



**of the May 26, 2016**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Les Gamble, David Leonard, Al MacNevin, Ron Piche, Ned Whycott, Jim Rook, Michael Levesque, Eric Russell, Bruce Killah, Ted Lovelace, Bill Baker

**Regrets :** Laurier Falldien, Stewart Meikleham, Paul Schoppmann

**Staff :** Fern Dominelli, Donna Moroso, Connie Morphet, Mike MacIsaac, Melody Ouellette

**Media:** Alicia McCulloch

**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. 16-35**

**Moved by:** Bill Baker

**Seconded by:** Jim Rook

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 2015 Audited Financial Statements**

Cynthia MacKenzie and Josh Blasutti, from Freelandt Caldwell and Reilly LLP, walked the board through the 2015 Audited Financial Statements, highlighting areas of importance for each program.

**Resolution 16-36**

**Moved by:** Michael Levesque

**Seconded by:** Eric Russell

BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept receipt of the [Audited Financial Statement](#) for the year ended December 31, 2015, as prepared by the Freelandt, Caldwell, and Reilly Accountants.

**Carried**

**5.0 Closed Session**

**Resolution 16-37**

**Moved by:** Bruce Killah

**Seconded by:** Jim Rook

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

**Carried**

**Resolution 16-38**

**Moved by:** Al MacNevin

**Seconded by:** Ron Piche

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**

**Resolution No. 16-39**

**Moved by:** Eric Russell

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT the Minutes of the [April 28, 2016](#) 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 CAO Quarterly Report

Fern Dominelli, CAO, walked the board through the CAO Quarterly Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

#### **Resolution 16-40**

**Moved by:** David Leonard

**Seconded by:** Jim Rook

BE IT RESOLVED THAT the [2016 CAO First Quarter Activity Report](#) be approved as presented.

**Carried**

### 8.2 2016 First Quarter Financial Report

Connie Morphet, Director of Finance and Administration, walked the Board through the 2016 First Quarter Unaudited Financial Report.

#### **Resolution 16-41**

**Moved by:** Ned Whynott

**Seconded by:** Eric Russell

BE IT RESOLVED THAT the [2016 First Quarter Unaudited Financial Report](#) be approved as presented.

**Carried**

### 8.3 Annual Report on Reserves

Connie Morphet, Director of Finance and Administration, walked the Board through the Annual Report on Reserves. The annual report on reserves has been updated based on the 2015 Audited Financial Statements.

#### **Resolution 16-42**

**Moved by:** Al MacNevin

**Seconded by:** Ted Lovelace

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the 2016 Annual Report on Reserves.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [2016 Annual Report on Reserves](#) and authorizes staff to action the recommendations contained with the report.

**Carried**

### 8.4 2015 Fourth Quarter Audited Financial Report

Connie Morphet, Director of Finance and Administration, walked the Board through the 2015 Fourth Quarter Audited Financial Report. Based on the 2015 Audited Financial Statements there is a year end surplus of \$452,643.

**Resolution 16-43**

**Moved by:** Eric Russell

**Seconded by:** Ron Piche

BE IT RESOLVED THAT the [2015 Fourth Quarter Audited Financial Report](#) be approved as presented.

**Carried**

**8.5 DSB Surplus for the 2015 Calendar Year**

According to the 2015 audited financial statements the DSB ended the 2015 calendar year with a year surplus of \$452,643.

The DSB working funds reserve balance on December 31, 2015 is \$550,840.

According to Board resolution 02-97 the DSB is allowed to maintain a Working Funds Reserve of no more than 15% of the net municipal share or \$1,557,021 based on the 2016 DSB budget.

The Working Funds Reserve is \$1,006,181 under the allowable maximum of \$1,557,021.

Staff are recommending that the entire surplus of \$452,643 be returned to municipalities the same way it was collected based on the 2015 apportionment formula.

