

# AGENDA

Thursday, April 10, 2025 at 6:30 p.m.

*Board Meeting Via Zoom Video Conference*



- 
1. **CALL MEETING TO ORDER.**
  2. **TRADITIONAL LAND ACKNOWLEDGMENT.**
  3. **DISCLOSURE OF PECUNIARY INTEREST.**
  4. **APPROVAL OF AGENDA. ®**
  5. **APPROVAL OF MINUTES:**
    - 5.1 February 13, 2025 ®
  6. **DEPUTATIONS & PRESENTATIONS.**
  7. **REPORTS:**
    - 7.1 Chair
    - 7.2 Chief Administrative Officer
    - 7.3 Director of Finance
  8. **OUTSTANDING ISSUES.**
  9. **NEW BUSINESS:**
    - 9.1 Non-Profit Organization for Almaguin Housing Inc. (NOAH) - Loan Renewal
    - 9.2 Esprit Capital Update
    - 9.3 Belvedere Windows Summary
    - 9.4 Encampment Response Plan
    - 9.5 Strategic Plan Update
    - 9.6 2025 NOSDA Membership & Executive ®
  10. **IN-CAMERA: 2**

THAT pursuant to Section 38 of the District of Parry Sound Social Services Administration Board's *Procedural Rules*, the Board moves to an In-Camera session in order to address matters pertaining to:

    - ii. the disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or perspective employee of the Board
  11. **CORRESPONDENCE:**
    - 11.1 Spring Newsletter 2025 – DSSAB Tenant Services
    - 11.2 NBPSDHU Overdose Report
    - 11.3 Economic Study: The Impact of Community Housing on Productivity
  12. **ADJOURNMENT. ®**

# MEETING MINUTES

Thursday, February 13, 2025 at 6:30 PM

Board Meeting via Zoom Video Conference



## Board Members Present:

Joel Constable      Peter McIsaac  
Jerry Brandt        Teri Brandt  
Sharon Smith       Jamie McGarvey  
Gail Finnson        Rick Zanussi  
Teresa Hunt          Ted Knight  
Irene Smit  
Janice Bray

## Board Members Absent:

Tom Lundy  
Ryan Baptiste  
Ted Collins

## Staff:

Tammy MacKenzie, CAO  
JJ Blower, Communications Officer  
Sylvia Roy, Director of Finance

### 1. **CALL MEETING TO ORDER:**

The meeting was called to order by Rick Zanussi at 6:31PM.

### 2. **TRADITIONAL LAND ACKNOWLEDGMENT.**

### 3. **DISCLOSURE OF PECUNIARY INTEREST.**

### 4. **APPROVAL OF AGENDA**

#### ***Resolution 25 02 01***

*Moved by Irene Smith*

*Seconded by Teresa Hunt*

“THAT the agenda of the Regular Meeting of the Board held on February 13, 2025 be approved as presented.”

**CARRIED**

### 5. **APPROVAL OF MINUTES:**

#### **4.1 January 9, 2025**

#### ***Resolution 25 02 02***

*Moved by Ted Knight*

*Seconded by Teri Brandt*

“THAT the Board meeting minutes of Thursday, January 9, 2025 be approved as presented.”

**CARRIED**

**6. DEPUTATIONS & PRESENTATIONS.**

**7. REPORTS:**

7.1 Chair

The Chair recognized staff for the work outlined in the CAO report.

7.2 Chief Administrative Officer

Ms. MacKenzie verbally highlighted some of the items in the written CAO report and was available to answer questions.

7.3 Director of Finance

The senior finance team had a preliminary call with the auditor on Feb. 11th to be proactive with the 2024 audit. The auditors are scheduled to work on the audit April 7<sup>th</sup> to 18<sup>th</sup> with a hybrid schedule of one week on site and the other virtual. They are going to complete payroll and expense testing now, as well as a few other preliminary requests. The audit team and the auditor are scheduling bi-weekly calls to stay on track and keep the lines of communication open. We are working on reconciliations and working papers now until end of March. Payables close this Friday, after which we will be able to complete all parts of the audit files for LHC, DSSAB and NOAH. The auditor mentioned wrapping up the audit by the end of May and possibly presenting the Financial Statements to the Board at the June 12<sup>th</sup> Board meeting. Our draft December 2024 Retirement Benefits Actuarial Valuation Report has been complete, and a walk through has been scheduled with them next week.

**8. OUTSTANDING ISSUES.**

**9. NEW BUSINESS:**

**10. IN-CAMERA: 1**

***Resolution 25 02 03***

**CARRIED**

*Moved by Jerry Brandt*

*Seconded by Gail Finnson*

“THAT pursuant to Section 38 of the District of Parry Sound Social Services Administration Board’s Procedural Rules, the Board moves to an In-Camera session in order to address matters pertaining to:

- ii) the disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or perspective employee of the Board.”

***Resolution 25 02 04***

**CARRIED**

*Moved by Joel Constable*

*Seconded by Sharon Smith*

“THAT the Board now rises out of In-Camera without report.”

***Resolution 25 02 05***

**CARRIED**

*Moved by Janice Bray*

*Seconded by Peter McIsaac*

“THAT the Board receive and adopt the District of Parry Sound Social Services Administration Board 2025 Draft Operating and Capital Budgets.”

**11. CORRESPONDENCE.**

11.1 NBPSDHU Overdose Report

**11. ADJOURNMENT.**

***Resolution 25 02 06***

**CARRIED**

*Moved by Jamie McGarvey*

*Seconded by Teresa Hunt*

“THAT the Board meeting now be adjourned at 7:07 PM, and that the next regular meeting to be held Thursday, March 13, 2025 at the hour of 6:30 PM via Zoom Video Conference.”






# **Chief Administrative Officer's Report**

**March / April 2025**

## **Mission Statement**

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.



## HOUSING REGENERATION FORUM 2025

On February 27-28, 2025, I attended the Regeneration Forum conference, hosted by Housing Services Corporation (HSC) in Toronto. This annual Regeneration Forum aims to inspire and inform the Canadian community housing sector. This year's forum addressed the critical need to expand housing stock while accommodating diverse local needs. In addition to the main conference plenaries and workshop sessions, this year's Forum offered attendees the option to participate in a game designed to emulate the early stages of housing development. I was also pleased to be invited to Moderate a session titled 'Pushing Boundaries to Achieve Meaningful Change', introducing speakers whose passion, expertise and determination to 'get it done' are shaping the future of social and affordable housing in their communities. Forum attendees had the opportunity to:



- Learn how to navigate the roadmap to development for new builds or project renewals, with a focus on the physical asset, finance, partnerships and community.
- Explore ideas and approaches to rethink affordable housing development in your communities, including new innovations in design and planning.
- Find best strategies and tools you need to plan for, maintain and grow your organization's assets.
- Network with peers and develop mutually beneficial partnerships across the housing sector.

## HR Update—April 2025

The Workplace Safety & Insurance Board (WSIB) recently announced surplus rebates for businesses in Ontario. The WSIB released the following information regarding the rebates:

*"We're distributing \$2 billion to eligible Schedule 1 businesses because our insurance fund had a surplus greater than our necessary reserve due to strong operational, financial and investment management.*

*These surplus rebates recognize the important role Ontario businesses play in funding our no-fault work-related injury and illness insurance system, while continuing to protect our ability to help people who have experienced a work-related injury or illness with a safe, timely and lasting recovery and return to work today and into the future."*

The DSSAB is receiving a rebate in the amount of \$62,661.79, in addition to a credit of \$2,210.37 for a total cheque amount of \$64,872.19.

The non-union compensation review has been completed, and we are now looking for consultants to complete the required Pay Equity maintenance for all unionized positions.

T4's for 2024 have been issued to all employees and Board members and are accessible through the Payworks portal.

Recruitment efforts continue in 2025, with 17 new hires this quarter. Our current postings include casual supply teachers and a contract position for the Home Child Care and Inclusion Support Services Supervisor.

## Licensed Child Care Programs—January 2025

### Total Children Utilizing Directly Operated Child Care in the District January 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	2	1	3	7	16
Toddler (18-30M)	9	6	8	19	38	79
Preschool (30M-4Y)	16	13	22	34	53	138
# of Active Children	27	21	31	56	98	233

Highlands ELCCC has several toddlers that have aged up to the preschool age group but will remain in the toddler room until space becomes available. There are a total of 233 children ages 0 to 4 years occupying child care spaces in the Directly Operated Child Care licensed programs. The Home Child Care Program accounts for 42% of the total enrollment.

## Licensed Child Care Programs—February 2025

### Total Children Utilizing Directly Operated Child Care in the District February 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	1	0	2	8	13
Toddler (18-30M)	10	7	6	14	36	73
Preschool (30M-4Y)	16	12	25	41	51	146
# of Active Children	28	20	31	57	95	231

Many infants have aged into the toddler age group and toddlers are aging into the preschool age group faster than preschool spaces are becoming available, so the educators are working on providing developmental and age-appropriate activities. We should see this level out in September when a majority of preschool children will graduate from our child care programs and space becomes available to move children from the toddler rooms to the preschool rooms.

All the Early Learning and Child Care Centres have been participating in the Seeds of Empathy program for the past two months where preschool children are learning about infant development and building language and social skills to reflect empathy.

The Directly Operated Admin and Highlands program supervisor was invited by Mary Gordon, founder of Roots of Empathy, to an event in Hamilton on February 1<sup>st</sup> where she was able to build relationships with the SOE team and Mary Gordon. The DOCC programs has been implementing the SOE program for over 12 years now and is recognized for its ongoing support and continued commitment to the program.

There are currently 19 approved Home Child Care Program premises and at this time under the funding provided through CWELCC, we have the capacity for one additional home in the district.

## School Age Programs January 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A
Sundridge Centennial After School	13
Home Child Care	19
# of Active Children	65



## School Age Programs February 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A (13 children on the 2025 waiting list)
Sundridge Centennial After School	12
Home Child Care	19
# of Active Children	65

The Sundridge After School Program has secured a staff member to support the program until the end of June. Both school age programs are close to capacity and families have begun to request a space in the Mapleridge Summer Program.

