



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 21/2024
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: December 19, 2024

TIME OF MEETING: 10:02 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
Kasey Etreni
Brian Hamilton
Greg Johnson
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Georgina Daniels, Director, Corporate Services Division
Crystal Simeoni, Director, Integrated Social Services Division &
Manager, Housing Operations
Shari Mackenzie, Manager, Human Resources
Tafadzwa Mukubvu, Manager, Finance
Marty Farough, Manager, Infrastructure & Assets Management
Aaron Park, Manager, Housing & Homelessness Programs
Tomi Akinyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement Officer
Glenda Flank, Recording Secretary

REGRETS:

Mark Thibert

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

DISCLOSURES OF INTEREST

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 24/91

Moved by: Greg Johnsen
Seconded by: Albert Aiello

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 December 19, 2024, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 19/2024 (Regular Session) and Meeting No. 20/2024 (Closed Session) of TBDSSAB held on November 21, 2024, presented for confirmation.

Resolution No. 24/92

Moved by: Dominic Pasqualino
Seconded by: Meghan Chomut

THAT the Minutes of Meeting No. 19/2024 & 20/2024 (Regular & Closed Session) held on November 21, 2024, of TBDSSAB, be confirmed.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to labour relations regarding the CUPE Collective Bargaining Update and with respect to security of the property of the Corporation regarding the Bertrand Court Regeneration Strategy Update.

Resolution No. 24/93

Moved by: Jim Vezina
Seconded by: Elaine Mannisto

THAT the Board adjourns to Closed Session relative to receipt of information with respect to labour relations regarding the CUPE Collective Bargaining Update and with respect to security of the property of the Corporation regarding the Bertrand Court Regeneration Strategy Update.

CARRIED

At 11:50 a.m. the Board reconvened in Regular Session and Greg Johnsen, Jim Moffat, Kasey Etreni and Kathyleen Lynch left the meeting. The Chair called for a break.

At 12:15 p.m. the meeting reconvened.

REPORTS OF ADMINISTRATION

CUPE Collective Bargaining Update

Report No. 2024CS-09 (Chief Executive Officer Division) was presented to the Board in Closed Session providing an update on the conclusion of the collective bargaining with the Canadian Union of Public Employees, Local 87 for discussion.

On consensus the following resolution was presented to the Board.

Resolution No. 24/93A

Moved by: Anne-Marie Bourgeault
Seconded by: Ken Boshcoff

THAT with respect to Report No. 2024CS-09 (Chief Executive Officer Division), we The District of Thunder Bay Social Services Administration Board authorize that Administration proceed as directed in Closed Session;

AND THAT the Chair and Chief Executive Officer are authorized to execute any necessary documents.

CARRIED

Bertrand Court Regeneration Strategy
Update

Report No. 2024CS-08, (Corporate Services Division / Integrated Social Services Division) was presented to the Board in Closed Session providing an update on the Bertrand Court property options and a recommended strategy for best use.

On consensus in Closed Session, Report No. 2024CS-08 to be deferred to the January 16, 2025 Board Meeting.

Resolution No. 24/94

Moved by: Meghan Chomut
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2024CS-08 (Corporate Services/Integrated Social Services), we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

DEFERRED

Revised Reserve and Reserve Fund
Strategy Update

Memorandum from Georgina Daniels, Director, Corporate Services dated December 3, 2024 was presented to the Board providing Administrations recommendation regarding the revised Reserve and Reserve Fund Strategy.

Geogina Daniels, Director, Corporate Services Division provided a brief overview.

Resolution No. 24/95

Moved by: Dominic Pasqualino
Seconded by: Ken Boshcoff

THAT with respect to Report No. 2024-42 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2024 Reserve Fund Strategy provided within the Report, except that \$225,000 be transferred from the Employment and Compensation Reserve Fund into the Levy Stabilization Reserve Fund.

CARRIED

At 12:21 p.m. Kasey Etreni, Board Member and Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting and Aaron Park, Manager, Housing & Homelessness Programs left the meeting.

TBDSSAB Proposed 2025 Operating &
Capital Budget

Report No. 2024-49, (Corporate Services Division) was presented to the Board providing the amended proposed 2025 Operating and Capital Budget.

Ken Ranta, CEO provided a brief overview.

Resolution No. 24/96

Moved by: Jim Vezina
Seconded by: Kasey Etreni

THAT with respect to Report No. 2024-44 and Report No. 2024-49 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the proposed 2025 Operating Budget in the amount of \$132,680,800, as presented in Report No. 2024-49;

AND THAT we, the Board, approve the proposed 2025 Capital Budget in the amount of \$3,165,000, as presented in Report No. 2024-44, with up to \$3,010,000 financed from the Housing Portfolio Capital Reserve Fund, and up to \$155,000 financed from the Office Building Capital Reserve Fund;

AND THAT \$217,500 be transferred from Operations to the Office Building Reserve Fund;

AND THAT up to \$90,000 for employment related expenses, be financed by the Employment Compensation and Benefits Reserve Fund;

AND THAT \$225,000 be transferred from the Employment Compensation and Benefits 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 and \$50,000 for consultant costs related to the 10-year Homelessness Strategy be financed from the Community Housing Reserve Fund;

AND THAT \$3,179,200 be transferred from Operations to the Housing Portfolio Capital Reserve Fund, and up to \$1,715,000 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 2025 Audited Financial Statements, as presented in Report No. 2024-49;

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

CARRIED

At 12:24 p.m. Marty Farough, Manager, Infrastructure & Assets Management, and Tafadzwa Mukubvu, Manager, Finance left the meeting.