**Resolution 16-44**

**Moved by:** Al MacNevin

**Seconded by:** Jim Rook

WHEREAS the audited financial statements for the operating year ended December 31, 2015 recorded a surplus of \$452,643; and

WHEREAS the Board by [Resolution # 02-97](#) dated May 23, 2002 has approved a Working Funds Reserve to a maximum of 15% of the municipal share of annual operating budget, which based on the 2016 operating budget of \$10,380,138 would be a maximum of \$1,557,021; and

WHEREAS the current balance of the working funds reserve on December 31, 2015 is \$550,840 and this amount is \$1,006,181 under the allowable 15% maximum; and

WHEREAS the DSB Board has reviewed the [Annual Report on Reserves](#) dated May 26, 2016.

THEREFORE, BE IT RESOLVED THAT \$ 0 dollars be directed to the DSB's Working Reserve in order to bring it to the 15% that the Board has established; and

FURTHER BE IT RESOLVED THAT \$452,643 be distributed to the DSB's member municipalities as per the apportionment formula in place in the year 2015.

**Carried**

### **8.6 Municipality of Killarney**

On May 9, 2016, the Manitoulin-Sudbury DSB received a request for funding from the Municipality of Killarney in regards to the repairs required for the landing strip at the municipal aerodrome. The DSB is not able to fund landing strips under any of the programs it has authority to administer.

### **8.7 Ministry of Training, Colleges and Universities**

Donna Moroso, Director of Integrated Social Services, walked the Board through a letter from the MTCU and the Youth Job Connection Service Delivery – Issue Report.

The Ministry of Training Colleges & Universities (MTCU) provided the Manitoulin Sudbury District Services Board with [notice](#) pursuant to Article 14 of that [agreement](#) that the Board is in default under the terms of its legal agreement to deliver the Youth Job Connection program.

The DSB is being provided with an opportunity to remedy this default by submitting an action plan by June 3, 2016 for the following compliance issues:

- Contrary to Article 23.1 in the YJC Agreement "No Assignment of the agreement" The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Ministry". The Board has assigned part of the work under the Youth Job Connection agreement to the Chapleau Learning Centre. Specifically, the Chapleau Learning Centre is delivering 2 of the 3 Pre-Employment Services components outlined in Schedule A, Section C of the agreement.
- Contrary to Schedule A, Section C of the agreement - the Board is not delivering all components of the program. Specifically, the Board is not delivering all Pre-Employment Services; as noted above, 2 of the 3 Pre-Employment Services components are being delivered by Chapleau Learning Centre.
- Contrary to Section 2.5.3 of the Y JC Guidelines, short-term, job-related training (i.e. Smart Serve and First Aid and CPR) is not part of the Pre-Employment Workshops or activities. Please refer to Section 2.5.2 of the guidelines and Appendix 2 for examples.

The DSB will be submitting its action plan prior to June 3, 2016. The action plan contains proposals to remedy the three compliance issues as follows:

- The DSB will post and advertise a position for a temporary part-time position 160 to 240 hours per year to deliver the Pre-Employment Services for the Year-Round component as required by MTCU and as outlined in the attached Schedule A.

Staff will develop a job posting and share it with MTCU for their input.

The position will be posted in Chapleau and surrounding for a minimum of 4 weeks to in order to ensure maximum coverage.

Once a successful candidate is hired they will be hired on a contract basis during the year as required to deliver the 60-hour Pre-Employment Services.

- If after the recruitment process, there is no viable candidate. The DSB will propose one of the 2 following options to MTCU:
  - Option 1, the DSB would formally request that MTCU approve the assignment of the Pre-Employment Services to the Chapleau Learning Centre, (who is already under contract with MTCU), pursuant to article 23.1 of the agreement which is well with MTCU authority based on the language in the agreement;
  - Option 2, transfer an appropriate portion of the MTCU allocation under YJC Year Round component to MTCU so they can fund the Chapleau Learning Centre directly for the provision of the 60-hour Pre-Employment Services.
- With respect to the First Aid and CPR not being part of the Pre-Employment workshops or activities per Section 2.5.2 of the guidelines, although the DSB disagrees with the province's position, the DSB will respect the MTCU request and stop providing First Aid and CPR to the Youth as part of the YJC Pre-Employment Services.