## Inclusion Support Services January 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	1	0
Toddler (18-30M)	5	6	11	11	3	2	0
Preschool (30M-4Y)	4	36	40	40	2	2	0
School Age (4Y+)	5	14	19	19	0	1	3
Monthly Total	15	57	72	-	5	6	3
YTD Total	15	57	-	72	5	6	3

## Inclusion Support Services February 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	0	0
Toddler (18-30M)	3	11	14	14	2	6	1
Preschool (30M-4Y)	6	37	43	44	2	4	0
School Age (4Y+)	3	15	18	19	0	1	4
Monthly Total	13	64	77	-	4	11	5
YTD Total	15	64	-	79	9	7	8

Connections are being made between the ISS program staff and the Residential Program Worker and the Clinical Counsellor at Esprit Place where team members have been given the opportunity to share their roles and focus of service with each other, as well as explore future partnership opportunities and identify the community programs that service mutual clients and the various supports being provided to young families.



## EarlyON Child and Family Programs

### January / February 2025

Activity	Jan 2025	Feb 2025	YTD
Number of Children Attending	852	755	1607
Number of New Children Attending	243	64	307
Number of Unique Children Attending	-	YTD	181
Number of Adults Attending	661	605	4,996
Number of Unique Adults Attending	-	YDT	230
Number of Virtual Programming Events	7	7	61
Number of Engagements through Social Media	215	98	3,119
Number of Views through Social Media	33,693	17,975	51,668

On Jan 25, the EarlyON team along with community partners attended the EarlyON program to provide families with information regarding literacy and how to support literacy at home. In total, 16 adults and 23 children attended.

The Districts of North Bay and Parry Sound have been collaborating to bring in a new parenting initiative. This initiative, called The Basics, is evidence-based and grounded on the Harvard University Center on the Child's scientific key concepts: brain architecture and early relational health. The EarlyON supervisor sits on this committee and will be providing training to the team upon roll out of this strategy.

**The Basics Vision-** A world where infants, toddler, and preschoolers of all racial/ethnic and socioeconomic backgrounds are on track to achieve their full potential- having benefitted from early experiences that foster health brain development, learning, joy and resilience.

**The Basics Strategy** – A packaged comprehensive parenting strategy designed to engage community organizations with a commitment to improving children's life trajectories. Resources are diverse, convenient and easy to access for parents and that parents have access to science-based strategies.

To learn more about the basics you can visit [Community Toolkit](#).

The EarlyON team has been creating developmental kits that will be used to support the families who do not attend the program. The kits will have resources regarding services including childcare and childcare fee subsidy along with developmental checklists and EarlyON information. We are hopeful that these can be accessible for those families who may be at Esprit, receiving support from Ontario Works, housing support and others throughout the District, and will potentially help with establishing a relationship with the EarlyON team.

## Funding Sources for District Wide Childcare Spaces

### January 2025

Active	# of Children	# of Families
CWELCC*	53	51
CWELCC Full Fee	208	206
Extended Day Fee Subsidy	2	2
Fee Subsidy	32	25
Full Fee	24	22
Ontario Works	1	1
<b>Total</b>	<b>320</b>	<b>307</b>

Funding Source - New	# of Children	# of Families
CWELCC	4	4
CWELCC Full Fee	8	8
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>12</b>	<b>12</b>

Exits	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>1</b>	<b>1</b>

### February 2025

Active	# of Children	# of Families
CWELCC*	48	46
CWELCC Full Fee	219	216
Extended Day Fee Subsidy	3	3
Fee Subsidy	29	23
Full Fee	26	24
Ontario Works	1	1
<b>Total</b>	<b>326</b>	<b>313</b>

Funding Source - New	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	4	3
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>5</b>	<b>4</b>

Exits	# of Children	# of Families
CWELCC	0	0
CWELCC Full Fee	2	2
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
<b>Total</b>	<b>2</b>	<b>2</b>

## Child Care Service Management

The Child Care and Early Years Act, 2014 requires service system managers to establish a child care and early years programs and service system plan for their service area.

The District of Parry Sound Social Services Administration Board (DSSAB) as the designated Service System Manager (CCSM) is responsible for identifying community needs for licensed child care and EarlyON programming, allocating funding to address child care and early years requirements, and for developing a service plan to identify local child care and early years system priorities.

This service plan outlines the DSSAB's vision for early years programs and services throughout the district for children 0-12 years of age. The service plan is reflective of the needs as identified by families and community stakeholders through consultation.

Service system plans should include the following key elements:

- Environmental scan results that assess current and future child care and early years service gaps and opportunities;
- A description of the community planning processes that was used to inform the development of the plan and a commitment to consult, at regular or relevant intervals, through the life of the plan;
- Strategic priorities and intended outcomes that are responsive to community needs and align with Ontario's vision for child care and early years and provincial interest;
- A measurable and action-oriented implementation plan that describes how strategic priorities and outcomes will be met; and

Accountability methods including the public posting of plans and reporting in accordance with the *Child Care and Early Years Act, 2014*.

In addition to the key areas identified, service system managers should also identify any other programs, needs, opportunities and/or challenges that may exist in their communities in their service system plan to support the ongoing reporting and planning process

The Child Care Service Management team (CCSM) began working with the Sault Ste Marie Innovation Centre to review/update the environmental scan, complete the analysis of the Early Development Instrument (EDI) – cycle 6 and lay the foundation for the 5 year service plan. We have been utilizing surveys to engage operators, community partners and families/caregivers. Along with reaching out to community partners and programs to acquire access to relevant data. We are aiming to have the plan finalized by June 2025.



## Quality Assurance—Child Care Service Management

Quality in the care and services provided to children and families is something we value and strive to achieve. With the implementation of ongoing support through professional development, early learning resources and quality assurance visits we hope we can help assist the early childhood educators and leaders in the district in achieving the quality needed to promote healthy growth and foster strong relationships with children, families, peers and partners in our community.

To support and assist educators with sharing resources and highlighting ongoing program successes a new Educator Blog has been created. This resource blog/padlet will be used by Educators to share unique learning opportunities and activities they are implementing with families and children in their programs. We are hopeful the tool will connect educators and show value in the hard work they are doing for families and children in the community. In addition, new resources have been added to the padlets to include books, virtual training and webinars, early learning kits, as well as lots of documentation around the importance of quality early learning in terms of strategies and tools to effectively improve and enhance the early learning environment.

We are currently working on offering a variety of professional learning webinars for the early childhood educators in our district. The workshops will be offered throughout 2025 and will be focussed on topics that educators have highlighted as areas of need through the recent surveys distributed to educators. In addition, plans have been initiated for a full day training opportunity this fall in Parry Sound. The session will be an in-person training, one in which networking and sharing will be a major focus. We are hopeful this time to learn together again will help to support the ongoing struggles with burnout and retention in the field of early childhood education.

Summer is fast approaching and service agreements with camps and recreation programs has commenced. We will continue to show value in supporting all families in our community and will work to provide resources, funding and/or guidance to assist partners and families in creating quality and accessible care for the summer of 2025.

### District of Parry Sound Application Portal

The new OneHSN-Child Care Application Portal was launched in July 2024 and has shown great success in helping families find and apply for child care in the district of Parry Sound. Continual support and guidance have been provided to families and operators as they navigate the new portal. How it works:

Parents:

- Parents create a secure login,
- Only one application is required to apply to multiple providers,
- Parents manage their child applications as changes occur in real time,
- Parents have easy access to community resources

Providers:

- Providers manage their own profile page which allows parents to see all the program options in one platform + add photos of the program,
- Easy work flow solutions for the provider to manage their wait list,
- Access to data and reports to support service planning,
- Providers have the capability to generate custom welcome letters for families,
- Providers can communicate with “broadcast” messages to all families



The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the waitlist by removing duplicates, training staff and assisting families with updating their profiles.

**Data for January 2025**

Number of Unique Children on the Registry			
445			
Children who Identify as Indigenous	40	Children Identifying Francophone Relatives	33
Prenatal Children		32	
<b>Unique Children</b> - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care			

Unique Children Waiting for Care	
404	
<b>Waiting for Care</b> - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.	

Year, Month

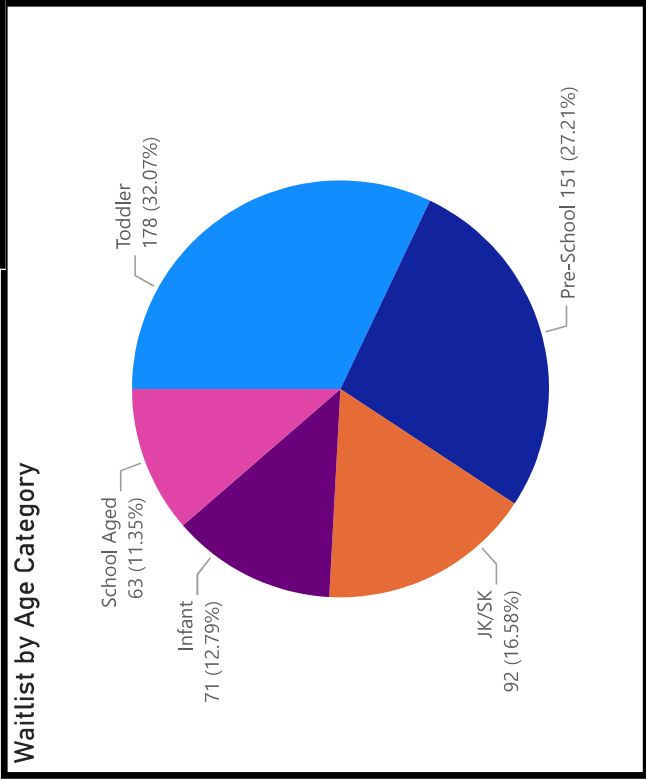
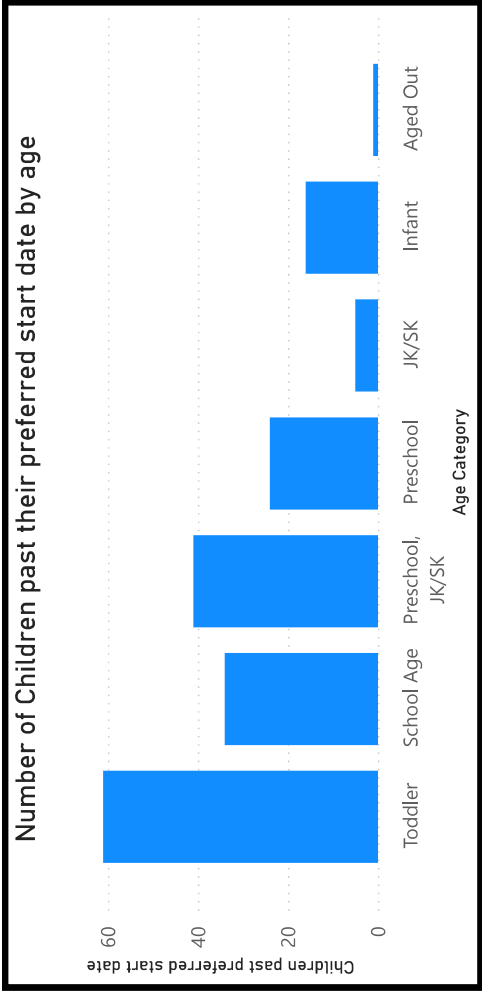
Multiple selections

