



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 07/2024  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** April 18, 2024

**TIME OF MEETING:** 10:16 a.m.

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

**CHAIR:** Brian Hamilton

**PRESENT:**

Albert Aiello  
Anne-Marie Bourgeault  
Meghan Chomut  
Kasey Etreni  
Nancy Gladun  
Brian Hamilton  
Greg Johnson  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Jim Vezina

**OFFICIALS:**

Bill Bradica, Chief Administrative Officer  
Georgina Daniels, Director, Corporate Services Division  
Ken Ranta, Director, Integrated Social Services Division  
Tafadzwa Mukubvu, Manager, Finance  
Shari Mackenzie, Manager, Human Resources  
Marty Farough, Manager, Infrastructure & Assets Management  
Aaron Park, Manager, Housing & Homelessness Programs  
Carole Lem, Communications & Engagement Officer  
Larissa Jones, Communications Assistant  
Glenda Flank, Recording Secretary

**GUESTS:**

**REGRETS:**

Ken Boshcoff  
Mark Thibert

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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**

## CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 24/26

Moved by: Greg Johnsen  
Seconded by: Jim Vezina

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 April 18, 2024, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

## MINUTES OF PREVIOUS MEETINGS

### Board Meetings

Minutes of Meeting No. 05/2024 (Regular Session) and Meeting No. 06/2024 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 21, 2024, were presented for confirmation.

Resolution No. 24/27

Moved by: Albert Aiello  
Seconded by: Jim Moffat

THAT the Minutes of Meeting No. 05/2024 (Regular Session) and Meeting No. 06/2024 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 21, 2024, respectively, be confirmed.

CARRIED

## CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information of which a council, board, committee or other body may hold a closed meeting under another statute regarding the Development of Transitional and Supportive Housing under the Homelessness Prevention Program, relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to the Capital Carryforward report, and relative to identifiable individuals including members of Administration regarding the Chief Administration Officer Hiring Committee update.

Resolution No. 24/28

Moved by: Nancy Gladun  
Seconded by: Dominic Pasqualino

THAT The District of Thunder Bay Social Services Administration Board adjourn to a closed meeting relative to receipt of information of which a council, board, committee or other body may hold a closed meeting under another statute regarding the Development of Transitional and Supportive Housing under the Homelessness Prevention Program, relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to the Capital Carryforward report, and relative to identifiable individuals including members of Administration regarding the Chief Administration Officer Hiring Committee update.

CARRIED

At 10:31 a.m. the meeting reconvened with all members of Administration and all Board Members in attendance.

#### REPORTS OF ADMINISTRATION

Report No. 2024CS-01, (Integrated Social Services Division) was presented to the Board in Closed Session providing information regarding external interest in the development of transitional and supportive housing and recommendations to engage in development opportunities.

On consensus the following resolution was presented in Regular Session

Resolution No. 24/29

Moved by: Elaine Mannisto  
Seconded by: Kasey Etreni

THAT with respect to Report No. 2024CS-01 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, direct Administration to proceed as directed in Closed Session.

CARRIED

#### Carryforward of Capital Projects

Report No. 2024-14 (Corporate Services Division) was presented to the Board providing the list of budgeted capital projects that the Chief Administrative Officer has approved to be carried forward and completed in 2024 for the Board's information.

Georgina Daniels, Director, Corporate Services Division provided a brief overview and responded to questions.

At 10:37 a.m. Marty Farough, Manager, Infrastructure and Assets Management left the meeting.

2023 Fourth Quarter Financial Report and  
Program Levy Operating Position

Report No. 2024-15 (Corporate Services Division) was presented to the Board providing the 2023 Fourth Quarter Financial Report and Administration's program levy operating position.

Georgina Daniels, Director Corporate Services Division provided a brief overview and responded to questions.

