



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 01/2026
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: January 15, 2026

TIME OF MEETING: 10:07 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
Anne-Marie Bourgeault
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Greg Johnson
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Don Smith
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Crystal Simeoni, Director, Integrated Social Services Division
Richard Jagielowicz, Director, Corporate Services Division
Jennifer Lible, Manager, Social Assistance Programs
Shari MacKenzie, Manager, Human Resources
Carole Lem, Communications & Engagement Officer
Diana Hennel, Administration Assistant
Glenda Flank, Recording Secretary

REGRETS:

Kathleen Lynch

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

Jim Vezina, Board Chair advised the Board that Don Smith was appointed to the Board and the entire Board and members of Administration introduced themselves.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

ELECTION OF OFFICERS, COMMITTEE & TABLE MEMBERS

Ken Ranta, CEO, confirmed that at the December 11, 2025 Board Meeting, in accordance with O. Reg. 278/98 under the *District Social Services Administration Board Act* and TBDSSAB Governance and Procedural By-law No. 03-2021, the Board passed Resolution No. 25/91 at the December 11, 2025 Board Meeting 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 2026 term.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 26/01

Moved by: Greg Johnsen
Seconded by: Albert Aiello

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

AND THAT we approve any additional information and new business.

CARRIED

Resolution No. 26/02

Moved by: Jim Moffat
Seconded by: Don Smith

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

CARRIED

At 10:10 a.m. Anne Marie Bourgeault and Brian Hamilton, Board Members joined the meeting.

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, were presented for confirmation.

Resolution No. 26/03

Moved by: Elaine Mannisto
Seconded by: Brian Hamilton

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.

CARRIED

Committee/Table Meetings

Draft Minutes of the Audit Committee Meeting held on November 21, 2025 were presented to the Board for information.

Draft Minutes of the CCEY Advisory Table Meeting held on November 18, 2025 were presented to the Board for information.

Draft Minutes of the HPP Advisory Table Meeting held on November 25, 2025 were presented to the Board for information.

DEPUTATIONS / PRESENTATIONS

Ken Ranta, CEO provided a brief introduction to the presentation being provided and introduced Jennifer Lible, Manager, Social Assistant Programs.

Jennifer Lible, Manager, Social Assistance Programs provided a presentation regarding updated information on the Ontario Works Intake Unit and Integrated Employment Services and responded to questions.

At 10:31 a.m. Kasey Etreni, Board Member joined the meeting.

Jennifer Lible, Manager, Social Assistance Programs provided clarification, outlined the process for the intake of clients and responded to questions.

At 10:44 a.m. Jennifer Lible, Manager, Social Assistance Programs left the meeting.

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

Resolution No. 26/04

Moved by: Greg Johnsen
Seconded by: Albert Aiello

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.

CARRIED

At 11:47 a.m. the meeting reconvened in Regular Session with all members of the Board and Administration in attendance.

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, was presented to the Board providing the recommended schedule for the 2026 Board Meeting dates and the 2027 Inaugural Meeting date.

Ken Ranta, CEO and Crystal Simeoni, Director, Integrated Social Services provided clarification and responded to questions.

2025 Statement of Board Remuneration

Memorandum from Shari Mackenzie, Manager, Human Resources (Chief Executive Officer Division), dated January 5, 2026, was presented to the Board providing the Statement of Board Remuneration for 2025.

Shari Mackenzie, Manager, Human Resources provided a brief overview of the memorandum.

Year 2026 Weighted Assessment Calculation and 2026 Levy Apportionment

Report No. 2026-01 (Corporate Services Division) was presented to the Board providing the 2026 weighted assessment calculation and 2026 levy apportionment.

Richard Jagielowicz, Director, Corporate Services provided an overview of the report and responded to questions.

A discussion was held regarding changing the method of levy calculation used by TBDSSAB and the process to be followed to change the levy calculation method.

At 11:37 a.m. Kasey Etreni, Board Member, left the meeting.

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

On consensus, Administration to review options for levy calculation methods and bring an information report back to the Board at a future meeting.

At 12:06 p.m. Greg Johnsen, Board Member, left the meeting.

Certificate of Incumbency

Memorandum from Richard Jagielowicz, Director, Corporate Services (Corporate Services Division), dated January 5, 2026, was presented to the Board providing information on the requirement for a Certificate of Incumbency.

Richard Jagielowicz, Director, Corporate Services provided an overview of the reasons for the completion of the Certificate of Incumbency.

CORRESPONDENCE

Northern Ontario Service Deliverers'
Association Priority Topics

Notes from Northern Ontario Service Deliverers' Association outlining NOSDA priorities were presented to the Board.

Ken Ranta, CEO provided a brief overview of the goals and initiatives outlined in the NOSDA priority topics.

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 was presented to the Board.

Letter from Municipality of Oliver Paipoonge dated January 7, 2026 relative to the Municipality's endorsement of TBDSSAB 2026 ROMA position papers was presented to the Board.

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

Moved by: Brian Hamilton
Seconded by: Jim Moffat

THAT the Board Meeting No. 01/2026 of The District of Thunder Bay Social Services Administration Board, held on January 15, 2026, be adjourned at 12:18 p.m.

CARRIED

Chair



Chief Executive Officer

