



**Minutes**  
**of the November 28, 2019**  
MANITOULIN-SUDBURY DSB BOARD MEETING  
held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Les Gamble, David Santi, Richard Stephens, Ned Whycott, Bruce Killah, David Ham, Arthur Hayden, Richard Malette, Vern Gorham and Jill Beer

**Regrets:** Maureen Van Alstine, Jim Rook, Michael Levesque and David Leonard

**Staff :** Fern Dominelli, Donna Stewart, Connie Morphet, Robert Smith, Melody Ouellette and Ehren Baldauf

**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. 19-79**

**Moved by:** Dave Ham

**Seconded by:** Richard Stephens

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 19-80**

**Moved by:** Bruce Killah

**Seconded by:** Ned Whycott

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

**Carried**

**Resolution 19-81**

**Moved by:** Arthur Hayden

**Seconded by:** Richard Stephens

BE IT RESOLVED THAT the Board adjourn this closed session at 10:55 a.m.

**Carried**

## **5.0 BUSINESS ARISING FROM CLOSED SESSION**

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

## **6.0 ADOPTION OF MINUTES**

### **Resolution No. 19-82**

**Moved by:** David Santi

**Seconded by:** Vern Gorham

BE IT RESOLVED THAT the Minutes of the [October 24, 2019](#) Board meeting be approved.

**Carried**

## **7.0 COMMITTEE REPORT**

### **7.1 Human Resources Committee**

Ehren Baldauf, HR Consultant, walked the Board through revisions to Human Resources Policies and a new Human Resources Procedure.

### **Resolution No. 19-83**

**Moved by:** Bruce Killah

**Seconded by:** Jill Beer

WHEREAS the Human Resources Committee has reviewed the revisions to policies C.2.04 Overtime, C.3.02 Vacation and Vacation Pay, C.3.03 Holidays, C.3.08 Bereavement Leave and C.6.05 Use of Emergency Vehicles and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Human Resources Committees recommendation and approves the revisions to policies C.2.04 Overtime, C.3.02 Vacation and Vacation Pay, C.3.03 Holidays, C.3.08 Bereavement Leave and C.6.05 Use of Emergency Vehicles contained within the Human Resources Manual.

**Carried**

### **Resolution No. 19-84**

**Moved by:** Bruce Killah

**Seconded by:** Ned Whyntott

WHEREAS the Human Resources Committee has reviewed the expiring 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 with the terms and conditions as set out in the existing contract for the period of January 6, 2020 to August 31, 2022.

**Carried**

## **7.2 Property Committee**

### **7.2.1 Social Housing Reorganization**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Social Housing Reorganization – Issue Report.

In the spring of 2019, the Supervisor of Infrastructure & Asset Management left the Manitoulin-Sudbury DSB. In the fall of 2019, the Maintenance Coordinator left the Manitoulin-Sudbury DSB. Before posting to replace this position or trying to fill the Supervisor of Infrastructure and Asset management position once again, the CAO and his team took the opportunity to look at the Social Housing Portfolio and began to consider a reorganization to see what makes sense from a customer/tenant/custodian standpoint.

Effective November 4, 2019 the Infrastructure and Asset Management work will be managed under the Integrated Social Services portfolio on a six months trial basis.

Effective November 4, 2019, Rhonda McCauley will remain Social Housing Program Supervisor but will take responsibility for overseeing custodians. Amy Winnington-Ingram has agreed to be reassigned to a Social Housing Program Supervisor role focusing on tenants during this trial period. In addition, the Administrative Assistant was relocated from the Second Avenue Office to the Mead Office to provide support to the Social Housing Program Supervisors.

Along with these changes the job title of Social Housing Program Supervisor will be changed to Community Housing Program Supervisor. The current government direction is around the provision of community housing. The DSB started the process of mixing all the Social Housing properties 1/3 Rent Geared to Income, 1/3 Affordable and 1/3 Market Rent a few years ago so the change to Community Housing makes sense.

The management of budgets, payments, reserves and reconciliation for the Non-Profit Providers will remain with the Director of Finance and Administration.

The last time Building Condition Assessments (BCA) were completed on DSB owned properties was in 2010 by the Stonewell Group. The CAO has engaged Housing Services Corporation to update the BCA's on all DSB owned properties. Once the BCA's are updated a new 10-year capital plan will be created for all DSB owned properties.

