



REGULAR BOARD MEETING AGENDA

Healthy Communities without Poverty

Date: Wednesday, January 27, 2021

Time: 1:00 PM or immediately following the adjournment of the
Community Services Committee

Location: By video conference while pandemic protocols are in place

<https://zoom.us/j/94639139967?pwd=ZEdWc0lZTHhpOVmxR1ROeUFiN3FKUT09>

Meeting ID: 946 3913 9967

Passcode: 0935577

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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	1.1 Call to Order <u>MOTION: #2021-01</u> <i>Resolved</i> THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of January 27, 2021 at ____ PM.

Item	Topic
	1.2 Declaration of Conflict of Interest
2.0	Opening remarks by the Chair
3.0	Approval of Agenda for January 27, 2021 <u>MOTION: #2021-02</u> <i>Resolved</i> THAT Board members accept the Agenda as presented.
4.0	Approval of Minutes 4.1 <u>MOTION: #2021-03-A</u> <i>Resolved</i> THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of December 16, 2020. 4.2 <u>MOTION: #2021-03-B</u> <i>Resolved</i> THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of December 16, 2020.
5.0	Delegations – None at this time
6.0	CAO VERBAL UPDATE: 6.1 <u>MOTION: #2021-04</u> THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for January 27, 2021.
7.0	CONSENT AGENDA: <u>MOTION #2021-05</u> That the Committee receives for Consent Agenda item 5.1. 5.1 FA01-21 2021 Municipal Apportionment - 2021 municipal apportionment figures for each municipality in the Nipissing district.
8.0	MANAGERS REPORTS
	8.1 HS03-21 SSRF Phase 2 Holdback and Mental Health and Addictions Funding <u>MOTION: #2021-06</u> That the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS03-21 regarding the recommendations for the allocation of the Social Services Relief Fund -

Item	Topic
	Phase 2 Holdback funding (\$407,000) and Mental Health and Addictions funding (\$520,054), and; That the Board approve the use of reserves to complete conceptual plans for a shelter expansion project.
	<p>8.2 HS04-21 OPHI Allocation</p> <p><u>MOTION: #2021-07</u> THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the Investment Plan amendments to the Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI), attached as Appendix A, for the District of Nipissing as set out in report HS04-21. This report is a follow-up report to a previous Board Report (HS13-20).</p>
	<p>8.3 HS05-21 CHPI – Emergency Shelter Services</p> <p><u>MOTION: #2021-08</u> THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives report HS05-21 directing staff to enter into an Evergreen Contract with Crisis Centre North Bay for the provision of Shelter Services.</p>
	<p>8.4 B01-21 Board Code of Conduct Policy</p> <p><u>MOTION: #2021-09</u> THAT the Board of Directors repeal the Board Code of Conduct Policy, and; That additional detail in the area of conflict of interest and Board member conduct be incorporated into the updated DNSSAB Procedural By-Law, to be presented in March 2021.</p>
9.0	OTHER BUSINESS/CORRESPONDENCE
10.0	<p>NEXT MEETING DATE</p> <p>Wednesday, February 24, 2021 at 1:00 PM or directly following the adjournment of the Finance and Administration Committee.</p>
11.0	<p>ADJOURNMENT</p> <p><u>MOTION: #2021-10</u> <i>Resolved</i> THAT the Board meeting be adjourned at _____.</p>



MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – DECEMBER 16, 2020

12:00 PM VIA ZOOM (or directly following the Finance and Administration Committee)

MEMBERS PRESENT:

Councillor Mac Bain – (North Bay)

Councillor Terry Kelly (East Ferris)

Councillor Mark King - Chair (North Bay)

Councillor Chris Mayne (North Bay)

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

Councillor Dan Roveda Vice Chair (West Nipissing)

Councillor Scott Robertson (North Bay)

Councillor Bill Vrebosch (North Bay)

Mayor Jane Dumas (South Algonquin)

REGRETS:

Mayor Dean Backer (East Nipissing)

Representative Amanda Smith (Unincorporated)

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, Manager, Housing Programs

Pierre Guenette, Manager, Housing Operations

Lynn Demore-Pitre, Director, Children's Services

Michelle Glabb, Director, Social Services and Employment

Dawn Carlyle, Project Manager

Saxon Yanta, Contract and Purchasing Specialist

CALL TO ORDER

Resolution No. 2020-130

Moved by: Dave Mendicino

Seconded by: Dan O'Mara

Resolved THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of December 16, 2020 at 1:59 PM.

The regular Board Meeting was called to order at 1:59 PM by Chair Mark King.

Carried.

DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch declared a conflict of interest in the Budget discussion as this item may involve a family member (daughter) who is on staff. Mac Bain declared a conflict in the Budget discussion as his employer receives funding for Indigent funerals.

CHAIR'S REMARKS

The Chair welcomed everyone to the last Board meeting of 2020 and reflected on the challenges posed by the Covid-19 pandemic, which showed how resilient members and staff have proven to be. He thanked everyone for their contributions. He noted the challenges, in particular relating to sheltering homeless people, and partnerships with Nipissing Mental Health and Housing Services and North Bay Indigenous Friendship Centre for providing warmth and services to this vulnerable population. He commended staff for developing a realistic budget, and noted he looks forward to the upcoming new year.

ADOPTION OF THE AGENDA

Resolution No. 2020-131

Moved by: Dan Roveda

Seconded by: Scott Robertson

That the Board accepts the agenda for the Regular Board meeting of December 16, 2020.

Carried.

APPROVAL OF MINUTES

Resolution No. 2020-132-A

Moved by: Jane Dumas

Seconded by: Mac Bain

THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of November 25, 2020.

Carried.

Resolution No. 2020-132-B

Moved by: Dan O'Mara

Seconded by: Dan Roveda

Resolved THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of November 25, 2020.

Carried.

DELEGATIONS

There were no delegations.

CAO VERBAL UPDATE

Resolution No. 2020-133

Moved by: Terry Kelly

Seconded by: Dan O'Mara

That the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for December 16, 2020.

CAO Catherine Matheson thanked Chairs and members for their support through a tough year. She talked briefly about the budget, indicating she also looks forward to strategic planning in 2021 and setting the vision for the next 20 years. She talked about ongoing projects, noting the mental health and addictions needs in the community, housing development as a priority of the Board, and the Community Safety and Well Being Plan being prepared for the City of North Bay to be delivered in 2021. She also noted that in 2021 OW modernization will be closely monitored.

Carried.

CONSENT AGENDA

MOTION: #2020-134

Moved by: Jane Dumas

Seconded by: Bill Vrebosch

THAT the Board receives for information purposes Consent Agenda items 7.1 to 7.4.

7.1 B25-20 Rural Ontario Municipalities Association (ROMA) Virtual Conference 2021

7.2 EMS05-20 Community Paramedicine Funding

7.3 EMS06-20 Paramedic Bell

7.4 HS40-20 Shelter Statistics

Carried

MANAGER'S REPORTS

FA17-20 2021 Proposed Budget – (As Approved at Finance and Administration Committee)

RESOLUTION: #2020-135

Moved by: Dave Mendicino

Seconded by: Dan Roveda

Resolved THAT the Board of Directors accepts the 2021 Proposed Budget report FA17-20, as previously approved through resolutions FA #2020-18-A, FA #2020-18-B, FA #2020-18-C, and FA #2020-18-D.

Conflicts for Bill Vrebosch (FA #2020-18-A) and Mac Bain (FA #2020-18-B) were noted once again.

There was discussion about the current lack of operational dollars for the low barrier shelter and the need to contribute to housing reserves.

Carried

B27-20 Strategic Plan – Mission, Values and Goals

RESOLUTION: #2020-136

Moved by: Scott Robertson

Seconded by: Chris Mayne

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the first draft of the strategic plan for approval, including the vision, mission, values, and goals.

Dave Plumstead Dave provided members with an overview of his report and asked for approval to move ahead based on this foundation which is based on input from the board and other stakeholders. He highlighted the Vision and the focus on the Mission Statement which speaks to sustainability and core services. The Goals are new and include seamless access and continuous learning. Dave informed the Board the next step is setting the Board priorities and strategic areas of focus. A finished version of the plan will be ready early in the new year.

Carried

**B26-20 Approval of NDHC By Laws
RESOLUTION: #2020-137**

Moved by: Dave Mendicino
Seconded by: Chris Mayne

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the NDHC Board By-law #1 and By-law #2 amendments by resolution; as Service Manager and Shareholder of the Nipissing District Housing Corporation (NDHC).

Carried

**Move in Camera
RESOLUTION: #2020-138**

Moved by: Dan Roveda
Seconded by: Mac Bain

THAT the District of Nipissing Social Services Administrative Board (DNSSAB) moves in-camera at 2:25 PM to discuss matters involving Labour Relations and instruction to be applied to a negotiation.

Carried.

IN CAMERA MINUTES ARE FILED SEPARATELY

**Adjourn In Camera
RESOLUTION: #2020-139**

Moved by: Dan O'Mara

Seconded by: Jane Dumas

That the District of Nipissing Social Services Administrative Board (DNSSAB) adjourns in-camera at 2:57 PM.

Carried.

