



**MINUTES OF BOARD MEETING NO. 17/2017
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: November 23, 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:

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

OFFICIALS:

William (Bill) Bradica, Chief Administrative Officer
Ken Ranta, Director - Housing Services Division
Georgina Daniels, Director - Corporate Services Division
and Acting Director - Client Services Division
Brook Latimer, Communications and Engagement Officer
Keri Greaves, Manager, Finance

Linda Molenda, Recording Secretary
Glenda Flank, Executive Assistant

GUESTS:

REGRETS:

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

DISCLOSURES OF INTEREST

Board Members Kevin Holland and Lucy Kloosterhuis informed the Board that they are Directors with the Rural Cupboard Food Bank, referred to in Report No. 2017-90: 2018 Community Social Reinvestment Program, however, neither has a pecuniary interest. It was the consensus of the Board that there is no conflict.

NEW BUSINESS

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 17/112

Moved by: Wendy Landry
Seconded by: Kim Brown

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 November 23, 2017, we approve that the agendas as printed, including any additional information and new business, be approved.

CARRIED

CLOSED SESSION MEETING

Administration recommends that the Board adjourns to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the TBDSSAB 2017 Proposed Operating and Capital Budget - 2017 Detailed Capital Project Listing and regarding the Business Case for SHAIIP Year 1 and relative to identifiable individuals regarding Legal Issue 002-2017.

Resolution No. 17/113

Moved by: Wendy Landry
Seconded by: Kim Brown

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to security of property of the Board regarding the TBDSSAB 2017 Proposed Operating and Capital Budget - 2017 Detailed Capital Project Listing, relative to receipt of information with respect to security of property of the Board regarding the Business Case for SHAIIP Year 1 and relative to receipt of information with respect to identifiable individuals regarding Legal Issue 002-2017.

CARRIED

At 10:48 a.m. the meeting reconvened in Regular Session with all of Administration and Keri Greaves, Manager, Finance, in attendance.

In reference to the October 26, 2017 TBDSSAB Closed Session Minutes, Board Member Aldo Ruberto requested to return to Closed Session for an update from the Board Chair on the follow-up of matters discussed in October's Closed Session Meeting.

Resolution No. 17/113(A)

Moved by: Aldo Ruberto
Seconded by: Kevin Holland

THAT the Board adjourns to Closed Session relative to an update on a matters discussed at the October 26, 2017 Board Meeting with respect to identifiable individuals regarding Legal Issue 002-2017.

CARRIED

At 10:55 a.m. the meeting reconvened in Regular Session with all of Administration and Keri Greaves, Manager, Finance, in attendance.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 15/2017 (Regular Session) and Meeting No. 16/2017 (Closed Session) of TBDSSAB, held on October 26, 2017, respectively, were confirmed.

Resolution No. 17/114

Moved by: Wendy Landry
Seconded by: Kim Brown

THAT the Minutes of Meeting No. 15/2017 (Regular Session) and Meeting No. 16/2017 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on October 26, 2017, respectively, be confirmed.

CARRIED

Committee and Advisory Table Meetings

Audit Committee

Draft Minutes of the Audit Committee Meeting held on November 8, 2017, were presented for information only.

REPORTS OF ADMINISTRATION

**TBDSSAB 2017 3rd Quarter
Financial Report**

Report No. 2017-84 (Corporate Services Division) relative to providing the Board with the third quarter consolidated financial status report and projection to year end, was presented for consideration.

William Bradica, CAO introduced the above-noted.

Roxanne Brunelle, Supervisor, Human Resources, entered the meeting room at 11:00 a.m.

Georgina Daniels, Director – Corporate Services Division, provided an overview and responded to questions.

William Bradica, CAO, provided further information.

Resolution No. 17/115

Moved by: Lucy Kloosterhuis
Seconded by: Mark Figliomeni

THAT with respect to Report No. 2017-84 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the transfer of the TBDSSAB Headquarters utility relocation compensation, in the amount of \$266,685, to the Social Housing Reserve Fund.

CARRIED

At 11:06 a.m. Roxanne Brunelle, Supervisor, Human Resources, left the meeting room.

**TBDSSAB Year 2018 Proposed
Operating and Capital Budget**

Report No. 2017-85 (Corporate Services Division), relative to presenting the Board with the year 2018 proposed operating and capital budgets, was presented for review and discussion.

Memorandum from Georgina Daniels, Director – Corporate Services Division, providing Attachment #1 - TBDSSAB 2018 Proposed Operating and Capital Budgets - 2018 Detailed Capital Project Listing to Report No. 2017-85, was presented in Closed Session only.

William Bradica, CAO, advised that Administration would present a PowerPoint presentation highlighting all areas of the TBDSSAB budget.

William Bradica, CAO, presented the overview of the TBDSSAB budget and responded to questions.

At 11:46 a.m. Roxanne Brunelle, Supervisor, Human Resources and Saku Pinta, Senior Social Policy Analyst, entered the meeting room.

William Bradica, CAO, presented the Board, Office of the CAO and Human Resources budget presentation and responded to questions.

Roxanne Brunelle, Supervisor, Human Resources, provided further information.

At 11:58 a.m. Roxanne Brunelle, Supervisor, Human Resources and Saku Pinta, Senior Social Policy Analyst, left the meeting room and Dave Hardick, Supervisor, Purchasing and Inventory Control and Steven Melnichuk, Manager, Information Systems, entered the meeting room.

Georgina Daniels, Director – Corporate Services Division, presented the Corporate Services Division budget presentation, including Finance, Information Services and Purchasing and Inventory Control.

Georgina Daniels, Director – Corporate Services Division and William Bradica, CAO, provided further information and responded to questions.

At 12:15 a.m. Dave Hardick, Supervisor, Purchasing and Inventory Control and Steven Melnichuk, Manager, Information Systems left the meeting room and Jennifer Lible, Manager, Client Services, Diane Atkinson, Manager, Client Services and Louise Piercy, Manager, Child Care & Early Years entered the meeting room.

Georgina Daniels, Acting Director – Client Services Division, provided the Client Services Division budget presentation, including Integrated Client Services (Intake), Ontario Works (Financial and Employment Assistance) and Child Care and Early Years` Programs.

William Bradica, CAO, Louise Piercy, Manager, Child Care & Early Years and Diane Atkinson, Manager, Client Services, provided further information.

Georgina Daniels, Acting Director – Client Services Division and William Bradica, CAO, responded to questions.

At 12:54 p.m. Jennifer Lible, Manager, Client Services, Diane Atkinson, Manager, Client Services and Louise Piercy, Manager, Child Care & Early Years, left the meeting room and Barry Caland, Manager, Facilities and Aaron Park, Program Lead, Housing entered the meeting room.

Ken Ranta, Director Housing Services Division presented the Housing Services Division budget presentation, including Social and Affordable Housing, Direct-Owned Property Portfolio and Homelessness Prevention.

William Bradica, CAO, Georgina Daniels, Director – Corporate Services Division and Aaron Park, Program Lead, Housing, responded to questions.

William Bradica, CAO and Barry Caland, Manager, Facilities, provided further information.

On consensus, the Board directed Administration to provide graphical data showing federal and provincial contributions to TBDSSAB's operating budget, how the contributions relate to changes in the levy and a graph combining both. Administration to determine an appropriate reporting period. A discussion followed.

William Bradica, CAO, confirmed that since there were no changes suggested by the Board to the proposed budget Administration will re-present the budget at the December 14, 2017 Board Meeting, as presented at the November 23, 2017 Board meeting.

At 1:37 p.m. Barry Caland, Manager, Facilities and Aaron Park, Program Lead, Housing left the meeting room.

Annual Write-off of
Ontario Works Overpayments

Report No. 2017-86 (Corporate Services Division), relative to providing the Board with a summary of Ontario Works client overpayments, during the year 2017, that were approved for write-off by the TBDSSAB, was presented for information only.

TBDSSAB Quarterly Operational Report –
3rd Quarter 2017

Report No. 2017-87 (CAO's Office) relative to providing the Board with the operational report for the 3rd Quarter of 2017, indicating trends and pressures within TBDSSAB programs and services, was presented for information only.

At 1:38 p.m. Saku Pinta, Senior Social Policy Analyst, entered the meeting room.

Political Neutrality Policy

Report No. 2017-88 (CAO's Office) relative to providing the Board with information related to the implementation of a Political Neutrality Policy, was presented for consideration.

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

A discussion was held and the Board provided suggested changes to be included in the next draft that will be presented to the Board at the January 4, 2018 Board meeting.

Resolution No. 17/116

Moved by: Mark Figliomeni
Seconded by: Lucy Kloosterhuis

THAT with respect to Report No. 2017-88 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board receive the Political Neutrality Policy as a First Report for discussion and further consideration for the January 4, 2018 Board Meeting.

CARRIED

At 1:46 p.m. Board Member Iain Angus left the meeting room.

At 1:48 p.m. Board Member Eric Pietsch left the meeting room.

Position Paper: Towards a Greater Supportive
Housing System: Housing, Mental Health and
Addictions in the District of Thunder Bay

Report No. 2017-89 (CAO's Office) relative to providing the Board with information demonstrating the need for partnership to effectively address mental health and addictions among in situ social housing tenants, was presented for consideration.

William Bradica, CAO, introduced the above-noted.

Resolution No. 17/117

Moved by: Lucy Kloosterhuis
Seconded by: Mark Figliomeni

THAT with respect to Report No. 2017-91 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the Position Paper Housing, Mental Health, and Addictions in the District of Thunder Bay, as presented;

AND THAT with respect to Report No. 2017-91, we, the Board, encourage the Ontario Government through their respective responsible Ministers, including the Ministry of Health and The Ministry of Housing, to assist in the development of partnerships to effectively address mental health and addictions among in situ social housing tenants;

AND THAT we direct Administration to circulate this Position Paper and resolution to the Hon. Peter Milczyn, Minister of Housing and to the Hon. Eric Hoskins, Minister of Health and Long-Term Care, local MPPs Michael Gravelle and Bill Mauro, the Northwestern Local Health Integration Network Board, the Northwestern Ontario Municipal Association, the Northern Ontario Service Deliverers' Association, The Association of Municipalities of Ontario, The Ontario Municipal Social Services Association and all fifteen District of Thunder Bay municipal Councils.

CARRIED

2018 Community Social Reinvestment Program

Report No. 2017-90 (Client Services Division) relative to providing the Board with recommended allocations under the Community Social Reinvestment Program for 2018, was presented for consideration.

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

A discussion was held.

Ken Ranta, Director - Housing Services Division, responded to questions.

Resolution No. 17/118

Moved by: Mark Figliomeni
Seconded by: Lucy Kloosterhuis

THAT with respect to Report No. 2017-90 (Client Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the allocations under the Community Social Reinvestment Program for 2018 identified in Attachment 1;

AND THAT the Board authorizes the Chair and the Chief Administrative Officer of TBDSSAB to execute any required agreements with the service providers as identified in Attachment 1;

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

CARRIED

At 2:00 p.m. Louise Piercy, Manager, Child Care & Early Years, entered the meeting room.

Proposed Board Position – Child Care
And Early Years Regulatory Changes

Report No. 2017-91 (Client Services Division) relative to providing the Board with recommendations on the proposed regulatory amendments as outlined in Attachment #1, was presented for consideration.

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

Resolution No. 17/119

Moved by: Andrew Foulds
Seconded by: Joe Virdiramo

THAT with respect to Report No. 2017-91 (Client Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the positions relative to the Regulatory Changes in accordance with Attachment #1 for the proposed regulatory amendments under the *Child Care and Early Years Act, 2014* (CCEYA);

AND THAT we encourage the Ontario Government through their respective responsible Ministers, including the Minister Responsible for Early Years and Child Care and the Minister of Education, to leave the regulatory requirement relative to the Implementation and Review of Policies, Procedures and Individualized Plans in its current state to support the requirement for consistent understanding and

implementation of policies and processes relative to the care of children in licensed child care;

AND THAT we encourage the Ontario Government through their respective responsible Ministers, including the Minister Responsible for Early Years and Child Care and the Minister of Education, to consider the financial threshold for families to qualify for Child Care Fee Subsidy be reviewed and increased to match the Low Income Measure After-Tax (LIM-AT) thresholds, adjusted for family size and indexed to inflation;

AND THAT we direct Administration to submit the approved Board positions on the proposed regulatory changes in accordance with the established Provincial process, and circulate this resolution to the Honorable Indira Naidoo-Harris, the Honourable Mitzie Hunter, local MPPs Bill Mauro and Michael Gravelle, the Northern Ontario Service Deliverers' Association, the Northwestern Ontario Municipal Association, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association and the fifteen District of Thunder Bay municipal Councils.

CARRIED

At 2:02 p.m. Saku Pinta, Senior Social Policy Analyst and Louise Piercy, Manager, Child Care & Early Years, left the meeting room.

At 2:03 p.m. Aaron Park, Program Lead, Housing and Barry Caland, Manager, Facilities entered the meeting room.

Social Infrastructure Fund Investment
in Affordable Housing – Program
Delivery and Fiscal Plan Schedule

Memo from Ken Ranta, Director - Housing Services Division, relative to providing the Board with information regarding the above-noted, was presented for information only.

William Bradica, CAO, introduced the above-noted.