Once the 10-year capital plan is complete, the CAO along with his team will determine the most appropriate and cost-effective way of managing the 10-year capital plan on an ongoing basis.

This model is a six-month trial to allow the Manitoulin-Sudbury DSB staff time to establish and understand whether this new model is the right fit for what we are trying to accomplish. This will also allow time for the BCA's to be completed and the creation of a new 10-year capital plan. We will keep the board updated as we proceed.

**Resolution No. 19-85**

**Moved by:** Bruce Killah

**Seconded by:** Vern Gorham

WHEREAS the Property Committee has reviewed the Social Housing Reorganization – Issue Report and is recommending approval to the Board;

THEREFORE BE IT RESOLVED THAT the Board accept the Property Committees recommendation and approve the [Social Housing Reorganization - Issue Report](#) and direct staff to action the recommendations in the report.

**Carried**

**7.2.2 Direct Shelter Subsidy (DSS)**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Direct Shelter Subsidy – Issue Report.

A review of the DSS program in the Manitoulin-Sudbury DSB was conducted with data collected between 2013 and 2018.

The DSS program has proven to be very successful in ensuring clients have the ability to pay all of their shelter expenses and ensure all of their basic needs are covered. Once their basic needs are taken care of, they can focus other priorities such family, education, skills training and employment in order to become financially independent. The data demonstrates that 46.9% of former DSS recipients are no longer on social assistance.

The provincial Portable Housing Benefit (PHB) monthly payments to participants are calculated based on household income, as reported on households' latest Canada Revenue Agency notice(s) of assessment, or as verified by Service System Managers in certain circumstances. The Ministry of Finance pays the benefit to participants each month, recalculate the benefit as required, and verify continued eligibility annually.

The formula for this PHB would be the difference between a minimum of 80% of the average market rent (AMR) for the Service Manager area based on Canada Mortgage and Housing Corporation (CMHC) rent data for an appropriately sized unit based on household composition and 30% of the household's monthly Adjusted Family Net Income (AFNI). According to CMHC rent data for the Manitoulin-Sudbury DSB, the AMR would be \$646 which would mean that the benefit would be calculated based on 80% of that figure, \$517. This is not a true reflection of the current reality for Average Market Rents the Manitoulin-Sudbury DSB.

The Portable Housing Benefit does not include all shelter expenses and it is essentially a provincial cookie cutter approach with no room for any local flexibility. If the province informed the Manitoulin-Sudbury DSB to calculate the Direct Shelter Subsidy in the same fashion as the Portable Housing Benefit, 70% of our current recipients would not qualify for a Portable Housing Benefit. A one size fits all solution does not work in Northern, remote and/or rural Ontario.

The vision of a Portable Housing Benefit is associated with two overarching outcomes: decreasing the number of people who are homeless; and increasing the number of families and individuals achieving housing stability. Based on the difference between the

Direct Shelter Subsidy and the Portable Housing Benefit, the DSS program pays for the full shelter expenses, ensures that families have stable housing and can focus on other challenges that they may be facing.

The Manitoulin-Sudbury DSB staff are recommending that the province allow local flexibility as they negotiate the creation of a Canada-Ontario Portable Housing Benefit as one size doesn't fit all in Northern, remote and/or rural Ontario. The Direct Shelter Subsidy program has proven itself in helping clients become self-sufficient, resulting in significant annual social assistance savings the Province.

**Resolution No. 19-86**

**Moved by:** Bruce Killah

**Seconded by:** Dave Ham

WHEREAS the Property Committee has reviewed the Direct Shelter Subsidy – Issue Report and is recommending approval to the Board;

THEREFORE BE IT RESOLVED THAT the Board accept the Property Committees recommendation and approve the [Direct Shelter Subsidy - Issue Report](#) and direct staff to action the recommendations in the report.

FURTHER BE IT RESOLVED THAT the Board Chair and the CAO meet with all three Federal Members of Parliament Marc Serré, Nickel Belt, Carol Hughes Algoma-Manitoulin- Kapuskasing and Paul Lefebvre, Sudbury to discuss this issue; and

FURTHER BE IT RESOLVED THAT the Board Chair and CAO meet with Steve Clark, Minister of Municipal Affairs and Housing to discuss this issue.

**Carried**

**7.2.3 Gore Bay Properties**

Fern Dominelli, CAO, walked the Board through the sale of Woods Lane and the empty lot in Gore Bay to the Ontario Aboriginal Housing Services as per the conditions indicated in the following resolution.

