

**AGENDA FOR THE COUNCIL MEETING OF  
THE CORPORATION OF THE TOWNSHIP OF RED ROCK  
FOR THE 914<sup>th</sup> REGULAR MEETING OF NOVEMBER 2<sup>nd</sup>, 2020 AT 7:00PM**

<u>ITEM</u>	<u>ACTION TAKEN</u>
1. Additions to Agenda	
2. Disclosure of Interest	
3. Presentation	
a) SAGE Analytics - Organizational Review Final Report	RES
4. Minutes of Previous Council Meeting	
a) Monday, October 19, 2020	RES
5. By-Laws	
6. Correspondence	
a) Ministry of Finance – AMO 2020	
b) Ministry of Environment – Provincial Day of Action on Litter	
c) Ministry of the Solicitor General – Court Security Program	
7. Reports of Municipal Officers	
a) Chief Administrative Officer Monthly Report Payment Vouchers	RES
b) Co-Public Works Superintendents Monthly Report	
8. Reports of Committees	
a) Red Rock Public Library Board – Sept. 8, 2020 Minutes	
b) TBDSSAB – Sept. 17, 2020 Minutes	
9. Unfinished Business	
10. New Business	
11. In-Camera	RES
a) Contract Negotiations/Labour Relations	
b) SAGE Analytics – Organizational Review	
c) OCWA Efficiencies	
12. Out of In-Camera	RES
13. Report from In-Camera	
14. Adjournment	RES

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

913<sup>th</sup> REGULAR MEETING OF COUNCIL

OCTOBER 19<sup>th</sup>, 2020

Present:	Mayor:	G. Nelson
	Councillors:	D. Robinson
		S. Park
		C. Todesco
		G. Muir
	Chief Administrative Officer:	A. Headrick
	Co-Public Works Superintendents:	B. Westerman
	Regrets:	R. Pitre
		G. Sarrasin

Mayor Nelson called the meeting to order at 7:00 p.m.

**ADDITIONS TO THE AGENDA**

The presentation by the CAO for the report to Council on the Proposed Official Plan and Zoning By-Law amendments was deferred until Thursday October 29<sup>th</sup> when the public meeting will be held from 6-9pm in the Legion upstairs hall.

The CAO also stated that the By-laws on the Agenda will be deferred until the next regular meeting of Council.

The In-Camera Agenda portion was changed to remove the OCWA Efficiencies portion and to add Contract Negotiations.

**DISCLOSURES OF INTEREST**

None

**PRESENTATION**

None

**MINUTES OF PREVIOUS COUNCIL MEETING**

The minutes of the October 5, 2020 regular meeting of Council were approved as presented.

**BY-LAWS**

None

**RESOLUTIONS**

Res. #1: Moved by C. Todesco, seconded by G. Muir  
Be it resolved that the minutes of the Monday, October 5, 2020 regular meeting of Council be approved as presented.

Carried

Res. #2: Moved by S. Park, seconded by D. Robinson  
Be it resolved that the Council of the Corporation of the Township of Red Rock proclaim October 18-24, 2020 to be Library Week in Red Rock.

Carried

Res. #3: Moved by G. Muir, seconded by C. Todesco  
Be it resolved that Council move In-Camera at 7:15pm in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees
- Labour relations or employee negotiations

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- The receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose

Carried

Res. #4: Moved by S. Park, seconded by D. Robinson  
Be it resolved that Council come out of In-Camera at 7:51pm.

Carried

Res. #5: Moved by G. Muir, seconded by C. Todesco  
Be it resolved that Liisa Poyhola be offered the position of Municipal Secretary effective October 29, 2020.

Carried

### CORRESPONDENCE

Mayor Nelson reviewed the correspondence with Council.

A letter from the Superior Greenstone District High School was read by Mayor Nelson.

No other business arose from the correspondence.

### REPORTS OF OFFICERS

#### Co-Public Works Superintendents

Co-PWS Westerman reviewed a written report with Council.

Mayor Nelson inquired about the time frame for removing the scrap metal from the landfill site. Co-PWS Westerman responded that arrangements have been made with a contractor.

#### Fire Chief

Mayor Nelson reviewed the Fire Chief's written report with Council in his absence.