**Resolution 16-45**

**Moved by:** Michael Levesque

**Seconded by:** Ron Piche

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Youth Job Connection Service Delivery – Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Youth Job Connection Service Delivery - Issue Report](#) and directs staff to action the recommendations contained within the report; and

FURTHER THAT that the Chair of the Manitoulin-Sudbury DSB request a meeting with the Premier to discuss the ongoing relationship between the Ministry of Training Colleges & Universities and the Consolidated Municipal Service Managers (CMSM) and District Social Services Administration Boards (DSSAB) that deliver Employment Ontario.

**Carried**

### **8.8 Ministry of Education - Ontario's Well-Being Strategy**

Donna Moroso, Director of Integrated Social Services, walked the board through a [memo](#) received on May 4, 2016 from Deputy Minister, George Zegarac, indicating that the Ontario's Well-Being Strategy for Education was being released by the province.

The discussion document is to engage with education partners, parents and students on the well-being of children and students in Ontario's publicly funded education system.

Research shows that children who have a positive sense of well-being are more resilient and better positioned to make positive and healthy choices to support their life-long learning. Students cannot achieve academically if they do not feel safe or welcomed at school, if their well-being is at risk or if they lack the tools necessary to live active and healthy lifestyles, both at home and in the classroom. Children who have a positive sense of self are better equipped to meet the challenges of a fast-paced and increasingly interconnected world.

Starting in the fall of 2016, Ontario will build on the release of the discussion document by launching an engagement process with its education partners to establish a common understanding of what promoting well-being means in schools and to develop ways to measure progress in promoting child and student well-being.

In future years, the province will also seek feedback about enhancing well-being for children in the early years, as well as educators and staff.

Ontario's Well-Being Strategy for Education discussion document highlights well-being initiatives already underway in schools across Ontario, including fostering and promoting:

- Positive Mental Health
- Safe and Accepting Schools
- Healthy Schools
- Equity and Inclusive Education

### **8.9 Ministry of Education - Initiatives to Support Community Hubs in Schools**

Donna Moroso, Director of Integrated Social Services, walked the board through a [memo](#) received from the Assistant Deputy Minister, Nancy Matthews, indicating that the government accepted all of the recommendations in the Action Plan for the report entitled '[Community Hubs in Ontario: A Strategic Framework and Action Plan](#)' and since its release, the Ministry of Education has been working with other government ministries, school boards, and other community partners to implement the recommendations in the Action Plan that were specific to the education sector.

The Ministry is taking steps to respond to the recommendations provided in the Action Plan to promote community hubs in schools. The initiatives detailed in the memo will support the government's objectives of removing barriers to community hubs, providing integrated service delivery to communities, and respecting the importance of local planning decisions.

The Ministry of Education has made amendments to Ontario Regulation 444/98 – *Disposition of Surplus Real Property*, to ensure additional consideration of community and provincial interests when disposition of surplus school property occurs.

The Ministry is introducing the following new capital funding programs for school boards to support community hubs in schools:

- \$20 million to create space for new child care and child and family support programs through Ontario Early Years Child and Family Centres in schools
- \$18 million to retrofit existing child care space within a school to open up more spaces for children under four years' old
- \$50 million to renovate surplus school space to make it available for use by community partners and the public
- Expanding eligibility for school capital funding to include building replacement space for eligible community partners in new schools or additions in the event their original school location is closed or sold.

