



## **MANITOULIN-SUDBURY DSB BOARD MEETING**

### **Draft Minutes**

**May 16, 2024**

**10:30 a.m.**

**Board Room**

**Members Present:** Ian Anderson  
Paul Branconnier  
Kevin Burke  
Rob Campbell  
John Deforge  
Ken Duplessis  
Vern Gorham  
Angela Kelly  
Bruce Killah  
Al MacNevin  
Steven Olsen  
Denise Portelance-Godin  
David Santi

**Regrets:** Ryan Bignucolo

**Staff Present:** Donna Stewart  
Lori Clark  
Connie Morphet  
Josh Parkinson  
Bryan Welsh  
Ehren Baldauf  
eSCRIBE Administrator(azure)  
Amy Winnington-Ingram  
Megan Sloan  
Rhonda McCauley  
Kristian Thorne  
Sherry Frost

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### **1. Call to Order**

Vice Chair, Vern Gorham, called the meeting to order at 10:20 a.m.

**2. Land Acknowledgement**

We begin this meeting by acknowledging that we are all on land that has been inhabited by Anishnawbek Nations for 10's of thousands of years.

We'd like to acknowledge that we are here in the Robinson Huron Treaty territory and the land on which we gather is the traditional territory of the Atikameksheng Anishnawbek and we would like to give thanks for sharing this land in order for us to continue in our work.

Today, this meeting place is still the home to many Anishnabek nations from across Turtle Island and we are grateful to have the opportunity to unite, live, work and play on this land.

**3. Declarations of Conflict of Interest**

None declared.

**4. Business Arising from Closed Session**

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

**5. Adoption of Agenda**

**Resolution 24- 33**

**Moved by:** Al MacNevin

**Seconded by:** Steven Olsen

BE IT RESOLVED THAT the Agenda be adopted.

CARRIED

**6. Adoption of the Minutes**

**Resolution 24- 34**

**Moved by:** Denise Portelance-Godin

**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the minutes of the [April 18, 2024 Board Meeting](#) be approved as presented.

CARRIED

**7. 2023 Audited Financial Statements**

The 2023 Audited Financial Statement were presented by Josh Blasutti , accountant with Freelandt Caldwell Reilly LLP.

**Resolution 24- 35**

**Moved by:** Paul Branconnier  
**Seconded by:** David Santi

BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept receipt of the Audited Financial Statement for the year ended December 31, 2023, as prepared by Freelandt, Caldwell, and Reilly Accountants.

CARRIED

## 8. New Business

### 8.1 Policy B.2.01 By-Law Revision

The by-law policy B.2.01 was reviewed at the last HR Committee and Board Meeting in April. No comments or suggested changes were brought forward therefore the resolution was passed.

#### **Resolution 24- 36**

**Moved by:** Steven Olsen  
**Seconded by:** Angela Kelly

WHEREAS the Board accepted the Human Resources Committee recommendation to revise the B.2.01 By-Law at the April 17, 2024, meeting; and

WHEREAS the Board provided notice pursuant to section 20 of the current DSB By-law of the intention to change the By-Law.

THEREFORE BE IT RESOLVED that the Board accept the Human Resources recommendation and approve the revisions to the DSB By-Law effective May 16, 2024.

CARRIED

### 8.2 2024 CAO First Quarter Report

Donna Stewart, Chief Administrative Officer, walked the board through the [2024 CAO First Quarter Report](#). This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

#### **Resolution 24- 37**

**Moved by:** Kevin Burke  
**Seconded by:** Ian Anderson

BE IT RESOLVED THAT the 2024 CAO First Quarter Activity Report be approved as presented.

CARRIED

### 8.3 2024 First Quarter Unaudited Financial Report

Connie Morphet, Director of Finance, walked the Board through the [2024 First Quarter Unaudited Financial Report](#), which is forecasting a year-end surplus of \$326,908.

**Resolution 24- 38**

**Moved by:** Paul Branconnier

**Seconded by:** Rob Campbell

BE IT RESOLVED THAT the 2024 First Quarter Unaudited Financial Report be approved as presented.

CARRIED

8.4 Annual Report on Reserves

Connie Morphet, Director of Finance and Administration, walked the Board through the [2024 Annual Report on Reserves](#).

**Resolution 24- 39**

**Moved by:** Al MacNevin

**Seconded by:** John Deforge

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the 2024 Annual Report on Reserves.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the 2024 Annual Report on Reserves and directs staff to action the recommendations contained within the report.

CARRIED

8.5 DSB Surplus for the 2023 Calendar Year

Connie Morphet, Director of Finance and Administration, walked the Board through the [2023 Fourth Quarter Audited Financial Report](#).

