



MINUTES
of the November 27, 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. 14-84

Moved by: Shawnda Martin-Cross

Seconded by: Derek Stephens

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 14-85

Moved by: Lou Addison

Seconded by: Ted Lovelace

BE IT RESOLVED THAT the Board move into closed session at 10:05 a.m.

Carried

Resolution 14-86

Moved by: Dennis Golden

Seconded by: Mike Lehoux

BE IT RESOLVED THAT the Board adjourn this closed session at 10:50 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. 14-87

Moved by: André Byham

Seconded by: Paul Moffatt

BE IT RESOLVED THAT the Minutes of the [October 23, 2014](#) Board meeting be approved.

Carried

6.2 Business Arising from Minutes

There was no business arising from the Minutes.

7.0 New Business

7.1 CAO Third Quarter Activity Report

Fern Dominelli, CAO, walked the Board through the 2014 Third Quarter CAO Activity Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

Resolution No. 14-88

Moved by: Bruce Killah

Seconded by: Jack McMillan

BE IT RESOLVED THAT the [2014 CAO Third Quarter Activity Report](#) be approved.

Carried

7.2 Third Quarter Unaudited Financial Report

Connie Morphet, Director of Finance and Administration, walked the Board through the Third Quarter Financial Report. The Third Quarter Unaudited Financial Report projects a year end surplus of \$370,500.

The Board was further informed of two unexpected financial issues that had come to the DSB's attention in the past week after the third quarter report was completed.

The Workplace Safety and Insurance Board (WSIB) New Experimental Experience Rating (NEER) invoice was received in the amount of \$226,552 for the EMS department. Staff are currently in the process of determining the allocation of the NEER invoice. A portion of the invoice will be for the Wikwemikong EMS base and the DSB will ask the MOHLTC to cover this cost at 100% provincially. Any remaining balance will be the DSB's responsibility.

The DSB was also contacted by the Canada Revenue Agency (CRA) Audit Division in respect to the Harmonized Sales Tax (HST). The CRA are reviewing the Input Tax Credits for January 1, 2011 to September 30, 2014. When the new HST was implemented in 2010, insurance and health benefits could not be claimed for the rebate.

During the CRA's review it was determined that the DSB has been claiming PST rebate for insurance and health benefits, which is incorrect. The DSB auditors were approached to determine why this error was not picked up during the year-end audits for the past three years. The Auditing firm of Freelandt Caldwell Reilly provided a [letter](#) explaining that no payments for insurance or benefit payments were included in the samples they audited. An estimate of PST claimed for the past three years and nine months is \$19,000 for insurance and \$106,000 for health benefits, totaling \$125,000. The auditors are recommending that the DSB disclose this information to CRA and pay the amount owing.

Staff are proceeding with detailed calculations of the PST claimed, and will report the actual amount to CRA. Once the CRA audit is complete, this will have an effect on the 2014 year end surplus.

Resolution No. 14-89

Moved by: André Byham

Seconded by: Derek Stephens

BE IT RESOLVED THAT the [2014 Third Quarter Unaudited Financial Report](#) be approved as presented.

Carried

7.3 Board Computer Policy

Fern Dominelli, CAO, walked the board through the changes to the Board Computer Policy.

At the October Board meeting the Finance Committee and the Board reviewed the current Board Computer Policy Issue Report. The Board made several recommendations in October and staff have updated the policy accordingly.

Resolution No. 14-90**Moved by:** Shawnda Martin-Cross**Seconded by:** Paul Moffatt

WHEREAS the Manitoulin- Sudbury DSB has reviewed the revised Computer Policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Computer Policy](#) effective January 1, 2015.

Carried

7.4 Balanced Emergency Coverage – 12 Month Update

Mike Maclsaac, Chief of EMS, walked the board through the Balanced Emergency Coverage – 12 Month Update.

The 12 month review continues to affirm that the change in deployment is effective. Favourable responses still outnumber unfavourable ones under the current model and a predicted account of what would have occurred under the old deployment model shows that there would have been a far greater number of unfavorable responses than favourable.

Now that this deployment change has been intensively reviewed from a statistical perspective over the course of one year, the focus of EMS administration will now shift to monitoring response time capabilities from a municipal perspective. Future statistical gathering will focus on how the current deployment plan is functioning in relation to response times instead of focusing on favourable vs. unfavourable standbys and “what would have been”.

Resolution No. 14-91**Moved by:** Lou Addison**Seconded by:** David Leonard

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Balanced Emergency Coverage 12 Month Update - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Balanced Emergency Coverage 12 Month Update - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

7.5 EMS Department Reorganization

Mike MacIsaac, Chief of EMS, walked the Board through the EMS Department Reorganization Issue Report.

As the largest department within the Manitoulin-Sudbury DSB, it is of great importance that the operation of the EMS Department is constantly evaluated to achieve the highest possible benefit to the citizens we serve. A recent review highlighted some issues dealing with effectiveness and efficiency within the department. Basically, two areas were found to be preventing growth and efficiency; a lack of clerical support and the need for more front line supervision.

To address these concerns a new clerical position was budgeted for in 2015. This one position addresses both the above noted concerns in the most economical way possible through a reorganization of the department.

The EMS Reorganization Issue Report details the roles and responsibilities within the current EMS Management structure. In 2015 there is a plan to alter the current alignment of management staff with the elimination of the Commander of Quality Assurance position and the creation of another Field Superintendent position. The previously noted clerical position was essential to this plan, in that it will be able to assume the administrative function of the current Quality Assurance position. The managerial duties of the former position will then be redistributed amongst the current managers.

The addition of an EMS clerical position allows the department to become more efficient on the administrative side, while also allowing for more front line supervisory capability which means more on-the-road hours of supervision. As with any major change, this plan will be evaluated as time progresses to ensure that its goals are being met.

