



**Minutes**  
**of the May 24, 2018**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

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

**Regrets :** Michael Levesque, Ray Dufour, Jim Rook

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

**Media:** Michael Erskine, 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. 18-35**

**Moved by:** Bruce Killah

**Seconded by:** Ted Lovelace

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 2017 Audited Financial Statements**

Cynthia MacKenzie of Freelandt Caldwell Reilly LLP presented the 2017 Audited Financial Statements.

Cynthia also reviewed the recommendations made by [KPMG in 2009](#) to determine the status of those recommendations. The Auditors provided the following [letter](#) outlining the results of the review.

**Resolution 18-36**

**Moved by:** Al MacNevin

**Seconded by:** Paul Schoppmann

BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept receipt of the [Audited Financial Statement](#) for the year ended December 31, 2017, as prepared by the Freelandt, Caldwell, and Reilly Accountants.

**Carried**

**5.0 Closed Session**

**Resolution 18-37**

**Moved by:** Vern Gorham

**Seconded by:** Ken Duplessis

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

**Carried**

**Resolution 18-38**

**Moved by:** Dean Wenborne

**Seconded by:** Bill Baker

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

**Carried**

**6.0 Business Arising from Closed Session**

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

**7.0 Adoption of Minutes**

**Resolution No. 18-39**

**Moved by:** Eric Russell

**Seconded by:** Ken Duplessis

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

**Carried**

**8.0 Committee Meetings**

**Strategic Planning Committee**

Bruce Killah, Chair of Strategic Planning Committee, gave a brief update on the discussion regarding the direction the Board will take in the development of a Strategic Plan.

**8.1 Review Strategic Planning**

**Resolution No. 18-40**

**Moved by:** Bruce Killah

**Seconded by:** Dean Wenborne

WHEREAS the Board directed the Strategic Planning Committee to look at the need for a new Strategic Plan for the DSB; and

WHEREAS the Strategic Planning Committee is recommending the following to the Board:

- The new Board in 2019 develop a 4-year Strategic Plan to match their term on the DSB Board
- The Plan once developed should be reviewed annually

- A 2-day Strategic Planning session be held in June 2019
  - The first day be dedicated to hearing from municipalities and each of the 18-member municipalities will be invited to send their Mayor or designate and one staff person
  - The new DSB Board would participate in both days
  - The second day be set aside for the new DSB Board to finalize the 4 Year Strategic Plan
  - The Finance Committee be directed to include \$10,000 in the 2019 budget in order to facilitate development of the Strategic Plan.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Strategic Planning Committee recommendations and approves the development of a 4-Year Strategic Plan as stated in this resolution and directs staff to action these recommendations.

**Carried**

### **Program Planning Committee**

Program Planning Committee Chair, David Leonard, gave the Board a brief update on the items discussed at the May 23, 2018 meeting.

### **8.2 10-Year Housing and Homelessness Plan**

Donna Stewart, Director of Integrated Social Services, walked the Board through the 10-Year Housing and Homelessness Plan – 2018 Progress Report.

The Progress Report includes a review of the priorities that were the response to the accumulation of data and research pertaining to housing, income and homelessness gathered from within the DSB at the time the Plan was developed.

The Manitoulin-Sudbury DSB is continuing to work towards addressing each recommendation and continuing with the work achieved thus far. The Plan will continue to work towards ensuring our communities benefit from our commitment.

#### **Resolution No. 18-41**

**Moved by:** David Leonard

**Seconded by:** Eric Russell

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the 10-Year Housing and Homelessness Plan – 2018 Progress 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 [10-Year Housing and Homelessness Plan - 2018 Progress Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

### 8.3 Housing Benefit

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

The Federal government has announced a Canada Housing Benefit that would provide 300,000 households with financial assistance. The Federal government will allocate \$4 billion for the Canada Housing Benefit, which will help families by providing an average rent subsidy of \$2,500 annually beginning in April 2020 and concluding in 2028. There are no specific details on how the Canada Housing Benefit would be calculated but at an average rent subsidy of \$2,500 annually that will provide \$208 per month. The current DSB Direct Shelter Subsidy (DSS) pays to a maximum of \$3,600 annually or \$300 per month.