**Resolution No. 19-87**

**Moved by:** Bruce Killah

**Seconded by:** David Santi

WHEREAS the Manitoulin-Sudbury District Services Board authorize the CAO to negotiate a transfer and sale of the vacant land located on Water Street in Gore Bay and the 10 unit Social Housing property located at 66 Meredith Street in Gore Bay to the Ontario Aboriginal Housing Services per the terms discussed during the Board's In Camera session by [Resolution 19-71](#) approved at the October 2019 Board meeting.

WHEREAS the CAO has negotiated an agreement with the Ontario Aboriginal Housing Services in accordance with the terms discussed during the Board's October 2019 In Camera Session.

THEREFORE BE IT RESOLVED THAT the Board approves the sale the vacant land located on Water Street in Gore Bay and the 10-unit Social Housing property located at 66 Meredith Street Gore Bay to the Ontario Aboriginal Housing Services under the following conditions:

- Sale of 66 Meredith
  - Sale for the sum of one dollar
  - 30%-50% of the units to remain at Affordable Rents for 20 years
  - Ontario Aboriginal Housing Services accepts all current tenants
- Sale of Vacant Land
  - Sale for the sum of one dollar
  - New construction to start within 3 years
  - New build to be a minimum of 30 units subject to planning bylaws
  - 30%-50% of new units to remain at Affordable Rents for 20 years

FURTHER BE IT RESOLVED that the CAO is authorized to enter into a formal purchase and sale agreement with Ontario Aboriginal Housing Services that includes the above conditions and all other conditions as discussed in camera.

**Carried**

#### **7.2.4 Housing and Homelessness Plan – Five Year Review**

Donna Stewart, Director of Integrated Social Services, walked the Board through the revised Moving Forward – A Profile of the Demand for and Supply of Housing and Homelessness Prevention Services of the Manitoulin-Sudbury DSB.

As per the recommendation of the Board, the DSB will indicate to the Province that of the 22 recommendations, the top 5 priorities for the DSB in the next year will be:

- Relationship Building with Indigenous Peoples.
- Ensure that the Enumeration Study is conducted every two years to maintain baseline data.
- Complete the implementation of the Vulnerable Persons Registry for all regions within the DSB catchment area.
- Continue to advocate the Province to allow for the Direct Shelter Subsidy program to be funded in this same fashion as opposed to having the complications of the Portable Housing Benefit and monitor the savings effects that the DSS program has on social assistance recipients while lobbying for a local and flexible Portable Housing Benefit.

**Resolution No. 19-88**

**Moved by:** Bruce Killah

**Seconded by:** Ned Whynott

WHEREAS the Property Committee has reviewed the Moving Forward: Revised November 2019 - A Profile of the Demand for and Supply of Housing and Homelessness Prevention Services of The Manitoulin-Sudbury District Services Board and is recommending approval to the Board;

THEREFORE BE IT RESOLVED THAT the Board accept the Property Committees recommendation and approve the [Moving Forward: Revised November 2019 - A Profile of the Demand for and Supply of Housing and Homelessness Prevention Services of The Manitoulin-Sudbury District Services Board](#) and direct staff to action the recommendations in the report.

**Carried**

**8.0 New Business**

**8.1 2019 Third Quarter CAO 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 No. 19-89**

**Moved by:** Dave Ham

**Seconded by:** Richard Malette

BE IT RESOLVED THAT the [2019 CAO Third Quarter Activity Report](#) be approved as presented.

**Carried**

**8.2 2019 Third Quarter Unaudited Financial Report**

Connie Morphet, Director of Finance & Administration, walked the Board through the 2019 Third Quarter Unaudited Financial Report, which is forecasting a year-end surplus of \$3,443.

**Resolution No. 19-90**

**Moved by:** Richard Stephens

**Seconded by:** Jill Beer

BE IT RESOLVED THAT the [2019 Third Quarter Unaudited Financial Report](#) be approved as presented.

**Carried**

**8.3 Power Dam Apportionment**

Connie Morphet, Director of Finance and Administration, discussed a [letter](#) received from the Town of Espanola requesting the way Power Dam payment, included in the apportionment be reconsidered.

The letter states that the apportionment formula is specified by legislation, however the inclusion of the power dams has not been as clearly defined in legislation.

