



REGULAR BOARD MEETING AGENDA

Healthy, Sustainable Communities

- Date:** Wednesday, March, 2022
- Time:** Regular DNSSAB Board Meeting at 1:00 PM (or directly following the Community Services Committee)
- Location:** By video conference while pandemic protocols are in place

Join Zoom Meeting

<https://us06web.zoom.us/j/86569116019?pwd=L01TSUIUQWpTZzVzdXhYVWVVTa3dsdz09>

Meeting ID: 865 6911 6019

Passcode: 07911369

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 | 1.1 Call to Order MOTION: #2022-22 <i>Resolved THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of March 23, 2022 at ____ PM.</i> |
| | 1.2 Declaration of Conflict of Interest |
| 2.0 | Opening remarks by the Chair |

| Item | Topic |
|------|---|
| 3.0 | <p>Approval of Agenda for March 23, 2022</p> <p>MOTION: #2022-23 THAT Board members accept the Agenda as presented.</p> |
| 4.0 | <p>Approval of Minutes</p> <p>4.1 MOTION: #2022-24-A THAT the Board adopt the minutes of the proceedings of the Regular Board meeting of February 23, 2022.</p> <p>4.2 MOTION: #2022-24-B THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of February 23, 2022.</p> |
| 5.0 | <p>Delegations- Census Dwelling and Population Growth presented by David Plumstead.</p> |
| 6.0 | <p>6.1 CAO VERBAL UPDATE:</p> <p>MOTION: #2022-25 THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Verbal Report for March 23, 2022.</p> |
| 7.0 | <p>CONSENT AGENDA – <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></p> <p>MOTION: #2022-26 THAT the Board receives for information, Consent Agenda items 7.1 and 7.2.</p> <p>7.1 B09-22 Ontario Municipal Employee Retirement System (OMERS) 2023 Changes – information on changes to the plan in January 2023.</p> <p>7.2 FA02-22 2022 Board Service Reimbursement Update - information on the updated honoraria rate as prescribed in the Board Service Reimbursement Policy.</p> |
| 8.0 | <p>MANAGERS REPORTS</p> |
| | <p>8.1 HS14-22 Update to Gateway Campus Name Change</p> <p>MOTION: #2022-27 THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive the HS14-22 report Update to Gateway Campus Name Change recommending “Northern Pines” for approval.</p> |

| Item | Topic |
|------|---|
| | <p>8.4 Move in Camera</p> <p>MOTION: #2022-28 THAT the Board (DNSSAB) move in-camera at _____ to discuss legal and negotiation matters.</p> |
| | <p>8.5 Adjourn In Camera</p> <p>MOTION: #2022-29 THAT the Board (DNSSAB) adjourns in-camera at _____ PM.</p> |
| | <p>8.6 Approve In Camera</p> <p>MOTION: #2022-30 THAT the Board (DNSSAB) approves the direction/action agreed to in the in-camera session.</p> |
| 9.0 | OTHER/NEW BUSINESS |
| 10.0 | <p>NEXT MEETING DATE Wednesday, April 27, 2022</p> |
| 11.0 | <p>ADJOURNMENT</p> <p>MOTION: #2022-31 <i>Resolved</i> THAT the Board meeting be adjourned at _____.</p> |



MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – FEBRUARY 23, 2022

12:35 PM

Virtually via Zoom

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)

Councillor Mark King - Chair (North Bay)

Councillor Dave Mendicino (North Bay)

Mayor Dan O'Mara (Temagami)

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)

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, Community Projects Planner
Dawn Carlyle, Project Manager
Donna Mayer, Manager of Project Development

1.1 CALL TO ORDER
Resolution No. 2022-11

Moved by: Dan O'Mara
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 February 23, 2022 at 12:35 PM.

