



	REPORT No.: 2020-61
MEETING DATE: DECEMBER 17, 2020	DATE PREPARED: NOVEMBER 27, 2020
SUBJECT: THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD PROPOSED 2021 OPERATING AND CAPITAL BUDGETS	

RECOMMENDATION

THAT with respect to Report No. 2020-51 and Report No. 2020-61 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the proposed 2021 Operating Budget in the amount of \$99,282,100, as presented in Report No. 2020-61;

AND THAT we, the Board, approve the proposed 2021 Capital Budget in the amount of \$3,845,000, as presented in Report No. 2020-51, with up to \$3,342,100 financed from the Housing Portfolio Capital Reserve Fund, up to \$80,000 financed from the Office Building Capital Reserve Fund, and up to \$422,900 financed from the Canada-Ontario Community Housing Initiative;

AND THAT up to \$35,000 of costs related to the implementation of the Property Portfolio Action Plan, be financed from the Capital Regeneration Reserve Fund;

AND THAT \$195,200 be transferred from Operations to the Office Building Reserve Fund;

AND THAT up to \$49,300 of costs related to Ontario Works Program Delivery Funding in excess of the maximum Provincial funding allocation be financed from the Levy Stabilization 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 income earned on unrestricted funds, in excess of \$100,000, be transferred to the Levy Stabilization Reserve Fund;

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

REPORT SUMMARY

To present The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) proposed 2021 Operating Budget, as amended, for the Board's review and approval. The 2021 Budget, as presented (Attachment #1), totals \$99,282,100, an increase of \$1,371,900, or 1.4% from the 2020 approved total Budget. In addition, \$3,845,000 (2020: \$3,573,000) in capital expenditures have been included for 2021.

The impact to the Municipal and Territories Without Municipal Organization (TWOMO) Levy would be an increase of \$179,300 from \$22,512,500 to \$22,691,800, or a 0.8% increase relative to 2020.

BACKGROUND

The proposed 2021 Operating and Capital Budgets were presented for review and discussion at the November 19, 2020, Board Meeting.

COMMENTS

There are several changes to the proposed Budget presented at the November 19, 2020 meeting:

- Child Care and Early Years Administration – The Province announced in April 2019 that effective January 1, 2021, all Child Care Administration costs would be cost-shared 50/50 with Municipalities. On November 27, 2020, the Ministry of Education announced a one-time subsidy for the 2020 year to offset the municipal increase resulting from the change in the funding formula. This additional \$132,400 subsidy will directly reduce the levy to Municipalities and TWOMO.
- Personnel Services – In accordance with the direction in Report No. 2020-58 - Recommendation for WSIB Schedule Change, the financial implications of transferring to Schedule 1 of the Workplace Safety and Insurance Act have now been included. This change increases the total budget by \$139,400 (gross) and results in a levy increase of \$63,500.

Also, reflecting the current status of the Ontario Works file digitization project, Administration has identified additional reductions resulting in a decrease to the total budget of \$35,200 and a levy decrease of \$8,600.

- Capital Budget – The Capital Budget presented on November 19, 2020 included a project to replace entrance ramps at 715 and 722 Ruskin Crescent and replace entrance doors at 219 Pearl Street. Administration had applied to the Enabling Accessibility Fund (EAF) to finance these projects. However, Administration has been notified that these projects were not approved under the EAF program. Although there may be an opportunity to reapply for funding in the new year, Administration recommends these projects be financed from the Housing Portfolio Capital Reserve Fund for the amounts required if funding is not available through the EAF program.

The proposed 2021 Operating Budget, as amended, totals \$99,282,100 and represents an increase of \$1,371,900, or 1.4%, from the 2020 approved Budget of \$97,910,200.

The proposed 2021 Operating Budget results in a levy of \$22,691,800, which is an increase of \$179,300, or 0.8%, compared to the Board-approved 2020 Levy.

The proposed 2021 Budget Levy, by program area, is provided in Table 1 – Total Change in Proposed Budget Levy by Program Funding Area (below):

Program	2020 Budget Levy (\$)	Proposed 2021 Levy (\$)	Increase / (Decrease) (\$)	% Change
Ontario Works	4,002,100	3,710,000	(292,100)	(7.3%)
Child Care and Early Years	1,741,200	1,725,700	(15,500)	(0.9%)
Community Housing	10,027,600	10,357,700	330,100	3.3%
Direct-Owned Community Housing	6,916,600	6,998,400	81,800	1.2%
Unrestricted Investment Income	(175,000)	(100,000)	75,000	42.9%
Total Levy	22,512,500	22,691,800	179,300	0.8%

The proposed 2021 Capital Budget includes planned expenditures of \$3,573,000 (2020: \$3,845,000), to be financed from the Housing Portfolio Capital Reserve Fund (\$3,342,100), the Office Building Reserve Fund (\$80,000), and the Canada-Ontario Community Housing Initiative (\$422,900).

FINANCIAL IMPLICATIONS

The proposed 2021 Operating Budget, as presented, totals \$99,282,100, and includes a Municipal and TWOMO Levy of \$22,691,800.



The proposed 2021 Capital Budget totals \$3,845,000, to be financed from the Housing Portfolio Capital Reserve Fund (\$3,342,100), the Office Building Reserve Fund (\$80,000), and the Canada-Ontario Community Housing Initiative (\$422,900).

CONCLUSION

It is concluded that the proposed 2021 Operating Budget of \$99,282,100 and proposed 2021 Capital Budget of \$3,845,000 provide for all mandatory programs and include financing from the Municipal and TWOMO Levy of \$22,691,800.

REFERENCE MATERIALS ATTACHED

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

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

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

	Board				Office of Chief Administrative Officer			
	2019 Bud	2020 Bud	2020 Est	2021 Bud	2019 Bud	2020 Bud	2020 Est	2021 Bud
Financing								
Levy to municipalities and TWOMO	-	-	-	-	-	-	-	-
Income on unrestricted funds	-	-	-	-	-	-	-	-
Income on restricted funds	-	-	-	-	-	-	-	-
Rents	-	-	-	-	-	-	-	-
Provincial grants	-	-	-	-	-	-	-	-
Federal grants	-	-	-	-	-	-	-	-
Other revenue	-	-	-	-	20,000	-	-	-
From (to) reserve funds	-	-	-	-	-	-	-	-
Imputed rent adjustment	-	-	-	-	-	-	-	-
Total Financing	-	-	-	-	20,000	-	-	-
Expenditures								
Personnel services	53,400	53,400	51,700	53,400	1,223,700	900,100	875,600	1,000,600
Interest on long-term debt	-	-	-	-	-	-	-	-
Materials	60,000	62,100	38,200	56,500	199,300	177,300	115,500	173,900
Contracted services	27,000	6,000	6,000	6,000	102,100	91,300	67,200	81,300
Rents and financial expenses	-	-	-	-	-	-	-	-
External transfers	-	-	-	-	-	-	-	-
Repayment of long-term debt	-	-	-	-	-	-	-	-
Program administration recovery	-	-	-	-	(105,700)	-	-	-
Allocation of internal admin	(140,400)	(121,500)	(95,900)	(115,900)	(1,399,400)	(1,168,700)	(1,058,300)	(1,255,800)
Imputed rent recovery	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	20,000	-	-	-
Excess (Deficiency) of Revenues Over Expenses	-	-	-	-	-	-	-	-

*Note, 2019 Budget has been restated to align with 2020 organization restructuring.

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

	Corporate Services				Integrated Social Services Program Support			
	2019 Bud	2020 Bud	2020 Est	2021 Bud	2019 Bud	2020 Bud	2020 Est	2021 Bud
Financing								
Levy to municipalities and TWOMO	(175,000)	(175,000)	(175,000)	(100,000)	-	-	-	-
Income on unrestricted funds	175,000	175,000	140,800	100,000	-	-	-	-
Income on restricted funds	200,000	200,000	465,600	465,600	-	-	-	-
Rents	-	-	-	-	-	-	-	-
Provincial grants	-	-	-	-	-	-	-	-
Federal grants	-	-	-	-	-	-	-	-
Other revenue	3,500	22,800	38,100	21,400	-	53,700	68,400	53,700
From (to) reserve funds	(387,600)	(341,300)	(606,900)	(625,800)	-	-	-	-
Imputed rent adjustment	(81,900)	(112,300)	(112,300)	(184,900)	-	-	-	-
Total Financing	(266,000)	(230,800)	(249,700)	(323,700)	-	53,700	68,400	53,700
Expenditures								
Personnel services	4,593,800	4,699,000	4,693,300	4,737,000	1,012,100	2,213,300	2,155,700	2,266,200
Interest on long-term debt	124,000	116,800	101,900	107,300	-	-	-	-
Materials	1,687,600	1,704,700	1,692,200	1,823,500	25,800	52,600	20,500	65,100
Contracted services	60,900	104,500	119,100	85,300	-	5,000	6,000	10,000
Rents and financial expenses	16,700	19,500	15,300	16,600	-	-	-	-
External transfers	-	-	-	-	-	-	-	-
Repayment of long-term debt	271,000	271,000	271,000	288,000	-	-	-	-
Program administration recovery	(53,400)	(66,800)	(82,300)	(94,800)	(25,100)	(279,100)	(269,500)	(474,700)
Allocation of internal admin	(5,626,900)	(5,719,700)	(5,666,200)	(5,906,200)	(1,012,800)	(1,938,100)	(1,844,300)	(1,812,900)
Imputed rent recovery	(1,339,700)	(1,359,800)	(1,359,800)	(1,380,400)	-	-	-	-
Total Expenditures	(266,000)	(230,800)	(215,500)	(323,700)	-	53,700	68,400	53,700
Excess (deficiency) of Revenues over expenses	-	-	(34,200)	-	-	-	-	-

