



**Minutes**  
**of the January 24, 2019**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Jill Beer, Les Gamble, Vern Gorham, David Ham, Arthur Hayden, Bruce Killah, David Leonard, Michael Levesque, Richard Malette, Jim Rook, David Santi, Richard Stephens, Maureen Van Alstine, Ned Whycott

**Staff :** Fern Dominelli, Anne Quenneville, Connie Morphet, Melody Ouellette, Robert Smith, Paul Myre, Ehren Baldauf

**Media:** Alicia McCutcheon

**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. 19-01**

**Moved by:** Ned Whycott

**Seconded by:** Richard Malette

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 Board Member Introductions**

Les Gamble welcomed new Board members.

**5.0 2019 Board Elections**

**5.1 Chair Nominations & Election**

In standing with the DSSAB's Act's annual election requirements, Fern Dominelli, (CAO) presided over the election.

Fern asked for nominations for the Chair. Les Gamble was nominated by Bruce Killah. There were no other nominations. Les accepted the nomination with thanks to his nominator.

**RESOLUTION 19-02****Moved by:** Dave Leonard**Seconded by:** Bruce Killah

WHEREAS Regulation 278/98 of the District Social Services Administration Boards Act requires that at its first meeting after January 1 in each year, a Board shall appoint one of its members as Chair of the Board.

THEREFORE BE IT RESOLVED THAT Les Gamble is hereby proclaimed as Chair of the Manitoulin-Sudbury District Services Board for the year 2019.

**Carried**

Les Gamble assumed the Chair for the remainder of the meeting.

**5.2 Vice-Chair Nominations & Election**

Les Gamble, Board Chair, called for nominations for Vice-Chair. David Leonard was nominated by Ned Whynott. There were no other nominations. David accepted the nomination with thanks to his nominator.

**Resolution 19-03****Moved by:** Bruce Killah**Seconded by:** Ned Whynott

BE IT RESOLVED THAT David Leonard is hereby proclaimed as Vice-Chair of the Manitoulin-Sudbury District Services Board for the year 2019.

**Carried****6.0 DSB Committees & Membership**

Fern Dominelli (CAO) proceeded to go through the list of Committees asking for volunteers to serve on each. Members for 5 committees were selected; the remaining committees will be set up as needed. The results are:

**6.1 Program Planning Committee (max 5):**

Bruce Killah, David Leonard, Richard Malette, Jill Beer, Ned Whynott, Les Gamble (ex officio)

**6.2 Human Resources Committee (max. 5):**

Bruce Killah, David Santi, Vern Gorham, David Leonard, Arthur Hayden, Les Gamble (ex officio)

**6.3 Property Committee (max. 5):**

Maureen Van Alstine, David Santi, Richard Malette, Bruce Killah, David Leonard, Les Gamble (ex officio)

- 6.4 Finance Committee (max. 6):**  
Maureen Van Alstine, Vern Gorham, Ned Whynott, Michael Levesque, Richard Stephens, Richard Malette, Les Gamble (ex officio)
- 6.5 Strategic Planning Committee (max. 4):** (ex officio)  
established when required
- 6.6 Emergency Planning Committee (max. 5):** Membership to be established when required
- 6.7 French Language Services Committee (max. 3):** Membership to be established when required

**7.0 Closed Session**

**Resolution 19-04**

**Moved by:** Arthur Hayden

**Seconded by:** Vern Gorham

BE IT RESOLVED THAT the Board move into closed session at 10:15 a.m.

**Carried**

**Resolution 19-05**

**Moved by:** Jill Beer

**Seconded by:** Richard Stephens

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

**Carried**

**8.0 Business Arising from Closed Session**

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

**9.0 Adoption of Minutes**

**Resolution No. 19-06**

**Moved by:** Vern Gorham

**Seconded by:** David Leonard

BE IT RESOLVED THAT the Minutes of the [November 22, 2018](#) Board meeting be approved.

**Carried**

## 10.0 New Business

### 10.1 2019 Budget Review

Connie Morphet, Director of Finance and Administration walked the Board through the 2019 Budget.

At the October 25, 2018 meeting, the Board reviewed and approved in principle the 2019 Budget. The Board recommended to the incoming Board that it accept the Finance Committee and Board recommendation to adopt the 2019 Budget.

The Manitoulin-Sudbury DSB 2019 Budget is \$37,542,988 gross, the municipal share is \$10,454,428 which represents an increase of \$116,604 or 1.13% in the municipal share.

#### **Resolution 19-07**

**Moved by:** Vern Gorham

**Seconded by:** Richard Stephens

WHEREAS the Boards Finance Committee met on October 10, 2018 to review the 2019 Budget and recommended approval of the 2019 Budget to the Board; and

WHEREAS Board [Resolution 18-83](#) dated October 25, 2018, approved the 2019 Budget in principle and recommended to the incoming Board that it accept the Finance Committee and the Boards recommendation to adopt the 2019 Operating Budget.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept the 2018 Board's recommendation to adopt the [2019 Operating Budget](#) in the amount of **\$37,542,988** gross and municipal share in the amount of **\$10,454,428** which represents an increase of **\$116,604 or 1.13%** in the municipal share.

**Carried**

### 10.2 DSB Signing Authority

#### **Resolution 19-08**

**Moved by:** Arthur Hayden

**Seconded by:** Maureen Van Alstine

BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Services Board, effective as of this date:

Board Member	Les Gamble
Board Member	Vern Gorham
Board Member	Jill Beer

Chief Administrative Officer	Fern Dominelli
Director of Finance & Administration	Connie Morphet

Director of Integrated Social Services  
Chief of Paramedic Services  
Information Systems Manager

Donna Stewart  
Robert Smith  
Iain Stephen

FURTHER BE IT RESOLVED THAT each cheque be signed by two of the above-named persons, and as per the dictates of existing Board [3.03 Financial Approval Policy](#).

**Carried**

### **10.3 Ministry of Children, Community and Social Services**

Fern Dominelli, CAO, walked the Board through the DSSAB Act Review.

In a [letter](#) dated December 21, 2018 from the Ministry of Children, Community and Social Services, it was reported that effective December 20, 2018, the government has amended provincial regulations under the *District Social Services Administration Boards Act*, the *Ambulance Act*, and the *Housing Services Act, 2011*, such that:

“For the period December 11, 2017, through December 31, 2019, the board shall use the method of cost apportionment for Ontario Works, housing and land ambulance services that the board was using on December 10, 2017.

These provisions also apply to the method of apportionment for the costs of child care services in districts where there is not otherwise an agreement in place among all municipalities respecting those costs.”

It was clear from the [DSSAB Governance and Accountability Review](#) that the issues reported are complex and that there is no consensus among the participants on the best path forward. As such the government will not be moving forward to implement the recommendations laid out in the report.

The government will however be working in cooperation with partner ministries to proceed with discussions with the Northern Ontario Service Deliverers Association (NOSDA), the Federation of Northern Ontario Municipalities (FONOM) and the Northwestern Ontario Municipal Association (NOMA) beginning in 2019.

### **10.4 Homelessness in Manitoulin-Sudbury**

Anne Quenneville, Ontario Works Program Supervisor, walked the Board through the Homelessness in Manitoulin-Sudbury Enumeration Report.

The objective of the enumeration project was to obtain information about the number, socio-demographic/linguistic characteristics, histories of homelessness and prior experiences of homeless persons.

The enumeration study was conducted in a manner consistent with the [requirement of the Province of Ontario](#) to count the number of people living with homelessness within every district in the province. It is linked to the objectives of the Province of Ontario to end homelessness in Ontario and, specifically, to end chronic homelessness by 2025.

The report is intended to help Service System Managers and the Ministry of Municipal Affairs and Housing to better understand the extent and nature of homelessness and to guide policy and program design.

Twenty-two recommendations are put forward based on the study findings. The DSB staff will review the recommendations and determine the best process to move forward.

**Resolution 19-09**

**Moved by:** David Santi

**Seconded by:** Michael Levesque

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Revised Homelessness in Manitoulin-Sudbury: 2018 Enumeration Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the [Revised Homelessness in Manitoulin-Sudbury: 2018 Enumeration Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

**10.5 Accessibility for Seniors Update**

Connie Morphet, Director of Finance and Administration walked the Board through the Accessibility for Seniors Update – Issue Report.

Manitoulin-Sudbury DSB staff completed an initial investigation into the options available and determined a balanced approach per the [Accessibility for Seniors - Issue Report](#) approved by the Board in June 2018.

The recommendations approved by the Board were for staff to assess five buildings for the possibility of a stair lift with the municipal building official and Fire Chief in each community.

While each inspector and fire chief provided their own opinion based on the building and fire codes that must be followed, the results of the investigations are that the landings at all five buildings pose a code-based violation if a chair lift were installed. The violation is that the lift would negatively impact the width of the staircase thus impeding egress.

The DSB staff, although supportive of improving accessibility for tenants at the social housing properties, cannot recommend installation of chair lifts due to the opinions provided within the report.

**Resolution 19-10****Moved by:** Richard Malette**Seconded by:** Ned Whynott

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Accessibility for Seniors Update – Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Accessibility for Seniors Update – Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

**10.6 Good Neighbour Program - LaCloche**

Anne Quenneville, Ontario Works Program Supervisor, walked the Board through the Good Neighbour Program – Issue Report.

The recent changes to the Long-Term Housing Strategy is initiating a new way of thinking for housing providers and community service providers to support vulnerable people in obtaining and retaining housing. Several unique and custom projects have been undertaken to meet the unique needs of communities to best serve clients in ways that stretch the boundaries of former programs and services.

In October 2018 Service System Managers in the Province received a [joint memo](#) from the Ministry of Children, Community and Social Services, and the Ministry of Municipal Affairs and Housing urging all staff to jointly consider solutions for persons with developmental disabilities.

Developmental Services Ontario contacted the Manitoulin-Sudbury DSB and Community Living Espanola to discuss these initiatives and present an opportunity for a unique partnership in the North using our varied resources.

The overarching concept of the program is to have a resident, or residents who have developmental disabilities reside in a rental unit in the DSB Portfolio, while a monitor will live in a unit separately and provide supports outside of the Supported Independent Living program (i.e. over-night and on an as needed basis).

The Pilot is recommended for a period of 1-year. The end of the Pilot does not result in the end of either tenancy or supports but will result in a review of the successes and challenges throughout this partnership between Community Living Espanola and the DSB.

The proposed Pilot will see 2 units in the portfolio being utilized for this program in the LaCloche area. The unit of the monitor will be leased at market rent. The second unit will be rented to the Community Living Resident at an Affordable Rent that will be subsidized with Direct Shelter Subsidy program to make the unit

affordable to the housing applicant per our policy. This will meet current program priorities of income mixing within each community.

This Pilot supports the DSBs Housing and Homelessness Plan, additional collaborative partnerships, waiting list reduction of 2 organizations. The Good Neighbour Initiative will house a person with developmental disabilities, with supports to allow for independence from Group Home living, with little to no cost to all participating organizations.

**Resolution 19-11**

**Moved by:** Jim Rook

**Seconded by:** Jill Beer

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Good Neighbour Program – Issue Report.

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

**Carried**

**10.7 Northern Ontario Heritage Fund Corporation (NOHFC)**

Fern Dominelli, CAO, informed the Board about a grant application submitted to the Northern Ontario Heritage Fund Corporation for a Communications Officer Intern Position that was approved on [December 27, 2018](#).

The purpose of the Communications Officer is to establish an organizational branding initiative to generate interest in the organizations' Community Engagement Programs and promote the services available to the citizens in the district, create marketing material, organize internal/external promotional campaigns.

Their specific key duties and responsibilities would include developing and implementing programs to attract social media interest through activation of multi-media platforms to capture a wide range of demographics; to promote internal programs cross-functionally to drive employee engagement and to engage with community partner agencies to build collaborative programs and opportunities.

This position has been approved for a 52-week time period and will report directly to the DSB CAO. The DSB will be advertising for a candidate who has a successful completion of a Post-Secondary Diploma in the Business Administration Field with a concentration in marketing, communications, media relations or public relations. Their experience may include school co-operative assignments or placements.

