



Draft Minutes
of the September 24, 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, and Ted Lovelace

Regrets: David Ham, Jim Rook, Paul Schoppmann and Richard Stephens

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 20-58

Moved by: Vern Gorham

Seconded by: Michael Levesque

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

Carried

Resolution 20-59

Moved by: Ted Lovelace

Seconded by: David Santi

BE IT RESOLVED THAT the Board adjourn this closed session at 10:00 a.m. and move to the regular Manitoulin-Sudbury DSB Board meeting.

Carried

Draft Minutes
of the September 24, 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, Paul Schoppmann and Ted Lovelace

Regrets: David Ham, Jim Rook and Richard Stephens

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. 20-60

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. 20-61

Moved by: Bruce Killah

Seconded by: Arthur Hayden

BE IT RESOLVED THAT the Minutes of the [June 25, 2020](#) meeting be approved.

Carried

6.0 Committee Reports

6.1 Human Resources Committee

Bruce Killah, Chair of the Human Resources Committee, gave the Board an overview of the Remote Work Protocol discussed at the September 23, 2020 Human Resources Committee meeting.

6.1.1 COVID – 19 Remote Work Protocol

Ehren Baldauf, Human Resources Consultant, walked the Board through the [Remote Work Protocol](#).

Remote work was a necessity in April and the following months due to the COVID-19 pandemic. All service was maintained while working remotely. The groups of employees that worked remotely remained productive, working remotely also promotes a good work/life balance. This led to looking at remote work ongoing.

The intent of this remote work protocol is to provide a framework for employees to work remotely where appropriate. Decisions related to which positions work remotely are made based on individual department and operational requirements and the needs of clients take precedence over any remote work arrangement. Some employees may not have the requisite resources to work from their home.

Also, the DSB requires a certain staffing level within the office, which may limit the number of employees permitted to work outside of the office at any given time.

There will be no additional funding or stipends available to employees working remotely to cover any costs associated with working remotely. This protocol is intended to create a cost-neutral benefit. Remote work is considered optional and therefore no T777 Income Tax expenses may be claimed.

6.2 Property Committee

Bruce Killah, Property Committee Chair, gave the Board a brief update on items discussed at the September 23, 2020 Property Committee Meeting.

6.2.1 Three Vacant Lots – Arthur Court Espanola

Fern Dominelli, CAO, walked the Board through the proposed sale of the three lots on Arthur Court. Proceeds from the sale will be transferred to the Community Housing Capital Funds Reserve.

Resolution No. 20-62

Moved by: Bruce Killah

Seconded by: Ned Whynott

WHEREAS the Property Committee has discussed the sale of three (3) vacant lots located on Arthur Court in Espanola and;

WHEREAS the Property Committee is recommending that the three (3) vacant lots be listed for sale with real estate at fair market value.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Property Committee recommendation and authorizes the CAO to list and sell the three (3) vacant lots on Arthur Court in Espanola at fair market value and;

FURTHER BE IT RESOLVED THAT the Board approves the transfer of any net proceeds from the sale of three (3) vacant lots to the Community Housing Capital Funds Reserve.

Carried

6.2.2 Land Adjacent to Manitowaning Community Housing Building

Fern Dominelli, CAO, walked the Board through the potential sale of a land adjacent to the Community Housing Building in Manitowaning. The Municipality of Assiginack indicated that there may be developers interested in purchasing the property. The property would require a severance and rezoning. Proceeds from the sale will be transferred to the Community Housing Capital Funds Reserve.

Resolution No. 20-63

Moved by: Bruce Killah

Seconded by: David Santi

WHEREAS the Property Committee has discussed a portion the Manitowaning Community Housing property that is vacant but part of the same parcel the building is located on and;

WHEREAS the Municipality of Assiginack has indicated the property maybe of interest to local developers; and

WHEREAS the Property Committee is recommending that the DSB list a portion of the Manitowaning property for sale with real estate at fair market value.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Property Committee recommendation and authorizes the CAO to list and sell a portion of the Manitowaning property at fair market value subject to appropriate Manitoulin Planning Board approvals; and

FURTHER BE IT RESOLVED THAT the Board approves the transfer of any net proceeds from the sale of this property to the Community Housing Capital Funds Reserve.