*Note, 2019 Budget has been restated to align with 2020 organization restructuring.

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

	Ontario Works				Child Care and Early Years Programs			
	2019 Bud	2020 Bud	2020 Est	2021 Bud	2019 Bud	2020 Bud	2020 Est	2021 Bud
Financing								
Levy to municipalities and TWOMO	4,244,100	4,002,100	4,002,100	3,710,000	1,743,300	1,741,200	1,741,200	1,725,700
Income on unrestricted funds	-	-	-	-	-	-	-	-
Income on restricted funds	-	-	-	-	-	-	-	-
Rents	-	-	-	-	-	-	-	-
Provincial grants	33,794,100	33,013,100	33,105,200	32,921,600	16,272,900	16,230,700	12,237,400	16,331,900
Federal grants	-	-	-	-	104,600	-	2,408,800	-
Other revenue	-	-	-	-	-	-	-	-
From (to) reserve funds	24,600	-	-	49,300	-	-	-	-
Imputed rent adjustment	61,500	77,400	77,400	125,700	4,900	5,600	5,600	11,100
Total Financing	38,124,300	37,092,600	37,184,700	36,806,600	18,125,700	17,977,500	16,393,000	18,068,700
Expenditures								
Personnel services	4,959,400	3,978,000	3,865,300	3,910,800	720,400	404,100	407,400	426,900
Interest on long-term debt	-	-	-	-	-	-	-	-
Materials	760,900	724,800	1,082,300	738,100	49,900	49,100	39,000	41,900
Contracted services	10,000	10,000	65,200	10,000	1,000	1,000	1,000	1,000
Rents and financial expenses	89,400	118,200	113,300	118,200	-	-	-	-
External transfers	27,438,500	27,448,600	27,236,800	27,383,100	16,642,900	16,605,400	15,045,300	16,620,100
Repayment of long-term debt	-	-	-	-	-	-	-	-
Program administration recovery	(182,000)	6,100	16,900	6,200	106,000	131,100	131,200	167,000
Allocation of internal admin	4,056,800	3,868,700	3,713,500	3,701,500	525,100	718,800	691,100	729,000
Imputed rent recovery	991,300	938,200	938,200	938,700	80,400	68,000	68,000	82,800
Total Expenditures	38,124,300	37,092,600	37,031,500	36,806,600	18,125,700	17,977,500	16,383,000	18,068,700
Excess (deficiency) of Revenues over expenses	-	-	153,200	-	-	-	10,000	-

*Note, 2019 Budget has been restated to align with 2020 organization restructuring.

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

	Community Housing and Homelessness Programs				Direct-Owned Community Housing Building Operations			
	2019 Bud	2020 Bud	2020 Est	2021 Bud	2019 Bud	2020 Bud	2020 Est	2021 Bud
Financing								
Levy to municipalities and TWOMO	9,964,000	10,027,600	10,027,600	10,357,700	6,505,100	6,916,600	6,916,600	6,998,400
Income on unrestricted funds	-	-	-	-	-	-	-	-
Income on restricted funds	-	-	-	-	-	-	-	-
Rents	-	-	-	-	11,057,100	10,987,900	10,907,700	10,925,900
Provincial grants	7,694,800	6,470,000	8,143,100	8,043,200	-	-	-	-
Federal grants	7,434,400	7,289,200	7,431,400	7,299,900	2,313,500	3,006,700	3,006,700	2,918,000
Other revenue	45,000	9,700	89,200	60,000	308,000	287,200	276,800	282,600
From (to) reserve funds	236,700	260,000	260,000	10,000	(2,206,000)	(2,267,000)	(2,497,200)	(2,267,000)
Imputed rent adjustment	15,500	16,900	16,900	27,800	-	12,400	12,400	20,300
Total Financing	25,390,400	24,073,400	25,968,200	25,798,600	17,977,700	18,943,800	18,623,000	18,878,200
Expenditures								
Personnel services	2,214,300	1,759,300	1,790,300	1,863,000	-	-	-	-
Interest on long-term debt	-	-	-	-	356,500	288,700	291,100	241,100
Materials	1,225,100	1,452,300	1,911,400	1,103,200	13,266,300	13,457,400	13,184,500	13,232,800
Contracted services	90,000	24,000	34,000	24,000	-	-	-	-
Rents and financial expenses	10,800	10,800	10,800	9,600	58,400	58,400	110,700	58,400
External transfers	19,652,300	18,616,300	19,791,800	20,319,300	-	-	-	-
Repayment of long-term debt	-	-	-	-	2,368,600	2,427,200	2,426,200	2,409,900
Program administration recovery	1,392,700	1,297,300	1,323,700	1,519,000	(1,132,500)	(1,088,600)	(1,120,000)	(1,122,700)
Allocation of internal admin	537,200	709,400	679,200	753,400	3,060,400	3,651,100	3,580,900	3,906,900
Imputed rent recovery	268,000	204,000	204,000	207,100	-	149,600	149,600	151,800
Total Expenditures	25,390,400	24,073,400	25,745,200	25,798,600	17,977,700	18,943,800	18,623,000	18,878,200
Excess (deficiency) of Revenues over expenses	-	-	223,000	-	-	-	-	-

*Note, 2019 Budget has been restated to align with 2020 organization restructuring.

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

	Community Social Reinvestment Fund				Total			
	2019 Bud	2020 Bud	2020 Est	2021 Bud	2019 Bud	2020 Bud	2020 Est	2021 Bud
Financing								
Levy to municipalities and TWOMO	-	-	-	-	22,281,500	22,512,500	22,512,500	22,691,800
Income on unrestricted funds	-	-	-	-	175,000	175,000	140,800	100,000
Income on restricted funds	-	-	-	-	200,000	200,000	465,600	465,600
Rents	-	-	-	-	11,057,100	10,987,900	10,907,700	10,925,900
Provincial grants	-	-	-	-	57,761,800	55,713,800	53,485,700	57,296,700
Federal grants	-	-	-	-	9,852,500	10,295,900	12,846,900	10,217,900
Other revenue	-	-	-	-	376,500	373,400	472,500	417,700
From (to) reserve funds	562,300	-	-	-	(1,770,000)	(2,348,300)	(2,844,100)	(2,833,500)
Imputed rent adjustment	-	-	-	-	-	-	-	-
Total Financing	562,300	-	-	-	99,934,400	97,910,200	97,987,600	99,282,100
Expenditures								
Personnel services	-	-	-	-	14,777,100	14,007,200	13,839,300	14,257,900
Interest on long-term debt	-	-	-	-	480,500	405,500	393,000	348,400
Materials	-	-	-	-	17,274,900	17,680,300	18,083,600	17,235,000
Contracted services	-	-	-	-	291,000	241,800	298,500	217,600
Rents and financial expenses	-	-	-	-	175,300	206,900	250,100	202,800
External transfers	562,300	-	-	-	64,296,000	62,670,300	62,073,900	64,322,500
Repayment of long-term debt	-	-	-	-	2,639,600	2,698,200	2,697,200	2,697,900
Program administration recovery	-	-	-	-	-	-	-	-
Allocation of internal admin	-	-	-	-	-	-	-	-
Imputed rent recovery	-	-	-	-	-	-	-	-
Total Expenditures	562,300	-	-	-	99,934,400	97,910,200	97,635,600	99,282,100
Excess (deficiency) of Revenues over expenses	-	-	-	-	-	-	352,000	-

*Note, 2019 Budget has been restated to align with 2020 organization restructuring.