



**MINUTES OF PROCEEDINGS**

**REGULAR BOARD MEETING – WEDNESDAY MAY 22, 2019**  
**3:00 PM – West Nipissing Council Chamber 101-225 Holditch Street, Sturgeon Falls.**

**MEMBERS PRESENT:**

Mayor Dean Backer (East Nipissing)  
Councillor Mac Bain (North Bay) via teleconference  
Mayor Jane Dumas (South Algonquin)  
Councillor Mark King (North Bay)  
Councillor Terry Kelly (East Ferris)  
Councillor Chris Mayne (North Bay)  
Councillor Dave Mendicino (North Bay)  
Mayor Dan O'Mara (Temagami) via teleconference  
Councillor Dan Roveda (West Nipissing)  
Councillor Scott Robertson (North Bay) via teleconference  
Representative Amanda Smith (Unincorporated)

**REGRETS:**

Councillor Bill Vrebosch (North Bay)

**STAFF ATTENDANCE:**

Joseph Bradbury, Chief Administrative Officer  
Jean Guy Belzile, EMS Chief  
Melanie Shaye, Director of Corporate Services  
Lynn Démoré-Pitre, Director of Children's Services  
Michelle Glabb, Director Social Services  
Marianne Zadra, Executive Coordinator and Communications  
Stacey Cyopeck, Manager, Housing Services  
Pierre Guenette, Manager, Housing Operations

**CALL TO ORDER**

The Regular Board Meeting was called to order at 3:02 PM by Chair Mark King.

**DECLARATION OF CONFLICTS OF INTEREST**

No conflicts were declared.

**Adoption of the Roll Call  
Resolution No. 2019-73**

**Moved by:** Councillor Terry Kelly  
**Seconded by:** Councillor Dan Roveda

**That the Board of Directors accepts the Roll Call as read by the Secretary for the Regular Board meeting of May 22, 2019. Motion carried.**

**PRESENTATIONS**

[The Auditor presented later in the agenda.]

**Adoption of the Agenda  
Resolution No. 2019-74**

**Moved by:** Councillor Terry Kelly  
**Seconded by:** Councillor Dan Roveda

**That the Board accepts the agenda for the Regular Board meeting of May 22, 2019. Motion carried.**

**Minutes of Proceedings**

**Resolution No. 2019-75**

**Moved by:** Councillor Dave Mendicino  
**Seconded by:** Mayor Jane Dumas

***Resolved* THAT the Board adopt the minutes of the proceedings of the Proceedings of the Regular Board Meeting of April 24, 2019.**

**Motion carried.**

**CHAIR'S REMARKS**

Chair Mark King welcomed everyone to the West Nipissing council chambers and thanked Mayor Savage, Councilor Roveda and Deputy Clerk Dupuis for their hospitality and for hosting our Board meeting.

The Chair talked about conferences attended by himself, the CAO and other members,

including the OMSSA conference in Thunder Bay where they also visited social housing units and long term care homes, remarking that municipality seems to be advanced in this respect. The Chair also mentioned FONOM, attended by the Chair, CAO and members Bain, Kelly, Roveda and Vrebosch. He congratulated Councilor Bain on an award he received from FONOM.

The Chair reminded members the auditors would be presenting the financial statements for 2018.

He also indicated the CAOs last day is June 10<sup>th</sup> but that he would be attending the Board meeting in South Algonquin on June 19<sup>th</sup>. He also stated that the Board move immediately to start the recruitment process for the new CAO, and that anyone with concerns can speak with him after the Board meeting.

### **CAO Report** **Resolution #2019-76**

**Moved by:** Councillor Roveda  
**Seconded by:** Councillor Terry Kelly

The CAO talked about provincial budget implications with relation to child care and EMS, and funding that has been either frozen or reduced. Ministry officials are concerned about potential EMS service reduction in South Algonquin, particularly Algonquin Park since the area sees in excess of 1.1M visitors a year. They advise they are willing to meet to offset this expense so it's not advisable to close this station now. Over the next month or so we should have clarity about funding for that station. Municipal clerks of member municipalities have been informed about a potential levy adjustment. Information we're receiving from the province is sporadic so we have no idea about shortfalls. We don't have sufficient reserves in EMS to offset this cost. And there are additional risks with other costs that are outside of our control, such as PTSD and equipment. The province continues to insist front line jobs won't be lost.

The Indigenous Hub is moving ahead well. He also offered a reminder that the South Algonquin Community Hub will have its official opening the same day as the Board meeting.

The Board will be asked to approve a motion to go ahead with a business case for additional housing to be built at the Edgewater property. The approved build could receive up to 95% federal funding. There are no guarantees but if approved the project can move ahead with an additional 92 units to help with increase required units towards service level standards.

Caseloads are trending down again. This is significant in a negative fiscal environment

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when we're not growing as a community. It's unclear if we can sustain this trend.

Mayor Backer asked about flexibility of staff regarding EMS and if a reduction would put people at risk. The CAO does not recommend a reduction in staffing patterns. The only area this would be feasible would be in the closure of a station or reductions in West Nipissing or North Bay. Call volumes in both those areas warrant current staffing patterns and even enhanced staffing patterns.

CAO added we don't want reserves to be used and auditor will point this out. Cash flow can change very quickly depending on what transpires with the province. Currently we have 30-days of reserve coverage if funding was to stop. The \$225K shortfall is just for EMS and at this time.

Councillor Mendicino asked if there is any sense of movement with the province regarding EMS. The EMS funding level is at 2017 levels that doesn't reflect increases since then. The Chair says the province claims they will do everything they can to work with us. Further discussion about EMS funding followed.

