



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

**Present:** Les Gamble, Jim Rook, David Santi, Richard Stephens, Maureen Van Alstine, Ned Whynott, Bruce Killah, David Ham, Michael Levesque, Arthur Hayden and Jill Beer

**Regrets:** Richard Malette, David Leonard, Vern Gorham

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

**Media :**

**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. 19-67**

**Moved by:** Ned Whynott

**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 CLOSED SESSION**

**Resolution 19-68**

**Moved by:** Richard Stephens

**Seconded by:** Arthur Hayden

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

**Carried**

**Resolution 19-69**

**Moved by:** Michael Levesque

**Seconded by:** David Santi

BE IT RESOLVED THAT the Board adjourn this closed session at 10:30 a.m.

**Carried**

**5.0 BUSINESS ARISING FROM CLOSED SESSION**

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

**Resolution 19-70**

**Moved by:** Bruce Killah

**Seconded by:** Ned Whynott

WHEREAS the Manitoulin-Sudbury District Services Board has discussed the sale of DSB housing properties in camera.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the transfer of any net proceeds from the sale of DSB housing properties to the Social Housing Capital Funds Reserve.

**Carried**

**Resolution 19-71**

**Moved by:** Maureen Van Alstine

**Seconded by:** Jill Beer

WHEREAS the Manitoulin-Sudbury District Services Board has discussed the disposition of DSB Social Housing properties in the Town Gore Bay in-camera.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB authorize the CAO to negotiate a transfer and sale of the vacant land located on Water Street Gore Bay and the 10 unit Social Housing property located at 66 Meredith Street Gore Bay to the Ontario Aboriginal Housing Services per the terms discussed during the Board's in-camera session.

**Carried**

**6.0 ADOPTION OF MINUTES**

**Resolution No. 19-72**

**Moved by:** David Ham

**Seconded by:** Jim Rook

BE IT RESOLVED THAT the Minutes of the [September 26, 2019](#) Board meeting be approved.

**Carried**

## 7.0 COMMITTEE REPORT

### Finance Committee

Les Gamble, Chair of the Finance Committee, gave the Board a brief update on items discussed at the October 9, 2019 meeting.

Connie Morphet, Director of Finance and Administration walked the Board through the 2020 Budget highlights, outlining the 1.5% increase to the Municipal share.

### 7.1 2020 Budget

#### Resolution No. 19-73

**Moved by:** Ned Whynott

**Seconded by:** David Ham

WHEREAS the Finance Committee met on October 9, 2019 to review the [Finance Committee Terms of Reference](#), [Annual Budget Guidelines](#), 2020 Allocation of Program Support, Revised 2019 Annual Report on Reserves, and 2020 Budget estimates; and

WHEREAS the Finance Committee is recommending to the Board the approval of the 2020 Allocation of Program Support, revised 2019 Annual Report on Reserves and 2020 Budget estimates.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendation and approves the [2020 Allocation of Program Support](#), the [Revised 2019 Annual Report on Reserves](#) effective October 1, 2019; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the recommendation of the Finance Committee and approves the [2020 Operating Budget](#) in the amount of **\$38,386,053** gross and municipal share in the amount of **\$10,611,247** which represents an increase of **\$156,819 or 1.5%** in the municipal share.

**Carried**

## 8.0 New Business

### 8.1 Child Care Spaces

Donna Stewart, Director of Integrated Social Services walked the Board through the Child Care Spaces in the Manitoulin-Sudbury Region – Issue Report.

At the last board meeting, the Board asked about the number of spaces in our region. Staff confirmed at the September board meeting that there are 801 centre based spaces in the region and that 668 centre based spaces are currently funded. Funding for 2019 was based on 2018 enrolment.

The Board also inquired about the future viability of Child Care programs based on population data which has been retrieved from Statistics Canada. Child Care Expansion funding is intended to support programs serving children ages 0-4, therefore for the purposes of this analysis, all references will be to children in that age group.

In Sudbury East, 14% of children ages 0-4 are accessing licenced Child Care and 93% of spaces are being used. This data demonstrates the need to determine where additional spaces may be needed, staff will be reviewing the data within the region to determine if there is further need for expansion.

In Sudbury North 40% of children ages 0-4 are accessing Child Care, yet only 60% of the spaces are occupied. Based on population data and spaces occupied no further growth is needed at this time. Staff will be working with the provider to ensure recruitment efforts for children and staff is being supported. In some cases spaces are not occupied due to staff shortages.

On Manitoulin Island, 31% of children ages 0-4 are accessing licenced Child Care, 85% of the spaces are being used. Providers have indicated that they have wait lists for infants and toddlers in some communities, a review of space distribution is currently being done.

The LaCloche area shows 35% of children ages 0-4 are using licenced Child Care, occupancy is 86%, a review of space distribution is being done.