Approve in Camera

RESOLUTION: #2020-140

Moved by: Chris Mayne

Seconded by: Scott Robertson

That the District of Nipissing Social Services Administrative Board (DNSSAB) approves the action/direction agreed to in-camera.

Carried.

NEW BUSINESS

Meeting Calendar 2021

RESOLUTION: #2020-141

Moved by: Terry Kelly

Seconded by: Jane Dumas

That the Board approves the potential meeting dates as noted in the 2021 Board Meeting Calendar as per Section C; 14.5 of the DNSSAB By Laws.

NEXT MEETING DATE

Wednesday, January 27, 2020 directly following the adjournment of the Community Service Committee.

ADJOURNMENT

Resolution No. 2020-142

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

RESOLVED that the Board meeting be adjourned at 3:00 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



MINUTES OF PROCEEDINGS

FINANCE AND ADMINISTRATION COMMITTEE MEETING WEDNESDAY, DECEMBER 16, 2020 11:00 AM (or after NDHC Board Meeting) VIA ZOOM

MEMBERS PRESENT:

Councillor Mark King - Chair (North Bay)

Councillor Chris Mayne (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Scott Robertson (North Bay)

Councillor Dan Roveda - Vice Chair (West Nipissing)

Councillor Mac Bain – (North Bay)
Councillor Bill Vrebosch (North Bay)
Mayor Jane Dumas (South Algonquin)

REGRETS:

Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)

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, Manager, Housing Programs
Pierre Guenette, Manager, Housing Operations
Justin Avery, Manager of Finance
Dawn Carlyle, Project Manager
Saxon Yanta, Contract and Purchasing Specialist

David Plumstead – Manager Planning, Outcomes & Analytics

CALL TO ORDER

The Finance and Administration Committee was called to order at 11:03 AM by Chair Mark King.

DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch for item 6.1- 2021 Proposed Budget – OW Program Delivery and Mac Bain – Item 6.2- 2021 Proposed Budget – Type B Funerals (Indigent):

Bill Vrebosch – any discussion involving Ontario Works as his daughter is an employee

Mac Bain – any discussion involving indigent funerals as he is a Funeral Director

CHAIR’S REMARKS

The Chair will provide opening remarks at the DNSSAB Board meeting.

ADOPTION OF THE AGENDA

RESOLUTION: FA #2020-17

MOVED BY: Bill Vrebosch

SECONDED BY: Dave Mendicino

That the agenda for the Finance and Administration Committee is accepted as presented.

Carried.

DELEGATIONS – None

CONSENT AGENDA – No Items

MANAGERS REPORTS

2021 Proposed DNSSAB Budget.

Finance Manager Justin Avery presented the proposed 2021 Budget. The approval of the Budget was broken down into three separate resolutions to avoid conflict of interest for three members (those as noted above and for Amanda Smith whose employer receives funding from the HCF, but was not in attendance at the meeting).

In his presentation, he noted the additional Provincial funding received due to Covid-19 totaling \$6.7M to date. He indicated the base budget proposes an increase of 0.87%, adding that staff recommend Option 2 to the Board which included the base budget plus EMS Direct Delivery Review. He reviewed the impacts resulting from Provincial changes, the pandemic, the proposed budget by department, and highlighted areas where there are forecasted increases. There was discussion about the impact of WSIB costs for paramedics. It was noted there will be further analysis on this, and on whether the new EMS structure realizes any savings, and the value of an EMS specialist and EMS Chief on the potential Direct Delivery proposal.

[The meeting broke at noon, schedule to resume at 12:30 PM. Chris Mayne and Terry Kelly arrived as the meeting was being paused. The meeting resumed at 12:34 PM]

Justin continued his overview by department. The Chair asked for feedback from each member on the proposed options being presented. There was discussion about future costs after March 31 for the low barrier shelter. It is hoped the Province will continue to provide some funding for mental health and addictions and homelessness. [Mac Bain arrived at 1:26 PM] There was also discussion about building the reserves to be better positioned for housing opportunities that may come in 2021. [Chris Mayne arrived at 1:33 PM].

FA17-20 DNSSAB 2021 Proposed Budget – OW Program Delivery [Bill Vrebosch's conflict was noted]

RESOLUTION: FA #2020-18-A

Resolved THAT the Board of Directors accepts the Ontario Works program delivery budget as presented in the 2020 Proposed Budget report FA17-20.

MOVED BY: Dan Roveda

SECONDED BY: Dan O'Mara

Carried.

FA17-20 DNSSAB 2021 Proposed Budget – Type B Funerals [Mac Bain's conflict was noted]

RESOLUTION: FA #2020-18-B

Resolved THAT the Board of Directors accepts the Type B Funerals budget as presented in the 2021 Proposed Budget report FA17-20.

