



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

**MINUTES OF BOARD MEETING NO. 01/17
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: January 26, 2017
TIME OF MEETING: 10:03 AM
LOCATION OF MEETING: 3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Robert (Bob) Katajamaki

PRESENT:

Iain Angus
Kim Brown
Mark Figliomeni
Andrew Foulds
Robert (Bob) Katajamaki
Lucy Kloosterhuis
Wendy Landry
Eric Pietsch
Peter Ruel
Aldo Ruberto
Joe Virdiramo

OFFICIALS:

William (Bill) Bradica, Chief Administrative Officer
Georgina Daniels, Director - Corporate Services Division
Ken Ranta, Director - Housing Services Division
Jennifer Lible, Acting Director - Client Services Division
Linda Molenda, Recording Secretary
Glenda Flank, Executive Assistant

ABSENT:

REGRETS:

Paul Pugh
Shelby Ch'ng

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

William Bradica, Chair opened the meeting.

DISCLOSURES OF INTEREST

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 17/01

Moved by: Kim Brown
Seconded by: Iain Angus

THAT with respect to the agendas for the Inaugural Board and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for January 26, 2017, the agendas as printed, including any additional information and new business, be approved.

CARRIED

Resolution No. 17/02

Moved by: Kim Brown
Seconded by: Peter Ruel

THAT with respect to the January 26, 2017 and the remainder of the 2017 agendas, we approve:

1. that in accordance with Section 4.(1)(iv) of the TBDSSAB Governance & Procedural By-law, the Board approve the structure of the Board Meeting Agenda as follows:

DISCLOSURES OF INTEREST
DEPUTATIONS / PRESENTATIONS
MINUTES OF PREVIOUS MEETING
REPORTS OF ADMINISTRATION
(RED FLAG ISSUES)
CORRESPONDENCE
BY-LAWS
NEW BUSINESS
NEXT MEETING
ADJOURNMENT

2. that any matters discussed or resolutions passed which relate to the business of The District of Thunder Bay Social Services Administration Board (TBDSSAB) shall be deemed to have been discussed by the Directors of TBDSSAB.
3. that any matters discussed or resolutions passed which relate to the business of the Thunder Bay District Housing Corporation (TBDHC) shall be deemed to have been discussed by the Directors of TBDHC.

CARRIED

ELECTION OF OFFICERS

Election of Board Chair and Executive Officers

The first order of business was to elect a Chair and Board Executive for the term ending on December 31, 2017.

Ken Ranta, Director - Housing Services Division and Georgina Daniels, Director -- Corporate Services Division were appointed as scrutineers if an election was required.

Chair

William Bradica, CAO, called for nominations for the position of Chair of TBDSSAB for the above noted term.

Robert Katajamaki was nominated and accepted the nomination. Aldo Ruberto was nominated and accepted the nomination. Iain Angus was nominated and declined the nomination. There were no further nominations.

Resolution No. 17/03

Moved by: Kim Brown
Seconded by: Mark Figliomeni

THAT the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2017, be filled by:

Robert Katajamaki

CARRIED

Robert Katajamaki assumed the seat as Chair.

Vice-Chair

Chair Robert Katajamaki called for nominations for the position of Vice-Chair of TBDSSAB for the above noted term.

Joe Virdiramo was nominated and accepted the nomination. Mark Figliomeni was nominated and declined the nomination. Aldo Ruberto was nominated and accepted the nomination. There were no further nominations.

Resolution No. 17/04

Moved by: Wendy Landry
Seconded by: Iain Angus

THAT the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2017, be filled by:

Aldo Ruberto

CARRIED

Secretary/Treasurer

Chair Robert Katajamaki called for nominations for the position of Secretary/Treasurer of TBDSSAB for the above noted term.

Mark Figliomeni was nominated and accepted the nomination. There were no further nominations.

Resolution No. 17/05

Moved by: Wendy Landry
Seconded by: Iain Angus

THAT the position of Secretary/Treasurer of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2017, be filled by:

Mark Figliomeni

CARRIED

Destruction of Ballots

Resolution No. 17/06

Moved by: Wendy Landry
Seconded by: Iain Angus

THAT with respect to the appointment of the Chair, Vice-Chair and Secretary Treasurer, we approve the destruction of any and all written ballots.

CARRIED

TBDSSAB Committees

Memorandum from William Bradica, CAO, dated January 20, 2017, to inform the Board that appointments to the various committees currently existing are being postponed until the Governance and Procedural By-law is finalized.

Resolution No. 17/06(A)

Moved by: Aldo Ruberto
Seconded by: Kim Brown

THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2017:

1. _____
2. _____
3. _____
4. _____
5. _____

AND THAT the Chair of the Audit Committee be appointed at the first meeting of the year.

