



of the October 23, 2014
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Lou Addison, Les Gamble, David Leonard, Jack McMillan, Derek Stephens, Dennis Golden, Paul Moffatt, Mike Lehoux, André Byham, Bruce Killah, Shawnda Martin-Cross, Denis Turcot, Edgar Lovelace,

Regrets: Morgan Pitfield

Staff: Fern Dominelli, Donna Moroso, Melody Ouellette, Connie Morphet, Mike MacIsaac, Patrick Wittmann, Ehren Baldauf

Media: Alicia McCutcheon, Manitoulin Expositor

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. 14-72

Moved by: Dennis Golden

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 Closed Session

Resolution 14-73

Moved by: Jack McMillan

Seconded by: Shawnda Martin-Cross

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

Carried

Resolution 14-74

Moved by: Derek Stephens

Seconded by: Lou Addison

BE IT RESOLVED THAT the Board adjourn this closed session at 10:55 a.m.

Carried

5.0 Business Arising from Closed Session

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

6.0 Minutes

6.1 Adoption of Minutes

Resolution No. 14-75

Moved by: Bruce Killah

Seconded by: André Byham

BE IT RESOLVED THAT the Minutes of the [September 25, 2014](#) Board meeting be approved.

Carried

6.2 Business Arising from Minutes

There was no business arising from the Minutes.

7.0 Committee Reports

7.1 2015 Budget

Les Gamble, Finance Committee Chair, informed the Board that the increase to the Municipal Share in the [2015 Budget](#) is due to EMS enhancements that the Board had approved in the EMS 5 Year Staffing Plan. The enhancement plan would see Killarney, Gogama and Foleyet go to a 10/14 staffing pattern. If the Board decided to not follow through with the enhancements the budget would have resulted in a decrease of \$14,387 or -0.13%.

The new budget with enhancements, results in a TWOMO share (which is 100% provincially funded) of 174,800 or 1.59%. The 18 Organized Member Municipality increase is 95,043 or 0.86%.

Resolution No. 14-76**Moved by:** Derek Stephens**Seconded by:** Jack McMillan

WHEREAS the Finance Committee met on October 8, 2014 to review the [Finance Committee Terms of Reference](#), [Annual Budget Guidelines](#), [2015 Allocation of Program Support](#), [2014 Annual Reserves Report](#), and 2015 budget estimates; and

WHEREAS the Finance Committee reviewed the [Updated EMS 5 Year Staffing Plan](#) and the [Social Housing End of Operating - Issue Report](#) and is recommending the Board implement the recommendations contained within these reports as part of the 2015 Budget. These recommendations will increase the annual contribution to the Social Housing Capital Reserve and continue to move forward with the EMS 5 Year Staffing Plan, which would see the staffing at the Killarney, Gogama and Foleyet EMS bases move to 10/14 staffing pattern as recommended by the Program Planning Committee; and

WHEREAS the 2015 Budget **without** any EMS **enhancements** would have resulted in a decrease of \$14,387 or -0.13%; and

WHEREAS the Finance Committee is recommending to the Board that it adopt the 2015 Operating Budget with the enhancements to EMS which results in an Municipal Share increase of \$269,843 or 2.45%; and

WHEREAS TWOMO makes up part of the Municipal Share and is 100% provincially funded, the portion of the 2015 increase attributed to TWOMO is \$174,800 or 1.59%; and

WHEREAS the 18 Organized Municipalities will be responsible for the remaining 2015 Municipal Share increase of \$95,043 or 0.86%.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendation and approves the [2015 Allocation of Program Support](#); and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendations and approves the [2015 Operating Budget](#) in the amount of **\$30,525,483** gross and municipal share in the amount of **\$11,280,264** which represents an increase of **\$269,843 or 2.45%** in the municipal share. This represents a **\$174,800 or 1.59%** increase in the TWOMO Municipal Share and the Organized Municipal Share increase is **\$95,043 or 0.86%**.

Carried**7.2 Proposals for Audit Services**

Connie Morphet, Director of Finance and Administration, walked the Board through the Proposal for Audit Services.

In accordance with the Policy B3.06 the DSB Proposal for Audit Services was advertised in the newspaper, placed on the website and e-mailed to six local audit firms. The DSB received two proposals.

After careful consideration the Finance Committee recommends the firm of Freelandt, Caldwell Reilly as the DSB auditors based on the submitted proposal.

Resolution No. 14-77

Moved by: Bruce Killah

Seconded by: Ted Lovelace

WHEREAS the Manitoulin-Sudbury District Services Board has requested proposal for the DSB audit services in accordance with DSB [Policy B.3.06 Tendering Audit Financial and Insurance](#); and

WHEREAS the Request for Proposals on Audit Services was advertised and distributed to local accounting firms with a closing date of Oct 17, 2014; and

WHEREAS the DSB Finance Committee have reviewed the proposals submitted and are recommending the firm of Freelandt, Caldwell Reilly.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the appointment of Freelandt, Caldwell Reilly as the DSB auditors based on the proposal submitted.

Carried

7.3 Surplus Property Policy

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the board through the new policy B.3.14 – Sale of Surplus Buildings and Land.

The purpose of this policy is to ensure the DSB receives the maximum value from the sale of surplus buildings and/or land.

Resolution No. 14-78

Moved by: David Leonard

Seconded by: Mike Lehoux

WHEREAS the DSB Finance Committee has reviewed Policy B.3.14 the Sale of Surplus Buildings and Land.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board accepts the recommendation of the Finance Committee and approves Policy [B.3.14 the Sale of Surplus Buildings and Land](#) effective November 1, 2014.

Carried

7.4 Board Computer Policy

Fern Dominelli, CAO, walked the board through the Board Computer Policy-Issue Report that was reviewed by the Finance Committee.

