

District of Nipissing  
Social Services  
Administration Board



Conseil d'administration  
des services sociaux  
du district de Nipissing

## MINUTES OF PROCEEDINGS

### REGULAR BOARD MEETING – DECEMBER 16, 2020

12:00 PM 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)  
Councillor Bill Vrebosch (North Bay)  
Mayor Jane Dumas (South Algonquin)

#### **REGRETS:**

Mayor Dean Backer (East Nipissing)  
Representative Amanda Smith (Unincorporated)

#### **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

Saxon Yanta, Contract and Purchasing Specialist

**CALL TO ORDER**

**Resolution No. 2020-130**

**Moved by:** Dave Mendicino

**Seconded by:** Dan O'Mara

**Resolved THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of December 16, 2020 at 1:59 PM.**

The regular Board Meeting was called to order at 1:59 PM by Chair Mark King.

***Carried.***

**DECLARATION OF CONFLICTS OF INTEREST**

Bill Vrebosch declared a conflict of interest in the Budget discussion as this item may involve a family member (daughter) who is on staff. Mac Bain declared a conflict in the Budget discussion as his employer receives funding for Indigent funerals.

**CHAIR'S REMARKS**

The Chair welcomed everyone to the last Board meeting of 2020 and reflected on the challenges posed by the Covid-19 pandemic, which showed how resilient members and staff have proven to be. He thanked everyone for their contributions. He noted the challenges, in particular relating to sheltering homeless people, and partnerships with Nipissing Mental Health and Housing Services and North Bay Indigenous Friendship Centre for providing warmth and services to this vulnerable population. He commended staff for developing a realistic budget, and noted he looks forward to the upcoming new year.

**ADOPTION OF THE AGENDA**

**Resolution No. 2020-131**

**Moved by:** Dan Roveda

**Seconded by:** Scott Robertson

**That the Board accepts the agenda for the Regular Board meeting of December 16, 2020.**

*Carried.*

**APPROVAL OF MINUTES**

**Resolution No. 2020-132-A**

**Moved by:** Jane Dumas

**Seconded by:** Mac Bain

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

*Carried.*

**Resolution No. 2020-132-B**

**Moved by:** Dan O'Mara

**Seconded by:** Dan Roveda

**Resolved THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of November 25, 2020.**

*Carried.*

**DELEGATIONS**

There were no delegations.

**CAO VERBAL UPDATE**

**Resolution No. 2020-133**

**Moved by:** Terry Kelly

**Seconded by:** Dan O'Mara

**That the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for December 16, 2020.**

CAO Catherine Matheson thanked Chairs and members for their support through a tough year. She talked briefly about the budget, indicating she also looks forward to strategic planning in 2021 and setting the vision for the next 20 years. She talked about ongoing projects, noting the mental health and addictions needs in the community, housing development as a priority of the Board, and the Community Safety and Well Being Plan being prepared for the City of North Bay to be delivered in 2021. She also noted that in 2021 OW modernization will be closely monitored.

*Carried.*

**CONSENT AGENDA**

**MOTION: #2020-134**

**Moved by:** Jane Dumas

**Seconded by:** Bill Vrebosch

**THAT the Board receives for information purposes Consent Agenda items 7.1 to 7.4.**

**7.1 B25-20 Rural Ontario Municipalities Association (ROMA) Virtual Conference 2021**

**7.2 EMS05-20 Community Paramedicine Funding**

**7.3 EMS06-20 Paramedic Bell**

**7.4 HS40-20 Shelter Statistics**

***Carried***

**MANAGER'S REPORTS**

**FA17-20 2021 Proposed Budget – (As Approved at Finance and Administration Committee)**

**RESOLUTION: #2020-135**

**Moved by:** Dave Mendicino

**Seconded by:** Dan Roveda

**Resolved THAT the Board of Directors accepts the 2021 Proposed Budget report FA17-20, as previously approved through resolutions FA #2020-18-A, FA #2020-18-B, FA #2020-18-C, and FA #2020-18-D.**

Conflicts for Bill Vrebosch (FA #2020-18-A) and Mac Bain (FA #2020-18-B) were noted once again.

There was discussion about the current lack of operational dollars for the low barrier shelter and the need to contribute to housing reserves.

***Carried***

**B27-20 Strategic Plan – Mission, Values and Goals**

**RESOLUTION: #2020-136**

**Moved by:** Scott Robertson

**Seconded by:** Chris Mayne

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**THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the first draft of the strategic plan for approval, including the vision, mission, values, and goals.**

Dave Plumstead Dave provided members with an overview of his report and asked for approval to move ahead based on this foundation which is based on input from the board and other stakeholders. He highlighted the Vision and the focus on the Mission Statement which speaks to sustainability and core services. The Goals are new and include seamless access and continuous learning. Dave informed the Board the next step is setting the Board priorities and strategic areas of focus. A finished version of the plan will be ready early in the new year.

*Carried*

**B26-20 Approval of NDHC By Laws**

**RESOLUTION: #2020-137**

**Moved by:** Dave Mendicino

**Seconded by:** Chris Mayne

**THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the NDHC Board By-law #1 and By-law #2 amendments by resolution; as Service Manager and Shareholder of the Nipissing District Housing Corporation (NDHC).**

*Carried*

**Move in Camera**

**RESOLUTION: #2020-138**

**Moved by:** Dan Roveda

**Seconded by:** Mac Bain

**THAT the District of Nipissing Social Services Administrative Board (DNSSAB) moves in-camera at 2:25 PM to discuss matters involving Labour Relations and instruction to be applied to a negotiation.**

*Carried.*

**IN CAMERA MINUTES ARE FILED SEPARATELY**

**Adjourn In Camera**

**RESOLUTION: #2020-139**

**Moved by:** Dan O'Mara

**Seconded by:** Jane Dumas

**That the District of Nipissing Social Services Administrative Board (DNSSAB) adjourns in-camera at 2:57 PM.**

*Carried.*

**Approve in Camera**

**RESOLUTION: #2020-140**

**Moved by:** Chris Mayne

**Seconded by:** Scott Robertson

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

*Carried.*

#### **NEW BUSINESS**

**Meeting Calendar 2021**

**RESOLUTION: #2020-141**

**Moved by:** Terry Kelly

**Seconded by:** Jane Dumas

**That the Board approves the potential meeting dates as noted in the 2021 Board Meeting Calendar as per Section C; 14.5 of the DNSSAB By Laws.**

#### **NEXT MEETING DATE**

Wednesday, January 27, 2020 directly following the adjournment of the Community Service Committee.

#### **ADJOURNMENT**

**Resolution No. 2020-142**

**Moved by:** Bill Vrebosch

**Seconded by:** Terry Kelly

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**RESOLVED** that the Board meeting be adjourned at 3:00 PM.

***Carried.***

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**MARK KING  
CHAIR OF THE BOARD**

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**CATHERINE MATHESON  
SECRETARY OF THE BOARD**

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator