



**DNSSAB BOARD MEETING
MINUTES OF PROCEEDINGS**

Date: February 28, 2024, 1:00 p.m.
Location: DNSSAB Boardroom
200 McIntyre Street East, North Bay, ON, P1B 8V6

Members Present: Mark King- Chair
Lana Mitchell- Vice Chair
Amanda Smith
Chris Mayne
Dan O'Mara
Ethel LaValley
Jamie Restoule
Justine Mallah
Maggie Horsfield
Mélanie Chenier
Peter Chirico
Terry Kelly

1. Call to Order

The Chair called the meeting to order at 1:04 PM.

Resolution #: 2024-21

Moved by: Chris Mayne
Seconded by: Terry Kelly

THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the DNSSAB Board Meeting of February 28, 2024 at 1:04 PM.

CARRIED

1.1 Declaration of Conflict of Interest

No conflicts were declared.

2. Opening Remarks by the Chair

The Chair welcomed everyone and briefly talked about the request for one shovel-ready project of up to \$5M, stating staff evaluated submissions and subsequently submitted a capital project in West Nipissing, to create 45, 1- and 2-bedroom units. Also noting that the submission requested the full \$5M limit under the COCHI residual funding stream. He communicated that staff are awaiting a response to the business case submission and they will advise the Board of the outcome.

The Chair reminded the Board members that NOSDA is holding its annual meeting at the Sudbury Holiday Inn from June 25 to June 27, 2024, which will include a forum with Housing Services Corporation that is a separate event before the AGM; during this time, there will be discussions about affordable housing capital strategies and a panel to offer insights on exploring the balance between maintaining current assets and targeting growth.

He went on to congratulate everyone recognized in DNSSAB's and NDHC's See Something Good, Say Something campaign, as there were several submissions for the first wave, from individuals helping co-workers to staff groups putting in that extra effort. He also revisited the plan to take the Board meetings on the road to DNSSAB's satellite offices this spring, fall, and into next year.

3. Approval of Agenda

Resolution #: 2024-22

Moved by: Justine Mallah

Seconded by: Terry Kelly

THAT the Board accept the Agenda for February 28, 2024.

CARRIED

4. Approval of Minutes

The following change made in the minutes of the January 31, 2024, proceedings of the DNSSAB Board Meeting, as indicated by strikethrough:

Opening Remarks by the Chair: In his opening remarks, he reviewed the past year, acknowledging the support of the board and noted the next year will also appear to be challenging as the DNSSAB has shortfalls due to funding cuts and noted the shortfall in the CWELCC system for ~~\$5~~ \$10 a day childcare

Resolution #: 2024-23-A

Moved by: Justine Mallah
Seconded by: Maggie Horsfield

THAT the Board adopt the minutes of the January 31, 2024 proceedings of the DNSSAB Board Meeting.

CARRIED

Resolution #: 2024-23-B

Moved by: Jamie Restoule
Seconded by: Dan O'Mara

THAT the Board adopt the minutes of proceedings of the January 31, 2024 Community Services Committee Meeting.

CARRIED

Resolution #: 2024-23-C

Moved by: Justine Mallah
Seconded by: Chris Mayne

THAT the Board adopt the minutes of the February 14, 2024 proceedings of the DNSSAB Special Board Meeting.

CARRIED

5. Delegations

The Chair thanked Wendy for her presentation and extended DNSSAB's support on Ontario Health projects.

6. CAO Verbal Update

CAO Melanie Shaye addressed Councillor Horsfield's question on Ontario Health staff reps at the health and housing table, mental health and addictions table, home and community care table, collaboration table, and NOSDA/OH table.

She also made the Board aware that a staff report on an operational review, would be brought to the Board soon.

Melanie advised the Board that DNSSAB's Senior Team will meet in March to work on strategic plan amendments and start to consider recommendations to the Board on a communications strategy, stating both will be brought to the Board at a later date.

Melanie advised the Board that she now sits on a Service Manager Advisory Committee and sits as a NOSDA lead for Paramedic Services.

Mayor Ethel LaValley asked about the Housing Needs and Supply Study, and Melanie stated staff could work with the consultant to request specific pieces of information, and attend a council meeting if requested.

Resolution #: 2024-24

Moved by: Amanda Smith

Seconded by: Peter Chirico

THAT the Board accepts the CAO Verbal Update for February 28, 2024.