The candidate will have the ability to engage within a team dynamic in an effective and tactful manner, have advanced communication skills, using both the written word and through verbal interactions. They will also have the ability to organize time effectively to meet deadlines and be highly organized with the ability to



manage multiple assignments concurrently. They will have need to be attentive to detail, with the ability to analyze and course-correct all work-in-progress.

Regular progress reports will be completed and submitted to NOHFC to ensure that the DSB is compliant with the grant requirements and that spending is on target.

NOHFC has approved this project cost totaling \$31,122.00. The submission was for \$34,580.00 therefore the remainder \$3,458.00 will be paid out of existing program funding which has been budgeted for in the 2019 budget.

At this point staff intend to fill this position on an annual basis if deemed appropriate and necessary using NOHFC funding. There is no intent at this point to create a new permanent position within the DSB organizational structure. Staff will provide reports to the Board on the effectiveness of the position and provide recommendations to the Board before the position is filled for a second year.

**Resolution 19-12**

**Moved by:** David Ham

**Seconded by:** Michael Levesque

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Communications Officer Position – Issue Report.

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

**Carried**

**10.8 Service System Management – Employment Ontario**

Fern Dominelli, CAO, walked the Board through the Service System Management Issue Report.

The previous CAO of the Cochrane District Social Services Administration Board and the current CAO of the Manitoulin-Sudbury DSB co-authored a paper in 2013 entitled an [Overview of Service System Management and Employment Services](#). Since 2013 the Northern Ontario Service Delivers Association has been advancing the concept of Service System Management for Employment Services with four resolutions passed at the NOSDA Annual General Meetings in [2013](#), [2016](#), [2017](#) and [2018](#).

NOSDA has advanced the position that District Social Services Administration Boards and Consolidated Municipal Services Managers should be the Service System Manager for the complete local employment service system, similar to the manner in which DSSABs/CMSMs are the Service System Manager for the local Child Care, EarlyON and Social Housing System.

In early June, the Honourable Lisa MacLeod, Minister of Children, Community and Social Services (MCCSS) announced that a [100-day review of social assistance](#) would occur and that a new plan would be communicated at the conclusion of such review.

In September 2018, NOSDA submitted a [proposal](#) to MCCSS to be the Service System Managers of the Employment Programs in Northern and Northwestern Ontario District Service Areas. The Manitoulin-Sudbury DSB endorsed the proposal at the October 2018 Board meeting.

On November 22, 2018, the Honourable Merrilee Fullerton, Minister of Training, Colleges and Universities announced that there would be three (3) Employment Ontario pilot programs in Ontario. The Manitoulin-Sudbury DSB is seeking to be one of the pilot sites.

The Manitoulin-Sudbury DSB has no intentions of changing who currently delivers employment services in our community. Our plan is to work with all employment agencies to develop the best possible coordinated system that streamlines employment services for the municipalities, employers, individuals and families within the Manitoulin-Sudbury DSB jurisdiction.

Staff are recommending that the Manitoulin-Sudbury DSB Board submit a letter to the Honourable Merrilee Fullerton, Minister of Training, Colleges and Universities (MTCU) and Honourable Lisa MacLeod, Minister of Children, Community and Social Services (MCCSS) expressing interest in being one of three Employment Ontario pilot sites.

**Resolution 19-13**

**Moved by:** Bruce Killah

**Seconded by:** Maureen Van Alstine

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Service System Management – Issue Report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB submit a letter to the Honourable Merrilee Fullerton, Minister of Training, Colleges and Universities and Honourable Lisa MacLeod, Minister of Children, Community and Social Services expressing interest in being one of three Employment Ontario pilot sites; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Service System Management - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

**11.0 Other Business**

**12.0 Next Meeting – February 28, 2019**

**14.0 Adjournment**

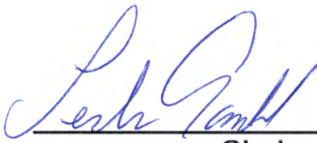
**Resolution 19-14**

**Moved by: Dave Ham**

**Seconded by: Vern Gorham**

BE IT RESOLVED THAT we do now adjourn at 11:45 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on February 28, 2019.

**Carried**



Chair



CAO (Secretary-Treasurer  
of the Corporation)