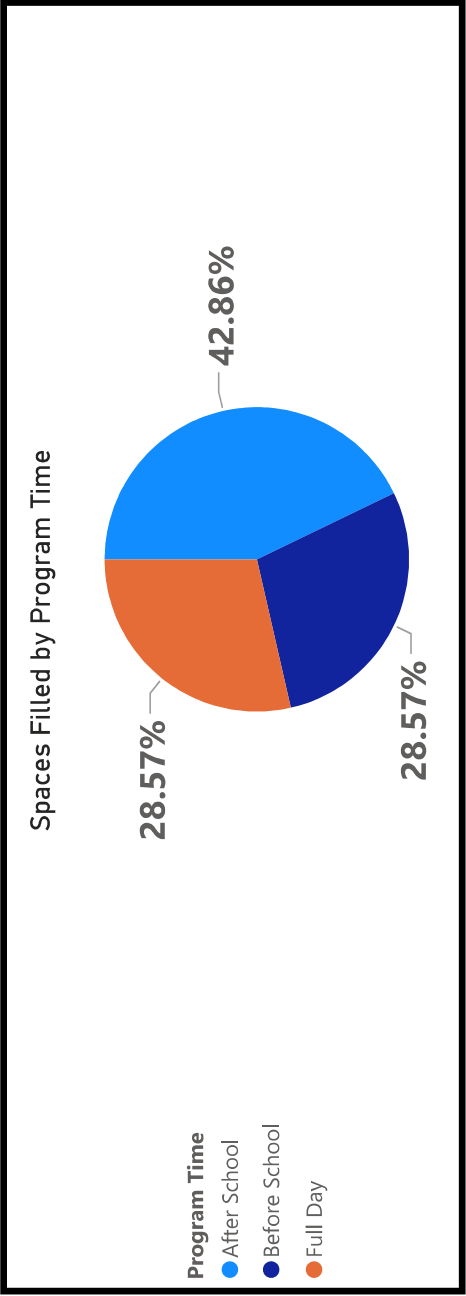
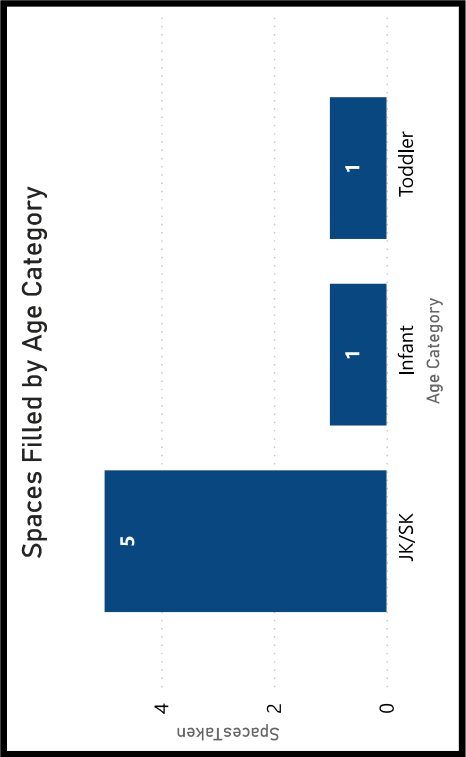
Month

January

Waitlist Additions

65

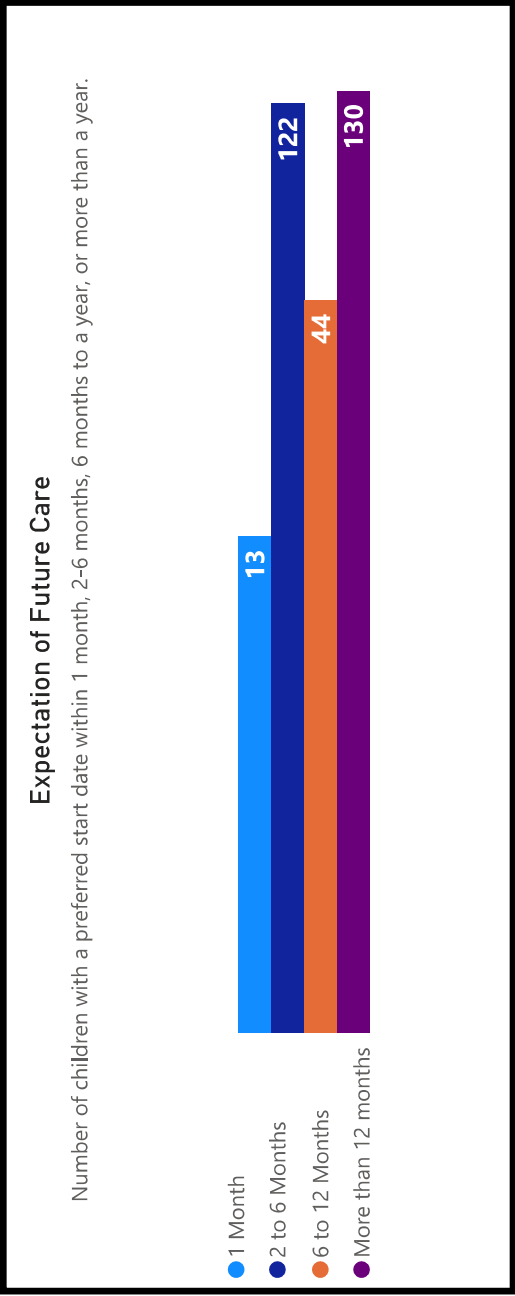




Children Placed	Spaces Filled
6	7

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.



Year

2025

Month

January

The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the waitlist by removing duplicates, training staff and assisting families with updating their profiles.

## Data for February 2025

Number of Unique Children on the Registry		
474		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
42	33	38
Unique Children - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
433
Waiting for Care - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.

Year, Month

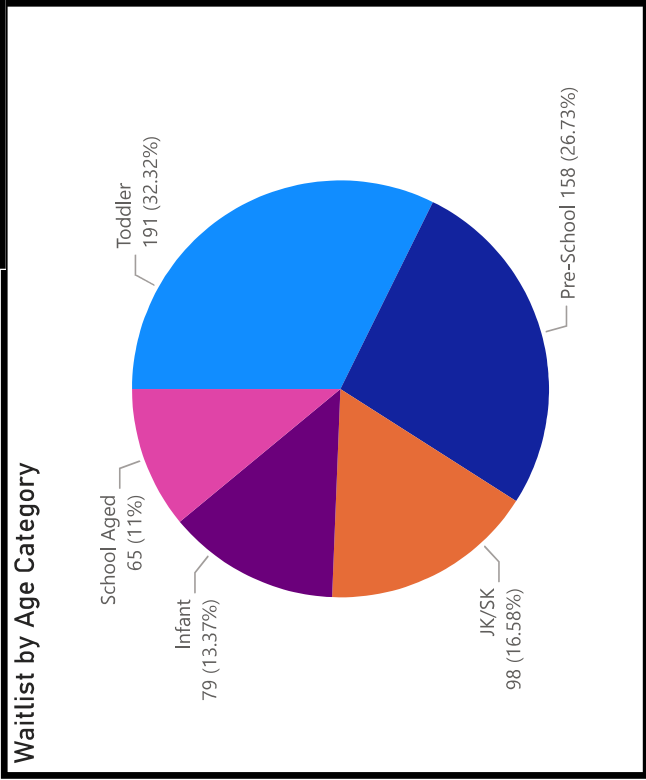
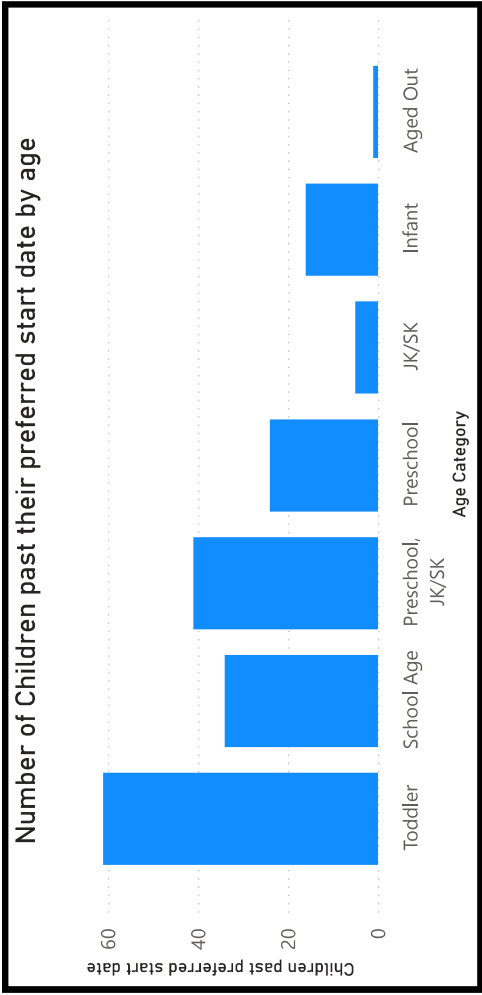
Multiple selections