### **8.10 Paramedic Service 5-Year Plan**

Mike MacIsaac, Chief of Paramedic Services, reviewed the [Paramedic Services 5-Year Plan](#) that was approved by the Board May 28, 2015 which included the enhancement of a Paramedic Response Unit (PRU) in 2016 which was implemented April 1, 2016.

Although in its infancy, the PRU program is showing some merit, in Massey there have been 45 PRU calls performed to date and 91 PRU calls performed to date in Wikwemikong. At this point staff are recommending that the current plan be re-affirmed until data is available to assess the effectiveness of these enhancements.



**Resolution 16-46****Moved by:** David Leonard**Seconded by:** Ron Piche

WHEREAS the Manitoulin-Sudbury DSB has reviewed the 2015 EMS 5-Year Staffing Plan – Issue Report and;

WHEREAS the PRU enhancements included in the 2016 Budget were implemented April 1, 2016, the 5-Year Plan will be updated once new data is available to assess the effectiveness of these enhancements.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB confirms the recommendations contained in the [2015 EMS 5-Year Staffing Plan – Issue Report](#) and directs the DSB Finance Committee to review the recommendations contained within this report as it deliberates DSB budgets on an annual basis.

**Carried****8.11 Ministry of Education**

Donna Moroso, Director of Integrated Social Services, walked the board through a [memo](#) received on May 9, 2016, from the Assistant Deputy Minister Nancy Matthews indicating that as part of the transformation of Ontario's child care system, the Ministry of Education is implementing a new modernized approach to licensing child care centres called tiered licensing.

Tiered licensing addresses the concern of current licensing inspection checklist, comprised of 300 requirements, includes many administrative items and leaves little room for important conversations about training and program approaches, while allowing the ministry to maintain its oversight of children's health, safety, and well-being. The approach will enable the ministry to focus resources on working with child care centres that need more support to achieve and maintain compliance and allow for more time during inspections for program discussions.

Beginning on August 29, 2016, the new tiered licensing process will be available to child care centres that have been licensed for three years or more. Eligible child care centres will be assigned to Tier 1, Tier 2, or Tier 3 based on their compliance history over the last three years. A centre's tier will determine the type of inspection the ministry will conduct, as well as the duration of the licence that may be issued.

Tiered licensing, and the maximum two-year licence duration, will not apply to child care centres that have been licensed for fewer than three years. After three years, the child care centre would be placed into the appropriate tier at their next licence renewal inspection, depending on their compliance history.

Tiered licensing will not apply to licensed home child care agencies.

For those programs not eligible for tiered licensing, the current licensing process will remain in place.

### 8.12 Container Gardening Events

The Manitoulin-Sudbury District Services Board and the LaCloche Best Start Hub will be hosting its fifth annual Family Container Gardening Event on Saturday June 4, 2016 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 and engage in fun activities!

The Manitoulin-Sudbury District Services Board and the Sudbury North Best Start Hub will be hosting our third annual Family Container Gardening Event on Thursday June 16, 2016 from 4:00 pm – 6:00 pm on-site at the DSB Housing building (78-80 Pine Street).

### 9.0 Other Business

#### Paramedic Services Week

Mike MacIsaac, Chief of EMS, informed the Board that it is Paramedic Week. The week is meant to highlight the importance of the service and the work done by paramedics in our communities. In recognition of Paramedic Week, Board Chair, Les Gamble, will send out a [memo](#) to all Manitoulin-Sudbury DSB paramedics acknowledging their continued service and dedication to the health and wellbeing of our citizens living in and visiting our communities.

#### NOSDA AGM

Co-Hosted by City of Greater Sudbury  
and Manitoulin-Sudbury DSB  
June 8,9,10, 2016 Holiday Inn Sudbury

### 10.0 Next Meeting – June 23, 2016

### 11.0 Adjournment

#### Resolution 16-47


Moved by: Al MacNevin

Seconded by: Ted Lovelace

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 June 23, 2016.

**Carried**

  
Chair

  
CAO (Secretary-Treasurer  
of the Corporation)