



**MINUTES OF INAUGURAL BOARD REGULAR SESSION MEETING NO. 01/2025
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: January 16, 2025

TIME OF MEETING: 10:15 AM

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
Brian Hamilton
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
Marty Farough, Manager, Infrastructure & Asset Management
Dawnette Hoard, Manager, Child Care & Early Years Programs
Shari Mackenzie, Manager, Human Resources
Tafadzwa Mukubvu, Manager, Finance
Aaron Park, Manager, Housing & Homelessness Programs
Carole Lem, Communications & Engagement
Glenda Flank, Recording Secretary

REGRETS:

Meghan Chomut
Greg Johnsen
Mark Thibert

GUESTS:

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.

NEW BUSINESS

A discussion was held regarding adding items of new business to the Regular and Closed Session Agendas to be discussed at the January Board Meeting.

Resolution No. 25/01A

Moved by: Kasey Etreni
Seconded by: Albert Aiello

THAT a verbal update on security at The District of Thunder Bay Social Services Administration Board properties be added to the January Closed Session agenda;

AND THAT a verbal update relative to the status of expediting the Landlord and Tenant Board hearings be added to the January Regular Session Agenda.

CARRIED

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/01

Moved by: Kathleen Lynch
Seconded by: Ken Boshcoff

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 16, 2025, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

Resolution No. 25/02

Moved by: Elaine Mannisto
Seconded by: Jim Moffat

THAT with respect to the January 16, 2025 and the remainder of the 2025 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

ELECTION OF OFFICERS, COMMITTEE AND ADVISORY TABLE MEMBERS

At the December 19, 2024 Board Meeting, Resolution No. 24/98 was passed electing the positions of Chair, Vice-Chair, Audit Committee Members, Situation Analysis Review Committee Members, Child Care & Early Years Table Members and Homelessness Prevention Program Table Members for the January 1, 2025 to December 31, 2025 term.

Memorandum from Ken Ranta, CEO, dated January 7, 2025, was presented to the Board confirming the appointments that took place at the December 19, 2024 Board Meeting.

Ken Ranta, CEO responded to questions.

CONFIRMATION OF MEETING DATES

2025 TBDSSAB Board Meeting Dates and Next Inaugural Meeting Date

Memorandum from Ken Ranta, CEO, dated January 7, 2025, containing a resolution to schedule the 2025 Board Meeting dates and the next Inaugural Meeting date, was presented to the Board.

Resolution No. 25/03

Moved by: Dominic Pasqualino
Seconded by: Elaine Mannisto

THAT the regularly scheduled meetings of The District of Thunder Bay Social Services Administration Board for the year 2025 be held at the TBDSSAB Headquarters, in the City of Thunder Bay, beginning at 10:00 a.m. on the following dates:

February 20, March 20, April 17, May 15, June 19, July 17, September 18,
October 16, November 20, November 21, December 11, 2025;

AND THAT the next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board be held on Thursday, January 15, 2026;

AND THAT any changes to the meeting schedule may be made by resolution of the Board.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 20/2020 (Regular Session) and 21/2020 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 17, 2020, respectively, were presented for confirmation.

Resolution No. 25/04

Moved by: Jim Vezina
Seconded by: Albert Aiello

THAT the Minutes of Meeting No. 21/2024 (Regular Session) and Meeting No. 22/2024 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 19, 2024, respectively, be confirmed.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Corporation regarding the amended Bertrand Court Regeneration Strategy Update and the Non-Union Salary Scale.

Resolution No. 25/05

Moved by: Kasey Etrene
Seconded by: Albert Aiello

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Corporation regarding the amended Bertrand Court Regeneration Strategy Update and the Non-Union Salary Scale.

CARRIED

REPORTS OF ADMINISTRATION

Amended Bertrand Court Regeneration Strategy Update

A recommendation was included in Report No. 2024CS-08 presented in Closed Session. The following recommendation was presented in Regular Session.

Resolution No. 25/06

Moved by: Elaine Mannisto
Seconded by: Ken Boshcoff

THAT with respect to amended 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.

CARRIED

Non-Union Salary Scale

A recommendation was included in Report No. 2025CS-01 presented in Closed Session. The following recommendation was presented in Regular Session.

Resolution No. 25/06A

Moved by: Kathleen Lynch
Seconded by: Anne-Marie Bourgeault

THAT with respect to Report No. 2025CS-01 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

At 11:51 a.m. Aaron Park, Manager, Housing & Homelessness Programs and Marty Farough, Manager, Infrastructure & Asset Management left the meeting.

Year 2025 Weighted Assessment
Calculation and 2025 Levy Apportionment

Report No. 2025-01 (Corporate Services Division), was presented to the Board to provide the 2025 weighted assessment calculation and 2025 levy apportionment.

Statement of Board Remuneration

Memorandum from Shari MacKenzie, Manager, Human Resources (Chief Executive Officer Division), dated January 2, 2025, was presented to the Board to provide the Statement of Board Remuneration for 2024.

Ken Ranta, CEO and Shari MacKenzie, Manager, Human Resources responded to questions.

At 11:55 a.m. Tafadzwa Mukubvu, Manager, Finance left the meeting and Dawnette Hoard, Manager, Child Care and Early Years Programs joined the meeting.

Child Care Waitlist Policy

Report No. 2025-02 (Integrated Social Services Division) was presented to the Board to provide the proposed Child Care Waitlist Policy.

Ken Ranta, CEO provided a brief background for the development of the policy and responded to questions.

Resolution No. 25/07

Moved by: Jim Moffat
Seconded by: Dominic Pasqualino

THAT with respect to Report No. 2025-02 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, approve the Child Care Waitlist Policy as presented;

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

CARRIED

At 11:59 a.m. Dawnette Hoard, Manager, Child Care & Early Years Programs left the meeting.

Landlord and Tenant Board Update

Brian Hamilton, Chair provided a brief introduction to the update requested to be added under New Business.

Ken Ranta, CEO provided a brief overview of the advocacy at the 2024 Associations of Municipalities of Ontario Conference regarding the need for expedited hearings and responded to questions.

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

Brian Hamilton, Chair responded to questions.

Ken Ranta, CEO responded to questions and provided clarification regarding advocacy regarding this issue.

On consensus, the Board directed Administration to bring back a further report to the Board at the February meeting regarding outcomes of advocacy and possible future advocacy relative to the expedited Landlord and Tenant Board hearings.

CORRESPONDENCE

None.

BY-LAWS

None.

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, February 20, 2025 at 10:00 a.m., 3rd Floor Boardroom, 231 May Street S., Thunder Bay, ON and via Microsoft Teams.

ADJOURNMENT

Resolution No. 25/08

Moved by: Dominic Pasqualino

Seconded by: Kasey Etreni

THAT the Inaugural Board Meeting No. 01/2025 of The District of Thunder Bay Social Services Administration Board, held on January 16, 2025, be adjourned at 12:26 p.m.

CARRIED



Chair



Chief Executive Officer