



**MINUTES OF BOARD MEETING NO. 08/2019
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: April 18, 2019

TIME OF MEETING: 10:32 a.m.

LOCATION OF MEETING: TBDSSAB Headquarters
231 May Street South, 3rd Floor Boardroom
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative Officer, Acting
Director – Client Services Division
Georgina Daniels, Director-Corporate Services Division
Ken Ranta, Director – Housing Services Division
Glenda Flank, Recording Secretary
Sarah Schoales, Administrative Assistant

GUESTS:

Brook Latimer, Supervisor, Communications &
Engagement
Keri Greaves, Manager, Finance
Roxanne Brunelle, Manager, Human Resources
Kristyn Lovato-Day, Acting Supervisor, Research & Social
Policy

REGRETS:

Shelby Ch'ng
Ray Lake

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 items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

William Bradica, CAO requested that a letter received from The Honourable Steve Clark, Minister of Municipal Affairs and Housing dated April 17, 2019 be added to the Agenda for discussion.

William Bradica provided an overview of the allocations for the housing programs contained in the letter and responded to questions.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 19/40

Moved by: Andrew Foulds
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 April 18, 2019, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 06/2019 (Regular Session) and 07/2019 (Closed Session) of TBDSSAB, held on March 21, 2019, were presented for confirmation.

Resolution No. 19/41

Moved by: Kim Brown
Seconded by: Elaine Mannisto

THAT the Minutes of Meeting No. 06/2019 (Regular Session) and Meeting No. 07/2019 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 21, 2019, be confirmed.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to the receipt of information with respect to solicitor client privilege regarding the Municipal Conflict of Interest Act legal opinion and relative to identifiable individuals regarding a staffing issue and CAO performance evaluation.

Resolution No. 19/42

Moved by: Wendy Wright
Seconded by: Aldo Ruberto

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to solicitor client privilege regarding the Municipal Conflict of Interest Act legal opinion and relative to identifiable individuals regarding a staffing issue and CAO performance evaluation.

CARRIED

At 10:46 a.m. Rebecca Johnson, Board Member, Keri Greaves, Manager, Finance and Brook Latimer, Supervisor, Communications and Engagement left the meeting room and the Board Meeting went into Closed Session.

At 11:35 a.m. the Regular Session meeting reconvened.

REPORTS OF ADMINISTRATION

Declaration of Pecuniary Interest

Report No. 2019CS-03, (CAO Division) was presented earlier in Closed Session, to provide information to the Board regarding the legal opinion received relative to the above noted.

Memorandum from William Bradica, CAO dated April 9, 2019, was presented to provide the Declaration of Pecuniary Interest Form for consideration by the Board.

Resolution No. 19/43

Moved by: Wendy Wright
Seconded by: Aldo Ruberto

THAT with respect to Report No. 2019CS-03 (CAO Division), we adopt the use of the declaration of pecuniary interest form as attached, effective immediately;

AND THAT we direct the CAO to develop a draft Policy regarding the maintenance of a registry of pecuniary conflicts of interest;

AND THAT the draft Policy be presented to the Board for consideration at the May 16, 2019 Board meeting.

CARRIED

The District of Thunder Bay Social Services
Administration Board 2017 Fourth Quarter
Financial Report and Program Levy
Operating Surplus Disposition

Report No. 2019-19 (Corporate Services Division) was presented to the Board to provide the fourth quarter financial report, and to provide Administrations recommendation for the disposition of the 2018 program levy operating surplus.

William Bradica, CAO responded to questions and provided clarification.

At 11:40 a.m. Rebecca Johnson, Board Member entered the meeting room.

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

A discussion was held regarding obtaining further information on the regeneration projects approved by the previous Board. William Bradica, CAO indicated that administration could provide a presentation at a future Board meeting on that topic.

Resolution No. 19/44

Moved by: Kevin Holland
Seconded by: Albert Aiello

THAT with respect to Report No. 2019-19 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve Option 1 – Transfer \$562,300 to the Levy Stabilization Reserve Fund and transfer remainder to the Capital Regeneration Reserve Fund.

CARRIED

Year 2018 Investment Portfolio Performance

Report No. 2019-20 (Corporate Services Division) was presented to the Board to provide information regarding the year 2018 performance of investments held by the TBDSSAB.

Georgina Daniels, Director – Corporate Services Division provided an overview of the Investment Portfolio Performance outlining the performance of TBDSSAB investments and responded to questions.