Ontario will also be launching a Portable Housing Benefit program, a monthly subsidy provided to low-income households to assist with housing costs. Unlike other forms of housing assistance, the benefit is tied to the household and not the physical unit, allowing the benefit to move with the household.

The portable housing benefit only accounts for the actual rent paid and does not include any additional amounts paid by the tenant for heat, hydro or other utility costs. This is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant.

The Manitoulin-Sudbury DSB is currently offering a very similar program to the residents of the Manitoulin-Sudbury District. The biggest difference between the two programs is that the Portable Housing Benefit does not consider the actual cost of accommodations paid while the Direct Shelter Subsidy program considers all shelter expenses including heat, hydro and other utilities.

The DSS program is currently providing subsidy to 180 families. If the provincial Portable Housing replaced the DSB DSS program:

- 32 Families or 18% would lose their housing benefit
- 94 Families or 52%: would qualify for the PHB benefit but at a much-reduced rate because any amounts paid by the tenant for heat, hydro or other utility costs utilities are not included in PHB
- 15 Families or 8%: would see no change as their rent includes all utilities
- 39 Families or 22%: would be at an advantage with the PHB however the amount of money allocated to them would not include the full shelter costs.

**The net result would see 126 families or 70% of families currently receiving the Direct Shelter Subsidy would be worse off under the currently proposed Provincial Portable Housing Benefit.**

**In addition, staff learned on Friday May 18, that 80% of the Provincial Average Market Rent would be further reduced by \$85 for the purposes of calculating the Provincial Portable Housing Benefit. This has not been accounted for in this report.**

**Resolution 18-42**

**Moved by:** David Leonard

**Seconded by:** Bill Baker

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Housing Benefit - Issue Report and is recommending approval of this report to the Board; and

WHEREAS the Manitoulin-Sudbury DSB is extremely concerned that the Provincial Portable Housing Benefit only accounts for the actual rent paid and does not consider any additional amounts paid by the tenant for heat, hydro or other utility costs; and

WHEREAS this is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant and creating a Provincial Portable Housing Benefit that **does not** include any additional costs of heat and utilities paid by the tenant, in addition to rent, is a real concern for Northerners.

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

FURTHER THAT the Manitoulin-Sudbury DSB encourage the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits as one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum; and

FURTHER THAT both levels of government ensure the that any additional costs of heat and utilities paid by tenants, in addition to rent, is included in the calculation of the Housing Benefit; and

FURTHER THAT this resolution and Issue Report be forwarded to the Hon. Jean-Yves Duclos, Federal Minister of Families, Children and Social Development and Hon. Peter Milczyn, Provincial Minister of Housing; and

FURTHER THAT the Manitoulin-Sudbury DSB share this motion and supporting materials with DSB member municipalities, AMO, FONOM, NOMA, OMSSA, HSC and ONPHA.

**Carried**

#### 8.4 GreenON

Connie Morphet, Director of Finance and Administration walked the Board through the GreenON – Issue Report.

The GreenON program is a \$25 million provincially funded program to help Ontario Social Housing buildings with less than 100 units invest in energy efficient retrofits. The program is administered by the Housing Services Corporation (HSC) in support of Ontario's Climate Change Action Plan.

Interest in the program far surpassed expectations with HSC receiving 41 submissions from Service Managers across the province. Submissions were evaluated by an independent panel of representatives from the Ontario Ministry of Housing, Manitoba Housing and the Green Ontario Fund.

The panel determined that all Service System Manager applicants would be given the opportunity to undertake at least one project in their region.

In a [letter](#) from HSC, the DSB was awarded a funding allocation of \$100,956.

The DSB submitted all 19 projects for consideration to the GreenON Program however based on an approval of \$100,956, the DSB is not able to support any of the top five projects. Staff were asked to review all 19 projects to determine the best way to allocate these funds within the program guidelines while having the most impact on several buildings.

Based on the limited allocation, there may be a shortfall between the requested amount and the allocated approval. Housing Providers will need to determine if they can contribute from their reserves or reduce the scope of the project where appropriate.