The regular Board Meeting was called to order at 12:35 PM by Chair Mark King.
Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

2.0 CHAIR'S REMARKS

The Chair welcomed everyone. He mentioned items on the agenda today including a new name for the Chippewa Campus and an update on the warming centre, where he thanked the Gathering Place and Dennis Chippa for stepping up to help. He spoke about some of the findings of the Northern Policy Institute report, specifically the increase in opioid related deaths in the North. He also mentioned a report on Deep Energy Retrofits for NDHC properties, and update on the workplace pandemic response, and the CAB's recommendations for the Reaching Home allocation. He commended the CAB for its efforts. He also noted that on March 5th, Nipissing Paramedics will be assisting MPP Fedeli with a pancake breakfast by providing wellness clinics for event attendees.

3.0 ADOPTION OF THE AGENDA
Resolution No. 2022-12

Moved by: Dave Mendicino
Seconded by: Mac Bain

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

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2022-13-A

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of January 26, 2022.

Carried.

4.2 Resolution No. 2022-13-B

Moved by: Terry Kelly

Seconded by: Dan Roveda

Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of January 26, 2022.

Carried.

5.0 DELEGATIONS – There were no delegations.

6.0 CAO VERBAL UPDATE

Resolution No. 2022-14

Moved by: Scott Robertson

Seconded by: Mac Bain

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for February 23, 2022.

CAO Catherine Matheson informed the board the following reports will be presented in the next couple of months:

- National Child Care Report
- Human Service Integration
- Paramedic Response Times

She also indicated that the breakdown of barriers to housing is becoming evident - there are currently 172 individuals on the Homelessness By-Name List and 33 have been housed.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2022-15**Moved by:** Dan O'Mara**Seconded by:** Amanda Smith**THAT the Board receives for information, Consent Agenda items 7.1 to 7.3.**

7.1 HS07-22 Northern Policy Institute Report on Homelessness - details of the Northern Policy Institute's paper entitled "Solving the Homelessness, Addiction and Mental Health Crisis in the North", for information purposes.

Mac Bain asked that Item 7.1 be pulled for discussion. Stacey Cyopeck, Manager of Housing Programs, reviewed the contents of the report and some of its findings and concerns about addiction and mental health in northern Ontario. Councillor Bain informed the Board that FONOM, NOSDA and NOMA contracted this paper and presented it jointly in August at AMO at a multi-ministerial delegation at ROMA. He also invited members to attend a learning session by FONOM the following morning.

7.2 HS09-22 Information on NDHC Deep Energy Retrofit Plan - information on a proposal to create a plan to conduct deep energy retrofits on the Nipissing District Housing Corporation's portfolio.

7.3 B08-22 COVID-19 Pandemic Update - an update to the Board on the DNSSAB workplace pandemic response.

Carried.

8.0 MANAGER'S REPORTS**8.1 HS06-22 North Bay Warming Centre Update**

Report HS06-22 provides an update on the North Bay Warming Centre for information purposes.

Stacey Cyopeck informed the Board that The Gathering Place has taken the lead and opened the warming centre effective February 7th out of the former Health Unit building. Staffing is being covered by Gathering Place staff and volunteers, as well as community agency staff. It is open Monday to Friday in the mornings, and afternoons when staffing is available. Capacity of the warming centre is 25 individuals. The centre will be open until March 31 or as extreme weather requires. There was discussion about how such a facility should be open year-long and for 24 hours a day. The CAO indicated the Chippewa campus is an upstream approach to this and in the meantime, the DNSSAB continues to work with community partners to make the warming centre a priority.

8.2 HS10-22 Gateway Campus Name Change Options

RESOLUTION: #2022-16

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive the HS10-22 report Gateway Campus Name Change Options, recommending Option ___, for approval.

This motion was not moved as the report was returned to staff for further investigation.

8.3 HS11-22 2022/23 Reaching Home Allocation

RESOLUTION: #2022-17

Moved by: Terry Kelly

Seconded by: Dan Roveda

THAT the District of Nipissing Social Services Administration Board receive, for approval, the recommendations for the allocation of the 2022-2023 Reaching Home Funding as set out in report HS11 - 22.

Carried

8.4 In Camera

RESOLUTION: #2022-18

Moved by: Amanda Smith

Seconded by: Dave Mendicino

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 1:21 PM to discuss legal, negotiation and property matters.

Carried

[In-camera minutes are filed separately.]

8.2 Adjourn In Camera

RESOLUTION: #2022-19

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 3:02 PM.

