

Sabrina Picard

6147-DNSSAB

From: Saxon Yanta [Saxon.Yanta@dnssab.on.ca]
Sent: Wednesday, October 22, 2014 10:28 AM
To: Bonfield; Calvin Township; Cathy Conrad; Chisholm Township; East Ferris Township; Jerry Knox; Kathleen Eveson; Mattawa; Monique Legault; Nancy Sauve (nancy.sauve@ontario.ca); Papineau-Cameron; South Algonquin Township; Sabrina Picard; West Nipissing
Subject: DNSSAB Board Minutes - September 23, 2014
Attachments: image001.gif; Board Minutes September 23, 2014.docx

Good morning,

Please find attached the DNSSAB Board Minutes from the September 23rd, 2014 Board meeting, approved at the October 21st Board meeting.

Thank you,
Saxon



Saxon Yanta
 Executive Assistant to the CAO | Adjointe exécutive du directeur général
 District of Nipissing Social Services Administration Board (DNSSAB) |
 Conseil d'administration des services sociaux du district de Nipissing (CASSDN)
 Enabling Healthy and Prosperous Communities | Habilitation des communautés saines et prospères

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- File Incoming Other
- Mayor
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- CAO
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- Parks & Rec S C
- Planning S C
- Public Wks S C
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District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – TUESDAY, SEPTEMBER 23, 2014 2:00PM – DNSSAB Guillemette-Rankin Board Room

MEMBERS PRESENT:

Councillor George Maroosis (North Bay) Chair
Representative George Jupp (Unincorporated) Vice Chair
Mayor William Vrebosch (East Ferris)
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), arrived at 2:09PM
Councillor Mark King (North Bay)
Councillor Daryl Vaillancourt (North Bay)
Mayor Dean Backer (East Nipissing)

STAFF ATTENDANCE:

David Plumstead, Acting CAO
Bonnie Kraemer, Director Social Services
Sara Tonks, Director of Finance and Administration
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
Renee Blahut, Human Resources Representative

CALL TO ORDER

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

DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared at this time.

**Adoption of the Roll Call
Resolution No. 2014-154**

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

That the Board of Directors accept the Roll Call as read by the Secretary for the regular Board meeting of September 23, 2014. Motion carried.

**Adoption of the Agenda
Resolution No. 2014-155**

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

That the Agenda for the Regular Board Meeting of Tuesday, September 23, 2014 be adopted as presented. Motion carried.

CHAIR'S REMARKS

Chair George Marosis commented that it was a very busy summer for the Board. He noted that every member of the DNSSAB Board will be running in the upcoming election or have already been acclaimed to their respective positions. As such, the restricted acts by-law is not in effect at this time.

**Minutes of the Proceedings – Regular Board Meeting (June 17, 2014)
Resolution No. 2014-156**

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

That the Minutes of the Proceedings for the Regular Board meeting of Tuesday, June 17, 2014, be adopted as presented. Motion carried.

PRESENTATION

Murphy Couche regarding Native People of Nipissing Housing

Mr. Murphy Couche made a presentation regarding Native People of Nipissing Housing. Members of the Native People of Nipissing Housing Board were in attendance.

In 2011, a presentation was made to the DNSSAB board and at that time, the Native People of Nipissing were instructed by the board to issue memberships to their organization and host annual general meetings. More recently, concerns are being raised that the articles of incorporation for the Native People of Nipissing have been changed without informing DNSSAB. Mr. Couche asked the Board to direct Native People of Nipissing to set aside the membership restrictions.

Chair Maroosis informed the Board that David Plumstead and Pierre Guenette are currently reviewing this file and will provide the board with an update once the review is complete. Mr. Couche was also advised that legal counsel would be sought regarding the DNSSAB's role in this matter. The Chair extended thanks to Mr. Couche for his presentation.

CAO Board Report B08-14 Dated September 23, 2014
Resolution No. 2014-157

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

Acting CAO David Plumstead presented the CAO Board Report B08-14 dated September 23, 2014.

Since the report HEMS24-14 was written, staff have determined that the project outlined in the report will not be far enough along to meet our contribution deadline. As such, alternative uses for the IAH funding will be considered and this will remain as a standing item with the Board until the funding has been committed.

That the Board accept the Report from the Chief Administrative Officer B08-14, dated September 23, 2014 as presented. Motion carried.

Minutes of Proceedings – Executive Audit Committee (September 10, 2014)
Resolution No. 2014-158

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

That the minutes of proceedings of the Executive Audit Committee meeting of Tuesday, September 10, 2014 be adopted as presented. Motion carried.

Restricted Acts After Nomination Day & By-Law Consolidation EX17-14
Resolution No. 2014-159

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

That for information purposes, Board members receive this reminder about restricted business activity that may apply following nomination day (September 12, 2014) as set out in the attached By-Law 2006-06, and any considerations this may bring. Motion carried.

AND That By-Laws 2006-06 and 2000-02 be consolidated into Procedural By-Law 2011-01 (see attachments). Motion carried.

Year to Date Financial Reports EX18-14
Resolution No. 2014-160

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

That the District of Nipissing Social Services Administration Board accepts the Year to Date Financial Report for the period ending July 31, 2014 in ADT EX18-14. Motion carried.

