



# Memorandum

**Date:** February 6, 2025  
**To:** Members of the Board  
**From:** Ken Ranta, Chief Executive Officer  
**Subject:** **Appointment of Alternate Vice-Chair**

Administration was notified that Brian Hamilton, Chair would be taking a leave of absence from The District of Thunder Bay Social Services Administration Board effective January 27, 2025. According to the Governance and Procedural By-law 03-2021, Jim Vezina, Vice-Chair has assumed the duties of the Chair.

Therefore, an alternate Vice-Chair is required to be appointed until the end of the leave of absence of Brian Hamilton.

Administration recommends that the following resolution be presented for the Board's consideration:

THAT the position of Alternate Vice-Chair of The District of Thunder Bay Social Services Administration Board be filled by:

\_\_\_\_\_

AND THAT the position of Alternate Vice-Chair be filled until the end of the leave of absence of Brian Hamilton.

Sincerely,

Ken Ranta  
Chief Executive Officer

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