



DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD MEETING

MINUTES OF PROCEEDINGS

6/22/2022 at 1:00:00 PM

IN PERSON IN DNSSAB BOARDROOM OR VIRTUALLY VIA ZOOM

MEMBERS PRESENT:

BILL VREBOSCH (North Bay)

CHRIS MAYNE (North Bay)

MARK KING (North Bay) - Chair

MAC BAIN (North Bay)

DAVE MENDICINO (North Bay)

SCOTT ROBERTSON (North Bay)

DAN ROVEDA (West Nipissing) – Vice-Chair

DEAN BACKER (East Nipissing)

JANE DUMAS (South Algonquin)

TERRY KELLY (East Ferris)

AMANDA SMITH (Unincorporated)

CATHERINE MATHESON (CAO)

REGRETS

DAN O'MARA (Temagami)

STAFF ATTENDANCE:

Melanie Shaye, Director of Corporate Services

Michelle Glabb, Director of Social Services and Employment

Lynn Demore-Pitre, Director Children's Services

Stacey Cyopeck, Director, Housing Programs

Tracy Bethune, Manager, Housing Operations

Robert Smith, EMS Chief

Dawn Carlyle, Project Manager

David Plumstead, Manager Planning, Outcomes & Analytics

Donna Mayer, Manager of Project Development

MEDIA:

Stu Campaigne (Bay Today)

1.1 Call to Order

CARRIED

RESOLUTION #2022-51

MOVED BY: MAC BAIN

SECONDED BY: AMANDA SMITH

RESOLVED THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of June 22, 2022 at 1:06 PM.

1.2 Declaration of Conflict of Interest

COUNCILLOR MAC BAIN declared a conflict of interest with Item SSE07-22 Funeral Policy Review as his

business receives funding under the program.

2.0 Opening remarks by the Chair

Chair welcomed members, staff and guests. Chair reminded the board that there will be a summer recess, therefore, there will be no board meetings for July and August and the board will reconvene again in September 2022. In the opening remarks, Chair emphasized the work that DNSSAB is doing to ensure equal access and opportunity to its services and programs to all residents within the district. From access to child care, social assistance support, geared to income housing, paramedic services, and homelessness prevention programming, DNSSAB is taking a district-wide approach to ensure residents receive the help they need when they need it. The Chair highlighted the work that Housing Services, through its Service Provider Crisis Centre of North Bay, as well as community agencies that are part of the CAB, are doing to work together to make sure that location is not a deterrent to shelter, support or programming for the District's most vulnerable citizens. On behalf of the Board, the Chair thanked the services and agencies who are reaching out to persons where they are and helping them address their crisis.

3.0 Approval of Agenda for June 22, 2022

CARRIED

RESOLUTION #2022-52

MOVED BY: DAN ROVEDA
SECONDED BY: DAVE MENDICINO

RESOLVED THAT Board members accept the Agenda as presented

4.0 Approval of Minutes (May 25, 2022)

4.1 Approval of Minutes (Regular Board)

CARRIED

RESOLUTION #2022-53-A

MOVED BY: JANE DUMAS
SECONDED BY: SCOTT ROBERTSON

RESOLVED THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of May 25, 2022.

4.2 Approval of Minutes (Finance and Administration Committee)

CARRIED

RESOLUTION #2022-53-B

MOVED BY: TERRY KELLY
SECONDED BY: CHRIS MAYNE

RESOLVED THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of May 25, 2022.

5.0 Delegations (David Plumstead on Census 2021 Age and Sex)

David Plumstead presented to the Board the 2021 Census Data on Age and Sex (April 27, 2022) which looked at the age structure for Ontario and Nipissing District and the general age groups for Nipissing municipalities and areas.

The Board discussed the presentation and noted that as the population decreases, the District may have excess (or demand taper off) services (i.e., child care and schools) and housing on hand which will need to be addressed; it is possible that the Board may have to address this within 10 years. Board discussed the impacts that immigration will have on boosting population numbers however David confirmed that the District is experiencing a higher death-to-birth ratio so as deaths outnumber births, immigration is needed to achieve population growth.

The Board also discussed the impacts of the population information on employment prospects and noted that inflation may be impacting the choices of the baby boomer generation to work longer - however David noted that the census data presented was not correlated to inflation and its impact on the longevity of employment. David confirmed that the data is a point-in-time snapshot of the District and therefore is not predictive but informative.

6.1 CAO VERBAL UPDATE

CARRIED

RESOLUTION #2022-54

MOVED BY: BILL VREBOSCH
 SECONDED BY: DAN ROVEDA

RESOLVED THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for June 22, 2022.

CAO updated the Board on the Paramedic Services transition and that as of July 9, 2022 the Paramedic Services management team will be DNSSAB employees. Northern Pines - Phase I second floor has opened with eight (8) rooms available. Phase II is scheduled to open later in the summer of 2022 and Phase III in 2023. For Children Services, applications for child care licenses are due September 1, 2022. Staff are promoting the application and offering assistance to service providers.

7.0 CONSENT AGENDA

CARRIED

RESOLUTION #2022-55

MOVED BY: JANE DUMAS
 SECONDED BY: AMANDA SMITH

RESOLVED THAT the Committee receives for approval, Consent Agenda items 7.1 and 7.2.