Resolution No. 14-92

Moved by: David Leonard

Seconded by: Mike Lehoux

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the EMS Department Reorganization - Issue Report.

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

Carried

7.6 Licensed Child Care Marketing Strategy

Donna Moroso, Director of Integrated Social Services, walked the Board through the Licensed Child Care Marketing Strategy Issue Report.

Historically child care operators have been responsible for child care marketing in their community with the financial support of the Manitoulin-Sudbury District Services Board. The marketing efforts by the individual child care providers were well thought out but for the most part did not increase the number of parents and children using licensed child care. Child Care providers have indicated that a DSB wide marketing strategy would be beneficial in promoting licensed child care to parents.

Child Care providers have indicated they are seeking the leadership of the Manitoulin-Sudbury District Services Board to support the development of a district wide licensed child care marketing strategy. The goal of a district wide strategy is to increase parental knowledge of licensed child care and increase enrolment in licensed child care programs.

The DSB staff will be meeting with the child care providers to develop strategies to meet the needs of providers as a whole and the unique needs within each of our communities.

At a local community level an individual marketing plan will be developed for each child care centre to ensure parents are aware of their services with a goal to increase enrollment.

Resolution No. 14-93

Moved by: Dennis Golden

Seconded by: Shawnda Martin-Cross

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Licensed Child Care Marketing Strategy - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Licensed Child Care Marketing Strategy - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

7.7 Data Analysis Coordinator (DAC)

Donna Moroso, Director of Integrated Social Services, walked the Board through the Data Analysis Coordinator Issue Report.

DAC's are attached to Ontario Early Years Centres (OEYC's) in each riding in Ontario. Initially there were two DAC's shared the work of the Algoma, Manitoulin and Sudbury Districts.

During the time when two DAC's were sharing the work of the Algoma, Manitoulin and Sudbury Districts there was some confusion with respect to supporting the Manitoulin-Sudbury Best Start Network and the level of service was not acceptable.

Child and Community Resources (CCR), the OEYC for Sudbury and the agency responsible for providing DAC services to the Manitoulin and Sudbury districts began providing service to the Manitoulin -Sudbury DSB through a purchase of service agreement with the Sudbury Social Planning Council. The DAC services received have supported the Best Start Network's planning.

The Manitoulin-Sudbury Best Start Network and the Manitoulin-Sudbury DSB are satisfied with the services they are currently receiving and are currently working on a Results Based Accountability Planning process facilitated by the DAC.

The Ministry of Education is taking the time to plan services effectively and is encouraging status quo. Our district and the Best Start Network were without DAC services for a considerable amount of time and are pleased with the DAC services being received now. It is strongly encouraged that no changes be made regarding DAC services until the Ministry of Education determines the best approach for service delivery for all early years programs which is expected later in 2015.

Resolution No. 14-94

Moved by: Bruce Killah

Seconded by: André Byham

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Data Analysis Coordinator (DAC) Services – Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Data Analysis Coordinator \(DAC\) Services – Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

7.8 Channelview Apartment (Little Current) Easement and Sewer Upgrade Completion

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the Board through the Channelview Apartment Easement and Sewer Upgrade Completion Issue Report.

Resolution No. 14-95

Moved by: Jack McMillan

Seconded by: Mike Lehoux

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Channelview Apartment (Little Current) Easement and Sewer Upgrade Completion - Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Channelview Apartment \(Little Current\) Easement and Sewer Upgrade Completion - Issue Report](#).

Carried

7.9 Sudbury & District Health Unit

Donna Moroso, Director of Integrated Social Services, walked the Board through information received from the Sudbury & District Health Unit in regards to food insecurity.

Resolution No. 14-96

Moved by: Derek Stephens

Seconded by: Lou Addison

WHEREAS the Sudbury & District Board of Health annually monitors the cost of healthy eating in the Sudbury & District Health Unit (SDHU) area in accordance with the [Nutritious Food Basket Protocol](#) and the Population Health Assessment and Surveillance Protocol per the Ontario Public Health Standards 2008; and

WHEREAS the [2014 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 therefore may be at higher risk for food insecurity; and

WHEREAS food insecurity has serious consequences for mental, physical and social health of both children and adults; and

WHEREAS although Ontario's Poverty Reduction Strategy-Realizing Our Potential makes commitments to reducing poverty, its changes to the social assistance system are inadequate to ensure individuals and families will no longer live in poverty.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB joins with the Sudbury & District Board of Health to continue to urge the Province to further increase social assistance rates to reflect the actual cost of nutritious food and housing by considering the annual results of the Ministry of Health and Long-Term Care's Nutritious Food Basket and the Canada Mortgage and Housing Corporation Rental Income (Ontario) reports; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB joins with the Sudbury & District Board of Health in requesting the Province to include consideration of food insecurity as an indicator of deprivation to measure progress of Ontario's Poverty Reduction Strategy; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB share the Sudbury & District Health Unit's motion and supporting materials with community agencies, boards, local MPPs, mayors and councils throughout the DSB area.

Carried

8.0 Other Business

In January 2015 there will be a significant change in the membership of the Manitoulin-Sudbury DSB Board. Les Gamble, Board Chair, thanked all the Board Members for their service and dedication to residents of the communities the DSB serves and wished everyone well in their future endeavors.

9.0 Next Meeting – January 22, 2015

11.0 Adjournment

Resolution 14-97

Moved by: Jack McMillan


Seconded by: Mike Lehoux

BE IT RESOLVED THAT we do now adjourn at 11:55 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on January 22, 2015.

Carried



Chair



CAO (Secretary-Treasurer
of the Corporation)