



DATE OF MEETING: JANUARY 15, 2026

TIME OF MEETING: 10:00 AM

LOCATION OF MEETING: MICROSOFT TEAMS &
3RD FLOOR BOARDROOM
TBDSSAB HEADQUARTERS
231 MAY STREET SOUTH
THUNDER BAY, ON

CHAIR: JIM VEZINA

ORDERS OF THE DAY: DISCLOSURES OF INTEREST
NEW BUSINESS
CONFIRMATION OF BOARD MEETING AGENDA
MINUTES OF PREVIOUS MEETINGS
DEPUTATIONS / PRESENTATIONS
REPORTS OF ADMINISTRATION
CORRESPONDENCE
BY-LAWS
NEXT MEETING
ADJOURNMENT

Note: For the purposes of the agenda and subsequent 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 item; references to TBDHC or the Board refers to the Thunder Bay District Housing Corporation Board of Directors as relevant to specific agenda item. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

INAUGURAL BOARD MEETING

DISCLOSURES OF INTEREST

NEW BUSINESS

ELECTION OF OFFICERS, COMMITTEE & TABLE MEMBERS

The first order of business is to confirm the appointment of the Chair in accordance with O. Reg. 278/98 under the *District Social Services Administration Board Act*, for the term ending on December 31, 2026. In accordance with the Governance and Procedural By-

law No. 03-2021, the Vice-Chair, Committee and Table Members appointment will also be confirmed.

At the December 11, 2025 Board Meeting, Resolution No. 25/91 was passed electing the positions of Chair, Vice-Chair, Audit Committee Members, Situation Analysis Review Committee Members, Child Care & Early Years Table Members, Homelessness Prevention Program Table Members and Indigenous Advisory Table Members for the January 1, 2026 to December 31, 2026 term.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 26/01

THAT with respect to the Board Regular agenda for the Inaugural Board meeting of The District of Thunder Bay Social Services Administration Board for January 15, 2026, we approve the agenda as presented;

AND THAT we approve any additional information and new business.

Resolution No. 26/02

THAT with respect to the January 15, 2026 and the remainder of the 2026 agendas, we approve:

1. that any matters discussed or resolutions passed which relate to the business of The District of Thunder Bay Social Services Administration Board (TBDSSAB) shall be deemed to have been discussed by the Directors of TBDSSAB.
2. that any matters discussed or resolutions passed which relate to the business of the Thunder Bay District Housing Corporation (TBDHC) shall be deemed to have been discussed by the Directors of TBDHC.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of [Meeting No. 19/2025](#) (Regular Session) and [Meeting No. 20/2025](#) (Closed Session) of TBDSSAB, held on December 11, 2025, respectively, to be confirmed.
(Pages 6 - 18)

Resolution No. 26/03

THAT the Minutes of Meeting No. 19/2025 (Regular Session) and Meeting No. 20/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, respectively, be confirmed.

Committee/Table Meetings

Draft [Minutes of the Audit Committee Meeting](#) held on November 21, 2025 presented for information only. **(Pages 19 - 21)**

Draft [Minutes of the CCEY Advisory Table Meeting](#) held on November 18, 2025 presented for information only. **(Pages 22 - 24)**

Draft [Minutes of the HPP Advisory Table Meeting](#) held on November 25, 2025 presented for information only. **(Pages 25 - 28)**

CLOSED SESSION MEETING

Administration recommends 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 and with respect to a matter in respect of which a council, board, committee or other body may hold a closed meeting under another statute.

Resolution No. 26/04

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 CEO Performance Evaluation process and with respect to a matter in which a council, board, committee or other body may hold a closed meeting under another statute regarding the potential third-party approach to Build Canada Homes and Canada Mortgage and Housing Corporation Opportunities update.

DEPUTATIONS / PRESENTATIONS

Jennifer Lible, Manager, Social Assistance to provide a presentation relative to information regarding Ontario Works Intake Unit and Integrated Employment Services, for information only. **(Presentation to be provided separately)**

REPORTS OF ADMINISTRATION

2026 TBDSSAB Board Meeting Dates
and Next Inaugural Meeting Date

[Memorandum from Ken Ranta, CEO](#), (Chief Executive Officer Division) dated December 15, 2025, containing a resolution to schedule the 2026 Board Meeting dates and the 2027 Inaugural Meeting date, for consideration. **(Page 29)**

Resolution No. 26/05

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2026 be held at the TBDSSAB Headquarters, in the City of Thunder Bay, beginning at 10:00 a.m. on the following dates:

February 19, March 19, April 16, May 21, June 18, July 16, September 17, October 15, November 19, and December 10, 2026

AND THAT the next Inaugural Meeting of the District of Thunder Bay Social Services Administration Board be held on Thursday, January 14, 2027;

AND THAT any changes to the meeting schedule may be made by resolution of the Board.

2025 Statement of Board Remuneration

[Memorandum from Shari Mackenzie, Manager, Human Resources](#) (Chief Executive Officer Division), dated January 5, 2026, relative to providing the Board with the Statement of Board Remuneration for 2025, for information only. **(Pages 30 - 31)**

Year 2026 Weighted Assessment
Calculation and 2026 Levy Apportionment

[Report No. 2026-01](#) (Corporate Services Division), relative to providing the Board with the 2026 weighted assessment calculation and 2026 levy apportionment, for information only. **(Pages 32 - 37)**

Certificate of Incumbency

[Memorandum from Richard Jagielowicz, Director, Corporate Services](#) (Corporate Services Division), dated January 5, 2026, relative to providing the Board with information on the requirement for a Certificate of Incumbency, for information only. **(Pages 38 - 40)**

CORRESPONDENCENorthern Ontario Service Deliverers'
Association Priority Topics

[Notes from Northern Ontario Service Deliverers' Association](#) outlining NOSDA priorities, for information only. **(Pages 41 - 46)**

2026 Rural Ontario Municipal Association
Annual General Meeting Position Papers

[Municipality of Shuniah Council Resolution](#) dated December 9, 2025 relative to the Municipality's endorsement of TBDSSAB 2026 ROMA position papers, for information only. **(Page 47)**

[Letter from Municipality of Oliver Paipoonge](#) dated January 7, 2026 relative to the Municipality's endorsement of TBDSSAB 2026 ROMA position papers, for information only. **(Page 48)**

BY-LAWS

None

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, February 19, 2026 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 26/06

THAT the Inaugural Board Meeting No. 01/2026 of The District of Thunder Bay Social Services Administration Board, held on January 15, 2026, be adjourned at _____ a.m./p.m.