Resolution No. 17/06(A)(i)

Moved by: Iain Angus
Seconded by: Joe Virdiramo

THAT Resolution No. 17/06(A) appointing Members of The District of Thunder Bay Social Services Administration Board to the Audit Committee, for the term ending December 31, 2017, be deferred to the February 23, 2017 Board meeting.

CARRIED

Resolution No. 17/06(A)

Moved by: Aldo Ruberto
Seconded by: Kim Brown

THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2017:

1. _____
2. _____
3. _____
4. _____
5. _____

AND THAT the Chair of the Audit Committee be appointed at the first meeting of the year.

DEFERRED

CONFIRMATION OF MEETING DATES

2017 TBDSSAB Meeting Dates and Next Inaugural Meeting Date

Memorandum from William Bradica, CAO, dated January 6, 2017, containing a resolution to schedule the 2017 Board Meeting dates and the next Inaugural Meeting date was presented for approval.

William Bradica, CAO, provided an overview of the Memorandum and a discussion was held regarding Board Meeting dates.

Resolution No. 17/07

Moved by: Wendy Landry
Seconded by: Mark Figliomeni

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2017 be held in the City of Thunder Bay, beginning at 10:00 a.m. on the following dates:

February 23, March 23, April 20, May 25, June 22,
July 27, September 28, October 26, November 23
and December 14;

AND THAT the next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 25, 2018;

AND THAT any changes to the meeting schedule can be made by resolution of the Board.

Resolution No. 17/07(A)

Moved by: Iain Angus
Seconded by: Mark Figliomeni

THAT the date recommended for the next Inaugural Meeting be changed from Thursday January 25, 2018 to Thursday January 4, 2018.

CARRIED

Resolution No. 17/07 - As Amended

Moved by: Wendy Landry
Seconded by: Mark Figliomeni

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2017 be held in the City of Thunder Bay, beginning at 10:00 a.m. on the following dates:

February 23, March 23, April 20, May 25, June 22,
July 27, September 28, October 26, November 23
and December 14;

AND THAT the next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 4, 2018;

AND THAT any changes to the meeting schedule can be made by resolution of the Board.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to Security of the Property of the Board regarding the Carryforward of Capital Projects.

Resolution No. 17/08

Moved by: Mark Figliomeni
Seconded by: Wendy Landry

THAT the Board adjourns to Closed Session relative to receipt of information with respect to Security of the Property of the Board regarding the Carryforward of Capital Projects.

CARRIED

At 10:42 a.m. the meeting reconvened in Regular Session to consider the remaining agenda items.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 19/2016 and Meeting No. 20/2016 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 15, 2016, respectively, to be confirmed.

Resolution No. 17/09

Moved by: Joe Virdiramo
Seconded by: Eric Pietsch

THAT the Minutes of Meeting No. 19/2016 and Meeting No. 20/2016 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 15, 2016, respectively, be confirmed as amended.

CARRIED

Committee Meetings

**Governance and
Procedural Committee**

Confirmed Minutes of the Governance and Procedural Committee meeting held on December 9, 2016, were presented for information only.

Executive Committee

Draft Minutes of the Executive Committee meeting held on December 14, 2016, were presented for information only.

REPORTS OF ADMINISTRATION

Governance and Procedural By-Law

Report No. 2017-01 (CAO's Office), relative to providing the Board with a recommendation from the Board Governance and Procedural Committee in regards to the revision of the TBDSSAB Governance By-law, was presented for consideration.

William Bradica, CAO, highlighted the changes recommended by the special Governance and Procedural By-law Review Committee.

William Bradica, CAO, responded to questions.

Resolution No. 17/10

Moved by: Kim Brown
Seconded by: Joe Virdiramo

THAT with respect to Report No. 2017-01 (CAO's Office), we the District of Thunder Bay Social Services Administration Board approve the draft Governance and Procedural By-law as reviewed and recommended by the special Board Governance and Procedural Committee and as attached to Report No. 2017-07;

AND THAT we authorize the Chief Administrative Officer to amend the Governance and Procedural By-law with respect to housekeeping items, as may be required from time to time;

AND THAT By-law Number 7 - 2013 be repealed;

AND THAT Administration is directed to present to the Board a revised draft Board Committees Policy for consideration at the February 2017 Board meeting;

AND THAT the any necessary By-law be presented to the Board for consideration.

CARRIED

Resolution No. 17/10(A)

Moved by: Iain Angus
Seconded by: Joe Virdiramo

THAT the Governance and Procedural Committee continue until its' assigned work has been completed;

AND THAT the Code of Conduct be reviewed;

AND THAT a Policy regarding disciplinary action for Board members be presented for consideration.

