



## REGULAR BOARD MEETING AGENDA

### Healthy, Sustainable Communities

**Date:** Wednesday, May 25, 2022

**Time:** Regular DNSSAB Board Meeting at 2:00 PM (or directly following the Finance and Administration Committee)

**Location:** By video conference while pandemic protocols are in place

Join Zoom Meeting

<https://us06web.zoom.us/j/87203412773?pwd=cWpxL2RvVjJKSG5iTDdvRnRpbDFldz09>

Meeting ID: 872 0341 2773

Passcode: 74218230

One tap mobile

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**Members:** Councillor Mark King (Chair), Councillor Dan Roveda (Vice-Chair), Mayor Dean Backer, Councillor Mac Bain, Mayor Jane Dumas, Councillor Terry Kelly, Councillor Chris Mayne, Councillor Dave Mendicino, Mayor Dan O'Mara, Councillor Scott Robertson, Representative Amanda Smith, Councillor Bill Vrebosch.

Item	Topic
1.0	<b>1.1 Call to Order</b>  <b>MOTION: #2022-42</b> <i>Resolved</i> THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of May 25, 2022 at ____ PM.  <b>1.2 Declaration of Conflict of Interest</b>

Item	Topic
2.0	<b>Opening remarks by the Chair</b>
3.0	<b>Approval of Agenda for May 25, 2022</b> <b>MOTION: #2022-43</b> THAT Board members accept the Agenda as presented.
4.0	<b>Approval of Minutes (April 27-2022)</b>  <b>4.1 MOTION: #2022-44-A</b> THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of April 27, 2022.  <b>4.2 MOTION: #2022-44-B</b> THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of April 27, 2022.
5.0	<b>Delegations- Crisis Centre North Bay – Executive Director Sue Rinneard</b>
6.0	<b>6.1 CAO VERBAL UPDATE:</b>  <b>MOTION: #2022-45</b> THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for May 25, 2022.
7.0	<b>CONSENT AGENDA</b> - <i>All items in the consent agenda are voted on collectively. The Chair will call out each item for consideration of discussion. Any item can be singled out for separate vote; then, only the remaining items will be voted on collectively.</i>  <b>MOTION: #2022-46</b> THAT the Committee receives for information or approval, Consent Agenda items 7.1 to 7.2.  <b>7.1 B13-21 Board Accomplishments during the 2019-2022 Term</b> - Report B13-22 is a summary report reflecting back on the Board's accomplishments over the past three and a half years and is for information purposes.  <b>7.2 HS23-22 Encampment Response Status Update</b> - Report HS23-22 provides an update on the Encampment Response Protocol for the District of Nipissing (DNSSAB) and is for information purposes.
8.0	<b>MANAGERS REPORTS</b>

Item	Topic
	<p><b>8.1 Approve Audited Financial Statements.</b></p> <p><b>MOTION: #2022-47</b>  THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the audited financial statements as presented and approved at the Finance and Administration Committee Resolution #FA03-2022.</p>
	<p><b>8.2 B14-22 Appointment of Auditors for 2022</b></p> <p><b>MOTION: #2022-48</b>  That the District of Nipissing Social Services Administration Board (DNSSAB) reappoint the firm BDO Canada LLP as its auditor for the year ending December 31, 2022.</p>
	<p><b>8.3 HS24-22 Canada-Ontario Community Housing Initiative (COCHI) &amp; Ontario Priorities Housing Initiative (OPHI) – 2022-2023 Investment Plan</b></p> <p><b>MOTION: #2022-49</b>  THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the Canada-Ontario Community Housing Initiative (COCHI) &amp; Ontario Priorities Housing Initiative (OPHI) – 2022-2023 Investment Plan, attached as Appendix A, for the District of Nipissing and as set out in report HS24-22; and</p> <p>Furthermore, that the District of Nipissing Social Services Administration Board authorizes staff to reallocate funds throughout the 2022/23 fiscal year to qualifying projects, up to the CAO delegated authority based on emerging priorities in the district.</p>
<b>9.0</b>	<b>OTHER/NEW BUSINESS</b>
<b>10.0</b>	<p><b>NEXT MEETING DATE</b>  Wednesday, June 22, 2022</p>
<b>11.0</b>	<p><b>ADJOURNMENT</b></p> <p><b>MOTION: #2022-50</b>  THAT the Board meeting be adjourned at _____.</p>



## MINUTES OF PROCEEDINGS

### REGULAR BOARD MEETING – APRIL 27, 2022

1:00 PM

Virtually via Zoom

#### **MEMBERS PRESENT:**

Councillor Terry Kelly (East Ferris)

**Councillor Mark King - Chair (North Bay)**

Councillor Dave Mendicino (North Bay)

**Councillor Dan Roveda Vice Chair (West Nipissing)**

Councillor Bill Vrebosch (North Bay)

Mayor Dean Backer (East Nipissing)

Representative Amanda Smith (Unincorporated)

Councillor Mac Bain – (North Bay)

Councillor Chris Mayne (North Bay)

Mayor Jane Dumas (South Algonquin)

Councillor Scott Robertson (North Bay)

#### **REGRETS**

Mayor Dan O'Mara (Temagami)

#### **STAFF ATTENDANCE:**

Catherine Matheson, CAO

Marianne Zadra, Executive Coordinator and Communications

Melanie Shaye, Director of Corporate Services

David Plumstead – Manager Planning, Outcomes & Analytics

Justin Avery, Manager of Finance

Stacey Cyopeck, Director, Housing Programs

Tracy Bethune, Manager, Housing Operations

Lynn Demore-Pitre, Director, Children's Services

Michelle Glabb, Director, Social Services and Employment  
Tyler Venable, Manager of Housing Programs  
Dawn Carlyle, Project Manager  
Donna Mayer, Manager of Project Development  
Bryce Gartner, Community Paramedicine Commander  
Matthew Campbell, Contract and Purchasing Specialist

### **1.1 CALL TO ORDER**

#### **Resolution No. 2022-32**

**Moved by:** Mac Bain

**Seconded by:** Amanda Smith

**Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of April 27, 2022 at 1:28 PM.**

The regular Board Meeting was called to order at 1:28 PM by Chair Mark King.

***Carried.***

### **1.2 DECLARATION OF CONFLICTS OF INTEREST**

Representative Amanda Smith declared a conflict with an in-camera matter.

### **2.0 CHAIR'S REMARKS**

The Chair welcomed everyone and recounted the grand opening event at Northern Pines and thanked staff and community partners, developer and architect and operator CCNB. He noted the positive media coverage included an announcement by MPP Fedeli's ministry for the pre-ECE program and successful application for training funding. He thanked Lynn for attending the event for this announcement as well. He noted a quote "wicked problems without solutions" regarding the child care program expansion and lower child care costs, yet with more ECEs needed for staffing.

The chair also noted a staffing shortage within EMS as recounted by NOSDA and the Chair noted staffing shortages is a problem in Northern Ontario.

He informed the board about the hybrid meeting model coming to the board in May. The Board has the option to attend in person or virtually. Public and the media attendance will continue virtually.

### **3.0 ADOPTION OF THE AGENDA**

#### **Resolution No. 2022-33**

**Moved by:** Bill Vrebosch

**Seconded by:** Mac Bain

**Resolved THAT the Board accepts the agenda as presented.**

***Carried.***

### **4.0 APPROVAL OF MINUTES**

#### **4.1 Resolution No. 2022-34-A**

**Moved by:** Scott Robertson

**Seconded by:** Dave Mendicino

**Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of March 23, 2022.**

***Carried.***

#### **4.2 Resolution No. 2022-34-B**

**Moved by:** Terry Kelly

**Seconded by:** Jane Dumas

**Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of March 23, 2022.**

***Carried.***

### **5.0 DELEGATIONS – none at this time.**

### **6.0 CAO VERBAL UPDATE**

#### **Resolution No. 2022-35**

**Moved by:** Dean Backer

**Seconded by:** Dan Roveda

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for April 27, 2022.**

CAO Catherine Matheson identified all program areas that are undergoing system changes provincially and nationally and that the Board will be keep up to date on these changes,

including:

- The Canada wide early learning and child care plan now signed by the Province of Ontario
- Ontario Works Transformation
- National Housing Strategy and roll out of additional affordable housing opportunities
- EMS transition to Direct Delivery
- Implementation of 60 Transitional Housing units
- Our continued role in Ontario Health Teams role and our connection with them
- Community Paramedicine Program
- Employment Service Transformation

The CAO also reassured the board that staff and the organization as a whole are engaged with partner member organizations to ensure DNSSAB's voice is heard at the local, provincial levels as well as national planning and advocacy tables for these initiatives.

***Carried.***

## **7.0 CONSENT AGENDA – no items at this time.**

## **8.0 MANAGER'S REPORTS**

### **8.1 HS21-22 2022-23 Homelessness Prevention Program and Social Services Relief Fund Phase 5 Investment Plans**

#### **RESOLUTION: #2022-36**

**Moved by:** Mac Bain

**Seconded by:** Amanda Smith

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the 2022/23 Investment Plan for the Homelessness Prevention Program (HPP); and the April 1, 2022 to December 31, 2022 Investment Plan for the Social Service Relief Fund Phase 5 (SSRF P5), as set out in report HS21-22; and**

**Furthermore, THAT the District of Nipissing Social Services Administration Board authorizes staff to reallocate funds throughout the 2022/23 fiscal year to qualifying provincial projects, up to the CAO delegated authority based on emerging priorities in the district.**

Housing Programs Director Stacey Cyopeck reviewed how the Homelessness Prevention Program (HPP), announced on March 7 consolidates the Community Homelessness Prevention Initiative, Home for Good and Strong Communities Rent Supplement programs. She also reviewed where the allocations are going as well as the SSRF 5 allocation of \$1.29M announced on April 8. The funding supports earlier identified priorities.