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 19/2025
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: December 11, 2025

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: Brian Hamilton

PRESENT:

Albert Aiello
Ken Boshcoff
Anne-Marie Bourgeault
Meghan Chomut
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Crystal Simeoni, Director, Integrated Social Services Division
Richard Jagielowicz, Director, Corporate Services Division
Shari Mackenzie, Manager, Human Resources
Aaron Park, Manager, Housing & Homelessness Programs
Michelle Wojciechowski, Manager, Intake & Eligibility
Tomi Akinyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement Officer
Glenda Flank, Recording Secretary

REGRETS:

Greg Johnsen

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BOARD MEETING

DISCLOSURES OF INTEREST

NEW BUSINESS

Chris Eby, Board Member requested that an item of new business be added to the Closed Session Agenda, regarding Board Member use of Social Media. On consensus, the matter to be added to the December Closed Session Agenda.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/85

Moved by: Kasey Etreni
Seconded by: Gordon Cuthbertson

THAT with respect to the agenda for the Board Regular Session meeting of The District of Thunder Bay Social Services Administration Board for December 11, 2025, we approve the agenda as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 17/2025 (Regular Session) and Meeting No. 18/2025 (Closed Session) of TBDSSAB held on November 20, 2025 were presented for confirmation.

Resolution No. 25/86

Moved by: Kathleen Lynch
Seconded by: Jim Moffat

THAT the Minutes of Meeting No. 17/2025 (Regular Session) and Meeting No. 18/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on November 20, 2025, respectively, be confirmed.

CARRIED

DEPUTATION/PRESENTATION

OrgCode Housing and Homelessness Presentation

Iain De Jong, President and CEO, Tracy Flaherty-Willmott, Vice-President and Marina Sloutsky, Senior Associate, OrgCode Consulting Inc. were present to provide a presentation regarding research done relative to housing and homelessness solutions in the District of Thunder Bay. A copy of the presentation was provided at the meeting.

Tomi Akinyede, Supervisor, Research & Social Policy provided a brief introduction to the research requested.

Iain De Jong, President and CEO provided background information regarding OrgCode Consulting Inc. and responded to questions.

Tracy Flaherty-Willmott, Vice-President provided an overview of the scope of the project and responded to questions.

Iain De Jong, President and CEO provided an overview of the approach and methodology and responded to questions.

At 10:54 a.m. Meghan Chomut, Board Member left the meeting.

At 11:03 a.m. Iain DeJong, President and CEO left the meeting.

Tracy Flaherty-Willmott, Vice-President provided an overview of the research done, purpose of the recommendations, ways to strengthen system responses, estimating demands for support needs, ways to enhance community engagement and responded to questions.

Marina Sloutsky, Senior Associate provided an overview of housing-focused encampment response, standardizing service pathways, aligning community resources and responded to questions.

Tracy Flaherty-Willmott, Vice-President provided an overview of the increased capacity for complex needs, ways to strengthen community housing options and responded to questions.

At 11:23 a.m. Tracy Flaherty-Willmott and Marina Sloutsky, OrgCode Consulting and Aaron Park, Manager, Housing & Homelessness Programs, Michelle Wojciechowski, Manager, Intake & Eligibility and Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

A brief discussion was held and Ken Ranta, CEO and Crystal Simeoni, Director, Integrated Social Services Division responded to questions.

At 11:27 a.m. Ken Boshcoff, Board Member left the meeting.

REPORTS OF ADMINISTRATION

Proposed 2026 Operating & Capital Budget

Report No. 2025-46, (Corporate Services Division) was presented to the Board providing the proposed 2026 Operating and Capital Budget.

Ken Ranta, CEO responded to questions.

Resolution No. 25/87

Moved by: Jim Vezina
Seconded by: Albert Aiello

THAT with respect to Report No. 2025-41 and Report No. 2025-46 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the proposed 2026 Operating Budget in the amount of \$133,091,900, as presented in Report No. 2025-46;

AND THAT we, the Board, approve the proposed 2026 Capital Budget in the amount of \$2,915,000, as presented in Report No. 2025-41, with up to \$2,720,000 financed from the Housing Portfolio Capital Reserve Fund, and up to \$195,000 financed from the Office Building Capital Reserve Fund;

AND THAT \$228,300 be transferred from Operations to the Office Building Reserve Fund;

AND THAT \$320,000 be transferred from the Early Years Reserve Fund to the Levy Stabilization Reserve Fund;

AND THAT up to \$325,000 for expenditures within the Direct Owned Housing portfolio and \$30,000 for consulting services to finalize the development of the beautification, security, and environmental design study be financed by the Levy Stabilization Reserve Fund;

AND THAT up to \$10,000 of costs related to end of community housing operating agreements be financed from the Community Housing Reserve Fund;

AND THAT \$3,306,400 be transferred from Operations to the Housing Portfolio Capital Reserve Fund, and up to \$1,215,000 for expenditures of a capital nature related to tenant move-out, accessibility modification, and extensive repairs where an insurance claim is not appropriate be financed from the Housing Portfolio Capital Reserve Fund;

AND THAT we approve the reconciliation adjustments for the Budget presentation in the 2026 Audited Financial Statements, as presented in Report No. 2025-46;

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

CARRIED

Nipigon Direct-Owned Housing
Property Options Update

Report No. 2025-47, (Corporate Services Division) was presented to the Board providing an updated report for the direct-owned properties in Nipigon, Ontario that are currently vacant and undeveloped.

Ken Ranta, CEO and Richard Jagielowicz, Director, Corporate Services Division provided clarification and responded to questions.

At 11:45 a.m. Anne-Marie Bourgeault, Board Member left the meeting.

Child Care Capital Agreement

Report No. 2025-48, (Corporate Services Division) was presented to the Board providing the recommended template for Child Care Capital Agreements for the expansion of child care spaces.

Resolution No. 25/88

Moved by: Elaine Mannisto
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025-48 (Corporate Services Division), we The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the new Child Care Capital Agreement template for the Child Care and Early Years program.

AND THAT we authorize the Chief Executive Officer to make amendments to this Agreement template with respect to housekeeping items, as may be required from time to time;

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

CARRIED

TBDSSAB Presentations to Municipal
Councils - Revised

Revised Memorandum from Kasey Etreni, Board Member, dated November 28, 2025 was presented to the Board providing information and revised draft policy regarding presentations to Municipal Councils.

Kasey Etreni, Board Member provided a brief background relative to the request for a policy to be developed.

Resolution No. 25/89

Moved by: Kasey Etreni
Seconded by: Dominic Pasqualino

THAT with respect to the revised Memorandum dated November 28, 2025 from Kasey Etreni, Board Member, we The District of Thunder Bay Social Services Administration Board, approve the Municipal Presentations policy, as presented, that provides for presentations to municipal councils within its jurisdiction upon request;

AND THAT the policy defines scheduling of such presentations be coordinated in advance, with sufficient notice, and in a format agreeable to both parties;

AND THAT we authorize the Chief Executive Officer to make amendments to the policy with respect to housekeeping items, including titles, program and similar changes, as may be required from time to time.

CARRIED

Board Annual Effectiveness Evaluation

Memorandum from Ken Ranta, CEO, dated November 30, 2025 was presented to the Board providing information and recommended draft Board Annual Effectiveness Evaluation form.

Resolution No. 25/90

Moved by: Elaine Mannisto
Seconded by: Jim Moffat

THAT with respect to the Memorandum dated November 30, 2025, we The District of Thunder Bay Social Services Administration Board, approve the draft Board Annual Effectiveness Evaluation as presented;

AND THAT the Board Annual Effectiveness Evaluation be implemented for a 3-year period commencing 2026 and evaluated by the Board in 2028;

AND THAT we authorize the Chief Executive Officer to make amendments to the evaluation with respect to housekeeping items, as may be required from time to time.

CARRIED

Nominations Process for 2026 Board Executive, Committee & Tables

Memorandum from Ken Ranta, CEO dated November 20, 2025 was presented to the Board providing information on the nomination and election process and requesting nominations for the Executive, Committee and Table positions for 2026.

Ken Ranta, CEO provided a brief overview of the requirements for the positions on the Executive, Committees and Tables.

Ken Ranta, CEO called for nominations for the position of Chair. Brian Hamilton and Jim Vezina were nominated and accepted the nominations for Chair. Jim Moffat was nominated and declined the nomination. There were no further nominations for the position of Chair. A vote was held by secret ballot and Jim Vezina was appointed as Chair.

Ken Ranta, CEO called for nominations for the position of Vice-Chair. Jim Moffat and Kathleen Lynch were nominated and accepted the nominations for the position of Vice Chair. There were no further nominations. A vote was held by secret ballot and Kathleen Lynch was appointed as Vice-Chair.

Ken Ranta, CEO called for members for the Audit Committee. Kasey Etrene, Kathleen Lynch, Albert Aiello, Anne-Marie Bourgeault and Dominic Pasqualino were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Situation Analysis Review Committee. Kasey Etrene, Chris Eby, Gordon Cuthbertson, Elaine Mannisto and Don Smith were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Child Care and Early Years Advisory Table. Elaine Mannisto and Kathleen Lynch were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Homelessness Prevention Program Advisory Table. Brian Hamilton, Chris Eby and Greg Johnsen were nominated and accepted the nominations. There were no further nominations. A vote was held by secret ballot and Brian Hamilton and Chris Eby were appointed to the HPP Advisory Table.

Ken Ranta, CEO called for members for the Indigenous Advisory Table. Kasey Etrene and Dominic Pasqualino were nominated and accepted the nomination. There were no further nominations.

Resolution No. 25/91

Moved by: Elaine Mannisto

Seconded by: Albert Aiello

THAT effective January 2, 2026 the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2026, be filled by Jim Vezina;

AND THAT effective January 2, 2026 the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2026, be filled by Kathleen Lynch;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2026:

1. Kasey Etrene
2. Albert Aiello
3. Anne-Marie Bourgeault
4. Kathleen Lynch
5. Dominic Pasqualino;

AND THAT the Committee Chair be appointed at the first Committee meeting of the year;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Situation Analysis Review Committee, for the term ending December 31, 2026:

1. Kasey Etrene
2. Chris Eby
3. Gordon Cuthbertson
4. Elaine Mannisto
5. Don Smith;

AND THAT the Committee Chair be appointed at the first Committee meeting of the year;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Child Care and Early Years Advisory Table, for the term ending December 31, 2026:

1. Kathleen Lynch
2. Elaine Mannisto;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Homelessness Prevention Program Advisory Table, for the term ending December 31, 2026:

1. Brian Hamilton
2. Chris Eby;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Indigenous Advisory Table, for the term ending December 31, 2026:

1. Kasey Etreni
2. Dominic Pasqualino.

CARRIED

Proposed 2026 Board Meeting Dates
and 2027 Inaugural Meeting Date

Memorandum from Ken Ranta, CEO dated November 30, 2025 was presented providing the Board with the proposed Board Meeting dates for 2026 and the 2027 Inaugural meeting.

Ken Ranta, CEO provided clarification regarding the proposed dates.

CORRESPONDENCE

None

BY-LAWS

First and Final Reading

Resolution No. 25/92

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Executive Officer, sealed and numbered.

1. A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2026.

Explanation: A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2026.

Authorization: Board Meeting 2025Dec11.

BY-LAW NUMBER 02-2025

CARRIED

Resolution No. 25/93

Moved by: Jim Vezina
Seconded by: Albert Aiello

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Executive Officer, sealed and numbered.

1. A By-law to authorize the form of Child Care Capital Agreement to be executed by The District of Thunder Bay Social Services Administration Board and approved service providers for the provision of creating new licensed child care spaces.

Explanation: A By-law to authorize the form of Child Care Capital Agreement.

Authorization: Board Meeting 2025Dec11.

BY-LAW NUMBER 03-2025

CARRIED

CLOSED SESSION MEETING

On consensus of the Board, the Board to adjourn to a closed meeting relative to discussion of information with respect to personal matters regarding identifiable individuals, including members of the Board regarding use of social media.

Resolution No. 25/92

Moved by: Elaine Mannisto

Seconded by: Kasey Etreni

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters about an identifiable individuals including members of the Board regarding use of social media.

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 15, 2026 at 10:00 a.m., in the 3rd Floor Boardroom and via Microsoft Teams, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 25/94

Moved by: Jim Vezina

Seconded by: Gordon Cuthbertson

THAT Board Meeting No. 19/2025 of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, be adjourned at 1:14 p.m.

CARRIED

Chair

Chief Executive Officer



MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 20/2025
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: December 11, 2025

TIME OF MEETING: 12:35 p.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
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Glenda Flank, Recording Secretary

REGRETS:

Meghan Chomut
Greg Johnsen

GUESTS:

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BOARD MEETING

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

Social Media

Ken Ranta, Chief Executive Officer provided background information regarding a post made on social media and issues arising relative to the posting.

Chris Eby and Brian Hamilton provided further information.

At 12:40 p.m. Brian Hamilton left the meeting.

A discussion was held regarding the appropriate use of social media, TBDSSAB policies and procedures, access to Board Meetings for the public and Board Member accountability regarding social media.

At 1:08 p.m. Brian Hamilton joined the meeting and Jim Moffat left the meeting.

On consensus, Administration to review options for the public to access TBDSSAB Board Meetings and review social media policies and procedures to clarify Administration and Board Member responsibility relative to distributing information.

ADJOURNMENT

Resolution No. 25/CS10

Moved by: Elaine Mannisto
Seconded by: Kathleen Lynch

THAT the Board (Closed Session) Meeting No. 20/2025 of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, be adjourned at 1:11 p.m., to reconvene in Regular Session to consider the remaining agenda items.

CARRIED

Chair

Chief Executive Officer



DATE: November 21, 2025

TIME: 10:00 a.m.

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

CHAIR: Albert Aiello

PRESENT:

Albert Aiello
Anne-Marie Bourgeault
Kasey Etreni
Kathleen Lynch
Jim Vezina

ADMINISTRATION:

Ken Ranta, Chief Executive Officer
Tafadzwa Mukubvu, CPA, CGA, Manager, Finance
Glenda Flank, Recording Secretary

REGRETS:

Brian Hamilton
Richard Jagielowicz

GUESTS / RESOURCE STAFF:

Judy Kleinhuis, CPA, CA, Principal, Doane Grant Thornton
Ryan Gabreile, CPA, Manager, Doane Grant Thornton

1.0 Call to Order

The Chair called the meeting to order at 10:03 a.m.

