



MANITOULIN-SUDBURY DSB BOARD MEETING

Minutes

January 16, 2025

10:30 a.m.

Board Room

Members Present: Paul Branconnier
Kevin Burke
Bruce Killah
Al MacNevin
John Deforge
Denise Portelance-Godin
Ken Duplessis
David Santi
Steven Olsen
Ian Anderson
Roger Landry

Regrets: Ryan Bignucolo
Angela Kelly
Vern Gorham

Staff Present: Donna Stewart
Lori Clark
Connie Morphet
Bryan Welsh
Josh Parkinson
Kristian Thorne
Robert Smith
Travis Dewar
Melody Ouellette

Others Present:

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- 1. Call to Order**
 - 2. Land Acknowledgement**

3. Declarations of Conflict of Interest

4. Adoption of Agenda

Resolution 24- 03

Moved by: Denise Portelance-Godin

Seconded by: John Deforge

BE IT RESOLVED THAT the Agenda be adopted.

CARRIED

5. 2025 Board Elections

5.1 Chair Nominations & Election

Denise Portelance-Godin nominated Bruce Killah for Board Chair.

There were no other nominations.

Bruce Killah accepted

Resolution 24- 04

Moved by: Ian Anderson

Seconded by: Paul Branconnier

WHEREAS Regulation 278/98 of the District Social Services Administration Boards Act requires that at its first meeting after January 1 in each year, a Board shall appoint one of its members as chair of the Board.

BE IT RESOLVED THAT Bruce Killah is hereby proclaimed as Chair of the Manitoulin-Sudbury District Services Board for the year 2025.

CARRIED

5.2 Vice-Chair Nominations & Election

Denise Portelance-Godin nominated Kevin Burke for Board Vice-Chair.

There were no other nominations.

Kevin Burke accepted

Resolution 24- 05

Moved by: David Santi

Seconded by: Al MacNevin

BE IT RESOLVED THAT Kevin Burke is hereby proclaimed Vice-Chair of the Manitoulin-Sudbury District Services Board for the calendar year 2025.

6. Board Governance Policy Review

Bryan Welsh, HR Consultant, reviewed the [By-Law](#), [Roles of a Board Member](#), [Code of Conduct](#) and [Code of Ethics](#), with the Board.

7. DSB Committees & Membership

7.1 Program Planning Committee (max. 5 members)

Ian Anderson, Denise Portelance-Godin, Kevin Burke, Roger Landry, Al MacNevin, and Bruce Killah (ex officio)

7.2 Human Resources Committee (max. 5 members)

Ken Duplessis, David Santi, Paul Branconnier, Kevin Burke, John Deforge, and Bruce Killah (ex officio)

7.3 Property Committee (max. 5 members)

Roger Landry, David Santi, Paul Branconier, Kevin Burke, Ken Duplessis, and Bruce Killah (ex officio)

7.4 Finance Committee (max. 6 members)

Denise Portelance-Godin, Steven Olsen, Al MacNevin, John Deforge, David Santi, and Bruce Killah (ex officio)

7.5 Strategic Planning Committee (max. 4 members)

Densie Portelance-Godin, Al MacNevin, Kevin Burke, Steven Olsen, and Bruce Killah (ex officio)

7.6 Ad-Hoc Board Representation Committee (max. 6 members)

7.7 Emergency Planning Committee (max. 5 members)

7.8 French Language Services Committee (max. 3 members)

8. Business Arising from Closed Session

8.1 Strategic Planning Resolution

Resolution 24- 06

Moved by: Al MacNevin

Seconded by: Ken Duplessis

WHEREAS the Board has reviewed the Strategic Plan – Issue Report reviewed by the CAO; and

WHEREAS the creation of a 5-Year Strategic Plan will offer the Board, Management Team, and Staff to have conversations and start to focus on organizational goals; and

WHEREAS staff will build a Request for Proposal to focus on being inclusive of many voices and to allow people from across the district, inside and outside of the organization, to contribute their insights and opinions.