The fourth quarter financial report has now been revised to reflect the audited financial statements for 2023.

The original unaudited fourth quarter showed a surplus of \$557,518 and the revised audited fourth quarter shows a surplus of \$546,681 - a difference of \$10,837 due to the Gogama Station Asbestos Accretion for Paramedic Services.

The surplus of \$546,681 will be transferred to the DSB Building Capital Reserve.

**Resolution 24- 40**

**Moved by:** Denise Portelance-Godin

**Seconded by:** Ken Duplessis

WHEREAS the Board has reviewed the Revised Audited Fourth Quarter Financial Report and the 2023 Audited Financial Statements which recorded a surplus of \$546,681; and

WHEREAS the DSSAB legislation allows 15% of gross estimated costs to determine the maximum working funds reserve in consideration of the fact that the Board expends gross funds prior to receiving any offsets from provincial grants, cost sharing and municipal levies. According to legislation and based on the 2024 operating budget of \$48,674,854, the working reserve should not exceed 15% or \$7,301,228.

THEREFORE BE IT RESOLVED THAT the Board approves the Revised Audited Fourth Quarter Financial Report; and

FURTHER BE IT RESOLVED THAT the Recommendation from the Reserves Report is to transfer the surplus into the DSB Capital Reserve.

FURTHER BE IT RESOLVED THAT 2023 the Municipal Surplus in the amount of \$546,681 be transferred to the DSB Building Capital Reserve.

CARRIED

## 8.6 Paramedic Services Recruitment and Retention

Robert Smith, Acting Chief of Paramedic Services, walked the Board through the [Recruitment and Retention - Issue Report](#).

Paramedic Services across Ontario continue to experience challenges with staff recruitment and retention. The causes of these challenges are multifaceted and include factors both within and beyond the control of each organization. Strategies to mitigate retention and recruitment challenges present each organization with both financial and operational impacts, however failure to explore and implement strategies to ensure a stable workforce has more significant impact on the organization.

In total, the DSB's paramedic total staffing complement has fallen 8% since 2020, but there has been a specific reduction in the part-time complement of 61%.

The current part-time staffing profile is a significant challenge because their role in this DSB is to fill both planned and unplanned permanent full-time staffing absences.

The part-time paramedic complement reduction has a direct operational impact, specifically deployment down staffing and mitigation through use of overtime assignment.

The solution to Paramedic Services staffing challenges must focus on retention and recruitment. The retention aspect has been analyzed and

while there have been some departures, the attrition rates are not significant in this DSB.

Retention, while important to monitor and address through ongoing efforts, is not shown to be a significant challenge to Paramedic Services operations.

External recruitment of paramedics has been assessed. In 2020, the DSB recruited 13 part-time paramedics, while in 2024 only 1 paramedic has been successfully recruited.

Manitoulin-Sudbury DSB Paramedic Services is experiencing significant challenges recruiting paramedics. This reality exists across Ontario with greater impact in Northern areas and less urban communities. There are many strategies that can be adopted to help enhance recruitment of paramedics. These require creativity to ensure success.

Staff will continue to explore recruitment strategies, to monitor staff retention and to report back to the Board by fall, 2024 with plans to mitigate the ongoing health human resources issues being experienced.

#### **Resolution 24- 41**

**Moved by:** Steven Olsen

**Seconded by:** Angela Kelly

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the Paramedic Services Recruitment and Retention – Issue Report and is recommending approval of the report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts and approves the Paramedic Services Recruitment and Retention – Issue Report and directs staff to action the recommendations contained within the report.

CARRIED

#### 8.7 National Housing Strategy

Lori Clark, Director of Integrated Human Services, briefed the Board on letters received from the Hon. Sean Fraser and the Hon. Paul Calandra regarding funding for the National Housing Strategy.

On May 1, 2024, the DSB received communication from the Minister of Housing, Infrastructure and Communities.

The Minister is writing to Service Managers to advise that the federal government had hopes of flowing \$357 million dollars in funding for the National Housing Strategy (NHS) through the province, however, has been unable to reach an agreement to do so.

The Minister is assuring that the full amount of this funding will be used to make investments in affordable housing and housing support and will be delivered directly from the federal government.

The Minister states, this funding is a reimbursement to the province for funds already spent and therefore should not impact service delivery this year. We are currently waiting for confirmation from the province that this is the case.

The Minister advises that the federal government will continue to work with Ontario in hopes to avoid a similar occurrence in future years. In the meantime, he states he would like to meet with us directly to ensure the delivery of funding occurs effectively and to resolve any outstanding questions.