In general, Child Care occupancy rates in our area is high, the spaces are being used and are needed in our community.

**Resolution No. 19-74**

**Moved by:** Maureen Van Alstine

**Seconded by:** Arthur Hayden

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Child Care Spaces in the Manitoulin-Sudbury Region - Issue Report.

THEREFORE BE IT RESOLVED THAT the Board approves the [Child Care Spaces in the Manitoulin-Sudbury Region - Issue Report](#) and direct staff to action the recommendations in the report.

**Carried**

**8.2 Response Time Standard**

Robert Smith, Chief of Paramedic Services, walked the Board through the 2020 Response Time Standard – Issue Report.

As required by legislation, our staff monitor response time success regularly throughout the year, and specifically examine both sudden cardiac arrest and CTAS 1 events for compliance and aberrancy.

Response time compliance, or lack of compliance will alter the success by more than 3% per event. There are several factors that impact on response time success. The Manitoulin-Sudbury DSB covers more than 45,000 square kilometers and the DSB has 12 Paramedic Services stations. The average distance between Paramedic Services stations is 78.8 kms, and the closest two stations are Espanola and Massey being 29 kms apart. The 6-minute response requirement includes the time from notification to becoming mobile. Legislatively, crews are permitted 2 minutes when on site to become mobile. This means that a travel time maximum of 4 minutes is expected to achieve compliance. Data suggests that to achieve this time the call could be no more than 6 kms from any station.

The 2020 plan has been established based upon data available to date and we believe represent overall achievable goals as a result of strategic and operational changes in place.

**Resolution No. 19-75**

**Moved by:** Michael Levesque

**Seconded by:** David Santi

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the 2020 Response Time Standard – Issue Report.

THEREFORE BE IT RESOLVED THAT the Board approves the [2020 Response Time Standard– Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

**8.3 Permanent Non-Urgent Patient Transfer Service (PTS)**

Robert Smith, Chief of Paramedic Services, walked the Board through the Permanent Non-Urgent Patient Transfer Service – Issue Report and the Business Case submitted to the Ministry of Health and Long-Term Care.

As the Board is aware, the DSB has successfully operated a 6-month non-urgent pilot project for the Northeast LHIN for over nearly seven years. The pilot was never intended to last for seven or more years, and the system design, while effective is premised on a model that could be cancelled with 60 days of notice.

Ambulances that reached their end of life have been decommissioned and repurposed for this pilot program. The result is significant repair costs. In 2019 the DSB activated the 19<sup>th</sup> PTS vehicle. The temporary nature of this pilot program has also meant that no investment in heated facilities has been made.

From the outset of the nonurgent system design, the Ministry of Health, the agency responsible for ambulance communications, and bookings, has declined to partner in this system. As such, Manitoulin-Sudbury DSB has been forced to coordinate bookings and dispatching with a 3<sup>rd</sup> party, leading to additional costs of \$24,000 annually.

The regionalization of health care in Ontario has resulted in and will continue to result in funding for specialty care and diagnostics into facilities classified as hub hospitals. This design subsequently requires transportation of patients into the hub hospitals. Paramedic resource loss and direct impact on public safety was a significant reason for the development of the Non-Urgent Patient pilot program.

An example of the regionalized health system design pertains to the use of CAT Scanning. In 2017, residents of Manitoulin Island had 1565 CAT scans, while in 2018, the number was 1608. Many of these diagnostic procedures were non-urgent, and PTS resources were utilized, while use of Paramedic Services for this patient population was diminished greatly.

Since the 2013 implementation of the PTS pilot program, Paramedic Services has shed nearly 81% of the non-urgent interfacility patient calls, while being able to absorb a nearly 39% increase in 911 volume. In 2013, PTS completed 861 transportations, increasing each year to a 2018 high of 1355 transports. With the realized benefits of the PTS pilot project, Paramedic Services was able to redeploy hours of operation into specific areas of need.

Effective fall of 2018 we introduced 24/7 deployment in Noëlville and Massey, and 12/7 on site deployment in Killarney and Gogama, changes made possible with the shedding of Non-Urgent Patient activities to the PTS system.

Manitoulin-Sudbury DSB has prepared a Business Case for a permanent non-urgent transfer model that would be delivered by the DSB, and would mirror the successes realized since 2013, while using new fleet, and adding the value of Personal Support Workers to the offering. Costing for this model has been estimated at \$446,405 for calendar year 2020, and funding would be managed 100% through the Emergency Health Services Division of the MOH.

The DSB continues to work with stakeholders to ensure the right patients are managed in the right way by the right resource and with the right staff. This two-tier model should be considered as a complimenting component piece of evolving health care.

**Resolution No. 19-76**

**Moved by:** Richard Stephens

**Seconded by:** Jill Beer

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Permanent Non-Urgent Patient Transfer Service – Issue Report which contains the Business Case which was submitted to the Ministry of Health and Long-Term Care to provide permanent funding for the Non-Urgent Patient Transfer Service.