***Carried.***

## **8.2 PS03-22 Proposed Study and Potential Acquisition of CPR Assist Devices**

### **RESOLUTION: #2022-37**

**Moved by:** Mac Bain

**Seconded by:** Scott Robertson

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive briefing note PS03-22 and approve a proposed development of a trial program to determine the efficacy of CPR assist devices when used by paramedics; and;**

**THAT the study will be completed in 2022 with any recommendations to be brought forward before the end of 2022.**

Paramedic Services Chief Rob Smith reviewed his report and noted how it came about based on a resolution from Temagami council, requesting a CPR assist device for their station. A study was proposed to review the efficacy and frequency of use for the devices in different settings, i.e. rural and urban. Study costs can be managed within the current budget. If found to be beneficial, future expenditures could be proposed in a future budget.

***Carried.***

## **8.2 In Camera**

### **RESOLUTION: #2022-38**

**Moved by:** Dean Backer

**Seconded by:** Dan Roveda

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 1:55 PM to discuss information supplied in confidence.**

***Carried***

**[In-camera minutes are filed separately.]**

## **8.2 Adjourn In Camera**

### **RESOLUTION: #2022-39**

**Moved by:** Chris Mayne

**Seconded by:** Mac Bain

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 2:58 PM.**



***Carried***

**8.3 Approve In Camera**

**RESOLUTION: #2022-40**

**Moved by:** Terry Kelly

**Seconded by:** Amanda Smith

**Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.**

***Carried.***

**9. NEW BUSINESS**

There was no new business brought forward.

**10. NEXT MEETING DATE**

Wednesday, May 25, 2022.

**11. ADJOURNMENT**

**Resolution No. 2022-41**

**Moved by:** Bill Vrebosch

**Seconded by:** Chris Mayne

**Resolved THAT the Board meeting be adjourned at 2:59 PM.**

***Carried.***

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MARK KING  
CHAIR OF THE BOARD

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CATHERINE MATHESON  
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

## MINUTES OF PROCEEDINGS

### **COMMUNITY SERVICES COMMITTEE MEETING WEDNESDAY, APRIL 27, 2022 12:00 PM – VIRTUALLY VIA ZOOM**

#### **MEMBERS PRESENT:**

Mayor Dean Backer (East Nipissing)  
Councillor Mac Bain – (North Bay)  
Mayor Jane Dumas (South Algonquin)  
Councillor Terry Kelly – (East Ferris)  
Councillor Mark King – (North Bay)  
**Councillor Dave Mendicino - Vice Chair (North Bay)**  
Councillor Scott Robertson (North Bay)  
**Councillor Dan Roveda - Chair (West Nipissing)**  
Representative Amanda Smith (Unincorporated)  
Councillor Bill Vrebosch (North Bay)  
Councillor Chris Mayne (North Bay)

#### **REGRETS**

Mayor Dan O'Mara (Temagami)

#### **STAFF ATTENDANCE:**

Catherine Matheson, CAO  
Marianne Zadra, Executive Coordinator and Communications  
Melanie Shaye, Director of Corporate Services  
Michelle Glabb, Director of Social Services and Employment  
Lynn Demore-Pitre, Director Children's Services  
Stacey Cyopeck, Director, Housing Programs  
Tracy Bethune, Manager, Housing Operations  
Robert Smith, EMS Chief  
Justin Avery, Manager of Finance  
Dawn Carlyle, Project Manager

David Plumstead, Manager Planning, Outcomes & Analytics  
Donna Mayer, Manager of Project Development  
Alexandra Murphy Melnichuk, Business Operations Analyst

## **1.1 CALL TO ORDER**

**1.2** The Community Services Committee was called to order at 12:00 PM by Chair Dan Roveda.

## **1.3 DECLARATION OF CONFLICTS OF INTEREST**

None were declared.

## **2.0 CHAIR'S REMARKS**

Chair Can Roveda welcomed members and guests

## **3.0 ADOPTION OF THE AGENDA**

### **RESOLUTION: #CSC14-2022**

MOVED BY: Bill Vrebosch

SECONDED BY: Scott Robertson

**That the agenda for the Community Services Committee is accepted as presented, with the change noted in the delegation section.**

[The delegation is rescheduled for May's meeting.]

***Carried.***

**4.0 DELEGATIONS** – [Sue Rinneard of Crisis Centre North Bay will present at May's meeting.]

## **5.0 CONSENT AGENDA**

### **RESOLUTION: #CSC15-22**

MOVED BY: Scott Robertson

SECONDED BY: Jane Dumas

**THAT the Committee receives for information Consent Agenda items 5.1 to 5.3.**

Members indicated they wish to discuss all items in the consent agenda.

**5.1 SSE04-22 Understanding Systems: The 2021 Report of the National Advisory Council on Poverty** – information on a summary of “Understanding Systems: The 2021 Report of the National Advisory Council on Poverty.CSC03-22 Canada’s Early Years and Child Care Plan.

Social Services and Employment Director Michelle Glabb briefly reviewed the highlights of the report, noting the next reports will bring information down to the local level.

**5.2 HS17-22 Service Manager Annual Information Return (SMAIR)**

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives for information report HS17-22 detailing the 2021 Service Manager Annual Information Return (SMAIR) as submitted to the Ministry of Municipal Affairs and Housing (MMAH).

Housing Programs Director Stacey Cyopeck highlighted the key points in her report noting especially that Service Level Standards are down to 213 from 249 with 36 added units in 2021. She also noted that increases in the waiting list may be attributable to increasing costs in the rental market which make it unaffordable for some, adding the pandemic has also had an effect.

**5.3 HS19-22 Ontario Affordability Task Force Report** – information on details of the Ontario Housing Affordability Task Force report highlighting expert recommendations for additional measures to increase the supply of market housing to address the housing crisis, as well as AMO’s response to the Task Force report and furthermore, that the report will be shared with District municipalities.

Stacey Cyopeck presented the key points of the report, noting AMO’s (Association of Municipalities of Ontario) observation that the solutions are targeted at the local level rather than focusing on the provincial level and what the Province can do. There was discussion about how the report is largely directed at what developers can do.

***Carried.***

**6.0 MANAGERS’ REPORTS**

**6.1 CS04-22 Canada-Wide Early Learning and Child Care (CWELCC) Plan**

**RESOLUTION: #CSC16-22**

MOVED BY: Dave Mendicino

SECONDED BY: Mark King

**THAT the District of Nipissing Social Services Administrative Board (DNSSAB) accepts Briefing Note CS04-22 for information and that the DNSSAB Board directs staff to develop of an expansion plan to address the early years and**

**licensed child care needs in the district; and,**

**THAT the plan be brought to committee for consideration by October 2022.**

Children's Services Director, Lynn Démoré-Pitre reviewed the highlights of the report, explaining how fee subsidy works and how the aim is to reduce the cost of child care to \$10/day by 2025. She indicated her team will establish policies and best practices for providers and will be back with this information and the expansion plan. She noted as well that a letter written to Minister Stephen Lecce asking that the province reach an agreement with the Federal Government, as requested by the Board, ultimately was not sent as such an agreement was reached before the letter could be issued. There was discussion about the gap in salaries for ECE's employed by school boards versus child care centres, and what conditions might prevent licensed centres from participating. Lynn indicated Children's Services will work with licensed centres to prepare and support them with the changes.

***Carried.***

## **6.2 HS22-22 Coordinated Access Nipissing Update and Prioritization of Housing and Homelessness Resources**

### **RESOLUTION: #CSC17-22**

MOVED BY: Mark King

SECONDED BY: Dave Mendicino

**THAT the District of Nipissing Social Services Administration Board receives report HS22-22 providing an update on Coordinated Access Nipissing and approves the Prioritization of Housing and Homelessness Resources as set out in the report.**

Stacey indicated this is an update on the coordinated access process and a recommendation on the prioritization of housing resources. Coordinated access will be prioritized using the By Name List and tenants will be followed for one year to make sure housing is sustained.

***Carried.***

## **6.3 Move in Camera**

### **RESOLUTION: #CSC18-22**

MOVED BY: Jane Dumas

SECONDED BY: Bill Vrebosch

**THAT the Committee move in-camera at 12:37 PM to discuss information supplied**

in confidence and a matter of negotiation.

*Carried.*

### **6.3 Adjourn In Camera**

#### **RESOLUTION: #CSC19-22**

MOVED BY: Scott Robertson  
SECONDED BY: Jane Dumas

**THAT the Committee adjourns in-camera at 1:08 PM.**

*Carried.*

### **6.3 Approve In Camera**

#### **RESOLUTION: #CSC20-22**

MOVED BY: Jane Dumas  
SECONDED BY: Bill Vrebosch

**THAT the Committee approves the direction/action agreed to in the in-camera session.**

*Carried.*

### **7.0 OTHER BUSINESS**

There was no other business.

### **8.0 NEXT MEETING DATE**

Wednesday, June 22, 2022

### **9.0 ADJOURNMENT**

#### **RESOLUTION: #CSC21-22**

MOVED BY: Chris Mayne  
SECONDED BY: Bill Vrebosch

***Resolved* That the Community Services Committee meeting be adjourned at 1:10 PM.**

*Carried.*

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DAN ROVEDA  
CHAIR OF THE COMMITTEE

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CATHERINE MATHESON  
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

## BRIEFING NOTE B13-22

☒ For Information or ☐ For Approval

**Date:** May 25, 2022

**Purpose:** **Board Accomplishments during the 2019-2022 Term**

**Prepared by:** David Plumstead, Manager of Planning, Outcomes and Analytics

**Reviewed by:** Justin Avery, Manager, Finance

**Approved by:** Catherine Matheson, CAO

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***Alignment with Strategic Plan: Healthy, Sustainable Communities***

☒ Maximize Impact ☒ Remove Barriers ☒ Seamless Access ☒ Learn & Grow

Report B13-22 is a summary report reflecting back on the Board's accomplishments over the past three and a half years and is for information purposes.

### **BACKGROUND:**

Following the municipal elections held in October 2018, the new District of Nipissing Social Services Administration Board convened in January 2019 for the ensuing four-year term. As the next municipal election is now around the corner and the Board's term is nearing the end, it is a good time to reflect back on the Board's work and accomplishments during this time.

Looking back, the Board has presided over some significant events and a dynamic environment and period of change. This includes a change in executive leadership and corporate governance structure, a new Ontario Works service delivery model, a shifting homelessness landscape, and a global pandemic that precipitated an emergency Board response and unprecedented policy intervention by all levels of government. Coupled with the Board's capital projects and property acquisitions/disposals in housing and child care, and the initiation of direct delivery for local paramedic services, the Board's tenure has been exceptionally busy, challenging, and rewarding. While the Board's



accomplishments are too numerous to mention in this paper, the following is a summary of the more impactful ones during this term and period of exceptional change:

## ACCOMPLISHMENTS



One of the Board's main achievements during the term was the development of a new strategic plan that will provide long-term vision and focus for staff and subsequent Boards over the years to come. The plan's hallmark are the long-term corporate goals which present the core areas of focus for the years to come and are resilient to changes or shocks to the political, social, and economic operating environments.

As the plan's development took place over a good portion of the Board's term, it is appropriate to reflect back on the accomplishments framed by the corporate goals:



### Maximize Human Service Impact

- Improved system coordination through partnerships and the implementation of Coordinated Access Nipissing, which includes the homelessness By-Name List and HIFIS 4.0
- Increased financial and capital reserves by \$1.3M through the sale of NDHC properties (133 Main Street and Gormanville condos), to leverage with other public and private sector resources for future affordable housing development (see point below also)
- In advance of the federal Rapid Housing Initiative, initiated an Expression of Interest (EOI) for the development of affordable housing in Nipissing District. The EOI garnered significant interest from developers and the community with 15 project proposals received for various types of development. These projects offer future housing development potential as funding and other resources become available
- Engaged partners and stakeholders in the private, public, and non-profit sectors to leverage collective resources and increase the supply of affordable housing through various capital projects and property acquisitions. Example includes Northern Pines

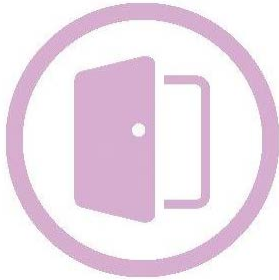
- Working with the City of North Bay, developed the Community Safety and Well Being Plan and facilitated stakeholder participation through the service delivery network
- Conducted or participated in multiple planning and research projects that involved community engagement, consultation, collaboration and work with community partners and various stakeholders. This includes the 5-Year Review of the Housing and Homelessness Plan, the Homelessness Action Plan, Mayor's Roundtable Report, Point in Time Homeless Counts (3), Ontario Works Service Plan, Early Learning and Child Care Service Plan, and a Business Case for Direct Delivery of Paramedic Services
- Contributed funding to a successful anti-stigma campaign led by the North Bay Parry Sound District Health Unit and Community Advisory Board (CAB)



### **Remove Systemic Barriers**

- Following the successful pilot program funded by the provincial government, continued to operate the Nipissing Poverty Reduction through Education Program (N-PREP) which enables OW clients to leave social assistance for post-secondary education and employment
- Administered \$23M in homelessness funding – which included additional emergency pandemic SSRF and Reaching Home funds - since the beginning of the Board term
- Facilitated the Northern Pines capital project to develop 21 low barrier shelter beds and 60 new transitional housing units – the first of its kind in North Bay
- Facilitated the EarlyON Child and Family Centre capital projects with the development of 87 new childcare spaces at the Indigenous Hub and 30 new childcare spaces at the South Algonquin Hub
- Developed the Personal Support Worker (PSW) program for OW clients to enter the PSW field and help meet the local employment shortage
- Developed and implemented a Social Justice Pilot through existing resources to better support individuals released from incarceration

- Expanded the Community Paramedicine program district-wide, with an initial focus on providing primary care to those unattached to the primary health care system and/or are waiting for long-term care
- Implemented a Mobile Nurse Practitioner Pilot Project to connect vulnerable and under-served populations to primary health care and other services, and reduce hospital and ER admissions/ readmissions
- Facilitated an emergency response to the global pandemic which, in addition to maintaining core services and customer service standards, included the provision of emergency child care services and reopening of the Early Learning and Child Care (ELCC) sector; administering COVID-19 vaccinations to the general population and those at elevated risk of contracting the virus; participating in an Anti-Stigma campaign and providing additional emergency shelter beds for the homeless