2.0 Disclosures of Interest

None.

3.0 Confirmation of Minutes

Minutes of the Audit Committee meeting held on April 3, 2025, were confirmed.

Moved by: Anne-Marie Bourgeault
Seconded by: Jim Vezina

THAT the Minutes of the meeting of the Audit Committee held on April 3, 2025, be confirmed.

CARRIED

4.0 Audit Planning

Report to the Audit Committee entitled “Report to the Audit Committee – Audit Strategy” was distributed prior to the meeting.

Judy Kleinhuis, CPA, CA, Principal, Doane Grant Thornton provided an introduction to the “Report to the Audit Committee – Audit Strategy” document, provided a brief update on the changes required to the regular auditing steps due to changes in TBDSSAB administration and responded to questions.

Ryan Gabriele, CPA, Manager, Doane Grant Thornton provided an overview of the Audit Strategy prepared by Doane Grant Thornton and responded to questions.

Judy Kleinhuis, CPA, CA, Principal, Doane Grant Thornton provided an update on the correction to past auditing fees and responded to questions.

Tafadzwa Mukubvu, Manager, Finance responded to questions and provided clarification.

Ken Ranta, CEO provided further information and responded to questions.

At 10:48 a.m. Judy Kleinhuis, CPA, CA, Principal and Ryan Gabriele, CPA Manager, Doane Grant Thornton left the meeting.

5.0 New Business

Adjourn to Closed Session

The Committee adjourned to closed session relative to receipt of information with respect to identifiable individuals, including employees of the Board.

Moved by: Kasey Etreni
Seconded by: Jim Vezina

THAT the Committee adjourns to Closed Session relative to receipt of information with respect to identifiable individuals, including employees of the Board.

CARRIED

Appointment of Auditor

Albert Aiello, Chair requested that a discussion be held regarding the end of the current contract for the TBDSSAB audit and the next steps to be taken.

A discussion was held regarding the past audits, relationship with the current auditors, and TBDSSAB's due diligence going forward.

Tafadzwa Mukubvu, Manager, Finance provided a brief update regarding the current auditors and responded to questions.

Ken Ranta, CEO provided clarification and responded to questions.

On consensus, Administration to proceed as discussed in Closed Session.

Reconvene in Open Session

Moved by: Jim Vezina
Seconded by: Kathleen Lynch

THAT the Committee reconvenes in Open Session to consider the remaining agenda items.

CARRIED

6.0 Adjournment

Moved by: Anne-Marie Bourgeault
Seconded by: Kathleen Lynch

THAT the meeting of the Audit Committee held on November 21, 2025 be adjourned at 11:10 a.m.

CARRIED



MINUTES OF CHILD CARE & EARLY YEARS ADVISORY TABLE MEETING OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE: November 18, 2025
TIME: 10:30 a.m.
PLACE: 3rd Floor Boardroom
& Microsoft Teams
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON
CHAIR: Crystal Simeoni, Director, Integrated Social Services Division

PRESENT:

Brian Hamilton
Caitlin Smith
Carly Rich
Crystal Simeoni
Dawnette Hoard
Jenna Rogozinski
Jolene Wilhelm
Joy Vanasse
Kathleen Lynch
Michelle Wojciechowski
Renee Monsma
Tafadzwa Mukubvu
Tomi Akinyede
Wanda Collins
Glenda Flank

REGRETS:

Elaine Mannisto
Ken Ranta
Kristine Stasiuk

1.0 Call to Order

Crystal Simeoni, Director, Integrated Social Services Division, called the Child Care & Early Years Advisory Table meeting to order at 10:30 a.m.

Roundtable introductions were made for all Table Members in attendance.

2.0 Disclosures of Interest

None

3.0 Review of Previous CCEY Advisory Table Minutes

Minutes of the Child Care and Early Years Advisory Table Meeting held on June 16, 2025, were presented for review. No changes were made to the minutes.

4.0 Child Care & Early Years Program Update

Dawnette Hoard, Manager, Child Care & Early Years Programs provided a brief update regarding the Child Care & Early Years Program including the new child care spaces being developed, provided a brief update the direct growth plan and responded to questions.

At 10:39 a.m. Carly Rich joined the meeting.

Michelle Wojciechowski, Manager, Intake & Eligibility provided an overview relative to fee subsidy including qualifications, an overview of how to apply for child care, eligibility requirements and responded to questions.

5.0 Advocacy Update

Crystal Simeoni, Director, Integrated Social Services Division provided an update regarding the ROMA Position Paper – Licensed Child Care Spaces to be presented the Board, advised that TBDSSAB would be presenting the position paper at the 2026 Rural Ontario Municipal Association Annual General Meeting and responded to questions.

A brief discussion was held regarding the types and method of data to be collected to provide background information for advocacy.

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

At 10:48 a.m. Brian Hamilton left the meeting.

A discussion was held regarding the requirement for qualified Early Childhood Educators to accommodate the existing and expansion of child care spaces.

6.0 Professional Learning & Parent Night Update

Dawnette Hoard, Manager, Child Care & Early Years Programs provided a brief update regarding the Professional Learning day and Parent Night, responded to questions and advised that there has been positive feedback received.

7.0 Community Collaborations / Initiatives Update

Dawnette Hoard, Manager, Child Care & Early Years Programs provided a verbal update regarding the Smartstart Hub and EarlyON programs in TBDSSAB housing units and Infant and Early Mental Health Promotion (IEMHP) Symposium, advising of the hubs that have been set up at housing units and collaboration with George Jeffrey on the Smartstart hub.

A discussion was held regarding the benefits of the Smartstart hub and IEMHP in assessing children and providing assistance before they enter the school system.

A brief discussion was held on collaboration between the Child Care Centres, School Boards and EarlyON.

8.0 Child Care Expansion

Dawnette Hoard, Manager, Child Care & Early Years Programs provided a verbal update regarding the expansion of child care spaces at Our Kids Count.

9.0 Roundtable – Updates or Questions

Crystal Simeoni, Director, Integrated Social Services Division requested that any Advisory Table members that had questions or a brief update to provide it to the Table.

Carly Rich provided a brief update on the number of students attending the Early Childhood Educator program and responded to questions.

10.0 New Business

None

11.0 Next Meeting

12.0 Adjournment



MINUTES OF HOMELESSNESS PREVENTION PROGRAM ADVISORY TABLE MEETING OF THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE: November 25, 2025

TIME: 2:00 p.m.

