



**MINUTES**  
**of the March 28, 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, Bruce Killah, David Leonard, Derek Stephens, Denis Turcot, Paul Moffatt, Shawnda Martin-Cross, Mike Lehoux, Edgar Lovelace

**Regrets :** Jack McMillan

**Staff:** Fern Dominelli, Donna Moroso, Connie Morphet, Glen Clifford, Steve Broadhurst, Melody Ouellette, David Wolff.

**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. 13-30**

**Moved by:** André Byham

**Seconded by:** Lou Addison

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**

Amy Collins, Executive Director, of the Espanola Youth Centre Board gave a brief [presentation](#) to the board. The Espanola Youth Centre is looking for established organizations for funding and donations. Although the DSB cannot fund the ongoing operation of the centre there is a possibility of partnering with the DSB once up and running using Healthy Communities Fund or Our Kids Count funding. Board members from other municipalities with similar programs running in their areas offered advice and suggestions for possible funding. They all wished Amy well in her endeavour.

**5.0 Closed Session**

**Resolution 13-31**

**Moved by:** Shawnda Martin-Cross

**Seconded by:** Lou Addison

BE IT RESOLVED THAT the Board move into closed session at 10:15 a.m.

**Carried**

**Resolution 13-32**

**Moved by:** Bruce Killah

**Seconded by:** Derek Stephens

BE IT RESOLVED THAT the Board adjourn this closed session at 10:20 a.m.

**Carried**

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

**6.0 Business Arising from Closed Session**

**Resolution 13-33**

**Moved by:** Derek Stephens

**Seconded by:** André Byham

BE IT RESOLVED THAT the CAO be authorized to transfer the land located adjacent to the DSB owned Social Housing property at 3 Water Street in Gore Bay to the Town of Gore Bay as recommended by the Property Committee on January 23, 2013 and discussed during the Board's In Camera session.

**Carried**

**7.0 Minutes**

**7.1 Adoption of Minutes for February 28, 2013**

**Resolution No. 13-34**

**Moved by:** Dennis Golden

**Seconded by:** David Leonard

BE IT RESOLVED THAT the [Minutes of the February 28, 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 Town of Espanola Letter – Apportionment**

The Manitoulin-Sudbury DSB received a [letter from the Town of Espanola](#), dated March 5, 2013 requesting that the overpayment made to this board due to weighted assessments returned by Municipal Property Assessment Corporation

(MPAC) be refunded.

According to the [DSSAB Act regulations](#) apportionment is based on the returned rolls under 36 of the Assessment Act.

According to the [Assessment Act section 36](#) returned rolls will be received not later than the second Tuesday following December 1 in the year in which the assessment is made.

The DSB has checked with the other DSSAB's in the North, and no one has indicated that they have done anything different than this process.

Many of the DSSAB's indicated that they had municipalities that faced the same issue as Espanola but there was no adjustments made to apportionment.

Mike Lehoux asked that the money be taken out of the DSB Working Reserves to help with the situation in Espanola.

Working Fund Reserve is estimated to be below \$200,000. Other reserves are designated to specific programs/expenses.

The CAO indicated that any change in the apportionment formula or calculation of the apportionment formula would require double majority approval pursuant to the DSSAB Act and regulations.

There was concern over how this assessment will affect the other municipalities. This won't be known until we receive the current assessments from MPAC.

It was suggested that this should be given to the Finance Committee and reviewed and discussed if there is a way to help Espanola. The Board agreed that this should go to the Finance Committee for review.

**Resolution 13-35**

**Moved by:** Bruce Killah

**Seconded by:** Lou Addison

BE IT RESOLVED THAT the Finance Committee meet to discuss the issue raised by the Town of Espanola in their letter in relation to the Municipal Property Assessment Corporation (MPAC) Assessment Review Board decision and the impact on DSB apportionment.

**Carried**

**8.2 Social Assistance Management System (SAMS)**

On December 7, 2012, the Manitoulin-Sudbury DSB in conjunction with the Algoma DSAB and the Sault Ste-Marie Ontario Disability Support Program (ODSP) Office submitted an [expression of interest](#) to the Social Services

Solutions Modernization Project (SSSMP) as a joint proposal to be a pilot site to test out the new SAMS technology.