### **Provide Seamless Access**

- Launched an on line application form for fee subsidy applications (2019)
- Developed and implemented the EarlyON mobile and outreach unit (2020)
- Integrated the Nipissing District Housing Registry to deliver coordinated centralized housing waiting list services in-house



### **Continuous Improvement and Adaptation-Learning & Growth**

- Made changes to the Board governance and committee/ reporting structure to streamline the process and use time more efficiently – this included a revision of the DNSSAB & NDHC by-laws
- Implemented a new service model in Ontario Works to increase efficiency by streamlining the application process, reducing paperwork, and reorganizing the workload and job functions of the Case Management Team
- Implemented a number of OW modernization and paperless services, including electronic document management, reloadable client payment cards, MyBenefits, and a professional development / community of practice web-portal for ELCC service providers

- Upgraded the Get Trained Workers Employment database with increased functionality to improve employment service delivery and provide analytics and insights into the Nipissing OW caseload
- Conducted corporate-wide staff training in the areas of inclusion, gender sensitivity, and cultural safety and indigenous well-being. The management team also received workplace mental health leadership training / certification and a leadership development policy has been developed
- Introduced a new financial-reserves policy to ensure adequate cash flows and liquidity, counter unforeseen funding reductions or spending increases, and reduce the risk to member municipalities of sudden budget impacts due to uncontrollable events
- Created new Psychological Safety and Workplace Diversity and Inclusion policies to reinforce the Board's commitment to creating and maintaining a respectful workplace, and offering equal opportunity for all employees
- Adapted quickly to the onset of the global pandemic by creating an internal EOC, developing and implementing a pandemic plan in concert with employee survey feedback, and moving most of the staff to a remote work environment in compliance with public health and safety protocols
- Building off the pandemic response (above), introduced a new business model that incorporates a remote/hybrid work environment to reduce the Board's rental office footprint and costs
- Initiated the change from contracted paramedic services to direct delivery, to align services with the Board's goals and priorities, and for continuous improvement in the areas of service enhancement, coordination, access, and meeting community needs

## **CONCLUSION:**

Through a number of accomplishments during the term, the District of Nipissing Social Services Administration Board has made good progress in achieving the long-term goals of maximizing human service impact, removing systemic barriers, providing seamless access to services, and pursuing continuous improvement.

## BRIEFING NOTE    HS23-22

☒ For Information or    ☐ For Approval

**Date:** May 25, 2022  
**Purpose:** Encampment Response Information Update  
**Prepared by:** Stacey Cyopeck, Director, Housing Services  
**Reviewed by:** Justin Avery, Manager of Finance  
**Approved by:** Catherine Matheson, Chief Administrative Officer

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### ***Alignment with Strategic Plan: Healthy, Sustainable Communities***

☒ Maximize Impact    ☒ Remove Barriers    ☒ Seamless Access    ☐ Learn & Grow

Report HS23-22 provides an update on the Encampment Response Protocol for the District of Nipissing (DNSSAB) and is for information purposes.

### **BACKGROUND:**

In July 2021, a task group was formed through the Nipissing District Homelessness and Housing Partnership (NDHHP) with a goal to proactively respond to encampments and individuals and households living unsheltered in the District. The group of community partners have met weekly since, to collaborate, track and plan responses to unsheltered homelessness within the District of Nipissing.

In March 2022, the task group identified that the season for encampments was beginning. The decision was made to invite attendance at a focused task group meeting that would include input from authorities managing lands and properties throughout the Nipissing District, as well as police, public health, and agencies that provide outreach and support for vulnerable populations.

Attendance included the North Bay Mattawa Conservation Authority (NBMCA), the City of North Bay (CNB), the District of Nipissing Social Services Administration Board (DNSSAB), Canadian Mental Health Association- North Bay and District (CMHA-NBD), True Self, the Aids Committee of North Bay and Area (ACNBA), North Bay Fire Emergency Services (NBFES) and the North Bay Parry Sound District Health Unit (NBPSDHU).

### **CURRENT STATUS/STEPS TAKEN TO DATE:**

The goals of the meetings were to:

1. Establish a District-wide protocol for proactive response to encampments
2. Identify land areas/locations where encampments will not be permitted
3. Identify land areas/locations where camping is permitted

4. Determine how encampments will be identified, tracked and occupants supported to connect with housing options

The NBMCA has an existing protocol that was established several years ago with CMHA-NBD (formerly NMHHSS) that is still used within North Bay for individuals discovered camping on conservation or city owned property.

The final draft protocol was shared with the full task group in May with implementation in June.

It was determined that encampments will not be permitted on the following:

- Conservation Authority land
- City parks or city owned properties
- Social Housing property
- Ontario Northland properties

The protocol for unauthorized encampments will connect authorities to the appropriate community agencies. Agency staff will make contact with the individuals in the encampments, notify them of the timeframe for vacating the location, offer alternative options and connect them, if appropriate, with the By-Name List (BNL) and Coordinated Access Nipissing (CAN) processes. Referrals from land authorities within North Bay will go to CMHA-NBD and referrals outside of North Bay will be directed to True Self.

