



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 05/2024  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** March 21, 2024

**TIME OF MEETING:** 10:01 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  
Kasey Etreni  
Nancy Gladun  
Brian Hamilton  
Greg Johnson  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Mark Thibert  
Dominic Pasqualino  
Jim Vezina

**OFFICIALS:**

William Bradica, Chief Administrative Officer  
Ken Ranta, Director, Integrated Social Services Division  
Georgina Daniels, Director, Corporate Service Division  
Shari Mackenzie, Manager, Human Resources  
Aaron Park, Manager, Housing & Homelessness Programs  
Crystal Simeoni, Manager, Housing Operations  
Marty Farough, Manager, Infrastructure & Assets Management  
Jennifer Lible, Manager, Social Assistance Programs  
Dawnette Hoard, Manager, Child Care & Early Years Programs  
Tafadzwa Mukubvu, Manager, Finance  
Tomi Akinyede, Supervisor, Research & Social Policy  
Carole Lem, Communications & Engagement Officer  
Larissa Jones, Communications Assistant  
Glenda Flank, Recording Secretary

**REGRETS:**

Meghan Chomut

**GUESTS:**

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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 CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD MEETING**

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

On consensus a verbal update was added to the agenda relative to an email from Bill Bradica, regarding Peterborough modular cabins.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 24/17

Moved by: Albert Aiello  
Seconded by: Dominic Pasqualino

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for March 21, 2024, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

At 10:03 a.m. Kasey Etreni, Board Member joined the meeting.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 03/2024 (Regular Session) and 04/2024 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on February 15, 2024, respectively, were presented for confirmation.

Resolution No. 24/18

Moved by: Kasey Etreni  
Seconded by: Kathleen Lynch

THAT the Minutes of Board Meeting No. 03/2024 (Regular Session) and No. 04/2024 (Closed Session) of TBDSSAB, held on February 15, 2024, be confirmed.

CARRIED

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to identifiable individuals including members of Administration regarding the Chief Administrative Officer Position, with respect to security of the property of the Board regarding the 2024 Security Update and Budget Request.

Resolution No. 24/19

Moved by: Kasey Etreni  
Seconded by: Jim Vezina

THAT the Board adjourns to Closed Session relative to identifiable individuals including members of Administration regarding the Chief Administrative Officer Position, with respect to security of the property of the Board regarding the 2024 Security Update and Budget Request.

CARRIED

At 11:20 a.m. William Bradica, Chief Administrative Officer, Ken Ranta, Director, Integrated Social Services Division, Georgina Daniels, Director, Corporate Services Division, Crystal Simeoni, Manager, Housing Operations, Marty Farough, Manager, Infrastructure & Assets Management, Carole Lem, Communications & Engagement Officer and Larissa Jones, Communications Assistant joined the meeting.

REPORTS OF ADMINISTRATION

2024 Security Update & Budget Request

Verbal update and Memorandum from Administration dated March 14, 2024, were presented in Closed Session providing the Board with information regarding the 2024 Security Update and Budget Request.

The following resolution is presented to the Board for consideration.

At 11:20 a.m. Aaron Park, Manager, Housing Programs joined the meeting.

Resolution No. 24/20

Moved by: Dominic Pasqualino  
Seconded by: Anne-Marie Bourgeault

THAT with respect to the memorandum from Administration regarding various security updates, we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session;

AND THAT we approve the use of up to \$378,400 from the Levy Stabilization Reserve Fund for the items identified in Closed Session.

CARRIED

At 11:25 a.m. Crystal Simeoni, Manager, Housing Operations, Marty Farough, Manager, Infrastructure & Assets Management left the meeting.

10 Year Housing & Homelessness Plan  
Annual Update

Report No. 2024-08 (Integrated Social Services Division) was presented to the Board providing the draft TBDSSAB 10-Year Housing and Homelessness Plan Annual Progress Report and Administration's recommendation.

Bill Bradica, CAO responded to questions and provided clarification.

Ken Ranta, Director, Integrated Social Services provided further information and responded to questions.

Resolution No. 24/21

Moved by: Nancy Gladun  
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2024-08 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the TBDSSAB 10-Year Housing and Homelessness Plan Annual Progress Report as presented;

AND THAT the Board authorizes Administration to submit the 10-Year Housing and Homelessness Plan Annual Progress Report to the Ministry of Municipal Affairs and Housing as required.