On March 7<sup>th</sup>, 2013, we received a [memo](#) from Martin Thumm, the Executive Lead for the SSSMP Project advising us that we were successful in our parallel pilot site submission.

This expression of interest is a joint proposal between Algoma, Manitoulin-Sudbury Ontario Works offices and the Sault Ste. Marie ODSP office including satellite offices for all three. The Directors, Managers and staff from these offices have a long standing relationship of working in collaboration to support the delivery of Ontario Work and ODSP in Algoma and Manitoulin-Sudbury Districts.

### **8.3 Employment Ontario Policy**

The Manitoulin-Sudbury DSB Employment Ontario Program has been operational since August 2010.

The Ministry of Training, Colleges and University guidelines require the DSB to create an Employment Ontario Charter and the Board was presented with a new policy [H.10.4 Employment Ontario](#).

#### **Resolution No. 13-36**

**Moved by:** André Byham

**Seconded by:** Shawnda Martin-Cross

WHEREAS the Manitoulin-Sudbury DSB has reviewed the new Employment Ontario Policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves Policy [H.10.4 Employment Ontario Policy](#) contained within the Ontario Works Policy Manual effective April 1, 2013.

**Carried**

### **8.4 [Chapleau Learning Centre - Issue Report](#)**

In a [letter dated February 25th, 2013](#), Northern College advised the Algoma District School Board that it will no longer fund the Academic & Career Entrance (ACE) program and this will result in a loss of \$12,000 in annualized funding.

Northern College suggested that current and future students could start and/or complete their courses through on-line learning or by attending Northern College's main campus in Timmins. DSB Staff did speak with Northern College staff to try and come up with creative solutions but no avail.

Chapleau Learning Centre, a non-profit organization, has been operating in the community of Chapleau offering vital services and programs to our adult citizens assisting them to obtain basic literacy skills. These are opportunities that are not offered elsewhere in the education system in Chapleau. The programs have

proven to be very successful and beneficial to all the Sudbury North communities it has served for over 10 years.

In a [letter dated March 22, 2013](#) the Municipality of Chapleau expressed their concerns about the cancellation of the ACE program to the Ministry of Training, Colleges & Universities (MTCU).

Staff is recommending that the Manitoulin-Sudbury DSB call on the Ministry of Training, Colleges & Universities (MTCU) to step in and ensure that Northern College is meeting its obligations to MTCU and the residents of Sudbury North.

Staff is also recommending that the DSB provide the Chapleau Learning Centre with \$12,000 to replace the loss in funding in order to support ACE courses.

**Resolution No. 13-37**

**Moved by:** André Byham

**Seconded by:** Dennis Golden

WHEREAS Chapleau Learning Centre has recently lost funding from Northern College resulting in the loss of the Academic and Career Entrance (ACE) Program; and

WHEREAS these programs are not offered elsewhere in the education system in the Chapleau; and

WHEREAS these programs are vital to the residents of Chapleau who are unable to travel to Timmins to attend these programs; and

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed and agrees with the Chapleau Learning Centre - Issue Report;

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB calls on the Ministry of Training, Colleges & Universities (MTCU) to step in and ensure that Northern College is meeting its obligations to MTCU and the residents of Chapleau; and

FURTHER BE IT RESOLVED THAT that the Manitoulin-Sudbury DSB approves the [Chapleau Learning Centre - Issue Report](#) and directs staff to implement the recommendations within the report.

FURTHER BE IT RESOLVED THAT this resolution be sent to the Honourable Brad Duguid, Minister of Training, Colleges & Universities, Northern College Board of Governors, member municipalities, local area Member of Parliament and Member of Provincial Parliament.

**Carried**

**8.5 [C.A. McMillan Place Mortgage Renewal](#)**

On January 1, 2001, the Ministry of Municipal Affairs and Housing (MMAH) assumed the responsibility of facilitating and coordinating the renewal for the

mortgage of C.A. MacMillan Place at 10 O'Neill Street, Webbwood.

