



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