



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO.10/2022
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: June 16, 2022

TIME OF MEETING: 10:00 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
Kim Brown
Shelby Ch'ng
Jody Davis
James Foulds
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto

OFFICIALS:

Ken Ranta, Acting Chief Administrative Officer
Georgina Daniels, Director, Corporate Services
Glenda Flank, Recording Secretary

GUESTS:

Shari Mackenzie, Acting Manager, Human Resources
Keri Greaves, Manager, Finance
Louise Piercey, Manager, Child Care & Early Years Programs
Larissa Jones, Communications Assistant

REGRETS:

Andrew Foulds
Brian Hamilton
Kevin Holland
Aldo Ruberto
Wendy Wright

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

Lucy Kloosterhuis, Board Chair advised that the Memorandum from Bill Bradica, CAO would be moved to the beginning of the meeting in order to fill all positions prior to conducting the rest of the Board business.

Resolution No. 22/55

Moved by: Rebecca Johnson
Seconded by: Kim Brown

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for June 16, 2022, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 08/2022 and Meeting No. 09/2022 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on May 19, 2022, were presented for confirmation.

Resolution No. 22/56

Moved by: James Foulds
Seconded by: Jody Davis

THAT the Minutes of Meeting No. 08/2022 (Regular Session) and Meeting No. 09/2022 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on May 19, 2022, respectively, be confirmed.

CARRIED

Committee Meetings

Draft Minutes of the Audit Committee of The District of Thunder Bay Social Services Administration Board held on March 29, 2022, were presented for information only.

Election of Vice Chair, Audit Committee
Member and CHPI Advisory Table Member

Memorandum from Bill Bradica, Chief Administrative Officer, (CAO Division) dated June 3, 2022 was presented to the Board to provide Administration's recommendation to elect Members of the Board to the vacant positions, for consideration.

Ken Ranta, Acting Chief Administrative Officer called for nominations for the position of Vice-Chair. Jody Davis was nominated for the position and accepted the nomination. There were no further nominations.

Ken Ranta, Acting Chief Administrative Officer called for nominations for the position of Audit Committee Member. Rebecca Johnson was nominated for the position and accepted the nomination. There were no further nominations.

Ken Ranta, Acting Chief Administrative Officer called for nominations for the position of CHPI Advisory Table Member. James Foulds was nominated for the position and accepted the nomination. There were no further nominations.

Resolution No. 22/61

Moved by: Albert Aiello
Seconded by: Kim Brown

THAT the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, effective June 16, 2022 for the term ending December 31, 2022, be filled by Jody Davis.

AND THAT the following Member of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, effective June 16, 2022, for the term ending December 31, 2022:

Rebecca Johnson

AND THAT the following Member of The District of Thunder Bay Social Services Administration Board be appointed to the Community Homelessness Prevention Initiative Advisory Table, effective June 16, 2022, for the term ending December 31, 2022:

James Foulds

CARRIED

CLOSED SESSION

Administration presented their recommendation that the Board adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration relative to the CAO Contract.

Resolution No. 22/57A

Moved by: Albert Aiello
Seconded by: Jody Davis

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters about identifiable individuals, including members of the Administration relative to the CAO Contract.

CARRIED

REPORTS OF ADMINISTRATION

At 10:28 a.m. the meeting reconvened in Regular Session with all members of Administration in attendance except for Louise Piercey, Manager, Child Care and Early Years Programs.

Proposed Budget Schedule

Report No. 2022-37 (Corporate Services Division) was presented to the Board providing the TBDSSAB proposed 2023 Budget Schedule, for consideration.

Resolution No. 22/57

Moved by: Albert Aiello
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2022-37 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2023 Budget Schedule as presented.

CARRIED

Child Care Initiated Agreement Template

Report No. 2022-38 (Corporate Services Division) was presented to the Board to provide a revised Child Care and Early Years Initiated Agreement template, for consideration.

Resolution No. 22/58

Moved by: James Foulds
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2022-38 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the updated TBDSSAB Initiated Agreement template for the Child Care and Early Years program;

AND THAT we authorize the Chief Administrative Officer to make amendments to this Initiated Agreement template with respect to housekeeping items, as may be required from time to time;

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

CARRIED

At 10:30 a.m. Louise Piercey, Manager, Child Care and Early Years Programs joined the meeting.

Child Care Operator Annual Surplus Retention
and Recovery Policy

Report No. 2022-22 (Integrated Social Services Division) was presented to the Board at the May 19, 2022 Board Meeting. The report was deferred to the June Meeting to wait for final information to be received from the Ministry.

Report No. 2022-22 was re-presented to provide the Board with the Child Care Operator Annual Surplus Retention and Recovery Policy for consideration.

Resolution No. 22/59

Moved by: Jody Davis
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2022-22 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the Child Care Operator Annual Surplus Retention and Recovery Policy, as presented;

AND THAT the Chief Administrative Officer be authorized to amend the Child Care Operator Annual Surplus Retention and Recovery Policy with respect to housekeeping items, as may be required from time to time.

CARRIED

Social Services Relief Fund Update

Report No. 2022-39 (Integrated Social Services Division) was presented to the Board to provide updated information regarding TBDSSAB's investments under the Social Services Relief Fund.

Ken Ranta, Acting Chief Administrative Officer responded to questions.

At 10:31 a.m. Louise Piercey, Manager, Child Care and Early Years Programs and Keri Greaves, Manager, Finance left the meeting.

FIRST REPORT Association or Municipalities
of Ontario Position Papers

Report No. 2022-40 (CAO Division) was presented to the Board providing the first draft of the Position Papers to be presented at the Association of Municipalities of Ontario, for review and comment.

On consensus Administration was directed to provide the final Position Papers at the July Board Meeting for approval.

CORRESPONDENCE

Urban and Rural Indigenous Housing
Strategy

Email from The Hon. Patty Hajdu, Minister of Indigenous Services dated May 26, 2022 relative to the February 17, 2022 letter from Chair Kloosterhuis regarding Board Resolution No. 22/07 in relation to the need for an Urban and Rural Indigenous Housing Strategy was presented for information only.

BY-LAWS

First and Final Reading

Resolution No. 22/62

Moved by: Albert Aiello
Seconded by: Shelby Ch'ng

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Administrative Officer, sealed and numbered:

1. A By-law to authorize the form of agreement to be executed by The District of Thunder Bay Social Services Administration Board and approved service providers for the provision of services related to Homelessness Prevention Program (HPP) funds.

Explanation: A By-law to repeal and replace By-law #03-2018.

Authorization: Board Meeting 2022May19

BY-LAW NUMBER 02 – 2022

CARRIED

NEXT MEETING

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

ADJOURNMENT

Resolution No. 22/63

Moved by: Kim Brown
Seconded by: James Foulds

THAT Board Meeting No. 10/2022 of The District of Thunder Bay Social Services Administration Board, held on June 16, 2022, be adjourned at 10:36 a.m.

CARRIED



Chair



Chief Administrative Officer