

November 2, 2022

Municipality of East Ferris  
Attention: Jason Trottier  
390 Hwy 94, Box 85  
Corbeil ON P0H 1K0

Via email [Jason.trottier@eastferris.ca](mailto:Jason.trottier@eastferris.ca)

**RE: Request for appointment to the District of Nipissing Social Services Administration Board; four-year term (2023-2026)**

Dear Mr. Trottier:

The District of Nipissing Social Services Administration Board (DNSSAB) is responsible for providing Ontario Works, Children's Services, Housing, and Paramedic Services to the residents of the District of Nipissing.

The next term of the DNSSAB begins January 1, 2023 for a four-year term. The DNSSAB is governed by the [DSSAB Act](#), and the DSSAB Regulations (DSSAB Act., O. Reg. 278/98) require that Members of the Board representing a Municipality shall be Members of a Municipal Council. Your municipality is required to appoint a member to the DNSSAB for this term, in accordance with the chart below.

Municipality	Number of Appointees
City of North Bay	6
East Ferris	1
West Nipissing	1
South Algonquin	1
Temagami	1
Territory Without Municipal Organization (TWOMO)	1
Mattawan, Chisholm, Calvin, <b>Papineau-Cameron</b> , Mattawa, Bonfield	1

The DNSSAB Board meetings are monthly on the fourth Wednesday at 12:00 PM. On this day, members attend a committee meeting, a DNSSAB Board meeting, and if required an NDHC Board meeting. The first meeting for the new term is **January 25, 2023** and may start earlier and will include orientation. Attendance can be either virtual or in person in the 3<sup>rd</sup> Floor Guillemette Rankin Boardroom. The approved 2023 meeting calendar is attached.

Please note that the DNSSAB is not considered an Association, Board, or Commission (ABC) in relation to the Municipal Act. Attached, please find the current DNSSAB honoraria and travel expenses as well as the DNSSAB and NDHC By-laws.

**Please send the names and contact information of your appointees to the attention of Marianne Zadra prior to Friday, December 16, 2022. Please include name, address (for correspondence, board packages, etc.) cell phone number and email address.**

Please contact Marianne should you require further information.

Sincerely,

Catherine Matheson  
Chief Administrative Officer  
[catherine.matheson@dnssab.ca](mailto:catherine.matheson@dnssab.ca)  
474-2151 ext. 63116

Marianne Zadra  
Executive Coordinator/Communications  
[marianne.zadra@dnssab.ca](mailto:marianne.zadra@dnssab.ca)  
474-2151 ext. 63127