

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – NOVEMBER 25, 2020

10:30 AM VIA ZOOM (or directly following the Finance and Administration Committee)

MEMBERS PRESENT:

Councillor Mac Bain – (North Bay)

Councillor Terry Kelly (East Ferris)

Councillor Mark King - Chair (North Bay)

Councillor Chris Mayne (North Bay)

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

Councillor Dan Roveda Vice Chair (West Nipissing)

Councillor Scott Robertson (North Bay)

Representative Amanda Smith (Unincorporated)

Councillor Bill Vrebosch (North Bay)

REGRETS:

Mayor Dean Backer (East Nipissing)

Mayor Jane Dumas (South Algonquin)

STAFF ATTENDANCE:

Catherine Matheson, CAO

Marianne Zadra, Executive Coordinator and Communications

Melanie Shaye, Director of Corporate Services

David Plumstead – Manager Planning, Outcomes & Analytics

Justin Avery, Manager of Finance

Stacey Cyopeck, Manager, Housing Programs

Pierre Guenette, Manager, Housing Operations

Lynn Demore-Pitre, Director, Children's Services

Michelle Glabb, Director, Social Services and Employment

Dawn Carlyle, Project Manager

CALL TO ORDER

Resolution No. 2020-117

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

Resolved THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of November 25, 2020 at 10:34 AM.

The regular Board Meeting was called to order at 10:34 AM by Chair Mark King.

Carried.

DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch declared a conflict of interest in an in-camera item, as this item may involve a family member (daughter) who is on staff. Amanda Smith declared a conflict with item 8.2 for Reaching Home funding as her employer is listed as one of the funding recipients.

CHAIR'S REMARKS

The Chair thanked all organizations (CCNB, NMHHSS, NBIFC and LIPI) that have been working together to support people who are homeless during this challenging time and emphasized that services are available for them. He noted that DNSSAB's capable staff is putting together an application for Rapid Housing funding (federal) and that MP Anthony Rota is supportive in this application. He noted that systems are in place but the lack of support dollars is increasing pressure on this organization.

ADOPTION OF THE AGENDA

Resolution No. 2020-118

Moved by: Dan Roveda

Seconded by: Amanda Smith

That the Board accepts the agenda for the Regular Board meeting of November 25, 2020.

Carried.

APPROVAL OF MINUTES

Resolution No. 2020-119-A

Moved by: Dan O'Mara

Seconded by: Dave Mendicino

THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of November 25, 2020.

Carried.

Resolution No. 2020-119-B

Moved by: Scott Robertson

Seconded by: Chris Mayne

***Resolved* THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of November 25, 2020.**

Carried.

DELEGATIONS

There were no delegations.

CAO VERBAL UPDATE

Resolution No. 2020-120

Moved by: Chris Mayne

Seconded by: Dave Mendicino

That the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for November 25, 2020.

CAO Catherine Matheson noted DNSSAB is engaging with partners locally, provincially and nationally on upcoming opportunities. The DNSSAB work and focus has not changed, with continued EOC weekly meetings, working with staff and the senior team to stay on top of issues and move on priorities. DNSSAB has been successful with provincial relationships regarding SSRF funding and is also applying for federal Rapid Housing funding regarding modular units (closing Dec. 31). The proponents who submitted responses to the EOI have each been informed of the application for Rapid Housing so that they can apply.

Carried.

CONSENT AGENDA

MOTION: #2020-121

Moved by: Terry Kelly

Seconded by: Dan O'Mara

That the Board (DNSSAB) receives briefing note HS39-20 for information.

7.1 HS39-20 Social Services Relief Fund – Phase 2 Allocations

Carried

MANAGER'S REPORTS

B20-20 Emergency Medical Services (EMS) Defibrillator Request for Proposal (RFP)

RESOLUTION: #2020-122

Moved by: Amanda Smith

Seconded by: Dan O'Mara

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives briefing note B20-20, outlining the 2020 EMS Defibrillator RFP process and anticipated future costs, and approves the process outlined in this report.

Carried

HS37-20 Reaching Home Covid-10 Economic Response Funding

RESOLUTION: #2020-123

Moved by: Scott Robertson

Seconded by: Dave Mendicino

[Amanda Smith's conflict was noted for this item.]

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS37-20 regarding the Reaching Home COVID-19 Economic Response Funding, and directs staff to enter into agreements with the successful proponents, as recommended by the Nipissing District Housing and Homelessness Partnership (NDHHP).

Carried

HS38-20 LBS – Capital Costs

RESOLUTION: #2020-124

Moved by: Dan Roveda

Seconded by: Chris Mayne

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts report HS38-20 outlining the total capital expenditures for the Low Barrier Shelter, and; Approves additional allocations from the SSRF Phase II, through underspends in other categories and/or from DNSSAB year-end surpluses, for contractor costs specific to the COVID-19 responsive 21-bed low-barrier shelter located at 590 Chippewa Street.

Carried

Nipissing District Housing Corporation (NDHC) Shareholder Declaration

RESOLUTION: #2020-125

Moved by: Terry Kelly

Seconded by: Bill Vrebosch

THAT the District of Nipissing Social Services Administration Board (DNSSAB) authorizes the termination of the NDHC Shareholder Declaration, in accordance with Resolution 2017-20, and the DNSSAB's signing officers authorize in writing the termination.

Carried

Move in Camera

RESOLUTION: #2020-126

Moved by: Chris Mayne

Seconded by: Dave Mendicino

[Bill Vrebosch's conflict was again noted for an item in-camera regarding labour relations.]

THAT the District of Nipissing Social Services Administrative Board (DNSSAB) moves in-camera at _10:54 to discuss matters involving:

Labour Relations; Information Supplied in Confidence; Identifiable individual.

Carried.

IN CAMERA MINUTES ARE FILED SEPARATELY

Adjourn In Camera

RESOLUTION: #2020-127

Moved by: Amanda Smith

Seconded by: Dan O'Mara

That the District of Nipissing Social Services Administrative Board (DNSSAB) adjourns in-camera at 12:06 PM.

Carried.

Approve in Camera

RESOLUTION: #2020-128

Moved by: Chris Mayne

Seconded by: Amanda Smith

That the District of Nipissing Social Services Administrative Board (DNSSAB) approves the action/direction agreed to in-camera.

Carried.

NEW BUSINESS

It was noted that the date for meetings in December has been moved to December 16th. The Board meeting will start at 11:00 AM or as soon as the NDHC Board meeting has ended. The Finance and Administration Meeting will follow the DNSSAB meeting.

NEXT MEETING DATE

Wednesday, December 16, 2020

ADJOURNMENT

Resolution No. 2020-129

Moved by: Scott Robertson

Seconded by: Terry Kelly

RESOLVED that the Board meeting be adjourned at 12:09 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator