



**MINUTES OF PROCEEDINGS**

**REGULAR BOARD MEETING – TUESDAY, FEBRUARY 21, 2017  
2:00PM – North Bay Council Chambers**

**MEMBERS PRESENT:**

Councillor Mark King (North Bay) Chair  
Councillor George Maroosis (North Bay) Vice-Chair  
Representative George Jupp (Unincorporated)  
Mayor Leo Jobin (East Nipissing)  
Mayor Jane Dumas (South Algonquin) by teleconference  
Councillor Normand Roberge (West Nipissing) voted to replace Councillor Jamie Restoule  
Councillor Derek Shogren (North Bay)  
Councillor Carol Lowery (Temagami)  
Deputy Mayor Sheldon Forgette (North Bay)  
Councillor Jeff Serran (North Bay)  
Councillor Chris Mayne (North Bay)

**REGRETS:**

Mayor Bill Vrebosch (East Ferris)

**ABSENT:**

**STAFF ATTENDANCE:**

Joseph Bradbury, Chief Administrative Officer  
Sara Tonks, Director of Finance and Administration  
Michelle Glabb, Director of Employment and Social Services  
Jean Guy Belzile, Manager EMS  
Debbie Mills, Director Housing Services  
Pierre Guenette, Manager Housing Services  
David Plumstead, Research Analyst  
Aimie Caruso, District Coordinator- Employment Services and Client Outcomes  
Kalla Maroosis, Homelessness Strategy Coordinator  
Stacey Cyopeck, Supervisor Housing Services  
Melanie Shaye, Director Human Resources and Org. Development

Saxon Yanta, Contract Specialist

**CALL TO ORDER**

The Regular Board Meeting was called to order at 2:04 PM by Chair, Mark King.

**DECLARATION OF CONFLICTS OF INTEREST** – George Maroosis noted a conflict with Motion 2017-24 as his daughter is the Homelessness Strategy Coordinator and wrote the report.

**Adoption of the Roll Call**  
**Resolution No. 2017-10**

**Moved by: Representative George Jupp**  
**Seconded by: Mayor Leo Jobin**

**That the Board of Directors accepts the Roll Call as read by the Secretary for the Regular Board meeting of February 21, 2017. Motion carried.**

**Adoption of the Agenda**  
**Resolution No. 2017-11**

**Moved by: Representative George Jupp**  
**Seconded by: Mayor Leo Jobin**

**That the Agenda for the Regular Board Meeting of Tuesday, February 21, 2017 be adopted as amended. Motion carried.**

**CHAIR'S REMARKS**

The Chair welcomed everyone and extended his thanks to Councillor Jamie Restoule upon his resignation from the Board. Mr. Restoule's time and dedication was much appreciated. Mark King also welcomed Councillor Normand Roberge back to the Board. Mr. Roberge is taking Mr. Restoule's seat as representative for West Nipissing. The Chair also noted changes to the order of business as outlined in the revised agenda, allowing for the consent agenda to move forward and for the approval of Normand Roberge onto the Board so that he can participate in today's meeting.

**PRESENTATIONS** (there were no presentations)

**Adoption of Consent Agenda**  
**Resolution No. 2017-12**

**Moved by: Representative George Jupp**  
**Seconded by: Mayor Leo Jobin**

**That the Board of Directors approves the Consent Agenda of February 21, 2017**

**which includes the following:**

- 6.1 Minutes of Proceedings of the Regular Board Meeting of January 17, 2017
- 6.2 Executive Audit Committee Minutes – February 14, 2017
- 6.3 Social Services and Employment Committee Minutes – February 14, 2017
- 6.4 Housing and EMS Committee Minutes – February 14, 2017
- 6.5 Overview of CHPI Guidelines HEMS03-17
- 6.6 Homelessness Enumeration Overview HEMS04-17
- 6.7 CHPI Program Year-End Funding HEMS05-17
- 6.8 Correspondence:
  - 6.8.1 Jan 11 2017 Nugget Article RE CHPI Impact on Homelessness
  - 6.8.2 Jan 19 2017 North Bay North Article RE: Get Trained Workers
  - 6.8.3 Jan 19 2017 Nugget Article RE: Get Trained Workers
  - 6.8.4 Jan 19 2017 Bay Today Article RE: Get Trained Workers
  - 6.8.5 Jan 19 2017 Nugget Article RE: Basic Income
  - 6.8.6 Jan 24 2017 Bay Today Article RE: Third Defibrillator Installed Downtown
  - 6.8.7 Jan 26 2017 Nugget Article RE: Third Defibrillator Installed Downtown
  - 6.8.8 Feb 9, 2017 Nugget Article RE: Travellink
  - 6.8.9 Feb 17, 2017 Notice of resignation from the DNSSAB Board from West Nipissing Councillor Jamie Restoule.