On May 6, 2024, the DSB received communication from the Minister of Municipal Affairs and Housing.

The Minister is writing to advise the federal government has decided to withhold NHS funding for the remaining term (2024 to 2027/2028) and funds already spent.

The province is assuring they will continue to fund the provincial portion of the NHS and thanking services managers for the achievements reached provincially over the past 5 years.

The province states that decision from the federal government with withhold the \$357 million that has already been spent on their behalf will likely have a negative impact on service delivery, however, assures they will continue to work with service managers to mitigate the impacts. To date, we have not received any further communication for either government on this topic.

#### 8.8 Timelines for new Canada-Wide Early Learning and Child Care Funding Approach - Update

Lori Clark, Director of Integrated Human Services, briefed the Board on the timelines for the Canada-Wide Early Learning (CWELCC) and Child Care Funding Approach.

Staff received a [memo](#) from the Ministry of Education on May 7th, providing an update on timelines for the new funding approach.

The Ministry of Education is fine-tuning a funding formula geared towards optimizing outcomes for both Ontario's children and the child care sector.

Back in September 2023, it was announced that the Ministry would be keeping the existing revenue replacement approach to CWELCC funding in place for the first eight months of 2024.

To give municipal partners and licensees the time they need to get ready for the new funding approach and to align with municipal fiscal planning,

the Ministry has decided to keep the current revenue replacement approach in place until December 31, 2024.

After that, they will be rolling out a new, cost based CWELCC funding approach starting in January 2025.

The Ministry has indicated they will be sharing the details about this new approach soon, to support a smooth implementation.

To enhance the Ministry's understanding of the current landscape concerning emerging issues funding, Service System Managers have been requested to provide an update on any emerging issues related to non-discretionary pressures by the end of June 2024.

## 8.9 Sudbury North Housing Case Manager Update

Lori Clark, Director of Integrated Human Services, updated the Board on the Sudbury North Housing Case Manager.

In the fall of 2023, a pilot was launched to directly deliver Housing Case Management support in Sudbury North, due to ongoing recruitment and retention challenges experienced by CMHA.

The Housing Case Manager has been working directly with tenants residing in DSB housing units as well as unhoused community members.

The program has experienced many successes and some challenges since its inception.

Future planning for the housing case manager program includes:

- Continuing to provide tenant support to preserve more tenancies.
- Open the Paramedicine clinic to community members.
- Continue to support unhoused community.
- Provide education to the community to reduce stigma.
- Complete roll out of Sudbury North Situation Table – official launch is planned for Sept 2024.
- Collaboration with EarlyON for a community BBQ and gardening event.
- Youth Job Connect summer program presentation for youth residing within DSB Community Housing.

## 9. Other Business

### 9.1 Paramedic Services Week

Robert Smith, Acting Chief of Paramedic Services, spoke to the Board about the upcoming Paramedic Services Week.



Each year in May, Manitoulin-Sudbury District Services Board, along with the municipalities from across Canada, recognize Paramedic Services Week. National Paramedic Services Week celebrates the caring professional paramedics in Canada. Local recognition of this week showcases the integral role Manitoulin-Sudbury DSB Paramedic Services plays in keeping our community safe, healthy and strong through holistic health care, community-based programs and vast educational initiatives.

This year, the focus for Paramedic Services Week is “Help Us Help You”, exploring how paramedic services have evolved from a strictly 9-1-1 response agency into an integral part of holistic health care within the community.

Across Manitoulin-Sudbury Districts, Paramedic Services has grown through implementation of Community Paramedicine programs, has developed synergies with health care partner that include community hospitals, Ontario Health and the Ministry of Long Term Care, and continues to work to engage partners outside of the health care sector.

Paramedic Services across Northern Ontario continue to be challenged with geography and population density, but also work to mitigate these factors when providing more than just an emergency service. Staff collaborate with partners to ensure the highest quality of care is achieved.

We are proud of every aspect of the evolving Paramedic Services delivery and want to take this opportunity to recognize the unsung heroes who are Manitoulin-Sudbury District Services Board’s Paramedic Services team.

An internal memo from the Board Chair will be distributed to all Paramedics and the CAO and myself will be doing a ‘road show’ next week to commemorate the amazing work that our Paramedics are engaged in on a daily basis to protect the members of our communities.

**10. Next Meeting - June 20, 2024**

**11. Adjournment**

**Resolution 24- 42**

**Moved by:** Kevin Burke

**Seconded by:** Ian Anderson

BE IT RESOLVED THAT we do now adjourn at 11:28 a.m. until the next regular meeting to be held on June 20, 2024.

CARRIED

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Board Chair

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CAO