Carried

8.3 Approve In Camera

RESOLUTION: #2022-20

Moved by: Dave Mendicino

Seconded by: Amanda Smith

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, March 23, 2022.

11. ADJOURNMENT

Resolution No. 2022-21

Moved by: Dean Backer

Seconded by: Chris Mayne

Resolved THAT the Board meeting be adjourned at 3:03 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, FEBRUARY 23, 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 – Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Scott Robertson (North Bay)
Councillor Dan Roveda – Vice Chair (West Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Bill Vrebosch (North Bay)
Councillor Chris Mayne (North Bay)

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

1.1 CALL TO ORDER

The Finance and Administration Committee was called to order at 12:03 PM by Chair Mark King.

1.2 DECLARATION OF CONFLICTS OF INTEREST

None were declared.

2.0 CHAIR'S REMARKS

The Chair welcomed everyone.

3.0 ADOPTION OF THE AGENDA

RESOLUTION: #FA01-2022

MOVED BY: Bill Vrebosch

SECONDED BY: Terry Kelly

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

Carried.

4.0 DELEGATIONS - Auditor Dean Decaire presented on the Audit Planning Process for DNSSAB

Dean Decaire from BDO presented the Audit Planning Process, outlining timelines and reviewing the auditor's responsibilities, with a report presented to the committee at the May meeting.

Chair thanked Dean for his presentation.

5.0 CONSENT AGENDA – There were no items on the Consent Agenda.

6.0 MANAGERS' REPORTS – There were no Managers' Reports

7.0 OTHER BUSINESS - There was no other business.

8.0 NEXT MEETING DATE

Wednesday, May 25, 2022

9.0 ADJOURNMENT

RESOLUTION: #FA02-22

MOVED BY: Dan Roveda
SECONDED BY: Jane Dumas

***Resolved* THAT the Finance and Administration Committee meeting be adjourned at 12:26 PM.**

Carried.

MARK KING
CHAIR OF THE COMMITTEE

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

BRIEFING NOTE B09-22

For Information or For Approval

Date: March 23, 2022

Purpose: **Ontario Municipal Employee Retirement System (OMERS) 2023 Changes**

Prepared by: Melanie Shaye, Director of Corporate Services

Reviewed by: Justin Avery, Manager of Finance

Approved by: Catherine Matheson, Chief Administrative Officer

Alignment with Strategic Plan: Healthy, Sustainable Communities

Maximize Impact Remove Barriers Seamless Access Learn & Grow

BACKGROUND:

The Pension Plan

The OMERS pension plan is a defined benefit plan designed to provide a reliable stream of income in retirement to members, guided by the OMERS Act, 2006. A defined benefit plan means that in return for contributions, members can expect a predictable, steady, monthly income in retirement.

District Social Services Administration Boards employees are named under the OMERS Act as eligible employees, so the DNSSAB is part of the OMERS pension plan, and currently all full-time, permanent employees automatically become a member of the OMERS plan on the date they are hired, or on the date they become full-time. Non-full time employees currently can join when they become eligible, by meeting one of the following conditions in both the previous two calendar years with any OMERS participating employer:

- Worked at least 700 hours
- Earned at least 35% of the Canada Pension Plan (CPP) earnings limit or year's maximum pensionable earnings. The maximum pensionable earnings under CPP for 2022 is \$64,900.

Once an employee becomes a member, they remain part of the OMERS plan even if their hours or income fall below the eligibility requirements, or if their work status changes.

The OMERS pension plan is currently considered to provide full indexation on benefits earned on or before January 1, 2023. Full indexation protection is up to a maximum of six percent (6%) each year.

OMERS Decision-Making

On an annual basis, the OMERS sponsors corporation board reviews the health and viability of the pension plan to ensure it remains sustainable, affordable and meaningful to OMERS members.

CURRENT STATUS:

On June 24, 2020 the OMERS sponsors' corporation board approved amendments to the OMERS pension plan. The most impactful changes to the DNSSAB, becoming effective January 1, 2023 are listed below.