### REPORTS OF COMMITTEES

None

### UNFINISHED BUSINESS

None

### NEW BUSINESS

Mayor Nelson reviewed a letter received from the Red Rock Public Library for Library Month. The Mayor proclaimed October 18-24, 2020 Ontario Public Library Week in Red Rock.

### IN-CAMERA

Council went In-Camera at 7:15pm and came out at 7:51pm.

### REPORT FROM IN-CAMERA

Council discussed labour relations while In-Camera and received advice from solicitors. They also discussed the public meeting scheduled for Thursday, October 29 from 6-9pm.

Res. #6: Moved by S. Park, seconded by D. Robinson  
Be it resolved that this meeting be adjourned at 7:55pm.

Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer/Clerk

DRAFT



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7 Queen's Park Crescent  
Toronto ON M7A 1Y7  
Telephone: 416 325-3581

7<sup>e</sup> étage, Édifice Frost Sud  
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880-2020-1986

His Worship Gary Nelson  
Mayor  
Township of Red Rock  
42 Salls Street, PO Box 447  
Red Rock, Ontario  
P0T 2P0

Dear Mayor Nelson:

It was a pleasure meeting with you and your delegation at the 2020 Association of Municipalities of Ontario (AMO) Virtual Conference regarding the assessment and taxation of the former pulp mill site.

We truly appreciate the opportunity to hear from you about the issues that are important to your community, and I have shared your comments and concerns with Minister Phillips.

During our meeting, you noted that your municipality is interested in understanding how the Ontario Municipal Partnership Fund (OMPF) responds to changes in assessment like those related to the former mill site in your community. I have asked ministry officials to reach out to your Chief Administrative Officer with further details regarding the determination of OMPF grant allocations.

We respect our municipal partners and remain committed to listening and working together to improve the quality of life for people across Ontario.

.../cont'd

Thank you again for the opportunity to discuss these issues with you and your staff.

Sincerely,

A handwritten signature in black ink, appearing to read "Stan Cho". The signature is written in a cursive, flowing style.

Stan Cho  
Parliamentary Assistant to the Minister of Finance

c: The Honourable Rod Phillips, Minister of Finance  
Chris Broughton, Assistant Deputy Minister (A), Provincial-Local Finance  
Division, Ministry of Finance

## Albert Headrick

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**From:** Minister, MECP (MECP) <Minister.MECP@ontario.ca>  
**Sent:** Friday, October 16, 2020 3:36 PM  
**To:** cao@shawbiz.ca  
**Subject:** Provincial Day of Action on Litter – Waste Reduction Week Initiatives

Good afternoon,

As a continuation of the Provincial Day of Action on Litter initiative, we would like to invite you to participate in litter reduction activities during this year's Waste Reduction Week.

Earlier this year, in support of efforts to stop the spread of COVID-19 and help keep Ontarians safe, the Ministry of the Environment, Conservation and Parks postponed the 2020 Day of Action on Litter cleanups, originally slated to take place May 12th, 2020.

We are now planning to promote safe, small-scale cleanups that are limited to members of your own household, in keeping with recent COVID-19 public health guidelines, during Waste Reduction Week, which takes place Monday, October 19 to Sunday, October 25, 2020.

Throughout this week, the ministry will be encouraging citizens to organize by household, in accordance with current COVID-19 public health guidelines, to safely pick up litter in their communities.

To help make these cleanup events a success, we are seeking your municipality's support with the following activities:

1. Promoting small scale, safe citizen-led Waste Reduction Week cleanup participation through your social accounts and any other channels you use to communicate with your community members.
2. Supporting small scale cleanups through issuance of permits, if required, or collection of cleanup waste in parks.
3. Educating on the impact of litter and waste during Waste Reduction Week through your social accounts and any other channels you use to communicate with your community members.

We are sharing the following materials and resources with you, to help promote Waste Reduction Week and cleanup participation across Ontario:

1. Our Partner Guide, which includes sharable photos and messaging.
2. Our Public Litter Cleanup Guide with important COVID-19 safety tips and a helpful checklist.
3. The Litter Tracker invites cleanup participants to track details about your cleanup and the type of litter you collect. We are seeking community support by asking citizens to submit their Litter Tracker information to the ministry after their cleanups, by completing this Litter Cleanup Report-Back form. This information will help us better understand litter in our environment and may help inform future government decision making.

Some of the COVID-19 safety tips included in our Public Litter Cleanup Guide include:

- Keep cleanups small-scale and part of the same household.
- Use Personal Protective Equipment (gloves and masks) or a litter grabber when picking up litter.
- Visit Ontario's [website](#) to learn more about how the province continues to protect the people of Ontario from COVID-19.

The ministry's digital campaign leading up to Waste Reduction Week is underway. Please keep an eye out for sharable social posts on our social media accounts.

At this time, we would also like to make you aware of the 2021 Day of Action on Litter taking place May 11, 2021. We are inviting all stakeholders to start thinking about how they may be able to host a cleanup on or around May 11 to recognize the 2021 Day of Action, or potentially shift other planned cleanups to May 11 to contribute to this provincial initiative. Please stay tuned for more information from the ministry in the coming months.

If you have any questions, please reach out to [actONlitter@ontario.ca](mailto:actONlitter@ontario.ca).

Thank you for your ongoing support in working together to keep our province clean.

Jeff Yurek  
Minister of the Environment, Conservation and Parks

Andrea Khanjin  
Parliamentary Assistant to the Minister of the Environment, Conservation and Parks



**October 15, 2020**

**MEMORANDUM TO:** Municipal CAOs

**SUBJECT:** Court Security and Prisoner Transportation Program Review

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The Ministry of the Solicitor General (ministry) is committed to keeping communities across Ontario safe, supported and protected.

As you may recall, in August 2020, the ministry communicated to stakeholders and municipalities that a Request for Services would be issued to retain an external vendor to review programs that support the delivery of court security and inmate transportation across the province, including the Court Security and Prisoner Transportation (CSPT) Transfer Payment (TP) Program. Under the CSPT TP Program, the ministry allocates funding to municipalities to offset costs associated with both court security and prisoner transportation services to and from courts.

The ministry has now retained an independent consultant, Goss Gilroy Inc. (GGI), with expertise in public safety and security to conduct the review, following a competitive procurement process.

In the upcoming weeks, Goss Gilroy Inc. will engage ministry stakeholders – including municipalities, police services and other justice sector partners – to help assess and identify improvements to the court security and inmate transportation process and the design of the CSPT TP Program.

The review will explore best practices and ways to improve the delivery of services, streamline processes and maximize effectiveness to ensure the continued safety of Ontarians. This continuous improvement effort is part of the government's ongoing work to build a more responsive and resilient justice system.

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Throughout this process, the safety of Ontarians and frontline staff will remain the ministry's top priority.

Be well and stay safe,

A handwritten signature in black ink, appearing to read "R. Stubbings". The signature is cursive and somewhat stylized.

Richard Stubbings  
Assistant Deputy Minister  
Public Safety Division



## **Chief Administrative Officer Report**

**Period: Oct 5 to Nov 2, 2020**

### **ACTION FROM PREVIOUS MINUTES:**

#### **GENERAL INFORMATION**

- a) Council and administration conducted an open public session meeting at the Royal Canadian Legion on October 29, 2020. Our Planner reviewed previous written submissions, provide feedback, address new questions from the audience, addressed their questions in relation to the proposed amendment to the Official Plan and Zoning by-law.
- b) Finalizing revised outstanding taxes of the mill, re-assessment of 2016, 2019, 2020.this will be completed soon and Legal proceedings to be commence soon.
- c) Working collectively with Council to develop a Strat Plan to deal with the environmental issues related to the complete Mill site property. Have reached out to neighboring communities for support.
- d) Reached out to Cascade to encourage the transfer of their property to the township. May need to write letter to VP to expedite.
- e) Our new Municipal Secretary LIISA POYOLA has begun employment with the Township October 29, 2020. Prior to commencement, training was provided.
- f) Continue to work closely with Limestone Partners on the Red Rock All-season Tourism Action Plan and the Strategies identified during their presentation Sept 18, 2020 to Council. We will continue to research and explore community opportunities.
- g) Participated in the Oversight Committee Meeting # 4 with Infrastructure Canada and Province of Ontario. October 14, 2020 in relation to the Water Pollution Control Plant.
- h) A temporary Intern Director of Corporate Services Juhani Pulkkinen will begin Nov 2, 2020 to assist the CAO and Administration with the transition of new software and internal policy/guideline review. This position will work when and as required.