Carried

7.0 New Business

7.1 CAO Second Quarter Activity Report

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

Resolution No. 20-64

Moved by: Vern Gorham

Seconded by: Arthur Hayden

BE IT RESOLVED THAT the [2020 CAO Second Quarter Activity Report](#) be approved as presented.

Carried

7.2 2020 Second Quarter Unaudited Financial Report

Connie Morphet, Director of Finance and Administration walked the Board through the Second Quarter Unaudited Financial Report which is forecasting a year-end surplus of \$536,773.

Resolution No. 20-65

Moved by: Michael Levesque

Seconded by: Ted Lovelace

BE IT RESOLVED THAT the [2020 Second Quarter Unaudited Financial Report](#) be approved as presented.

Carried

7.3 Ministry of Municipal Affairs and Housing

Protecting Tenants and Strengthening Community Housing Act, 2020

Donna Stewart, Director of Integrated Social Services, walked the Board through the Protecting Tenants and Strengthening Community Housing Act, 2020 – Issue Report.

On [July 22, 2020](#), the Protecting Tenants and Strengthening Community Housing Act, 2020 received Royal Assent in the Ontario Legislature. The Act amends the Residential Tenancies Act, 2006, the Housing Services Act, 2011, the Building Code Act, 1992, and repeals the Ontario Mortgage and Housing Corporation Act.

The changes to the Residential Tenancies Act strengthen protections for tenants while making it easier to be a landlord by helping both landlords and tenants resolve disputes.

The changes to the Housing Services Act would enable Ontario to update the community housing system to ensure it is sustainable.

The legislative amendments are broad and enabling. The government is committed to working with sector partners to develop proposed regulations setting out the details on how the new legislative provisions would work on the ground in communities.

The new provisions in the legislation are planned to come into force incrementally over time, as regulatory details are developed. This will help give communities and housing providers the time they need to make important business decisions and to plan for implementation.

More details will be provided to the Board as they become available.

Resolution No. 20-66**Moved by:** Maureen Van Alstine**Seconded by:** Ned Whynott

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Protecting Tenants and Strengthening Community Housing Act, 2020 – Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Protecting Tenants and Strengthening Community Housing Act, 2020 – Issue Report](#) and authorizes staff to action the recommendations contained with the report.

Carried**7.4 Social Services Relief Fund Phase 2**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Social Services Relief Fund Phase 2 - Issue Report.

The housing and homelessness sectors in Ontario have had to alter the ways in which they provide services to vulnerable populations due to the COVID-19 outbreak. The Social Services Relief Fund (SSRF) Phase 2 will provide \$362 million in provincial and federal funding to help a diverse range of vulnerable people, create longer-term housing solutions for people in need, and ensure that the housing and homelessness sector has the tools and support that they need to safely and successfully transition to recovery.

SSRF Phase 2 builds on the province's initial \$200 million investment under the Social Services Relief Fund [announced](#) on March 23, 2020. Phase 2 brings the total SSRF investment for Service Managers and Indigenous Program Administrators to \$510 million (i.e. \$148 million in initial SSRF funding announced on March 23, 2020, \$150 million in SSRF funding announced on July 2, 2020, and \$212 million in additional SSRF funding announced on August 12, 2020).

For SSRF Round 2, all Service Managers were provided with an initial planning allocation. In the Manitoulin-Sudbury DSB district, the DSB received \$897,838.

Prior to funds being flowed and allocations confirmed, Service Managers are required to submit a business case to demonstrate how their initial planning allocations will be used to meet the objectives of the program. The deadline to submit business cases to MMAH was September 11, 2020. The DSB submitted the [SSRF Phase 2 Business Case](#) by the deadline pending board approval.

The Manitoulin-Sudbury DSB staff reached out to the Executive Director of the Manitoulin Family Resources agency to discuss the SSRF Phase 2 funding to discuss the need for the funding for potential shelter, food bank and/or thrift store demands.

The Manitoulin Family Resources indicated that capital funding for retrofit of the Violence Against Women (VAW) residential shelter would be required as well as an expansion which allows for community-based counsellors to provide safe service to both VAW shelter residents and those still in community who may need to be linked to VAW shelter service.

