



Minutes
of the September 27, 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, Michael Levesque, Ray Dufour, Jim Rook, Paul Schoppmann

Regrets : Bruce Killah

Staff : Fern Dominelli, Donna Stewart, Connie Morphet, Melody Ouellette, Robert Smith

Media: Alicia McCutcheon, the Manitoulin Expositor

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

2.0 Adoption of Agenda

Resolution No. 18-64

Moved by: Al MacNevin

Seconded by: Vern Gorham

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 Homelessness Enumeration

Carol Kauppi, Director, Centre for Research in Social Justice and Policy of Laurentian University, walked the Board through a [presentation](#) of her findings from the [Homelessness in Manitoulin-Sudbury: 2018 Enumeration Report](#).

5.0 Commercial Bioenergy Inc.

Allan Reid, Evan Lennon & Robert Manseau from Commercial Bioenergy Inc., presented a [conceptual overview](#) of the company's creation of Biomass Utilities and the potential benefits to DSB properties.

6.0 Closed Session

Resolution 18-65

Moved by: David Leonard

Seconded by: Michael Levesque

BE IT RESOLVED THAT the Board move into closed session at 10:50 a.m.

Carried

Resolution 18-66

Moved by: Bill Baker

Seconded by: Eric Russell

BE IT RESOLVED THAT the Board adjourn this closed session at 11:00 a.m.

Carried

7.0 Business Arising from Closed Session

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

8.0 Adoption of Minutes

Resolution No. 18-67

Moved by: Ken Duplessis

Seconded by: Ray Dufour

BE IT RESOLVED THAT the Minutes of the [June 28, 2018](#) Board meeting be approved.

Carried

9.0 Committee Reports

Program Planning Committee

David Leonard, Program Planning Committee Chair, gave the Board a brief update on items discussed at the September 26, 2018 meeting.

9.1 Paramedic Services Technology Advancement

Rob Smith, Chief of Paramedic Services, walked the Board through the [Paramedic Services Technology Advancement – Issue Report](#).

Paramedic Services involves a heavily regulated system that is dependent on quality assurance to ensure legislative compliance. The service has benefited from the introduction of technology solutions including vehicle GPS tracking, Driver Behaviour Modification programs, electronic patient records systems, and remote wireless connectivity. The development and future evolution of technology will allow even greater opportunities.

Paramedic Services has implemented technology solutions since inception and has done so in a measured manner. Investments have been attached to other programs, or cost centers. As such, a clear direction of technology evolution has been unclear. Paramedic Services is proposing that technology system solutions be managed in a specific cost center that can evolve based on emerging needs and can also be brought forward as part of the annual budget process.

Resolution No. 18-68**Moved by:** David Leonard**Seconded by:** Al MacNevin

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Paramedic Services Technology Advancement - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Paramedic Services Technology Advancement - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried**9.2 Vulnerable Persons Registry**

Rob Smith, Chief of Paramedic Services, walked the Board through the [Vulnerable Persons Registry – Issue Report](#).

Vulnerable persons throughout society are of risk during and following any emergency event. Inclusion into the vulnerable subset of our citizens can be defined by several factors, including socioeconomic status, health status and age.

The response to Parry Sound 033 involved a significant amount of work by municipal and DSB staff to identify vulnerable persons to effect mandatory and preparatory evacuations. Efforts to identify this population required outreach to several Municipal and Provincial agencies, as multiple agencies were responsible for different clients. Each of these agencies then had to confirm if they could share client names. This process took multiple days and included nearly 60 clients who were clients of Manitoulin-Sudbury DSB or ODSP.

This Issue Report proposes a partnership with the Innovation Center in Sault Ste Marie (SSMIC) to develop a vulnerable person's registry. The SSMIC registry was borne out of a tragedy in the wake of the 2003 power outage, where a gentleman who was unable to self-regulate his body temperature, passed away, alone. The power outage resulted in loss of air conditioning and loss of telephone communications. The registry is voluntary, but it aims to improve both disaster planning and response capacity by providing key information to authorized response agencies during emergency events.

Manitoulin-Sudbury DSB residents who are at greater risk during emergencies and who have registered as vulnerable, will have their key information placed into Computer Aided Dispatch systems of emergency response agencies. This information would be disseminated to agency personnel during either an emergency incident, or an extended/widespread community event such as electrical outage, flooding or forest fires.