In 2004, the Board obtained double majority vote to include Power Dam revenues in the apportionment formula. The power dam apportionment began in 2005 with a Board Resolution carried at the October 28, 2004 Board meeting.

Manitoulin-Sudbury DSB Power Dam apportionment allocation is based on the apportionment that would have been paid in 2001 if the Power Dam had not been removed from taxable assessment. When the Power Dam grant, received by a municipality, increases, the apportionment allocation increases proportionally.

A [response letter](#) will be sent to the Town of Espanola November 28, 2019.

#### **Resolution No. 19-91**

**Moved by:** Arthur Hayden

**Seconded by:** Vern Gorham

WHEREAS the Town of Espanola's [letter](#) dated Oct 25, 2019 has requested that the Board review the method in which the Power Dam apportionment is calculated; and

WHEREAS the Board has reviewed the letter from the Town of Espanola and the original Power Dam Apportionment [Resolution 04-110](#) that was carried after a double majority vote in 2004.

THEREFORE BE IT RESOLVED THAT the Board reaffirms 2004 resolution that the Power Dam revenues be included in the apportionment formula; and

FURTHER BE IT RESOLVED THAT the Board direct staff to clearly show the power dam revenues in the 2020 Apportionment documents that are distributed to municipalities.

**Carried**

#### **8.4 Ministry of Education Licensed Child Care Data**

Donna Stewart, Director of Integrated Social Services, walked the Board through the results of the annual report from the Ministry of Education provided to our Child Care Providers.

On October 25, 2019 MEDU released the [2019 Annual Report and Licenced Child Care Data](#). The annual report is a snapshot of the childcare and early years sector and is based on reports submitted to MEDU directly from providers.

The report highlights several indicators as they relate to quality, access and affordability. Staff will be working in the new year with programs to assess local results as these results have not been shared with us. Staff will update the board in the new year regarding the indicators from a local perspective.

#### **8.5 Ministry of Municipal Affairs and Housing OPHI Revised Planning Allocation – SWAP Approval**

Fern Dominelli, CAO, walked the Board through the Ontario Priorities Housing Initiative Revised Planning Allocation-SWAP Approval.

At the September board meeting, the board was apprised of the [Canada Ontario Community Housing Initiative \(COCHI\) funding and Ontario Priorities Housing Initiative \(OPHI\) funding](#).

COCHI provides an opportunity for Service Managers and housing providers to address the challenges associated with projects reaching the end of their operating agreements and/or mortgage maturity. The COCHI funding allocation of \$294,975 will be allocated over three years for repairs.

OPHI is modelled after similar, previous affordable housing programs, with the most recent being the Investment in Affordable Housing Program Extension. There are several additional features in this program, including the addition of a support services component and the eligibility of social housing under Ontario Renovates.

The total three-year OHPI funding is \$623,865 and a request to swap funding with another Service Manager was made after the September board meeting.

At that time, the board approved a [resolution](#) advising staff to [request to SWAP OHPI Planning Allocations](#).

On November 7, staff received a [letter](#) from the Assistant Deputy Minister, Josh Paul advising that our business case request to SWAP our Year 1 OPHI monies to Year 3 were approved. The total amount for Year 1 is \$282,500 therefore Year 3 total is now \$510,300.

The DSB will reapply next year to request to SWAP our Year 2 monies into Year 3.

## **8.6 Ministry of Health- Ontario Health**

Fern Dominelli, CAO, walked the Board through the Ontario Health change.

[Effective Nov 13, 2019](#) the 14 LHINs have been clustered into five interim and transitional geographic regions that are to be led by five LHIN CEOs who have been cross-appointed as Transitional Regional Leads and will report to Susan Fitzpatrick, Interim CEO of Ontario Health, in addition to the LHIN boards, to support Ontario Health with transition planning.

The five Transitional Regional Leads are responsible for the ongoing management of operations including:

- Coordinating patients' access to home and community care and long-term care;
- Continuing the day-to-day administrative oversight of health service providers;
- Engaging with patients and families through your patient and family advisory councils;
- Engaging with Indigenous and Francophone peoples, and;
- Leading and managing the LHIN workforces within their region.

**Rhonda Crocker Ellacott, the former North West LHIN CEO, will become the Transitional Regional Lead in the North managing North East and North West.**

As Ontario Health transition to five Transitional Regional Leads, patient safety and quality care will not be affected, and home and community care services will not be impacted. Your workforces will be well supported in their delivery of critical services on the frontlines.

