



Minutes
of the March 26, 2015
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Bill Baker, Les Gamble, Bruce Killah, David Leonard, Al MacNevin, Ron Piche, Jim Rook, Eric Russell, Dean Wenborne, Ned Whynott, Laurier Falldien

Regrets : Michael Levesque, Stewart Meikleham, Ted Lovelace

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

Media: Michael Erskine

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. 15-21

Moved by: David Leonard

Seconded by: Al MacNevin

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 15-22

Moved by: Dean Wenborne

Seconded by: Ron Piche

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

Carried

Resolution 15-23

Moved by: Laurier Falldien

Seconded by: Ron Piche

BE IT RESOLVED THAT the Board adjourn this closed session at 10:27a.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. 15-24

Moved by: Bruce Killah

Seconded by: Al MacNevin

BE IT RESOLVED THAT the Minutes of the [February 26, 2015](#) Board meeting be approved.

Carried

6.2 Business Arising from Minutes

There was no business arising from the Minutes.

7.0 Committee Reports

Property Committee

7.1 Update

The Property Committee met March 25, 2015. Al MacNevin was elected Chair of the committee. The Property Committee does not have anything to report at this time.

Human Resources Committee

The Human Resources Committee met March 25, 2015 and Bruce Killah was elected Chair of the committee. Bruce asked Ehren Baldauf, HR Consultant, to walk the Board through Human Resources Policies that were reviewed with the HR Committee meeting.

7.2 Update

7.2.1 Human Resources Policy

Ehren Baldauf walked the board through the changes made to the Security Screening Checks and the new Criminal Reference Checks Policies.

With the introduction of Police Vulnerable Sector Checks (PVSC), the need to review the DSB policies was necessary. The purpose of the PVSC is to do a more complete investigation for individuals who have direct interaction with vulnerable people. Manitoulin-Sudbury DSB staff comes into contact with vulnerable people on a daily basis and it is important for our policies to reflect the need for a PVSC.

Since the policy was being updated the opportunity arose to separate the security screening checks from the criminal reference checks which were formerly one policy. Security screening checks are specific to the Ministry of Community & Social Services and affect only designated staff in the Integrated Social Services department.

Resolution 15-25

Moved by: Bruce Killah

Seconded by: Dean Wenborne

WHEREAS the Human Resources Committee has reviewed the revised Security Screening Checks Policy and the new Criminal Reference Checks Policy and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the revised C.1.14 Security Screening Checks Policy and the new C.1.16 Criminal Reference Checks Policy contained within the Human Resources Policy Manual effective April 1, 2015.

Carried

CAO Contract

The Human Resources Committee is recommending that the contract with the CAO be renewed. Bruce Killah presented the Board with the following resolution to renew the CAO Contract.

Resolution 15-26

Moved by: Bruce Killah

Seconded by: Bill Baker

WHEREAS the Human Resources Committee has reviewed the CAO contract with the Human Resources Consultant and is recommending that the contract be renewed.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the contract renewal of its CAO as set out in the original contract.

Carried

Honoraria By-Law

The HR Committee reviewed the Board remuneration policies.

In preparing for the review of the Board remuneration, staff determined that the current honoraria rates are incorrect. The honoraria rates should have been increased on January 1, 2013 but because of an administrative error, the rates were not updated.

The Committee reviewed the General Administration Policy B.2.03 Honoraria By-Law and the committee is recommending the Board retroactively change this policy effective January 1, 2013 by adding "Any such increases will not be subject to retroactive calculations". This means the rates will be corrected as for March 2015 but no retroactive payments will be made to Board members.

Resolution 15-27

Moved by: Bruce Killah

Seconded by: David Leonard

WHEREAS the Human Resources Committee has reviewed the revised General Administration Policy B2.03 Honoraria By-Law and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the revised [B2.03 Honoraria By-Law](#) within the General Administration Manual effective January 1, 2013.

Carried

8.0 New Business

8.1 EMS Severance Accrual

Connie Morphet, Director of Finance & Administration, walked the Board through the [auditor's letter](#) regarding the EMS Severance Accrual.

As part of the OPSEU Collective Agreement the DSB is required to pay severance on separation of employment. To this end the DSB has been accruing this severance payout in accordance with Public Section Accounting Standards.

On December 31, 2013 the total amount estimated for the EMS Severance was \$936,869.67. The severance reserve balance at that time was \$235,922, therefore the liability set up for the 2013 year end was \$700, 877.67.

For the 2014 fiscal year end, the estimated EMS Severance has been calculated to be \$1,020,431.69. This means an additional \$83,562.01 is required to meet the additional liability for 2014.

Freelandt, Caldwell, Reilly is recommending an actuarial valuation be prepared at a minimum of every 3 years. This will determine if the EMS liability is appropriately estimated and would be within Public Section Accounting Standard rules. Staff are recommending that we have one actuarial valuation completed to determine the exact difference between the current calculation and the actuarial valuation. The results will be shared with the Board.

