



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 07/2025  
OF**

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

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**DATE OF MEETING:** April 17, 2025

**TIME OF MEETING:** 10:25 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  
Ken Boshcoff  
Anne Marie Bourgeault  
Chris Eby  
Kasey Etreni  
Brian Hamilton  
Greg Johnson  
Kathleen Lynch  
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  
Shari Mackenzie, Manager, Human Resources  
Tafadzwa Mukubvu, Manager, Finance  
Marty Farough, Manager, Infrastructure & Asset Management  
Dianne Lampi, Manager, Housing Operations  
Carole Lem, Communications & Engagement Officer  
Diana Hennel, Administrative Assistant  
Bindiya Patel, Communications Assistant  
Glenda Flank, Recording Secretary

**GUESTS:**

**REGRETS:**

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

**BOARD MEETING**

**DISCLOSURES OF INTEREST**

None.

## NEW BUSINESS

None.

## CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/26

Moved by: Albert Aiello  
Seconded by: Greg Johnsen

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 17, 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. 05/2025 (Regular Session) and Meeting No. 06/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 20, 2025, were presented for confirmation.

Resolution No. 25/27

Moved by: Jim Moffat  
Seconded by: Kathleen Lynch

THAT the Minutes of Meeting No. 05/2025 (Regular Session) and Meeting No. 06/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 20, 2025, respectively, be confirmed.

CARRIED

## CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the

confidential attachment to the 2024 Fourth Quarter Financial Report and Program Levy Surplus Disposition.

Resolution No. 25/28

Moved by: Albert Aiello  
Seconded by: Kathleen Lynch

THAT the Board adjourns to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to the 2024 Fourth Quarter Financial Report and Program Levy Surplus Disposition.

CARRIED

At 10:36 a.m. the meeting reconvened in Regular Session.

#### REPORTS OF ADMINISTRATION

##### 2024 Fourth Quarter Financial Report and Program Levy Surplus Disposition

Report No. 2025-13 (Corporate Services Division) was presented to the Board providing the 2024 Fourth Quarter Financial Report and Program levy surplus disposition.

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

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

Resolution No. 25/29

Moved by: Ken Boshcoff  
Seconded by: Jim Vezina

THAT with respect to Report No. 2025-13 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the transfer of the net levy surplus of \$24,367 to the Levy Stabilization Reserve Fund.

CARRIED

### 2024 Investment Portfolio Performance

Report No. 2025-14 (Corporate Services Division) was presented to the Board providing information relative to the performance of the Board's investment portfolio for the 2024 year.

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

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

### Certificate of Incumbency

Memorandum from Tafadzwa Mukubvu, Manager, Finance dated March 27, 2025 was presented to the Board providing information relative to the requirement of a Certificate of Incumbency.

At 10:58 a.m. Tafadzwa Mukubvu, Manager, Finance left the meeting and Marty Farough, Manager, Infrastructure & Asset Management and Dianne Lampi, Manager, Housing Operations joined the meeting.

### Vale Community Centre Update

Memorandum from Georgina Daniels, Director, Corporate Services Division dated March 24, 2025 was presented to the Board providing an update on the results of the divestment of the Vale Community Centre.

Georgina Daniels, Director, Corporate Services Division provided an overview of the Vale Centre update and responded to questions.

#### Resolution No. 25/30

Moved by:           Albert Aiello  
Seconded by:       Kathleen Lynch

THAT we, The District of Thunder Bay Social Services Administration Board, approve up to \$30,000 for costs associated with the Vale Community Centre property be financed from the Levy Stabilization Reserve Fund.

CARRIED

FIRST REPORT: 167 Greenmantle Drive  
(Nipigon) Direct Owned Housing Property  
Options

Report No. 2025-15 (Corporate Services and Integrated Social Services Divisions) was presented to the Board providing the Board with options for the direct-owned housing property.

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

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

Crystal Simeoni, Director, Integrated Social Services Division provided further information and responded to questions.

Resolution No. 25/31

Moved by: Kasey Etreni  
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2025-15, (Corporate Services and Integrated Social Services Divisions), we The District of Thunder Bay Social Services Administration Board approve the receipt of the FIRST REPORT – 167 Greenmantle Drive, Nipigon, ON Direct-Owned Housing Property Options;

AND THAT the Board directs Administration to prepare a report with an action plan to explore options for the property to be presented at a Board meeting in the fall 2025.

