



**MINUTES OF BOARD MEETING NO. 14/2019  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** July 18, 2019

**TIME OF MEETING:** 10:00 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  
Shelby Ch'ng  
Jody Davis  
Andrew Foulds  
James Foulds  
Brian Hamilton  
Kevin Holland  
Lucy Kloosterhuis  
Elaine Mannisto  
Aldo Ruberto

**REGRETS:**

Rebecca Johnson  
Ray Lake  
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  
Sarah Strey, Recording Secretary  
Diana Hennel, Administrative Assistant

**GUESTS:**

Aaron Park, Manager, Housing & Homelessness Programs  
Barry Caland, Manager, Facilities  
Brook Latimer, Supervisor, Communications &  
Engagement  
Roxanne Brunelle, Manager, Human Resources  
Jennifer Lible, Manager, Client Services  
Louise Piercey, Manager, Child Care & Early Years  
Programs  
Keri Greaves, Manager, Finance  
Kristyn Lovato-Day, Data & Research Analyst

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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

Aldo Ruberto, Board Member requested a presentation regarding Tiny Homes be added to the September Agenda.

William Bradica, CAO advised that under the Board Governance and Procedural By-law, requests by outside organizations to appear before the Board must be filed with the CAO.

## CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 19/70

Moved by:           Kim Brown  
Seconded by:       Albert Aiello

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 July 18, 2019, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

## PRESENTATIONS

### Non-Profit Housing Funding Model

William Bradica, CAO, gave a brief overview regarding the above noted presentation.

Ken Ranta, Director – Housing Services, and Georgina Daniels, Director – Corporate Services gave a presentation relative to the above noted. Copies of the presentation were distributed at the meeting.

William Bradica, CAO, provided further information.

Ken Ranta, Director – Housing Services, and Georgina Daniels, Director – Corporate Services, responded to questions.

## MINUTES OF PREVIOUS MEETINGS

### Board Meetings

Minutes of Meeting No. 12/2019 (Regular Session) and 13/2019 (Closed Session) of TBDSSAB, held on June 20, 2019, were presented for confirmation.

Resolution No. 19/71

Moved by: Shelby Ch'ng  
Seconded by: James Foulds

THAT the Minutes of Meeting No. 12/2019 and 13/2019 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on June 20, 2019, be confirmed.

CARRIED

### CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to security of the property of the Board regarding the receipt of information relative to the Program Cost-Sharing Formulae.

Resolution No. 19/72

Moved by: Kim Brown  
Seconded by: Andrew Foulds

THAT the Board adjourns to Closed Session relative to the receipt of information with respect to security of the property of the Board regarding the Program Cost-Sharing Formulae

CARRIED

At 10:47 a.m. Ken Ranta, Director – Housing Services Division, Keri Greaves, Manager, Finance, Brook Latimer, Supervisor, Communications and Engagement, left the meeting room and the Board Meeting went into Closed Session.

At 11:02 a.m. the Regular Session reconvened following the end of Closed Session.

### REPORTS OF ADMINISTRATION

#### Bertrand Court and McIvor Court Regeneration Strategy Update

Report No. 2019-33, (Housing Services Division) was presented to the Board to provide an update relative to the Bertrand Court and McIvor Court regeneration strategies and future actions.

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

Resolution No. 19/73

Moved by: James Foulds  
Seconded by: Albert Aiello

THAT with respect to Report No. 2019-33, (Housing Services Division), we, The District of Thunder Bay Social Services Administration Board (the Board), accepts and approves the development direction for the Bertrand Court and McIvor Court properties;

AND THAT the Board directs Administration to prepare a report with recommended direction for the Bertrand Court property to be presented at the September 2019 Board meeting.

CARRIED

Community Housing Renewal Strategy

Report No. 2019-34, (Housing Services Division) was presented to the Board to provide information related to the implementation of the provincial government's new Community Housing Renewal Strategy, and the proposed Investment Plan and Rental Housing funding investment.

Ken Ranta, Director – Housing Services Division provided a summary of the proposal and responded to questions.

William Bradica, CAO responded to questions.

Resolution No. 19/74

Moved by: Albert Aiello  
Seconded by: Jody Davis

THAT with respect to Report No. 2019-34 (Housing Services Division), we authorize the Chair and the Chief Administrative Officer, to execute the Transfer Payment Agreement and Investment Plan for the new Community Housing Renewal Strategy programs and submit to the Ministry of Municipal Affairs and Housing (MMAH);

AND THAT we approve Administration's recommendation that \$750,000 from the 2019-20 Ontario Priorities Housing Initiative (OPHI) Rental Housing Component funding be utilized by The District of Thunder Bay Social Services Administration Board (TBDSSAB) for the construction of six (6) fully accessible units at McIvor Court;

AND THAT we approve Administration's recommendation to trade the remaining \$425,530 from the Year 1 Rental Housing Component to the Year 3 Rental Housing Component;

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

CARRIED

At 11:26 a.m. Barry Caland, Manager, Facilities, and Aaron Park, Manager, Housing & Homelessness Programs, left the meeting.

At 11:27 a.m. Keri Greaves, Manager, Finance entered the meeting.

Review of the Approval and Signing  
Authorization Policy and TBDSSAB  
Initiated Agreement Templates

Memorandum from Shelby Ch'ng, Board Member, dated July 4, 2019, was presented to the Board to recommend Administration review the Approval and Signing Authorization Policy and TBDSSAB Initiated Agreement templates.

Shelby Ch'ng, Board Member provided further information.

A discussion was held regarding TBDSSAB's Corporate Complaint Policy, and TBDSSAB's Code of Conduct Policy.

Georgina Daniels, Director – Corporate Services provided further information related to TBDSSAB Initiated Agreement Templates.

