



MINUTES OF BOARD (REGULAR SESSION) MEETING NO.20/2022  
OF

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** November 17, 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  
Grant Arnold  
Kim Brown  
Shelby Ch'ng  
Andrew Foulds  
James Foulds  
Brian Hamilton  
Rebecca Johnson  
Lucy Kloosterhuis  
Ray Lake  
Elaine Mannisto  
Wendy Wright

**REGRETS:**

Jody Davis

**ABSENT:**

Aldo Ruberto

**OFFICIALS:**

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

**GUESTS:**

Shari Mackenzie, Acting Manager, Human Resources  
Keri Greaves, Manager, Finance  
Melanie Salatino, Acting Manager, Social Assistance Programs  
Kim Figliomeni, Acting Manager, Child Care & Early Years Programs  
Brian Burns, Manager, Information Services  
Crystal Simeoni, Manager, Housing Programs  
Marty Farough, Manager, Infrastructure and Asset Management  
Aaron Park, Supervisor, Research & Social Policy  
Carole Lem, Communications & Engagement Officer  
Larissa Jones, Communications Assistant  
Cindy Crowe, Executive Director, Blue Sky Community Healing Centre  
Brian Claman, President & Managing Director, Brian Claman & Associates Ltd.  
Luciano Cedrone, Senior Associate, Brian Claman & Associates Ltd.

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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. 22/100

Moved by: Rebecca Johnson  
Seconded by: Elaine Mannisto

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 October 20, 2022, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

### PRESENTATIONS

The District of Thunder Bay Social  
Services Administration Board Situation  
Analysis

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Cindy Crowe, Executive Director, Blue Sky Community Healing Centre provided a report and presented a PowerPoint presentation to the Board regarding The District of Thunder Bay Social Services Administration Board situation analysis on the enhancement of Indigenous awareness and relations, the steps that have been taken to date and the next steps that could assist in furthering Indigenous relations within TBDSSAB. A copy of the PowerPoint presentation was provided to the Board prior to the meeting.

Cindy Crowe, Executive Director responded to questions and provided clarification.

Bill Bradica, CAO provided further information, responded to questions and provided clarification.

On consensus, Administration to provide the Board with the list of Indigenous partners that were consulted in the development of the report and presentation.

A discussion was held regarding the cost of certain recommendations being made in the Situation Analysis presentation. On consensus Administration to review the recommendations made and include the immediate items in the 2023 proposed budget.

At 10:47 a.m. Cindy Crowe, Executive Director, Blue Sky left the meeting.

### MINUTES OF PREVIOUS MEETINGS

#### Board Meetings

Minutes of Meeting No. 18/2022 (Regular Session) and Meeting No. 19/2022 (Closed Session) of TBDSSAB, held on October 20, 2022, were presented to the Board for confirmation.

Resolution No. 22/101

Moved by: Elaine Mannisto  
Seconded by: Ray Lake

THAT the Minutes of Meeting No. 18/2022 (Regular Session) and Meeting No. 19/2022 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on October 20, 2022, respectively, be confirmed.

CARRIED

### CLOSED SESSION MEETING

The Board adjourned to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the Physical Security Review of TDSSAB properties.

Resolution No. 22/102

Moved by: Andrew Foulds  
Seconded by: Kim Brown

THAT Administration recommends that the Board adjourns to a closed meeting relative to security of the property of the Board regarding the Security Consultants Presentation and Report on the Physical Security Review of TBDSSAB properties.

CARRIED

At 12:53 p.m. the Board meeting reconvened in Regular Session the Chair called a break for lunch, Shelby Ch'ng, Rebecca Johnson and Ray Lake, Board Members left the meeting.

At 1:25 p.m. all members of Administration joined the meeting with the exception of Keri Greaves, Manager, Finance, Melanie Salatino, Acting Manager, Social Assistance Programs, Kim Figliomeni, Acting Manager, Child Care & Early Years Programs and Aaron Park, Supervisor, Research & Social Policy.

## REPORTS OF ADMINISTRATION

### Physical Security Review

Report No. 2022-65, (Corporate Services Division) was presented to the Board providing information on the results of the Physical Security Review completed on TBDSSAB direct-owned properties.

Bill Bradica, CAO responded to questions.

Resolution No. 22/103

Moved by: James Foulds  
Seconded by: Albert Aiello

THAT with respect to Report No. 2022-65 (Corporate Services Division and Integrated Social Services Division), we, The District of Thunder Bay Social Services Administration Board, accept the results of the Physical Security Review, and approve the development of strategies with related financial resources, to be included in future proposed operating and capital budgets, as appropriate.