2025 Rural Ontario Municipal
Association Conference Briefings
Package

Report No. 2024-50 (Chief Executive Officer Division) was presented to the Board providing the 2025 Rural Ontario Municipal Association Briefings Package.

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

At 12:26 p.m. Kathleen Lynch returned to the meeting.

A discussion was held regarding requesting feedback on alignment with TBDSSAB position papers. On consensus additional language was added to the resolution to reflect the Board's discussion.

Resolution No. 24/97

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

THAT with respect to Report No. 2024-50 (Chief Executive Officer Division), we The District of Thunder Bay Social Services Administration Board (the Board) approve the 2025 Rural Ontario Municipal Association Position Papers as presented;

AND THAT we direct the CEO to send the final delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved delegation briefings package be sent to Thunder Bay District municipal councils for endorsement and to seek feedback on alignment with TBDSSAB Position Papers as provided;

AND THAT the Briefings Package be circulated to the Northern Ontario Services Deliverers' Association, the Ontario Municipal Social Services Association, the Northwestern Ontario Municipal Association, The Rural Ontario Municipal Association and the Association of Municipalities of Ontario;

AND THAT the CEO attend the 2025 ROMA Annual Conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

At 12:28 p.m. Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

Nominations Process for 2025 Board Executive, Committee & Tables

Memorandum from Ken Ranta, CEO dated December 2, 2024 was presented to the Board providing information on the nomination and election process for the Executive, Committee and Table positions for 2025.

Ken Ranta, CEO called for nominations for the position of Chair. Brian Hamilton was nominated and accepted the nomination. There were no further nominations for the position of Chair.

Ken Ranta, CEO called for nominations for the position of Vice-Chair. Jim Vezina and Kasey Etrene were nominated for the position of Vice Chair. Jim Vezina accepted the nomination. Kasey Etrene declined the nomination.

Ken Ranta, CEO called for members for the Audit Committee. Kathleen Lynch, Albert Aiello, Kasey Etrene, Jim Vezina and Anne-Marie Bourgeault were nominated and accepted the nomination.

Ken Ranta, CEO called for members for the Situation Analysis Review Committee. Elaine Mannisto, Meghan Chomut, Kasey Etrene, Kathleen Lynch and Ken Boshcoff were nominated and accepted the nomination.

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.

Ken Ranta, CEO called for members for the Homelessness Prevention Program Advisory Table. Greg Johnsen and Ken Boshcoff were nominated and accepted the nomination.

Resolution No. 24/98

Moved by: Albert Aiello
Seconded by: Meghan Chomut

THAT effective January 2, 2025 the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2025, be filled by Brian Hamilton;

AND THAT effective January 2, 2025 the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2025, be filled by Jim Vezina;

AND THAT effective January 2, 2025 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, 2025:

1. Kathleen Lynch
2. Albert Aiello
3. Kasey Etrene
4. Jim Vezina
5. Anne-Marie Bourgeault

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

AND THAT effective January 2, 2025 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, 2025:

1. Elaine Mannisto
2. Meghan Chomut
3. Kasey Etrene
4. Kathleen Lynch
5. Ken Boshcoff

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

AND THAT effective January 2, 2025 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, 2025:

1. Elaine Mannisto
2. Kathleen Lynch

AND THAT effective January 2, 2025 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, 2025:

1. Greg Johnsen
2. Ken Boshcoff.

CARRIED

Proposed 2025 Board Meeting Dates and
2026 Inaugural Meeting Date

Memorandum from Ken Ranta, CEO dated December 2, 2024 was presented to the Board providing information on the proposed Board Meeting dates for the next Board term.

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

Homelessness Prevention Program
Encampment Response Initiative

Verbal update was provided by Ken Ranta, CEO, regarding the announcement of funding for the Encampment Response Initiative.

At 12:53 p.m. Aaron Park, Manager, Housing and Homelessness Programs joined the meeting.

Ken Ranta, CEO provided an update and responded to questions.

Aaron Park, Manager, Housing and Homelessness Programs provided further information and responded to questions.

At 12:56 p.m. Meghan Chomut, Board Member left the meeting.

On consensus the following resolution was presented.

Resolution No. 24/98A

Moved by: Kasey Etreni
Seconded by: Albert Aiello

THAT with respect to the verbal update provided by Ken Ranta, CEO regarding the Ministry of Municipal Affairs and Housing (MMAH) announcement for the Homelessness Prevention Program Encampment Response Initiative, we, The District of Thunder Bay Social Services

Administration Board (the Board) approve that Administration submit a Business Case to the MMAH by the January 3, 2025 deadline;

AND THAT should the submission be approved for funding, the Board directs Administration to report back to the Board for authorization to execute the Agreement or other documents related thereto.

CARRIED

CORRESPONDENCE

2024 Association of Municipalities of Ontario Conference

Correspondence from the Hon. Thanigasalam, Associate Minister of Housing, MMAH dated October 17, 2024 relative to the meeting at the AMO Conference, was presented to the Board.

BY-LAWS

First and Final Reading

Resolution No. 24/99

Moved by: Elaine Mannisto
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 adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2025.

Explanation: A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2025.

Authorization: Board Meeting 2024Dec19.

BY-LAW NUMBER 03-2024

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 16, 2025 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. 24/100

Moved by: Elaine Mannisto
Seconded by: Denis Nault

THAT the Board Meeting No. 19/2024 of The District of Thunder Bay Social Services Administration Board, held on November 21, 2024, be adjourned at 2:35 p.m.



Chair



Chief Executive Officer