Designation as a vulnerable person for purposes of this registry would include those with mobility, vision/hearing challenges, or those with cognitive challenges, and who do not benefit from 24-hour support. Additionally, anyone who requires Electricity for life-sustaining equipment such as life support, oxygen, dialysis, etc.

Once placed on the vulnerable persons registry, registrants/Legal guardians will be contacted every six months to update/confirm information.

The Manitoulin-Sudbury DSB is exploring the implementation of a vulnerable person's registry study that will be piloted in Baldwin, Espanola, Nairn and Hyman, Sable – Spanish Rivers, part of Sudbury Unorganized (Whitefish Falls) in 2018, then implemented in Chapleau, Sudbury Unorganized (Cartier, Gogama, Foley) Markstay-Warren, St. Charles, French River, Killarney, Sudbury Unorganized (Estaire) in 2019, and on Manitoulin Island in 2020.

There is a growing number of vulnerable citizens who, through the deinstitutionalization model for health care in Ontario, can continue living in their homes with support such as personal support workers, meals-on-wheels and family or friends. The VPR system is another link of support and in Sault Ste Marie has proven to be very successful and the Manitoulin-Sudbury DSB would like to initiate this same pilot in the DSB jurisdiction, phased in over a 3-year period.

Resolution No. 18-69

Moved by: David Leonard

Seconded by: Dean Wenborne

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Vulnerable Persons Registry - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Vulnerable Persons Registry - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

9.3 Social Housing Portfolio Renewal

Connie Morphet, Director of Finance and Administration walked the Board through the [Social Housing Portfolio Renewal – Issue Report](#).

Operating costs for Social Housing buildings continue to rise due to many factors including aging infrastructure. Due to these concerns and the changing demand for social housing units, it is important to review the portfolio to ensure that supply meets demand and that the supply is financially affordable to operate. The infrastructure costs were considered by assessing the 5-year capital plan for the properties based on current Building Condition Assessments.

Staff will create a list of properties that identify as challenging or excessive in operational cost, and bring these properties back to the Board with a plan to declare them surplus in accordance with DSB policy [B.3.14 Sale of Surplus Buildings and Lands](#).

In looking at potential properties for sale, it will be taken into consideration the current waitlist which demonstrates the demand in each community as well as the 10 Year Housing and Homelessness Plan.

Resolution 18-70

Moved by: David Leonard

Seconded by: Jim Rook

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Social Housing Portfolio Renewal - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Social Housing Portfolio Renewal - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

9.4 Alternative Energy

Connie Morphet, Director of Finance and Administration walked the Board through the [Alternative Energy – Issue Report](#).

As a follow-up to the presentation made today; Commercial Bioenergy Inc. is an alternative biofuels company providing energy solutions to reduce heating and electricity costs in institution, commercial and residential settings. Supported by state-of-the-art technology, Bioenergy seeks to implement projects where a net cost benefit is realized against current incurred utility costs, being, heat and/or electricity.

Manitoulin-Sudbury DSB and Bioenergy seek to explore a mutually beneficial Memorandum of Understanding that would evaluate, plan and effectively implement biomass as their primary fuel source in DSB owned properties where this is feasible and where cost savings to the DSB can be demonstrated and proven. Bioenergy aims to build a long-term biomass energy industry in Northern Ontario

The energy source is considered environmentally friendly and carbon neutral. This is accurate based on several factors including if pellet shipping is a significantly short distance.

Staff are recommending that the DSB sign the Memorandum of Understanding to proceed with feasibility studies. Staff will bring any legal agreements that need to be ratified to the Board before proceeding with any projects.

Resolution 18-71**Moved by:** David Leonard**Seconded by:** Paul Schoppmann

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Alternative Energy - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Alternative Energy - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried**9.5 Ontario Renovates Policy Revision**

Connie Morphet, Director of Finance and Administration walked the Board through the revisions to the [Ontario Renovates Policy](#).

Asset and Infrastructure Staff and the Integrated Social Services staff will work together to get the work accomplished. More specifically, the ISS staff will have most of the contact with the client seeing as though they are versed in a variety of other programs that could be also useful in this process.

The Manitoulin-Sudbury DSB's procedure for emergency home repairs is to fast-track unplanned, urgent repairs. The funding will be provided through the Ontario Renovates Program Revolving Loan Fund. The Ontario Renovates Revolving Loan Fund is the source of funds to support this homelessness prevention.