CARRIED

At 11:27 a.m. Jennifer Lible, Manager, Social Assistance Programs joined the meeting and Aaron Park, Manager Housing Programs left the meeting.

2024 Ontario Works Service Plan  
Addendum

Report No. 2024-09 (Integrated Social Services Division) was presented to the Board providing the Ontario Works Service Delivery Plan Addendum for the 2024 planning cycle

required by the Ministry of Children, Community and Social Services and Administration's recommendation.

At 11:33 a.m. Albert Aiello, Board Member left the meeting.

Bill Bradica, CAO responded to questions.

Jennifer Lible, Manager, Social Assistance Programs provided further information and responded to questions.

Resolution No. 24/22

Moved by: Kasey Etreni  
Seconded by: Ken Boshcoff

THAT with respect to Report No. 2024-09 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the draft 2024 Ontario Works Service Plan Addendum, as presented;

AND THAT we direct the Chief Administrative Officer to submit the approved 2024 Ontario Works Service Plan Addendum to the Ministry of Children, Community and Social Services.

CARRIED

At 11:35 a.m. Dawnette Hoard, Manager, Child Care & Early Years Programs and Tafadzwa Mukubvu, Manager, Finance joined the meeting.

Before & After School Program Update

Report No. 2024-10 (Integrated Social Services Division) was presented to the Board providing information regarding the proposed closure of four before and after school programs, identifying legislated responsibility for before and after school programs and providing Administration's recommendation.

Bill Bradica, CAO provided a brief overview and responded to questions.

Resolution No. 24/23

Moved by: Nancy Gladun  
Seconded by: Dominic Pasqualino

THAT with respect to Report No. 2024-10 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, direct Administration to prepare a letter from the Board Chair to the Chairs of the Boards of Education throughout the District of Thunder Bay outlining the school

boards' responsibility for the offering and delivery of before and after school programming;

AND THAT a letter enclosing a copy of this resolution and Board Report No. 2024-10 be sent to the Premier of Ontario, the Minister of Education, local Members of Provincial Parliament, member municipalities, the Ontario Municipal Social Services Association, the Northern Ontario Service Deliverers' Association, the Northwestern Ontario Municipal Association, the Rural Ontario Municipality Association, and the Association of Municipalities of Ontario.

CARRIED

At 11:39 a.m. Dawnette Hoard, Manager Child Care & Early Years left the meeting.

#### April 2024 Mortgage Renewal – Picton 3

Report No. 2024-11 (Integrated Social Services Division) was presented to the Board providing the upcoming mortgage renewal arrangements for the properties identified as Picton 3 in the City of Thunder Bay and Administration's recommendation.

Resolution No. 24/24

Moved by: Kasey Etrei  
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2024-11 (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 Administrative Officer to execute the mortgage financing documents related thereto.

CARRIED

At 11:46 a.m. Dominic Pasqualino, Board Member and Tafadzwa Mukubvu, Manager, Finance left the meeting and Marty Farough, Manager Infrastructure & Asset Management and Aaron Park, Manager Housing Programs joined the meeting.

#### Environmental Stewardship Initiatives

Report No. 2024-12 (Integrated Social Services Division) was presented to the Board providing information on initiatives undertaken in 2023 to enhance environmental stewardship across the organization, in keeping with the objective of being an environmentally friendly organization.

Bill Bradica, CAO, responded to questions.

Ken Ranta, Director, Integrated Social Services provided further information and responded to questions.

Carole Lem, Communications and Engagement Officer responded to questions.

Bill Bradica provided further information and clarification.

Marty Farough, Manager, Infrastructure and Assets Management responded to questions.

Georgina Daniels, Director, Corporate Services provided clarification.

### Peterborough Modular Homes

Bill Bradica, CAO provided a brief update regarding the email forwarded to the Board regarding the Peterborough modular cabins project and responded to questions.

A discussion was held regarding different types of housing construction and accommodations.

Bill Bradica, CAO provided clarification.

Ken Ranta, Director, Integrated Social Services responded to questions.

Georgina Daniels, Director, Corporate Services responded to questions.

### CORRESPONDENCE

### BY-LAWS

### NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, April 18, 2024, 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. 24/25

Moved by: Jim Moffat  
Seconded by: Ken Boshcoff

THAT Board Meeting No. 05/2024 of The District of Thunder Bay Social Services Administration Board, held on March 21, 2024, be adjourned at 12:15 p.m.

CARRIED



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Chair



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Chief Administrative Officer