Lastly, funding for a new food bank/thrift store would allow resumption of needed services of making inexpensive household goods and clothing available to the public, as well as meeting the much-expanded needs of the food bank and its larger client base. Incorporating the purchase of a cargo van would allow for the expanded delivery of needed household goods, clothing, and food into the communities throughout their service region, to access points such as already existing Food Banks in Espanola, Massey, Markstay, Killarney and Chapleau.

The total amount request in the business plan is \$1,188,488 which exceeds the DSB's allocation by \$290,650. The province has held back 30% of the available \$212M in SSRF Phase 2 funding which amounts to an additional 62M dollars, so these dollars could be available to cover the additional \$290,650 requested. If the province does not fund the entire amount, the DSB will work with Manitoulin Family Resources to revise the business case but ultimately Manitoulin Family Resources would be responsible to cover any shortfall and/or reduce the scope.

DSB staff will continue to work closely with Manitoulin Family Resources to ensure that the business case if approved will be implemented accordingly.

Resolution No. 20-67

Moved by: Michael Levesque

Seconded by: Arthur Hayden

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Social Services Relief Fund Phase 2 Business Case and the Social Services Relief Fund Phase 2 - Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Social Services Relief Fund Phase 2 Business Case](#) and the [Social Services Relief Fund Phase 2 - Issue Report](#) and authorizes staff to action the recommendations contained with the report and business case.

Carried

7.5 Ministry of Education

Federal Safe Restart Funding

Donna Stewart, Director of Integrated Social Services, walked the Board through the Federal Safe Restart Funding.

Staff received confirmation in August that we would be receiving Federal Safe Restart Funding. The purpose of the funding is to ensure a safe, sufficient, and

adequate supply of Child Care is available to support the gradual return to work as the economy reopens.

The Manitoulin-Sudbury DSB allocation is \$894,181. Staff are in the process of finalizing plans to distribute the funds to providers, allocations will be based on providers license capacity.

Staff will be tracking and monitoring all expenditures and service data including the number of centres and space supported by the funding.

Resolution No. 20-68

Moved by: Arthur Hayden

Seconded by: Maureen VanAlstine

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Federal Safe Restart Funding – Issue Report.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Federal Safe Restart Funding – Issue Report](#) and authorizes staff to action the recommendations contained with the report.

Carried

7.6 Public Reporting of Confirmed Cases of COVID-19 In Licensed Child Care

Donna Stewart, Director of Integrated Social Services, walked the Board through the Public Reporting of Confirmed Cases of COVID-19 in Licensed Child Care.

The Ministry of Education has advised that as of [September 11, 2020](#) a daily summary of COVID-19 activity associated with licenced Child Care programs will be posted online.

Licenced Child Care programs are required to report confirmed and suspected cases of COVID-19, as well as centre and premises closures.

The posted information will include:

- The number of Child Care centres and home Child Care premises with at least one **confirmed** case of Covid-19
- The number of **confirmed** cases of Covid-19 in children
- The number of **confirmed** cases of Covid-19 in staff and home Child Care providers
- The total number of closed Child Care centres and
- The number of closed home Child Care premises

The name of each site with an open serious occurrence for a **confirmed** case of Covid-19 will be posted, along with the number of children or staff who have tested positive (no identifying information of the individuals will be posted).

7.7 Espanola and Area Situation Table and Sudbury East Mobilization Table

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Canadian Mental Health Association Situation Table 6-Month Update Report](#).

The Espanola and Area Situation Table (EAST) launched on October 2, 2018. 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.

Since the launch, ten referrals have been brought forward to EAST, nine of which (90%) met the threshold for Acutely Elevated Risk (AER).

The report provides a summary of EAST activities to date, including agency engagement, referral demographics and risk information.

Sudbury East Mobilization Table (SEMT) is the newest of the tables which began October 22, 2019 to support the municipalities of French River, St. Charles, Markstay-Warren and Killarney. SEMT has 16 partner agencies.

Both Situation Tables follow an ad-hoc process. When a referral is brought forward, all partner agencies are notified and receive the meeting details. Agencies are required to respond indicating their attendance within 24 hours of receipt of the meeting notification. The majority of the referrals are made by either police, health or social services.