MOVED BY: Dan Roveda

SECONDED BY: Terry Kelly

Carried.

FA17-20 DNSSAB 2021 Proposed Budget – HCF

RESOLUTION: FA #2020-18-C

Resolved THAT the Board of Directors accepts the Healthy Communities Fund budget as presented in the 2021 Proposed Budget report FA17-20.

MOVED BY: Dan Roveda
SECONDED BY: Terry Kelly

Carried.

FA17-20 DNSSAB 2021 Proposed Budget – With Exceptions

RESOLUTION: FA #2020-18-D

Resolved THAT the Board of Directors accepts the recommended option being Option 2- Base Budget + EMS Direct Delivery Review in the 2021 Budget as presented in the 2021 Proposed Budget report FA17-20, with the exceptions of Resolutions FA2020-18-A, FA2020-18-B and FA2020-18-C.

MOVED BY: Dave Mendicino
SECONDED BY: Bill Vrebosch

Carried.

OTHER BUSINESS

There was no other business.

NEXT MEETING DATE

Wednesday, February 24, 2020

ADJOURNMENT

RESOLUTION FA#2020-19

***Resolved* That the Finance and Administration Committee meeting be adjourned at 1:40 PM.**

Moved by: Jane Dumas
Seconded by: Bill Vrebosch

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

BRIEFING NOTE FA01-21

For information For Approval

Date: January 27th, 2021

Purpose: 2021 Municipal Apportionment

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Catherine Matheson, CAO

This report provides the District of Nipissing Social Services Administration Board (DNSSAB) the 2021 municipal apportionment figures for each municipality in the Nipissing district, for information.

BACKGROUND

The apportionment of the municipal share of the budget is calculated using the weighted assessment method. This is calculated by multiplying the taxable assessments for property by the property class tax ratios of the respective Municipalities. This method is supported by the DSSAB Act, Ontario Regulation 278/98 section 6, and is the method which has always been utilized by the District of Nipissing Social Services Administration Board.

REPORT

The apportionment calculation of the \$20,908,056 municipal share of the 2021 budget is based on the approved 2020 tax ratios from the municipalities in the District of Nipissing and the 2020 property current value assessment provided by MPAC (Municipal Property Assessment Corporation).

Of the municipal share of the budget, \$20,291,676 will be collected through levies from the 11 municipalities in the District of Nipissing and the balance of \$616,380 will be collected from the Province for the TWOMO (Territories Without Municipal Organization) portion of the municipal share.

In total, the change in municipal share of the budget (or levy) year over year is 1.97%. However, since the apportionment is based on weighted assessments, the actual change in levy for a municipality may be more or less than 1.97% based on each municipality's respective assessments and tax ratios. The change in levy for the Municipalities year over year ranges from a low of 1.13% to a high of 3.05%. See Appendix 1 for more details on the apportionment calculation and distribution of the municipal share of the budget.

COMMUNICATION

For January, levy invoices have been sent to the municipalities based on the 2020 apportionment calculation. An adjusting invoice with a supporting letter will be sent to each municipality in February.

CONCLUSION

The change in levy year over year for a Municipality considers the total budget allocation to the municipalities, the 2020 property current value assessments, and the approved 2020 tax ratios by property class of the municipalities in the District of Nipissing. The apportionment calculation method is prescribed in the DSSAB Act.

APPENDIX 1

District of Nipissing Social Services Administration Board 2021 Approved Budget \$- Municipal Apportionment

The weighted assessment figures have been calculated using 2020 Assessment Rolls and 2020 Tax Ratios.
There are no Tax Ratios available for the Unincorporated Townships.