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

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

Resolution No. 24/30

Moved by: Albert Aiello  
Seconded by: Anne-Marie Bourgeault

THAT with respect to Report No. 2024-15 we, The District of Thunder Bay Social Services Administration Board, approve actual income earned on unrestricted funds, in excess of \$615,300, be transferred to the Levy Stabilization Reserve Fund.

CARRIED

2023 Investment Portfolio Performance

Report No. 2024-16 (Corporate Services Division) was presented to the Board providing information relative to the performance of the Board's investment portfolio for the 2023 year.

2024/25 Canada Ontario Community  
Housing Initiative Update

Report No. 2024-17 (Integrated Social Services Division) was presented to the Board providing information related to the TBDSSAB 2024/25 Canada Ontario Community Housing Initiative, Ontario Priorities Housing Initiative and Canada Ontario Housing Benefit funding allocations and Administration's recommendation.

Bill Bradica, CAO provided an overview and responded to questions.

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

Bill Bradica, CAO provided further information.

Resolution No. 24/31

Moved by: Albert Aiello  
Seconded by: Anne-Marie Bourgeault

THAT with respect to Report No. 2024-17 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve Option 2, specifically that the Community Housing Reserve Fund be accessed to support capital repair projects previously funded under the Canada Ontario Community Housing Initiative for the identified not-for-profit Community Housing providers, not to exceed \$716,100;

AND THAT up to \$20,000 be funded from the Housing Portfolio Reserve Fund to support the TBDSSAB capital project previously funded under the Canada Ontario Community Housing Initiative;

AND THAT the Levy Stabilization Reserve Fund be accessed up to \$1,015,000 to address the Rent Supplement funds previously provided under the Canada Ontario Community Housing Initiative for the Urban Native Housing units;

AND THAT the Board continue to advocate to the federal government to reinstate funding to Ontario under the National Housing Strategy.

CARRIED

Homelessness Prevention Program  
Investment Plan 2024-25

Report No. 2024-18 (Integrated Social Services Division) was presented to the Board providing information regarding the Ministry of Municipal Affairs and Housing Homelessness Prevention Program and providing the 2024/25 Investment Plan.

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

Ken Ranta, Director, Integrated Social Services Division outlined the process for approving projects for funding and responded to questions.

Georgina Daniels, Director, Corporate Services Division provided further information.

Bill Bradica, CAO provided clarification and responded to questions.

On consensus, Administration to provide an update to the Board in Closed Session regarding proposed projects for funding.

Resolution No. 24/32

Moved by: Greg Johnsen  
Seconded by: Kasey Etreni

THAT with respect to Report No. 2024-18 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the Homelessness Prevention Program Investment Plan for 2024-25 as presented and authorize the Chief Administrative Officer to submit the plan to the Ministry of Municipal Affairs and Housing;

AND THAT the Board authorizes the Chief Administrative Officer to execute any Agreements and other documents related thereto;

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

CARRIED

TBDSSAB 2023 Annual Report

Memorandum from William Bradica, CAO, (Chief Administrative Officer Division) dated April 4, 2024 was presented to the Board providing the 2023 Annual Report.

Resolution No. 24/33

Moved by: Kasey Etreni  
Seconded by: Nancy Gladun

THAT with respect the memorandum dated April 4, 2024 from William Bradica, Chief Administrative Officer, we, The District of Thunder Bay Social Services Administration Board (TBDSSAB), approve the 2023 Annual Report, as presented;

AND THAT the 2023 Annual Report be posted to the TBDSSAB website,  
and a notification sent to partners and stakeholders.

CARRIED

CORRESPONDENCE

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board was confirmed to be held on Thursday, May 16, 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. 24/34

Moved by: Greg Johnsen  
Seconded by: Albert Aiello

THAT the Board Meeting No. 07/2024 of The District of Thunder Bay Social Services Administration Board, held on April 18, 2024, be adjourned at 11:40 a.m.

CARRIED

Chair



Chief Administrative Officer