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

CHAIR: Crystal Simeoni, Director, Integrated Social Services Division

PRESENT:

Tomi Akinyede
Ken Boshcoff
Gary Ferguson
Carmen Gagnon
Annika Gregg
Brian Hamilton
Greg Johnsen
Tafadzwa Mukubvu
Cynthia Olsen
Aaron Park
Bambi Pepe
Ken Ranta
Crystal Simeoni
Stephanie Veneruzzo
Michelle Wojciechowski
Glenda Flank

REGRETS:

Bonnie Kryswaty

1.0 Call to Order

Crystal Simeoni, Director, Integrated Social Services Division called the Homelessness Prevention Program (HPP) Advisory Table meeting to order at 2:03 p.m.

All members of the Advisory Table introduced themselves.

2.0 Disclosures of Interest

None

3.0 Review of Previous HPP Advisory Table Minutes

Minutes of the Homelessness Prevention Program Advisory Table Meeting held on June 27, 2025, were confirmed.

Tomi Akinyede, Supervisor, Research & Social Policy provided clarification for the June 27, 2025 minutes advising that in December 2024 there were 74 people on the high needs homeless waitlist, just over 1000 people on By-Name list, from January 1, 2025 to date there have been approximately 100 people housed and from that number 12 people were unhoused.

Aaron Park, Manager, Housing Programs provided further information.

Crystal Simeoni, Director, Integrated Social Services provided an introduction to the presentation with a brief overview of the Homelessness Prevention Program.

4.0 HPP Capital Update

Aaron Park, Manager, Housing & Homelessness Programs advised that the Capital Project Update is confidential, provided an overview of the three approved HPP Capital projects creating additional units and responded to questions.

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

5.0 ROMA Position Paper – COCHI – OPHI Investment

Crystal Simeoni, Director, Integrated Social Services Division provided an overview of the ROMA Position Paper regarding COCHI – OPHI Investment that was presented to the Board and responded to questions.

6.0 Winter Shelter System Update

Aaron Park, Manager, Housing & Homelessness Programs provided an update regarding the winter shelter system, advised that the HPP funding categories were outlined with most funding falling within the Community Outreach, Support Services, Emergency Shelter Solutions and housing assistance; and that funding was provided for SOS, PACE Warming Centre and for additional Emergency Shelter Overflow Beds and responded to questions.

7.0 New Supportive / Transitional Housing Update

Aaron Park, Manager, Housing & Homelessness provided an update regarding the new supportive/transitional housing referral and access model, update on the number of transitional and long term supportive housing units that have been created with TBDSSAB funding, outlined new process for transitional housing opportunities to develop units through partnerships and responded to questions.

Crystal Simeoni, Director – Integrated Social Services provided clarification and responded to questions.

Michelle Wojciechowski, Manager, Intake & Eligibility provided a brief update on the Transitional Housing referral and access model, and responded to questions.

Aaron Park, Manager, Housing & Homelessness provided an update regarding the emergency encampment fund.

8.0 New Homelessness Service System Data Tool (HSSDT)

Tomi Akinyede, Supervisor, Research & Social Policy provided an update regarding the development of the new Homelessness Service System Data Tool with Clark Communications and responded to questions.

Crystal Simeoni, Director – Integrated Social Services provided clarification and responded to questions.

Aaron Park, Manager, Housing & Homelessness Programs responded to questions.

Crystal Simeoni, Director – Integrated Social Services advised that TBDSSAB has been working with OrgCode and will use the HSSDT to assist in developing a new 10 Year Housing & Homelessness plan, required by the Ministry of Municipal Affairs and Housing which will assist in forecasting the housing needs in the District.

Aaron Park, Manager, Housing & Homelessness Programs and Michelle Wojciechowski, Manager, Intake & Eligibility provided further information.

The Table was advised that TBDSSAB is working towards a public facing portion to the HSSDT to allow for access to some of the data that is collected.

9.0 Roundtable - Updates or Questions

Advisory table members to provide update on any items to share with the Table or questions for Administration.

Bambi Pepe, Housing Navigator, Development Services Ontario provided a brief update regarding the need for inclusion of adults with developmental and intellectual

disabilities as well as the specialized needs surrounding all diverse groups when developing the 10 Year Housing & Homelessness Plan.

Cynthia Olsen, Director - Strategy & Engagement, City of Thunder Bay provided a brief update on the public engagement that has taken place and next steps regarding updating the Community Safety & Well Being Plan.

Cynthia Olsen, Director - Strategy & Engagement, City of Thunder Bay provided a brief update on the Encampment response including staffing, public drop in sessions taking place regarding the temporary village.

Annika Gregg, Indigenous Homelessness Community Administrator, Thunder Bay Indigenous Friendship Centre advised that they will be presenting Reaching Home Funding recommendations to the Community Advisory Board, new role with the Friendship Centre is Manager housing operations, outlined changes to the outreach duties due to funding changes.

Gary Ferguson, Executive Director, Salvation Army Journey to Life Centre complemented TBDSSAB on special contable program, and provided an update on the walk-in clinic that is at the Salvation Army Centre and the addition of walk-in mental health clinic in the new year.

Carmen Gagnon, Director of Community Services, Municipality of Greenstone advised that the Municipality is presenting a paper forward at ROMA regarding COCHI, provided update on housing situation in Greenstone including need for increased funding for repairs to housing properties and provided a brief update on the increase in homelessness in the Greenstone area.

Crystal Simeoni, Director – Integrated Social Service provided a brief update on the partnership with Northwest Interprofessional Care Team and the expansion of our housing hubs for health care.

Michelle Wojciechowski, Manager, Intake & Eligibility and Crystal Simeoni, Director – Integrated Social Services provided an update on the assistance available for completion of applications and the availability for drop-in intake sessions in partnership with Metis Nation of Ontario (MNO).

10.0 New Business

11.0 Next Meeting

The Table was advised that a poll for dates will be going out in the new year.

12.0 Adjournment

Meeting was adjourned at 3:35 p.m.



Memorandum

Date: December 15, 2025
To: Members of the Board
From: Ken Ranta, Chief Executive Officer
Subject: **2026 TBDSSAB Board Meeting Dates and Next Inaugural Meeting Date**

In order to schedule the 2026 Board Meeting dates and the year 2027 Inaugural meeting date, Administration has reviewed the schedules for Annual General Meeting and conference dates currently available from the Thunder Bay District Municipal League, Northwestern Ontario Municipal Association, Northern Ontario Service Deliverers' Association, Rural Ontario Municipal Association, Ontario Municipal Social Services Association, Association of Municipalities of Ontario, Thunder Bay Police Service Board and Thunder Bay District Health Unit to limit conflicts in schedules of Board Members.

The following resolution is presented for consideration by the Board to schedule the 2026 Board Meeting dates and the next Inaugural Board Meeting date:

"THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2026 be held at the TBDSSAB Headquarters, in the City of Thunder Bay, beginning at 10:00 a.m. on the following dates:

February 19, March 19, April 16, May 21, June 18, July 16,
September 17, October 15, November 19, and December 10, 2026

AND THAT the next Inaugural Meeting of the District of Thunder Bay Social Services Administration Board be held on Thursday, January 14, 2027;

AND THAT any changes to the meeting schedule may be made by resolution of the Board."

Sincerely,

Ken Ranta
Chief Executive Officer

KR/gf



Memorandum

Date: January 5, 2026
To: Members of the Board
From: Shari (MacFayden) MacKenzie, Manager, Human Resources
Subject: **2025 Statement of Board Remuneration**

In accordance with s. 284(3) of the *Municipal Act*, The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) is required to provide each Municipality that has appointed a member of Council to serve as a member of TBDSSAB with an itemized statement of remuneration and expenses paid to that Board member.

These statements will be mailed to each Municipal Treasurer.

A summary of the total Board remuneration for the 2025 year is attached.

Sincerely,

Shari MacKenzie

Shari (MacFayden) MacKenzie
Manager, Human Resources

Attachment #1 [2025 Board Remuneration](#)

Board Member	Mileage Paid (\$)	Meals (\$)	Travel and Accommodation (\$)	Total Travel (\$)	Honorarium (\$)	CPP & EHT (\$)	Total Honorariums (\$)	Total Travel and Honorariums (\$)
Albert Aiello	-	-	-	-	3,350	155	3,505	3,505
Anne-Marie Bourgeault	2,199	37	991	3,227	3,500	164	3,664	6,891
Brian Hamilton	-	360	4,769	5,129	5,850	355	6,205	11,334
Chris Eby	1,273	-	-	1,273	2,500	104	2,604	3,877
Dominic Pasqualino	-	-	-	-	3,000	127	3,127	3,127
Elaine Mannisto	3,145	-	1,495	4,640	3,125	61	3,186	7,826
Gordon Cuthbertson	288	-	-	288	1,250	24	1,274	1,562
Greg Johnsen	-	-	-	-	3,000	127	3,127	3,127
Jim Moffat	5,052	477	1,627	7,156	3,150	139	3,289	10,445
Jim Vezina	213	-	-	213	4,525	276	4,801	5,014
Kasey Etreni	-	-	-	-	3,425	158	3,583	3,583
Kathleen Lynch	-	-	-	-	3,375	154	3,529	3,529
Ken Boshcoff	-	-	-	-	3,000	59	3,059	3,059
Mark Thibert	-	-	-	-	1,750	82	1,832	1,832
Meghan Chomut	-	-	-	-	3,125	137	3,262	3,262
	12,170	874	8,882	21,926	47,925	2,122	50,047	71,973



BOARD REPORT

REPORT No.: 2026-01

MEETING DATE: JANUARY 15, 2026

SUBJECT: YEAR 2026 WEIGHTED ASSESSMENT CALCULATION AND 2026 LEVY
APPORTIONMENT

RECOMMENDATION

For information only.

REPORT SUMMARY

To present The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) with the 2026 weighted assessment calculation and 2026 levy apportionment for the Board's information.

BACKGROUND

In accordance with the *District Social Services Administration Boards Act*, TBDSSAB's annual levy is to be apportioned among its 15 Member Municipalities and the Territory Without Municipal Organization (TWOMO). The default apportionment method has been used since the establishment of TBDSSAB. This method requires the calculation of a weighted assessment to establish each municipality's share of the levy for each budget year once the Board has approved the total levy through the annual budget process.

In accordance with the Weighted Assessment Calculation Policy (CS-02:81), the weighted assessment calculation involves multiplying:

- the taxable assessment from the previous year for each prescribed property class, by the tax ratio established by the municipality for the prior year, for each class
 - the tax ratio used for each property class in the unincorporated territory is the weighted average of those established by incorporated municipalities
- the weighted assessment for each property class is then summed to determine a total for each municipality and unincorporated territory
- each municipality's sum is then divided by the aggregate of all Member Municipalities' weighted assessments to determine its respective share.

In 2018, the Board approved an updated Weighted Assessment Calculation Policy (CS-02:81), that confirmed that the implementation of the policy is operational, i.e., completing the approved calculation with the approved input values (assessment, tax ratios, budget), and that the Board should not be required to approve the results of this calculation each year, so that the weighted assessment calculation and the annual levy apportionment would be presented to the Board “for information only”.

COMMENTS

In accordance with the policy and administrative procedures, written confirmation was requested and received from each municipal funding partner relative to its Municipal Property Assessment Corporation (MPAC) assessment roll values and the 2025 respective Council-approved tax ratio By-laws.

On December 11, 2025, the Board was presented with Board Report No. 2025-46, 2026 Operating and Capital Budgets, which included the total 2026 TBDSSAB Operating Budget of \$133,091,000 with financing levied to Municipalities and TWOMO in the amount of \$27,419,100 an overall increase of 3.6%, relative to the 2025 levy of \$26,456,100.

Although the overall TBDSSAB levy increase, compared to 2025, is 3.6%, as a result of the weighted assessment calculation factors (MPAC assessment and municipal tax ratios), five (5) funding partners will experience a relative increase that is higher than 3.6%, eight (8) will experience a relative decrease that is lower than 3.6% and three (3) funding partners will have an increase equal to 3.6%.

The apportionment is detailed in Attachment #1 Levy Calculation for 2026 Budget.

STRATEGIC PLAN IMPACT

This Report relates to the Board’s strategic direction of Financial Stewardship, with a focus on ensuring accountability of TBDSSAB resources.

FINANCIAL IMPLICATIONS

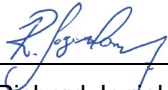
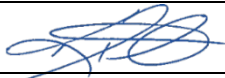
The financial implications for each municipal funding partner and TWOMO are provided in Attachment #2 Comparison of Levy for 2026 Budget with 2025 Budget, and Attachment #3 Distribution by Program of 2026 Budget Levy.

CONCLUSION

It is concluded that the Year 2026 weighted assessment calculation has been completed, and the Year 2026 levy apportionment has been determined, and should be distributed to TBDSSAB’s funding partners.

REFERENCE MATERIALS

- Attachment #1 [Levy Calculation for 2026 Budget](#)
- #2 [Comparison of Levy for 2026 Budget with 2025 Budget](#)
- #3 [Distribution by Program of 2026 Budget Levy](#)

PREPARED BY:	Richard Jagielowicz, CPA, CA, CBV, Director - Corporate Services Division
SIGNATURE	
APPROVED BY	Richard Jagielowicz, CPA, CA, CBV, Director - Corporate Services Division
SIGNATURE	
SUBMITTED BY:	Ken Ranta, Chief Executive Officer

**The District of Thunder Bay Social Services Administration Board
Levy Calculation for 2026 Budget**

Municipality	2025 Weighted Assessment		Annual Distribution (\$)
	(\$)	(%)	
Conmee	74,044,480	0.3635%	99,668
Dorion	52,676,467	0.2586%	70,906
Gillies	42,010,907	0.2063%	56,566
Greenstone	782,667,640	3.8426%	1,053,606
Manitouwadge	52,302,859	0.2568%	70,412
Marathon	170,429,164	0.8367%	229,416
Neebing	369,207,197	1.8127%	497,026
Nipigon	104,245,389	0.5118%	140,331
O'Connor	82,443,724	0.4048%	110,993
Oliver Paipoonge	935,732,258	4.5941%	1,259,661
Red Rock	42,090,292	0.2066%	56,648
Schreiber	47,140,970	0.2314%	63,448
Shuniah	843,767,458	4.1426%	1,135,864
Terrace Bay	121,229,354	0.5952%	163,198
Thunder Bay	14,281,547,714	70.1173%	19,225,532
Territory without municipal organization*	2,366,600,097	11.6190%	3,185,825
Total	20,368,135,970	100.0000%	27,419,100

