



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 05/2026
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: March 19, 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
Shelby Ch'ng
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Greg Johnson
Kathleen Lynch
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
Shari MacKenzie, Manager, Human Resources
Aaron Park, Manager, Housing & Homelessness Programs
Tomi Akinyede, Supervisor, Research & Social Policy
Bindiya Patel, Communications Assistant
Glenda Flank, Recording Secretary

REGRETS:

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 (REGULAR SESSION) MEETING

DISCLOSURES OF INTEREST

None

NEW BUSINESS

None

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 26/13

Moved by: Albert Aiello
Seconded by: Kasey Etreni

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 March 19, 2026, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

DEPUTATIONS / PRESENTATIONS

None

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to personal matters about an identifiable individual, including employees of the Corporation and employee negotiations.

Resolution No. 26/14

Moved by: Dominic Pasqualino
Seconded by: Kathleen Lynch

THAT the Board adjourns to Closed Session relative to receipt of information with respect personal matters about an identifiable individual, including employees of the Corporation and employee negotiations.

CARRIED

At 11:05 am the meeting reconvened in Regular Session with Ken Ranta, CEO, Shari MacKenzie, Manager, Human Resources and Glenda Flank, Recording Secretary in attendance.

A discussion was held regarding re-wording the resolution to be presented in Regular Session relative to the direction provided in Closed Session.

Following the discussion, the Board adjourned to a closed meeting relative to receipt of information with respect to personal matters about an identifiable individual, including employees of the Corporation and employee negotiations.

Resolution No. 26/14A

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters about an identifiable individual, including employees of the Corporation and employee negotiations.

CARRIED

At 11:18 am the meeting reconvened in Regular Session with Ken Ranta, CEO, Crystal Simeoni, Director, Integrated Social Services, Richard Jagielowicz, Director, Corporate Services, Shari MacKenzie, Manager, Human Resources, Bindiya Patel, Communications Assistant and Glenda Flank, Recording Secretary in attendance.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of TBDSSAB Meeting No. 03/2026 (Regular Session) presented in Regular Session and Meeting No. 04/2026 (Closed Session) presented in Closed Session, held on February 19, 2026 were provided for confirmation.

Resolution No. 26/15

Moved by: Albert Aiello
Seconded by: Gordon Cuthbertson

THAT the Minutes of Meeting No. 03/2026 (Regular Session) and Meeting No. 04/2026 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on February 19, 2026, respectively, be confirmed.

CARRIED

Committee/Table Meetings

None

At 11:19 am Aaron Park, Manager, Housing & Homelessness Prevention Programs and Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting.

REPORTS OF ADMINISTRATION

Budget Presentation to Municipal Councils

At the February 19, 2026 Board Meeting under New Business, a request was made to have the topic of Administration providing budget presentations to Municipal Councils. A brief discussion was held and on consensus, Budget Presentations to Municipal Councils was added to the March 19, 2026 Agenda.

A Memorandum from Ken Ranta, CEO (Chief Executive Officer Division) dated February 24, 2026 was presented to the Board providing background information and Administration's recommendation regarding budget presentations.

Ken Ranta, CEO provided an overview of the background relative to requests for budget presentations and responded to questions.

Greg Johnsen, Board Member provided a brief update regarding the request for budget presentations.

At 11:36 am Albert Aiello, Board Member left the meeting.

A discussion was held regarding requesting that Administration provide budget presentations to Municipal Councils.

Ken Ranta, CEO provided clarification and responded to questions.

Resolution No. 26/16

Moved by: Brian Hamilton
Seconded by: Anne-Marie Bourgeault

THAT with respect to all requests and invitations to present and respond to questions regarding TBDSSAB's annual approved budget, Administration will decline as this contravene's the Board's Governance and Procedural By-law;

AND THAT the Board's proposed and final budget reports will continue to be posted on the TBDSSAB website for any and all to see.

CARRIED

10-Year Housing and Homelessness Plan

Report No. 2026-08 (Integrated Social Services Division), was presented to the Board providing the draft 10-Year Housing and Homelessness Plan 2025 - 2035 for review and feedback.

Crystal Simeoni, Director, Integrated Social Services provided a brief overview and highlights of the draft Housing & Homelessness Plan.

Aaron Park, Manager, Housing & Homelessness Programs provided an overview of the structure of the document and responded to questions.

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

A discussion was held regarding the draft Plan and several Board Members provided input for the final plan.

Ken Ranta, CEO provided clarification, responded to questions and advised that the final draft of the Plan would be sent out to all Board Members for comments to be provided by March 31, 2026.

At 12:25 pm the Board Chair called for a break for lunch and Aaron Park, Manager, Housing & Homelessness Programs and Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

At 12:55 pm the Board Meeting reconvened.