This will not change the fact that the estimated 2014 surplus will be reduced from \$303,112 to \$219,550 in order to meet the required EMS Severance requirements for the 2014 calendar year.

8.2 Investment in Affordable Housing (IAH) Extension Program

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the Board through the IAH Program Extension - Issue Report. This 100% federally and provincially funded program provides the DSB \$1,910,400 over the term of the 6 year contract.

The issue report explains how the DSB will use this funding to deliver the Ontario Renovates, Homeownership and Direct Shelter Subsidy Programs.

Resolution 15-28

Moved by: Bill Baker

Seconded by: Jim Rook

WHEREAS the Board has reviewed the Investment in Affordable Housing Program (IAH) Extension - Issue Report and is recommending approval.

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

Carried

8.3 Northern Ontario Service Deliverers Association (NOSDA)

NOSDA has sent a [letter to Minister Duguid](#) in regards to amending the Ontario Infrastructure and Lands Corporations Act to include District Social Services Administration Boards (DSSAB's) as eligible applicants under the Infrastructure Ontario Loan Program.

Currently all 37 Consolidated Municipal Service Manager's, Municipalities and Housing Corporations are eligible for the Infrastructure Ontario Loan Program. NOSDA has asked that the regulations are changed to allow the 10 DSSAB's to be eligible for the same program.

8.4 Ontario Works Notional Funding Allocations

Donna Moroso, Director of Integrated Social Services, walked the Board through the OW Funding Allocations. On February 24, 2015 the DSB received a [letter from the Social Assistance Program Manager](#) informing the DSB of the 2015-16 Ontario Works notional allocations.

The totals for Manitoulin-Sudbury DSB is \$2,144,100. It is important to note that these allocations are for planning purposes. The notional allocation amounts are subject to available funding. The actual funding will be confirmed in late spring.

8.5 Community Paramedicine Policy

Mike MacIsaac, Chief of EMS, walked the Board through the Community Paramedicine Update - Issue Report, the new Community Paramedicine Program Policy and a [Press Release](#).

The Community Paramedicine Program is ready to begin on a couple of different levels across the area with pilot programs to commence in two communities.

On a go forward basis only paramedics who are on regular duty or who volunteer will participate in the Community Paramedicine program. The cost to the DSB will only be nominal ancillary costs.

The pilot program locations will be Gogama and Gore Bay. Both of these communities have call volumes that are not so overwhelming that the paramedics can perform Community Paramedicine.

Resolution 15-29

Moved by: Bruce Killah

Seconded by: David Leonard

WHEREAS the Board has reviewed the Community Paramedicine Update - Issue Report and the new Community Paramedicine Policy.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Community Paramedicine Update - Issue Report](#) and directs staff to action the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the new [G.1.7. Community Paramedicine Program Policy](#) contained within the EMS Policy Manual effective April 1, 2015.

Carried

8.6 Gogama Rail Fire

Mike MacIsaac, Chief of EMS, updated the Board on the EMS department's involvement in the Gogama Rail fire emergency. The Gogama station was up staffed to ensure the safety of the community.

The additional costs assumed by the DSB to provide up staffed emergency coverage to the community of Gogama and surrounding area was approximately \$4,200. The DSB will be submitting a request for reimbursement to the Canadian National Railroad.

8.7 Association of Municipalities (AMO)

Donna Moroso, Director of Integrated Social Services, walked the Board through the [letter](#) from AMO written to the Honourable Dr. Jaczek in regards to concerns with the challenges of the Social Assistance Management System.

Resolution 15-30

Moved by: Bill Baker

Seconded by: Ron Piche

WHEREAS the Association of Municipalities (AMO) has written to the Honourable Dr. Helen Jaczek, Minister of Community & Social Services regarding its concerns with the Social Assistance Management System (SAMS); and

WHEREAS the Ministry of Community & Social Services has provided some initial mitigation funding, municipalities and DSSAB's are still looking for the Province to assume 100% responsibility for all the short and long-term costs associated with the implementation of the new software system; and

WHEREAS it is not fair or reasonable that municipalities and DSSAB's are incurring more ongoing costs associated with SAMS implementation and these costs cannot be considered part of the 50:50 administration formula.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB endorses [AMO's letter](#) to the Minister and supports the request that the Province reimburse municipalities and DSSABs for the additional ongoing costs associated with SAMS until such time as the short and long-term implementation problems are resolved.

FURTHERMORE BE IT RESOLVED THAT a copy of this resolution be sent to Minister Jaczek, AMO, FONOM, NOMA, NOSDA and OMSSA.

Carried

9.0 Other Business

Mayor Ron Piche received a letter from a tenant of Rainbow Apartments in Espanola regarding accessibility issues. Staff are currently reviewing this issue and will be in contact with the tenant. Staff are also currently working on an issue report relating to the duty to accommodate and it will be shared with the Board once completed.

10.0 Next Meeting – April 23, 2015

11.0 Adjournment

Resolution 15-31

Moved by: Al MacNevin

Seconded by: Bill Baker

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 April 23, 2015.

Carried



Chair



CAO (Secretary-Treasurer
of the Corporation)