This is for homes that require urgent repairs necessary to maintain the safety of the home and the health of its residents at risk of imminent homelessness. These repairs are intended to prevent a household from becoming homeless and assisting households at risk of becoming homeless retain their housing.

Resolution 18-72**Moved by:** David Leonard**Seconded by:** Eric Russell

WHEREAS the Program Planning Committee has reviewed the revision to the Ontario Renovates Policy and recommends approval to the Board.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the changes to the [Ontario Renovates Policy](#) contained within the Social Housing Policy Manual effective October 1, 2018.

Carried**9.6 PSW-ECE Recruitment & Retention Initiative**

Lori Clark, Supervisor of Children's Services, walked the Board through the [Personal Support Worker & Early Childhood Educators Recruitment and Retention Initiative – Issue Report](#).

The Community Development Department from the City of Greater Sudbury (CGS) met with the Manitoulin-Sudbury District Services Board staff on January 8, 2018 to discuss areas of common interest.

From this meeting, a common concern from sector partners was the need for additional Personal Support Workers (PSW) and Early Childhood Educators (ECE).

Both organizations agreed to create a Recruitment and Retention Initiative Project Charter. This work would build on other job specific skills programs that are offered through the Social Services.

The Community Development Department and the Manitoulin-Sudbury DSB are in the process of setting up meetings with representatives from Cambrian College and Collège Boréal to explore more about local strategies in these two fields of employment. Further partnerships may be formed with both institutions to increase recruitment for skills training. Local partners that have been working in both geographical areas will also be consulted for best practices to be implemented.

Resolution 18-73**Moved by:** David Leonard**Seconded by:** Bill Baker

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Personal Support Worker & Early Childhood Educators Recruitment and Retention Initiative - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Personal Support Worker & Early Childhood Educators Recruitment and Retention Initiative - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

10.0 New Business

10.1 CAO Second Quarter Activity 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 18-74

Moved by: Dean Wenborne

Seconded by: Bill Baker

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

Carried

10.2 2018 Second Quarter Unaudited Financial Report

Connie Morphet, Director of Finance & Administration, walked the Board through the 2018 2nd Quarter Unaudited Financial Report, which is forecasting a year-end deficit of \$108,559.

Resolution 18-75

Moved by: Ken Duplessis

Seconded by: Ray Dufour

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

Carried

10.3 Wiikwemkoong Paramedic Service

Connie Morphet, Director of Finance & Administration, walked the Board through the Wiikwemkoong Paramedic Service Audited Statement.

The total expenses of \$2,176,704 were within budget and are 100% funded by the Ministry of Health and Long-Term Care.

Resolution 18-76

Moved by: Bill Baker

Seconded by: Eric Russell

BE IT RESOLVED THAT the [Wiikwemkoong Paramedic Service Audited Financial Statement](#) be approved as presented.

Carried

10.4 Ministry of Education

Lori Clark, Children's Services Supervisor, walked the Board through the updates on the [2018 Child Care Allocations and Transfer Payment Agreements](#).

On August 17, 2018, DSB staff received [confirmation](#) from the Ministry of Education that the 2018 child care allocations and guidelines had been amended.

The updated allocations continue to provide investments in the general allocation, child care expansion, base funding for licensed home child care agencies, the Canada-Ontario Early Learning and Child Care Agreement funding, Fee Stabilization Support funding, and ongoing Wage Enhancement/Home Child Care Enhancement Grant funding.

A new 2018 Transfer Payment Agreement will be issued and replaces all previously issued 2018 agreements. Transfer payment agreements will now be in the form of a multi-year agreement, with an annual budgeting process.

Child Care Expansion Plan allocations are prorated for the period of September to December 2018. The Manitoulin-Sudbury child care allocation has been increased from our initial estimates from \$6,065,607 to \$6,424,465 (mainly due to the addition of the prorated year two expansion funding and slight increases to general purpose funding and fee stabilization support).

Fee stabilization funding has been streamlined and may now be used to support cost pressures associated with general compensation for licensed child care staff such as vacation and sick leave. This change provides greater flexibility to service system managers in efficiently utilizing funding allocations.