7.1 B12-22 Lame Duck Restrictions

WHEREAS Section D 17 of the District of Nipissing Social Services Administration Board (DNSSAB) Procedural By-law restricts the actions of the Board if the Board meets the "lame duck" threshold; and

WHEREAS the By-Law states that nothing is preventing any person or body from exercising authority delegated by the Board;

THAT the restricted acts listed in the By-law be delegated to the Chief Administrative Officer (CAO), as described in this report; and

THAT the delegation of authority would be effective the date the Board is confirmed to be in lame duck and would continue to the day after election day or end of the Board's term, depending on the outcome of the election.

7.2 B16-22 Revisions to the Travel, Meal, and Hospitality Policy

THAT the District of Nipissing Social Services Administration Board approve the changes to the Travel, Meal, and Hospitality Policy as presented.

Board asked for confirmation if the B12-22-Lame Duck Restriction follows the Municipal Act and/or DNSSAB Act. Department confirmed that the Lame Duck Restrictions were created consistent with the Municipal Act due to the language within the Nipissing By-Law.

Board directed Department to strengthen language in the Travel, Meal, and Hospitality Policy so that it clearly restricts claims for mileage for attendance at regularly scheduled meetings and/or meetings that are within the city limits of the attendee.

8.0 MANAGERS REPORTS

8.1 HS30-22 Reaching Home Allocation RFP

CARRIED

RESOLUTION #2022-56

MOVED BY: CHRIS MAYNE
 SECONDED BY: DAVE MENDICINO

RESOLVED THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive and approve Report HS30-22, regarding the outcome of Request for Proposals RFP 2022-18: Reaching Home – Homelessness Services and authorizing the CAO to consider such recommendations from the Community Advisory Board (CAB), and enter into negotiations and subsequent contracts with the successful proponents.

Furthermore, that the District of Nipissing Social Services Administration Board authorizes staff to reallocate funds throughout the 2022/23 fiscal year to qualifying initiatives, up to the CAO delegated authority based on emerging priorities in the district.

8.2 HS31-22 Overflow Policy

CARRIED

RESOLUTION #2022-57

MOVED BY: SCOTT ROBERTSON
 SECONDED BY: DAN ROVEDA

RESOLVED THAT the District of Nipissing Social Services Administration Board receive, for approval, the Emergency Shelter Overflow Policy attached as Appendix A, and set out in report HS31-22.

8.3 HS27-22 Social Housing Regulation Changes

CARRIED

RESOLUTION #2022-58

MOVED BY: AMANDA SMITH
 SECONDED BY: DAN ROVEDA

RESOLVED THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive for approval report HS27-22 regarding the Housing Services Act Regulatory Changes and the recommended updates to Local Housing Income Policy 2020-02 and Local Housing Asset Policy 2020-07.

Board requests confirmation if the changes will add more people to the service level count. Department expects that this will add more persons to the service level count however staff have sent a clarifying question to the ministry and will report back to the Board once received.

8.4 CS07-22 Children's Services Policies

CARRIED

RESOLUTION #2022-59

MOVED BY: AMANDA SMITH
 SECONDED BY: JANE DUMAS

RESOLVED THAT the District of Nipissing Social Services Administrative Board (DNSSAB) accepts and endorses the following policies as described in briefing note CS07-22:

- 1) Policy 5CS-ADM-13 Canada-Wide Early Learning and Child Care System (Appendix A)
- 2) Policy 5CS-ADM-14 Child Care Maximum Profits, Surpluses and Reserves (Appendix B)

8.5 SSE07-22 Funeral Policy Review

CARRIED

RESOLUTION #2022-60

MOVED BY: AMANDA SMITH
 SECONDED BY: TERRY KELLY

RESOLVED THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive report SSE07-22 on the Ontario Works local funeral policy review, recommending Option 3, for approval.

8.6 Move-in Camera

CARRIED

RESOLUTION #2022-61

MOVED BY: DEAN BACKER
SECONDED BY: DAVE MENDICINO

RESOLVED THAT the Board move in-camera at 2:20 PM to discuss a matter of negotiation.

8.7 Adjourn in Camera

CARRIED

RESOLUTION #2022-62

MOVED BY: TERRY KELLY
SECONDED BY: MAC BAIN

RESOLVED THAT the Board adjourn in-camera at 2:39 PM.

8.8 Approve in Camera

CARRIED

RESOLUTION #2022-63

MOVED BY: DAVE MENDICINO
SECONDED BY: JANE DUMAS

RESOLVED THAT the Board approves the direction/action agreed to in the in-camera session.

9.0 OTHER/NEW BUSINESS

There was no new business.

10.0 NEXT MEETING DATE

Wednesday, September 28, 2022

11.0 ADJOURNMENT

CARRIED

RESOLUTION #2022-64

MOVED BY: TERRY KELLY
SECONDED BY: BILL VREBOSCH

RESOLVED THAT the Board meeting be adjourned at 2:41 PM.

MARK KING
Chair

CATHERINE MATHESON
Secretary

Minutes of Proceedings Recorder
Matthew Campbell, Contract and Purchasing Specialist