- i) Councilor Tedesco and Muir participated in a 3-hour new Councilor training session with Fred Dean. Roles and responsibilities were one of several topics reviewed.
- j) Administration staff have begun training with the new MuniSoft software. The new program has been installed on staff computers.
- k) The CAO continues to liaison with Emergency Management Ontario in relation to the CEMC position, training and review of Township Emergency Plan up-dates.
- l) There has been no interest shown in relation to the operation of the Bowling Alley. Will reach out to the Seniors group and see if there is any interest.
- m) Been approached by a resident in relation to operation of a cab service. This proposed independent service and required regulations will need to be explored.
- n) CAO Office and Planner will be reviewing Township property that is available for development. We have to explore some surveys that are available and relatively recent. More research is required and we anticipate a report to council prior to year end.
- o) The Township had joint meeting with Infrastructure Canada (INFC) and the province on funding of a new SCADA proposal for the Water Treatment plant. Proposal has now been finalized and forward for consideration.
- p) Have put a call into the Ministry of Environment to discuss and confirm the status level of the Waste Water Treatment Plant. Is it a Level 2 or 3?
- q) CAO has had discussion with Shuniah CAO in relation to the purchase of the CNR rail bed and usage to enhance the Kinghorn trail system through Red Rock to Nipigon. This objective is in the early stages and more dialogue and proposals will need to be explored.
- r) Have been informed by Province that both our grants proposals have now been submitted to the second stage for review and approval. The grant applications pertain to the Recreation Centre up-grades and Brompton Road water and sewer rehabilitation.
- s) The application was submitted in Dec 2019, but due to COVID-19 delays have occurred in relation to Governmental process and other priorities. We should expect notification by year end on the status of these applications.
- t) The CDO intern position will need to be reconsidered and a new application submitted for funding through NOHFC.

- u) Working with a group called Grant Match. They assist Municipalities in the submission of Federal and Provincial applications and their associated fee is incurred within the project cost estimates.
- v) Had a meeting and discussion with MTO on the replacement of Trout Creek Bridge and maintenance associated with our Bailey Bridges. More exploration is required.

**“Alone, we can do so little; together we can do so much”**

**Helen Keller**

Respectfully,

Albert Headrick  
CAO/Clerk

**Red Rock Public Library**  
**Regular Meeting**  
**September 8, 2020**

*The 395th regular meeting of the Red Rock Public Library Board was held on  
Tuesday September 8, 2020.*

Present:

Chairperson:	Cheryl Hendricken
Board Members:	Anne Lockwood Denise Maidment Darquise Robinson
Secretary/Librarian:	Nancy Carrier
Regrets:	Marilyn Young Joanne Boudreau

1. The meeting was called to order at 5:07 p.m.
2. The agenda was approved and there was no declaration of pecuniary interest.
3. The Minutes of the meeting held on June 9, 2020 were approved.  
Resolution #1:  
Moved by: Anne Lockwood  
Seconded by: Denise Maidment  
Be it resolved that: the minutes of the meeting held on June 9, 2020, be approved as circulated.  
CARRIED

Business arising from minutes:

- CEO updated Board as to the JASI automated system launch. Topics of discussions covered were costs incurred, catalogue update, patron memberships, alignment with database usage and staff training. Overall satisfaction with new system was noted.
- Board discussed a further possible expanding of opening of Library. There were many variables considered in order to make a sound, safe decision, for both staff and patrons. Board decided that they are satisfied with the current "curbside service" being offered.

- Board discussed the Covid Policies and procedures in place for the Red Rock Public Library. A provincial government mandated Mandatory Mask Policy was presented, as well as CEO permissions related to COVID were discussed.

Resolution #2

Moved by: Anne Lockwood

Seconded by: Cheryl Hendricken

Be it resolved that: the policy describing the use of masks within the Red Rock Public Library and the proper usage of masks be approved as written.