CARRIED

Carryforward of Capital Projects

Report No. 2017-02 (Corporate Services Division) relative to providing the Board with the year 2017 weighted assessment and levy apportionment for the Board's, was presented for information only.

Year 2017 Weighted Assessment
and Levy Apportionment

Report No. 2017-03 (Corporate Services Division) relative to providing the Board with the list of budgeted capital projects that the Chief Administrative Officer (CAO) has approved to be carried forward and completed in the 2017 year, was presented for consideration.

Georgina Daniels, Director - Corporate Services Division responded to questions.

Resolution No. 17/11

Moved by: Joe Virdiramo
Seconded by: Iain Angus

THAT with respect to Report No. 2017-03 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the year 2017 weighted assessment calculation and levy apportionment.

CARRIED

2016 Statement of Board Remuneration

Memorandum from Keri Greaves, Manager, Finance, dated January 9, 2017 relative to 2016 Board Member Remuneration, was presented for information only.

Georgina Daniels, Director - Corporate Services Division responded to questions.

Investment in Affordable Housing –
Household Income Limits Policy

Report No. 2017-04 (Housing Services Division) relative to providing the Board with the Investment in Affordable Housing (IAH) – Household Income Limits (HIL) Policy, was presented for consideration.

Resolution No. 17/11(A)

Moved by: Joe Virdiramo

Seconded by: Iain Angus

THAT with respect to Report No. 2017- 04 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) approve the Investment in Affordable Housing (IAH) – Household Income Limits (HIL) Policy as presented;

AND THAT the Board authorizes the Chief Administrative Officer to amend this Policy with respect to housekeeping items, as may be required from time to time;

AND THAT any necessary By-law be presented to the Board, for consideration.

CARRIED

Community Homelessness Prevention
Initiative (CHPI) 2017/18 Investment Plan

Report No. 2017-05 (Housing Services Division) relative to providing the Board with information and Administration's funding recommendations with respect to TBDSSAB's 2017/2018 Community Homelessness Prevention Initiative (CHPI) allocation, was presented for consideration.

Ken Ranta, Director – Housing Services Division, provided an overview on the above-noted.

William Bradica, CAO, responded to questions.

Resolution No. 17/12

THAT with respect to Report No. 2017-05 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the Community Homelessness Prevention Initiative (CHPI) 2017/18 Investment Plan as presented;

AND THAT the Board authorizes the Chair and the Chief Administrative Officer, to submit the approved CHPI 2017/18 Investment Plan to the Ministry of Housing (MHO);

AND THAT the Board authorizes the Chair and Chief Administrative Officer to execute any required Agreements with Service Providers;

AND THAT terms of reference for a CHPI advisory table be drafted for the Board's review at the April 2017 Board meeting;

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

Administration to provide the Board with a listing of all the organizations that receive funding from TBDSSAB.

Social Housing Projects of Concern
Policy Amendments

Report No. 2017-06 (Housing Services Division) relative to providing the Board with rational and to seek approval to revoke TBDSSAB Policy #SH12.001 - Projects of Concern, as the content of this Policy is legislated to Service Managers through the *Housing Services Act, 2011*, was presented for consideration.

Ken Ranta, Director – Housing Services Division, provided an overview on the above-noted.

Resolution No. 16/13

Moved by: Eric Pietsch
Seconded by: Peter Ruel

THAT with respect to Report No. 2017-06 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve Administration's recommendation to revoke Policy #SH12.001 - Projects of Concern, effective February 1, 2017.

AND THAT any necessary By-law be presented to the Board for consideration.

CARRIED

NEW BUSINESS

Ontario Electricity Support Program (OESP)

Board Member Aldo Ruberto informed the Board of the Ontario Electricity Support Program.

8-Plex Update

William Bradica, CAO, and Ken Ranta, Director – Housing Services Division provided the Board with and update on the above-noted and responded to questions.

TBDSSAB Board Composition

William Bradica, CAO, provided an update on the Board's request to the fifteen Thunder Bay District municipalities and the Territories Without Municipal Organization seeking double majority consent regarding Board composition.

A discussion followed.

William Bradica, CAO, responded to questions.

CORRESPONDENCE

None.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, February 23, 2016, in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

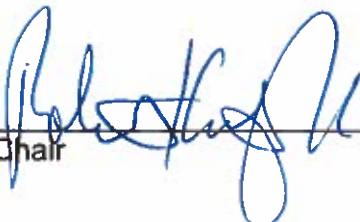
ADJOURNMENT


Resolution No. 16/14

Moved by: Aldo Ruberto
Seconded by: Peter Ruel

THAT the Inaugural Board Meeting No. 01/2016 of The District of Thunder Bay Social Services Administration Board, held on January 26, 2017, be adjourned at 10:20 a.m.

CARRIED


Chair


Secretary/Treasurer