Social Housing Apartment
Improvement Program (SHAIP) –
Contribution Agreement

Report No. 2017-92 (Housing Services Division) relative to providing the Board with information regarding a new Ministry of Housing program called the Social Housing Apartment Improvement Program (SHAIP), a four-year provincial investment into the reduction of greenhouse gas emissions for social housing buildings across Ontario, was presented for consideration.

Memorandum from Ken Ranta, Director – Housing Services Division, providing Attachment #3 - SHAIP Business Case, dated November 7, 2017 to Report No. 2017-92, was presented in Closed Session only.

William Bradica, CAO, introduced the above-noted.

Resolution No. 17/120

Moved by: Kim Brown
Seconded by: Joe Virdiramo

THAT with respect to Report No. 2017-92 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), authorize the Chair and Chief Administrative Office (CAO) to execute and submit the Social Housing Apartment Improvement Program Transfer Payment Agreement and Program Delivery and Fiscal Plan to the Ministry of Housing;

AND THAT the Board authorizes the CAO to submit the Social Housing Apartment Improvement Program Business Case to the Ministry of Housing by December 15, 2017, as outlined in Confidential Attachment #3 of Report No. 2017-95, presented in Closed Session;

AND THAT the Board authorizes the Chair and Chief Administrative Officer, to execute any required Agreements with service providers;

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

CARRIED

Long-Term Strategy for Hydro
Rate Reductions – Recommended Position

Report No. 2017-93 (Housing Services Division) relative to providing the Board with a recommendation to adopt and distribute a letter advocating the long-term reduction in electricity rates for social and affordable housing providers in Northern Ontario , was presented for consideration.

William Bradica, CAO, introduced the above-noted and responded to questions.

Ken Ranta, Director – Housing Services Division, provided further information.

On consensus, the Board directed Administration to prepare a Board Report to be presented at a future meeting on the effects of utility costs on low income individuals.

Resolution No. 17/121

Moved by: Andrew Foulds
Seconded by: Joe Virdiramo

THAT with respect to Report No. 2017-93 (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the letter requesting a long-term strategy for the reduction of electricity rates for social and affordable

housing providers in Northern Ontario, as presented;

AND THAT with respect to Report No. 2017-93, we, the Board, encourage the Ontario Government through their respective responsible Ministers, including the Ministry of Energy and the Ministry of Housing, to develop and implement a long-term electricity rate reduction strategy for social and affordable housing;

AND THAT we direct Administration to circulate this Resolution and letter to the Hon. Glenn Thibeault, Minister of Energy, the Hon. Peter Milczyn, Minister of Housing and Minister responsible for the Poverty Reduction Strategy, the Hon. Michael Gravelle, MPP, the Hon. Bill Mauro, MPP, the Northwestern Ontario Municipal Association, Thunder Bay District municipalities, the Northern Ontario Service Deliverers' Association (NOSDA), and all NOSDA member organizations.

CARRIED

At 2:09 p.m. Aaron Park, Program Lead, Housing and Barry Caland, Manager, Facilities, left the meeting room.

William Bradica, CAO, presented the results of the poll completed by Administration regarding the Board members preferred Board meeting dates. On consensus the Board directed Administration to proceed with scheduling the 2018 Board meetings on the third Thursday of the month, considering 2017 Conference dates and adjusting Board meeting dates accordingly.

A discussion was held regarding the need for a January 4, 2018 Board meeting. William Bradica, CAO, to review the *DSSAB Act, 1990* to determine if the Board Chair can be appointed at the December Board meeting for a term beginning January 1st.

Board member Iain Angus informed the Board of a press conference being held by The Honourable Patricia A. Hajdu, Minister of Employment, Workforce Development and Labour, regarding the national housing strategy November 24, 2017 at 9:00 a.m. at the Castle Green community centre.

CORRESPONDENCE

None.

BY-LAWS

NEXT MEETING

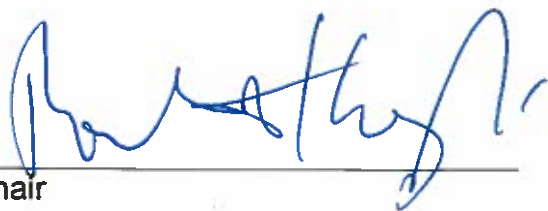
The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, December 14, 2017 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 17/122

Moved by: Joe Virdiramo
Seconded by: Lucy Kloosterhuis

THAT the Board Meeting No. 15/2017 of The District of Thunder Bay Social Services Administration Board, held on November 23, 2017, be adjourned at 2:20 p.m.



Chair



Chief Administrative Officer