Resolution No. 20-69

Moved by: Bruce Killah

Seconded by: David Santi

BE IT RESOLVED THAT the [Canadian Mental Health Association Sudbury/Manitoulin Situation Table Report](#) be accepted as presented.

Carried

7.8 Ministry of Health

Revised 2020 Funding of the Land Ambulance Services Grant

Connie Morphet, Director of Finance walked the Board through the Revised 2020 Funding of the Land Ambulance Service Grant.

In early August, Manitoulin-Sudbury DSB received a [letter](#) from the Office of the Deputy Premier and Minister of Health.

The Ministry has provided revised funding of up to \$9,632,885 with respect to the Land Ambulance Services Grant 50:50 partnership for the 2020 calendar year.

This funding results in \$289,356 more than budgeted for 2020. The funding budget was based on the 2018 funding formula, as confirmation of additional funding for 2020 was not available.

The additional funding is based on the 2019 Budget submitted to the Ministry with 0% factor for 2020 inflation.

7.9 Vulnerable Persons Registry

Donna Stewart, Director of Integrated Social Services, walked the Board through next steps in implementation of the Vulnerable Persons Registry.

On September 10, 2020, municipalities received a [letter](#) from the Vulnerable Persons Registry Coordinator, Amanda Sheppard regarding the next steps in implementing the Vulnerable Persons Registry (VPR) in your community.

The VPR is a free, voluntary, and confidential service aimed at improving the safety of residents living at home who would be at a greater risk during emergencies. The registry has been running in Sault Ste. Marie since 2011 and expanded services last year to assist communities along Huron North Shore.

The registry assists communities involved respond to those registered during extended power outages, floods, snowstorms, and other emergencies to ensure the safety and wellbeing of the most vulnerable persons.

The VPR provides an up-to-date accurate list of the most vulnerable persons living at home in your community, so your Community Emergency Management Coordinator can respond to large- or small-scale emergencies by being able to communicate and assistance the most vulnerable in your community.

This year, they are expanding the Vulnerable Persons Registry to cover communities within the Manitoulin-Sudbury catchment area. The program has zero costs to municipalities.

Municipalities are encouraged to contact the VPR Coordinator so that she can work with you and your municipality to implement the VPR in your community.

8.0 AMO DSB Delegation Update

Ministry of Infrastructure, Minister Laurie Scott,

Partnering with Infrastructure Ontario for Infrastructure, Capital, and Maintenance of Community Housing & DSB owned properties

Recommendations to the Ministry of Infrastructure:

- Allow the Manitoulin-Sudbury District Services Board to partner with Infrastructure Ontario for Infrastructure, Capital and Maintenance of Community Housing and other Board owned properties.
- Infrastructure Ontario would need to write in an exemption for Northern Ontario communities into its contract with CBRE.

Ministry of Labour, Training and Skills Development, Monte McNaughton

Unfortunately, the Minister was out of internet range so Parliamentary Assistant MPP Jane McKenna filled in for him.

New WSIB Rate Structure – All office staff being treated the same as Paramedics

Recommendations to the Ministry of Labour, Training and Skills Development:

- MLTSD support Northern Ontario and specifically small Northern DSSAB's including the Manitoulin-Sudbury DSB by allowing multiple rate groups, one for Paramedics and one for office staff

Minister of Municipal Affairs & Housing, Parm Gill, Parliamentary Assistant,

Recommendations to the Ministry of Municipal Affairs and Housing:

- Provide the Manitoulin-Sudbury DSB with sufficient Capital Funding for the creation of Affordable Housing with Mental Health and Addiction Supports to mitigate pressure on Hospitals and Long-Term Care.
- We have not built any housing in the Manitoulin-Sudbury DSB in 20 years as the funding has not been sufficient.

9.0 Next Meeting – October 22, 2020

10.0 Adjournment

Resolution 20-70

Moved by: Michael Levesque

Seconded by: Vern Gorham

BE IT RESOLVED THAT we do now adjourn at 11:30 a.m. until the next regular meeting to be held on October 22, 2020.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)