DSB Information Technology staff are recommending that any board member who requires a computer be supplied with a tablet, which is significantly more economical than a laptop or PC. Part of the report addressed providing printers but the Finance Committee determined that printers were unnecessary and recommended that the practice stop. New members will be encouraged to use personal computer equipment they already own, failing same, they would be provided with a tablet. The issue report detailed three options in regards to internet connectivity. The Finance Committee recommends Option 3. This option would end the practice of covering the monthly cost of board members internet charges. A new member without internet access in their homes would have the initial install charges covered by the DSB but the monthly bill would be their responsibility.

The existing equipment of those board members who are not returning must be returned. DSB staff will determine if they are still usable or declare the equipment surplus per Board policy.

The policy [B.2.06. Computer Policy](#) will be revised according to the board's direction and will be brought back to the November Board meeting for approval.

Resolution No. 14-79**Moved by:** Paul Moffatt**Seconded by:** Lou Addison

WHEREAS the DSB Finance Committee has reviewed the Board Computer Policy - Issue Report.

WHEREAS the Finance Committee is recommending Option 3 to the Board for Internet Connectivity; and

WHEREAS the Finance Committee is recommending to the Board that printers no longer be purchased for Board Members.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board accepts the recommendations of the Finance Committee and approves the [Board Computer Policy - Issue Report](#), along with approving Option 3 for Internet Connectivity and directs staff to action the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Board cease the practice of purchasing printers for Board members.

Carried

7.5 Provincial Vendor of Record

Connie Morphet, Director of Finance and Administration, walked the board through the Vendor of Record (VOR) Issue Report noting the savings the DSB has seen since utilizing the VOR.

The CAO encouraged the municipalities to take advantage of the VOR as the savings can be substantial.

Resolution No. 14-80

Moved by: Shawnda Martin-Cross

Seconded by: Denis Turcot

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Vendor of Record - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the [Vendor of Record Report - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

8.0 New Business

8.1 Canada-Ontario Job Grant Update

Donna Moroso, Director of Integrated and Social Services, walked the Board through [Canada-Ontario Job Grant initiative](#).

The Canada-Ontario Job Grant provides direct financial support to individual employers who wish to purchase training for their workforce. The employers choose the individuals they would like to have trained, and the training that meets their workforce development needs.

The DSB Chapleau office through Employment Ontario will be delivering this program which is funded by the Ministry of Training, Colleges and Universities. The DSB received a total allocation of \$10,478 to cover training costs, placement incentives and individual supports. This funding is for this fiscal year ending March 31, 2015.

The training will be delivered through a cost-sharing agreement between individual employers and the DSB. The employer will pay at least 1/3 of the direct training costs and the Government covers the remaining costs, up to \$10,000 per trainee.

For the Espanola/Manitoulin areas this initiative will be delivered by Cambrian College. College Boreal will be responsible for delivering the program in the Sudbury East area.

8.2 Community Homelessness Prevention Initiative (CHPI)

Donna Moroso, Director of Integrated and Social Services, walked the Board through the CHPI funding for 2014-15.

On September 29, 2014, the DSB received a [letter from Janet Hope](#) advising that the DSB portion of the \$42 million in funding is \$132,429.

This fund is used to help individuals and families with hydro arrears, rental arrears, etc.

8.3 EMS Response Time Standard

Mike Maclsaac, Chief of EMS, walked the board through the EMS Response Time Standard Issue Report.

In accordance with the Ambulance Act, every October ambulance services are required to develop their response time performance plans for the following year.

On the basis of 2014, the DSB has been able to meet each of the response time performance objectives. The largest improvement has been seen in patients in sudden cardiac arrest (SCA). The DSB target required a defibrillator on the patient within 6 minutes 15% of the time, in 2014 the DSB was at 31%. On this basis staff are recommending altering the target for SCA to 20% for 2015. All other times will remain the same. It should be noted that the response time improvement is related to the deployment plan and the use of the non-urgent patient transportation service.

Resolution No. 14-81

Moved by: Dennis Golden

Seconded by: David Leonard

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the 2015 EMS Response Time Standard - Issue Report.

THEREFORE BE IT RESOLVED THAT the Board approves the [2015 EMS Response Time Standard - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

8.4 Investment in Affordable Housing (IAH) Extension

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the board through the Investment in Affordable Housing – Issue Report.

In a [letter](#) dated August 11, 2014, the DSB was informed that the IAH funding was being extended for six years. The \$160,100 for 2014-15 will be allocated similar to the past program with \$142,100 going to Ontario Renovates, \$10,000 to Housing Allowance and \$8,000 for Administration.

The Ministry of Municipal Affairs and Housing (MMAH) has not released the 2015-2020 allocations at this time.

Moving forward the DSB staff recommend contracting out inspection services but recommend taking on the full responsibility of the administration and advertising of the IAH program, which was previously contracted out. This will improve the response time for applications as well as improve customer service.

A second proposed change is to add the Home Ownership Component to the repertoire starting in year 2 (2015-16). MMAH has completed a review of this component and has concluded that there is a reduction in pressure on social housing allowing individuals who qualify to purchase a home and therefore be removed from the social housing waitlist.

Resolution No. 14-82

Moved by: André Byham

Seconded by: Mike Lehoux

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Investment in Affordable Housing - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the [Investment in Affordable Housing – Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

9.0 Other Business

10.0 Next Meeting – November 27, 2014

11.0 Adjournment

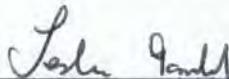
Resolution 14-83

Moved by: Mike Lehoux


Seconded by: Shawnda Martin-Cross

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on November 27, 2014.

Carried



Chair



CAO (Secretary-Treasurer
of the Corporation)