CARRIED

At 1:27 p.m., Keri Greaves, Manager, Finance joined the meeting, Brian Claman, President & Managing Director and Luciano Cedrone, Senior Associate, Brian Claman & Associates Ltd. left the meeting.

#### 2022 Third Quarter Financial Report

Report No. 2022-66, (Corporate Services Division) was presented to the Board providing the 2022 Third Quarter Financial Report, and projection to year-end.

At 1:29 p.m. Aaron Park, Supervisor, Research & Social Policy, Kim Figliomeni, Acting Manager, Child Care & Early Years Programs and Melanie Salatino, Acting Manager, Social Assistance Programs joined the meeting.

#### Social Services Relief Fund Update

Report No. 2022-67, (Integrated Social Services Division) was presented to the Board providing information regarding TBDSSAB's investments under the Social Services Relief Fund.

#### Third Quarter Operational Report

Report No. 2022-68, (Integrated Social Services Division) was presented to the Board providing the trends within TBDSSAB programs and services.

At 1:32 p.m. Crystal Simeoni, Manager, Housing Programs left the meeting.

#### Canada Wide Early Learning Child Care Update

Report No. 2022-69, (Integrated Social Services Division) was presented to the Board providing an update on the implementation of the Canada Wide Early Learning Child Care system.

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

Kim Figliomeni, Acting Manager, Child Care & Early Years Programs provided further information.

Bill Bradica, CAO provided clarification and responded to questions.

At 1:35 p.m. Albert Aiello, Board Member and Kim Figliomeni, Acting Manager, Child Care and Early Years Programs left the meeting and Melanie Salatino, Acting Manager, Social Assistance Programs joined the meeting.

Social Assistance Program Update

Report No. 2022-70, (Integrated Social Services Division) was presented to the Board to provide an update on the current activities and future vision of Social Assistance programs.

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

Homelessness Migration Study

Report No. 2022-71, (Integrated Social Services Division) was presented to the Board providing information on the Homelessness Migration Study completed in partnership with Lakehead University.

Bill Bradica, CAO responded to questions and provided clarification.

At 2:01 p.m. Shelby Ch'ng, Board Member joined the meeting and James Foulds, Board Member left the meeting.

Rural Ontario Municipal Association  
2023 Position Papers

Report No. 2022-72, (Chief Administrative Officer Division) was presented to the Board providing the position papers prepared by Administration for the 2023 Rural Ontario Municipal Association Annual Conference.

Resolution No. 22/104

Moved by: Kim Brown  
Seconded by: Andrew Foulds

THAT with respect to Report No. 2022-72 (Chief Administrative Officer Division), we The District of Thunder Bay Social Services Administration Board (the Board) receive the Rural Ontario Municipal Association (ROMA) 2023 Position Papers as presented;

AND THAT we direct the Chief Administrative Officer (CAO) to incorporate any edits to the position papers recommended by the Board by consensus into a final delegation package;

AND THAT we direct the CAO to send the final delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved delegation briefings package be sent to Thunder Bay District municipal councils;

AND THAT the CAO attend the 2023 ROMA conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

At 1:56 p.m. Aaron Park, Supervisor, Research and Social Policy left the meeting.

#### TBDSSAB 3<sup>rd</sup> Quarter Strategic Plan Update

Report No. 2022-73, (Chief Administrative Officer Division) was presented to the Board providing the quarterly update on the Strategic Plan 2023 progress as at September 30, 2022.

Resolution No. 22/105

Moved by: Elaine Mannisto  
Seconded by: Andrew Foulds

THAT with respect to Report No. 2022-73 (Chief Administrative Officer Division), we, The District of Thunder Bay Social Services Administration Board, receive the 2023 Strategic Plan – 2022 Third Quarter Update for information only.

CARRIED

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

Bill Bradica, CAO advised the Board of the upcoming orientation for Board members and January 2023 Board Meeting dates. The Board was also advised of the TBDSSAB organizational overview virtual presentation to municipalities scheduled for November 30.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 12, 2023 at 10:00 a.m., in the 3<sup>rd</sup> Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.


ADJOURNMENT

Resolution No. 22/106

Moved by: Andrew Foulds  
Seconded by: Grant Arnold

THAT the Board Meeting No. 20/2022 of The District of Thunder Bay Social Services Administration Board, held on November 17, 2022, be adjourned at 2:10 p.m.

CARRIED

  
Chair

  
Chief Administrative Officer