



MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – FEBRUARY 24, 2021
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)
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 Cyopect, Director, Housing Programs
Pierre Guenette, Director, Housing Operations
Lynn Demore-Pitre, Director, Children’s Services
Michelle Glabb, Director, Social Services and Employment
Dawn Carlyle, Project Manager

[Note – Resolution numbers 2021-11 to 2021-13 were skipped and do not exist.]

CALL TO ORDER

Resolution No. 2021-14

Moved by: Terry Kelly

Seconded by: Mac Bain

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of February 24, 2021 at 1:24 PM.

The regular Board Meeting was called to order at 1:24 PM by Chair Mark King.

Carried.

DECLARATION OF CONFLICTS OF INTEREST

Councillor Dave Mendicino declared a conflict with Item 7.1 due to a personal relationship and asked that it be removed from the Consent Agenda so that he could vote on the remaining item. The Chair agreed.

CHAIR'S REMARKS

The Chair welcomed everyone. He reviewed the recent news that Nipissing Mental Health Housing and Support Services (NMHHSS) was concluding their work at the Low Barrier Shelter site as of May 1st. He thanked the organization for providing the service for nearly a year. He indicated he contacted the NMHHSS Board Chair and offered his support for the organization and, and on behalf of DNSSAB, thanked their Board and Staff for their efforts during a challenging situation presented by the pandemic. He indicated DNSSAB is close to securing another operator to continue the work. The Chair noted the past year have made more evident the needs for affordable and transitional housing and a significant need for mental health and addictions services.

He informed the Board that he and CAO Catherine Matheson met with the executive of the North Bay Indigenous Friendship Centre and that an invitation was extended to them to attend our Board meeting any time. They also presented to the North Bay Regional Health Centre Board, explaining the complexity of the work DNSSAB does, how large the District is, and the number of current projects underway.

ADOPTION OF THE AGENDA

Resolution No. 2021-15

Moved by: Jane Dumas

Seconded by: Chris Mayne

Resolved THAT the Board accepts the agenda as amended. (The motion for Briefing Note HS08-21 2021/22 Reaching Home Allocation, item 8.1 in the agenda, was changed as noted below in the minutes.)

Carried.

APPROVAL OF MINUTES

Resolution No. 2021-16-A

Moved by: Dan O'Mara

Seconded by: Dave Mendicino

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of January 27, 2020.

Carried.

Resolution No. 2021-16-B

Moved by: Amanda Smith

Seconded by: Dan Roveda

Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of January 27, 2020.

Carried.

DELEGATIONS

There were no delegations.

CAO VERBAL UPDATE

Resolution No. 2021-17

Moved by: Scott Robertson

Seconded by: Terry Kelly

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB)

receives the CAO Report for January 27, 2021.

CAO Catherine Matheson provided an update on the Rapid Housing Initiative applications. Four district applications were made to the Federal government. A total of 1,800 applications were received and of those, 679 are under consideration. She echoed the Chair's remarks about NMHHSS, and that DNSSAB is working with the Crisis Centre North Bay to carry on the services. She noted that Rob Smith will be joining the DNSSAB as of March 1st for a year, during which time he will be working with agents and partners and looking forward to providing concrete details about EMS direct delivery. She added that Rob will also be leading four neighbouring DSSABs in a working group to share best EMS practices.

Carried.

CONSENT AGENDA**MOTION: #2021-18**

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

THAT the Board receives for information purposes Consent Agenda item 7.1 and 7.2.

7.1 HS07-21 Low Barrier Shelter Extension Using Unallocated CHPI Funds

Councillor Dave Mendicino again noted his conflict with item 7.1. The items were subsequently separated for vote.

Housing Services Director Stacey Cyopeck explained how funds were being contracted and spent beyond March 31, and that the current unallocated funds will be used to extend funding to the Low Barrier Shelter.

Councillor Roveda requested a process outlining how a person outside of North Bay but within the District can access the shelter. Councillor Robertson thanked everyone for their work with the shelter, and requested further advocacy and a perspective of models and best practices that can bring about meaningful change to a system that currently doesn't seem to be working for the vulnerable homeless population.

The CAO indicated that administration sits on two associations aiming to further advocacy for funding for the chronically homeless and that a report will be brought back that will add more value to the Chippewa campus programs and services. Administration continues to work with the Chair to advocate for solutions. Councillor Bain indicated FONOM and NOMA should also be included in methods and solutions for both housing and mental health and addictions for a cooperative approach with the Federal government.

There was clarification that a special tax levy is not being considered to fund the Low Barrier Shelter.

Moved by: Chris Mayne

Seconded by: Scott Robertson

Carried

7.2 B02-21 ROMA Briefing

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

Carried

MANAGER'S REPORTS

HS08-21 2021/22 Reaching Home Allocation

RESOLUTION: #2021-19

Moved by: Dan Roveda

Seconded by: Amanda Smith

The initial Motion was amended as follows and was noted in the motion to approve the agenda:

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS08-21 regarding the recommendations for the allocation of the 2020-2021 underspend of the Reaching Home funding and allocations of the 2021-2022 Reaching Home Funding.

