



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 11/2025  
OF**

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** June 19, 2025

**TIME OF MEETING:** 10:00 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  
Anne Marie Bourgeault  
Meghan Chomut  
Chris Eby  
Kasey Etreni  
Brian Hamilton  
Greg Johnson  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Jim Vezina

**OFFICIALS:**

Ken Ranta, Chief Executive Officer  
Richard Jagielowicz, Director, Corporate Services Division  
Crystal Simeoni, Director, Integrated Social Services Division  
Dawnette Hoard, Manager, Child Care & Early Years Programs  
Shari Mackenzie, Manager, Human Resources  
Tafadzwa Mukubvu, Manager, Finance  
Aaron Park, Manager, Housing & Homelessness Programs  
Marty Read, Manager, Infrastructure & Asset Management  
Tomi Akinyede, Supervisor, Research & Social Policy  
Carole Lem, Communications & Engagement Officer  
Bindiya Patel, Communications Assistant  
Glenda Flank, Recording Secretary

**REGRETS:**

Ken Boshcoff  
Mark Thibert

**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 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. 25/42

Moved by: Greg Johnsen  
Seconded by: Dominic Pasqualino

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 June 19, 2025, 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. 09/2025 (Regular Session) and Meeting No. 10/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on May 15, 2025, were presented for confirmation.

Resolution No. 25/43

Moved by: Kathleen Lynch  
Seconded by: Meghan Chomut

THAT the Minutes of Meeting No. 09/2025 (Regular Session) and Meeting No. 10/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on May 15, 2025, be confirmed.

CARRIED

At 10:07 a.m. Chris Eby, Board Member joined the meeting.

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to the security of the property of the Corporation and relative to receipt of information with respect to litigation or potential litigation, including matters before administrative tribunals affecting the Corporation.

Resolution No. 25/44

Moved by: Jim Vezina  
Seconded by: Jim Moffat

THAT the Board adjourns to Closed Session relative to receipt of information with respect to the security of the property of the Corporation regarding the Thunder Bay Police Services Initiative, the Bertrand Court Regeneration Strategy Update and the Homelessness Prevention Program Capital Projects and relative to receipt of information with respect to litigation or potential litigation, including matters before administrative tribunals affecting the Corporation regarding Legal Matter #01-2020 Update.

CARRIED

At 11:40 a.m. the meeting reconvened in Regular Session. Albert Aiello, Kasey Etrene, Brian Hamilton, Greg Johnsen and Dominic Pasqualino, Board Members, Aaron Park, Manager, Housing & Homelessness Programs and members of the public joined the meeting and Chris Eby, Board Member left the meeting.

Brian Hamilton resumed the position of Chair.

PRESENTATION

Homelessness Programs

A presentation was provided by Aaron Park, Manager, Housing and Homelessness Programs regarding the TBDSSAB homelessness prevention program.

Aaron provided detailed information regarding the homelessness prevention programs and responded to questions.

Ken Ranta, CEO provided clarification and responded to questions.

At 11:57 a.m. Greg Johnsen, Board Member left the meeting.

REPORTS OF ADMINISTRATION

Thunder Bay Police Service Initiative

Report No. 2025CS-04 (Integrated Social Services Division) was presented in Closed Session.

The following resolution was presented to the Board in Regular Session for consideration.

Resolution No. 25/45

Moved by: Kasey Etreni  
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025CS-04 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

Bertrand Court Regeneration Strategy  
Update

Report No. 2025CS-05 (Integrated Social Services Division) was presented in Closed Session.

The following resolution was presented to the Board in Regular Session for consideration.

Resolution No. 25/46

Moved by: Anne-Marie Bourgeault  
Seconded by: Albert Aiello

THAT with respect to Report No. 2025CS-05 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

Homelessness Prevention Program  
Capital Projects

Report No. 2025CS-06 (Integrated Social Services Division) was presented in Closed Session.

The following resolution was presented to the Board in Regular Session for consideration.

Resolution No. 25/47

Moved by: Kasey Etreni  
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2025CS-06 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board direct Administration to proceed as directed in Closed Session.

CARRIED

Legal Matter #01-2020 Update

Report No. 2025CS-07 (Corporate Services Division) was presented in Closed Session.

The following resolution was presented to the Board in Regular Session for consideration.

Resolution No. 25/48

Moved by: Elaine Mannisto  
Seconded by: Jim Moffat

THAT with respect to Report No. 2025CS-07 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, direct that Administration proceed as directed in Closed Session.

CARRIED

At 12:16 p.m. Brian Hamilton, Board Chair called for a break for lunch.

At 12:30 the meeting reconvened and Tafadzwa Mukubvu, Manager, Finance entered the meeting.

2026 Proposed Budget Schedule

Report No. 2025-20 (Corporate Services Division) was presented to the Board providing the proposed 2026 Budget Schedule.

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

Resolution No. 25/49

Moved by: Albert Aiello  
Seconded by: Kasey Etreni

THAT with respect to Report No. 2025-20 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board, approve the 2026 Budget Schedule as presented.

CARRIED

At 12:34 p.m. Tafadzwa Mukubvu, Manager, Finance left the meeting and Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting.

Homelessness Prevention Program 2025-  
26 Investment Plan

Report No. 2025-21 (Integrated Social Services Division) was presented to the Board providing information regarding the Ministry of Municipal Affairs Housing Homelessness Prevention Program and providing the recommended 2025-26 Investment Plan.

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

Ken Ranta, CEO provided clarification and responded to questions.

Resolution No. 25/50

Moved by: Albert Aiello  
Seconded by: Jim Moffat

THAT with respect to Report No. 2025-21 (Integrated Social Services Division), we The District of Thunder Bay Social Services Administration Board (the Board), approve the 2025-26 Homelessness Prevention Program Investment Plan (the Plan) as presented;

AND THAT the Board authorize the Chief Executive Officer to submit the Plan to the Ministry of Municipal Affairs and Housing;

AND THAT the Board authorize the Chief Executive Officer to execute any Agreements and other documents related thereto;

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

CARRIED

At 12:52 p.m. Aaron Park, Manager, Housing & Homelessness Programs left the meeting and Dawnette Hoard, Manager, Child Care & Early Years joined the meeting.

2025 Association of Municipalities of  
Ontario Position Papers

Report No. 2025-22 (Chief Executive Officer Division) was presented to the Board providing the recommended position papers for the 2025 Association of Municipalities of Ontario Annual Conference.

Ken Ranta, CEO provided an overview of the report, provided a brief introduction to the recommended position papers and responded to questions.

Resolution No. 25/51

Moved by: Kasey Etreni  
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025-22 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board (the Board) receive the 2025 Association of Municipalities of Ontario (AMO) Position Papers as presented;

AND THAT we direct the Chief Executive Officer (CEO) to incorporate any edits to the position papers recommended by the Board by consensus into a final delegation package;

AND THAT we direct the CEO to send the final delegation packages 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 THAT the CEO attend the 2025 AMO Annual Conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

At 1:04 p.m. Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

Child Care Direct Growth Plan Update

Report No. 2025-23 (Integrated Social Services Division) was presented to the Board providing information on the recalibration of direct growth plan spaces under the Canada Wide Early Learning Child Care system.

Dawnette Hoard, Manager, Child Care & Early Years responded to questions.

At 1:08 p.m. Dawnette Hoard, Manager, Child Care & Early Years left the meeting.

Cancellation of July Board Meeting

Memorandum from Ken Ranta, CEO dated May 23, 2025 was presented providing Administration's recommendation to cancel the TBDSSAB July Board meeting.

Ken Ranta, CEO provided a brief background regarding information on the Administrations recommendation.

Resolution No. 25/52

Moved by: Dominic Pasqualino  
Seconded by: Elaine Mannisto

THAT with respect to the Memorandum dated May 23, 2025 from Ken Ranta, Chief Executive Officer, we approve the cancellation of the July Board Meeting scheduled for Thursday July 17, 2025;

AND THAT notice of the cancellation be posted on The District of Thunder Bay Social Services Administration Board website.

CARRIED

Signing Authority for Summer Months

Memorandum from Ken Ranta, CEO dated June 6, 2025 was presented to the Board requesting the Board's approval for signing authority during the summer months.

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

Resolution No. 25/53

Moved by: Meghan Chomut  
Seconded by: Albert Aiello

THAT with respect to the recommendation of Administration relative to any urgent items that require Board approval for the months of July, August and

the beginning of September, we authorize the Chief Executive Officer and the Chair, or Vice Chair in the absence of the Chair, to sign any required documents with respect to items included in the approved 2025 Budget that exceed \$450,000;

AND THAT we authorize the Board Chair and Vice-Chair to review and approve for signing any urgent items outside of the approved 2025 Budget that are time sensitive;

AND THAT a Report be presented to the Board at the September Board meeting outlining any such items for the Board's information.

CARRIED

### CORRESPONDENCE

None

### BY-LAWS

None

### NEW BUSINESS

On consensus, Administration to provide an update on communications regarding advocacy and an update on vacancies within the TBDSSAB housing properties.

#### Communications Strategy Update

Crystal Simeoni, Director, Integrated Social Services Division provided a brief overview of the steps Administration has taken regarding providing support services for tenants.

Ken Ranta, CEO provided a brief update on the identification of appropriate media communications and the strategy involved, including the strategy regarding the Community Policing Pilot and Administration's plan to work with TBPS.

#### TBDSSAB Housing Unit Vacancies

Ken Ranta, CEO provided a brief overview of the vacancies in TBDSSAB owned housing properties, provided information on the reasons for vacancies in units, processes followed to fill vacancies and responded to questions.

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

On consensus, Administration to provide a copy of the update regarding vacancies to the Board.

A discussion was held regarding the possibility of requiring the Board's approval for next steps following the Situation Analysis Review Committee's meeting being held today.

### NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board was confirmed to be held on Thursday, September 18, 2025 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

### ADJOURNMENT

Resolution No. 25/54

Moved by: Chris Eby  
Seconded by: Dominic Pasqualino

THAT the Board Meeting No. 11/2025 of The District of Thunder Bay Social Services Administration Board, held on June 19, 2025, be adjourned at 1:38 p.m.

CARRIED



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Chair



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Chief Executive Officer