Municipality	A - Current Value Assessment Method used to determined Unincorporated share only			B - Weighted Assessment Method (Excl. PIL) - Actual			2021 Monthly Levy =Col.6/12 7	2020 Budget Allocation	Variance Yr over Yr Budget Allocataion	Variance % Change
	Current Value	%	Budget	Weighted	%	Budget				
	Assesment-2020		Allocation	Assesment-2020		Allocation				
	1	2	3	4	5	6				
City of North Bay	5,576,321,395		-	6,583,734,224	60.8032%	12,712,758	1,059,397	12,484,679	228,079	1.83%
Municipality of West Nipissing	1,575,668,272		-	1,655,531,496	15.2894%	3,196,723	266,394	3,120,948	75,775	2.43%
Municipality of East Ferris	662,857,692		-	665,196,027	6.1433%	1,284,450	107,037	1,249,365	35,085	2.81%
Municipality of Temagami	490,693,500		-	494,918,280	4.5707%	955,655	79,638	931,514	24,141	2.59%
Township of Bonfield	288,941,702		-	277,153,101	2.5596%	535,164	44,597	523,295	11,869	2.27%
Township of South Algonquin	263,924,900		-	275,293,658	2.5424%	531,574	44,298	519,410	12,164	2.34%
Township of Papineau-Cameron	161,818,400		-	147,502,595	1.3622%	284,818	23,735	280,191	4,627	1.65%
Town of Mattawa	105,910,225		-	115,373,105	1.0655%	222,778	18,565	220,284	2,494	1.13%
Township of Chisholm	148,674,300		-	140,710,821	1.2995%	271,703	22,642	264,561	7,142	2.70%
Municipality of Calvin	89,103,300		-	125,565,827	1.1596%	242,459	20,205	237,881	4,578	1.92%
Township of Mattawan	27,881,800		-	27,755,236	0.2563%	53,594	4,466	52,007	1,587	3.05%
Sub Total Municipalities	9,391,795,486		20,291,676	10,508,734,370	97.0519%	20,291,676	1,690,973	19,884,135	407,541	2.05%
TWOMO - (MCSS, EDU, & MMAH)	407,877,200		616,380							
	-		-							
Sub Total Unincorporated	407,877,200	4.16%	616,380	407,877,200		\$616,380	\$51,365	\$620,851	(4,471)	-0.72%
TOTAL	9,799,672,686		20,908,056	10,916,611,570		20,908,056	1,742,338	20,504,986	403,070	1.97%
	Municipal share net of EMS		14,809,169	Municipal Share		20,908,056				
	EMS Budget (municipal share)		6,098,887	Less TWOMO		616,380				
				Municipal Levy		20,291,676				

Note: TWOMO share of DNSSAB costs
excludes Emergency Medical Services Costs

BRIEFING NOTE HS03-21

For information or For Decision or For Approval

Date: January 27, 2021

Purpose: Social Services Relief Fund - Phase 2 Holdback and Mental Health and Addictions Funding

Prepared by: Stacey Cyopeck, Director of Housing Programs

Reviewed by: Catherine Matheson, CAO

Recommendation:

That the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS03-21 regarding the recommendations for the allocation of the Social Services Relief Fund - Phase 2 Holdback funding (\$407,000) and Mental Health and Addictions funding (\$520,054), and that the Board approve the use of reserves to complete conceptual plans for a shelter expansion project.

Background:

The Ministry of Municipal Affairs and Housing has announced several investments since the beginning of the COVID-19 outbreak under the province's Social Services Relief Fund (SSRF).

SSRF Initial Phase 1 Allocation

Announced in April 2020 the full allotment of \$589,200 was expended as of July 7, 2020 through disbursement to 21 social service agencies across the District of Nipissing.

Federal-Provincial Safe Re-Start Funding

In July 2020, DNSSAB received notification of \$150 million in new provincial funding, with an additional \$212 million of funding announced in August 2020 as part of the federal-provincial funding for a total of \$362 million in funds to be disbursed across the province. These funds were being made available as part of a second phase of funding under the SSRF.

SSRF Phase 2

Under Phase 2, the DNSSAB was eligible to receive an initial allocation of \$4,225,615 in 2020-21 after the submission of a successful a business case. To ensure SSRF Phase 2 funding was targeted to where it was needed most, the Ministry communicated that a portion of the total SSRF Phase 2 funds would be held back to help communities that were

disproportionately impacted by the effects of COVID-19 and had the capacity to commit the funding within the program timelines.

In December 2020, the DNSSAB received notification of approval of an additional **\$407,000** in SSRF Phase 2 funding. This additional funding from the SSRF Phase 2 Holdback may be used for eligible operating or capital expenses, in accordance with the SSRF Phase 2 Program Guidelines amended specifically for the expenditure of the Holdback funds.

Mental Health and Addictions Funding

On January 14th, 2021, the DNSSAB received notification of an additional **\$520,054** in Mental Health and Addictions funding that must be fully expended by March 31, 2021. This flexible funding will help address the pandemic needs of vulnerable people living with mental health and/or addictions issues and may be used for eligible operating activities in the District of Nipissing.

Report:

The capacity in the shelter system continues to be significantly impacted by the pandemic protocols and also by the increase of homeless individuals in North Bay, which has led to an increased use of overflow beds in hotels and motels. In addition, housing support staff have continued to provide mobile housing supports for guests throughout the pandemic.

When the Low Barrier Shelter opened in August 2020 at 590 Chippewa, it was designed to provide 12-hour overnight shelter. In the fall of 2020, the need arose for day programming, especially during the winter months. The need was acknowledged by the community and then funded through the Social Services Relief Fund Phase 2 to operate day programming for individuals experiencing homelessness.