THEREFORE BE IT RESOLVED THAT the Board approves the [Permanent Non-Urgent Patient Transfer Service – Issue Report](#), and direct staff to action the recommendations in the report; and

FURTHER BE IT RESOLVED THAT the Board approves the [Business Case](#) submitted to the Ministry of Health and Long Term Care for permanent funding of the Patient Transfer Service.

**Carried**

#### **8.4 Social Housing Regulatory Changes**

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

On Sept 23, 2019 the Ministry of Housing shared changes geared towards Community Safety, Refusal of Offers, Transfers and calculation of Geared-to-Income Rent.

##### **Community Safety:**

This addresses situations where a former tenant or household reappplies for housing who was evicted by Order of the Landlord and Tenant Board for an illegal act on the property.

The new ground of refusal applies only where there was a previous eviction order based on an illegal act involving one or more of the following:

- Production, trafficking, or possession for the purpose of trafficking an illegal drug;
- Illegal production, distribution or sale of cannabis;
- Physical violence or attempted physical violence against another person;
- Physical harm, attempted physical harm, or a risk of physical harm to another person;
- Human trafficking; or
- Use of threats to, intimidation of, and harassment of another person.

The amendments also state that there must be reasonable grounds to believe that there would be a risk to the safety of one or more other people at the housing project including residents and/or staff.

This change is effective September 23, 2019 and will require local policy amendments.

##### **Refusal of Offers**

A new regulatory amendment has been added and states that a household would no longer be eligible for rent-geared-to-income assistance if a household refuses a suitable offer for a unit that meets occupancy standards, in an area of their choosing.

Further changes state that within the Occupancy Standards, a person who has been advised that they are over-housed (unit larger than required) and has exceeded the 12-month expiry period can also be deemed ineligible for RGI if they refuse a suitably sized unit.

These changes are effective January 1, 2020 but are to be implemented by Service Managers by January 2021 and will require local policy & program amendments.

### **Tenant Transfers**

The change indicated in current regulations removes the criteria for households in receipt of RGI subsidy, who wish to transfer to another unit in the Service Area by another Provider, to have to be on the centralized waiting list before being offered. As of the effective date of January 2020, this would no longer be the case.

### **Rent-Geared-to-Income Simplification**

This is the largest and most impactful change announced on September 23 and has resulted in a new regulation 361/19 Determination of Geared-to-Income Rent. This change comes into force on July 1, 2020, but Service Managers may opt to delay until July 1, 2021.

- RGI will be based on 30% of a household's annual net income as opposed to annual gross
- Net income could vary from the most recent income tax assessment, dependent upon circumstances
- RGI review must be completed every 12-months
- Interim reviews will only be completed under specific circumstances
- Income increase other than above specific circumstances are only required to be reported at next annual review
- All household members in full-time studies have exempt income
- Simplification of the criteria to apply the \$75/\$150 employment income deduction
- Increase to minimum rent from \$85 to \$129 (not scale rents) with annualized increases equal to annual rent increase guideline (2019 – 1.8%; 2020 – 2.2%)
- Household members having included income in the rent calculation will be required to complete an annual income tax return
- Currently after a tenant pays market rent for 12 consecutive months, they are no longer considered RGI tenants but market renters. This has now been changed to a 24 consecutive month period.
- Any consequential changes are being aligned, where appropriate with the Portable Housing Benefit.

DSB staff are reviewing the portfolio to determine the impact of the new subsidy calculation for Geared-to-Income rent and will advise the Board accordingly. There will be policy amendments as a result of these changes coming to the Board in the months to come. At this point staff are recommending that implementation of the new rent calculation to occur on July 1, 2020 when the new regulation comes into effect to minimize the potential for errors or missed reviews.

**Resolution No. 19-77**

**Moved by:** Ned Whynott

**Seconded by:** Jim Rook

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Social Housing Regulatory Changes - Issue Report.

THEREFORE BE IT RESOLVED THAT the Board approves the [Social Housing Regulatory Changes - Issue Report](#) and direct staff to action the recommendations in the report.

**Carried**

## **8.5 Ministry of Health & Long-Term Care**

Robert Smith, Chief of Paramedic Services gave the Board an update on the Service Review.

On August 19th, a draft Executive Summary Report was received. This document included a covering letter confirmed that Manitoulin-Sudbury DSB Paramedic Services was successful in meeting the legislated requirement for continued certification. Additionally, the correspondence detailed areas for which the service was to be commended, specifically preparation for the review process, the level of patient care provided, vehicle certification and compliance and the level of quality assurance in place.

The [Draft Report](#) did lay out observations for areas that the service could find improvements. Manitoulin-Sudbury DSB Paramedic Services was required to review the 11 observations and provide a written response to those findings by September 18, 2019.

