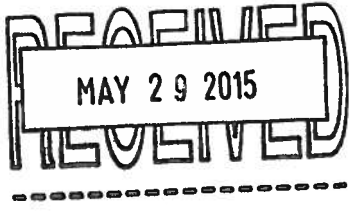


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District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

**REGULAR BOARD MEETING – TUESDAY, APRIL 21, 2015
2:00PM – Sturgeon Falls - Town Hall Council Chambers**

MEMBERS PRESENT:

- Councillor Mark King (North Bay) Chair
- Representative George Jupp (Unincorporated) Vice-Chair
- Councillor George Maroosis (North Bay)
- Councillor Carol Lowery (Temagami)
- Councillor Chris Mayne (North Bay)
- Mayor Leo Jobin (East Nipissing)
- Mayor Jane Dumas (South Algonquin)
- Councillor Jamie Restoule (West Nipissing)

REGRETS:

- Mayor Bill Vrebosch (East Ferris)
- Councillor Derek Shogren (North Bay)
- Councillor Jeff Serran (North Bay)
- Deputy Mayor Sheldon Forgette (North Bay)

STAFF ATTENDANCE:

- Joseph Bradbury, Chief Administrative Officer
- Sara Tonks, Director of Finance and Administration
- Bonnie Kraemer, Director Social Services
- Lynn Demore-Pitre, Manager Social Services (CC)
- Michelle Glabb, Manager Social Services (OW)
- Jean Guy Belzile, Manager EMS
- Pierre Guenette, Manager Housing Services
- Debbie Mills, Director Housing Services
- David Plumstead, Research Analyst
- Marianne Zadra, Communications Officer

- File Incoming Other
- Mayor
- Council *minutes*
- CAO
- Building
- Finance S C
- Ec Dev S C
- Parks & Rec S C
- Planning S C
- Public Wks S C
- PPP
- Social Services
- _____
- _____

CALL TO ORDER

The Regular Board Meeting was called to order at 2:22PM by Chair, Mark King.

DECLARATION OF CONFLICTS OF INTEREST

No declaration of conflicts of interest at this time.

Adoption of the Roll Call

Resolution No. 2015-75

Moved by: Mayor Leo Jobin
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 April 21, 2015. Motion carried.

Adoption of the Agenda

Resolution No. 2015-76

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

That the Agenda for the Regular Board Meeting of Tuesday, April 21, 2015 be adopted as presented. Motion carried.

CHAIR'S REMARKS

The Chair extended the Board's thanks to Mayor Savage and the municipality of West Nipissing for hosting our April Board meeting. Thanks were also extended to Jim Stewart, Jacques Dupuis, and the Sturgeon Falls DNSSAB staff for hosting the board on our tours this afternoon.

The Chair also took this opportunity to recognize Normand Roberge, former DNSSAB Board member, for his years of service on the DNSSAB board. Mr. King commented that Normand has been a great asset to the DNSSAB as a champion for the less fortunate in the community and through his financial acumen. A plaque was presented to Mr. Roberge thanking him for his board contributions.

Minutes of the Proceedings – Regular Board Meeting (March 24, 2015)

Resolution No. 2015-77

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

That the Minutes of the Proceedings for the Regular Board meeting of Tuesday, March 24, 2015 be adopted as presented. Motion carried.

B04-15 Report from the Chief Administration Officer Dated April 21, 2015
Resolution No. 2015-78

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

That the Board accept the Report from the Chief Administrative Officer B04-15, dated April 21, 2015 as presented. Motion carried.

Councillor Chris Mayne sought clarification regarding the Nipissing Innovation Fund. The fund is 100% municipally funded, with approximately 60% of the total fund representing the North Bay portion.

Minutes of Proceedings – Executive Audit Committee Meeting (April 14, 2015)
Resolution No. 2015-79

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

Councillor Jamie Restoule noted that he was not present for the Executive Audit Committee Meeting.

Representative George Jupp noted he was the chair of the meeting, not George Maroosis as indicated in the minutes.

That the minutes of proceedings for the Executive Audit Committee Meeting of Tuesday, April 14, 2015 be adopted as amended.

Note that Jamie Restoule was not present. George Jupp chaired the meeting, not George Maroosis. These corrections will be noted in the minutes. Motion carried.

Board Service Reimbursement Policy EX06-15
Resolution No. 2015-80

Moved by: Councillor George Maroosis
Seconded by: Mayor Leo Jobin

Representative George Jupp put forward the recommendation that the board service reimbursement policy be referred back to committee for clarification. He noted that the payment schedule has not been satisfied as of yet. Also, there does not seem to be a decision about the tablets. He did not feel that it should be up to the board of directors to decide from the 3 options presented.

George Maroosis suggested that the motion be amended. He proposed that the report should be returned to Executive Audit Committee. This was seconded by George Jupp. All board members were in favour of sending the report back to Committee for May 12.

That the Board accepts the Board Service Reimbursement Policy which will replace the existing Honoraria, Absenteeism and Expenses Policy and that the Board Service Reimbursement Policy be reviewed every four years as outlined in report EX06-15. Motion referred back to Executive Audit Committee for May 12, 2015.

