



**MINUTES OF BOARD MEETING NO. 13/2017
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING:	September 28, 2017
TIME OF MEETING:	10:00 AM
LOCATION OF MEETING:	3rd Floor Boardroom TBDSSAB Headquarters 231 May Street South Thunder Bay, ON
CHAIR:	Robert (Bob) Katajamaki
PRESENT:	OFFICIALS:
Iain Angus	William (Bill) Bradica, Chief Administrative Officer
Kim Brown	Ken Ranta, Director - Housing Services Division
Shelby Ch'ng	Georgina Daniels, Director - Corporate Services
Mark Figliomeni	Division, Acting Director - Client Services Division
Andrew Foulds	
Robert (Bob) Katajamaki	Brook Latimer, Communications and Community
Lucy Kloosterhuis	Engagement Officer
Eric Pietsch	
Paul Pugh	Linda Molenda, Recording Secretary
Aldo Ruberto	Glenda Flank, Executive Assistant
Peter Ruel	
REGRETS:	GUESTS:
Kevin Holland	Brian Babcock, Partner, Weiler, Maloney, Nelson
Wendy Landry	
Joe Virdiramo	

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

DISCLOSURES OF INTEREST

Board Member Andrew Foulds disclosed an interest (Perceived) with respect to Report No. 2017-67–TBDSSAB 2017 2nd Quarter Operational Report, as his position as Vice-Principal is responsible for admitting students to the SAM MISOL program referred to in the report.

On consensus, the Board approved Board Member Andrew Foulds' request to be in attendance when Report No. 2017-67 is presented, and refrain from speaking or voting on the item.

CONFIRMATION OF BOARD MEETING AGENDA

It was noted that Board Member Aldo Ruberto would be delayed due to unforeseen personal reasons and that he requested Closed Session be discussed when he is present.

It was also noted that Brian Babcock, Board Solicitor, will be in attendance at 11:30 a.m. for the Closed Session discussion.

The Board Chair requested that Closed Session be moved to the end of the meeting so that Board Member Aldo Ruberto and Board Solicitor Brian Babcock could be in attendance.

On consensus, the Board approved the Board Chairs' request to move Close Session.

Resolution No. 17/87 – As Amended

Moved by: Lucy Kloosterhuis
Seconded by: Shelby Ch'ng

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for September 28, 2017, we approve that the agendas as printed, including any additional information and new business, be approved as amended.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 11/2017 (Regular Session) and Meeting No. 12/2017 (Closed Session) of TBDSSAB, held on July 27, 2017, respectively, were confirmed.

Resolution No. 17/89

Moved by: Kim Brown
Seconded by: Iain Angus

THAT the Minutes of Meeting No. 11/2017 (Regular Session) and Meeting No. 12/2017 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on July 27, 2017, respectively, be confirmed.

CARRIED

Committee and Advisory Table Meetings

Community Homelessness Prevention
Initiative (CHPI) Advisory Table

Draft Minutes of the CHPI Advisory Table Meeting held on July 24, 2017, were presented for information only.

REPORTS OF ADMINISTRATION

2018 Market Rent Increase

Report No. 2017-60 (Housing Services Division) relative to providing the Board information on the 2018 market rents for TBDSSAB units, was presented.

William Bradica, CAO, and Ken Ranta, Director – Client Services Division, responded to questions.

Resolution No. 17/90 to be presented following closed Session.

At 10:10 a.m. Crystal Simeoni, Manager, Property Management, entered the meeting.

Tenant Satisfaction Survey 2016 -
Follow-up

Report No. 2017-61 (Housing Services Division) relative to providing the Board with an update on strategies resulting from the 2016 Tenant Satisfaction Survey, was presented for information only.

William Bradica, CAO, introduced the above-noted.

Ken Ranta, Director-Corporate Services Division, provided an overview and responded to questions.

William Bradica, CAO, provided further information and also responded to questions.

At 10:23 a.m. Crystal Simeoni, Manager, Property Management, left the meeting room.

Sale of TBDSSAB Property -
Savant Lake

Report No. 2017-62 (Housing Services Division) relative to providing the Board with information regarding the sale of TBDSSAB's housing property in Savant Lake, was presented for consideration.

William Bradica, CAO, provided an overview on the above-noted and responded to questions.