Currently, these programs are open 12 hours per day, 7 days a week. Two agencies expressed interest in providing the services:

The North Bay Indigenous Friendship Centre (NBIFC)

The NBIFC offers the day programming 12 hours per day on Saturdays and Sundays in the gymnasium at their Cassells Street location.

Nipissing Mental Health Housing and Support Services (NMHHSS)

NMHHSS already provide overnight services at the Low Barrier Shelter site at 590 Chippewa Street. They now also provide day programming 12 hours a day, Monday to Friday. The lower level of the building at 590 Chippewa was determined to be the best location for the NMHHSS program. The owner of the property agreed to complete the renovations in a timely manner so that the program could open before the end of the year. The program opened on December 23rd, 2020.

Given the pressures in the shelter system, the tables below outline how funding under each program will be allocated.

SSRF Phase II Holdback:

Total SSRF Phase 2 Hold Back Allocation for 2020-21				407,000.00
SSRF Phase 2 Service Categories	Q2 Actuals (Jul-Sep)	Q3 Planned (Oct - Dec)	Q4 Planned (Jan - Mar)	Total
Capital Components				
New Facilities				
Retrofits/Upgrades			200,000.00	200,000.00
Capital Total	-	-	200,000.00	200,000.00
Operating Components				
Emergency Shelter Solutions			194,790.00	194,790.00
Homelessness Prevention				0.00
Homelessness Prevention - Rent Relief				0.00
Housing with Related Supports Services and Supports				0.00
Operating Total	-	-	194,790.00	194,790.00
Administration Fee			12,210.00	12,210.00
Admin Fee % of Total (max: 3%)	#DIV/0!	#DIV/0!	3%	3.00%
Total	-	-	407,000.00	407,000.00

Capital funding under SSRF Phase 2 Holdback will be allocated to the cost of the renovations for the day programming site at 590 Chippewa, as well as necessary retrofits to increase the shelter system capacity.

Operating funding will be allocated to overflow and additional supports necessitated by the pandemic restrictions.

Mental Health and Addictions Funding:

Total MHA Allocation for 2020-21					520,054.00
CHPI Service Categories	Q1 Actuals (Apr-Jun)	Q2 Actuals (Jul-Sep)	Q3 Actuals (Oct-Dec)	Q4 Planned (Jan-Mar)	Total
Operating Components					
Emergency Shelter Solutions				250,000.00	250,000.00
Homelessness Prevention				20,000.00	20,000.00
Housing with Related Supports					0.00
Services and Supports				234,454.00	234,454.00
Operating Total	-	-	-	504,454.00	504,454.00
Administration Fee				15,600.00	15,600.00
Admin Fee % of Total (max: 3%)	#DIV/0!	#DIV/0!	#DIV/0!	3%	3.00%
Total	-	-	-	520,054.00	520,054.00

The Mental Health and Addictions Funding will mainly be utilized to provide operating funding to support Emergency Shelters and Overflow to March 31st, 2021, as well as to provide additional mental health supports and services to vulnerable populations. Additionally, funding under the Services and Supports category will allow for the completion of a needs analysis for the mental health and addictions services in the district to inform future decision making, should more funding of this nature be received.

In addition to the allocation for the overflow, there was a recognition in the Business Case submitted to the Ministry of Municipal Affairs and Housing for the SSRF Phase 2 that there is an evidence-based need within the community to increase the shelter bed capacity at the existing Crisis Centre - Four Elms location on Cassells Street in North Bay. The District of Nipissing has the lowest per capita ratio of shelter beds in comparison to major Northern Ontario population centers, yet demand for shelter beds is exponentially increasing. Increasing the shelter capacity would significantly mitigate the ongoing costs and risks of using motels and hotels for overflow.

While the capital funding under SSRF Phase 2 Holdback may not be used toward long-term planning of a project that does not result in the immediate addition of more shelter beds for families, early planning is important in order to position the DNSSAB to be ready to proceed should an available funding source be announced for shelter expansion. As such, it is recommended that \$50,000 be allocated from the Working Fund Reserves to enable Crisis Centre North Bay to complete conceptual plans for an expansion project.

Risk Identified and Mitigation:

All funding provided under the SSRF Phase 2 Hold Back and Mental Health and Addictions Funding that is not spent by March 31, 2021 or that is not used for an eligible expense under the respective Program Guidelines must be returned to MMAH on demand. While the schedule identifies proposed expenditures to March 31 2021, there may be varied priorities between operating and capital as it relates to shelters. The funds will be shifted to meet those priorities as they arise.