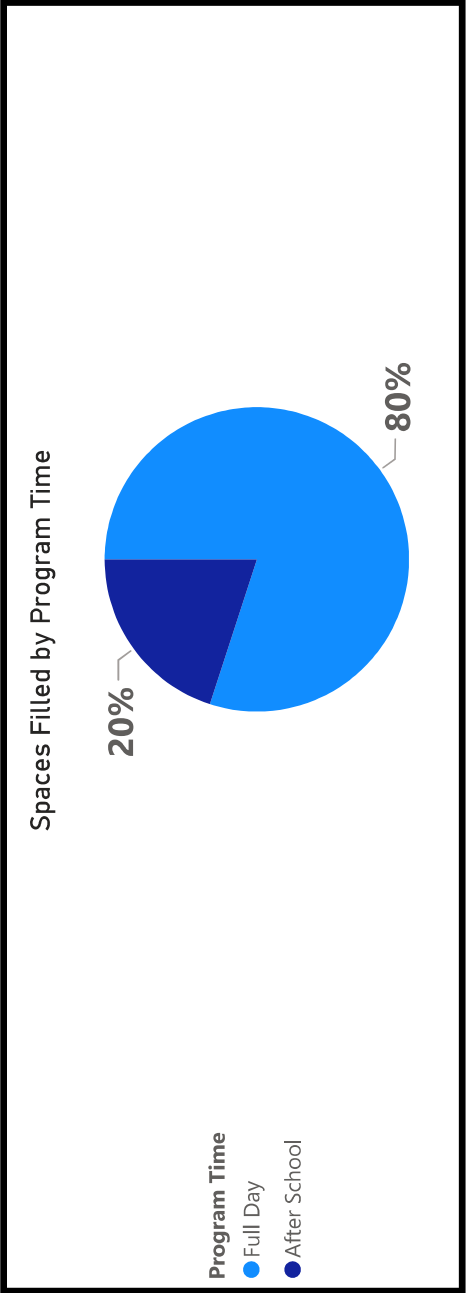
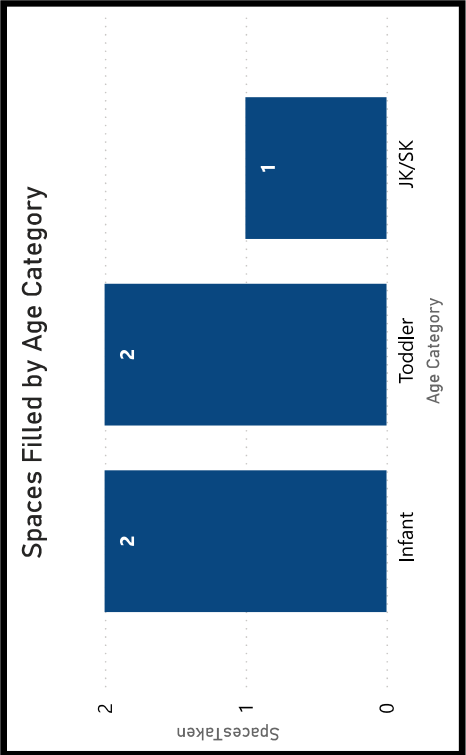
Month

February

Waitlist Additions

43

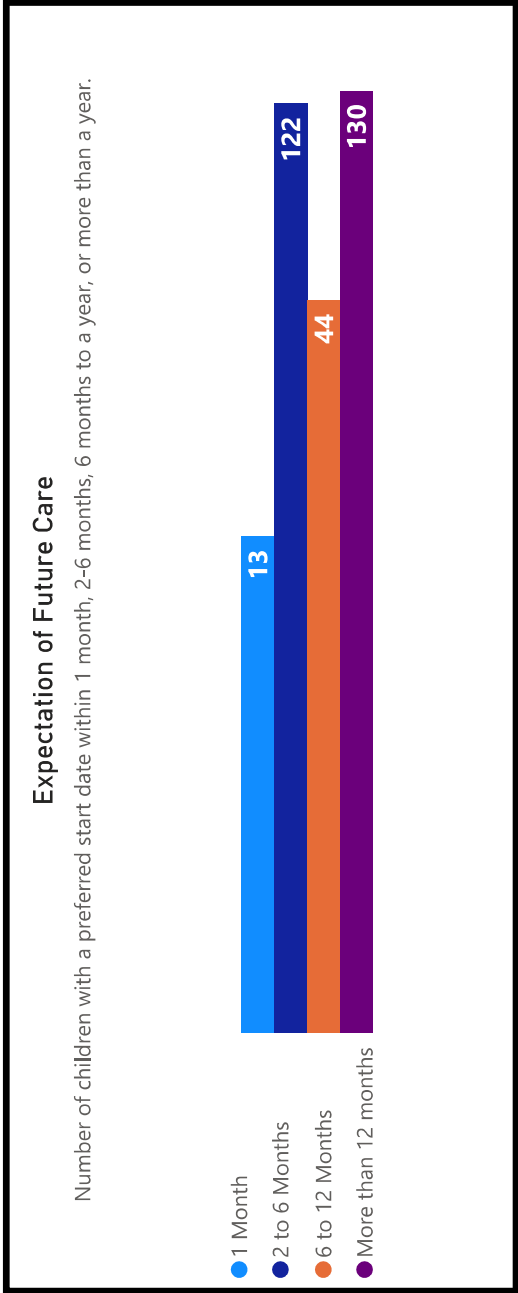




Children Placed	Spaces Filled
5	5

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.



## Income Support & Stability Divisional Update

**Transitional Unit Success Story** – We are beginning to see our first graduations from our transitional housing program where participants are obtaining safe and stable housing. Below is a blurb from one of the Integrated System Navigators:

*“Seeking a quieter, simpler life, EL moved to the district as a file transfer through Ontario Works, leaving behind the hustle and bustle of the big city. His move was initiated by the pandemic, bringing him to a remote area of Almaguin, where he took on the role of caretaker for a friend’s property during its construction. In return, he lived rent-free, overseeing the site as they built their dream home. His living space was a tiny setup on the front porch of the unfinished house, which he shared with his cat, Squeaks. Without a car, he relied on a four-wheeler to get around.*

*When EL arrived, he was without a family doctor and navigating a recent mental health diagnosis that required ongoing medication.*

*His Navigator helped him connect with the Family Health team in Powassan, who reviewed his history and developed a care plan. EL and his ISN also worked together to gather the necessary paperwork for his Ontario Disability Support Program (ODSP) application, aiming to provide him with more financial stability. Ed’s ODSP was approved within a few months. (Something that is not typical) With his file transferred and his Ontario Works (OW) case closed, his ISN wished him well as he took the next steps toward independence.*

*Two years later, EL’s medical team reached out—this time to the Housing Stability Program (HSP). His health and housing situation had deteriorated, and two serious new diagnoses left him unable to drive, stranding him in his remote location without a 911 address for emergencies. The Program Lead, noticing he had been on with OW, contacted EL’s former ISN to review his background. The team worked together to find solutions in getting EL housed in the area where he would have access to the necessary supports required.*

*Together, they worked to connect EL with local resources, submit housing applications across Ontario, and secure financial assistance for housing. Eventually, he moved into a transitional housing unit, where he actively engaged in programs designed to help him regain life and housing stability and enhance the skills needed to maintain safe and stable housing. Thanks to his resilience, EL made significant progress in securing permanent housing and rebuilding his life.”*

**Transitional Program Expansion** – Since January 1<sup>st</sup>, in partnership with our LHC, we have expanded our transitional housing programming from 4 to 6 units throughout the district to support We have also added 2 more transitional units into the program, one in Parry Sound and the other in Powassan in this reporting period.



## **Income Support & Stability Divisional Update...cont'd**

**Employment Services Transformation** - As of March 1<sup>st</sup>, we are officially live with EST and the Integrated Employment Supports model (IES). Employment Assistance for Social Assistance recipients is now the responsibility of Employment Ontario, overseen by our Service System Manager for the Northeast, College Boreal. The focus of our work is on life stabilization and providing Person-Centered supports in the areas of:

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

We have been working closely with Boreal and our EO partners in the district to mitigate impacts on clients, through a revised Participation Benefits pamphlet (formerly Employment Related Expenses) and other processes. We were also busy training staff on the Common Assessment and Action Plan as now referral ready individuals are referred through SAMS to EO.

Integrated System Navigators have been having a presence on a weekly scheduled basis at our local EO offices to meet with clients, case conference with EO and support local needs.

We have also updated our info video for new clients to OW. The video highlights the range of Person-Centered Supports that are offered to participants in our program.

Communication of these changes was sent out to all DSSAB staff and our community partners.

**Centralized Intake Expansion –Ontario Works Intake Unit (OWIU)** – Our busy period in Ontario Works continued as we officially went live with Centralized Intake Expansion on January 27<sup>th</sup>. All new OW applications will be processed and granted by the province's Ontario Works Intake Unit. Local offices are able to support clients to complete applications online or over the phone, and able to issue emergency assistance, should there be urgency. We continue to work with MCCSS and OWIU to address challenges staff and clients face while we adapt to the new processes. Communication of these changes was sent out to all DSSAB staff and our community partners.

**Clark Tech Table** - The Program Lead in the Parry Sound office attended and presented at Clark Communications Virtual Tech Table to discuss the innovative work we are doing with our FIIT tool with the By Name List and Encampment Tracking tool. The tools garnered much interest from our other DSSAB/CMSM partners that use the Clark tool that attended the table.

**Court Support Training** - In partnership with Esprit, several ISN staff participated in Court Support Training on March 4<sup>th</sup> and 5<sup>th</sup>. Our ISN's provide transitional housing support to Esprit residents.

**OMSSA Sector Leads** - The Director of Income Support & Stability has attended the OMSSA Sector Leads meetings for Social Assistance and Homelessness.

**Job Fair** - The YMCA of Simcoe-Muskoka hosted a Job Fair on March 6<sup>th</sup>. Staff attended to support mutual clients and our partners at the Y.



## Income Support & Stability Divisional Update –Cont’d...

### **Making the Shift-International Conference on Youth Homelessness Prevention**

From February 24<sup>th</sup> to the 26<sup>th</sup>, the Director of Income Support & Stability attended the International Conference on Youth Homelessness Prevention in Toronto. The conference had great plenaries on the transitions from the Child Welfare system and youth homelessness (especially for indigenous youth), and inspiring stories of survival and other best practices from all around the world.



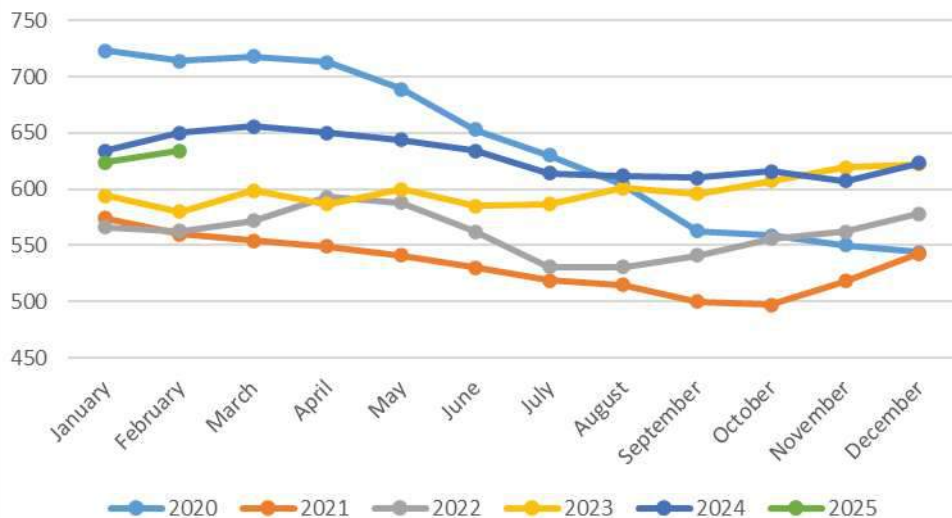
**Tax Clinics** -On March 20<sup>th</sup> at our Beechwood Office and March 21<sup>st</sup> at Employment North in South River, we hosted the Sudbury Community Service Centre for Income Tax Clinics. Both clinics were well attended, and staff reported the lobby was busy all day with people in and out.

**DART (Domestic Abuse Review Team)**-Members of the Income Support & Stability team attended the DART conference on March 20<sup>th</sup> and 21<sup>st</sup> put on by the Muskoka DART with support of the Parry Sound Violence Against Women Coordinating Committee (VAWCC).

**Mental Health Program** -With the retirement of our Registered Social Worker (RSW) in the Parry Sound office, we have extended our service agreement with the Community Counselling Centre of Nipissing to provide mental health supports and referrals for psychological assessments to cover the entire district. The program has had great success in supporting individuals move towards ODSP and increase the supports available.

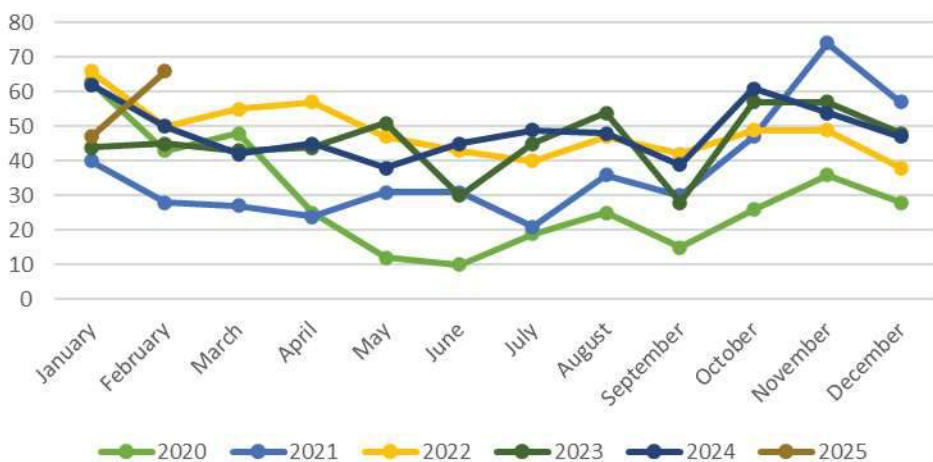


Ontario Works Caseload-February 2025



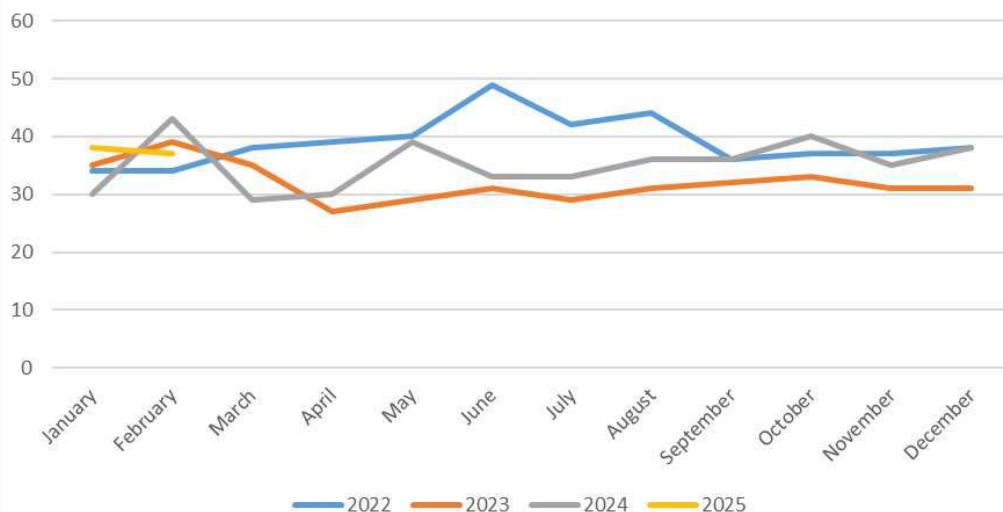
**Ontario Works Intake -  
Social Assistance Digital  
Application (SADA) &  
Local Office  
Ontario Works  
Applications Received**

Ontario Works Applications Received



**ODSP Participants in  
Ontario Works  
Employment  
Assistance**

ODSP Person Centered Supports-February 2025



The OW Caseload rose only slightly at **634** cases. We are providing **37** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **66** applications were received through the province's Ontario Works Intake Unit (OWIU).

## Employment Services Transformation & Performance Outcomes

On March 1<sup>st</sup>, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are now responsible for providing Person Centered Supports to SA Recipients in 4 key areas;

- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

With this change, we have new Performance Outcomes that will be reported on monthly going forward.

\*\*\*Please note that some data will be blank until it is officially captured after March 1<sup>st</sup>, 2025

### % with an Action Plan created

Percentage of OW + NDA Members with mandatory participation requirements...



Target 100%

Referrals to EO

Percentage of OW + NDA Members with mandatory participation requirements...

Target 32%  
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

% Exiting to Employment

Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-...



Target 22%  
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

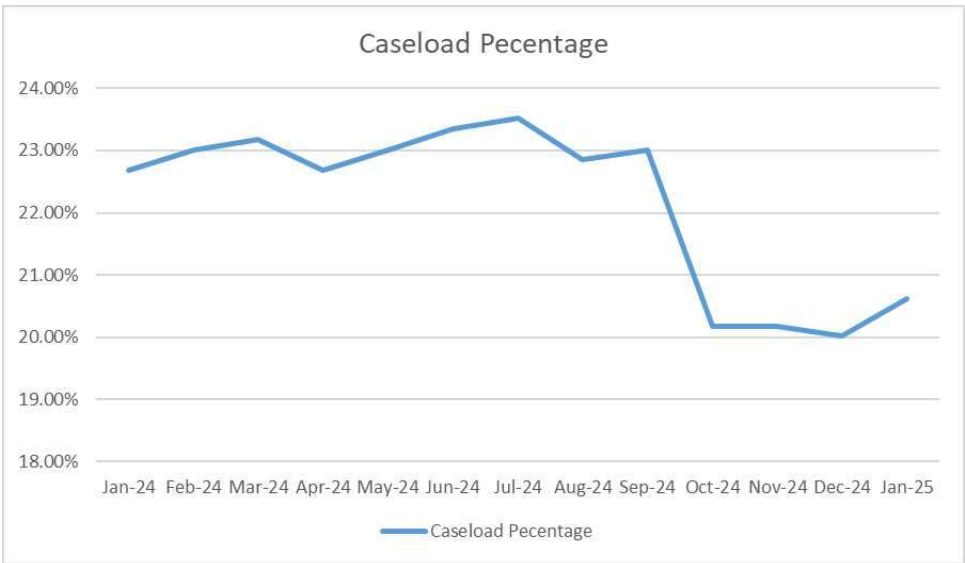
% of OW Cases Exit the Program and Return within One Year

Percentage of Ontario Works cases who exit the program and return within one...

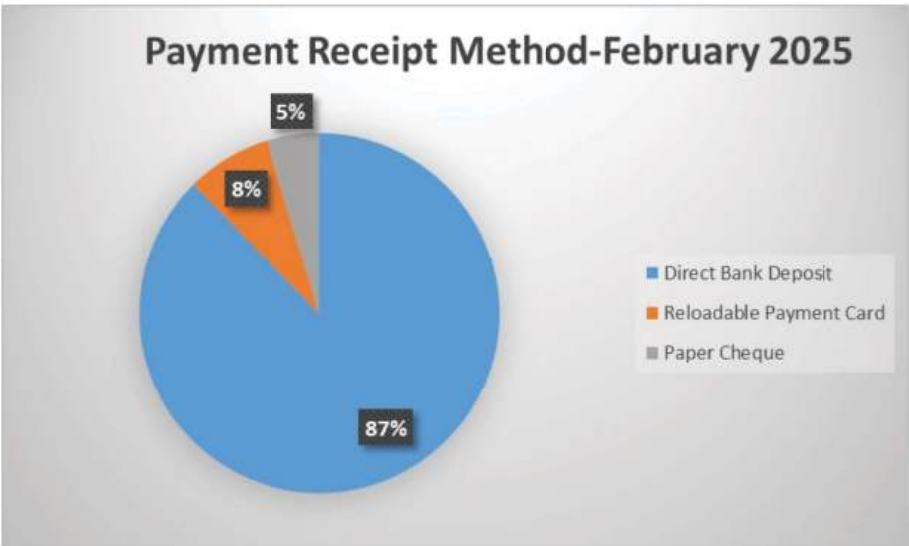


Target 35%

My Benefits  
Enrollment 2025



DBD Enrollment

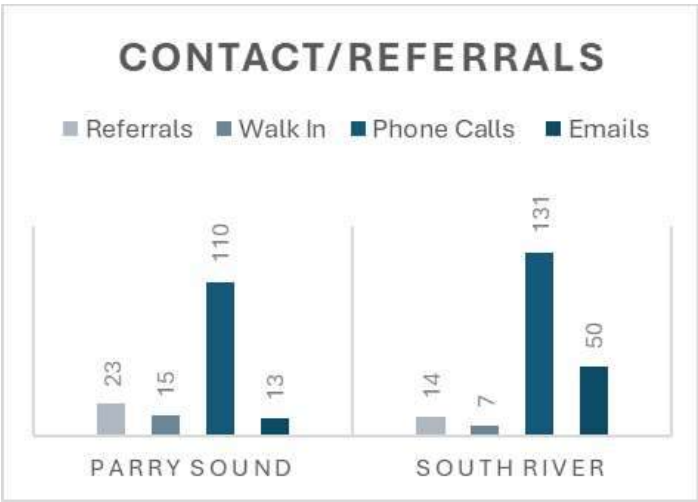


Income Support & Stability Update

Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

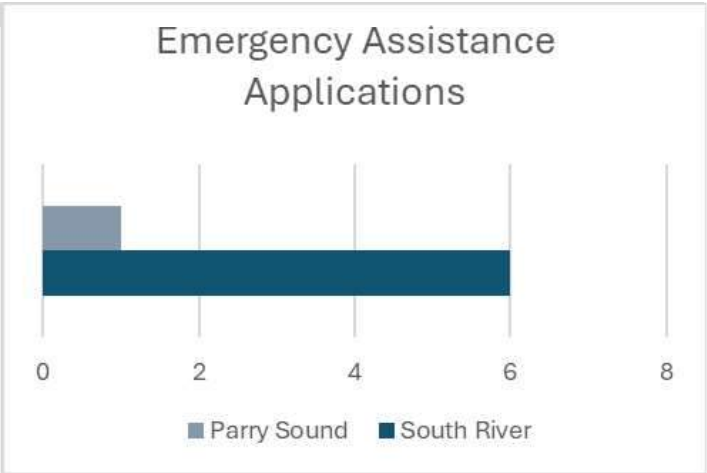
Contact / Referrals – January

The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.



Emergency Assistance Applications  
January 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

January 2025	East	West	YTD
Homeless	0	4	4
At Risk	1	3	4
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
January	12	12

## Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)

January 2025 Income Source	Total	HPP
Senior	1	\$136.98
ODSP	17	\$14,987.17
Ontario Works	12	\$9,882.60
Low Income	1	\$1,474.65
Total		\$26,481.40

January 2025 Reason for Issue	Total
Rental Arrears	\$8,051.90
Utilities/Firewood	\$4,402.40
Transportation	\$350.00
Food/Household/Misc.	\$13,229.62
Emergency Housing	\$447.48
Total	\$26,481.40

### **By-Name List Data**

**September 1, 2021– January 31, 2025**

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.



We currently have 67 active individuals on our By Name List as of February 28<sup>th</sup>, 2025.

We have housed nearly 61% of all individuals on the BNL.

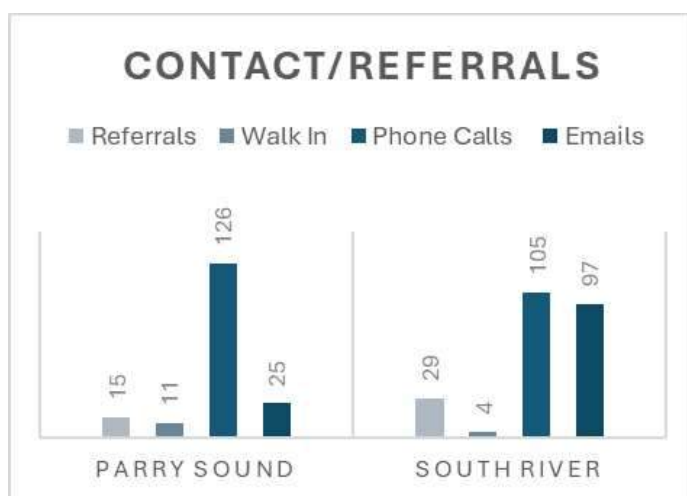


## Income Support & Stability Update

Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

### Contact / Referrals – February

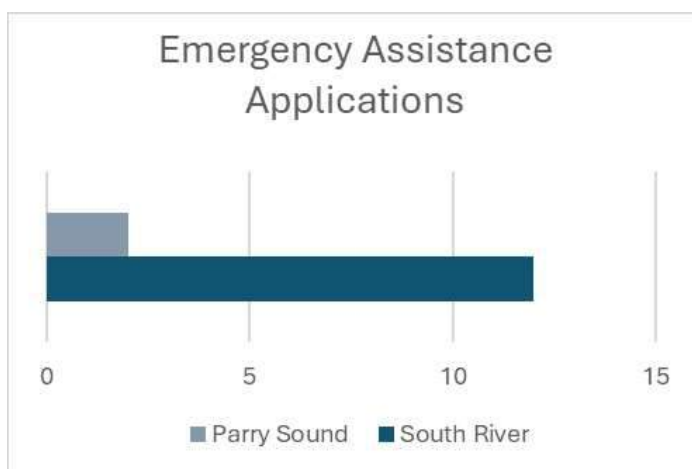
The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.



### Emergency Assistance Applications

#### February 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



### Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

February 2025	East	West	YTD
Homeless	2	1	7
At Risk	0	13	17
<b>Program Total</b> (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

### Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
February	13	16



## Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)

February 2025 Income Source	Total	HPP
Senior	1	\$1,000.00
ODSP	7	\$5,081.93
Ontario Works	15	\$14,014.92
Low Income	4	\$3,939.80
Total		\$24,036.65

February 2025 Reason for Issue	Total
Rental Arrears	\$18,823.00
Utilities/Firewood	\$2,085.07
Transportation	
Food/Household/Misc.	\$3,128.58
Emergency Housing	
Total	\$24,036.65

### **By-Name List Data**

**September 1, 2021– February 28, 2025**

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.





## Housing Programs

### Social Housing Centralized Waitlist Report January 2025

	East Parry Sound	West Parry Sound	Total
Seniors	49	139	188
Families	139	463	602
Individuals	489	155	644
Total	677	757	1434
Total Waitlist Unduplicated			404



### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8		2	3	
Mar	7		3	3		Mar					
Apr	10	1	7			Apr					
May	4	1	5	1		May					
June	1		15	3		June					
July	9	1	19			July					
Aug	9	1	21			Aug					
Sept	6		16	2		Sept					
Oct	6		9	4		Oct					
Nov	10	1	17	3		Nov					
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	17	0	2	5	0

SPP = Special Priority Applicant

## Housing Programs Update

Housing Programs submitted the last of the COHB (Canada Ontario Housing Benefit) applications this quarter; therefore, all allocated funding for our district has been utilized. The Housing Program's team was able to assist 26 households in obtaining this funding, which helps pay a portion of rental costs each month. We are hoping for another round funding to open soon, as we have inquiries daily for this benefit.

We were pleased to enter into a new service agreement with Golden Sunshine Municipal Non-Profit Housing Corporation this quarter. This agreement will provide support to Golden Sunshine for 10 years and allow them to continue providing Rent Geared to Income units in our district. This is the first agreement in our service area under the new framework that the Ministry of Municipal Affairs and Housing has recently put in place.

Some of our team completed a course through Housing Service Corporation about end of mortgages and operating agreements. This course provided knowledge on navigating conversations with housing providers about the end of their mortgages and existing agreements and entering into negotiations for new service agreements.

We will be starting the footwork for the Housing and Homelessness Plan update that is required by the ministry each year. This update is based on our previous 10 and 5 year plans, and will include information from our housing related departments, as well as from partners that we assist in our communities.

Two members of the team were able to attend a virtual Special Priority Program (SPP) Information session held by the Ministry of Municipal Affairs and Housing (MMAH) in January. This session was a follow up to the SPP guide that was released in 2024 and allowed for questions and answers from service areas across the province, as well as training on human trafficking, as we are all seeing a rise in these numbers. We hope to have an opportunity for more conversation about the SPP guide at the upcoming SHCANO (Social Housing Coordinated Access Network of Ontario) training.

We continue to work on discharging Ontario Renovates loan that have fulfilled their terms. This program assisted eligible homeowners to complete much needed repairs; providing them with a 10-year loan and allowed them to remain in their homes. We saw 10 loans fulfill their 10-year term in 2024, bringing us to a total of 27 completed loans.

In the month of February, we saw eight new approved applications to the centralized waitlist. There were two applications cancelled; one applicant was deceased, and the other was removed as they have found other affordable housing. We saw three applicants housed from the waitlist.



## Parry Sound District Housing Corporation

### January/February 2025

#### Activity for Tenant and Maintenance Services

	January	February	YTD
<b>Move outs</b>	1	2	3
<b>Move in</b> (Centralized Waitlist along with Internal transfers)	2	3	5
<b>L1/L2 hearings</b>	0	2	2
<b>N4</b> - Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	3	0	3
<b>N5</b> - Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	4	0	4
<b>N6</b> - Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0	0
<b>N7</b> - Filed with the LTB – notice of eviction for willful damage to unit	0	0	0
<b>Repayment agreements</b> (new) (Formal & informal)	4	6	7
<b>No Trespass Order</b>	0	0	0
<b>Tenant Home Visits</b>	31	27	58
<b>Mediation/Negotiation/Referrals</b>	14	20	34
<b>Tenant Engagements/Education</b>	0	2	2

## Update from Tenant Services

The start of the year has brought on some planning for the Tenant Services team. We have been busy organizing our year with regard to tenant educational opportunities, providing support to tenants during maintenance inspections, as well as cleanliness inspections on a regular basis with some of our family homes in need of support.

So far, we are doing a series of chair yoga at our Belvedere building, spring seed planting at all buildings, a summer BBQ and fire safety educational for all buildings as well as family units, and then our fall/winter crafts and wellness series of educational sessions. This will be approximately 21 educational events for tenants throughout the district this year.