Resolution No. 17/91

Moved by: Kim Brown
Seconded by: Lucy Kloosterhuis

THAT with respect to Report No. 2017-62 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), direct that the net proceeds from the sale of the Savant Lake property be transferred to the Capital Regeneration Reserve Fund;

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

CARRIED

At 10:25 a.m. Aaron Park, Program Lead, Housing, entered the meeting room.

TBDSSAB District of Thunder Bay
Draft Homelessness Enumeration Plan

Report No. 2017-63 (Housing Services Division) relative to providing the Board with a draft TBDSSAB District of Thunder Bay Homelessness Enumeration Plan, for consideration.

William Bradica, CAO, introduced the above-noted and Ken Ranta, Director-Housing Services Division, provided an overview.

Ken Ranta, Director-Housing Services Division, and Aaron Park, Program Lead, Housing, responded to questions.

William Bradica, CAO, provided further information.

Resolution No. 17/92

Moved by: Kim Brown
Seconded by: Eric Pietsch

THAT with respect to Report No. 2017-63 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the TBDSSAB District of Thunder Bay Homelessness Enumeration Plan as presented;

AND THAT the Board authorizes the Chair and the Chief Administrative Officer, or designate, to submit the approved TBDSSAB District of Thunder Bay Homelessness Enumeration Plan to the Ministry of Housing (MHO).

CARRIED

Home For Good Initiative Funding

Report No. 2017-64 (Housing Services Division) relative to providing the Board with information regarding the new Ministry of Housing Program, *Home For Good*, and results of the submitted Expression of Interest, was presented for consideration.

William Bradica, CAO, introduced the above-noted and Ken Ranta, Director-Housing Services Division, provided and overview.

Resolution No. 17/93

Moved by: Kim Brown
Seconded by: Peter Ruel

THAT with respect to Report No. 2017-64 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board, authorize the Chair and the Chief Administrative Officer, to execute the Home For Good Transfer Payment Agreement with the Ministry of Housing (MHO);

AND THAT we direct Administration to submit a proposed Take-Up Plan for Board approval at the October 26, 2017 Board meeting;

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

CARRIED

Social Infrastructure Fund – Investment
In Affordable Housing Funding Increase
2018-2019

Report No. 2017-65 (Housing Services Division) relative to providing the Board with information with respect to an Amending Agreement regarding the increase in TBDSSAB's 2018/19 Investment in Affordable Housing (IAH) funding allocation, was presented for consideration.

William Bradica, CAO, introduced the above-noted and provided a brief overview.

Resolution No. 17/94

Moved by: Eric Pietsch
Seconded by: Kim Brown

THAT with respect to Report No. 2017-65 (Housing Services Division) we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), authorize the Chair and the Chief Administrative Officer, to execute the Amending Agreement to the 2016 Social Infrastructure Fund Service Manager Administration Agreement with the Ministry of Housing (MHO);

AND THAT Administration will prepare a revised Program Delivery and Fiscal Plan outlining recommendations for the use of the additional Investment in Affordable Housing (IAH) funding, and present this to the Board at the November 2017 Board meeting;

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

CARRIED

At 10:41 a.m. Aaron Park, Program Lead, Housing, left the meeting room.

William Bradica, CAO, advised the Board that as Chair of the Housing Service Corporation, he would leave the room for the agenda item Mandatory Services Provided by Housing Services Corporation.

At 10:42 a.m. William Bradica, CAO, left the meeting room and Ken Ranta, Director-Housing Services Division, assumed the role of Secretary.

Mandatory Services Provided by Housing
Services Corporation

Memorandum from Robert Katajamaki, Chair, dated September 20, 2017 relative to providing the Board with information and a draft response to the Minister of Housing's request for input relative to the above noted, was presented for consideration.

Ken Ranta, Director-Housing Services Division, provided an overview and responded to questions.

The Board Chair, provided further information.

A discussion followed and the Board provided Administration with suggested changes to the draft response letter to Minister Milczyn dated September 28, 2017.

On consensus the Board agreed to approve Resolution No. 17/95, provided the draft response letter is revised to include the Board's suggested changes.

Resolution No. 17/95 – As Amended

Moved by: Kim Brown
Seconded by: Shelby Ch'ng

THAT with respect to the letter received from Minister Peter Milczyn dated August 31, 2017 regarding the opinion of The District of Thunder Bay Social

Services Administration Board (TBDSSAB or the Board) relative to the mandatory services provided by Housing Services Corporation (HSC), we, the Board, support the position developed and provided in the revised draft response letter to Minister Milczyn dated September 28, 2017;

AND THAT Administration provide a copy of this resolution and letter to Minister Milczyn, Minister Gravelle, Minister Mauro and the HSC.

