Our File No.: SSB-10

Memorandum

Date: October 5, 2020

To: Members of the Board

From: William (Bill) Bradica, CAO

Subject: Designate Appointments – Administration of the *Ontario Works Act*
Senior Administrator – Thunder Bay District Housing Corporation

To ensure the continuity of operations, a designate for Administrator under the *Ontario Works Act* and designate for Senior Administrator – TBDHC are required to be appointed.

Administration recommends that Ken Ranta, Director, Integrated Social Services Division be appointed as the designate.

The following Resolution is presented for the Board's consideration:

THAT with respect to Section 1997, c. 25, Schedule. A, s. 43., of the *Ontario Works Act*, William Bradica, Chief Administrative Officer, remain as Administrator for the TBDSSAB geographic area, to carry out the powers and duties of Administrator as noted in Section 44 of the *Ontario Works Act* as noted below:

Each administrator shall carry out the following duties:

1. Receive applications for basic financial assistance from persons residing in his or her geographic area.
2. Determine the eligibility of each applicant for basic financial assistance.
3. If an applicant is found eligible for basic financial assistance, determine the amount of the assistance and direct its provision.
4. Determine eligibility for employment assistance and direct its provision.
5. Carry out the prescribed duties.
1997, c. 25, Sched. A, s. 44.

AND THAT Ken Ranta, Director, Integrated Social Services Division, be appointed as the designate;

AND THAT William Bradica, Chief Administrative Officer, remain as the Senior Administrator for the Thunder Bay District Housing Corporation, and Ken Ranta, Director, Integrated Social Services Division, is appointed as designate Senior Administrator.

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

Sincerely,

William (Bill) Bradica
Chief Administrative Officer

WB/gf

Rev(05/19)