Board members took this opportunity to warmly welcome Normand Roberge to the Board. **Motion carried.**

**NDHC Board Member Replacement EX04-17  
Resolution No. 2017-14**

**Moved by: Councillor Normand Roberge  
Seconded by: Councillor Carol Lowery**

**THAT the Board accepts report EX04-17, in compliance with the Shareholder Agreement between the DNSSAB and Nipissing District Housing Corporation (NDHC), to approve the change of representation on the NDHC Board of Directors, recognizing Mayor Leo Jobin as the DNSSAB Board member to replace Representative George Jupp. Motion carried.**

**B02-17 Report from the Chief Administration Officer Dated February 21, 2017  
Resolution No. 2017-13**

**Moved by: Representative George Jupp**

**Seconded by: Mayor Leo Jobin****That the Board accept the Report from the Chief Administrative Officer B02-17, dated February 21, 2017 as presented. Motion carried.**

CAO Joseph Bradbury highlighted his executive summary to the Board. He talked about his attendance at ROMA where he had the opportunity to speak with the Ministers of Housing, Advanced Education and Skills Development and Northern Development. At ROMA, the CAO presented a report on Social Services Challenges in Northern Ontario. He also had the opportunity to speak with the Premier and the Leader of the Opposition.

The DSSAB Act is under review and at the Executive Committee, Chair Mark King accepted the role of representative on the review committee on behalf of DNSSAB.

The CAO spoke to presentations at the Executive Committee about the population and dwelling counts contained in the latest Census (provided by David Plumstead) which pointed to Nipissing's 3<sup>rd</sup> lowest population growth in Ontario at -1.9%; and guidance provided by the Province on how to better integrate the human services sector. Mr. Bradbury pointed out that while the DNSSAB has a highly integrated model at this time, there are opportunities in the areas of housing and the mental health and addictions sectors.

Ontario Works is moving forward with realignment of internal resources to focus more on the area of mental health and addictions. One former Family Support Worker (FSW) position is actively navigating community supports and referrals for our clients, while the other FSW continues to work on cases still before the courts. The role of FSW's has been diminished under new provincial policy since Child Support is no longer a deduction on a client's file. The OW caseload was up by 16 over the previous year, but applications were down by 39 from the previous month. The CAO also talked about a presentation by Michelle Glabb at the Social Services and Employment Committee where she provided a profile of the demographics of our client base. Interestingly, only 4% of clients are in subsidized housing. About 47% of clients are receiving social assistance for 19 months or more, and about 42 % for less than a year.

The Request for Proposals for the Healthy Communities Fund has closed and 28 proposals were received from 23 proponents. The proposals will be put through the approved rating system and the recommendations will be brought to the Social Services and Employment Committee by April 13 for final board approval on April 25<sup>th</sup>. Funding agreements with the successful proponents should be in place by June 2017.

In Children's Services, subsidies for child care are down slightly over last year. Currently, there are 14 licensed for profit and not for profit service providers, who provide a total of 2,808 spaces.

The Children's Services waitlist management system is progressing well. A website will soon be ready, testing of the system by service providers will begin in late March, and online applications will be provided by early Fall.

The CAO encouraged Board members to review a presentation to the Housing and EMS Committee of new guidelines provided by the Province regarding the Community Homelessness Prevention Initiative.

