

5945-DNSSAR

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

**REGULAR BOARD MEETING – TUESDAY, MAY 20, 2014
2:00PM – North Bay City Hall Council Chambers**

MEMBERS PRESENT:

- Councillor George Maroosis (North Bay) Chair
- Representative George Jupp (Unincorporated) Vice Chair
- Mayor Dean Backer (East Nipissing)
- Councillor Judy Koziol (North Bay)
- Councillor Normand Roberge (West Nipissing)
- Councillor Sam Barnes (Temagami)
- Mayor Jane Dumas (South Algonquin)
- Councillor Sarah Campbell (North Bay)
- Councillor Chris Mayne (North Bay)
- Mayor William Vrebosch (East Ferris)
- Councillor Daryl Vaillancourt (North Bay)

REGRETS:

- Councillor Mark King (North Bay)

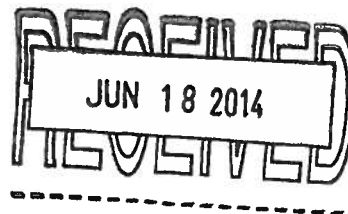
STAFF ATTENDANCE:

- David Plumstead, Acting CAO
- Sara Tonks, Director Finance and Administration
- Bonnie Kraemer, Director Social Services
- Michelle Glabb, Manager Social Services (OW)
- Lynn Demore-Pitre, Manager Social Services (CC)
- Shani Giroux, Manager Human Resources
- Pierre Guenette, Manager Housing Services
- Jean Guy Belzile, Manager EMS
- Marianne Zadra, Communications Specialist
- Carol Conrad,

CALL TO ORDER

The Regular Board Meeting was called to order at 2:00PM by Chair George Maroosis.

- File Incoming Other
- Mayor
- Council *1A Minutes.*
- CAO
- Building
- Finance S C
- Ec Dev S C
- Parks & Rec S C
- Planning S C
- Public Wks S C
- PPP
- Social Services
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DECLARATION OF CONFLICTS OF INTEREST

Councillor Judy Koziol declared a conflict of interest on agenda item 9.3 – Resolution 2014-123.

Adoption of the Roll Call
Resolution No. 2014-105

Moved by: Councillor Judy Koziol
Seconded by: Representative George Jupp

That the Board of Directors accept the Roll Call as read by the Secretary for the regular Board Meeting of May 20, 2014. Motion carried.

Adoption of the Agenda
Resolution No. 2014-106

Moved by: Councillor Judy Koziol
Seconded by: Representative George Jupp

That the Agenda for the Regular Board Meeting of Tuesday, May 20, 2014 be adopted as presented.

That report SS21-14 regarding the Nipissing Innovation Fund be moved out of in-camera and be brought forward for discussion under “other business”.

And, that the in-camera session regarding a business matter be changed to an in-camera session regarding a personnel matter. Motion carried.

CHAIR’S REMARKS

Chair George Maroosis welcomed staff and the arrival of spring.

PRESENTATIONS

NBRHC & CMHA – SUPPORTIVE HOUSING FOR MARGINALIZED POPULATIONS

Beth Ward and Gerry Bourget, North Bay Regional Health Centre and Rheanon Funnell, CMHA made a presentation regarding supportive housing for marginalized populations (individuals with repeated homelessness or long stay inpatients with complex issues). While still in the preliminary phases of the project, they are requesting support from DNSSAB in terms of a capital investment or through rent supplements. The amount of funding they are seeking has yet to be determined and will depend on the final scope of the project (a 30 unit complex versus a 60 unit complex). A submission was made to DNSSAB for the Nipissing Innovation Fund to do a needs assessment for this project.

Discussion ensued regarding the project. The Board voiced concerns that the Provincial government should be funding this project. While the project leads agreed, they felt that

community partnerships were the way of the future.

Chair George Maroosis extended his thanks to Beth, Gerry and Rheanon on behalf of the Board for their presentation and wished them luck putting together their proposal. He noted that DNSSAB is here to assist as many of the clients their project is targeting are the same as the clients we serve.

DR. DENIS LABELLE – EMS IN WEST NIPISSING

Dr. Denis Labelle presented his concerns regarding a lack of 24 hours/day EMS service in West Nipissing. He commented that a town with a population over 15,000 should have 24 hours/day EMS service, and not 18 hours/week of on-call services, as is the practice now. Last year, there were 72 ambulance calls that occurred while paramedics were on-call. As paramedic costs are paid 50% with the province and 50% cost shared amongst Nipissing municipalities, Dr. Labelle felt that very little additional funding would be required to provide 24hours EMS service in West Nipissing. He challenged the Board to make a resolution to form a committee with the people of West Nipissing to come to a solution to provide 24 hours/day EMS service.

DNSSAB Board members asked if this matter had been brought to West Nipissing council for review or if letters had been submitted to DNSSAB from concerned citizens. Dr. Labelle responded that this matter was brought before the West Nipissing council where a vote 4-3 against the request was passed. Formal letters from concerned citizens have not been submitted to DNSSAB.

Dr. Labelle noted his difficulties in getting accurate financial information regarding the cost of EMS services. The Board noted that financial information regarding DNSSAB's budget including EMS services are available on the DNSSAB website and additional questions regarding EMS could be discussed directly with the manager of EMS, Jean Guy Belzile.

Chair Maroosis commented that it is unfortunate Dr. Labelle was not able to convince his local council of his concerns at the time when DNSSAB was considering our 2014 budget, which has been set for the year. The Chair extended his appreciation on behalf of the Board for the time he took to make this presentation.

Minutes of the Proceedings – Regular Board Meeting (April 15, 2014) Resolution No. 2014-107

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the Minutes of the Proceedings for the Regular Board meeting of Tuesday, April 15, 2014, be adopted as presented. Motion carried.

Minutes of the Proceedings – Special Board Meeting (May 7, 2014)
Resolution No. 2014-108

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the Minutes of the Proceedings for the Special Board meeting of Wednesday, May 7, 2014, be adopted as presented. Motion carried.

CAO Board Report B06-14 Dated May 20, 2014
Resolution No. 2014-109

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

Acting CAO David Plumstead presented the CAO Board Report B06-14 dated May 20, 2014.

Regarding EMS report HEMS18-14, the current EMS station at 890 Beattie street in North Bay presents health and safety concerns regarding space, gender considerations, water issues, safe storage concerns, etc. No capital funding is available for EMS stations; the only cost sharing option that can be pursued with the government is leasing. This report will be further discussed in item 9.3.

Councillor Koziol asked how the Ministry of Community and Social Services can guarantee that the upcoming provincial election will not affect the implementation of SAMS. A formal letter was shared with DNSSAB from MCSS and will be shared with the Board as correspondence at the June 4, 2014 Social Services Committee meeting.

That the Board accept the Report from the Chief Administrative Officer B06-14, dated May 20, 2014 as presented. Motion carried.

Minutes of Proceedings – Executive Audit Committee (May 7, 2014)
Resolution No. 2014-110

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the minutes of proceedings of the Executive Audit Committee meeting of Tuesday, May 7, 2014 be adopted as presented. Motion carried.

Q1 Financial Reports EX09-14
Resolution No. 2014-111

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the District of Nipissing Social Services Administration Board accepts the 2014 first quarter financial report in ADT EX09-14. Motion carried.

Purchase of Altus Dynamics Employee Portal Software EX11-14
Resolution No. 2014-112

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the Purchase of Altus Dynamics Employee Portal Software Report in EX11-14 be received for information. Motion carried.

Amended Apportionment of the Municipal Share of the Approved 2014 Budget EX12-14
Resolution No. 2014-113

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the Amended Apportionment of the Municipal Share of the Approved 2014 Budget Report in EX12-14 be received for information. Motion carried.

KPMG Special Audit Findings EX13-14
Resolution No. 2014-114

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the District of Nipissing Social Services Administration Board accepts for information purposes the summary of the results of the KPMG review of the CHPI One-Time Benefits and the final follow up to the confidential One-Time Shelter Payment Review as presented in report EX13-14. Motion carried.

Citizen Benefit Disbursement Policy EX14-14
Resolution No. 2014-115

Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol

That the District of Nipissing Social Services Administration Board approves the

**Citizen Financial Benefit Disbursement policy as set out in Report EX14-14.
Motion carried.**

**Strategic Projects Update EX15-14
Resolution No. 2014-116**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the Board receive Report EX15-14 as an update on the status of DNSSAB's strategic projects. Motion carried.

**Minutes of Proceedings – Social Services Committee (May 7, 2014)
Resolution No. 2014-117**

**Moved by: Councillor Sarah Campbell
Seconded by: Councillor Judy Koziol**

That the Minutes of Proceedings for the Social Services Committee Meeting of May 7, 2014 be adopted as presented. Motion carried.

**Social Services Program Update SS18-14
Resolution No. 2014-118**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the March 2014 Social Services Program Status Report in SS18-14 be received for information. Motion carried.

**Quality Assurance and Non-Compliance SS19-14
Resolution No. 2014-119**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the District of Nipissing Social Services Administration Board accept and endorse the revised Quality Assurance and Non-Compliance Policy outlined in report SS19-14, attached as Appendix A. Motion carried.

**Provisional, Suspended or Revoked License to Operate a Day Nursery SS20-14
Resolution No. 2014-120**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the District of Nipissing Social Services Administration Board accept and endorse the revised Provisional, Suspended or Revoked License to Operate a Day Nursery Policy outlined in report SS20-14, attached as Appendix A. Motion carried.

**Minutes of Proceedings – Housing and Emergency Medical Service Committee
(May 7, 2014)
Resolution No. 2014-121**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the Minutes of Proceedings for the Housing and Emergency Medical Services Committee of May 7, 2014 be adopted as presented. Motion carried.

