



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 04/2022
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: March 17, 2022

TIME OF MEETING: 10:02 a.m.

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

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Rebecca Johnson
Lucy Kloosterhuis
Elaine Mannisto
Aldo Ruberto
Wendy Wright

REGRETS:

Kim Brown
Kevin Holland
Ray Lake

OFFICIALS:

William (Bill) Bradica, Chief Administrative
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Roxanne Brunelle-Crupi, Manager, Human Resources
Shari Mackenzie, Senior Human Resources Officer
Keri Greaves, Manager, Finance
Carole Lem, Communications & Engagement Officer
Aaron Park, Supervisor, Research and Social Policy
Crystal Simeoni, Manager, Housing Programs
Jennifer Lible, Manager, Social Assistance Programs
Michael Shafirka, Acting Manager, Information Services
Dave Stewart, Supervisor, Purchasing and Inventory Control
Michelle Wojciechowski, Manager, Intake and Eligibility
Morgan McKay, Supervisor, Maintenance
Larissa Jones, Communications Assistant

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

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 22/19

Moved by: Albert Aiello
Seconded by: Elaine Mannisto

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 March 17, 2022, we recommend that the agendas as printed, including any additional information and new business, be confirmed.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 02/2022 and Meeting No. 03/2022 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on February 17, 2022, were presented for confirmation.

Resolution No. 22/20

Moved by: Andrew Foulds
Seconded by: James Foulds

THAT the Minutes of Meeting No. 02/2022 and Meeting No. 03/2022 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 17, 2022, respectively, be confirmed.

CARRIED

CLOSED SESSION

Administration recommends that the Board adjourn to a closed meeting relative to receipt of information with respect to labour relations regarding the Non-Union and Managerial Staff Increases and with respect to solicitor client privilege regarding the 2012 Royal Edward Arms Incident.

Resolution No. 22/21

Moved by: Elaine Mannisto
Seconded by: Andrew Foulds

THAT the Board adjourns to Closed Session relative to receipt of information with respect to labour relations regarding the Non-Union and Managerial Staff Increases and with respect to solicitor client privilege regarding the 2012 Royal Edward Arms Incident.

CARRIED

REPORTS OF ADMINISTRATION

At 10:19 a.m. Roxanne Brunelle-Crupi, Manager, Human Resources and Shari Mackenzie, Senior Human Resources Officer and Crystal Simeoni, Manager, Housing Programs joined the meeting.

Non-Union and Managerial Staff Increases

Report No. 2022CS-03 (Chief Administrative Officer Division) was presented to the Board in Closed Session providing information and Administration's recommendation regarding the Non-Union and Managerial Staff Increases, for consideration.

Following a discussion in Closed Session, on consensus, the following resolution was presented in Regular Session for consideration.

Resolution No. 22/22

Moved by: Rebecca Johnson
Seconded by: Jody Davis

THAT with respect to Report No. 2022CS-03 (CAO Division) we, The District of Thunder Bay Social Services Administration Board direct that Administration proceed as directed in Closed Session.

CARRIED

Board Remuneration Policy Update

Report No. 2022-11 (CAO Division) was presented to the Board providing a revised Remuneration for Board Members Policy for consideration.

Roxanne Brunelle-Crupi, Manager, Human Resources responded to questions.

Resolution No. 22/23

Moved by: Rebecca Johnson
Seconded by: James Foulds

THAT with respect to Report No. 2022-11 (CAO Division), we The District of Thunder Bay Social Services Administration Board, approve the revisions to the Remuneration for the Board Members Policy as presented.

CARRIED

At 10:24 a.m. Aaron Park, Supervisor, Research and Social Policy joined the meeting.

TBDHC Sixteenth Annual Shareholder's Meeting – Confirmation of Proxy

Memorandum from William Bradica, CAO dated March 7, 2022 providing Administrations' recommendation for confirmation of proxy voting at the Sixteenth Annual Shareholder's meeting for Thunder Bay District Housing Corporation was presented for consideration.

Resolution No. 22/24

Moved by: Andrew Foulds
Seconded by: Elaine Mannisto

THAT with respect to the Thunder Bay District Housing Corporation Sixteenth Annual Shareholder's Meeting, to be held on April 21, 2022 at The District of Thunder Bay Social Services Headquarters, we The District of Thunder Bay Social Services Administration Board appoint the Board Chair, Lucy Kloosterhuis, to be the designated Proxy.

CARRIED

Social Services Relief Fund Update

Report No. 2022-12 (Integrated Social Service Division) relative to providing the Board with an update regarding TBDSSAB's spending under the Social Services Relief Fund, was presented for information

William Bradica, CAO provided a brief overview and responded to questions.

10-Year Housing and Homelessness
Plan - Housing Targets Update

Report No. 2022-13 (Integrated Social Services Division) was presented to the Board providing updated information relative to the 10-year community and affordable housing targets based on the methodology adopted in 2015, for consideration.

Ken Ranta, Director, Integrated Social Services Division responded to questions and provided clarification.

Crystal Simeoni, Manager, Housing Programs responded to questions.

At 10:38 a.m. Brian Hamilton, Board Member joined the meeting.

William Bradica, CAO provided further information and responded to questions.

Aaron Park, Supervisor, Research and Social Policy responded to questions.

Resolution No. 22/25

Moved by: Rebecca Johnson
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2022-13 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, approve and adopt the 10-Year Housing and Homelessness Plan – Revised Housing Targets as presented;

AND THAT Administration provide an update of the Housing Targets every 3 years, as required under Resolution No.19/35.

CARRIED

Reaching Home – Ontario Rural and Remote Contribution Agreement

Report No. 2022-14 (Integrated Social Services Division) was presented to the Board providing information regarding the Reaching Home – Ontario Rural and Remote program and requesting authorization to sign a Contribution relative to the program, for consideration.

Resolution 22/26

Moved by: Jody Davis
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2022-14 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board (the Board), authorize the Chair and Chief Administrative Officer to execute a Contribution Agreement with the United Way of Simcoe Muskoka for the delivery of the Reaching Home – Ontario Rural and Remote program;

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

CARRIED

At 10:58 a.m. Jennifer Lible, Manager, Social Assistance Programs, Michael Shafirka, Acting Manager, Information Services, Keri Greaves, Manager, Finance, Dave Stewart, Supervisor, Purchasing and Inventory Control, Michelle Wojciechowski, Manager, Intake and Eligibility and Morgan McKay, Supervisor, Maintenance joined the meeting.

Green Initiatives Update

Report No. 2022-15 (Corporate Services Division) relative to providing information on initiatives undertaken in 2021 and Administration's plans to enhance environmental stewardship throughout the organization, was presented for information.

Georgina Daniels, Director, Corporate Services Division and William Bradica, CAO responded to questions and provided clarification.

The Board was advised that a First Report will come to the Board in May regarding a TBDSSAB Net Zero Strategy further to Board Resolution No. 21/82.

At 11:24 a.m. Crystal Simeoni, Manager, Housing Programs, Aaron Park, Supervisor, Research and Social Policy, Jennifer Lible, Manager, Social Assistance Programs, Michael Shafirka, Acting Manager, Information Services, Keri Greaves, Manager,

Finance, Dave Stewart, Supervisor, Purchasing and Inventory Control, Michelle Wojciechowski, Manager, Intake and Eligibility and Morgan McKay, Supervisor, Maintenance left the meeting.

CORRESPONDENCE

Rural Ontario Municipal Association Delegation

Letter from The Hon. Merrilee Fullerton, Minister of Children, Community and Social Services dated February 17, 2022 relative to a response regarding the ROMA delegation attended by The District of Thunder Bay Social Services Administration Board members and CAO, was presented for information only.

Homelessness Enumeration Report 2021

Letter from the Township of O'Connor endorsing TBDSSAB Resolution No. 22/07 relative to the Homeless Enumeration Report 2021, was presented for information only.

Lucy Kloosterhuis, Board Chair advised that support from all District Municipalities is requested.

Social Services Relief Fund and Homelessness Prevention Program

Letter from The Hon. Steve Clark, Minister of Municipal Affairs and Housing dated March 7, 2022 relative to providing information regarding the Social Services Relief Fund and the consolidation of three housing and homelessness programs, was presented for information only.

William Bradica, CAO advised that the investment plan will be presented in April for the Board's approval.

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, April 21, 2022 at 10:00 a.m., via Microsoft Teams and in the 3rd Floor Main Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 22/27

Moved by: Andrew Foulds
Seconded by: James Foulds

THAT Board Meeting No. 04/2022 of The District of Thunder Bay Social Services Administration Board, held on March 17, 2022, be adjourned at 11:28 a.m.

CARRIED



Chair



Chief Administrative Officer