The task group noted that camping is permitted for up to 21 days on Crown Land and that this may be an alternative for individuals who wish to camp over the summer.

There was acknowledgement that the Unsheltered Task Group would continue to meet for protocol and response planning to look at alternative locations, services and supports for individuals and households that continue to prefer to be outdoors during the summer rather than in shelter beds or other housing options.

#### **RESOURCES REQUIRED:**

Responses to encampments on public lands may require resources to relocate the individuals or households to other locations and for outreach workers to respond to situations throughout the District.

#### **RISK IDENTIFICATION AND MITIGATION:**

Capacity issues within the shelter system and limited 24/7 alternatives for individuals experiencing homelessness during the summer months continues. New transitional and permanent housing options that will be opening this summer will provide some longer-term solutions.

#### **CONCLUSION:**

The DNSSAB, Community Advisory Board (CAB) and other community partners will implement a District-wide protocol to proactively respond to encampments that are identified on unauthorized lands. This protocol will provide connections to the BNL and CAN and allow for the ongoing tracking of homelessness within the District.

Alternative solutions for individuals and households that are identified as living unsheltered and homeless will also continue to be pursued.

## BRIEFING NOTE    B14-22

☒ For Information   or   ☐ For Approval

**Date:**                      May 25, 2022

**Purpose:**                **Appointment of Auditors for 2022**

**Prepared by:**        Justin Avery, Manager of Finance

**Reviewed by:**        Melanie Shaye, Director of Corporate Services

**Approved by:**        Catherine Matheson, Chief Administrative Officer

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### ***Alignment with Strategic Plan: Healthy, Sustainable Communities***

☐ Maximize Impact    ☐ Remove Barriers    ☐ Seamless Access    ☒ Learn & Grow

## **RECOMMENDATION**

That the District of Nipissing Social Services Administration Board (DNSSAB) reappoint the firm BDO Canada LLP as its auditor for the year ending December 31, 2022.

## **BACKGROUND**

- Pursuant to the DNSSAB Procedural By-Law Number 1, section 14.1, on an annual basis the Board will appoint an auditor to audit the accounts of the Corporation;
- In compliance with the DNSSAB purchasing policy, the DNSSAB issued request for proposal (RFP) # 2018-03 for external audit services in 2018;
- BDO Canada LLP was selected as the successful proponent from the RFP process;
- The term for RFP # 2018-03 was for a five year term covering the years 2018 through 2022;

## **CONCLUSION**

The current contract is in place for one more year. To date, services received and pricing have been as specified in the contract for external auditing services. As such it is recommended that the Board reappoint BDO Canada LLP as their external auditors.

## BRIEFING NOTE HS24-22

☐ For Information or ☒ For Approval

**Date:** May 25, 2022

**Purpose:** **Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) – 2022-2023 Investment Plan**

**Prepared by:** Stacey Cyopeck, Director, Housing Programs

**Reviewed by:** Justin Avery, Manager of Finance

**Approved by:** Catherine Matheson, Chief Administrative Officer

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### ***Alignment with Strategic Plan: Healthy, Sustainable Communities***

☒ Maximize Impact   ☒ Remove Barriers   ☒ Seamless Access   ☐ Learn & Grow

### **RECOMMENDATION:**

That the District of Nipissing Social Services Administration Board (DNSSAB) approve the Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) – 2022-2023 Investment Plan for the District of Nipissing and as set out in report HS24-22; and

*Furthermore*, that the District of Nipissing Social Services Administration Board authorizes staff to reallocate funds throughout the 2022/23 fiscal year to qualifying projects, up to the CAO delegated authority based on emerging priorities in the district.

### **BACKGROUND:**

- Announced in April 2019, the Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) are joint initiatives between the federal and provincial government for the delivery of affordable and social housing.
- COCHI funding represents a re-investment of federal funding that has been declining under the Canada-Ontario Social Housing Agreement. As such, Service Managers are encouraged to use COCHI funds for:
  - Protecting rent-geared-to-income tenants in non-profit and co-operative housing projects with expiring operating agreements/mortgages;
  - Preserving social housing supply through repairs and renovations; and/or



- Supporting social housing providers that can demonstrate their potential for long-term financial sustainability through transitional operating funding.
- OPHI, in turn, is designed to address local housing priorities through a suite of program components. The following OPHI program components are available to Service Managers:
  - Rental Housing component
  - Homeownership component
  - Ontario Renovates component
  - Rental Assistance component
  - Housing Support Services component
- In a letter received on May 2, 2022 the Ministry of Municipal Affairs and Housing confirmed DNSSAB's 2022-2023 fiscal year allocations. The confirmed allocations are listed below in Table 1.