Non-full-time Expansion

The OMERS sponsors' corporation approved a change to the OMERS pension plan that will allow plan eligibility for all existing and newly hired non-full-time (NFT) employees who are not currently members of the plan. The effective date of this plan change is January 1, 2023.

This means all NFT employees may elect to join the OMERS plan at any time. Enrolment in the OMERS plan would take effect on the first day of the month after the employee's election is received and would remain as long as the employee continues to work for the current employer.

NFT employees are referred to as "other than continuous full time" (OTCFT) employees under the OMERS pension plan. An OTCFT employee is any employee who is working for and paid directly by an OMERS employer on a less than continuous full time (CFT) basis. Examples of OTCFT employees include:

- Relief, temporary and part time employees
- Contract employees
- Summer students and interns

Starting on January 1, 2023 employers are required to offer enrolment and provide an explanation of the plan benefits.

Shared Risk Indexing

Additionally, the OMERS sponsors' corporation approved a change to the OMERS pension plan that reduces future inflation increases on benefits earned after December 31, 2022.

This change does not affect benefits earned before January 1, 2023, but means that when a member retires the benefits earned on or before December 31, 2022 will be granted full indexation.

Benefits earned on or after January 1, 2023 will be subject to shared risk indexing, meaning the level of indexation will depend on the sponsor's corporation board's annual assessment of the financial health of the plan. This means the pension might not grow as fast as inflation. OMERS has stated they will provide more information closer to the implementation date.

RISK IDENTIFICATION AND MITIGATION:

This change does not affect the employer matching contribution rate currently in effect under the plan terms. In 2022 OMERS pension plan contribution rates are:

Normal retirement age 65 members

On earnings up to the CPP earnings limit (\$64,900 in 2022): 9.0%

On earnings over the CPP earnings limit: 14.6%

When the Paramedic Services direct delivery analysis was conducted, it was performed under the premise that all paramedics (including those that would be considered NFT) would be enrolled in OMERS.

For positions outside of Paramedic Services, it has been determined through a point-in-time assessment (which may fluctuate based on staffing in the next year) that approximately 20 staff are not enrolled in OMERS. Depending on the number of employees who elect to join, the impact would be approximately \$14,118 if 25% of NFT employees decided to enrol, to as high as \$56,473 if 100% of eligible employees decided to join. Because the DNSSAB has no control over these costs, staff will ensure the applicable budgets consider these possible increases as employee elections may not be known until early 2023.

CONCLUSION:

Staff will continue to monitor the OMERS sponsors' corporation communication to stay current on changes that could impact staff and budgets.

BRIEFING NOTE FA02-22

For Information or For Approval

Date: March 23, 2022

Purpose: 2022 Board Service Reimbursement Update

Prepared by: Justin Avery, Manager of Finance

Reviewed by: Melanie Shaye, Director of Corporate Services

Approved by: Catherine Matheson, Chief Administrative Officer

Alignment with Strategic Plan: Healthy, Sustainable Communities

Maximize Impact Remove Barriers Seamless Access Learn & Grow

RECOMMENDATION:

That the Board receives the updated honoraria rate as prescribed in the Board Service Reimbursement Policy.

BACKGROUND:

- The Board Service Reimbursement Policy (the Policy) was originally adopted under Resolution EX06-15 which stated the Policy will be reviewed every four years.
- The Policy was reviewed and revised in 2016 under Resolution 2016-08 and included honoraria rates.
- The Policy was again reviewed and revised in 2017 under Resolution 2017-23.
- The Policy was updated in 2020 to include Nipissing District Housing Corporation (NDHC), reflect the committee structure changes and make some minor corrections.
- The Policy was updated in 2021 to remove the appendix that displayed the honoraria rates so the Policy will not require annual amendments for new rates.
- The honoraria rates in the Policy are set to increase each year in February in accordance with the Consumer Price Index (CPI) for Ontario based on the year over year change as of January 31st.

CURRENT STATUS/STEPS TAKEN TO DATE:

The January 2021 to January 2022 CPI change for Ontario was 5.7%. Therefore a 5.7% increase is applied to the 2021 Board honoraria rates to determine the 2022 rates as outlined in Figure 1 below, and in accordance with the Policy's statement on meeting rates being adjusted in February of each year by the Consumer Price Index (Ontario) for the prior year based on Statistics Canada¹.