CARRIED

At 10:47 a.m. William Bradica, CAO, entered the meeting room.

TBDSSAB 2017 2nd Quarter Financial Report

Report No. 2017-66 (Corporate Services Division) relative to providing the Board with the 2nd Quarter Financial Report and projection to year end, was presented for information only.

William Bradica, CAO, introduced the above-noted.

TBDSSAB 2017 2nd Quarter Operational Report

Report No. 2017-67 (CAO's Office) relative to providing the Board with the 2017 2nd Quarter Operational Report, was presented for information only.

William Bradica, CAO, introduced the above-noted.

At 10:49 a.m. Saku Pinta, Senior Social Policy Analyst, entered the meeting room.

Saku Pinta, Senior Social Policy Analyst, presented the TBDSSAB 2017 2nd Quarter Operational Report and responded to questions.

William Bradica, CAO, provided further information and also responded to questions.

Position Paper: Food For Thought: An
Evidence-Based Proposal for School-Based
Hot Meal Programs in the District of Thunder Bay

Report No. 2017-68 (CAO's Office) relative to providing the Board with information demonstrating the need for a universal hot meal program in elementary and secondary schools in the District of Thunder Bay, was presented for consideration.

William Bradica, CAO, introduced the above-noted and Saku Pinta, Senior Social Policy Analyst, highlighted the evidence-based findings.

A discussion followed.

Resolution No. 17/96

Moved by: Peter Ruel
Seconded by: Mark Figliomeni

THAT with respect to Report No. 2017-68 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the Position Paper Food for Thought: An Evidence-Based Proposal for School-Based Hot Meal Programs in the District of Thunder Bay, as presented;

AND THAT we encourage the Ontario Government through their respective responsible Ministers, including the Ministry of Education and The Ministry of Community and Social Services, to develop and implement a universal, hot meal program in elementary and secondary schools;

AND THAT we direct Administration to circulate this Position Paper and resolution to the Hon. Mitzie Hunter, Minister of Education, Hon. Helena Jaczek, Minister of Community and Social Services, Hon. Peter Milczyn, Minister responsible for the Poverty Reduction Strategy, Hon. Michael Gravelle, MPP, Hon. Bill Mauro, MPP, all fifteen member municipalities, the Northern Ontario Service Deliverers' Association, the Northwestern Ontario Municipal Association, the Thunder Bay District Health Unit, and all District of Thunder Bay School Boards.

Resolution No. 17/96(A) - Amendment

Moved by: Iain Angus
Seconded by: Paul Pugh

THAT with respect to Resolution No. 17/96 we approve the amendment to add Thunder Bay District Municipal League, Ontario Municipal Social Services Association (OMSSA), Hon. Patricia A. Hajdu, MPP and Hon. Don Rusnak, MPP to the distribution list.

Resolution No. 17/96 – As Amended

Moved by: Peter Ruel
Seconded by: Mark Figliomeni

THAT with respect to Report No. 2017-68 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the Position Paper Food for Thought: An Evidence-Based Proposal for School-Based Hot Meal Programs in the District of Thunder Bay, as presented;

AND THAT we encourage the Ontario Government through their respective responsible Ministers, including the Ministry of Education and The Ministry of Community and Social Services, to develop and implement a universal, hot meal program in elementary and secondary schools;

AND THAT we direct Administration to circulate this Position Paper and resolution to the Hon. Mitzie Hunter, Minister of Education, Hon. Helena Jaczek, Minister of Community and Social Services, Hon. Peter Milczyn, Minister responsible for the Poverty Reduction Strategy, Hon. Michael Gravelle, MPP, Hon. Bill Mauro, MPP, all fifteen member municipalities, the Northern Ontario Service Deliverers' Association, the Northwestern Ontario Municipal Association, the Thunder Bay District Health Unit, all District of Thunder Bay School Boards, Thunder Bay District Municipal League, Ontario Municipal Social Services Association (OMSSA), Hon. Patricia A. Hajdu, MPP and Hon. Don Rusnak, MPP.

CARRIED

At 11:22 a.m. Brian Babcock, Partner, Weiler, Maloney, Nelson, entered the meeting room.

Child Care Fee Subsidy Policy

Report No. 2017-69 (Client Services Division) providing the Board with information and a recommendation relative to a TBDSSAB Child Care policy that is no longer required, was presented for consideration.