Tenant Services have planned out and distributed the 1<sup>st</sup> quarter newsletter for tenants. Through this newsletter information is shared with tenants about proper garbage disposal, raised garden bed care, proper cat litter disposal, animal pee pad use, “Be Bear Wise and Prevent Bear Encounters” information (provided by the Ontario Government), and upcoming events.



## Update from Capital & Maintenance

In January the Housing Operations Department welcomed a new Supervisor of Maintenance to the team. This position will over see the day-to-day maintenance of all Parry Sound District Housing stock, The Meadowview- NOAH, as well as the DSSAB owned facilities. Also, in January we filled a vacant Community Relations Worker position in Maintenance. This position is situation out of the South River Office.

There were two families displaced from their home during this quarter, as extensive repairs were required: specifically, the abatement of asbestos, along with mould remediation. Both families are on track in returning to their newly renovated home April 1<sup>st</sup>, 2025. This winter has been relentless with the amount of snow and ice build up. The Maintenance and Capital teams have been watchful, and responsive to several ice-damming situations with the potential for leakage.

In the Capital program, staff have been busy finishing up some major projects. Esprit Place renovation wrapped up in March. Also in March, the completion of the 6-story window replacement project wrapped up successfully. The Capital program, with the support of Housing Services Corporation, continues to seek out the best possible option for a deteriorating load-barring retaining wall that is failing. An engineer is currently pulling together specs for a tender package. Funding was secured with the Canada-Ontario Community Housing Initiative for a portion of the expense. This will be a large capital project as the retaining wall is tied into the entrance stairs, walkways, and has 5 parking spots on top. This project requires a completion date of December 2025.

Priorities for the 2025 capital plan will be determined by April.

## Property Maintenance

### January 2025

Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	5	1 Affordable/4 Market Units available
After Hours Calls	12	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	92	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	88	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	
Incident reports	0	

## Property Maintenance

### February 2025

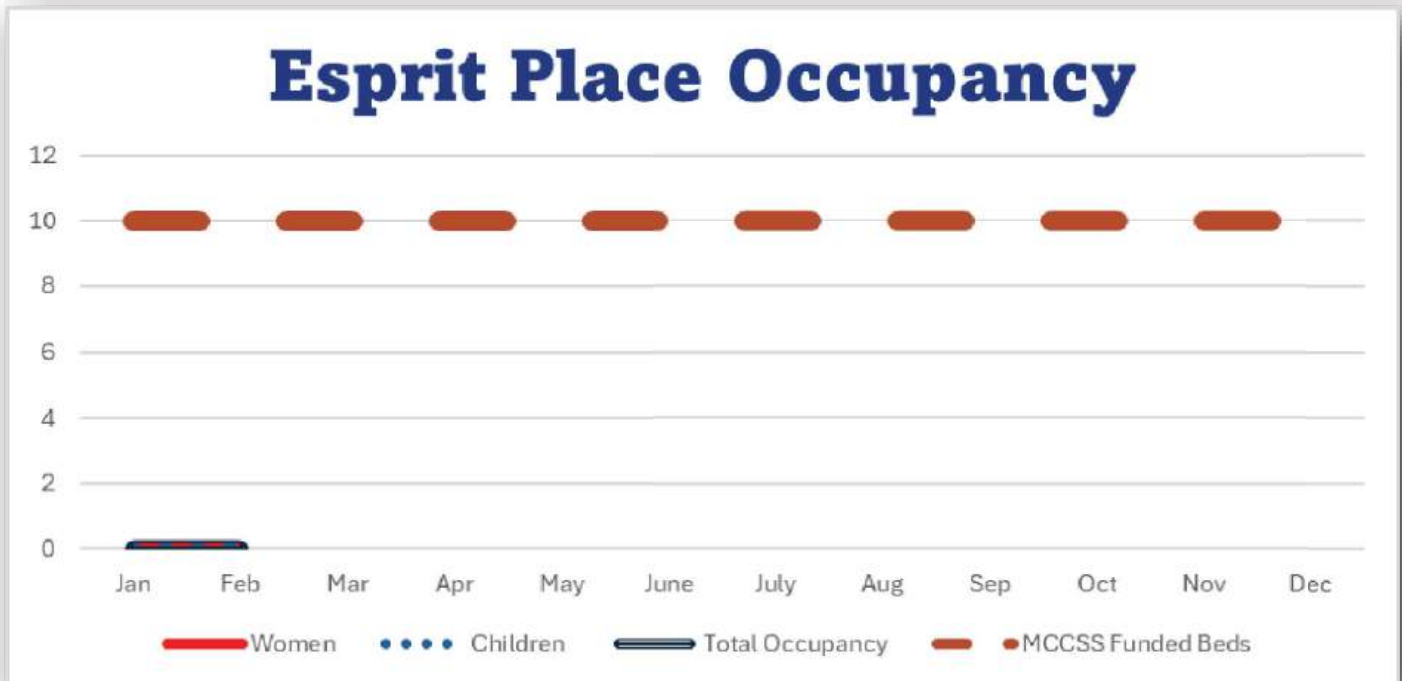
Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	1 Affordable/4 Market Units available
After Hours Calls	13	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	63	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	335	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	**Scheduled for April 2025**
Incident reports	0	

## Esprit Place Family Resource Centre Update



On March 8<sup>th</sup>, 2025, Esprit Place reopened its doors to serve women and children fleeing gender-based violence. We are thrilled to be able to share our newly renovated space with families who so desperately need the services and support that we offer. All of our programs, including our residential program, outreach program, Children's Voices program, and transitional housing program are now operating fully. We have a full staffing compliment and are supported by IS&S staff to deliver transitional housing supports.

As we enter a new period in Esprit Place history, we will be changing the way we report activities to more accurately reflect the services we provide. Our new stats will include a clearer representation of the occupancy of the shelter, including the number of women and dependents who stay, and how often we exceed our funded occupancy of 10 beds. The chart below is an example of the data we will providing moving forward. You will note that we had zero occupancy January and February as we did not reopen until March. We provided residential support to 7 women and 2 children during the month of March which you will see reflected in the next reporting period, along with stats for our Children's Voices Program.



## Social Media

### Facebook Stats

<b>District of Parry Sound Social Services Administration Board</b>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Page Followers	671	677	682	698	713	721
Post Reach this Period (# of people who saw post)	2332	3032	2421	5003	4923	7739
Post Engagement this Period (# of reactions, comments, shares)	365	257	59	666	697	788

<b>Esprit Place Family Resource Centre</b>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Page Followers	199	209	214	214	217	220
Post Reach this Period (# of people who saw post)	124	3103	3304	608	998	1214
Post Engagement this Period (# of reactions, comments, shares)	11	151	119	12	65	94

<b>DSSAB LinkedIN Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Followers	492	501	503	515	519	525
Search Appearances (in last 7 days)	64	10	52	40	72	131
Total Page Views	69	55	50	32	46	34
Post Impressions	154	1800	1416	2342	1030	632
Total Unique Visitors	38	23	14	18	22	19

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>OCT 2024</b>	<b>NOV 2024</b>	<b>DEC 2024</b>	<b>JAN 2025</b>	<b>FEB 2025</b>	<b>MAR 2025</b>
Total Followers	93	97	97	99	101	103
# of accumulated posts	37	53	59	61	63	64





## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> April 3 <sup>rd</sup> , 2025	<b>PROGRAM:</b> Finance
<b>MEETING DATE:</b> April 10 <sup>th</sup> , 2025	<b>REPORT NO:</b> 9.1
<b>PREPARED BY:</b> Sylvia Roy – Director of Finance	<b>PRESENTED BY:</b> Sylvia Roy – Director of Finance
<b>SUBJECT:</b> Non-Profit Organization for Almaguin Housing Inc. (NOAH) - Loan Renewal	

### **Introduction:**

This report is for information purposes only. The intention of this report is to update the Board on the new rate and term for the TD Commercial loan on the NOAH property.

### **Background:**

The main objective of NOAH is to provide residential accommodation to families in the Almaguin area. It is a 50-unit complex in Powassan consisting of 25 market units and 25 affordable units.

The long-term debt for NOAH is a loan that is secured by a general security agreement, a limited \$11,000,000 corporate guarantee of advances executed by the District of Parry Sound Social Services Administration Board, a First charge on property located at 20 Ontario Street, Sundridge, Ontario, a First charge on property located at a Municipal address not yet assigned, a general assignment of rents and leases, borrowing resolution of \$11,000,000 issued by the District of Parry Sound Social Services Administration Board, and an assignment of fire insurance.

On March 28, 2022, the loan was converted to a TD Commercial fixed rate loan at 3.036% for 3 years, maturing March 28, 2025. The \$8,000,000 loan is amortized over 35 years. It is repayable in monthly instalments of \$31,337 principal and interest.

### **Comments:**

At the time of the loan renewal, the loan principal amount was \$7,739,917. Our Senior Relationship Manager at TD Commercial banking stated that commercial loan rates fluctuate daily, and he would provide us rates on March 28th, 2025 to select along with a term. It is much different from a residential loan/mortgage where they give you a rate for 30 days etc. to choose from.

The rates presented to the CAO and Director of Finance are in the table below:

As at 20250328	
Terms	All in Customer Rate (%)
6 mos	4.015
1 year	3.888
2 year	3.841
3 year	3.969
4 year	4.087
5 year	4.133

When analyzing the rates/terms that would best suit NOAH, both geopolitical and macroeconomic conditions were considered as well as what NOAH budgeted for in 2025.

The proposed tariffs create complex challenges for the Bank of Canada's monetary policy. Typically, the bank adjusts interest rates to maintain a target inflation. It lowers interest rates when inflation falls below target to stimulate demand and raises interest rates when inflation exceeds targets. Tariffs would likely have a net disinflationary effect, potentially leading to lower policy rates. However, if the government intervenes and bails out workers and industries through increased borrowing and spending, the overall effect could become inflationary.

The rate chosen by the CAO and Director of Finance was a 3-year term at 3.969%. A 3-year term doesn't require a long-term commitment, which allows for more flexibility in operations. The rate is lower than the 4- and 5-year terms. It allows for some stability in the next few years until the geopolitical issues can be more well known.