Figure 1:

| Board Member Rate | | | | |
|-------------------|---------------|--------------------|----------------|------------|
| 2021 | Board Meeting | Committee Meetings | Ad-hoc Meeting | NDHC Board |
| Board Chair | \$ 539.11 | \$ 126.38 | \$ 67.78 | \$ 126.38 |
| Vice Chair | \$ 404.41 | \$ 126.38 | \$ 67.78 | \$ 126.38 |
| Board Member | \$ 336.63 | \$ 126.38 | \$ 67.78 | \$ 126.38 |

Statistics Canada Consumer Price Index
January 2022 = 5.7% increase
(12 month change)

| Board Member Rate | | | | |
|-------------------|---------------|--------------------|----------------|------------|
| 2022 | Board Meeting | Committee Meetings | Ad-hoc Meeting | NDHC Board |
| Board Chair | \$ 569.84 | \$ 133.58 | \$ 71.64 | \$ 133.58 |
| Vice Chair | \$ 427.46 | \$ 133.58 | \$ 71.64 | \$ 133.58 |
| Board Member | \$ 355.82 | \$ 133.58 | \$ 71.64 | \$ 133.58 |

RESOURCES REQUIRED:

An estimated annual increase to the honoraria rates was included in the 2022 budget. Therefore, no additional resources are required.

CONCLUSION:

The increase in Board/Committee honoraria rates is effective February 2022 until the rates are updated in 2023.

ATTACHMENT:

Board Service Reimbursement Policy

¹ Original rates and annual increases based on the Consumer Pricing Index (CPI) approved in Resolution 2011-067

| | |
|--|----------------------------|
| TITLE: Board Service Reimbursement Policy | SECTION: Board |
| DATE: Feb 2017 | POLICY NO.: |
| APPROVED BY: March 2021 | REVISED: March 2021 |

1. GENERAL STATEMENT OF POLICY AND PROCEDURE

The District of Nipissing Social Services Administration Board (DNSSAB) and Nipissing District Housing Corporation (NDHC) are committed to ensuring publically funded expenditures are fair, open, accountable, efficient, and transparent.

The purpose of this policy is to provide clarification to the manner the DNSSAB and NDHC Boards will provide reimbursements to Board Members for costs incurred as a result of their service.

The revisions to this policy are guided by the “Broader Public Sector Procurement Directive” issued by the Management Board of Cabinet July 2011, and by the Travel, Meal and Hospitality Expenses Directive of the Management Board of Cabinet dated January 1, 2017.

2. SCOPE

This policy applies to all board members of DNSSAB and NDHC in connection with Board business.

3. OBJECTIVE

This policy shall provide members with equitable compensation for time spent on, and reimbursement of costs incurred in doing Board related business.

Expenses must:

- Be Board related,
- Be modest and appropriate, and
- Strike a balance among economy, health & safety, and efficiency in operations.

4.0 PROCEDURE/ADMINISTRATION

4.1 Honoraria

Honorarium rates are paid on a monthly basis and in accordance with attendance at each meeting. Members will receive payments based on attendance at all Board, Committee and Ad Hoc meetings, whether in person or by teleconference. Members will not be compensated for non-attendance at scheduled meetings, unless otherwise decided by the Chair and/or CAO (Resolution No. 2017-83). A maximum of one Board Meeting per organization (DNSSAB & NDHC) per month will be paid; any other scheduled meetings of the Board shall be paid at the Ad Hoc Meeting rate. Members are required to report absences to the Executive Coordinator forty-eight (48) hours prior to a Regular Board Meeting for quorum purposes.

Board members attending meetings as guests will only be eligible for the honorarium when specifically invited by the Chair.

Meeting rates will be adjusted in February of each year by the Consumer Price Index (Ontario) for the prior year based on Statistics Canada¹.

4.2 Travelling Expenses

Please refer to the Travel, Meal and Hospitality Policy FIN/ADM 03.

