



**Draft Minutes**  
**of the November 22, 2018**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Bill Baker, Vern Gorham, Les Gamble, David Leonard, Al MacNevin, Ken Duplessis, Eric Russell, Dean Wenborne, Ted Lovelace, Ray Dufour, Bruce Killah, Michael Levesque

**Regrets :** Jim Rook, Paul Schoppmann

**Staff :** Donna Stewart, Rob Smith, Connie Morphet, Melody Ouellette, Anne Quenneville, Lori Clark

**1.0** Chair, Les Gamble, called the meeting to order at 10:00 a.m.

**2.0 Adoption of Agenda**

**Resolution No. 18-91**

**Moved by:** Michael Levesque

**Seconded by:** David Leonard

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 18-92**

**Moved by:** Al MacNevin

**Seconded by:** Vern Gorham

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

**Carried**

**Resolution 18-93**

**Moved by:** Dean Wenborne

**Seconded by:** Bill Baker

BE IT RESOLVED THAT the Board adjourn this closed session at 10:05 a.m.

**Carried**

## 5.0 Business Arising from Closed Session

During its Closed Session, the Board discussed property, legal and Human Resources issues. The following resolution is a result of the in camera discussions.

## 6.0 Adoption of Minutes

### Resolution No. 18-94

**Moved by:** Bruce Killah

**Seconded by:** Eric Russell

BE IT RESOLVED THAT the Minutes of the [October 25, 2018](#) Board meeting be approved.

**Carried**

## 7.0 New Business

### 7.1 2018 Third Quarter CAO Report

Donna Stewart, Director of Integrated Social Services, walked the Board through the Third Quarter CAO Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

### Resolution No. 18-95

**Moved by:** Ted Lovelace

**Seconded by:** Ray Dufour

BE IT RESOLVED THAT the [2018 CAO Third Quarter Activity Report](#) be approved as presented.

**Carried**

### 7.2 2018 Third Quarter Unaudited Financial Report

Connie Morphet, Director of Finance & Administration, walked the Board through the Third Quarter Unaudited Financial Report, which is forecasting a year-end surplus of \$219,331.

### Resolution No. 18-96

**Moved by:** Ted Lovelace

**Seconded by:** Dean Wenborne

BE IT RESOLVED THAT the [2018 Third Quarter Unaudited Financial Report](#) be approved as presented.

**Carried**

### 7.3 National Housing Strategy Co-Investment Fund

Donna Stewart, Director of Integrated Social Services, discussed a [letter](#) received on October 29, 2018 from the Municipality of Assiginack. The letter expressed the support of the township for Mr. Rob Sheppard's application to the National Housing Co-Investment Fund: New Construction Stream.

The Municipality of Assiginack has been following Mr. Sheppard's application with interest and feel that the community supports the proposal and looks forward to the completed results.

On [October 31, 2018](#), our Board Chair, Les Gamble, expressed the support of the Manitoulin-Sudbury DSB for Mr. Sheppard's application to the National Housing Co-Investment Fund: New Construction Stream.

Mr. Gamble further indicated that the Manitoulin-Sudbury DSB feel that Mr. Sheppard's application is supported by the community and is consistent with the needs as outlined in the Manitoulin-Sudbury DSB 10-Year Housing and Homelessness Plan.

In addition, the Manitoulin-Sudbury DSB would be prepared to offer a Direct Shelter Subsidy for up to 8 eligible tenants who resident in this new development.

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

Anne Quenneville, Ontario Works Supervisor, walked the Board through letters received from the Ministry of Training, Colleges and Universities.

On October 5, 2018, the Ministry of Training, Colleges and Universities (MTCU) sent the Manitoulin-Sudbury DSB a [letter](#) regarding our transfer payment agreement to deliver Employment Service program.

The Ministry reviewed our Service Delivery Site performance results at the end of the 2017-18 fiscal year and they did not meet the provincial Service Quality Standard (SQS). Consequently, our site was not in compliance with the Employment Service agreement. As a result of this, the Manitoulin-Sudbury DSB would be placed on Directed Improvement and be required to provide an action plan.

While MTCU recognized that our site is meeting SQS for the current fiscal year, our Service Delivery Site was still required to submit an Action Plan indicating milestones and timelines by October 19, 2018 identifying our strategies to meet the SQS by end of fiscal year.

The DSB CAO reached out to Andrew Irvine, Regional Director Northern Region with MTCU and inquired as to what exactly the action plan was supposed to entail as we are currently meeting the SQS for this fiscal year and that it was too late to fix the last fiscal years' SQS.

On October 26, 2018, MTCU sent the Manitoulin-Sudbury DSB another [letter](#) indicating that our site is currently meeting the provincial SQS and no Action Plan would be required.

The Director of Integrated Social Services, Donna Stewart, has requested clarification on how the Ministry's SQS is calculated to ensure all staff understand how the Service Quality Standard can be achieved.

## 7.5 Child Care Update

Lori Clark, Children Services Supervisor, gave the Board an update on Child Care.

In January 2018, we began to transition our Best Start Hubs to EarlyON Child and Family Centres. We have been building on the success of Best Start Hubs to ensure the programs are guided by the following principles:

- Child and Family Centered
- Welcoming
- High Quality
- Inclusive
- Integrated
- Community Led

In June of this year we submitted a 6-month update to the ministry to advise on the transition to EarlyON. We confirmed that the EarlyON programs are committed to improving outcomes for all children and families in our community.