CARRIED

Resolution #3

Moved by: Anne Lockwood

Seconded by: Cheryl Hendricken

Be it resolved that: that the Board authorizes the CEO/Head librarian to make high level decisions in consultation with the Board Chair, specific to procedures, protocols or orders issued by the government or our local health unit to address emergency matters for the duration of the Ontario declared COVID-19 pandemic.

CARRIED

- The Counting Opinions survey was circulated through Ontario libraries. This survey looks at getting a better picture of what libraries are up against and how they are coping. Board discussed our library's completed survey.
4. The Statement of Operations for September 8, 2020 was discussed. Cheque register for June, July and August 2020 was presented and discussed.

Resolution #4

Moved by: Cheryl Hendricken

Seconded by: Anne Lockwood

Be it resolved that: Cheques numbered 159 to 169 in the amount of \$32,272.96 and dated September 3rd, 2020, be approved for payment.

CARRIED

Correspondence: none

5. The Librarian's report dated September 8, 2020 and covering the months of June, July and August 2020 was presented and discussed.

New Business:

- CEO discussed with Board how Covid -19 impacted greatly on the usage of the Red Rock Public Library's digital platforms and presented possible online resources that might be available at an extra cost. The potential usage versus cost, in light of further Covid restrictions, were discussed. More possible usage information needed, decisions deferred to next meeting.
- The OLSN hosted PATH virtual conference is being held on September 23rd. CEO will attend via Zoom, with Board approval.

Resolution #5

Moved by: Cheryl Hendricken

Seconded by: Anne Lockwood

Be it resolved that: the CEO can attend the PATHs virtual conference on September 23<sup>rd</sup>, 2020.

CARRIED

- On September 24, SOLS and OLS-North will be offering a webinar on staff morale in the context of Covid-19 library closures, layoffs, and modified working environments. The speaker is Jamie Gruman, an expert in organizational behaviour and workplace well-being. CEO is interested in participating, with Board approval.

Resolution #6

Moved by: Cheryl Hendricken

Seconded by: Anne Lockwood

Be it resolved that: the CEO can attend the Staff Morale Webinar on September 24, 2020 and the cost is \$50.00.

CARRIED

6. The next meeting date was discussed.

Motion was made to adjourn the meeting.

Resolution #7

Moved by: Cheryl Hendricken

Seconded by: Anne Lockwood

Be it resolved that: The meeting was adjourned at 6:13 p.m. and the next meeting will be held on October 20, 2020 at 5:00 p.m.

CARRIED





**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 13/2020  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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<b>DATE OF MEETING:</b>	September 17, 2020
<b>TIME OF MEETING:</b>	10:15 AM
<b>LOCATION OF MEETING:</b>	1st Floor Training Room TBDSSAB Headquarters 231 May Street South, 3rd Floor Boardroom Thunder Bay, ON
<b>CHAIR:</b>	Lucy Kloosterhuis
<b>PRESENT:</b>	<b>OFFICIALS:</b>
Albert Aiello	William (Bill) Bradica, Chief Administrative Officer
Kim Brown	Georgina Daniels, Director, Corporate Services Division
Shelby Ch'ng	Ken Ranta, Director, Integrated Social Services Division
Jody Davis	Glenda Flank, Recording Secretary
James Foulds	
Brian Hamilton	<b>GUESTS:</b>
Kevin Holland	Keri Greaves, Manager, Finance
Lucy Kloosterhuis	Shari Mackenzie, Acting Manager, Human Resources
Ray Lake	Crystal Simeoni, Manager, Housing Programs
Elaine Mannisto	Louise Piercey, Manager, Child Care & Early Years Programs
Aldo Ruberto	Aaron Park, Supervisor, Research & Social Policy
Wendy Wright	
<b>REGRETS:</b>	
Andrew Foulds	
Ray Lake	

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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**

Bill Bradica, CAO introduced Carole Lem to the Board Members as the new Communications and Engagement Officer.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 20/60

Moved by: Albert Aiello  
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 September 17, 2020, 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. 11/2020 and 12/2020 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on July 16, 2020, were presented for confirmation.