#### Resolution 18-43

**Moved by:** David Leonard

**Seconded by:** Vern Gorham

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the GreenON - 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 Committee's recommendation and approves the [GreenON - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

## 8.5 Stryker Tracked Stair Chair

Chief of Paramedic Services, Rob Smith, walked the Board through the Stryker Tracked Stair Chair – Issue Report.

Historically, the majority of occupational injuries experienced by Paramedics in related to the utilization of the manual stretchers. In the period from 2008 through 2015, the service reported 39 occupational injuries related to manual stretcher use.

In October of 2015, the Board approved the purchase of the Stryker Power Cot and Power Load system to replace the existing manual stretchers. Since that change, we have recorded only one 3 day modified occupational injury related to lifting of the Stryker Power Cot.

Paramedics are required to carry patients from the place of injury or illness to the stretcher. This action involves the use of a Stair Chair. In most cases, the lift is down sets of stairs. Transportation of patients up or down flights of stairs is a high-risk activity that we believe can be mitigated through a change in equipment.

Manitoulin-Sudbury DSB Paramedic Service is requesting approval for \$69,342 plus applicable taxes to be taken from the Vehicle and Equipment Replacement Reserve, while \$9,906 plus applicable taxes will be attributed to the Wikwemikong 2018/2019 budget and funded by the Province. The annual budget impact would require an additional contribution of \$5,000 to Reserve to allow replacement in 2032, based upon a 14-year life cycle. This budget change will be brought forward during the 2019 budget deliberations.

As this purchase was not contemplated or approved during the 2018 Budget process, staff are requesting Board approval for this purchase.

### **Resolution 18-44**

**Moved by:** David Leonard

**Seconded by:** Al MacNevin

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Stryker Stair Chair - 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 [Stryker Tracked Stair Chair - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

## 8.6 Expansion of Community Paramedicine

Chief of Paramedic Services, Rob Smith, walked the Board through the Expansion of Community Paramedicine – Issue Report.

Manitoulin-Sudbury DSB engaged with Cochrane and Algoma DSSAB's to deliver a Community Paramedicine project that focused on specific efforts that would benefit northern residents and would do so in an extremely cost-effective manner.

Our Community Paramedicine program has involved a collaborative approach with both internal and external partners. The 2015 initiation of wellness clinics in concert with Integrated Social Services personnel has resulted in more than 1,600 patient engagements, a significant reduction in hospitalization events, mitigation of Police Service events and an elimination of eviction events.

Paramedic Services has joined with the Local Health Integration Network (LHIN) to enroll and graduate clients from the Tele-Home Care program, saving the LHIN more than \$40,000 annually. Paramedic Services has also engaged extensively with our hospital partners to develop post-discharge referrals to assist patients with reintegration into a safe home environment.

The DSB intends to expand the wellness program to DSB buildings in Warren, St. Charles and Noëlville, as a second proponent wellness clinic will be introduced into weekly seniors' luncheons. This will require LHIN funded Community Paramedicine hours to address the geographic challenges as well as a Transitional Support Worker for the area.

In addition, a project with Manitoulin Health Centre and Espanola Regional Hospital is underway and involves post-discharge referrals. Paramedics would become an extension of the primary care team, engaging with hospitals, Health Links, the LHIN and Family Health Teams.

Currently efforts to expand the program are being managed within deployment, but system stressors are being observed. The proposal being prepared for the LHIN would allow for staffing 24 hours of Community Paramedicine staffing in Sudbury East and Manitoulin Island/LaCloche at a total cost of \$113,280. The request will also include \$85,000 for a Transitional Community Support Worker for Sudbury East.

**Resolution 18-45****Moved by:** David Leonard**Seconded by:** Paul Schoppmann

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Expansion of Community Paramedicine - 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 [Expansion of Community Paramedicine - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried****8.7 NOSDA AGM**

Fern Dominelli, CAO, reviewed the Draft NOSDSA resolutions for the NOSDA AGM to be held in Timmins June 12-14, 2018.

**Resolution 18-46****Moved by:** David Leonard**Seconded by:** Ted Lovelace

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the 2018 Draft NOSDA resolutions that will be presented at the Annual General Meeting and is recommending that the Board endorse the proposed NOSDA Resolutions.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and endorses the proposed [NOSDA Resolutions](#) and encourages NOSDA members to support these resolutions at the NOSDA Annual General Meeting to be held in Timmins on June 12-14, 2018.