Several new outreach locations have been established in response to feedback from families. For example increased programming has been offered in Massey, Tehkummah and Markstay. Increased hours of operation have been established throughout the districts including weekend and evening programming.

Staff and elders at the Minidoo Mnising Sharing and Learning Centre for All have been working with EarlyON teams to identify community and staff needs (as they vary across our district) and enhance Indigenous content in EarlyON centres.

EarlyON centres have provided Francophone programming for several years (as Best Start Hubs), programming has expanded as a result of increased hours of operation and outreach opportunities.

We have worked closely with EarlyON staff to ensure a shared understanding of the mandatory core services.

Staff submit their monthly calendars to DSB staff for review to ensure programming aligns with mandatory core services and to be posted on our website.

We also reported that EarlyON staff are included in all child care learning opportunities. EarlyON Child and Family Centres have been visited by the DSB Quality Assurance program and are supported by Child Care/EarlyON Quality Leads.

Staff know they can seek support from both their agency Quality Lead and/or from DSB Quality Assurance staff at any time.

We confirmed that communication strategies vary across the district and include but are not limited to:

- Monthly Calendars
- Brochures and posters
- Ministry of Education materials (bookmarks and brochures) have been distributed to child care, Early ON and Ontario Works families
- EarlyON promotion at community events
- Newsletters
- Promotional items including: EarlyON hats, beach towels, sand pails and beach balls
- Updates to agency websites
- Social media including Facebook, Instagram and Twitter (agency accounts)
- Local planning networks (Local Service Provider Networks)
- Aboriginal Advisory Committee
- Network for Children and Families (formerly Manitoulin-Sudbury Best Start Network)
- When we survey families, we will be asking how best to communicate with them and will amend our strategies accordingly.

We advised that the challenges associated with the recruitment and retention of Registered Early Childhood Educator's (RECE) is not unique to our district, we have had ongoing discussions with other service system managers, particularly those in the North, to identify possible strategies to recruit and retain RECE's.

We have identified that the opportunities for potential RECE's to study in our district are limited, both Child Care and EarlyON programs have indicated that staff do not want to leave their community and their family to attend school.

We have also heard from providers that opportunities to apprentice are limited due to long wait times, we would like to work more closely with community colleges to address these issues and seek mutually beneficial solutions.

Discussions with community colleges and service providers are in their infancy, we anticipate more fulsome discussions in the coming months.

Providers have also indicated that when they are able to recruit an RECE, it is often difficult to retain them due to wage levels, although wages are increasing, they are not high enough to retain staff when opportunities with school boards present. This is of concern with Francophone RECE's as they are in high demand.

Where an EarlyON Child and Family Centre is unable to recruit at least one RECE to deliver core services related to supporting early learning and development, the Manitoulin-Sudbury DSB may grant an exemption from the requirement.

Exemptions are not meant to be extended indefinitely. The DSB will review exemptions on an annual basis, identify challenges and develop strategies to support service providers in meeting the requirement. This may include transition planning, ensuring capacity to deliver core services related to early learning and development, and Human Resources approaches (e.g. recruitment and staffing strategies).

Staff have been working closely with the Sault Ste Marie Innovation Centre to implement digital sign in for our districts. Digital sign in went live on August 1, we anticipate this will improve reporting accuracy, simplify sign in process for families and increase the time available to staff to work directly with families.

EarlyON staff have embraced the transition from Best Start to EarlyON and are working hard to reinforce the EarlyON brand while still responding to the unique needs of their communities.

We look forward to continued efforts to enhance the holistic development of children and families in our communities.

## **7.6 Workers Safety & Insurance Board**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [2019 Premium Rates Backgrounder](#) provided by Workers Safety and Insurance Board (WSIB).

Manitoulin Sudbury DSB is a Schedule 1 employer, and the schedule 1 employer WSIB is now over 100 per cent funded, which has reduced the Past Claims Cost for businesses and results in rate reductions for almost all Rate Groups in 2019.

Almost all rate groups will see a decrease in premium rates as a result of the elimination of the Unfunded Liability.

Seven rate groups did not see a decrease and will remain steady at the 2018 rate.

The WSIB backgrounder explains the calculation for the three components for the new rate. The components are:

- 1) New Claims Cost
- 2) Administration Expenses
- 3) Past Claims Cost

For the Rate Group 590, Ambulance Services, the target rate for 2019 using the new calculation system would result in an increase to 7.84 but will remain at the 2018 rate of 7.09. This means the DSB pays a premium of \$7.09 per hundred of insurable earnings paid to Paramedics.

8.0 Other Business

9.0 Next Meeting - January 24, 2019

10.0 Adjournment

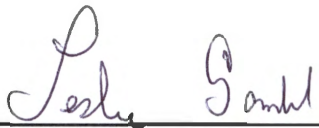
**Resolution 18-97**

**Moved by:** Al MacNevin

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT we do now adjourn at 10:40 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on January 24, 2019.

**Carried**

  
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Chair

  
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CAO (Secretary-Treasurer  
of the Corporation)