**Minutes of Proceedings – Housing and Emergency Medical Services Committee
(April 14, 2015)**

Resolution No. 2015-81

**Moved by: Councillor Carol Lowery
Seconded by: Representative George Jupp**

That the Minutes of Proceedings for the Housing and EMS Committee meeting of Tuesday, April 14, 2015 be adopted as presented. Motion carried.

**EMS Update/Nipissing District Calls and Response Times HEMS13-15
Resolution No. 2015-82**

**Moved by: Representative George Jupp
Seconded by: Councillor Carol Lowery**

That the Board accepts the Emergency Medical Services Report HEMS13-15 as information. Motion carried.

**SMAIR Report HEMS14-15
Resolution No. 2015-83**

**Moved by: Councillor Carol Lowery
Seconded by: Representative George Jupp**

That the District of Nipissing Social Services Administration Board receives for information report HEMS14-15 and Attachment “A” 2014 Service Manager Annual Information Return (SMAIR) submitted to the Ministry of Municipal Affairs and Housing (MMAH). Motion carried.

**HPS RFP Update HEMS15-15
Resolution No. 2015-84**

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

That the DNSSAB Board authorizes the Chair and the CAO to enter into a service agreement with Crisis Centre North Bay for the delivery of a homelessness project recommended by the Nipissing District Homelessness and Housing Partnership for 2015-2016. Motion carried.

**CHPI RFP Update HEMS16-15
Resolution No. 2015-85**

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

Councillor George Maroosis declared a conflict of interest.

That the District of Nipissing Social Services Administration Board (DNSSAB) receive for information purposes Report HEMS16-15, an update on the Requests for Proposals under Nipissing's Community Homelessness Prevention Initiative (CHPI) 2014-15 Q4 Expenditure Plan. Motion carried.

**Nipissing Community Homelessness Prevention Initiative (CHPI) 2015-15 Q4
Additional Expenditures HEMS17-15
Resolution No. 2015-86**

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

Councillor George Maroosis declared a conflict of interest.

That the District of Nipissing Social Services Administration Board approves staff to enter into contracts using uncommitted funds under the Community Homelessness Prevention Initiative (CHPI) with a total cost no greater than \$109,047 as set out in Appendix A, resulting from proposals originally submitted in response to the Request for Proposal under the 2015 Nipissing Innovation Fund. These proposals meet the Community Homelessness Prevention Initiative program requirements for the provision of homelessness prevention services. Motion carried.

**Minutes of Proceedings – Social Services and Employment Committee (April 14, 2015)
Resolution No. 2015-87**

**Moved by: Councillor Jamie Restoule
Seconded by: Councillor Carol Lowery**

That the Minutes of Proceedings for the Social Services and Employment Committee meeting of Tuesday, April 14, 2015 be adopted as presented. Motion carried.

**Children's Services Status Report SSE13-15
Resolution No. 2015-88**

**Moved by: Councillor Jamie Restoule
Seconded by: Councillor Carol Lowery**

That the February 2015 Children's Services Program Status Report in SSE13-15 be received for information. Motion carried.

**Nipissing Innovation Fund SSE14-15
Resolution No. 2015-89**

**Moved by: Councillor Carol Lowery
Seconded by: Councillor Jamie Restoule**

Councillor George Maroosis declared a conflict of interest.

That the District of Nipissing Social Services Administration Board receive and endorse the recommendations as presented in Appendix A, on the distribution of the 2015 Nipissing Innovation Fund, in report SSE14-15. Furthermore, that the Board instruct staff to negotiate and enter in an agreement with the successful proponents as listed or determined by the Board. Motion carried.

**Employment Update SSE15-15
Resolution No. 2015-90**

**Moved by: Councillor Carol Lowery
Seconded by: Councillor Jamie Restoule**

That the District of Nipissing Social Services Administration Board receive this update on DNSSAB Employment Services in Briefing Note SSE15-15 for information. Motion carried.

**SAMS Review SSE16-15
Resolution No. 2015-91**

**Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis**

That the Transition Plan Review of the Social Assistance Management System in SSE16-15 be received for information. Motion carried.

Correspondence

Resolution No. 2015-92

Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis

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

OTHER BUSINESS

No other business.

In-Camera

Resolution No. 2015-93

Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis

That the Board meet in-camera at 2:47PM for a contract matter. Motion carried.

Adjourn In-Camera

Resolution No. 2015-94

Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis

That the in-camera session be adjourned at 2:58PM. Motion carried.

Deriving from In-Camera

Resolution No. 2015-95

Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis

Councillor George Maroosis suggested that the motion be amended to include the following:

“And that the CAO and Board Chair be authorized to sign the contract on behalf of the DNSSAB board.”

This motion was seconded by Representative George Jupp. The revised motion was accepted by the Board.

That the recommendations outlined in confidential report HEMS18-15 be adopted as presented.

And that the CAO and Board Chair be authorized to sign the contract on behalf of the DNSSAB board. Motion carried.

Adjournment
Resolution No. 2015-96

Moved by: Councillor Chris Mayne
Seconded by: Councillor George Maroosis

That the Regular Board Meeting be adjourned at 2:59PM. Motion carried.

MARK KING
CHAIR OF THE BOARD

JOSEPH BRADBURY
SECRETARY OF THE BOARD

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