**Carried****9.0 New Business****9.1 CAO First Quarter Activity Report**

Fern Dominelli, CAO, walked the Board through the CAO First Quarter Activity Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

**Resolution 18-47****Moved by:** Ken Duplessis**Seconded by:** Eric Russell

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

**Carried**

## 9.2 First Quarter 2018 Financial Report

Connie Morphet, Director of Finance and Administration walked the Board through the First Quarter 2018 Financial Report, which is forecasting a year-end surplus of \$508,439.

### Resolution 18-48

**Moved by:** David Leonard

**Seconded by:** Dean Wenborne

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

**Carried**

## 9.3 B3.03 Financial Approval Policy – Revised

Connie Morphet, Director of Finance and Administration, walked the Board through revisions to the B3.03 Financial Approval Policy based on the recommendations made by the auditors.

### Resolution 18-49

**Moved by:** Bruce Killah

**Seconded by:** Bill Baker

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the revised Financial Approval Policy.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Financial Approval Policy B.3.03](#) effective June 1, 2018.

**Carried**

## 9.4 Annual Report on Reserves

Connie Morphet, Director of Finance and Administration walked the Board through the 2018 Annual Report on Reserves.

The report will be added to the Finance section of the Board website as an ongoing reference document and be updated annually based on the prior years' audit and the current year estimates.

### Resolution 18-50

**Moved by:** Al MacNevin

**Seconded by:** Vern Gorham

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the 2018 Annual Report on Reserves.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [2018 Annual Report on Reserves](#) and authorizes staff to action the recommendations contained with the report.

**Carried**

### 9.5 Fourth Quarter 2017 Audited Financial Statement

Connie Morphet, Director of Finance and Administration walked the Board through the revised Fourth Quarter Financial Report based on the 2017 Audited Financial Statement.

#### Resolution 18-51

**Moved by:** Ted Lovelace

**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the [Revised 2017 Fourth Quarter Audited Financial Report](#) be approved as presented.

**Carried**

### 9.6 DSB Surplus for the 2017 Calendar Year

As per the 2017 audited financial statements, the DSB ended the 2017 calendar year with a surplus of \$173,643. Staff are recommending that the entire surplus be returned to municipalities the same way it was collected based on the 2017 apportionment formula.

#### Resolution 18-52

**Moved by:** Al MacNevin

**Seconded by:** Vern Gorham

WHEREAS the audited financial statements for the operating year ended December 31, 2017 recorded a surplus of \$173,643; and

WHEREAS the Board by [Resolution # 02-97](#) dated May 23, 2002 has approved a Working Funds Reserve to a maximum of 15% of the municipal share of annual operating budget, which based on the 2018 operating budget of \$10,337,824 would be a maximum of \$1,550,674.

THEREFORE BE IT RESOLVED THAT \$ 0 dollars be directed to the DSB's Working Reserve in order to bring it to the 15% that the Board has established; and

FURTHER BE IT RESOLVED THAT \$173,643 be distributed to the DSB's member municipalities as per the apportionment formula in place in the year 2017.

**Carried**

### 9.7 Ministry of Community and Social Services – TWOMO Election

Fern Dominelli, CAO, gave the Board an update on the upcoming [TWOMO Election](#), including a review of the TWOMO Election policy in place allowing alternative voting method of "vote by mail".

To support the 2018 elections in TWOMO, the Ministry of Community and Social Services will provide \$26,000 in funding to cover the costs of the election.

## 9.8 Ministry of Health & Long-Term Care

Connie Morphet, Director of Finance and Administration walked the Board through the funding letters received from the Ministry of Health and Long-Term Care (MOHLTC) for Paramedic Services.

### 50/50 Funding

The CAO and Board Chair received a [letter](#) from the MOHLTC detailing the 50/50 funding for 2018. MOHLTC has used the base 2017 DSB Budget less First Nation and TWOMO Funding and calculated a 1.7% increase to the base expenses for 2018.