CARRIED

7. Consent Agenda

Resolution #: 2024-25

Moved by: Jamie Restoule

Seconded by: Terry Kelly

THAT the Board receives for approval/ information, Consent Agenda items 7.1 to 7.4.

CARRIED

7.1 Summary of NOSDA Briefing Notes for ROMA Conference Delegations (2024), CORP-2024-006

Board members recognized the detailed work in this report by David Plumstead, Manager of Planning, Outcomes and Analytics.

7.2 Paramedic Services Rebranding, PS-2024-002

A Board member asked about the costs to replace the stock of flags, as it has been depleted. Stephen Kirk, Director of Paramedic Services, assured that the costs for replacements would not change and would be comparable to the previous amounts.

7.3 Non-Urgent Patient Transport Update, PS-2024-003

A Board member asked about the 2,096 non-urgent patient transport bookings, questioning if these patients would have required emergency services support. Stephen Kirk, Director of Paramedic Services, replied stating that these patients would have required emergency services, but they were facilitated by the non-urgent patient transport model.

7.4 Delegation of Authority, CORP-2024-004

Board members congratulated Melanie as she moves into her new position as CAO.

Moved by: Lana Mitchell

Seconded by: Maggie Horsfield

THAT the District of Nipissing Social Services Administration Board authorize the Chief Administrative Officer (CAO), Melanie Shaye, or the CAO's delegate, in her absence, to act as signing authorities for the Corporation; and,

THAT the Board delegate authority to the CAO to approve transfer payments in accordance with Ministry guidelines, and the DNSSAB's Purchasing Policy, which may be within or exceed the CAO's delegated approval authority level.

CARRIED

8. Managers' Reports

8.1 COCHI-OPHI 2024-25 Amended Investment Plan, HS-2024-006

Director of Housing Services, Stacey Cyopec, reviewed the plans and expectations for the upcoming Home Conversion Pilot Program in partnership with NDHC. The funding for this project is just over \$1 million (COCHI: \$946,615, OPHI: \$119,020).

Stacey recommends issuing a Request for Expression of Interest (RFEI) for potential housing projects throughout the district. The RFEI will seek shovel-ready and conceptual projects, identify any support needed from the DNSSAB to realize the project, and indicate target groups while meeting COCHI-OPHI requirements.

Once this project is complete, Housing and NDHC will return to the Board to see if they want to enhance or extend the Home Conversion Pilot Program.

A Board member asked about the locations for the Home Conversion Pilot Program. Stacey assured that staff will review the Housing Needs and Supply Study and prioritize projects based on the findings, along with looking at sites where NDHC currently has staff. NDHC will come back with a proposed property to purchase.

Resolution #: 2024-26

Moved by: Ethel LaValley

Seconded by: Justine Mallah

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the Canada-Ontario Community Housing Initiative (COCHI) & Ontario

Priorities Housing Initiative (OPHI) – 2024-2025 amended Investment Plan, for the District of Nipissing as set out in report HS2024-006; and,

THAT the DNSSAB authorizes staff to reallocate funds throughout the 2024/25 fiscal years to qualifying projects on emerging priorities within the district, up to the CAO’s delegated authority.

CARRIED

9. Move In Camera

Resolution #: 2024-27

Moved by: Chris Mayne
Seconded by: Amanda Smith

THAT the DNSSAB Board move in camera at 2:15 PM to discuss matters of negotiation.

CARRIED

- 9.1 In-Camera Agenda**
- 9.2 Approve In-Camera Minutes**
- 9.3 Item 1, CORP-2024-005**
- 9.4 Back to Open Session**

10. Adjourn In Camera

Resolution #: 2024-28

Moved by: Justine Mallah
Seconded by: Jamie Restoule

THAT the Board approve the direction/action discussed in-camera.

CARRIED

11. Other / New Business

There was no new business.

11.1 Notice of Motion

A request was made for a formal resolution from the Board for consideration or reconsideration. This will take place during the March, 2024 meeting.

12. Next Meeting Date

13. Adjournment

Resolution #: 2024-29

Moved by: Ethel LaValley
Seconded by: Dan O'Mara

THAT the DNSSAB Board Meeting be adjourned at 2:24PM.

CARRIED

MARK KING

CHAIR OF THE BOARD

CATHERINE MATHESON

SECRETARY OF THE BOARD