Travellink has reduced its rates as of January 23 to encourage more ridership. What used to cost \$35 for a round trip now costs \$15. There was some discussion about how the original rates seemed high and queries about whether ridership has increased since the rates were lowered. Michelle Glabb admitted there are no definite figures yet, but there seems to be interest in the private sector to subsidize. The ski hill in Mattawa is taking the opportunity to publicize the service, and the CAO pointed out certain educational organizations would be interested in making use of this program, now that they are aware of it. The pilot program can be extended with an additional \$50,000 from the Ministry of Transportation, provided the lead township, Papineau Cameron, applies for the extension. Travellink operators have also increased the flexibility of their pick-up and drop-off points.

The CAO encouraged members to review the Promoting Affordable Housing Act, as presented to the HEMS committee.

He noted as well that an expense policy would be brought forward for approval, concerning an updated mileage rate that matches Canada Revenue Agency guideline, and an increase to corporate/board IT reimbursements to \$700 per four-year cycle.

And finally the CAO noted that the complicated exercise of updating the meeting calendar has been completed and shared with the members, however to note there will be conflicts in May and June with an FONOM convention and the NOSDA AGM, both happening in North Bay. Members will be updated with alternate plans for those months.

## **IN CAMERA**

### **Resolution No. 2017-16**

**Moved by: Councillor Normand Roberge**  
**Seconded by: Representative George Jupp**

**THAT the Board move in-camera at 2:16 PM to discuss a legal matter.**

**Motion carried.**

**Resolution No. 2017-17**

**Moved by: Councillor Carol Lowery**

**Seconded by: Councillor Normand Roberge**

**THAT the in-camera matter be adjourned at 3:02 PM. Motion carried.**

**Resolution No. 2017-18**

**Moved by: Councillor Jeff Serran**

**Seconded by: Councillor Chris Mayne**

WHEREAS resulting from the in-camera discussion with regards to the Nipissing District Housing Corporation (NDHC), as sole shareholder and in accordance with the NDHC BY-LAW No. 1, 3.04 Removing Directors, where a) the shareholder may, by ordinary resolution passed at a meeting of shareholders, remove any Director of NDHC from office before the expiration of his term and may, by a majority of the votes cast at the meeting, elect any person in his place for the remainder of his term.

BE IT RESOLVED:

1). That the sole shareholder, DNSSAB, hereby remove the following Directors from the NDHC Board, effective immediately:

Annie Brousseau  
Bertrand Bizier  
David Wolfe  
Lorie Hunter  
Mark Lepage  
Richard Savage  
Wayne Malcolm

2). That the above named Directors receive their March stipend to compensate them for any board work done since the February 8, 2017 Board meeting.

3). That staff be instructed to advise the above directors of this resolution through electronic mail as well as conventional mail immediately following this Board meeting on February 21, 2017.

**Motion carried.**

**Resolution No. 2017-19****Moved by: Councillor Jeff Serran****Seconded by: Councillor Derek Shogren**

WHEREAS in accordance with NDHC BY-LAW No. 1, 3.04 a), and 3.05 Vacating of Office, where a Director of NDHC ceases to hold office when he is removed from office by the shareholder;

AND WHEREAS in accordance with NDHC BY-LAW No. 1, 3.06 Vacancies, where a vacancy occurs on the Board, the Shareholder may appoint a new Director to fill the vacancy;

AND WHEREAS in according to NDHC BY-LAW No.1, 3.02 Appointment/Election and Term, a) Two Directors shall be appointed by the DNSSAB. The remaining Directors (max 7) shall be recruited by the NDHC Board on the basis of skill and experience;

AND WHEREAS, upon appointment of the following Directors, the DNSSAB as sole shareholder will consider this a newly elected Board of NDHC;

BE IT RESOLVED:

- 1). That the DNSSAB appoint members of the Housing and Emergency Services (HEMS) committee to fill the vacancies on the NDHC Board.
- 2). That the experience of these individuals gained from sitting on the HEMS committee satisfies the skills/experience requirement for NDHC Directors.
- 3). That the following committee members (max 7) be appointed as Directors to the NDHC Board for the following term:

<b><u>Name:</u></b>	<b><u>Term:</u></b>
1. <u>Mark King</u>	<u>Feb 10 2019</u>
2. <u>Sheldon Forgette</u>	<u>Feb 10 2019</u>
3. <u>George Jupp</u>	<u>Feb 10 2019</u>
4. <u>Carol Lowery</u>	<u>Feb 10 2019</u>
5. <u>Jane Dumas</u>	<u>May 19, 2018</u>
6. <u>Chris Mayne</u>	<u>May 19, 2018</u>
7. <u>Normand Roberge</u>	<u>May 19, 2018</u>

**Motion carried.**

**Resolution No. 2017-20**

**Moved by: Councillor Chris Mayne**

**Seconded by: Councillor Normand Roberge**

WHEREAS the NDHC Board of directors in effect is the HEMS committee of DNSSAB;

AND WHEREAS matters concerning NDHC operations and governance will be raised hereon at the HEMS committee of DNSSAB;

AND WHEREAS DNSSAB is now in full control of the operations of NDHC and DNSSAB is in fact the sole shareholder of NDHC, as such the Shareholder Declaration adopted under Resolution 2016-101 is now considered to be redundant and not applicable,

BE IT RESOLVED that the Shareholder Declaration is no longer required, and as such shall be invalidated and removed effective immediately.

**Motion carried.**

**Resolution No. 2017-21**

**Moved by: Councillor Derek Shogren**

**Seconded by: Councillor Chirs Mayne**

BE IT RESOLVED that the DNSSAB Board meeting be recessed for approximately 30 minutes.

**Motion carried.**

**Resolution No. 2017-22**

**Moved by: Councillor Carol Lowery**

**Seconded by: Representative George Jupp**

**Be it resolved that the DNSSAB Board meeting reconvene at 3:30 p.m.**

**Motion carried.**

**Review of Reimbursement Policy EX03-17**



**Resolution No. 2017-23**

**Moved by: Councillor George Marosis**

**Seconded by: Councillor Carol Lowery**

THAT the Board accepts the report on the review of the Reimbursement Policy as presented in EX03-17, approves an increase in the allowable reimbursement for the purchase of tablet/laptop, netbook for Board use from \$400 to \$700 per 4-year term, and approves an increase in mileage rates from \$0.45 to \$0.54 for travel claims under the Travel, Meal and Hospitality Policy FIN/ADM 03. **Motion carried.**

**Housing Services – Funding Approvals for Community Homelessness Prevention Initiative Program HEMS06-17**

**Resolution No. 2017-24**

**Moved by: Mayor Leo Jobin**

**Seconded by: Councillor Normand Roberge**

THAT the District of Nipissing Social Services Administration Board approves An additional One Hundred Thousand Dollars (\$100,000) in funding to be directed towards Low Income People Involvement of Nipissing (LIPI) for the continued delivery of the Global Emergency Homelessness Fund. **Motion carried.**

**Ontario Renovates Policies HEMS02-17**

**Resolution No. 2017-25**

**Moved by: Councillor Normand Roberge**

**Seconded by: Mayor Leo Jobin**

THAT the District of Nipissing Social Services Administration Board receive for approval report HEMS02-17 Investment in Affordable Housing 2014 Extension & 2016 Social Infrastructure Fund – Ontario Renovates Components amending the current eligibility requirements for household income and property value. **Motion carried.**

**EMS Ambulance Purchase Approval HEMS07-17**

**Resolution No. 2017-26**

THAT the District of Nipissing Social Services Administration Board approves approve the purchase of two single stretcher ambulances from Crestline for a total cost of

**\$246,357.88 (\$123,178.94 each) plus applicable taxes per unit.**

EMS Chief Jean-Guy Belzile was asked if these were the ambulances that were being tested previously. The Chief replied that these are not. They are the ambulances that were approved in the budget. The CAO pointed out the ambulance fleet is regularly modernized through the replacement of two ambulances every year. This ensures the fleet of 22 ambulances remains in optimal condition. On average, each ambulance has a lifespan of about seven year.

**Motion carried.**

**Resolution No. 2017-27**

**Moved by: Deputy Mayor Sheldon Forgette**

**Seconded by: Councillor Jeff Serran**

That the Board meeting be adjourned at 3:36 p.m.

**Motion carried.**

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MARK KING  
CHAIR OF THE BOARD

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JOSEPH BRADBURY  
SECRETARY OF THE BOARD

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