Resolution No. 20/61

Moved by: Shelby Ch'ng  
Seconded by: Kim Brown

THAT the Minutes of Meeting No. 11/2020 and 12/2020 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on July 16, 2020, be confirmed.

CARRIED

REPORTS OF ADMINISTRATION

2021 Budget Update

Bill Bradica, CAO provided the Board with an update on the preparation being done for the 2021 Budget, and the impact it will have on the levy. Background was provided regarding the funding allocations and the steps that Administration has taken in preparing the budget to mitigate the shortfall.

Bill Bradica, CAO and Georgina Daniels, Director, Corporate Services Division responded to questions.

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to employee negotiations and personal matters about identifiable individuals regarding the TBDSSAB budget and with respect to identifiable individuals including employees of the Board regarding the Chief Administrative Officer evaluation.

Resolution No. 20/62

Moved by: Jody Davis  
Seconded by: Albert Aiello

THAT the Board adjourns to Closed Session relative to receipt of information with respect to employee negotiations and personal matters about identifiable individuals regarding the TBDSSAB budget and with respect to identifiable individuals including employees of the Board regarding the Chief Administrative Officer evaluation.

CARRIED

At 10:45 a.m., Carole Lem, Communications and Engagement Officer left the meeting.

At 11:23 a.m., the meeting reconvened in regular session with all members of the Board and Administration in attendance.

REPORTS OF ADMINISTRATION

Chief Administrative Officer Evaluation

Resolution No. 20/62A

Moved by: Kevin Holland  
Seconded by: Jody Davis

THAT the Chair to proceed as directed in Closed Session.

CARRIED

At 11:25 a.m., Crystal Simeoni, Manager, Housing Programs and Louise Piercey, Manager, Child Care & Early Years Programs joined the meeting.

Social Services Relief Fund Phase 2

Report No. 2020-35 (Integrated Social Services Division) was presented to the Board to provide information regarding the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 2, for consideration.

Ken Ranta, Director, Integrated Social Services and Bill Bradica, CAO responded to questions.

Resolution No. 20/63

Moved by: Albert Aiello  
Seconded by: Kevin Holland

THAT with respect to Report No. 2020-35 (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 any required Agreement under the Community Homelessness Prevention Initiative with the Ministry of Municipal Affairs and Housing for the delivery of the Social Services Relief Fund Phase 2 Funding program, and any other documents related thereto provided there are no significant changes;

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

CARRIED

Social Services Relief Fund,  
Emergency Discretionary Benefits &  
Child Care Update

Report No. 2020-36 (Integrated Social Services Division) was presented to provide the Board with updated information regarding the Ontario Social Services Relief Fund, Emergency Discretionary Benefits and the re-opening of child care centres and the EarlyON programs in the District of Thunder Bay during the COVID-19 pandemic.

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

Bill Bradica, CAO provided clarification and responded to questions.

Revised Housing Security Fund Policy

Report No. 2020-37 (Integrated Social Services Division) was presented to provide information regarding the revised Housing Security Fund (HSF) Policy being recommended by Administration, for consideration by the Board

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

Resolution No. 20/64

Moved by: Kim Brown  
Seconded by: Shelby Ch'ng

THAT with respect to Report No. 2020-37 (Integrated Social Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the revised Housing Security Fund Policy as presented;

AND THAT we authorize the Chief Administrative Officer to amend the policy with respect to housekeeping items, as may be required from time to time;

AND THAT any necessary by-law be presented to the Board.

CARRIED

At 11:43 a.m. Crystal Simeoni, Manager, Housing Programs left the meeting.

Federal Safe Restart Funding

Report No. 2020-38 (Integrated Social Services Division) was presented to provide the Board with an overview of the Federal Safe Restart Funding, a shared commitment by the Ontario and Federal governments, for information only.

Louise Piercey, Manager, Child Care & Early Years Programs responded to questions.

Maximum Daily Rates for Child  
Care Fee Subsidy

Report No. 2020-39 (Integrated Social Services Division) was presented to the Board to provide information and rationale for Administration's recommendation for maintaining the maximum child care fee subsidy rates at the 2020 level for the 2021 budget year, for consideration.

Louise Piercey, Manager, Child Care & Early Years Programs responded to questions.