4.3 Information Technology

4.3.1 Cell Phones

The Chair and Vice-Chair of the DNSSAB Board will be offered a stipend of \$50 per month for the duration of their term to cover the cost of the cell phone fees. The stipend will be reimbursed on the monthly honorarium.

If the Chair and Vice Chair subscribe to a cellular service prior to assuming their office on the Board, they may request reimbursement of any additional cell phone charges incurred as a result of doing Board business. Request for additional reimbursements is to be paid through the travel expense claim process.

¹ Original rates and annual increases based on the Consumer Pricing Index (CPI) approved in Resolution 2011-067

4.3.2 Internet

Access to the internet is required intermittently. Any Board Member who does not subscribe to an internet provider prior to assuming their role on the Board will be offered a stipend of \$60 per month for the duration of their term on the Board to cover the cost of internet access fees. The stipend is not intended to cover the full cost of internet access, but a portion that would fairly represent the estimated cost associated with DNSSAB Board business. The stipend will be reimbursed on the monthly honorarium.

If a Board member subscribes to an internet provider prior to assuming their role on the Board, they may request reimbursement of any additional internet access charges incurred as a result of doing Board business. Request for additional reimbursements is to be paid through the travel expense claim process.

4.3.3 Electronic Devices (Tablets/ Laptops/Cell Phones)

All board correspondence, including committee and board packages shall be electronic. Board members will be permitted to choose from the following options relating to Electronic Devices:

- The Board Member shall be provided with a stipend of \$700 towards the purchase of an Electronic Device that can be used for DNSSAB Board business. This stipend is available once during the 4 year term of the Board (Resolution Number 2017-23);
- The Board Member can choose from a variety of Electronic Device options as determined by DNSSAB staff;
- If a Board Member receives an Electronic Device from their municipal council, DNSSAB will, at the request of the Board Member, reimburse that Council up to the stipend of \$700.

BRIEFING NOTE HS14-22

For Information or For Approval

Date: March 23, 2022

Purpose: Update to Gateway Campus Name Change

Prepared by: Stacey Cyopeck, Director, Housing Services

Reviewed by: Justin Avery, Manager of Finance

Approved by: Catherine Matheson, Chief Administrative Officer

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) receive the HS14-22 report Update to Gateway Campus Name Change recommending “Northern Pines” for approval.

BACKGROUND:

In January 2022, it was identified that the Gateway Campus name was already associated with a housing cooperative in North Bay, creating confusion and potential access barriers for residents seeking service.

At the DNSSAB meeting on February 23, 2022, the Board indicated through a poll that the name change of “Northern Pines” was preferred once Staff had investigated further and verified that the name would not conflict with other sites in the District.

CURRENT STATUS/STEPS TAKEN TO DATE:

After investigation, it has been established that the name “Northern Pines” is used by a camp and golf course and dental office in Ontario, but is not used in reference to any housing sites or programs. In addition, the name “The Pines Senior Apartments” is used by a seniors’ housing site in Powassan and “Whispering Pines Native Non-Profit Homes Inc.” is located in Mattawa. Since neither of these sites are located within North Bay, it was felt that confusion would be minimal.

Also investigated:

“Evergreen Campus”: has a direct conflict with “Evergreen Lodge” which is part of the Mental Health and Addiction Regional Campus of the North Bay Regional Health Centre.

“Pathways”: several conflicts were found online that were tied to housing, support or health services in North Bay that could lead to confusion.

The operator engaged with tenants and guests of the on-site services, and the majority supported the tree themed name.

RESOURCES REQUIRED:

Once the new name is chosen, a communication plan will be implemented, which will include notification to the Ministry of Municipal Affairs and Housing and to community partners. New signage will be created and posted on site and resource lists such as 211.ca and the Nipissing Service Navigation Guide will be updated.

RISK IDENTIFICATION AND MITIGATION:

The name change should be undertaken as soon as possible prior the opening of any further housing programs on the site in an effort to mitigate costs for signage and to ensure seamless access for those requiring the service.

CONCLUSION:

Northern Pines will provide a recognizable and unique identity within the community, allowing for seamless service delivery, and reducing barriers to access.