



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 02/2011
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: January 20, 2011

TIME OF MEETING: 12:28 p.m.

LOCATION OF MEETING: McNaughton Room
Thunder Bay City Hall
500 East Donald Street
Thunder Bay, Ontario

CHAIR: Councillor I. Angus

PRESENT:
Councillor Iain Angus
Councillor Andrew Foulds
Councillor Larry Hebert
Reeve Kevin Holland
Mr. Robert (Bob) Katajamaki
Mayor Don McArthur
Councillor Paul Pugh
Councillor Kelly Tsubouchi
Councillor Joe Virdiramo

OFFICIALS:
Mr. Sandy Isfeld, Acting CAO
Ms. Karen Bradica, Manager – Housing Services Division
Mr. Don Tront, Manager
– Property Management Services Division
Mr. Joe Benc, Supervisor – Maintenance
- Property Management Services Division
Ms. Lynda DaCosta, Human Resources Consultant
Mrs. Sandra Legros, Recording Secretary

REGRETS:
Councillor Armand Giguere
Councillor Sara Park
Councillor Aldo Ruberto

GUESTS:
Nick Melchiorre, Weiler, Maloney, Nelson
TBDSSAB Solicitor

Note: For purposes of this agenda and subsequent Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors, and references to CAO refers to the Chief Administrative Officer of TBDSSAB.

BOARD (CLOSED SESSION) MEETING

REPORTS OF OFFICERS

Karen Bradica, Manager – Housing Services Division, Carmen Wheeler, Manager – Ontario Works Division, Keri Greaves, Acting Manager – Finance Division, Lynda DaCosta, Human Resources Consultant, and James McMahon, Social Policy Analyst, left the meeting room.

Renewable Energy Initiative – Revised Implementation Plan – Solar Photovoltaic Systems – Energy and Facility Renewal Pilot Project

At the November 18, 2010, Board meeting a resolution was passed requesting Administration submit a further report as directed in Report No. 2010CS-11 (Property Management Services).

Report No. 2011CS-03 (Property Management Services) relative to providing additional information as requested, was via email on January 17, 2011, and on desks at the Board Orientation meeting on January 19, 2011.

Nick Melchiorre, of Weiler, Maloney, Nelson, was present to respond to questions.

Don Tront, Manager – Property Management Services Division, provided an overview and responded to questions. Joe Benc, Supervisor – Maintenance - Property Management Services Division, also responded to questions.

It was the consensus of the Board that the resolution as contained in Report No. 2011CS-03 be presented for consideration in Open Session.

At 12:45 p.m. all Officials, as well as Nick Melchiorre left the meeting room.

CAO Recruitment

Lynda DaCosta, Human Resources Consultant entered the meeting room.

It was the consensus of the Board that the recommendation of the Hiring Committee be accepted and that a resolution providing direction to Administration be presented in Open Session.

At 13:20 p.m. Sandy Isfeld, Acting CAO, and Sandra Legros, Recording Secretary, entered the meeting. The Chair called for a fifteen minute break.

At 13:35 p.m. the Board reconvened in Closed Session.

CUPE Negotiations Update

Memorandum from Lynda DaCosta, Human Resources Consultant – TBDSSAB, dated January 10, 2011, relative to the above noted.

Lynda DaCosta, Human Resources Consultant, provided an overview and background information, and responded to questions. Sandy Isfeld, Acting CAO, also responded to questions.

It was the consensus of the Board that the resolution as contained in above noted memorandum be presented for consideration in open session.

At 2:05 p.m. Lynda DaCosta, Human Resources Consultant, left the meeting room

Service Provider Agreement – Status

Memorandum from Sandy Isfeld, Manager – Children’s Services Division, dated January 10, 2011, and Confidential Attachments #1 to #7, were delivered via email on Wednesday, January 12, 2011 to all Board Members (except the Schreiber representative, who had not been appointed to TBDSSAB at the time of emailing), for information only.

A hard copy of the above noted information was included in the Closed Session package for the Schreiber representative.

Sandy Isfeld, Acting CAO, provided an overview and responded to questions.

Property Management Services - Proposed Staff Complement 2011

At 2:10 p.m. Don Tront, Manager – Property Management Services Division, entered the meeting room.

Report No. 2011CS-02 (Property Management Services) relative to the above noted.

Don Tront, Manager – Property Management Services Division, provided an overview and responded to questions. Sandy Isfeld, Acting CAO, also responded to questions.

Rent Supplement Program Update – January 2011

Memorandum from Don Tront, Manager – Property Management Services, dated January 7, 2011, attaching Confidential Attachment #1 to Administrative Summary No. ADM2011-01 which will be presented in Open Session, for information only.

Don Tront, Manager – Property Management Services Division, provided an overview and responded to questions.

At 2:16 p.m. Don Tront, Manager – Property Management Services Division, left the meeting room.

Short Term Rent Support Program (STRSP)
– Update

At 2:16 p.m. Karen Bradica, Manager – Housing Services Division, entered the meeting room.

Report No. 2011CS-01 (Housing Services) providing an update relative to the above noted, for information only.

Karen Bradica, Manager – Housing Services Division, responded to questions. Sandy Isfeld, Acting CAO, also responded to questions.

Administration was requested to provide a memo via email to Members of the Board explaining the median.

Request for Additional Subsidy
TBDHC – Public Housing Capital Reserve
Fund

Memorandum from Karen Bradica, Manager – Housing Services Division, dated December 17, 2010, relative to the above noted.

Karen Bradica, Manager – Housing Services Division. Provided an overview and responded to questions.

It was the consensus of the Board that the resolution as contained in the above noted Memorandum be presented for consideration in Open Session.

At 2:35 p.m., Karen Bradica, Manager – Housing Services Division, left the meeting room.

2011 Budget Considerations

Memorandum from William Bradica, Acting CAO, dated January 10, 2011, relative to the above noted.

Sandy Isfeld, Acting CAO, provided an overview and responded to questions.

It was the consensus of the Board that the resolution as contained in the noted memorandum be presented for consideration in Open Session.

Acting CAO

Councillor Iain Angus provided a verbal update and Sandy Isfeld, Acting CAO, responded to questions.

It was the consensus of the Board that a resolution with respect to the amendment to the Acting CAO appointment be presented for consideration in Open Session.

TBDSSAB

Year 2011 Proposed Budget

Memorandum from William Bradica, Acting CAO, dated January 10, 2011, attaching Confidential 2011 Proposed Staff Complement as part of Attachment #5 (Draft Budget Book) to Report No. 2011-05 (Finance), which will be presented in Open Session, for information only.

Sandy Isfeld, Acting CAO, provided an overview and responded to questions.

New Office Building Project Update

Administrative Summary No. ADM2011CS-01 (CAO's Office) relative to providing an update on the new office building project, for information only.

Sandy Isfeld, Acting CAO, provided an overview and responded to questions.

NEW BUSINESS

TBDHC – Housing Provider Fire Update

At 2:50 p.m. Don Tront, Manager, Property Management Services Division, entered the meeting room.

Don Tront, Manager – Property Management Services Division, provided a verbal update with respect to the fire at Andras Court, and responded to questions.

ADJOURNMENT

Resolution No. 11/CS01

Moved by: Councillor P. Pugh
Seconded by: Mayor D. McArthur

THAT the Board (Closed Session) Meeting No. 02/2011 of The District of Thunder Bay District Social Services Administration Board, held on January 20, 2011, be adjourned, at 2:59 p.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED