dispatch's attention and they are looking at which area would be more appropriate to use.

In conclusion EMS Chief, Mike MacIsaac assured the Board that the situation will be monitored closely and where required the plan will be changed.

8.6 [Ontario Works Two-Year Service Plan](#)

The Ontario Works Two-Year Service Plan is a required document to be completed by all CMSM/DSSAB's every 2 years and it is submitted to the Ministry of Community and Social Services. The Director of Integrated Social Services, Donna Moroso, gave a brief overview of the 2013-2014 plan, focusing on caseload description, caseload trends over the past year and Outcome Measures which included the success of our Focus for Change and Quick Start programs.

The CAO pointed out to the Board the effectiveness of the Focus for Change and Quick Start programs. The service providers, Cambrian College in Espanola & Little Current and Alpha en Partage in St. Charles, do such a great job delivering these programs and assisting in our client's success.

Resolution 13-58

Moved by: Denis Turcot

Seconded by: Jack McMillan

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [Ontario Works Two-Year Service Plan](#) (2013-2014) as presented.

Carried

8.7 [Ontario Works Funding Formula](#)

At the last board meeting, we gave you a quick general update on the new Ontario Works Funding formula. More details have since become available.

On February 24th 2011, the Director of Integrated Social Services presented to the board the [Ontario Works New Funding Model](#) for 2011-2012 and 2012-2013. During that time, the Province provided transition funding for the first two-year funding cycle to Ontario Works delivery agents that saw a decrease in overall provincial funding. In the case of the Manitoulin-Sudbury DSB, the province provided \$191,264 for both fiscal periods (2011-2012 and 2012-2013).

On April 1st, 2013, a new two year funding cycle began. In a [letter](#) dated April 3, 2013 the Director of Ontario Works Branch with the Ministry of Community & Social Services outlined the new Ontario Works Transition Funding and the Manitoulin-Sudbury DSB received its Ontario Works program funding allocation.

In the new 2 year funding cycle, the Manitoulin-Sudbury DSB's cost of administration funding will increase from \$745,800 to \$807,525 which represents an 8.3% increase or \$61,725 increase in provincial funding.

The Manitoulin-Sudbury DSB will see its Employment Assistance allocation decrease from \$364,660 to \$348,694 which represents a 4.4% decrease or \$15,966 decrease in provincial funding.

As a result of the new funding formula, the municipal increase is \$54,924 or 6.8% for the Ontario Works program. For the 2013 calendar year the 100% provincial OW transition funding is \$44,000 which will reduce the municipal increase to \$10,924 or 1.4%.

Transition funding for the 2014-2015 fiscal year will be phased out at 50% of the 2013-2014 amount. In the Manitoulin-Sudbury DSB's case, the transition funding of \$44,000 for 2013-2014, will be reduced to \$22,000 for 2014-2015.

The Ministry has been that they will not continue to further transition beyond this two year funding cycle.

The new Ontario Works funding approach is largely based on a cost-per-case formula which does not adequately take into account the cost and requirement to deliver services in remote or rural areas.

Resolution 13-59

Moved by: Derek Stephens

Seconded by: Sonja Flynn

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [Ontario Works Funding - Issue Report](#) as presented.

FURTHER BE IT RESOLVED that the Manitoulin-Sudbury DSB calls upon the Ministry of Community and Social Services to continue to work with AMO to refine the new Ontario Works funding approach.

Carried

8.8 [Ontario Works Funerals](#)

On May 1, 2013 a letter was received from [Bourcier Funeral Home](#) in Espanola asking that we review our policy regarding funerals.

In 2004, the Manitoulin-Sudbury DSB did an extensive review of their funeral policy. Funeral homes within the District were contacted and were encouraged to provide input on the cost of a funeral as well as what items should be minimally covered. Since then, the Manitoulin-Sudbury DSB staff has reviewed all Ontario Works policies several times however; the cost for a funeral has not been increased since 2004.