Saving Strategies EX19-14
Resolution No. 2014-161

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

The Executive Audit Committee proposed Option 1 for the Board's consideration. The Board commented that, while saving money is a priority, the greater priority is to stabilize the organization. The Board had previously tasked the hiring committee to find a new CAO as soon as possible, and to proceed with Options 2 or 3 would be to go against that resolution. Additionally, the Board did not want the new Board to be tasked with hiring a new CAO.

That the District of Nipissing Social Services Administration Board approves the savings strategy, option 1 out of the three savings strategy options proposed. Motion carried.

2015 Preliminary Budget Issues EX20-14
Resolution No. 2014-162

Moved by: Councillor Normand Roberge
Seconded by: Councillor Sarah Campbell

That the District of Nipissing Social Services Administration Board accepts the 2015 Preliminary Budget Issues report in ADT EX20-14. Motion carried.

Minutes of Proceedings – Social Services Committee (September 10, 2014)
Resolution No. 2014-163

Moved by: Councillor Normand Roberge
Seconded by: Councillor Sarah Campbell

That the Minutes of Proceedings for the Social Services Committee Meeting of September 10, 2014 be adopted as presented. Motion carried.

Social Services Program Update SS27-14
Resolution No. 2014-164

Moved by: Councillor Sarah Campbell
Seconded by: Mayor Bill Vrebosch

That the Social Services Summer Program Status Report for the period of May to July 2014 in SS27-14 be received for information. Motion carried.

Quality Assurance Program Update SS28-14
Resolution No. 2014-165

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

That the District of Nipissing Social Services Administration Board receives the update on the Nipissing Quality Assurance Achievement Program in Briefing Note SS28-14 for information purposes. Motion carried.

Funerals SS29-14
Resolution No. 2014-166

Moved by: Councillor Sarah Campbell
Seconded by: Mayor Bill Vrebosch

That the District of Nipissing Social Services Administration Board approve the following recommendations in Report SS29-14:

- 1) Advocate to the Province for an increase to the recommended maximum for funeral/burial benefits and for the removal of funeral/burials from the capped discretionary budget (Target completion – October 2014)**
- 2) Re-engage Funeral Directors across the District to discuss recommended Policy changes (Target completion – November 2014)**
- 3) Amend Local Policy and prescribe the mutual expectations between DNSSAB and Funeral Service Providers (Target completion – December 2014)**
- 4) Align and standardize Type A and Type B Funeral Rates to ensure an equitable level of services for all (Target completion – June 2015) Motion carried.**

**Minutes of Proceedings – Housing and Emergency Medical Service Committee
(September 10, 2014)
Resolution No. 2014-167**

**Moved by: Councillor Mark King
Seconded by: Mayor Dean Backer**

That the Minutes of Proceedings for the Housing and Emergency Medical Services Committee of September 10, 2014 be adopted as presented. Motion carried.

**Nipissing District Calls and Response Times HEMS23-14
Resolution No. 2014-168**

**Moved by: Mayor Dean Backer
Seconded by: Councillor Mark King**

Councillor Judy Koziol declared a conflict of interest regarding the EMS base accommodations request for information.

That the Board accepts the Emergency Medical Services Report HEMS23-14 as information. Motion carried.

**IAH-Rental Housing Component HEMS24-14
Resolution No. 2014-169**

**Moved by: Councillor Mark King
Seconded by: Mayor Dean Backer**

That the District of Nipissing Social Services Administration Board receive for information report HEMS24-14 Investment in Affordable Housing for Ontario – Rental Housing Component and Appendix A entitled “Supported and Affordable Housing for Marginalized Populations”. Motion carried.

OTHER BUSINESS

Clarification was sought regarding staff appreciation day at DNSSAB. Staff advised the Board that this is an annual day-long event to recognize years of service and is a day of training, development and team building. The approximate cost to host the event is \$7,000 which comes from savings that staff have incurred from administrative services through the benefit plan. Training and development costs are approved annually through the budget process.

In the future, staff will endeavor to better communicate these events to the Board through the communications officer.

Correspondence
Resolution No. 2014-170

Moved by: Mayor Dean Backer
Seconded by: Councillor Mark King

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

Move In-Camera
Resolution No. 2014-171

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

That the Board meet in-camera at 2:48PM for two personnel matters. Motion carried.

Adjourn In-Camera
Resolution No. 2014-172

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

That the in-camera session be adjourned at 4:07PM. Motion carried.

Deriving from In-Camera
Resolution No. 2014-173

Moved by: Councillor Sam Barnes
Seconded by: Representative George Jupp

David will continue to act as CAO until the end of October to help the new CAO transition to his role. The Board extended their thanks to David for all the work he has done as acting CAO.

BE IT RESOLVED that Joe Bradbury be appointed as Chief Administrative Officer for the District of Nipissing Social Services Administration Board effective Tuesday, October 14, 2014.

BE IT FURTHER RESOLVED that Joe Bradbury be appointed as Administrator under Section 4(3) of the DSSAB Act effective Tuesday, October 14, 2014. Motion carried.

Adjournment

Resolution No. 2014-174

Moved by: Councillor Judy Koziol

Seconded by: Councillor Sarah Campbell

That the Regular Board Meeting be adjourned at 4:10PM. Motion carried.

**GEORGE MAROOSIS
CHAIR OF THE BOARD**

**DAVID PLUMSTEAD
ACTING SECRETARY OF THE BOARD**

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