William Bradica, CAO responded to questions.

Resolution No. 19/75

Moved by: Shelby Ch'ng  
Seconded by: Elaine Mannisto

THAT with respect to the Memorandum dated July 4, 2019 from Shelby Ch'ng, Board Member, we The District of Thunder Bay Social Services Administration Board, direct Administration to review the Approval and Signing Authorization Policy (Policy #CS-01:79), the TBDSSAB Initiated Agreement templates, and any other related documents, specifically with respect to actions taken by TBDSSAB-funded agencies that undermine other TBDSSAB-funded agencies;

And THAT Administration present any recommendations for amendment to Policy #CS-01:79 and the related TBDSSAB Initiated Agreement templates to the Board at the September 2019 Board meeting.

CARRIED

At 11:45 a.m. Louise Piercey, Manager, Child Care & Early Years Programs entered the meeting.

2019 2<sup>nd</sup> Quarter Financial Reports

Report No. 2019-35, (Corporate Services Division), was provided the Board with information related to the 2019 Second Quarter Financial Report, and projection to year-end.

Georgina Daniels, Director – Corporate Services, Keri Greaves, Manager, Finance, and William Bradica, CAO responded to questions.

TBDSSAB Investment Policy and Strategy

Report No. 2019-36, (Corporate Services Division), was provided to the Board with information regarding the TBDSSAB Investment Policy and related investment strategy.

First Report – Child Care and Early Years  
Pedagogist Network

Report No. 2019-37 (Client Services Division), was provided to the Board with information relative to a new model for child care and early years capacity building that supports the Child Care and Early Years service system and aligns with *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.

Resolution No. 19/76

Moved by: Jody Davis  
Seconded by: Kim Brown

THAT with respect to Report No. 2019-37, (Client Services Division), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the receipt of the First Report – for a Child Care Early Years Pedagogical Network Model.

AND THAT the Board Direct Administration to prepare a report with recommendations on a new pedagogist network model for the child care and early years' system to be presented at the November Board meeting for the Board's consideration.

CARRIED

At 12:00 p.m. the Board Chair called for a lunch break and Louise Piercey, Manager, Child Care & Early Years left the meeting.

At 12:29 p.m. Jennifer Lible, Manager – Client Services Division entered the meeting room and the meeting resumed.

Continuation of the Community Social  
Reinvestment Fund

Report No. 2019-38, (Client Services Division) was provided to the Board with a recommendation regarding the continuation of the Community Social Reinvestment Fund. Copies of the report were provided at the meeting, and prior to the meeting under separate cover.

At 12:31 p.m. Albert Aiello, Board Member declared a conflict of interest and left the meeting.

A brief discussion was held regarding the continuation of the Community Social Reinvestment Program (CSRP).

Resolution No. 19/76A

Moved by: Kevin Holland  
Seconded by: James Foulds

THAT with respect to Report No. 2019-38 (Client Services Division), we The District of Thunder Bay Social Services Administration Board, discontinue the Community Social Reinvestment Program effective December 31, 2019;

AND THAT recipient organizations that have any unspent Community Social Reinvestment Program funds as at December 31, 2019 are allowed to utilize those funds by June 30, 2020;

AND THAT current recipient organizations be advised of the Board's decision.

CARRIED

At 12:38 p.m. Kristyn Lovato-Day, Data & Research Analyst entered the meeting.

At 12:50 p.m. Jennifer Lible, Manager – Client Services left the meeting, and Albert Aiello, Board Member entered the meeting.

2019 Association of Municipalities of  
Ontario Briefings Package

Report No. 2019-39 (CAO's Office) was provided to the Board relative to the 2019 Association of Municipalities of Ontario (AMO) briefings Package.

William Bradica, CAO provided a summary of the report.

Resolution No. 19/77

Moved by: Andrew Foulds  
Seconded by: Kevin Holland

THAT with respect to Report No. 2019-39 (CAO's Office), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve of the 2019 Association of Municipalities of Ontario (AMO) Briefings Package, as presented;

AND THAT we direct the Chief Administrative Officer (CAO) to submit delegation requests to the appropriate provincial Ministries;

AND THAT the CAO attend the 2019 AMO conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

CORRESPONDENCE

The District of Thunder Bay Social  
Services Administration Board Advocacy  
Issue

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A copy of a letter from the Honourable Lisa MacLeod, Minister of Children, Community and Social Services dated June 18, 2019 relative to TBDSSAB's advocacy regarding the correlation between foster care and homelessness was presented to the Board, for information only.

2019-2020 Home For Good Operating  
Allocation

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A Letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing regarding Home For Good (HFG) 2019-20 Operating Allocation was presented, for information only.

BY-LAWS

Administration presented the following resolution regarding By-law Number 05-2019, for consideration.



Resolution No. 19/78

Moved by: Andrew Foulds  
Seconded by: Kevin Holland

1. A By-law to authorize the execution of a Transfer Payment Agreement between The District of Thunder Bay Social Services Administration Board and Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing and for the administration of the Canada-Ontario Community Housing Initiative and the Ontario Priorities Housing Initiative.

Explanation: A By-law to authorize the execution of a Transfer Payment Agreement between The District of Thunder Bay Social Services Administration Board and Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing.

Authorization: Board Meeting 2019July18

BY-LAW NUMBER 05-2019

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, July 26, 2019 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 19/79

Moved by: Andrew Foulds  
Seconded by: Albert Aiello

THAT the Board Meeting No. 14/2019 of The District of Thunder Bay Social Services Administration Board, held on July 18, 2019, be adjourned at 11:45 a.m.

CARRIED

  
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Chair

  
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Chief Administrative Officer