* TWOMO levy billed as follows:	
Ministry of Children, Community & Social Services	512,154
Ministry of Education	157,089
Ministry of Municipal Affairs & Housing	2,516,582
Total TWOMO	3,185,825

**The District of Thunder Bay Social Services Administration Board
Comparison of Levy for 2026 Budget with 2025 Budget**

Municipality	2025 Weighted Assessment		Distribution of 2025 Budget Levy (\$)	Distribution of 2026 Budget Levy (\$)	Increase/ (Decrease) (\$)	Increase/ (Decrease) (%)
	(\$)	(%)				
Conmee	74,044,480	0.3635%	96,327	99,668	3,341	3.5%
Dorion	52,676,467	0.2586%	68,627	70,906	2,279	3.3%
Gillies	42,010,907	0.2063%	55,002	56,566	1,564	2.8%
Greenstone	782,667,640	3.8426%	1,026,391	1,053,606	27,215	2.7%
Manitouwadge	52,302,859	0.2568%	68,336	70,412	2,076	3.0%
Marathon	170,429,164	0.8367%	222,760	229,416	6,656	3.0%
Neebing	369,207,197	1.8127%	476,845	497,026	20,181	4.2%
Nipigon	104,245,389	0.5118%	135,640	140,331	4,691	3.5%
O'Connor	82,443,724	0.4048%	105,084	110,993	5,909	5.6%
Oliver Paipoonge	935,732,258	4.5941%	1,200,763	1,259,661	58,898	4.9%
Red Rock	42,090,292	0.2066%	54,261	56,648	2,387	4.4%
Schreiber	47,140,970	0.2314%	61,484	63,448	1,964	3.2%
Shuniah	843,767,458	4.1426%	1,095,283	1,135,864	40,581	3.7%
Terrace Bay	121,229,354	0.5952%	157,467	163,198	5,731	3.6%
Thunder Bay	14,281,547,714	70.1173%	18,555,541	19,225,532	669,991	3.6%
TWOMO	2,366,600,097	11.6190%	3,076,289	3,185,825	109,536	3.6%
Total	20,368,135,970	100.0000%	26,456,100	27,419,100	963,000	3.6%

**The District of Thunder Bay Social Services Administration Board
Distribution by Program of 2026 Budget Levy**

Municipality	2025 Weighted Assessment		Social Assistance (\$)	Child Care & Early Years (\$)	Community Housing (\$)	Income on Unrestricted Funds (\$)	Total (\$)
	(\$)	(%)					
Conmee	74,044,480	0.3635%	16,256	4,986	79,880	(1,454)	99,668
Dorion	52,676,467	0.2586%	11,565	3,547	56,828	(1,034)	70,906
Gillies	42,010,907	0.2063%	9,226	2,830	45,335	(825)	56,566
Greenstone	782,667,640	3.8426%	171,849	52,709	844,418	(15,370)	1,053,606
Manitouwadge	52,302,859	0.2568%	11,485	3,523	56,431	(1,027)	70,412
Marathon	170,429,164	0.8367%	37,419	11,477	183,867	(3,347)	229,416
Neebing	369,207,197	1.8127%	81,068	24,865	398,344	(7,251)	497,026
Nipigon	104,245,389	0.5118%	22,889	7,020	112,469	(2,047)	140,331
O'Connor	82,443,724	0.4048%	18,103	5,553	88,956	(1,619)	110,993
Oliver Paipoonge	935,732,258	4.5941%	205,457	63,017	1,009,563	(18,376)	1,259,661
Red Rock	42,090,292	0.2066%	9,240	2,834	45,400	(826)	56,648
Schreiber	47,140,970	0.2314%	10,349	3,174	50,851	(926)	63,448
Shuniah	843,767,458	4.1426%	185,265	56,824	910,345	(16,570)	1,135,864
Terrace Bay	121,229,354	0.5952%	26,619	8,164	130,796	(2,381)	163,198
Thunder Bay	14,281,547,714	70.1173%	3,135,785	961,799	15,408,419	(280,471)	19,225,532
TWOMO	2,366,600,097	11.6190%	519,625	159,378	2,553,298	(46,476)	3,185,825
Total	20,368,135,970	100.0000%	4,472,200	1,371,700	21,975,200	(400,000)	27,419,100



Memorandum

Date: January 5, 2026
To: Members of the Board
From: Richard Jagielowicz, CPA, CA, CBV, Director - Corporate Services
Subject: **Certificate of Incumbency**

As a result of the various revisions to the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act*, and its regulations, the province and certain financial institutions require additional information for lending activities, including mortgage renewal.

This additional information includes a Certificate of Incumbency which certifies the names and signatures of TBDSSAB's duly elected or appointed officers and directors. The attached Certificate of Incumbency must be signed by each Board Member. The completed document will be provided to the Ministry of Municipal Affairs and Housing or financial institutions as part of the mortgage renewal process, and any other lending activity as required.

Sincerely,

Richard Jagielowicz, CPA, CA, CBV
Director, Corporate Services

Attachment #1 [Certificate of Incumbency](#)

CERTIFICATE OF INCUMBENCY

TO:

I, Ken Ranta, the undersigned Secretary and Chief Executive Officer of The District of Thunder Bay Social Services Administration Board, (hereinafter referred to as the "Corporation"), hereby certify the following to be duly elected or appointed officers and directors of the Corporation and the respective genuine signatures of each, as of the date hereof, opposite his/her name:

DIRECTORS

AIELLO, Albert	_____
BOSHCOFF, Ken	_____
BOURGEAULT, Anne-Marie	_____
CUTHBERTSON, Gordon	_____
EBY, Chris	_____
ETRENI, Kasey	_____
HAMILTON, Brian	_____
JOHNSEN, Greg	_____
LYNCH, Kathleen	_____
MANNISTO, Elaine	_____
MOFFAT, Jim	_____
PASQUALINO, Dominic	_____
SMITH, Don	_____
VEZINA, Jim	_____

OFFICERS

CHAIR
VEZINA, Jim

VICE-CHAIR
LYNCH, Kathleen

SECRETARY,
CHIEF EXECUTIVE OFFICER
RANTA, Ken

DATED at Thunder Bay this _____ day of _____, 2026.

THE DISTRICT OF THUNDER BAY SOCIAL
SERVICED ADMINISTRATION BOARD

Per: _____

Name: Ken Ranta

Title: Chief Executive Officer

I have the Authority to bind the Corporation

I, the undersigned, Jim Vezina, Chair of the Corporation, hereby certify that Ken Ranta is the Secretary and Chief Executive Officer of the Corporation and that the signature opposite his name is his true signature.

DATED at Thunder Bay this _____ day of _____, 2026.

THE DISTRICT OF THUNDER BAY SOCIAL
SERVICED ADMINISTRATION BOARD

Per: _____

Name: Jim Vezina

Title: Chair

I have the Authority to bind the Corporation

NOSDA Priorities

NOSDA launched its 5-year strategic plan **Stronger Together: Leading Change for Health and Human Services in Northern Ontario**

STRATEGIC GOALS:

- Strengthen Advocacy and Political Influence
- Drive Solutions to Improve Service Delivery
- Advance Strategic Partnerships and Collaboration
- Enhance NOSDA's Communications and Political Awareness
- Build Organizational Governance and Member Capacity
- Leverage Data for Decision Making & Policy Development

1. Community Housing - Infrastructure Funding

- Since 2017 the landscape has changed in Northern Ontario
 - Our cost per square foot to build new is well over \$500
 - The cost per door is over \$500,000
- NOSDA has started working with Ellis Don Community Builders to look at a portfolio build
 - Turnkey, Portfolio Non-Market Development across Northern Ontario
 - Utilization of Base Design to Accelerate Predevelopment
 - Portfolio-Centric Recycling Funding Model

- Thus far, NOSDA has identified 925 units for development across 21 sites across Northern Ontario representing approximately \$471 million in total development costs.

2. Addressing Rising Homelessness:

- In addition to NOSDA's partnership with AMO and OMSSA, NOSDA is building on the Municipalities Under Pressure Report by developing a Joint Project with CMHA Ontario
- The Housing & Homelessness Projection Modelling initiative is a joint effort between the NOSDA and the CMHA Ontario Division with support from HelpSeeker Technologies. The project was conceived to tackle a central and urgent question:
 - What is the optimal financial contribution required to end homelessness in Northern Ontario including support services?
 - This initiative will equip NOSDA and CMHA with a robust, defensible evidence base to support regional investment strategies, advocate for provincial funding, and guide public discourse on homelessness prevention and resolution
 - We are hoping for a final report in early November which could be shared with the province at ROMA in January

3. Investing in Critical Infrastructure by Funding Social Infrastructure Development in Northern Ontario

- Province of Ontario to establish a dedicated Northern Ontario stream within the Skills Development Fund to resource Northern DSSABs and the City of Greater Sudbury to train and support individuals that are needed to secure Canada's economic security now and for generations to come, through the mining of critical minerals, harvesting of lumber, and staffing critical support services
- NOSDA requests ongoing annualized funding of \$12 million to support the professional development and training of frontline social services staff across Northern Ontario ensuring they have the advanced skills, tools, and partnerships combined with the industry specific expertise required to deliver informed, mental health and addictions-integrated, employment-focused case management, aligned with the evolving demands of Northern Ontario's labour market and economy

4. Community Paramedicine Funding

- The province has made community paramedicine funding permanent
 - Now we need to ensure it stays 100% provincial
 - Allocations are updated based on current long term care waiting lists
 - Allocations are increased annually in accordance with CPI

Transition to a Three-Year Paramedic Degree Program

- Colleges Ontario is looking for the Ministry of Colleges and Ministry of Health to approve a three Paramedic Degree program
- NOSDA not opposed to higher education for Paramedics but we
 - NOSDA members, as equal 50/50 funders of Paramedic Services in Northern Ontario, should be formally included in the decision-making process as these considerations proceed.

5. New CWELCC Funding Formula

- funding formula requires increased funding flexibility, allowing better allocation of resources to meet operator and family needs
- province mandates a minimum of 37% access rate to CWELCC funded spaces in Northern Ontario
- province expands the Ontario Learn and Stay Grant in Northern Ontario to include Early Childhood Education

6. Social Assistance Earnings Exemptions

- expected outcomes of these High Acuity Mental Health and Addiction Support Teams is eviction prevention, reduced emergency department visits, reduced hospital admissions, reduced hospital in patient days, reduced crisis calls, reduced paramedic, police and fire interventions, increased activities of daily living and programming

- recommending that the implementation of a flat \$1,000 per month earnings exemption for social assistance recipients on Ontario Works to incentivize employment and financial independence

7. Employment Ontario and OW Targets

- the province adjusts the 12% OW employment target to recognize Northern Ontario health and economic challenges or provide additional resources to cover the additional costs
- Also since referrals will be going directly to EO at application how does this now affect OW ability to achieve its targets if in theory EO is creaming job ready referrals off the top

8. Ontario Health North & Supportive Housing Proposal

- Minister of Health provides a funding allocation to Ontario Health North so each of the 11 NOSDA members can implement integrated mental health and addictions support teams in housing in their communities
- expected outcomes of these High Acuity Mental Health and Addiction Support Teams is eviction prevention, reduced emergency department visits, reduced hospital admissions, reduced hospital in patient days, reduced crisis calls, reduced paramedic, police and fire interventions, increased activities of daily living and programming

9. Landlord & Tenant Board

- DSSAB, CMSM, and LHC's should be exempt from the provincial LTB hearings. This will empower municipalities to manage tenant disputes more effectively and expedite resolutions.

**Next years AGM will be at the Best Western Hotel in North Bay
June 9-11, 2026**



MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Date: Dec 9, 2025

Resolution No.: 403-25

Moved By: _____

Seconded By: _____

THAT Council hereby receives the 2026 Thunder Bay District Social Services Administration Board ROMA Position Papers;

AND FURTHER THAT Council endorses the following Position Papers:

- #1 Licensed Child Care Spaces
- #2 Special Constables Pilot
- #3 COCHI-OPHI Investments
- #4 Social Assistance RTF
- #5 Urban Native Housing (with DNSSAB)

AND THAT Council directs the Clerk to forward this resolution to the Chief Executive Officer of the District of Thunder Bay Social Services Administration Board, and the same be filed in the Clerk's Office.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred

Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



January 7, 2026

Ken Ranta, Chief Executive Officer
Thunder Bay District Social Services Administration Board
213 May Street South
Thunder Bay, ON P7E 1B5

Via Email

Dear Ken:

Re: ROMA Briefing Package Endorsement

Please be advised that the Oliver Paipoonge Council at its meeting held on December 9, 2025, passed the following resolution with respect to the above noted:

“WHEREAS the Municipality of Oliver Paipoonge is in receipt of a letter from Ken Ranta, Chief Executive Officer, TBDSSAB attaching a copy of The District of Thunder Bay Social Services Administration Board's 2026 Rural Ontario Municipal Association Conference Briefing Package approved at the November 20, 2025, Board Meeting;

THEREFORE BE IT RESOLVED THAT the Municipality of Oliver Paipoonge endorses the TBDSSAB's 2026 Rural Ontario Municipal Association Conference Briefing Package”.

If you require further information, please do not hesitate to contact our office.

Yours very truly,

Wayne Hanchard
CAO/Clerk

/cp