Changed to:

That the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS08-21 regarding the recommendations for the 2020-2021 underspend and the 2021-2022 allocation of Reaching Home Funding, and;

THAT the \$3,000 of the 2020-2021 underspend that has been disallowed by Service Canada, will be redirected by the NDHHP through coordination with DNSSAB staff to an alternative eligible activity.

Stacey clarified the reason for the change in the resolution and explained how the underspent funds would be used. She noted funding for the anti-stigma campaign, that was not allowed through Reaching Home, will be available through other funding.

Carried

Move in Camera

RESOLUTION: #2021-20

Moved by: Jane Dumas

Seconded by: Mac Bain

Resolved THAT the District of Nipissing Social Services Administrative Board (DNSSAB) moves in-camera at 1:30 to discuss a matter involving labour relations, information supplied in confidence and instruction to be applied to a negotiation.

Carried

Adjourn in Camera

RESOLUTION: #2021-21

Moved by: Jane Dumas

Seconded by: Bill Vrebosch

Resolved THAT the District of Nipissing Social Services Administrative Board (DNSSAB) adjourns in-camera at 2:32 PM.

Carried

Accept in Camera

RESOLUTION: #2021-22

Moved by: Dave Mendicino

Seconded by: Dan Roveda

Resolved THAT the Board of Directors approves the action/direction agreed to in-camera.

Carried.

NEW BUSINESS

Councillor Robertson informed members about his work on a harm reduction committee and that a delegation of front line workers and people with lived experience will be coming to the Board in March to talk about this work.

NEXT MEETING DATE

Wednesday, March 24, 2020

ADJOURNMENT

Resolution No. 2021-23

Moved by: Chris Mayne

Seconded by: Amanda Smith

Resolved THAT the Board meeting be adjourned at 2:36 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



MINUTES OF PROCEEDINGS

FINANCE AND ADMINISTRATION COMMITTEE MEETING WEDNESDAY, FEBRUARY 24, 2021 12:00 PM VIA ZOOM

MEMBERS PRESENT:

Councillor Mark King - Chair (North Bay)

Councillor Chris Mayne (North Bay)

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

Councillor Scott Robertson (North Bay)

Councillor Dan Roveda - Vice Chair (West Nipissing)

Councillor Mac Bain – (North Bay)

Councillor Bill Vrebosch (North Bay)

Mayor Jane Dumas (South Algonquin)

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

Michelle Glabb, Director of Social Services and Employment

Lynn Demore-Pitre, Director Children's Services

Stacey Cyopeck, Manager, Housing Programs

Pierre Guenette, Manager, Housing Operations

Justin Avery, Manager of Finance

Dawn Carlyle, Project Manager

Saxon Yanta, Contract and Purchasing Specialist

CALL TO ORDER

The Finance and Administration Committee was called to order at 12:05 pM by Chair Mark King.

DECLARATION OF CONFLICTS OF INTEREST

None were declared.

CHAIR'S REMARKS

The Chair welcomed everyone.

ADOPTION OF THE AGENDA

RESOLUTION: FA #2021-01

MOVED BY: Chris Mayne

SECONDED BY: Dave Mendicino

That the agenda for the Finance and Administration Committee is accepted as presented.

Carried.

DELEGATIONS – [appearing out of order]

2. Revisions to the DNSSAB/NDHC Purchasing Policy

MOTION: FA #2021-02

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the updates to the DNSSAB/NDHC Purchasing Policy, CORP #01.

MOVED BY: Dan Roveda

SECONDED BY: Jane Dumas

Contract and Purchasing Specialist Saxon Yanta provided a summary of the changes to the purchasing policy. In response to a question, Saxon indicated there are more than 1000 active contracts, with about 30 to 40 contracts a month to be signed. Single signatures by the CAO on amounts up to \$300,000 frees up the Chair, and Directors initial contract before CAO signs.

Carried.

1. Audit Planning

The Chair passed on the Board's condolences on the passing of Mr. Decaire's father.

Auditor Dean Decaire reviewed the audit plan including the impact of COVID 19 on operations. He asked Board to report any fraud they may be aware of. The Chair responded there has been none. There were no further questions. The auditor signed out of the zoom meeting. .

[Terry Kelly joined at 12:37 PM.]

CONSENT AGENDA

RESOLUTION: FA#2021-03

THAT the Committee receives for information purposes Consent Agenda item 5.1.

5.1 Early Years & Childcare Sector Funding – Reconciliations Update

MOVED BY: Chris Mayne

SECONDED BY: Scott Robertson

Carried.

MANAGERS REPORTS – there were none.

OTHER BUSINESS

There was no other business.

NEXT MEETING DATE

Wednesday, May 26, 2021

ADJOURNMENT

RESOLUTION FA#2021-04

***Resolved* That the Finance and Administration Committee meeting be adjourned at 12:39 PM.**

MOVED BY: Bill Vrebosch

SECONDED BY: Dave Mendicino

Carried.

MARK KING

CHAIR OF THE BOARD

CATHERINE MATHESON

SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator