



**Minutes  
of the June 25, 2020  
MANITOULIN-SUDBURY DSB BOARD MEETING**

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

**Regrets:** Richard Stephens, Paul Schoppmann and Ted Lovelace

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

**1.0 CALL TO ORDER**

Chair, Les Gamble, called the meeting to order at 9:30 a.m.

**2.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**3.0 Closed Session**

**Resolution 20-49**

**Moved by:** Vern Gorham

**Seconded by:** Dave Ham

BE IT RESOLVED THAT the Board move into closed session at 9:30 a.m.

**Carried**

**Resolution 20-50**

**Moved by:** Jim Rook

**Seconded by:** David Santi

BE IT RESOLVED THAT the Board adjourn this closed session at 10:10 a.m. and move to the regular Manitoulin-Sudbury DSB Board meeting.

**Carried**

**Draft Minutes**  
**of the June 25, 2020**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**

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

**Regrets:** Richard Stephens, Paul Schoppmann and Ted Lovelace

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

**Media:** Michael Erskine, The Manitoulin Expositor  
Tom Sasvari, The Manitoulin Recorder

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

**2.0 Business Arising from Closed Session**

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

**3.0 Adoption of Agenda**

**Resolution No. 20-51**

**Moved by:** Maureen VanAlstine

**Seconded by:** Ned Whynott

BE IT RESOLVED THAT the Agenda be adopted.

**Carried**

**4.0 Declarations of Conflict of Interest**

**5.0 Adoption of Minutes**

**Resolution No. 20-52**

**Moved by:** Ned Whynott

**Seconded by:** Arthur Hayden

BE IT RESOLVED THAT the Minutes of the [May 28, 2020](#) meeting be approved.

**Carried**

**6.0 Committee Reports**

**6.1 Human Resources Committee**

Human Resources Committee met yesterday. The Committee elected Bruce Killah as the Chair of the Committee.

Ehren Baldauf walked the Board through the Pandemic Pay for the DSB.

The Human Resources Committee discussed the Ministry of Health Pandemic Pay. On June 16, 2020 Christine Elliott, Minister of Health wrote to Les Gamble, DSB chair advising that the DSB was allocated \$600,600 for Pandemic Pay for the DSB and \$75,600 for the Wiikwemkoong Paramedic Service.

Based on our estimates, this should cover the 16 weeks Pandemic Pay as long as there are no extensions.

## COVID-19

Fern Dominelli, CAO gave the Board an update on how the DSB is handling the COVID-19 and how the staff is managing.

Ehren Baldauf updated the Board on how the remote work is working for those staff who are not working out of the office at this time. Paramedics, PTS and Custodians have continued work as usual but office staff have been working remotely for the most part.

Staff are in the process of developing a remote work protocol that could be used over the long term.

## 7.0 New Business

### 7.1 Community Housing

#### New Policy 1.2.1 Rent Geared-to-Income (RGI) Simplification

Donna Stewart, Director of Integrated Social Services, walked the Board through the New Community Housing Policy 1.2.1 RGI Simplification.

The Province of Ontario has changed the way RGI is calculated. In February the board approved the [Rent Geared-to-Income Simplification – Issue Report](#) that authorized the implementation of the new RGI calculations starting July 1, 2020.

All rents calculated as of July 1, 2020 will use the new RGI calculation. Changes will be implemented gradually, at annual review, and should be completed by July 1, 2021.

The new RGI calculation is based on 30% of Adjusted Family Net Income (AFNI) and that rent amount is adjusted for utilities, services and heating costs which are all subject to a minimum rent amount. Before applying the 30%, the monthly adjusted family net income is reduced by an employment earnings deduction of either \$75 or \$150 per month, depending on the size of the household.

$$\text{Monthly rent for a family unit} = \left[ \frac{\text{AFNI} \times 30\%}{12} \right] \text{ +/- utility adjustments}$$

All tenants will be required to provide their annual Notice of Assessment as a condition of continued eligibility. A review of rent will be conducted every 12 months. In year reviews will only be completed under specific circumstances. (e.g. permanent changes to household status, a decrease in income of 20% or a change in full-time student status).

In some instances where tax information is not available or does not accurately reflect current financial circumstance (e.g. irregular income), the Service System Manager can determine an alternate annual income amount based on a projection for the next 12 months.

**Resolution No. 20-53**

**Moved by:** Bruce Killah

**Seconded by:** Mike Levesque

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the new Community Housing Policy I.2.1 RGI Simplification.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approve the new [Community Housing Policy I.2.1 RGI Simplification](#) effective July 1, 2020.

**Carried**

## 7.2 Ministry of Labour, Training and Skills Development

Donna Stewart, Director of Integrated Social Services, walked the Board through the Employment Ontario Audit – Issue Report.

Between 2014 and 2019, the Ministry of Labour, Training and Skills Development has conducted eight audits. The first six audit reports were minor in nature and the reports were no more than two pages long. The last two audit reports were more intense in nature and entailed audit reports of thirteen and twenty-one pages long.

The Ministry conducted an audit of all Employment Ontario Programs (Employment Services, Youth Job Connection and Youth Job Connection-Summer) on April 16-18, 2019.

On June 4, 2019, the Manitoulin-Sudbury DSB staff received a feedback letter indicating that the Ministry observed that we deliver a positive client experience while maintaining confidentiality and ensuring privacy. They also observed an improvement in meaningful and detailed case notes in our client files.

Based on the monitoring visit findings and a review of the compliance requirements in our Employment Service agreement, the Ministry identified that our Service Delivery Site **is not meeting key compliance and accountability measures**. Consequently, our site was not in compliance with the Employment Service agreement. As a result of this, the DSB had been placed under Official Review.

In response to that audit, our Service Delivery Site submitted an Action Plan indicating milestones and timelines identifying our strategies to remedy the issues outlined in the audit report. The Ministry did not inform us of any adjustments required for approval.

They also indicated at that time that if, six months after the implementation of the Official Review process, the Ministry determines that our organization had not completed the approved Action Plan and/or is still not in compliance with the Employment Service agreement, the Ministry could terminate the Employment Service agreement and/or not offer our organization a new agreement upon the expiry of the current agreement.

Although there is improvement, other key compliance issues remain and are outlined in the audit report. **Consequently, once again, our site is not in compliance** with the Employment Service, Youth Job Connection and Youth Job Connection: Summer agreements and as a result, the DSB will **remain under Official Review**.

Our Service Delivery Site is required to update our Action Plan indicating milestones and timelines by July 10, 2020. Our action plan has identified strategies to remedy the issues outlined in the report.

The Manitoulin-Sudbury DSB staff is committed to working closely with the Ministry over the coming months to ensure that we are compliant with the Action Plan however staff need to have some conversation with Ministry representatives to understand a few observation items outlined in the Action Plan.

**Resolution No. 20-54**

**Moved by:** Mike Levesque

**Seconded by:** Vern Gorham

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Employment Ontario Audit – Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Employment Ontario Audit – Issue Report](#) and authorizes staff to action the recommendations contained within the report.

**Carried**

### 7.3 Ministry of Municipal Affairs and Housing

Donna Stewart, Director of Integrated Social Services, walked the Board through the Average Market Rents (AMR) – Issue Report.

The [Canada-Ontario Housing Benefit – Issue Report](#) that was approved by the Board in February 2020 indicates that the Canada-Ontario Housing Benefit calculation is based on the Canada Mortgage and Housing Corporation’s Average Market Rent and not the Manitoulin-Sudbury DSB’s Market Rent. The gap is quite large between CMHC’s Average Market Rent comparatively to the Manitoulin-Sudbury DSB which means that less people will qualify.

In response to requests for flexibility, Service System Managers were able to request alternate COHB AMRs for the 2020-21 benefit year. The Manitoulin-Sudbury DSB submitted a business case including a local market rent survey for alternate 2020-21 COHB.

Based on the business case presented, the Ministry of Municipal Affairs and Housing has approved, in accordance with the COHB program guidelines, the maximum monthly benefit amount payable starting July 1, 2020 to be 80% of the alternate AMRs (shown in the chart in your issue report) less the RGI minimum rent which is \$129 for non-social assistance recipients.

# of Rooms	COHB AMR	New COHB AMR
One Bedroom	\$ 678	\$ 883
Two Bedrooms	\$ 915	\$ 1047
Three Bedrooms	\$ 993	\$ 1113

A single individual on Social Assistance paying \$940 for a one-bedroom apartment all utilities included, would have received \$322.50 in Housing Benefit under the previous AMR. Under the new AMR, they would receive \$486.50 which is an increase of \$164 per month.

For a single non-social assistance recipient working at minimum wage of \$25,480 per year, they would not have received any Housing Benefit under the previous AMR. Under the new AMR, they would qualify for \$69.40 per month in Housing Benefit.

The Manitoulin-Sudbury DSB staff will continue to work with applicants to administer the COHB. As a result of the increase approval of average market rents, more applicants will qualify, and others will see their COHB increase.

**Resolution No. 20-55****Moved by:** Maureen VanAlstine**Seconded by:** Dave Ham

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Average Market Rents – Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Average Market Rents – Issue Report](#) and authorizes staff to action the recommendations contained within the report.

**Carried****7.4 Ministry of Education**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Child Care Re-Opening – Issue Report.

At the May 2020 Board meeting, the Board approved the [Early Years Funding - Issue Report](#). The report outlined the direction received from the Ministry of Education since the province ordered Child Cares and EarlyON centres closed.

Staff reported an approximate shortfall of \$54,725 to provide support to providers retroactively based on Ministry of Education directives. Staff continue to work with providers to firm up the actual financial impact.

Since the last Board meeting, the Ministry of Education confirmed that Early Learning and Child Care (ELCC) federal funds, could be used to support these retroactive costs. Staff do not anticipate funding pressures during the closure period.

On June 9, 2020, the Premier announced the provinces plan to reopen Child Care as of June 12, 2020. Staff are working with providers and public health to develop a reopening plan that protects children, staff, and families throughout the reopening.

New policies will need to be developed focusing on screening, disinfecting, staff training, prioritization of children and health and safety. Due to the reduced number of people in a room, not all children will be able to return to Child Care during this initial phase of reopening.

Based on our conversation with local providers the reopening date of June 12, 2020 was unrealistic for this area.

Local providers are meeting regularly and supporting each other with the goal of opening as soon as required Health & Safety measures are in place. Based on the above staff do not expect any reopening before July.

The funding guidelines were also released to support the reopening of Child Care, several questions have been raised with respect to the funding guidelines for the reopening phase.

New funding formulas will need to be developed with providers programs will be operating at a much lower capacity than they were before the order to close. Programs will also incur additional expenses as a result of screening, disinfecting and increased health and safety precautions.

Access to quality and timely Child Care is critical for the local, provincial, and national economic recovery plan. Health and safety of children and staff is paramount in guiding the reopening of Child Care.

**Resolution No. 20-56**

**Moved by:** Jim Rook

**Seconded by:** Arthur Hayden

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Child Care Re-Opening – Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Child Care Re-Opening – Issue Report](#) and authorizes staff to action the recommendations contained within the report.

**Carried**

**8.0 Next Meeting – September 24, 2020**

**9.0 Adjournment**

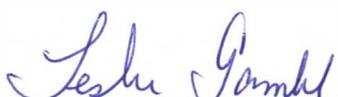
**Resolution 20-57**

**Moved by:** Jill Beer

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT we do now adjourn at 10:55 a.m. until the next regular meeting to be held on September 24, 2020.

**Carried**

  
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Chair

  
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CAO (Secretary-Treasurer  
of the Corporation)