The draft findings set in the report are subject to service response and a face to face meeting set for November 6, 2019. A final report will be issued following that meeting.

## **8.6 Governor General's Emergency Medical Services Exemplary Medal**

Robert Smith, Chief of Paramedic Services shared with the Board news of Paramedic Aaron Wright who received the Governor General's Emergency Medical Services Exemplary Medal.

The Governor General's Exemplary Service Medal is awarded to paramedics who have demonstrated an exceptional level of professionalism and commitment to their communities, and who have more than 20 years of service. In 2019, during the Ontario Association of Paramedic Chief meeting, Primary Care Paramedic **Aaron Wright** was awarded the Governor General's Exemplary Service Medal by Lt.-Gen. Richard Rohmer.

Manitoulin-Sudbury DSB Paramedics respond each day in a selfless manner, accepting inherent risks so that they can help those in need. Paramedic Wright has been engaged in this role for more than 20 years and is deserving of this achievement.

### **8.7 Ministry of Municipal Affairs & Housing**

Fern Dominelli, CAO gave the Board a brief update on the [follow up](#) from the Ministry of Municipal Affairs & Housings in regard to the discussions at AMO.

DSB Chair and the CAO meet with Parm Gill Parliamentary Assistant to the Minister of Housing, Steve Clark. Minister Clark indicated that PA Gill shared with him the board's request for a portable housing benefit program that recognizes the flexibility that the DSSAB has in place under its Direct Shelter Subsidy program. Minister Clark also stated that PA Gill shared the board's difficulty in building new housing and the board's request of access to more capital funding.

On October 7, the CAO meet with Jim Adams, Director of the Housing Program Branch to discuss the DSB concerns around the new Portable Housing Benefit.

It was clear from the conversation that the province intends to use the income tax system to issue the payments for the new Federal/Provincial Portable Housing Benefits although Service Managers would determine initial eligibility.

The Ministry may be open to a made in the North solution, the NOSDA CAO group and the Housing Managers group are working to see if there is an appetite for a Northern proposal.

We are also working on a DSB Board report for the November Board meeting which we hope to meet with Carol Hughes and have her advance our position as the Federal Government negotiates with the province.

### **8.8 Espanola and Area Situation Table**

Donna Stewart, Director of Integrated Social Services gave the Board an update on the [Espanola and Area Situation Table](#).

Community Mobilization in Espanola and Area uses an integrated team approach based on collaboration across agency mandates to respond rapidly to emerging crisis situations, develop solutions within a circle of care, identify needs and gaps, and build on an engaged and caring community.

The purpose of the program is to:

- provide a venue for multi-agency collaboration in the identification of situations of acutely elevated risk and to serve as the foundation for collaborative response planning and intervention implementation.
- reduce risk, prevent crime and increase community safety by working together to ensure that those who are vulnerable in our community are offered appropriate and available supports.
- gather de-identified data related to situations of acutely elevated risk and use it in the analysis of community trends, strengths and challenges impacting human service systems and delivery.
- Since the launch, seven referrals have been brought forward to EAST, six of which (86%) met the threshold for Acutely Elevated Risk (AER).
- Nineteen agencies are currently active partners at EAST.

### **8.9 Community Safety and Well Being**

Robert Smith, Chief of Paramedic Services gave the Board a brief update on the Community Safety and Well Being Plans.

As everyone is aware, Legislation requiring the development and implementation of Community Safety and Wellness Plan by every municipality is in place. These plans must be prepared by January 1, 2021.

Over the past months, staff have presented to municipal associations in the districts a concept by which municipalities might collaborate to develop single plans for large areas, rather than individual plans for each community.

In accordance with legislation, Social Services are required planning members. While Paramedic services is not a mandated party, my office has received permission from our CAO to assist municipal partners in facilitating plan design.

To date, we have presented to the Manitoulin Municipal Association, and to the Sudbury East Municipal Association. Additionally, we have spoken with the Mayor for Chapleau as that would be a single plan. On December 9<sup>th</sup>, staff will present to the LaCloche Foothills Municipal Association.

Subsequent to the presentations, we have received council resolutions, or support for collaborative plans from 5 of the 8 municipalities on Manitoulin Island, follow up meetings with staff in the Sudbury east area, and support from Chapleau for engagement to assist.

This briefing and future briefings are intended to ensure this Board of Directors remains informed about Community Safety and Wellness Plan development over the next 13 months.

9.0 Other Business

10.0 Next Meeting – November 28, 2019

11.0 Adjournment

**Resolution No. 19-78**

**Moved by:** David Ham

**Seconded by:** Jill Beer

BE IT RESOLVED THAT we do now adjourn at 12:05 p.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on November 28, 2019.



Chair



CAO (Secretary-Treasurer  
of the Corporation)