



MINUTES OF PROCEEDINGS

**REGULAR BOARD MEETING – TUESDAY, NOVEMBER 15, 2016
2:00PM – North Bay Council Chambers**

MEMBERS PRESENT:

Councillor Mark King (North Bay) Chair
Councillor George Maroosis (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Leo Jobin (East Nipissing)
Councillor Carol Lowery (Temagami)
Deputy Mayor Sheldon Forgette (North Bay)
Mayor Bill Vrebosch (East Ferris)
Councillor Derek Shogren (North Bay)
Mayor Jane Dumas (South Algonquin) by teleconference
Councillor Jamie Restoule (West Nipissing)

REGRETS:

Councillor Jeff Serran (North Bay)
Representative George Jupp (Unincorporated) Vice-Chair

STAFF ATTENDANCE:

Joseph Bradbury, Chief Administrative Officer
Sara Tonks, Director of Finance and Administration
Michelle Glabb, Manager of Social Services (OW)
Melanie Shaye, Director of Human Resources and Organizational Development
Debbie Mills, Director Housing Services
Pierre Guenette, Manager Housing Services
Jean Guy Belzile, Manager of EMS
David Plumstead, Research Analyst
Saxon Yanta, Contract Specialist
Stacey Cyopeck, Supervisor
Aimie Caruso, Supervisor
Kala Maroosis, Homelessness Coordinator

CALL TO ORDER

The Regular Board Meeting was called to order at 2:03 PM by Chair, Mark King.

DECLARATION OF CONFLICTS OF INTEREST

There were none.

**Adoption of the Roll Call
Resolution No. 2016-83**

**Moved by: Mayor Leo Jobin
Seconded by: Councillor Chris Mayne**

That the Board of Directors accept the Roll Call as read by the Secretary for the Regular Board meeting of November 15, 2016. Motion carried.

**Adoption of the Agenda
Resolution No. 2016-84**

**Moved by: Councillor Chris Mayne
Seconded by: Councillor Carol Lowery**

That the Agenda for the Regular Board Meeting of Tuesday, November 15, 2016 be adopted as presented. Motion carried.

CHAIR'S REMARKS

Chair Mark King extended best wishes to Representative George Jupp and a speedy recovery. He also congratulated Mayor Jane Dumas on the arrival of her 3rd grandson on November 10th. Chair King noted that Joe Bradbury, along with Mayor Leo Jobin and Councillor Carol Lowery met with the LHINs board last week and that Joe would be offering a briefing on that in his CAO Report. He also directed board members to an item where nearly \$1.2 Million of social infrastructure funds would be committed to a housing project as per a recently issued RFP.

**B09-16 Report from the Chief Administration Officer Dated November 15, 2016
Resolution No. 2016-85**

**Moved by: Councillor Carol Lowery
Seconded by: Mayor Leo Jobin**

That the Board accept the Report from the Chief Administrative Officer B09-16, dated November 15, 2016 as presented. Motion carried.

In his report, Joe noted the success enjoyed by NPREP with its recent award by the Chamber of Commerce. As well, David Plumstead will be providing an economic update, with a fuller update in the future once long form census information is available next year. The EMS and OW components of the Budget will also be presented, with a full budget presentation at the December 20th meeting. Joe outlined the challenges the DNSSAB faces and that we are committed to keeping levy increases at or under 1.8 %, appreciating the tax burden pressures on member municipalities. He also extended an invitation to member municipalities to the meeting on the 20th, or to bring the information to the municipalities in the future. Also at this meeting, a report about the DNSSAB going to the market for a Request for Quote for legal services, and consideration of moving the Housing Department temporarily at this time to available space at NDHC to help ease a crunch for accommodations at City Hall. This is a more cost effective option than renovations to the first floor. Joe also noted that as a result of a meeting last week with the North East LHIN, he will continue to advocate on behalf of the Nipissing district and will follow up with concerns outlined in a letter to the Minister of Health. Another meeting is to be scheduled in the next three weeks. Derek Shogren asked if the letter was the only reason we were granted the meeting and Joe said that was the only reason.

Trends in Ontario Works remain consistent with the prior month and the cost per case reflects the provincial rates of \$674 per case. A new pre-employment tool was presented at the social services committee that is used at the onset of a client's application and helps to outline the client's needs and the services available to meet those needs. It also breaks down applicants into three scoring areas in the employment readiness scale, from stabilization to job readiness. The Get Trained Workers program is progressing well. Joe has approached the City of North Bay with a proposal to put a 20' x 10' billboard on the outside wall of Council chambers to advertise GTW, adding it's a low cost way of attracting attending and indirect advertising for the city. Other opportunities for billboard posting will also be sought. Subsidies for Childcare are expected to be down by year end by about \$285,000. At the Social Services Committee, a chart was shared that showed how subsidy rates were based on applicant incomes. Next year, the Paramedicine program may be receiving its funding from the NE LHIN although there is no confirmation at this time. The NDHC Shareholder agreement is 95.5% complete. An information session on this agreement will be scheduled for before the Executive Audit Committee meeting on Tuesday, November 13th starting at 9:00 AM, to give Board members an opportunity to learn about the declaration and to ask any questions of the lawyer presenting that day.

Carol Conrad, the CEO of the NDHC will be presenting an overview of the organization, which may also provide some provide background info for shareholder declaration information session in December. An email invitation will be send to Board members for this meeting.

Questions arose about the kind of information offered through the long form census which Joe says provides us with more detailed info. Dave added that information includes, socioeconomic and labour force data, immigration and travel patterns and noted that the regular Census is just enumeration and that data was last received in 2011. There was discussion about 50/50 funding, how last year the DNSSAB couldn't take advantage of it because it is dependent on matched funding from the municipalities. Sara Tonks informed the board that \$1.1M is available and would have to be matched with \$1.1 M to receive the 50/50 funding.

Further discussion followed on the DNSSAB budget, when it is presented to the City of North Bay and other municipalities, how MPAC rates factor in to the assessment structure, and how DNSSAB reevaluates assessments with the arrival of new or corrected assessments and how these are considered the following year due to a 12 month lag.

PRESENTATIONS

Carol Conrad, CEO Nipissing District Housing Corporation – Overview of NDHC

Carol talked about how the NDHC's assets are funded under 4 different programs. There are a total of 834 units broken down into 4 phases, 141 of those are total rent supplement units with a total percentage of social housing units at 41.23%. There are 174 seniors units, 197 singles and 347 family units. Market units make up the remaining 116. Average incomes for all groups range from less than \$10,000 to about \$16,000 and rents range from \$85 to \$886. Carol also talked about the increasing tenant populations with complex needs including mental health issues and addictions, and the many programs delivered to address these needs, and how the housing success team provides programming for issues such as eviction prevention, work as advocates with community partners, case management and CAP analysis tenant surveys. Tenants are housed based on their order on the waiting list. Discussion followed about the types of housing, such as scattered (single and attached homes) dwellings and how they tenants are more incorporated into the community, and how hydro costs are gradually being transferred to the tenant, which often results in conservation. Mark King thanked Carol for the presentation and the efforts at NDHC.

David Plumstead – District Economic and Employment Outlook

- Dave pointed out this presentation is being made through a request for this information at a committee meeting. It focused on Ontario's budget priorities of growing the economy and creating jobs. Dave explained Nipissing's industry structure and size by number of employees, and what we can expect over next 10 years and where job vacancies may be. The findings are in alignment with what's being demonstrated through the GTW and OW database. Further, and possibly different findings can be realized by drilling down into each sector. The

information was gathered from Stats Canada. The takeaways from the presentation are that:

- 62% of Nipissing (classified) businesses are self-employed; 45.5% of businesses with employees have 1-4 employees
- retail, construction, and health care & social assistance sectors have the largest number of businesses with employees
- Next 10 years: projected industry employment *growth* but *GDP* across many sectors: **demographics and technology** expected to be major factors
- Most job vacancies in LMG's monthly study are in retail, administrative and support, and health care & social assistance – generally aligned with GTW and OW jobs

In response to some questions from members, Dave noted that data sets can be purchased for things such as mortgage rate failures, and that we can keep an eye out for patterns derived from new census data.

Derek Shogren noted he had to leave for another meeting at 4:00.

Adoption of Consent Agenda Resolution No. 2016-86

**Moved by: Mayor Leo Jobin
Seconded by: Councillor Carol Lowery**

That the Board of Directors approves the Consent Agenda of November 15, 2016 which includes the following:

- 1 Minutes of Proceedings of the Regular Board Meeting of October 18, 2016**
- 2 Executive Audit Committee Minutes – November 8, 2016**
- 3 Social Services and Employment Committee Minutes – November 8, 2016**
- 4 Housing and EMS Committee Minutes – November 8, 2016**
- 5 Correspondence**

5.1 October 11, 2016 – Letter from Chair to Min. of Health RE LHINS

5.2 October 24, 2016 – Letter from Murphy Couche RE NPN

5.3 October 25, 2016 – Letter from Chair to Murphy Couche RE NPN

5.4 October 19, 2016 – Bay Today article RE: Exemplary Service Medals to Local Paramedics

5.5 October 20, 2016 – Nugget article RE: Exemplary Service Medals to Local Paramedics

5.6 October 26, 2016 – Nugget article RE: LHIN funding to PHARA

5.7 Letter from Tarmo Uukivi RE Ambulance Dispatch Model

5.8 November 2, 2016 – Letter from Min. of Housing RE: Extended CHPI Funding

5.9 November 3, 2016 – Letter of thanks from Chair to Min. of Housing RE: Extended CHPI Funding

Motion carried.

Councillor Bill Vrebosch left the meeting at 3:38 PM

**Request to Tender for Legal Services EX17-16
Resolution No. 2016-87**

**Moved by: Councillor Chris Mayne
Seconded by: Mayor Leo Jobin**

That the District of Nipissing Social Services Administration Board authorizes staff to issue a Request for Quote for legal services as outlined in report EX18-16. Motion carried.

**3rd Quarter Financial Report 2016 EX18-16
Resolution No. 2016-88**

**Moved by: Councillor Derek Shogren
Seconded by: Carol Lowery**

The District of Nipissing Social Services Administration Board accepts the third quarter financial report, January 1 to September 30, 2016 as presented in report EX18-16. Motion Carried.

**Ontario Works, EMS 2017 Draft Budget EX19-16
Resolution No. 2016-89**

**Moved by: Councillor George Maroosis
Seconded by: Councillor Carol Lowery**

That the District of Nipissing Social Services Administration Board accepts the Ontario Works, and EMS 2017 Draft Budget report in EX19-16 as presented. Motion carried.

**DNSSAB Office Accommodations EX20-16
Resolution No. 2016-90**

Moved by: Councillor Carol Lowery
Seconded by: Councillor Chris Mayne

That the District of Nipissing Social Services Administration Board accepts the plan as outlined in EX20-16 where consideration is given to using space at Nipissing District Housing Corporation to accommodate the Housing Department rather than undergo extensive renovations to the first floor office space to provide additional spaces for new positions in staffing. Motion carried.

National Housing Strategy HEMS09-16
Resolution No. 2016-91

Moved by: Councillor Derek Shogren
Seconded by: Councillor George Maroosis

WHEREAS, the Federal Government has committed to developing a National Housing Strategy; and

WHEREAS, a National Housing Strategy must reflect the municipal housing delivery system interests in the Province of Ontario; and

WHEREAS, Minister Duclos has constituted a number of consultations in which DNSSAB administration has participated directly and / or indirectly via sector representative associations such as AMO, NOSDA, and ONPHA; and

WHEREAS, the AMO and NOSDA recommendations accurately represent the CMSM and DSSAB suggestions to inform the development of a national strategy;

That the District of Nipissing Social Services Administration Board endorses the AMO and NOSDA submissions to the [LET'S TALK HOUSING](#) Federal consultation initiative as outlined in report HEMS09-16. Motion Carried.

Commitment of Social Infrastructure Funds through RFP HEMS10-16
Resolution No. 2016-92

Moved by: Councillor George Maroosis
Seconded by: Councillor Jamie Restoule

That the District of Nipissing Social Services Administration Board receives Report HEMS10-16 for both information purposes and to approve staff recommendations.

And, following the initiation of a Request for Proposals for the development of a minimum of 8 new affordable rental housing units, to ensure a commitment of Ministry of Housing (MOH) funds totaling \$1,181,040, by way of a signed contribution agreement by December 30, 2016.

And, that the Board instructs staff to proceed with the commitment of these funds in accordance with the Purchasing Policy FIN/ADM 08 and approves staff to enter into a contribution agreement with the successful proponent chosen through the RFP process with the contribution of only Social Infrastructure Funds (SIF) being no greater than \$1,181,040 and completed in accordance with the SIF program guidelines set out by MOH. Motion carried.

Debbie Mills noted that as identified in the report, the RFP is complete after extensions were requested. The DNSSAB received 5 completed submissions and one successful proponent that staff would like to recommend in the name of Seniors Villa of East Ferris in Astorville on the Edmond Street site, where an 8 unit seniors' residence would be constructed. DNSSAB will work with the City's purchasing manager to ensure that the successful and unsuccessful proponents are notified in a timely manner Debbie also extended thanks to the federal and provincial governments for helping DNSSAB to meet the needs of seniors housing in rural areas as outlined in the 10-Year Housing and Homelessness plan. The board's approval is needed today to meet the December 31, 2016 deadline attached to this funding. Debbie advised another RFP for a \$3M project will be going out in December and will close towards the end of March.

OTHER BUSINESS

No other business.

Derek Shogren left the meeting at 3:49 PM.

Joe excused himself

In-Camera

Resolution No. 2016-93

Moved by: Councillor Jamie Restoule

Seconded by: Deputy Mayor Sheldon Forgette

That the Board move in-camera for a personnel matter at 3:49 PM **Carried**

Resolution No. 2016-94

Moved by: Mayor Leo Jobin

Seconded by: Deputy Mayor Sheldon Forgette

That the Board adjourn the in-camera session at 3:52 PM. Carried

Resolution No. 2016-95

Moved by: Mayor Leo Jobin

Seconded by: Councillor George Maroosis

That the Board vote on the result of the in-camera discussion. **Carried**

Next Meeting Date

Tuesday, December 20, 2016

Adjournment

Resolution No. 2016-96

Moved by: Councillor Carol Lowery

Seconded by: Councillor George Maroosis

That the Regular Board Meeting be adjourned at 3:52 PM. Motion carried.

MARK KING
CHAIR OF THE BOARD

JOSEPH BRADBURY
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Communications and Executive
Coordinator