**Table 1-** 2022-23 Fiscal Year Confirmed Funding Allocations for COCHI and OPHI.

Program	2022-23 Confirmed Allocations
Canada-Ontario Community Housing Initiative (COCHI)	\$1,367,590
Ontario Priorities Housing Initiative (OPHI)	\$575,400

- The signed amended Transfer Payment Agreement (TPA) and Investment Plan are required to be submitted to the Ministry by no later than May 31, 2022.

## CURRENT STATUS/STEPS TAKEN TO DATE:

### COCHI

Component	Proposed Allocation
<b>Capital Components</b>	
New Build	\$0
Repair	\$749,210
<b>Operating Components</b>	
Rent Supplement	\$170,000
Transitional Operating Funding	\$380,000
<b>Administration Fees</b>	
Administration Fees	\$68,380
<b>TOTAL</b>	<b>\$1,367,590</b>

In the 2022-23 fiscal year, \$380,000 will be allocated to the Transitional Operating Funding component to assist housing providers with expiring operating agreements. This can provide various options to providers including short-term operating subsidy, technical building assessments, building condition audits, and acquisition and merger costs. This commitment conforms to the District's 10-Year Housing and Homelessness Plan by providing additional funding to sustain the social housing portfolio.

Under the Rent Supplement component, \$170,000 will be allocated to subsidize 18 expiring Urban Native housing units as well as continue to subsidize 15 units that have previously

expired. This will ensure that there is no net loss in Urban Native units as required under COCHI while also contributing to Service Level Standards. This commitment aligns with the District's 10-Year Housing and Homelessness Plan by providing rental subsidy programs and maintaining Nipissing's service level standards in social housing.

DNSSAB also plans to allocate \$749,210 under the Repair component to repair and renovate the social housing supply to preserve and extend the functional lifespan. Funding can be used for a wide range of work including core building systems (e.g. heating/cooling, roofs) and health and safety repairs (e.g. accessibility renovations). This commitment conforms to the District's 10-Year Housing and Homelessness Plan by providing additional funding to sustain the social housing portfolio.

### OPHI

Component	Proposed Allocation
<b>Capital Components</b>	
Rental Housing	\$367,860
Homeownership	\$45,000
Ontario Renovates	\$75,000
<b>Operating Components</b>	
Rent Supplement	\$0
Housing Allowance – Direct Delivery	\$30,000
Housing Support Services	\$28,770
<b>Administration Fees</b>	
Administration Fees	\$28,770
<b>TOTAL</b>	<b>\$575,400</b>

The Homeownership Program delivered by the DNSSAB provides down-payment assistance to renters that will assist households in making the transition to homeownership. The allocations for the Homeownership component will be \$45,000 and will assist a minimum of two households. This continued commitment to the Homeownership component conforms to the 10-Year Housing and Homelessness Plan as the plan specifically states the need to increase opportunities for affordable homeownership.

The Nipissing Ontario Renovates component will be allocated \$75,000 to assist a minimum of three households with needed home renovations and repairs. This commitment conforms to the District's 10-Year Housing and Homelessness Plan by providing additional funding to maintain/retrofit homes, and improve senior citizen's ability to age in place.

Furthermore, \$367,860 will be allocated to the Rental Housing component towards a range of eligible work including new construction, acquisition, rehabilitation of existing residential buildings, and conversion of non-residential buildings to residential. This commitment aligns with the District's 10-Year Housing and Homelessness Plan by increasing the supply of affordable rental housing and renewing and/or redeveloping social housing assets.

An allocation of \$30,000 under the Housing Allowance component will allow for the continuation of the program. The allocation will support a minimum of 10 households with up to \$250 per month towards rental costs as they wait for Rent Geared to Income (RGI) assistance on the Centralized Waiting List. This commitment aligns with the District's 10-Year Housing and Homelessness Plan by providing additional funding for rental subsidy programs.

Additionally, the maximum 5% of the 2022-23 OPHI allocation will be allocated to Housing Support Services which assists in providing needed supports to tenants in social housing projects. These commitments align to the District's 10-Year Housing and Homelessness Plan by providing additional funding for community housing workers that are available to provide advocacy and support services to tenants.

Finally, the DNSSAB intends to allocate the maximum of 5% annual under both programs for administration fees. This will ensure that the program components are delivered efficiently and effectively while maintaining program deadlines.

#### **RISK IDENTIFICATION AND MITIGATION:**

COCHI and OPHI funding allocations are provided on a 'use it or lose it' basis, therefore, funds that are not committed by the required timelines may be reallocated to other Service Manager areas. The DNSSAB does have the flexibility to move funds to certain other program components to ensure that funds are fully committed.

#### **CONCLUSION:**

In summary, the COCHI and OPHI programs represent an opportunity for the DNSSAB to address housing needs as represented in the 10-Year Housing and Homelessness Plan. The planned allocations will assist non-profit housing providers with the preservation of units, as well as ensuring a sustainable operating model following the end of their operating agreements. Additionally, this investment plan will serve multiple demands including the need for housing repair and renovations, new affordable housing construction, down-payment assistance, rental assistance and housing support services.