Resolution No. 20/65

Moved by: Rebecca Johnson  
Seconded by: Wendy Wright

THAT with respect to Report No. 2020-39 (integrated Social Services Division) we, the District of Thunder Bay Social Services Administration Board, approve maintaining the maximum child care fee subsidy rates for 2021 at the 2020 rates.

CARRIED

At 11:47 a.m., the Chair called for a break for lunch and Louise Piercey, Manager, Child Care & Early Years Programs left the meeting.

At 12:20 p.m. the meeting reconvened and Aaron Park, Supervisor, Research & Social Policy and Keri Greaves, Manager, Finance joined the meeting.

TBDSSAB 2<sup>nd</sup> Quarter Operational Report

Report No. 2020-40 (Integrated Social Services Division) was to provide the Board with information relative to the trends within TBDSSAB programs and services

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

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

At 12:23 p.m. Aaron Park Supervisor, Research & Social Policy left the meeting.

Budget Policy Update

Report No. 2020-41 (Corporate Services Division) was to provide the Board with a revised budget policy for consideration.

Bill Bradica, CAO provided an overview of the recommended changes to the budget policy.

Resolution No. 20/66

Moved by: Kevin Holland  
Seconded by: Jody Davis

THAT with respect to Report No. 2020-41 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the revised Budget Policy No. CS-02:83 as presented.

CARRIED

Enterprise Risk Management Reporting

Report No. 2020-42 (Corporate Services Division) was to provide the Board with an update on the organization's Enterprise Risk Management (ERM) Framework and the reporting template recommended by Administration, for consideration

Georgina Daniels, Director, Corporate Services Division and Bill Bradica, CAO responded to questions.

Resolution No. 20/67

Moved by: Kim Brown  
Seconded by: Albert Aiello

THAT with respect to Report No. 2020-42 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, accept the annual reporting template and cycle for the Residual Heat Map and Risk Trajectory Dashboard.

CARRIED

At 12:48 p.m. Keri Greaves, Manager, Finance left the meeting and Steven Melnichuk, Manager, Information Services joined the meeting

Records Retention Schedule By-law  
Updates

Report No. 2020-43 (Corporate Services Division) was presented to provide the Board with Administrations recommended amendments to the Board's record retention schedule, for consideration.

Resolution No. 20/68

Moved by: Jody Davis  
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2020-43 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the updated Retention Schedules as presented;

AND THAT any necessary by-law be presented to the Board.

CARRIED

CORRESPONDENCE

AMO – OPP Detachments Boards  
Discussion Paper

At the May 21, 2020 Board Meeting, the Board passed Resolution #20/45A directing the Board Chair to send correspondence to AMO and the Solicitor General for Ontario indicating that the Board is not in agreement with TBDSSAB becoming a Police Detachment Board.

The letter from the Solicitor General of Ontario dated July 3, 2020 to the Board Chair acknowledging receipt of the above noted correspondence was presented to the Board for information.

Encasa Change of Auditors

Letter from Derek Ballantyne, CEO of Encasa dated July 17, 2020 regarding notice to Unitholders of the change of Auditors, was presented to the Board for their information.



Additional Support for Mental Health,  
Addictions and Housing

A letter from Dana Earle, Deputy City Clerk, City of Thunder Bay dated July 28, 2020 advocating for additional provincial and federal supports for mental health, addiction, and homeless prevention initiatives, was presented to the Board for their information.

A letter from George Pirle, Chair, CDSSAB dated August 19, 2020 relative to advocating for additional provincial supports for addiction and homeless prevention initiatives, was presented to the Board.

Additional Provincial Support for  
Child Care

A letter from Ann-Marie Norio, Regional Clerk, Region of Niagara dated September 1, 2020 relative to advocating for additional supports for child care, was presented to the Board for their information.

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, October 15, 2020, in the 1st Floor training room, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 20/69

Moved by: Wendy Wright  
Seconded by: Kevin Holland

THAT Board Meeting No. 13/2020 of The District of Thunder Bay Social Services Administration Board, held on September 17, 2020, be adjourned at 1:06 p.m.

CARRIED

  
Chair

  
Chief Administrative Officer