Conclusion:

As the pandemic and the necessary responses continue, housing related challenges have and will continue to surface in the District. The SSRF funding and Mental Health and Addictions funding continue to ensure that the DNSSAB and its community partners are able to respond immediately and collaboratively to meet the extreme pressures on the system as a result of the ongoing pandemic.

BRIEFING NOTE HS04-21

For Information or For Approval

Date: January 27, 2021

Purpose: Ontario Priorities Housing Initiative (OPHI) – Investment Plan & Capital Reallocation

Prepared by: Stacey Cyopeck, Director of Housing Programs

Reviewed by: Catherine Matheson, CAO

RECOMMENDATION:

That the District of Nipissing Social Services Administration Board (DNSSAB) approves the Investment Plan amendments to the Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI), attached as Appendix A, for the District of Nipissing as set out in report HS04-21. This report is a follow-up report to a previous Board Report (HS13-20).

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 governments 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. OPHI, in turn, is closely modelled after the recent Investment in Affordable Housing Program, 2014 Extension (IAH-E). Comparable to IAH-E, OPHI is designed to address local housing priorities that include affordability, repair and new construction.
- As per report HS16-19, the Board approved the COCHI & OPHI Initial Investment Plan for the first three fiscal years of the program up to March 31, 2022.

REPORT:

- Further amendments have been made to the Initial Investment Plan in OPHI Year 2 (2020-21) as approved through a previous board report (HS13-20) taking into account the needed investment for the housing project at 590 Chippewa Street West in North Bay.
- The adjustments are noted on the attached Schedule H in the categories of OPHI Capital Components under the Rental Housing Component, Ontario Renovates and Homeownership, as well as in the Operating Component under Housing and Support Services.
- In OPHI Year 3, \$90,000 has been allocated to the Homeownership program, which will allow for approximately 4 households to access down-payment assistance.

- Also in Year 3, \$155,009 has been allocated to Ontario Renovates to allow for a minimum of 6 households to access necessary home renovation/retrofit funding.
- As a result of the amendments, the allocations for OPHI Rental Housing in year 3 is \$233,826, which will be combined with the COCHI Rental Housing amount of \$507,740, for a total of \$741,566.
- Funding from Year 2 for Housing Support Services under the Operating Component in the amount of \$45,497 was moved to Year 3. The total funding in Year 3 is now \$90,995.

It is important to note, amendments were only made to the OPHI Investment Plan. The COCHI allocations remain the same.

RISK IDENTIFICATION & 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 other specified program components to ensure funds are fully committed.

RELATIONSHIP TO STRATEGIC PLAN:

The demand for safe, affordable housing within the District has and will continue to be a top priority and it is the DNSSABs role to facilitate, support and maintain the integrity of the housing continuum through financial programs and assistance.

CONCLUSION:

In summary, the amendments that have been made further support the additional capital funding for the 20-unit housing project (Gateway House) on Chippewa Street and the need for additional affordable rental housing in the District. The amendments also take into account the need for continued funding for Ontario Renovates and Homeownership, which have both proven to be successful programs in the District. This is a well-rounded plan that offers allocations for various housing affordability programs such as an affordable new build, Homeownership as well as Ontario Renovates.

Planned Financial Commitments By Year

COCHI	COCHI Planned Financial Commitment - \$\$			TOTAL	
	YEAR 1	YEAR 2	YEAR 3		
	2019-20	2020-21	2021-22		
SM allocation for each fiscal year	\$ 14,345.00	\$ 76,686.00	\$ 845,663.00	\$ 936,694.00	
Capital Components					
New Build	\$ -	\$ -	\$ 507,740	\$ 507,740.00	
Repair	\$ -	\$ -	\$ -	\$ -	
Operating Components					
Rent Supplement	\$ -	\$ -	\$ 51,000	\$ 51,000.00	
Transitional Operating Funding	\$ 13,628	\$ 72,852	\$ 244,640	\$ 331,119.85	
SM Administration Fees		% of Allocation			
SM Administration Fees	5%	\$ 717	\$ 3,834	\$ 42,283	\$ 46,834.70
Total COCHI	\$ 14,345	\$ 76,686	\$ 845,663	\$ 936,695	
OPHI					
SM allocation for each fiscal year	\$ 782,900	\$ 405,600	\$ 631,400	\$ 1,819,900	
Capital Components					
Rental Housing	\$ -	\$ 355,320	\$ 233,826	\$ 589,146	
Homeownership	\$ 50,800	\$ -	\$ 90,000	\$ 140,800	
Ontario Renovates	\$ 675,455	\$ -	\$ 155,009	\$ 830,464	
Operating Components					
Rental Assistance					
Rent Supplement	\$ -	\$ -	\$ -	\$ -	
Housing Allowance - Direct Delivery	\$ 17,500	\$ 30,000	\$ 30,000	\$ 77,500	
Housing Allowance - Shared Delivery	\$ -	\$ -	\$ -	\$ -	
Housing Support Services	\$ -	\$ -	\$ 90,995	\$ 90,995	
SM Administration Fees		% of Allocation			
SM Administration Fees	5%	\$ 39,145	\$ 20,280	\$ 31,570	\$ 90,995
Total OPHI	\$ 782,900	\$ 405,600	\$ 631,400	\$ 1,819,900	
TOTAL PROGRAM ALLOCATION	\$ 797,245	\$ 482,286	\$ 1,477,063	\$ 2,756,595	