William Bradica, CAO and Keri Greaves, Manager, Finance also responded to questions.

A discussion was held regarding obtaining more information on the options for investing and reassessing the present asset mix. On consensus, Administration was directed to provide a comprehensive report regarding the prior income earned, requirements for investing and asset mix.

Resolution No. 19/45

Moved by: Kevin Holland
Seconded by: Albert Aiello

THAT with respect to Report No. 2019-20 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the Encasa / Worldsource Financial Management Inc. Resolution as attached, to be duly signed in accordance with TBDSSAB Approval and Signing Authorization Policy.

CARRIED

At 12:30 p.m. the Chair called for a lunch break.

At 12:47 p.m. the meeting resumed with all Board Members in attendance with the exception of Brian Hamilton.

TBDSSAB 2018 Annual Report

Report No. 2019-21, TBDSSAB 2018 Annual Report, (CAO Division) containing the Board Chair and CAO messages, was presented to the Board.

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

Resolution No. 19/46

Moved by: Albert Aiello
Seconded by: Kevin Holland

THAT with respect to The District of Thunder Bay Social Services Administration Board 2018 Annual Report, we approve the 2018 Annual Report, as presented, for printing;

AND THAT the 2018 Annual Report be posted to the TBDSSAB website.

CARRIED

Position Paper: Mixed Income Housing A
Critical Assessment Towards Housing
Policy Development

Report No. 2019-22 (CAO Division) relative to providing the Board with a recommended position on mixed income housing as a policy objective was presented.

Kristyn Lovato-Day provided a brief overview of the Position Paper and provided background of research outcomes obtained to develop the Paper.

Ken Ranta, Director – Housing Services Division provided further information and responded to questions.

William Bradica, CAO provided clarification and responded to questions.

Resolution No. 19/47

Moved by: Rebecca Johnson
Seconded by: Albert Aiello

THAT with respect to Report No. 2019-22 (CAO Division), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the Position Paper Mixed Income Housing: A Critical Assessment Towards Housing Policy Development, as presented;

AND THAT with respect to Report No. 2019-22, we, the Board, pursue mixed income housing as a social policy objective when planning future and retrofitted developments, when appropriate, taking into account best practices outlined therein.

CARRIED

At 1:20 p.m. Aldo Ruberto left the meeting.

Housing Services Corporation

William Bradica, CAO provided a verbal update relative to his re-appointment as the Housing Services Corporation Board Chair.

CORRESPONDENCE

The District of Thunder Bay Social Services Administration Board Advocacy Issues

Letter from The Honourable Steve Clark, Director, Ministry of Municipal Affairs and Housing dated March 18, 2019 containing a response to TBDSSAB's advocacy regarding homelessness and support for addictions treatment was presented to the Board.

Letter from Kris Johnson, Director General, on behalf of the Honourable Jen-Yves Duclos, Minister of Families, Children and Social Development responding to TBDSSAB's advocacy for a Coordinated Access System was presented, on desk, to the Board.

Ontario Works Audit

Letter from Janet Menard, Deputy Minister, Ministry of Children, Community and Social Services dated March 26, 2019 relative to the Value for Money Audit on Ontario Works, was presented to the Board

William Bradica, CAO provided background regarding his attendance at the Standing Committee on Public Accounts (SCOPA) March 20, 2019 meeting and the outcomes of the value for money (VFM) audit done on the Ontario Works programs, and responded to questions.

A discussion was held regarding the VFM Audit outcomes. William Bradica, CAO advised the Board that a link to the March 20, 2019 Committee transcript would be provided for their information.

Non-Mandated Programs

Letter from Municipality of Shuniah, dated March 27, 2019 relative to a request to Stop Funding of a Non-Mandated Program was presented to the Board.

BY-LAWS

First and Final Reading

Resolution No. 19/48

Moved by: James Foulds
Seconded by: Rebecca Johnson

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Vice-Chair, sealed and numbered:

1. A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2019.

Explanation: A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2019

Authorization: Board Meeting 2019 March 21

BY-LAW NUMBER 03-2019

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, May 16, 2019 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 19/49

Moved by: Rebecca Johnson
Seconded by: Albert Aiello

THAT the Board Meeting No. 08/2019 of The District of Thunder Bay Social Services Administration Board, held on April 18, 2019, be adjourned at 1:32 p.m.



Chair



Chief Administrative Officer