The resulting base increase of \$165,903 for 2018 has increased the 50/50 funding by \$157,459.

This re-affirms the Ministry's acknowledgement that Paramedic Services is funded at 50/50 but based on the prior year budget with an estimated percentage increase; and that they are committed to announcing funding earlier in the year.

### TWOMO Funding

The CAO and Board Chair received a [letter](#) from the Ministry of Health and Long-Term Care on May 7, 2018 detailing the TWOMO funding for 2018 and the reduction of 50/50 funding due to TWOMO.

MOHLTC has used the base 2018 DSB Budget less First Nation Funding and calculated 19.9% as TWOMO Funding.

The resulting TWOMO calculation for 2018 has increased the TWOMO funding by \$4,116. TWOMO Funding is the amount that was budgeted for 2018 The 50/50 Funding is reduced by \$2,056 (50% of the TWOMO)

This re-affirms the Ministry's acknowledgement that TWOMO funding is at the current year base budget, and that they are committed to announcing funding earlier in the year.

### PTSD One Time Funding

The MOHLTC sent a [letter](#) May 7, 2018 to the Chair and CAO advising that the Manitoulin Sudbury DSB will be provided with PTSD Funding based on the application in 2017.

The Assistant Deputy Minister of Direct Services Division will be contacting the DSB concerning the terms and conditions governing this funding. The total funding is \$130,326 for Paramedic Services and \$39,293 for Wikwemikong Paramedic Services.

## 9.9 Mental Health Awareness

Rob Smith, Chief of Paramedic Services, walked the Board through the Mental Health Awareness – I've Got Your Back 911 Campaign. Since April 2014, at least 196 First Responders and Military service personnel from across Canada have reportedly died by suicide. In response to this spike in First Responder suicides, the I've Got your're your Back 911 campaign was developed in 2014 as a method to raise awareness surrounding Emergency First Responder mental health.

Active front line Paramedics, Jill Foster and Shaun Taylor developed the idea of a social media awareness campaign highlighting the fact that suicide by First Responders was a very REAL issue. Joined by Paramedics Denise Laing and Stephanie Romano, the group launched an online campaign drawing attention to the increase in First Responder mental health issues. Ongoing efforts and a dedicated online presence to promote the cause has resulted in worldwide recognition as a safe place for First Responders to share ideas, resources, and photos of support for one another. The campaign supports all those who deal with traumatic incidents in the workplace, including Paramedics, Police Officers, Fire Fighters, Emergency Telecommunications Officers, Nurses, Corrections Officers and Military personnel. The program became [#IVEGOTYOURBACK911](#).

Manitoulin-Sudbury DSB Paramedic Services is responsible to do everything possible to help ensure the health, safety and wellness of all staff. As required by law, a multifaceted PTSD Prevention Plan was developed and submitted to the Ministry of Labour in 2017. This plan included efforts to increase resiliency, efforts to ensure response capacity and treatment, and efforts to screen candidates to ensure suitability. The I've Got Your Back 911 program is simply another piece in working to ensure our support.

To this end, Manitoulin-Sudbury DSB Paramedic Service has obtained #IVEGOTYOURBACK911 window decals and have placed them on the back window of each ambulance and PRU. We are not alone in this initiative, but we do hope that this simple action will help to demonstrate our support for our personnel, understanding the impact that their role has on their own wellbeing.

## 9.10 Container Gardening Events

Donna Stewart, Director of Integrated of Social Services, informed the Board of the upcoming annual Container Gardening Events being held in Espanola and Chapleau.

The Manitoulin-Sudbury DSB and the LaCloche Best Start Hub will host it's seventh annual Family Container Gardening Event on Saturday June 2, 2018 from 10:00 am – 1:00 pm at the Red McCarthy Memorial Ball Field Pavilion. This community event is open to families with children to learn basic container gardening skills and engage in fun activities.

The Chapleau event is still in the works.

10.0 Other Business

11.0 Next Meeting – June 28, 2018

12.0 Adjournment

**Resolution 18-53**

**Moved by:** Bruce Killah

**Seconded by:** Dean Wenborne

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 June 28, 2018.

**Carried**

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Chair

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CAO (Secretary-Treasurer  
of the Corporation)