## **8.7 Ministry of Health – Ontario Health Team**

Fern Dominelli, CAO, discussed the Ontario Health Team Application.

The province is encouraging the creation of Ontario Health Teams across the province of Ontario, there were 31 applicants successful in round one at the implementation stage.

The CAO, Director of Integrated Social Services and the Deputy Chief have been participating in the Ontario Health Team application for Équipe Santé Sudbury & Districts.

The DSB is also participating and supporting the Espanola Health Team, the Manitoulin Health Team and the Chapleau Health Team. Each of the teams are at different stages of development.

The DSB needs to participate in all OHT as a member organization not simply a collaborating organization. The DSB needs to be on ground floor as they build each of the OHT so staff can ensure that our clients/residents are represented from a social services perspective and from a Paramedic Services perspective.

### **Resolution No. 19-92**

**Moved by:** Bruce Killah

**Seconded by:** Richard Malette

WHEREAS the Manitoulin-Sudbury District Services Board has received the Draft Ontario Health Teams Application completed by Équipe Santé Sudbury and Districts Health Team; and

WHEREAS the Manitoulin-Sudbury District Services Board endorses the DSB being a signatory member organization within the Équipe Santé Sudbury and Districts Ontario Health Team Application.

THEREFORE BE IT RESOLVED THAT the Board accepts the [Draft Équipe Santé Sudbury & Districts Health Team Draft Application](#) and direct staff to continue work with the Équipe Santé Sudbury & Districts Health Team as a signatory member organization.

**Carried**

## **8.8 Ministry of Health – Discussion Papers**

Rob Smith, Chief of Paramedic Services, walked the Board through the Ministry of Health Discussion Papers, [Emergency Health Services Modernization](#) and [Public Health Modernization](#).

The Provincial Government has announced several initiatives intended to alter the method by which healthcare in Ontario is delivered. These changes include dissolution of Local Health Integration Networks into a new Ontario Health Agency. Included in this new agency will be Cancer Care Ontario, Health Quality Ontario, e-Health, Trillium Gift of Life, and Health Shared Services Health Force Ontario.

The Ministry of Health has stated that their intent is multifaceted. It calls for integration of health planning and delivery, improved quality of patient care, enhancement of system performance, innovation, and enforcement of both financial accountability and clinical leadership.

Two specific programs identified for change are Public Health Ontario, and Emergency Health Services. There has been much discussion surrounding the proposed consolidation of 35 Public Health Units into 10 larger Health Units, while the concepts for change to Emergency Health Services are less widely known. The Ministry of Health did confirm last week that they have no intent to transition EHS into Public Health Units.

On October 10<sup>th</sup>, The Ministry announced that Jim Pine, the current CAO for Hastings County was appointed as the Special Advisor to the Minister to lead consultations and transitions. His work will include the Public Health Unit and Emergency Health Services modernization, as well as consultation with other stakeholders. These do include municipalities and DSBs.

These consultations are intended, according to the Ministry, to provide critical insights into the needs of both Public Health and Emergency Health Services sectors, as well as requirements for municipalities and health service providers. They intend to provide an opportunity for direct stakeholder input into the best way to deliver services.

To begin the consultation process, the Ministry of Health has released two Discussion Papers, one for Public Health and one for Emergency Services. Additionally, they committed to inclusive consultation that will begin immediately. The first session is taking place today in Thunder Bay. The NOSDA's CAO group is scheduled for a consultation session in Toronto December 2 and the Ontario Association of Paramedic Chiefs is scheduled for a session on December 10.

The DSB believes that there is an opportunity for staff to engage in this process, to be consulted with, and to submit concepts to the key members of the Ministry's working group in order to ensure concerns are met and are needs are heard.

To this end, staff are committed to bring forward an issue report for an upcoming Board Meeting, with the desire to be provided direction.

**9.0 Other Business**

**10.0 Next Meeting – January 23, 2019**

**11.0 Adjournment**

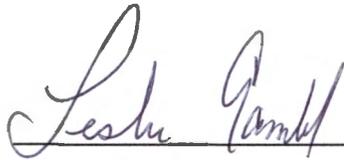
**Resolution No. 19-93**

**Moved by:** Ned Whynott

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT we do now adjourn at 12:20 p.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on January 23, 2019.

**Carried**



Chair



CAO (Secretary-Treasurer  
of the Corporation)