**Nipissing District Calls and Response Times HEMS17-14
Resolution No. 2014-122**

**Moved by: Representative George Jupp
Seconded by: Councillor Sarah Campbell**

That the Board accepts the Emergency Medical Services Report HEMS17-14 as information. Motion carried.

**Issues Concerning the EMS Station at 890 Beattie Street, North Bay HEMS18-14
Resolution No. 2014-123**

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

Councillor Judy Koziol declared a conflict of interest regarding the RFEI.

Vice-Chair George Jupp noted concerns with exploring the RFEI now with a new Board looming. Vice-Chair George Jupp made a motion to amend Resolution 2014-123 to state that DNSSAB will not be obligated financially or otherwise to proceed with the results of the RFEI. The motion to amend was seconded by Councillor Daryl Vaillancourt. Acting Chair David Plumstead noted that the DNSSAB would not have any financial obligations as a result of proceeding with the RFEI other than the upfront costs of producing the RFEI and sending it out.

That the District of Nipissing Social Services Administration Board (DNSSAB) instructs staff to issue a Request for Expression of Interest (RFEI) to build and lease an EMS Station in the City of North Bay as set out in report HEMS18-14. Furthermore, staff is instructed to report back to the Board for further consideration and direction on potential options available, supported with financial analysis that will address the concerns relating to the EMS Station.

AND that DNSSAB will not be obligated financially or otherwise. Motion carried.

Investment in Affordable Housing for Ontario - Housing Allowance HEMS19-14 Resolution No. 2014-124

**Moved by: Representative George Jupp
Seconded by: Councillor Judy Koziol**

That the District of Nipissing Social Services Administration Board receive for information report HEMS19-14 Investment in Affordable Housing for Ontario – Housing Allowance. Motion carried.

SMAIR Report HEMS20-14 Resolution No. 2014-125

**Moved by: Councillor Normand Roberge
Seconded by: Councillor Sam Barnes**

That the District of Nipissing Social Services Administration Board receives for information report HEMS20-14 and Attachment “A” 2013 Service Manager Annual Information Return (SMAIR) submitted to the Ministry of Municipal Affairs and Housing (MMAH). Motion carried.

OTHER BUSINESS

Nipissing Innovation Fund SS21-14 Resolution No. 2014-126

**Moved by: Councillor Normand Roberge
Seconded by: Councillor Sam Barnes**

Chair Maroosis remarked that he understood that the Board was to make a determination regarding who should receive the Nipissing Innovation Fund based on the summary and ranking information provided as Appendix 1 of report SS21-14. The Chair then asked if the summary and ranking outlined staff's recommendations for the use of the Nipissing Innovation Fund. The report was presented at the Social Services Committee where no objections came forward and as such the Chair asked if the Board should (accept staff's recommendations and) vote on the matter. The Board proceeded

to vote on the matter of the Nipissing Innovation Fund.

That the Board instruct staff to enter into negotiations with the successful proponents (listed below) of the Nipissing Innovation Fund which includes clear and measurable service delivery targets, reporting requirements and financial accountability measures.

Staff recommended proponents save for Low Income People Involvement. Motion carried.

**Nipissing Innovation Fund SS21-14
Resolution No. 2014-126A**

**Moved by: Councillor Normand Roberge
Seconded by: Councillor Sam Barnes**

Mayor Bill Vrebosch declared a conflict of interest on agenda item 10.1 – Resolution 2014-126 regarding LIPI's application for the Nipissing Innovation Fund.

That the Board instruct staff to enter into negotiations with the successful proponents (listed below) of the Nipissing Innovation Fund which includes clear and measurable service delivery targets, reporting requirements and financial accountability measures.

Staff recommended the proponent of Low Income People Involvement. Motion carried.

**Correspondence
Resolution No. 2014-127**

**Moved by: Councillor Normand Roberge
Seconded by: Mayor Bill Vrebosch**

A Board member requested additional information regarding annual memberships to NOSDA. A response to this question will be brought forward to the Executive Audit Committee meeting of June 4, 2014.

That the District of Nipissing Social Services Administration Board accepts the correspondence as presented for filing. Motion carried.

Move In-Camera
Resolution No. 2014-128

Moved by: Councillor Sam Barnes
Seconded by: Councillor Normand Roberge

That the Board meet in-camera at 3:46PM for a personnel matter. Motion carried.

Adjourn In-Camera
Resolution No. 2014-129

Moved by: Councillor Normand Roberge
Seconded by: Councillor Sam Barnes

That the Board meet in-camera at 3:53PM for a personnel matter. Motion carried.

Adjournment
Resolution No. 2014-130

Moved by: Mayor Bill Vrebosch
Seconded by: Councillor Normand Roberge

That the Regular Board Meeting be adjourned at 3:54PM. Motion carried.

GEORGE MAROOSIS
CHAIR OF THE BOARD

LEO DELOYDE
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Saxon Yanta, Executive Assistant to the CAO