



	<b>REPORT No.: 2019-61</b>
<b>MEETING DATE: DECEMBER 12, 2019</b>	<b>DATE PREPARED: NOVEMBER 22, 2019</b>
<b>SUBJECT: THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD PROPOSED 2020 OPERATING AND CAPITAL BUDGETS</b>	

**RECOMMENDATION**

THAT with respect to Report No. 2019-53 and Report No. 2019-61 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the proposed 2020 Operating Budget in the amount of \$98,011,700, as presented in Report No. 2019-53 and Report No. 2019-61;

AND THAT we, the Board, approve the proposed 2020 Capital Budget in the amount of \$3,573,000, as presented in Report No. 2019-53, to be financed from the Housing Portfolio Capital Reserve Fund;

AND THAT up to \$50,000 of costs related to the implementation of the Property Portfolio Action Plan, and up to \$250,000 of costs related to new rental housing units through the Ontario Priorities Housing Initiative (OPHI) be financed from the Capital Regeneration Reserve Fund;

AND THAT up to \$10,000 of costs related to End of Social Housing Operating Agreements be financed from the Community Housing Reserve Fund;

AND THAT \$2,652,000 be transferred from Operations to the Housing Portfolio Capital Reserve Fund, and up to \$385,000 of move-out repairs be financed from the Housing Portfolio Capital Reserve Fund;

AND THAT any actual unrestricted interest revenue earned, in excess of \$175,000, be transferred to the Levy Stabilization Reserve Fund;

AND THAT \$191,300 be transferred from Operations to the Office Building Reserve Fund, and up to \$80,000 of the office building capital costs be financed from the Office Building Reserve Fund;

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

**REPORT SUMMARY**

To present the proposed 2020 Operating and Capital Budgets for the Board's approval.

The proposed 2020 Operating Budget, as presented (Attachment #1), totals \$98,011,700, a decrease of \$2,113,200, or 2.1%, from the 2019 approved total Budget. In addition, \$3,573,000 (2019: \$3,657,000) in expenditures has been included for the proposed 2020 Capital Budget.

The impact to the Municipal and Territories Without Municipal Organization (TWOMO) Levy would be an increase of \$231,000 from \$22,281,500 to \$22,512,500, or a 1.0% increase relative to 2019.

**BACKGROUND**

The proposed 2020 Operating and Capital Budgets were presented for review and discussion at the November 21, 2019, Board Meeting.

**COMMENTS**

There were no changes to the proposed Operating and Capital Budgets provided at the November 21, 2019, meeting, and through Report No. 2019-53.

The proposed 2020 Operating Budget totals \$98,011,700 and represents a decrease of \$2,113,200, or 2.1%, from the 2019 approved Budget of \$100,124,900.

The proposed 2020 Operating Budget results in a levy of \$22,512,500, which is an increase of \$231,000, or 1.0%, compared to the Board-approved 2019 Levy.

The proposed 2020 Budget Levy, by program area, is provided in Table 1 – Total Change in Proposed Levy by Program Funding Area (below):

Program	2019 Budget Levy (\$)	Proposed 2020 Levy (\$)	Increase / (Decrease) (\$)	% Change
Ontario Works	4,244,100	3,740,000	(504,100)	(11.9%)
Child Care and Early Years	1,743,300	1,741,200	(2,100)	(0.1%)
Community Housing	16,469,100	17,206,300	737,200	4.5%
Interest Revenue	(175,000)	(175,000)	-	0.0%
<b>Total Levy</b>	<b>22,281,500</b>	<b>22,512,500</b>	<b>231,000</b>	<b>1.0%</b>

The proposed 2020 Capital Budget includes planned expenditures of \$3,573,000 (2019: \$3,657,000), to be financed from the Housing Portfolio Capital Reserve Fund.

**FINANCIAL IMPLICATIONS**

The proposed 2020 Operating Budget, as presented, totals \$98,011,700, and includes a Municipal and TWOMO Levy of \$22,512,500.



The proposed 2020 Capital Budget totals \$3,573,000, to be financed from the Housing Portfolio Capital Reserve Fund, consistent with the Reserve and Reserve Fund Strategy.

**CONCLUSION**

It is concluded that the proposed 2020 Operating Budget of \$98,011,700 and proposed 2020 Capital Budget of \$3,573,000 provide for all mandatory programs, 177.43 Full-Time-Equivalent staff, and include financing from the Municipal and TWOMO Levy of \$22,512,500.

**REFERENCE MATERIALS ATTACHED**

Attachment #1 [Proposed 2020 Operating Budget Summary by Program](#)

<b>PREPARED BY:</b>	Keri Greaves, CPA, CMA, Manager, Finance - Corporate Services Division The District of Thunder Bay Social Services Administration Board
<b>APPROVED /SIGNATURE:</b>	
	Georgina Daniels, FCPA, FCA, Director - Corporate Services Division The District of Thunder Bay Social Services Administration Board
<b>SUBMITTED /SIGNATURE:</b>	
	William (Bill) Bradica, Chief Administrative Officer The District of Thunder Bay Social Services Administration Board

**The District of Thunder Bay Social Services Administration Board  
2020 Proposed Budget Summary by Program**

	Corporate Management* and Program Support		Integrated Client Intake		Ontario Works	
	2019	2020	2019	2020	2019	2020
<b>Financing</b>						
Levy to municipalities and TWOMO	(175,000)	<b>(175,000)</b>	-	-	4,244,100	<b>3,740,000</b>
Interest on unrestricted funds	175,000	<b>175,000</b>	-	-	-	-
Interest on restricted funds	200,000	<b>200,000</b>	-	-	-	-
Rents	-	-	-	-	-	-
Provincial grants	-	-	-	-	33,794,100	<b>33,013,100</b>
Federal grants	-	-	-	-	-	-
Other	-	-	-	-	-	-
From (to) reserve funds	(200,000)	<b>(200,000)</b>	-	-	(29,100)	<b>(76,800)</b>
<b>Total Financing</b>	-	-	-	-	38,009,100	<b>36,676,300</b>
<b>Expenditures</b>						
Personnel services	3,795,900	<b>3,522,500</b>	832,400	<b>823,400</b>	4,959,400	<b>4,618,100</b>
Interest on long-term debt	124,000	<b>116,800</b>	-	-	-	-
Materials	1,896,100	<b>1,817,800</b>	14,800	<b>12,500</b>	760,900	<b>724,800</b>
Contracted services	190,000	<b>151,800</b>	-	-	10,000	<b>10,000</b>
Rents and financial expenses	16,700	<b>19,500</b>	-	-	89,400	<b>88,200</b>
External transfers - funded agencies	-	-	-	-	-	-
External transfers - persons	-	-	-	-	27,438,500	<b>27,400,300</b>
Repayment of long-term debt	271,000	<b>271,000</b>	-	-	-	-
Allocation of internal admin	(5,107,500)	<b>(4,763,200)</b>	(847,200)	<b>(835,900)</b>	3,874,800	<b>3,050,900</b>
Imputed Rent Recovery	(1,186,200)	<b>(1,136,200)</b>	-	-	876,100	<b>784,000</b>
<b>Total Expenditures</b>	-	-	-	-	38,009,100	<b>36,676,300</b>
<b>Excess (Deficiency) of Revenues Over Expenses</b>	-	-	-	-	-	-

\*Corporate Management and Program Support consists of Board, Office of the Chief Administrative Officer, Corporate Services, certain senior management costs, and office headquarters' operating costs.