The Ministry requires a borrowing resolution to be approved by the Manitoulin-Sudbury District Services Board, and they have provided the template for this resolution.

**Resolution No. 13-38**

**Moved by:** Shawnda Martin-Cross

**Seconded by:** Mike Lehoux

WHEREAS Manitoulin-Sudbury District Services Board (the "Corporation" and/or "Housing Provider") has requested the Ministry of Municipal Affairs and Housing (the "Ministry") to arrange on its behalf a refinancing of the existing charge/mortgage of land (the "Mortgage") for its project municipally known as 10 O'Neil Street, Webbwood maturing on June 1, 2013 in the approximate amount of \$293,109.58; and

WHEREAS the Ministry has agreed to arrange said mortgage financing and the Housing Provider agrees to be bound for those purposes by the terms and conditions contained in the said Mortgage or any amendments thereto.

THEREFORE BE IT RESOLVED THAT:

1. The Housing Provider hereby authorizes the Ministry to solicit and arrange on its behalf such Mortgage(s) or Mortgage facilities with a lender or its authorized agent (the "Lender") as it deems necessary, appropriate or advisable for the project identified above and for the maturity date aforementioned;
2. The Housing Provider hereby agrees to be bound to the Lender for such mortgage purposes and upon the terms and conditions contained in the said Mortgage, or any amendments thereto, and the Housing Provider hereby further agrees to mortgage its property and assets to secure its present and future obligations under the said Mortgage, or any amendments thereto, to the Lender, as deemed necessary or advisable;
3. The Housing Provider hereby authorizes the designated signing Officers to enter into such agreement or agreements amending the terms of the said Mortgage and to deliver to the Lender such document or documents as may be deemed necessary, advisable or required by the Lender to give effect thereto;
4. The Housing Provider hereby confirms that this Resolution has been ratified and approved by its Board of Directors and it agrees to deliver this resolution to the Ministry and to the Lender; and
5. The Housing Provider further confirms that this resolution shall continue in force and effect until written notice to the contrary is delivered to the Lender and the Ministry with receipt acknowledged by the Lender and the Ministry.

**Carried**

## 8.6 Foleyet EMS Base Final Construction Costs

### [Foleyet EMS Base Final Construction Costs - Issue Report](#)

The Manitoulin-Sudbury DSB total cost to build the new EMS station in Foleyet was \$569,426 which was in the allocated approvals of \$616,898.

Only outstanding costs are legal fees associated with Smart Structures, to date this is approximately \$3,600.

Official opening will be scheduled and the Board members notified.

#### **Resolution No. 13-39**

**Moved by:** David Leonard

**Seconded by:** Bruce Killah

WHEREAS by [Resolution 11-16](#) approved February 24, 2011, the Manitoulin-Sudbury DSB awarded the construction of the EMS base in Foleyet to Smart Structures Corporation in the amount of \$375,527 plus applicable taxes. Additionally, the Board approved a further allocation of 10% (\$37,552) to staff as a contingency fund to be used for relocation costs and other unforeseen costs that may arise during construction; and

WHEREAS by [Resolution 12-66](#) passed July 30, 2012, the Board approved an additional allocation of \$155,000 in order to complete the construction of the Land Ambulance base in Foleyet and other costs that may arise during construction; and

WHEREAS by the Manitoulin-Sudbury District Services Board has reviewed the Foleyet EMS Base Final Construction Costs - Issue Report;

THEREFORE BE IT RESOLVED THAT Board approves the [Foleyet EMS Base Final Construction Costs - Issue Report](#); and

FURTHER BE IT RESOLVED that the total funds required to complete these transactions **\$569,426** will be withdrawn from the DSB General Working Funds Reserve which are to be repaid over a 20-year period plus applicable interest.

**Carried**

## 8.7 NE LHIN Patient Transfer Service Pilot

The DSB was successful in meeting the targeted start date of March 11, 2013 for the Manitoulin-LaCloche Non Urgent Transfer Project.

A total of 7 Part-Time staff was hired for the Non-Urgent transfer project with staff working an average of 22 hours/week.

Between March 11, 2013 and March 22,, 2013 a total of 25 non-urgent transfers have been completed and a total of 5,567 kilometers have been travelled by the Patient Transfer Service

Thus far the non-urgent transfer project has resulted in a savings of 70 hours of time which would have been taken out of emergency coverage not to mention standby hours for emergency coverage and the potential for overtime.

Both the Espanola Regional Hospital and Manitoulin Health Centre report that drop offs and pick-ups have been on time, there were some minor issues with bookings but staff are now comfortable with the process.

### **8.8 Ministry of Health and Long Term Care**

On March 18, 2013 the Manitoulin-Sudbury DSB was given [Notice of EMS Service Review](#).

The Ministry of Health & Long Term Care requires land ambulance providers to complete a certification process at least once in each three-year period.

The review team will be visiting us June 18-19.

### **8.9 EMS Balance Emergency Coverage**

In February 2013 the Program Planning Committee reviewed the [Balanced Emergency Coverage - Issue Report](#) and recommended approval of the report to the Board. The report was approved by [Resolution # 13-24](#) at the February 2013 Board meeting.

The new Deployment Plan has been sent to the Ministry Of Health and Long Term Care (MOHLTC) and Central Ambulance Communication Centre (CACC) and will be in place by May 1, 2013.

The Municipality of Markstay-Warren passed [Resolution # 2013-86](#) which raised their concerns with the new Deployment Plan. Specifically, they do not believe the Hagar ambulance should be moved to Noëlville, when the Noëlville crew is transporting a patient to hospital. The Municipality of Markstay-Warren believes that fair and equitable response to all residents of Sudbury East should be targeted and that the achievement of a possible 8 or 6 minutes response time to a one town is not worth the sacrifice of the entire population in the region.

Although we respect and understand the municipalities' position, the DSB as the Direct Delivery Agent for Emergency Medical Services – Land Ambulance has the responsibility to ensure that we deploy our limited resources in an effort to meet or exceed the Ministry of Health & Long Term Care standards in the delivery of land ambulance.



The Board was assured that EMS Management will closely monitor the call desired results of placing our limited resources in areas of higher call volumes in order to meet the new response time standards as established by the MOHLTC.

Where adjustments are required based on changes in call volumes, the deployment plan will be adjusted accordingly.

The CAO and staff of Manitoulin-Sudbury DSB are prepared to visit any municipality to address any concerns they may have with the new deployment plan.

### **8.10 Public Access Defibrillation (PAD) Program**

#### [Location of Automated External Defibrillators \(AED\)](#)

The program Planning Committee and the Board had asked if there was a list of all Automated External Defibrillators (AED's) in the Manitoulin-Sudbury District.

With the assistance and funding from the Heart & Stroke Foundation, there are a total of 115 AED's in our jurisdiction.

Combined with CPR, the use of an Automated External Defibrillator (AED) may increase the likelihood of saving a person's life by 75% or more over CPR alone.

Although, the AED's in our area have only been used a handful of times with no success, in the Province of Ontario the Public Access Defibrillation program has saved 30 lives.

We have now prepared a list of AED's within our area, these include:

- AED's approved by the Heart & Stroke foundation program
- DSB purchased AED's for Social Housing Building & DSB offices
- Emergency First Response Teams
- Fire Departments & Police that have Tiered response Agreements with EMS

The list has been posted on the DSB website as well as [Google map](#) that show the location of the AED's within the Manitoulin-Sudbury DSB jurisdiction.

### **9.0 Other Business - None**

### **10.0 Next Meeting – April 25, 2013**

**11.0 ADJOURNMENT**


**Resolution No. 13-40**

**Moved by:** Derek Stephens

**Seconded by:** David Leonard

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 April 25, 2013.

**Carried**

  
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Chair

  
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CAO (Secretary-Treasurer  
of the Corporation)