BRIEFING NOTE HS05-21

For information or For Decision or For Approval

Date: January 27, 2021

Purpose: CHPI – Emergency Shelter Services

Prepared by: Stacey Cyopeck, Director of Housing Programs

Reviewed by: Catherine Matheson, CAO

Recommendation:

That the District of Nipissing Social Services Administration Board (DNSSAB) receives report HS05-21 directing staff to enter into an Evergreen Contract with Crisis Centre North Bay for the provision of Shelter Services.

Background:

The Community Homelessness Prevention Initiative (CHPI) funding guidelines indicate that services for individuals who are homeless should be the priority for 67% of the DNSSAB's funding allocation.

Report:

Operated by Crisis Centre North Bay (CCNB), the Four Elms Residence is one of only 32 shelters in Canada to accept families in crisis. (National Shelter Capacity Report 2018). The CCNB also offers transitional housing for youth and crisis shelter beds for women fleeing violence.

CCNB has been providing shelter services in North Bay since 1972. During its first two decades, the shelter was primarily funded by a per diem paid from the City of North Bay, and Grants and base funding from the Ministry of Community and Social Services. When the DNSSAB was created in 1998-99, contractual agreements and funding were negotiated with CCNB for the provision of shelter services. During the last two decades, multiple contracts for the same basic services have been negotiated and formalized between the Crisis Centre and DNSSAB. In addition, the CHPI Guidelines released in 2017 indicate that individuals who are experiencing homelessness will continue to be a funding priority for CHPI allocations for the foreseeable future.

CCNB has had a long-standing partnership with the DNSSAB and has consistently provided quality, emergency shelter beds and supports that have held to the contractual obligations and expectations of the DNSSAB:

Recommendation: That the DNSSAB enter into negotiations with the Crisis Centre North Bay for an Evergreen Contract for shelter beds through the CHPI Emergency Shelter Solutions funding.

Risk Identified and Mitigation:

Requiring Requests for Proposals (RFPs) from agencies for services that have, historically, always been awarded to the only agency that provides the service, can create both administrative pressure and staffing instability. An Evergreen contract would allow the CCNB to plan for staffing stability on an ongoing basis and lessen the administrative hours required for repetitive responses to requests for proposals.

Conclusion:

Negotiating an Evergreen contract with the CCNB for Emergency Shelter Services pertaining to Four Elms Residence will cement the long standing relationship between the DNSSAB and CCNB's Four Elms Residence and allow both the DNSSAB and CCNB to plan and project for each year with more assurance and accuracy.

BRIEFING NOTE B01-21

For information For Approval

DATE: January 27, 2021

PURPOSE: Board Code of Conduct Policy

PREPARED BY: Melanie Shaye, Director of Corporate Services

REVIEWED BY: Catherine Matheson, CAO

RECOMMENDATION

THAT the Board of Directors repeal the Board Code of Conduct Policy, and;

That additional detail in the area of conflict of interest and Board member conduct be incorporated into the updated DNSSAB Procedural By-Law, to be presented in March 2021.

BACKGROUND

Under Resolution EX17-18, the DNSSAB adopted a Code of Conduct Policy for Board members, which applies to both DNSSAB and NDHC Board members, and established standards for appropriate Board member conduct.

The DNSSAB adopted the Nipissing District Housing Corporation (NDHC) By-law amendments outlined in the DNSSAB Briefing Note B26-20. The amendments identify that NDHC's By-law requirements for Board members, as they relate to conflict of interest and conduct are more pronounced.

The revised policy adds stronger and clearer language to the By-law, demonstrating the DNSSAB's commitment to transparency in the areas of conflict of interest and conduct of Board members.

This report is presented to the Board in January 2021, as the Board Code of Conduct Policy requires an annual sign off from Board members that historically occurred in January of each year.

NEXT STEPS

With the repeal of the DNSSAB Board Code of Conduct Policy, the focus will shift to amending the Procedural By-law. The amendments to the Procedural By-law will focus on providing detail and clarity in the areas of Board member accountability as it relates to conflict of interest and conduct.