The Chair indicated he has big concerns about not having a CAO at this time, and that is why he is pushing to have a search begin soon.

There was no support at the executive level to move forward with an added levy and Board members felt they need more definite information before making any decisions. They want to know as much as possible because they don't want to go to their municipality more than once, if at all. It was agreed to continue the discussion at the June meeting in South Algonquin. Mayor Backer suggested that managers be advised to move ahead as usual.

**Resolved THAT the Board accepts the Report from the Chief Administrative Officer B04-19, dated May 22, 2019.**

**Motion carried.**

### **Consent Agenda**

#### **Resolution #2019-77**

**Moved by:** Mayor Dean Backer

**Seconded by:** Mayor Jane Dumas

**Resolved THAT the Board of Directors approves the Consent Agenda of May 22, 2019 which includes the following:**

**7.1 Executive Audit Committee Minutes – May 7, 2019**

**7.2 Social Services and Employment Committee Minutes – May 7, 2019**

**7.3 Children's Services and EMS Committee Minutes – May 7, 2019**

**7.4 Housing Services Minutes – May 7, 2019**

**7.5 Special Board Meeting Minutes – May 7, 2019**

**7.6 Correspondence/Media Coverage**

7.6.1 Memo from MOHLTC received May 7 2010 RE 2019/20 Land Ambulance Budget Allocation

7.6.2 May 9 2019 Nugget article RE May 9 Nugget Article RE DNSSAB issues 30-day layoff and surplus notices

7.6.3 May 9 2019 Nugget Article RE Province freezes EMS funding

7.6.4 May 10 Nugget Article RE North Bay Crisis Centre braces for surge in demand

**Motion carried.**

**EX14-19 2018 Investment Report  
Resolution #2019-78**

**Moved by:** Councillor Dave Mendicino

**Seconded by:** Representative Amanda Smith

*Resolved* THAT the Board of Directors accepts the 2018 Investment Report EX14-19 for information purposes.

**Motion carried.**

**HS09-19 Edgewater Development Briefing  
Resolution #2019-79**

**Moved by:** Councillor Dan Roveda

**Seconded by:** Mayor Dean Backer

*Resolved* THAT the District of Nipissing Social Services Administration Board (DNSSAB) provides a decision on the immediate future of the Co-Investment Fund application for an affordable housing development located on the property of 365 Lakeshore Drive, North Bay, as outlined in report HS09-19.

**Motion carried.**

**In - Camera  
Resolution #2019-80**

**Moved by:** Councillor Dan Roveda

**Seconded by:** Councillor Terry Kelly

THAT the Board move in-camera at 3:58 to discuss a legal matter.

**Motion carried.**

**\*\*\*In Camera minutes are filed separately\*\*\***

**Adjourn In-Camera**  
**Resolution #2019-81**

**Moved by:** Councillor Terry Kelly  
**Seconded by:** Councillor Dave Mendicino

**THAT the Board adjourns in-camera at 4:14.**

**Motion carried.**

**Approve In-Camera**  
**Resolution No. 2019-82**

**Moved by:** Mayor Jane Dumas  
**Seconded by:** Representative Amanda Smith

**THAT the Board accepts action(s) discussed in-camera.**

**CARRIED**  
**Staff returned to the room.**

The Auditors presented their findings and financial statements at this time. Dean Decaire of BDO Canada, North Bay walked members through the audit findings and financial statements. He explained that Board has oversight of the organization. The external auditor must be licensed and independent and he explained this along with materiality. Materiality was set at \$1M for DNSSAB. He noted the biggest change in 2017 to 2018 was in Childcare with an increase of about \$7M. DNSSAB has net assets of \$5.9M but much of this is earmarked. DNSSAB has a clean audit in the non-consolidated financial statements. There are no statements of claim against DNSSAB. The auditor commended Senior Accountant Justin Avery and his team on a job well done.

**In-Camera**  
**Resolution No. 2019-83**

**Moved by:** Councillor \_\_\_\_\_  
**Seconded by:** Councillor \_\_\_\_\_

**THAT the Board move in-camera at \_\_\_\_\_ to discuss a financial matter.**

**Adjourn In-Camera**  
**Resolution No. 2019-84**

**Moved by:** Councillor \_\_\_\_\_

~~Seconded by: Councillor~~

~~THAT the Board of Directors Adjourns the in-camera session at \_\_\_\_\_ PM.~~

Members felt no need to have a private discussion with the Auditor, and decided to forgo the in-camera session scheduled on the agenda.

**Accept Financial Statements**  
**Resolution No. 2019-84**

**Moved by:** Mayor Dean Backer  
**Seconded by:** Councillor Dave Mendicino

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the information presented at the in-camera session;

AND THAT the District of Nipissing Social Services Administration Board accepts the 2018 Audited Non-Consolidated Financial Statements and the Audited Consolidated Financial Statements as presented by the Auditors.

**OTHER BUSINESS**

Councillor Bain asked for clarity on the hiring committee for the CAO. It was determined previously that Councillors Kings, Bain, Roveda and Mayor O'Mara would be on the hiring committee. It was clarified that Sudbury Manitoulin District CAO Fern Dominelli has agreed to be part of this process.

**Next Meeting Date**

Wednesday, June 19, South Algonquin Township Office, Whitney

**Adjournment**  
**Resolution No. 2018-86**

**Moved by:** Councillor Dan Roveda  
**Seconded by:** Councillor Terry Kelly

**Resolved** That the Board meeting be adjourned at 4:55 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