William Bradica, CAO, provided a brief overview.

Resolution No. 17/97

Moved by: Mark Figliomeni
Seconded by: Peter Ruel

THAT with respect to Report No. 2017-69 (Client Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), revoke Policy No. 02.005 - Eligibility Criteria & Application for Needs Testing, effective January 1, 2017.

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

CARRIED

CORRESPONDENCE

Portable Housing Benefit Framework

Letter from the Minister Peter Milczyn, Minister of Housing, dated September 6, 2017, advising of amendments to the *Housing Services Act, 2011* establishing a framework for a portable housing Benefit, was presented for information only.

William Bradica, CAO, provided an overview on the above-noted.

Supporting Survivors of Domestic Violence

Letter from the Minister Peter Milczyn, Minister of Housing, dated September 8, 2017, providing information relative to the Survivors of Domestic Violence Pilot program, was presented for information only.

William Bradica, CAO, provided an overview on the above-noted.

DSSAB Governance and
Accountability Review

Correspondence dated August 30, 2017, from Dr. Helena Jaczek, Minister, Ministry of Community and Social Services, relative to the above noted, was presented for information only.

At 11:24 a.m. the Board Chair called for a break.

At 12:10 p.m. the meeting reconvened with Board Member Aldo Ruberto in attendance.

CLOSED SESSION MEETING

Administration recommends that the Board adjourns to a closed meeting relative to receipt of information with respect to identifiable individuals regarding Market Rent Increase and Legal Issue No. 002-2017.

Resolution No. 17/88

Moved by: Eric Pietsch
Seconded by: Paul Paugh

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to identifiable individuals regarding Market Rent Increase and Legal Issue No. 002-2017.

At 1:36 p.m. the meeting reconvened in Regular Session with Board Member Aldo Ruberto, William Bradica, CAO, Glenda Flank, Executive Assistant and Linda Molenda, Recording Secretary, in attendance.

REPORTS OF ADMINISTRATION

Legal Issue No. 002-2017

The above noted was presented in Closed Session earlier.

Resolution No. 17/88(A)

Moved by: Iain Angus
Seconded by: Eric Pietsch

THAT with respect the Memorandum dated September 25, 2017 from Board Chair Katajamaki, we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) remove Aldo Ruberto from the position of Vice-Chair of the Board;

AND THAT we appoint Mark Figliomeni as Vice-Chair for a term beginning immediately and ending on December 31, 2017.

CARRIED

At 1:39 p.m. Brian Babcock, Partner, Weiler, Maloney, Nelson, leaves the meeting and the Board reconvened Close Session to consider the remaining agenda items.

At 1:41 p.m. the meeting reconvened in Regular Session and Board Members Iain Angus and Andrew Foulds, left the meeting room.

REPORTS OF ADMINISTRATION

2018 Market Rent Increase

Report No. 2017-60 (Housing Services Division) relative to providing the Board information on the 2018 market rents for TBDSSAB units, was presented for consideration.

Resolution No. 17/90

Moved by: Paul Pugh
Seconded by: Peter Ruel

THAT with respect to Report No. 2017-60 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2018 market rents as outlined in Confidential Attachment #1 of Report No. 2017-60, presented in Closed Session:

AND THAT any approved market rent increase be effective February 1, 2018.

CARRIED

BY-LAWS

NEW BUSINESS

Board Member Aldo Ruberto requested the review of the Staff Code of Conduct, with respect to the Whistle Blower policy, be added to the October 26, 2017 Board meeting agenda.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, October 26, 2017 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

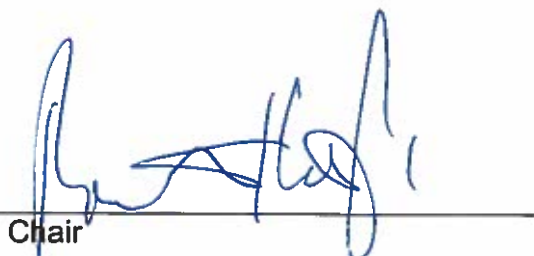
ADJOURNMENT

Resolution No. 17/98

Moved by: Eric Pietsch
Seconded by: Paul Pugh

THAT the Board Meeting No. 13/2017 of The District of Thunder Bay Social Services Administration Board, held on September 28, 2017, be adjourned at 1:43 p.m.

CARRIED


Chair
Chief Administrative Officer