Allocations for LHCC Base Funding for each CMSM and DSSAB are calculated based on an annual amount of \$6,900 per active home in licensed home child care agencies (as reported in the Ministry's 2017 Licensed Child Care Survey). Amounts have been prorated for 2018 to \$5,175 per home for the period of April-December 2018. Local policy will be developed to support planning for base funding.

10.5 TWOMO Election

Fern Dominelli, CAO, gave the Board an update on the upcoming TWOMO Election process.

The vote by mail ballots have been mailed and the DSB is ready for the election.

The transition period following the election was also reviewed with the Board.

During the period following the election and prior to the beginning of the new Term of Office (January 1), the existing Board continues to govern. However, some restrictions to the Board's actions will apply. The following activities should not be undertaken by the Board during this period:

- appointment or removal from office of any member of the board;
- hiring or dismissal of any employee of the board;
- disposition of any real or personal property of the DSSAB which had a value exceeding \$50,000 when it was acquired by the DSSAB (unless the disposition was included in the most recent budget adopted by the DSSAB before nomination day);
- making any expenditures or incurring any other liability which exceeds \$50,000 (unless the liability was included in the most recent budget adopted by the DSSAB before nomination day), excluding normal day to day business expenditures e.g. Ontario Works.

10.6 Employment Ontario

Fern Dominelli, CAO gave the Board an update on correspondence regarding Service System Management between the DSB and the Ministry.

On July 26, 2018, our Chair, Les Gamble submitted a [letter](#) to Honourable Merrilee Fullerton from the Ministry of Training, Colleges and Universities, formerly known as the Ministry of Advanced Education and Skills Development indicating the cookie cutter approach to establishing and setting targets in the rural, remote and Northern communities does not bode well.

He went on to say that it appears that there are considerable gaps, disconnects and duplications within the employment services network. The existing system is fragmented, and not fiscally efficient. Other barriers, such as access to transportation, only serve to exacerbate these challenges within the existing Employment Ontario strategy.

While her Ministry has tried to deal with these issues by reducing the number of delivery agencies from over 700 to just over 400, there is still a long way to go. We believe the 47 Consolidated Municipal Services Managers (CMSM) and District Social Services Administration Boards (DSSAB) are in the best position to take responsibility for the Service System Management of Employment programs.

The letter further indicated that we understand our community's needs, when we make decisions at a board level, all 14 duly elected board members ensure we put the people who live in our communities first.

The Manitoulin-Sudbury District Services Board, through this letter, requested Service System Management for all Employment Services within the Manitoulin-Sudbury District Services Board jurisdiction.

On September 7, 2018, Mr. Gamble received a [response](#) from the Regional Director, Andrew Irvine, indicating that see as though the Service System Manager model was brought forward during the Association of Municipalities Conference by the Northern Ontario Service Deliverers Association delegates and that the recommendations are under review, the Minister will not be meeting with the DSB Chair or the staff.

10.7 AMO Conference

At the 2018 AMO conference the DSB Chair and CAO participated in 10 delegations with Ministers and Parliamentary Assistants, 2 of which were DSB related.

The new government made it clear there was no new money and they were looking to work with us to make the best use the current dollars within the system.

In the 2 DSB specific delegations the following issues were discussed:

Ministry of Health & Long-Term Care

The DSB Chair and CAO raised the issue of the NELHIN RFP for a Non-Urgent Patient Transfer Service. We made it clear to the PA that the DSB has been running an Uber like system for almost 6 years now and the NE-LHIN is looking to install a bus route system which will not work because of the distances to hospitals. A return trip from Elliot Lake or Mindemoya using the bus model would take at least 7 hours making 2 trips a day practically impossible.

Ministry of Municipal Affairs & Housing

The DSB Chair and CAO raised the issue of the calculation used for the Portable Housing benefit and that the new calculation would adversely affect 126 or 70 of the families receiving the Direct Shelter Subsidy within the DSB.

NOSDA Delegations

Minister MacLeod announced a 100-day review of the Social Assistance System and asked NOSDA to come up with recommendation for the review.

The 100 days ends November 8 and the NOSDA recommendations will be submitted by the end this week.

11.0 Other Business

12.0 Next Meeting – October 25, 2018

13.0 Adjournment

Resolution 18-77

Moved by: Al MacNevin

Seconded by: Vern Gorham

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 October 25, 2018.

Carried



Chair



CAO (Secretary-Treasurer
of the Corporation)