



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

### **Minutes**

**November 21, 2024**

**10:30 a.m.**

**Board Room**

**Members Present:** Ian Anderson  
Angela Kelly  
Kevin Burke  
Bruce Killah  
Al MacNevin  
Ken Duplessis  
David Santi  
Steven Olsen  
Vern Gorham  
Ryan Bignucolo  
Paul Branconnier  
John Deforge

**Regrets:** Denise Portelance-Godin

**Staff Present:** Donna Stewart  
Lori Clark  
Connie Morphet  
Bryan Welsh  
Robert Smith  
Megan Brazeau

**Others Present:** Jim Kroesen, Director of Technical Services at Housing  
Services Corporation  
Michael Erskine - Manitoulin Expositor

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- 1. Call to Order**
  - 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 (Ah-tik-a-mek-sheng Ah-nish-na-bek) 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**

**4. Business Arising from Closed Session**

**Resolution 24- 75**

**Moved by:** Angela Kelly

**Seconded by:** John Deforge

WHEREAS the Human Resources Committee has reviewed the Recruitment and Retention - Issue Report and is recommending approval to the Board, and

THEREFORE BE IT RESOLVED that the Board accept the Human Resources Committee's recommendation and approve the Recruitment and Retention - Issue Report and direct staff to action the recommendations in the Program Design section of the report presented to the Board during the closed session.

CARRIED

**5. Adoption of Agenda**

**Resolution 24- 76**

**Moved by:** Vern Gorham

**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the Agenda be adopted.

CARRIED

**6. Adoption of the Minutes**

**Resolution 24- 77**

**Moved by:** Ian Anderson

**Seconded by:** Kevin Burke

BE IT RESOLVED THAT the minutes of the October 17, 2024 Board meeting be approved as presented.

CARRIED

## 7. Committee Meetings

### 7.1 Property Committee

#### 7.1.1 Espanola Supportive Housing New Build

Jim Kroesen, Director of Technical Services at Housing Services Corporation, gave a presentation to the board on the progression of the new supportive housing building in Espanola, Cornerstone Homes.

Cornerstone Homes will have eight (8) 1 bedroom accessible units and two (2) 1 bedroom barrier-free units. Accessible units are built to a universal design standard, which includes wider doors which will allow easier and more cost effective revisions if the unit needs to be modified. Barrier free units are built to the current accessibility standards for people with disabilities.

The expected completion date is June 2025.

### 7.2 Finance Committee

#### 7.2.1 Finance Committee Terms of Reference

#### 7.2.2 Annual Budget Guidelines

#### 7.2.3 2025 Allocation of Program Support Costs

#### 7.2.4 2024 Annual Report on Reserves

#### 7.2.5 2025 Budget Summary

Connie Morphet, Director of Finance and Administration, walked the Board through the [2025 Budget](#) highlights, outlining the 5.34% increase to the Municipal share.

#### **Resolution 24- 78**

**Moved by:** Ryan Bignucolo

**Seconded by:** Al MacNevin

WHEREAS the Finance Committee met on November 12, 2024 to review the [Finance Committee Terms of Reference](#), [Annual Budget Guidelines](#), 2025 Allocation of Program Support, 2024 Annual Report on Reserves, and

WHEREAS the Finance Committee is recommending to the Board the approval of the 2025 Allocation of Program Support, and 2025 Budget estimates.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendation and approves the 2025 Allocation of Program Support; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the recommendation of the Finance Committee and approves the 2025 Operating Budget in the amount of **\$55,742,923** gross and municipal share in the amount of **\$12,246,056** which represents an increase of **\$620,988 or 5.34%** in the municipal share.

CARRIED

## **8. New Business**

### **8.1 Third Quarter CAO Activity Report**

Donna Stewart, CAO, informed the Board that the [2024 3rd Quarter Activity Report](#) will be shared with all 18 member municipalities and encourage the board members to add it to their council agendas and to their municipal websites.

#### **Resolution 24- 79**

**Moved by:** Paul Branconnier

**Seconded by:** Steven Olsen

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

CARRIED

### **8.2 Third Quarter Unaudited Financial Statement**

Connie Morphet, Director of Finance and Administration, walked the Board through the [2024 3rd Quarter Unaudited Financial Report](#), which is forecasting a year-end surplus of \$662,784.

#### **Resolution 24- 80**

**Moved by:** David Santi

**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the 2024 Third Quarter Unaudited Financial Statement be approved as presented.

CARRIED

## **9. Other Business**

### **9.1 Years of Service Awards**

Donna Stewart, CAO, took a few minutes to acknowledge DSB staff for their years of service.

**5 years of service**

Case Managers: Andrea Bernier and Jenna Bourcier

Community Paramedic: Ashleigh Desormeaux

Paramedics: Travis Clelland, Devan Deschamps and James Stefanko

**10 years of service**

Director of Integrated Human Services: Lori Clark

Paramedics: Travis Allen-Lamothe and Scott Burns

**15 years of service**

Paramedics: Jeffery Hinschberger, Jarret Maltby, Shawn Marcoux, Davide Perrotta, and Gary Welch

**20 years of service**

Deputy Chief of Paramedic Services: Jennifer Tasse

Community Programs Supervisor: François Seguin

Community Paramedic: Sherri Chopra

Paramedics: Darren Assiniwe, Tiffany Brault, Scott Cameron, Keith Crockford, Dwayne Elliott, Jeanette Fox, Audrey Jones, Gaetan Lagrandeur, Melanie Laramée, Ron Mailloux, Todd McKenzie, Patrick McKinnon, Ray Patrie, Blair Peltier, James Robinson, Monic Rochon-Shaw, Denis Seguin, Michael St. Amour, Rod Steele, Andre Therrien, and Aaron Wright

**For 25 years of service**

Director of Finance and Administration: Connie Morphet

Information Systems Manager: Iain Stephens

Executive Assistant: Melody Ouellette

Case Manager: Jim Putman

Employment Consultant: Tara O'Hearn

Finance Assistant: Leslie Giroux

**9.2 Sudbury East Municipal Association**

Sudbury East board member Steven Olsen asked Donna Stewart, CAO, and the Manitoulin-Sudbury DSB Chair to meet with the Sudbury East Municipal Association (SEMA). The meeting will take place in late January 2025.

Questions will be sent to the CAO, Donna Stewart, in advance of the meeting.

10. **Next Meeting - January 16, 2025**

11. **Adjournment**

**Resolution 24- 81**

**Moved by:** Ian Anderson

**Seconded by:** Angela Kelly

BE IT RESOLVED THAT we do now adjourn at 11:20 am until the next regular meeting to be held on January 16, 2025.

CARRIED

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Board Chair

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CAO