The current DSB policy allows for professional services up to a maximum of \$2,250 plus an additional \$2,000 for other specific approved expenses.

When comparing the Manitoulin-Sudbury DSB's funeral rates with counterparts located in our proximity, the Algoma District Services Administration Board Funeral Policy allows for funerals up to the cost of \$4,250. The City of Greater Sudbury Funeral Policy allows for funerals up to the cost of \$4,500.

Based on a review by staff, the average number of funerals paid by the DSB is 10 per year. Taking the current policy into account, this means that the minimum amount paid for funerals is \$22,500 and the maximum amount is \$42,500, depending on the types of services approved as additional expenses.

Although Ontario Works funerals are cost shared with the province, there is a maximum cap on the discretionary benefits and any increase in Funeral rates needs to be reviewed in relation to the new cap on discretionary benefits.

The province will cost share up to \$145,000 per year for all discretionary benefits, any increase in funeral expenses would come out of this allocation and will affect other discretionary benefits and the ability for staff to approve them.

As any change in Ontario Works Funeral rates at this point would affect the 2013 DSB approved budget, staff is recommending that this matter be referred to the Finance Committee for their deliberations as part of the 2014 DSB budget process.

Resolution 13-60

Moved by: Mike Lehoux

Seconded by: Shawnda Martin-Cross

BE IT RESOLVED THAT the Manitoulin-Sudbury District Services Board approves the [Ontario Works Funerals - Issue Report](#) as presented and the Board directs the Finance Committee to review the costs of Ontario Works Funerals during the 2014 Budget deliberations.

Carried

8.9 Community Gardening Events

Community Container Gardening Event for Chapleau:

The Manitoulin-Sudbury District Services Board and the Sudbury North Best Start Hub will be hosting a Family Container Gardening Event on Saturday May 25th, 2013 from 10: 00 am – 1:00 pm at the 78-80 Pine Street Parking Lot. This Community Event is open to families with children to learn basic container gardening skills

Community Container Gardening Event for Espanola:

The Manitoulin-Sudbury District Services Board and the LaCloche Best Start Hub will be hosting its second annual Family Container Gardening Event on Saturday June 1st, 2013 from 10:00 am – 1:00 pm at the Red McCarthy Ball Fields Pavilion. This Community Event is open to families with children to learn basic container gardening skills with the help of the Espanola Horticultural Society.

Both of these events will have kids create a fun container garden, have some food at the free barbeque and interact with community members.

8.10 Jobs for Youth

On April 5th, 2013, the Manitoulin-Sudbury DSB was allocated funds from the Ministry of Children and Youth Services to deliver the Jobs for Youth program (formerly known as the Summer Jobs for Youth program) on Manitoulin Island once again this year.

This marks our 5th year in delivering this program. Thus far, we have:

- 38 students registered for the program and
- 54 employers registered.

The Ministry allocated funds to place 40 students. As you can see, we are approaching the maximum number of students that we can place and the deadline for applications is June 7th, 2013.

The 2 Youth Leaders have been hired and started on May 15.

This program has been advertised in the two Manitoulin Island papers as well as on our website. We have also been to the Manitoulin Secondary School to recruit students for the program.

For the remainder of our District (Espanola, LaCloche, Sudbury East and Sudbury North), the YMCA of Sudbury received the allocation to deliver this program.

We will update you on this program in the fall.

9.0 Other Business

Heart & Stroke Campaign – [Ontario Defibrillator Access Initiative](#) - Second Call for Proposals. Public Access Defibrillator [portals](#) are open now. Municipalities are encouraged to apply. Applications are due by June 14.

10.0 Next Meeting – June 27, 2013

11.0 Adjournment

Resolution 13-61

Moved by: André Byham

Seconded by: Shawnda Martin-Cross

BE IT RESOLVED THAT we do now adjourn at 12:00 p.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on June 27, 2013.

Carried



Chair



CAO (Secretary-Treasurer
of the Corporation)