Chief Executive Officer Employment Contract

A Memorandum from Shari MacKenzie, Manager, Human Resources was presented in Closed Session.

The following resolution is presented to the Board for consideration.

Resolution No. 26/16A

Moved by: Elaine Mannisto
Seconded by: Chris Eby

THAT with respect to the Memorandum from Shari MacKenzie, Manager, Human Resources (Chief Executive Officer Division) dated March 3, 2026, we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

Board Remuneration Policy Review

Report No. 2026-09 (Chief Executive Officer Division), was presented to the Board providing a revised Remuneration for Board Members Policy.

Shari MacKenzie, Manager, Human Resources provided a brief overview of the changes made to the policy.

Resolution No. 26/17

Moved by: Brian Hamilton
Seconded by: Jim Moffat

THAT with respect to Report No. 2026-09 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board, approve the revisions to the Remuneration for Board Members Policy as presented;

AND THAT we authorize the Chief Executive Officer to amend the policy with respect to housekeeping changes, as may be required from time to time.

CARRIED

TBDHC Annual Shareholders Meeting
Appointment of Proxy

Memorandum from Ken Ranta, CEO dated February 20, 2026 was presented to the Board providing information on the requirement to appoint a proxy for voting at the 20th Annual Shareholders' Meeting for Thunder Bay District Housing Corporation.

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

Resolution No. 26/18

Moved by: Don Smith
Seconded by: Kasey Etrene

THAT with respect to the Thunder Bay District Housing Corporation Twentieth Annual Shareholder's Meeting, to be held on April 16, 2026 at The District of Thunder Bay Social Services Headquarters, we The District of Thunder Bay Social Services Administration Board appoint the Board Chair to be the designated Proxy, or failing Chair's availability, the Board Vice-Chair.

CARRIED

December 2026 Mortgage Renewal –
1200 Jasper Drive

Report No. 2026-10 (Corporate Services Division), was presented to the Board providing the recommended option for upcoming mortgage renewal arrangements for 1200 Jasper Drive, Thunder Bay.

Richard Jagielowicz, Director, Corporate Services provided a brief overview of the report.

At 1:06 pm Marty Read, Manager, Infrastructure & Asset Management joined the meeting.

Resolution No. 26/19

Moved by: Jim Moffat
Seconded by: Dominic Pasqualino

THAT with respect to Report No. 2026-10 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the Ministry Resolution as attached, to be duly signed in accordance with TBDSSAB Governance and Procedural By-Law No. 03-2021;

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

CARRIED

Environmental Stewardship Initiatives

Report No. 2026-11 (Corporate Services Division) was presented to the Board providing information on initiatives undertaken in 2025 to enhance environmental stewardship across the organization.

Richard Jagielowicz, Director, Corporate Services provided a brief overview of the report.

Marty Read, Manager, Infrastructure & Asset Management provided a brief overview of the initiatives taken and responded to questions.

Richard Jagielowicz, Director, Corporate Services and Crystal Simeoni, Director, Integrated Social Services responded to questions.

CORRESPONDENCE

DSSAB Eligibility for Infrastructure Ontario Loan Program

Memorandum from Julie Shouldice, Director, Social Assistance Program Policy Branch, MCCSS, dated February 12, 2026 providing information regarding the DSSAB eligibility for Infrastructure Ontario Loan Program was presented to the Board.

Ken Ranta, CEO provided a brief overview of the program.

At 1:17 pm Marty Read, Manager, Infrastructure & Asset Management left the meeting.

2026 Rural Ontario Municipalities Association Conference Delegation

Letter from the Honourable Graydon Smith, Associate Minister, MMAH, dated February 25, 2026 relative to delegation meeting held at the 2026 ROMA conference was presented to the Board.

COCHI Residual Allocation 2025-26

Letter from the Sean Fraser, Assistant Deputy Minister, MMAH, dated March 10, 2026 relative to TBDSSAB Business Case submitted for COCHI Residual Allocation funding was presented to the Board.

Ken Ranta, CEO provided a brief background, advised the Board of the successful application and responded to questions.

BY-LAWS

First and Final Reading

Resolution No. 26/20

Moved by: Brian Hamilton
Seconded by: Kathleen Lynch

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 execution of the Association Agreement between The District of Thunder Bay Social Services Administration Board et al and Northern Ontario Service Deliverers' Association to enable group access to pursue federal and provincial housing development funding.

Explanation: A By-law to authorize the execution of the NOSDA Association Agreement.

Authorization: Board Meeting 2026Mar19.

BY-LAW NUMBER 01-2026

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board to be held on Thursday, April 16, 2026 at 10:00 am, in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 26/21

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT Board (Regular Session) Meeting No. 05/2026 of The District of Thunder Bay Social Services Administration Board, held on March 19, 2026, be adjourned at 1:25 pm.

CARRIED

Chair

Chief Executive Officer