



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

BOARD MINUTES

**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 03/2025
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: February 20, 2025

TIME OF MEETING: 10:17 a.m.

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

CHAIR: Jim Vezina

PRESENT:

Albert Aiello
Ken Boshcoff
Anne Marie Bourgeault
Meghan Chomut
Kasey Etreni
Greg Johnsen
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Georgina Daniels, Director, Corporate Services Division
Crystal Simeoni, Director, Integrated Social Services Division
Marty Farough, Manager, Infrastructure & Asset Management
Jennifer Lible, Manager, Social Assistance Programs
Shari Mackenzie, Manager, Human Resources
Tafadzwa Mukubvu, Manager, Finance
Aaron Park, Manager, Housing & Homelessness Programs
Tomi Akineyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement
Glenda Flank, Recording Secretary

REGRETS:

Brian Hamilton
Kathleen Lynch
Mark Thibert

GUESTS:

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 CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

The meeting was called to order at 10:17 a.m. as there were technical difficulties that delayed the start of the meeting.

DISCLOSURES OF INTEREST

None.

Appointment of Alternate Vice-Chair

Memorandum from Ken Ranta, CEO (Chief Executive Officer Division), dated February 6, 2025, was presented to the Board relative to the required appointment of an alternate Vice-Chair.

Ken Ranta, CEO provided background information regarding the reason for appointing an alternate Vice-Chair and called for nominations for the position of Vice-Chair.

Jim Moffat was nominated for the position of Vice-Chair and accepted the nomination. There were no further nominations.

Resolution No. 25/09

Moved by: Kasey Etreni
Seconded by: Ken Boshcoff

THAT the position of Alternate Vice-Chair of The District of Thunder Bay Social Services Administration Board be filled by Jim Moffat;

AND THAT the position of Alternate Vice-Chair be filled until the end of the leave of absence of Brian Hamilton.

CARRIED

PRESENTATION

Employment Services Transformation

A presentation was provided by Jennifer Lible, Manager, Social Assistance Programs and Melanie Salatino, Supervisor, Social Assistance Programs regarding the Employment Services Transformation.

Report No. 2025-03, (Integrated Social Services) was presented to the Board providing an update regarding the Employment Services Transformation.

Jennifer Lible, Manager, Social Assistance Programs provided clarification and responded to questions.

At 10:41 a.m. Jennifer Lible, Manager, Social Assistance Programs and Melanie Salatino, Supervisor, Social Assistance Programs left the meeting.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/10

Moved by: Greg Johnsen
Seconded by: Jim Moffat

THAT with respect to the Board Regular and Closed Session agendas for the Board Meeting of The District of Thunder Bay Social Services Administration Board for February 20, 2025, 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. 01/2025 (Regular Session) and 02/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on January 16, 2025, respectively, were presented for confirmation.

Resolution No. 25/11

Moved by: Dominic Pasqualino
Seconded by: Elaine Mannisto

THAT the Minutes of Meeting No. 01/2025 (Regular Session) and Meeting No. 02/2025 (Closed Session), of The District of Thunder Bay Social Services Administration Board, held on January 16, 2025, respectively, be confirmed as amended.

CARRIED

CLOSED SESSION MEETING

Administration recommended 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 regarding the 2025 CEO Performance Evaluation Process, relative to receipt of information with respect to security of the property of the Corporation regarding the Bertrand Court Regeneration Strategy Update and relative to receipt of information with respect to which a council, board, committee or other body may hold a closed meeting under another statute regarding the Provincial Encampment Response Initiative Funding.

Resolution No. 25/12

Moved by: Albert Aiello
Seconded by: Kasey Etreni

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the 2025 CEO Performance Evaluation Process, relative to receipt of information with respect to security of the property of the Corporation regarding the Bertrand Court Regeneration Strategy Update and relative to receipt of information with respect to which a council, board, committee or other body may hold a closed meeting under another statute regarding the Provincial Encampment Response Initiative Funding.

CARRIED

At 11:29 a.m. the meeting reconvened in Regular Session and Marty Farough, Manager, Infrastructure & Asset Management, Tafadzwa Mukubvu, Manager, Finance, Aaron Park, Manager, Housing & Homelessness Programs and Carole Lem, Communications & Engagement Officer joined the meeting.

REPORTS OF ADMINISTRATION

Bertrand Court Regeneration Strategy
Update

Report No. 2025CS-02 (Corporate Services/Integrated Social Services Division) was presented to the Board in Closed Session providing information on the Bertrand Court redevelopment strategy.

The following resolution was presented to the Board for consideration.

Resolution No. 25/13

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2025CS-02 (Corporate Services/Integrated Social Services) we, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), direct that Administration proceed as directed in Closed Session.

CARRIED

Provincial Encampment Response
Initiative Funding

Report No. 2025CS-03 (Integrated Social Services Division) was presented to the Board in Closed Session providing information related to TBDSSAB's successful application to the Ministry of Municipal Affairs and Housing's Encampment Response Initiative.

The following resolution was presented to the Board for consideration.

Resolution No. 25/14

Moved by: Dominic Pasqualino
Seconded by: Greg Johnsen

THAT with respect to Report No. 2025CS-03 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

At 11:32 a.m. Marty Farough, Manager, Infrastructure & Asset Management, Tafadzwa Mukubvu, Manager, Finance and Aaron Park, Manager, Housing & Homelessness Programs left the meeting and Jennifer Lible, Manager, Social Assistance Programs joined the meeting.

2025 Ontario Works Service Plan

Report No. 2025-02 (Integrated Social Services Division) was presented to the Board providing the Ontario Works Service Delivery Plan for the 2025 planning cycle as required by the Ministry of Children, Community and Social Services.

Resolution No. 25/15

Moved by: Elaine Mannisto
Seconded by: Anne-Marie Bourgeault

THAT with respect to Report No. 2025-04 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the draft 2025 Ontario Works Service Plan as amended;

AND THAT we direct the Chief Executive Officer to submit the approved 2025 Ontario Works Service Plan to the Ministry of Children, Community and Social Services.

CARRIED

At 11:36 a.m. Jennifer Lible, Manager, Social Assistance Programs left the Meeting and Tomi Akineyede, Supervisor, Research & Social Policy joined the meeting.

TBDSSAB Fourth Quarter Operational Update

Report No. 2025-05, (Integrated Social Services Division) was presented to the Board providing information containing the trends within TBDSSAB programs and services.

Ken Ranta, CEO provided clarification and responded to questions.

Tomi Akineyede, Supervisor, Research & Social Policy responded to questions.

At 11:45 a.m. Tafadzwa Mukubvu, Manager, Finance joined the meeting and Tomi Akineyede, Supervisor, Research & Social Policy left the meeting.

Landlord and Tenant Board Advocacy

At the January 16, 2025 Board Meeting the Board discussed the issue of requesting expedited hearings at the Landlord and Tenant Board and on consensus Administration was directed to bring options on further advocacy regarding this issue to the February Board Meeting.

Memorandum from Ken Ranta, CEO (Chief Executive Officer Division), dated January 31, 2025, was presented to the Board providing information regarding the issue of Landlord and Tenant Board advocacy.

Ken Ranta, CEO provided a brief background and responded to questions.

Advocacy & Engagement Annual Update

Report No. 2025-06 (Chief Executive Officer Division) was presented to the Board providing an annual update on advocacy and engagement activities completed by the Board and/or Administration.

Ken Ranta, CEO provided a brief introduction to the report.

Carole Lem, Communications and Engagement Officer provided a brief update on the highlights of report.

Fourth Quarter Strategic Plan Update

Report No. 2025-07 (Chief Executive Officer Division) was presented to the Board providing the quarterly update on the 2024-27 Strategic Plan.

Ken Ranta, CEO provided clarification and responded to questions.

Resolution No. 25/16

Moved by: Ken Boshcoff
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2025-07 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board, receive the 2024-27 Strategic Plan – Fourth Quarter Update for information only.

CARRIED

February 2025 Mortgage Renewal -
Walkover

Report No. 2025-08 (Chief Executive Officer Division) was presented to the Board providing the mortgage renewal arrangements for the properties located on Cuyler St., Athabasca St. and Walkover St. in the City of Thunder Bay.

Georgina Daniels, Director, Corporate Services Division provided a brief overview of the mortgage renewal process and responded to questions.

Resolution No. 25/17

Moved by: Dominic Pasqualino
Seconded by: Ken Boshcoff

THAT with respect to Report No. 2025-08 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the Ministry Resolution as attached, duly signed in accordance with TBDSSAB By-Law No. 03-2021 (Governance and Procedural);

AND THAT we authorize the Board Chair and Chief Executive Officer to execute the mortgage financing documents related thereto.

CARRIED

At 12:03 p.m. Tafadzwa Mukubvu, Manager, Finance left the meeting.

CORRESPONDENCE

Ministry of Municipal Affairs and Housing
Funding

Correspondence from the MMAH dated January 28, 2025, was presented to the Board providing information regarding funding under the Last Mile Funding for 2024-25.

Ken Ranta, CEO provided a brief background relative to the funding and responded to questions.

CORRESPONDENCE

None.

BY-LAWS

None.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, March 20, 2025 at 10:00 a.m., 3rd Floor Boardroom, 231 May Street S., Thunder Bay, ON and via Microsoft Teams.

ADJOURNMENT

Resolution No. 25/18

Moved by: Greg Johnsen
Seconded by: Meghan Chomut

THAT the Board Meeting No. 03/2025 of The District of Thunder Bay Social Services Administration Board, held on February 20, 2025, be adjourned at 12:05 p.m.

CARRIED



Chair

Chief Executive Officer