THEREFORE BE IT RESOLVED THAT the Board accepts the Strategic Plan - Issue Report and directs staff to action the recommendations in the report.

CARRIED

8.2 Recruitment and Retention Resolution

Resolution 24- 07

Moved by: David Santi

Seconded by: Ian Anderson

WHEREAS the Board has reviewed the Recruitment and Retention Follow Up - Issue Report: and

WHEREAS the Board acknowledges the recruitment and retention challenges of the Paramedic Services Department; and

WHEREAS the Board approves the expansion in the Paramedic Services department of Full-Time Float positions as a measure to reduce dependency on part-time primary care paramedics and;

WHEREAS the Board approves the Advanced Care Paramedic concept as a measure to improve patient care and;

WHEREAS the Board approves the associated cost of staged addition of Full-Time Float Positions in the Paramedic Services and the deployment of Advanced Care Paramedics where possible.

THEREFORE BE IT RESOLVED that the Board approves the Recruitment and Retention Follow Up - Issue Report and directs staff to action the recommendations contained within the report.

CARRIED

9. Adoption of the Minutes

Resolution 24- 08

Moved by: Denise Portelance-Godin

Seconded by: Kevin Burke

BE IT RESOLVED THAT the minutes of the November 21, 2024 and December 19, 2024 Board meetings be approved as presented.

10. New Business

10.1 DSB Signing Authority

Connie Morphet, Director of Finance and Administration, walked the Board through the Financial Approval Policy and the DSB Signing Authority.

The Manitoulin-Sudbury DSB requires (2) two signatures to be on all cheques. In January of each year the DSB revisits the signing authority for the DSB financial cheque signing authority.

The signing officers are usually the Chair of the Board and (2) two other Board members who live close to the main office.

The DSB Signing Authority resolution will be forwarded to the Royal Bank.

Resolution 24- 09

Moved by: Ian Anderson

Seconded by: John Deforge

BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Services Board, effective as of this date: January 16, 2025.

Board Member: Bruce Killah

Board Member: Ken Duplessis

Board Member: Kevin Burke

Chief Administrative Officer: Donna Stewart

Director of Finance & Administration: Connie Morphet

Director of Integrated Human Services: Lori Clark

Chief of Paramedic Services: Robert Smith

Information Systems Manager: Iain Stephen

FURTHER BE IT RESOLVED THAT each cheque be signed by two of the above-named persons, and as per the dictates of existing Board [3.03 Financial Approval Policy](#).

10.2 Apportionment 2025

Connie Morphet, Director of Finance and Administration, walked the Board through the [2025 Apportionment](#).

The Manitoulin-Sudbury DSB uses a modified default formula. Apportionment is distributed to the municipalities based on weighted assessment and includes Payments in Lieu and Power Dam assessments.

The 2025 Apportionment invoices will be issued to the municipalities following this meeting.

10.3 Mental Health Supports for Public Safety Personnel

Robert Smith, Chief of Paramedic Services, reviewed the Mental Health Supports for Public Safety Personnel with the Board.

In [November of 2024](#), the Provincial Government released information detailing their plan to invest more than 32 million dollars to ensure first responders, which includes police, fire fighters and paramedics across Ontario, have access to mental health support.

Manitoulin-Sudbury DSB is working with our PEER support team and Dr. Nicole Ethier to develop some education to be delivered in the first quarter of 2025.

10.4 Ministry of Education

10.4.1 Learn and Stay Grant

Lori Clark, Director of Integrated Human Service, shared an update on advocacy efforts to expand the Ontario Learn and Stay Grant to include Early Childhood Education (ECE) programs.

The Learn and Stay provincial program was designed to tackle workforce shortages in priority sectors and regions. The program covers tuition, books, fees, and other costs for eligible students. In exchange, recipients agree to work in the region where they studied, for six months for each year of funding received.

The Learn and Stay program has already been successful in helping address shortages in nursing, paramedic services, and medical laboratory technology.

In January 2023, the Manitoulin-Sudbury Network for Children and Families sent a letter to the Ministry of Education, highlighting the child care crisis. The letter explaining that staffing shortages were preventing child care providers from meeting demand.

In February 2023, a joint issue report was presented to the Board that while the Learn and Stay Grant was helping with paramedic

recruitment, there was potential to extend the grant to ECE's to combat the workforce challenges being felt by child care providers.

In [November of 2024](#), the Manitoulin-Sudbury Network for Children and Families submitted an advocacy letter to the Minister of Education and the Minister of Families, Children, and Social Development calling for expansion of the Learn and Stay Grant to include ECE programs.

10.4.2 Ontario Child Care and Early Years

Lori Clark, Director of Integrated Human Services, updated the Board on the Ontario Child Care and Early Years funding and the new guidelines.

In [September 2024](#) the Board was apprised of the details of the new cost-based funding model for the Canada-Wide Early Learning and Child Care (CWELCC), at that time we received the guidelines for children aged 0-5 years.

In [November 2024](#), the Manitoulin-Sudbury DSB received the remaining guidelines, covering funding for children 6-12 years, and the EarlyON guidelines.

In response to this new funding, staff are developing new policies and revising existing ones to align with the updated approach. Policy changes will be brought to the Board in February.

Additional information regarding space recalibrations for 2025 and 2026 as well as updates on new funding programs will be provided to the Board as soon as it is available.

10.5 Boréal Service System Manager

Lori Clark, Director of Integrated Human Services, updated the Board on the 2025-26 [funding confirmation letter](#) from Collège Boréal for March 1, 2025 to March 31, 2026.

This funding confirmation of \$306,000 for operations is for the employment services provided in our Chapleau office.

For 2025-26 our Key Performance Indicators (KPIs) and funding overview will consist:

- of a caseload of 180, clients with complex needs making up 65% of the caseload.
- \$306,000 in 100% provincially funded operational funding.
- \$32,000 in employment-related financial supports, plus an additional \$6,993 related to ODSP clients.

- \$36,708 in performance-based funding, contingent on meeting specific KPI's - including client volume, job starts, and retention rates at 3, 6 and 12 month intervals.

10.6 Ending Chronic Homelessness Research Report

Lori Clark, Director of Integrated Human Services, reviewed the Ending Chronic Homelessness Research Report [*Municipalities Under Pressure: The Human and Financial Cost of Ontario's Homelessness Crisis.*](#)

On January 9, press releases were sent out from [NOSDA](#), [AMO](#) and the [Manitoulin-Sudbury DSB](#) regarding the report created in collaboration by NOSDA, AMO, OMSSA and HelpSeeker.

The results of the research show a staggering growth in homelessness across Northern Ontario, with an increase of 204% since 2016, with homelessness outside of Northern Ontario increasing by 46% for the same time period.

The Manitoulin-Sudbury DSB sent a response letter to Minister Calandra regarding the Ministry of Municipal Affairs and Housing's [letter](#) dated December 13, 2024. The letter outlined how the approach announced by the Ministry of Municipal Affairs and Housing to increase resources to support and provide long-term stable housing and temporary accommodations for those living in encampments are not sufficient for rural communities without shelters and visible encampments.

The CAO, Donna Stewart and Lori Clark, Director of Integrated Human Services will be meeting with Minister Calandra to discuss critical topics related to housing and homelessness and what that looks like in Northern Ontario, and the unique challenges communities in the North face when dealing with homelessness.

11. Next Meeting - February 20, 2025

12. Adjournment

Resolution 24- 10

Moved by: Denise Portelance-Godin

Seconded by: David Santi

BE IT RESOLVED THAT we do now adjourn at 11:05 am until the next regular meeting to be held on February 20, 2025.

CARRIED

13. eScribe Training

Board Chair

CAO