CARRIED

At 11:15 a.m. Marty Farough, Manager, Infrastructure & Asset Management and Dianne Lampi, Manager, Housing Operations left the meeting.

Northern Ontario Service Deliverers'  
Association Annual General Meeting  
Attendance & Nominations

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated March 27, 2025 was presented to the Board providing information regarding attendance at the 2025 NOSDA AGM and nominations to the NOSDA Board.

Ken Ranta, CEO provided an explanation of the process and responded to questions.

Resolution No. 25/32

Moved by: Kasey Etreni  
Seconded by: Jim Moffat

THAT with respect to the Northern Ontario Service Deliverers Association 2025 Annual General Meeting, the following Members of the Board are appointed to serve as Members of NOSDA and to attend as voting delegates:

1. Brian Hamilton
2. Anne-Marie Bourgeault

AND THAT if the Chair is unable to attend, the following Members will be contacted to attend as voting delegates in the Chair's place:

1. Jim Vezina
2. Kathleen Lynch

AND THAT the following nominations for the 2025 NOSDA Executive are as follows:

NOSDA Vice-Chair: Anne-Marie Bourgeault

CARRIED

At 11:42 a.m. Kathleen Lynch, Board Member left the meeting.

Appointment to the Homelessness  
Prevention Program Advisory Table

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated April 3, 2025 was presented to the Board regarding the requirement to appoint a Board Member to the TBDSSAB Homelessness Prevention Program Advisory Table.

Ken Boshcoff, Board Member advised the Board that he would be remaining on the Homelessness Prevention Program Advisory Table.

Resolution No. 25/33 - Withdrawn

Moved by:  
Seconded by:

THAT the following Member of The District of Thunder Bay Social Services Administration Board be appointed to the Homelessness Prevention Program Advisory Table, effective April 17, 2025, for the term ending December 31, 2025:

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TBDSSAB 2024 Annual Report

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated April 3, 2025 was presented to the Board providing the 2024 Annual Report.

Ken Ranta, CEO provided a brief overview of the process of producing the 2024 Annual Report and responded to questions.

Carole Lem, Communications and Engagement Officer responded to questions.

A discussion was held regarding having copies of the 2024 Annual Report printed for distribution. On consensus, Administration to review the ability and cost to have copies printed and communicate the outcome to the Board Members prior to the next Board Meeting.

Resolution No. 25/34

Moved by: Dominic Pasqualino  
Seconded by: Ken Boshcoff

THAT with respect to the memorandum dated April 4, 2025 from Ken Ranta, Chief Executive Officer, we, The District of Thunder Bay Social Services Administration Board (TBDSSAB) approve the 2024 Annual Report as presented;

AND THAT the 2024 Annual Report be posted to the TBDSSAB website and a notification be sent to partners and stakeholders.

CARRIED

At 11:53 a.m. Greg Johnsen, Board Member left the meeting.

Appointment of Designate Ontario Works  
Administrator and Senior Administrator

Memorandum from Ken Ranta, CEO (Chief Executive Officer Division) dated March 26, 2025 was presented to the Board providing Administration's recommendation regarding the appointment of the designate Ontario Works Administrator for TBDSSAB and designate Senior Administrator for TBDHC.

Resolution No. 25/35

Moved by: Ken Boshcoff  
Seconded by: Jim Moffat

THAT with respect to Section 1997, c. 25, Schedule A, s. 43., of the Ontario Works Act, effective June 1, 2025, Crystal Simeoni, Director, Integrated Social Services be appointed as the designate Administrator to replace Georgina Daniels, Director, Corporate Services;

AND THAT, effective June 1, 2025, Crystal Simeoni, Director, Integrated Social Services be appointed as designate Senior Administrator for the Thunder Bay District Housing Corporation to replace Georgina Daniels, Director, Corporate Services;

AND THAT Administration is directed to communicate these changes as appropriate.

CARRIED

CORRESPONDENCE

Homelessness Crisis

Correspondence from The Corporation of the Town of Hearst, dated March 24, 2025, to the Premier of Ontario advising of the Town of Hearst's support for the District of Cochrane Social Services Administration Board's position regarding the Homelessness Crisis, was presented to the Board.

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 15, 2025 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. 25/36

Moved by: Albert Aiello  
Seconded by: Jim Moffat

THAT the Board Meeting No. 07/2025 of The District of Thunder Bay Social Services Administration Board, held on April 17, 2025, be adjourned at 12:05 p.m.

CARRIED



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Chair



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Chief Executive Officer