#### **Financial Considerations:**

The TD Commercial loan interest paid in 2024 was \$239,139. For the 2025 budget I projected an annual interest amount of \$299,611. For January to March the rate used was the current rate of 3.036% and for April to December the projected interest rate used was 4.25%.

The rate of 3.969% for a three-year term results in an annual interest amount of \$285,628. A savings of \$13,983 is anticipated for 2025.

#### **Strategic Initiatives:**

This loan renewal is a procedural process that is not directly linked to a high-level strategic goal. It is for information purposes to the Board on regular operations.

#### **Legislative/Risk Analysis:**

The Canada-Ontario Community Housing Initiative (COCHI) and the Ontario Priorities Housing Initiative (OPHI) provided forgivable loans in the amount of \$1,575,130. Both loans have been recorded as grants received as the forgivable portion of loans is required to be recorded as income. However, if the requirements of the loans are not met, the loans could become repayable. The requirement is to keep 25 rental units affordable units for a specified period of time.

A risk associated with this decision is market fluctuations in interest rates. This risk is being managed with our reserve contributions and investment policy. If the rates go up extremely high after 3 years so too will the DSSAB's interest rate on investments and those funds could be used to pay off part of the loan to make it affordable for NOAH.

**Recommendation/Conclusion:**

For information purposes only.



## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> March 26, 2025	<b>PROGRAM:</b> Housing Operations, & Service Management
<b>MEETING DATE:</b> April 10, 2025	<b>REPORT NO:</b> 9.2
<b>PREPARED BY:</b> Sharon Davis, Director of Housing Operations & Service Management	<b>PRESENTED BY:</b> Tammy MacKenzie, Chief Administrative Officer
<b>SUBJECT:</b> Esprit Place Renovation	

### **INTRODUCTION:**

The intention of this report is to provide the Board of Directors with a summary of the Esprit Place Renovation Capital Project, as directed by the Board as per staff request:

*“THAT the - Board direct staff to award the tender for the extensive renovations to WSMorgan Construction in the amount of \$1,159,380.00 inclusive of HST, and to carry 10% contingency in the amount of \$115,938. For a total amount of \$1,275,318”.*

RESOLUTION: APPROVED April 11<sup>th</sup>, 2024

### **SCOPE OF WORK:**

Kitchen area updated to include an opening to allow more space; structure repairs required as per Building Code where required as per renovation, to include the HVAC system, and electrical panel; installation of a fire panel; update interior doors, security systems, and washrooms; repair ramp and provide proper drainage on the exterior; removal of exterior sagging canopy in courtyard; brick restoration, new painting, and flooring throughout

### **COMMENTS:**

#### **Project Overview**

The Esprit Reno project has reached completion, with the final outstanding task being the review of submitted Operations & Maintenance (O&M) manuals by Bertrand Wheeler. The project directly hired Bertrand Wheeler due to their prior involvement in a larger renovation within the same building, with the expectation of saving time and costs.

#### **Tender and Addenda**

- Design Phase: No addenda issued.
- Construction Phase: One addendum issued.

#### **Project Manager – Housing Services Corporation (HSC)**

- Original Fee Proposal: \$29,590.00 + HST
- Final Fee: \$29,590.00 + HST

Consultant – Bertrand Wheeler Architecture Inc.

- Original Fee Proposal: \$65,500.00
- Change Orders: 9 change orders for mileage and building department revisions totaling \$13,240.00
- Final Fee: \$78,740.00

Contractor – WS Morgan Construction

- Original Tender Submitted Price: \$1,026,000.00 (plus HST)
- Change Orders: 27 in total for various adjustments, amounting to \$95,982.12
- Total Construction Cost at Completion: \$1,121,982.12

Project Timeline

- Original Construction Tender Completion Date: November 29, 2024
- Substantial Performance & Occupancy Achieved: December 18, 2024
- Final Completion: March 10, 2025
- Pending: Review of O&M manuals by Bertrand Wheeler

### **FINANCIAL CONSIDERATIONS:**

Total cost of construction project: **\$1,230,312.12**

**Funding received:** Social Services Relief Fund Phase 4 & 5 - \$1,566,500.00

(Funding also expensed for furnishings, storage, alternative accommodation, security camera system, along with the initial exploration not within the scope of work for this report)

### **STRATEGIC INITIATIVES:**

The project has the potential to help the PSDSSAB achieve its high-level strategic goal of:

- *Effective Infrastructure Renewal*

### **CONCLUSION:**

The Esprit Reno project has been successfully completed, with only the final review of O&M manuals remaining. The project remained within reasonable cost adjustments and timeline extensions, ensuring successful delivery and occupancy within acceptable parameters.



## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> March 26, 2025	<b>PROGRAM:</b> Housing Operations, & Service Management
<b>MEETING DATE:</b> April 10, 2025	<b>REPORT NO:</b> 9.3
<b>PREPARED BY:</b> Sharon Davis, Director of Housing Operations & Service Management	<b>PRESENTED BY:</b> Tammy MacKenzie, Chief Administrative Officer
<b>SUBJECT:</b> Window Replacement Capital Project	

### **INTRODUCTION:**

The intention of this report is to provide the Board of Directors a summary of the Window Replacement Capital Project completed at 22A Belvedere Ave, Parry Sound, Ontario, as directed by the Board as per staff request:

*“THAT the Board direct staff to award the tender for replacement of windows, screens and metal doors to 22A Belvedere Ave, Sunset Court, Parry Sound, ON to Design Roofing/Northern Glass & Metal in the amount of \$995,000.00 plus additional pricing \$217,000.00 for a total of \$1,212,000.00 (plus HST).”*

RESOLUTION: APPROVED MAY 9<sup>TH</sup>, 2024

### **BACKGROUND SCOPE OF WORK COMPLETED:**

The facility is a 6-storey apartment complex. The exterior vinyl windows within the units and exit stairs were replaced in 1997, making them approximately 26 years old and in fair to poor condition as reported by the Architect. The ground floor common areas and front entrance aluminum windows appeared to be original to the building and were in fair to poor condition as reported by the Architect. The exterior doors varied between 25 to 45 years in age and was noted to be in fair to poor condition by the Architect. As reported by the Architect, all windows and doors had reached the end of their life expectancy. Windows were replaced with double pane aluminum, increasing the life expectancy of all windows to 40-50 years, along with increasing energy efficiency. Store front common area windows, and exterior doors were replaced. Replacement of all interior and exterior sills was completed, as they were in poor condition. It was recommended to combine all scopes and replace ground floor aluminum windows and exterior doors now, saving on high energy costs and significantly increased replacements costs in the near future due to having already reached their life expectancy.

### **COMMENTS:**

The project is substantially complete, with the exception of some painting. Deficiencies were addressed during the week of March 17<sup>th</sup> to 21<sup>st</sup>, 2025. The contractor is required to formally respond with photos

documenting rectified deficiencies. The contractor will return in the spring to paint exterior doors once the temperature is suitable.

#### Tender and Addenda

- Consultant Tender Phase: One addendum issued.
- Construction Tender Phase: Two addenda issued.

#### Project Manager – Housing Services Corporation (HSC):

- Original Fee Proposal: \$23,740.00
- Final Fee: \$23,740.00

#### Consultant - Mitchel Jensen Architects:

- Original Fee Proposal: \$24,503.00
- Change Order 1: Additional cost for chairing meetings – \$945.00
- Final Fee: \$25,448.00

#### Contractor - Designed Roofing:

- Original Tender Submitted Price: \$1,212,000.00
- Change Orders: No change orders to date; however, one may be issued for rectifying damage to the half wall at the entrance door.

#### Project Timeline:

- Original Completion Date (per bid documents): August 1st, 2024, however due to supply delays the date was amended as per contract to November 2024. Shipment was incorrect therefore a final completion date was moved to February 2025.
- Actual Completion Date: End of February 2025 / Ongoing due to final exterior painting.
- Reason for Delay: Glazing units were back ordered and delivered in incorrect sizes.

#### **FINANCIAL CONSIDERATIONS:**

##### **Project total cost: \$1,261,188.00**

Blanket funding received to cover capital and maintenance repairs within the Parry Sound District Housing Corporation portfolio from Canada Mortgage Housing Corporation, National Housing Co-investment Fund Contribution, in the amount of \$378,356.40. (cost share 30% of the total project)

Funding received from Ministry of Municipal Affairs and Housing, Ontario Priorities Housing Initiative in the amount of \$190,195.00

Capital Funding Reserves: \$692,626.60

#### **STRATEGIC INITIATIVES:**

The project has the potential to help the PSDSSAB achieve its high-level strategic goal of:

- *Effective Infrastructure Renewal*

#### **CONCLUSION:**

The Belvedere Window project is nearing full completion, with only minor outstanding work remaining. The main contractor has effectively managed deficiencies, and pending tasks will be addressed as

weather conditions permit. Continuous coordination with all stakeholders will ensure the final aspects of the project are completed efficiently and in compliance with the original scope and quality expectations.





## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> April 1, 2025	<b>PROGRAM:</b> Income Support & Stability
<b>MEETING DATE:</b> April 10, 2025	<b>REPORT NO:</b> 9.4
<b>PREPARED BY:</b> Jeff Degagne, Director of Income Support & Stability	<b>PRESENTED BY:</b> Tammy MacKenzie, Chief Administrative Officer
<b>SUBJECT:</b> Encampment Response Plan	

### **Introduction:**

To provide an overview on our partnership with the Canadian Alliance to End Homelessness and OrgCode to develop an Encampment Response Plan for the district.

### **Background:**

In November 2024, we engaged with the Canadian Alliance to End Homelessness (CAEH) and OrgCode Consulting around their initiative to provide encampment response assistance to municipalities and DSSAB's across the province and the country. Our goal is to be able to provide a proactive, standardized action and rights-based response across the district to support those in encampments that may be sleeping in tents, trailers or other structures on public or private land.

### **Comments:**

The province does not have a standardized definition for an encampment. The type of encampments we see throughout the district is much different than those of more urban centres. At any point in time, we have at least 5 **known** individuals or groups sleeping in tents, trailers or other structures on public or private property throughout the district. Our Integrated System Navigators (ISN) track these encampments in our FIIT tool and add known consenting individuals to our By Name List. As the homelessness crisis grows in the province and across country, we anticipate our communities will not be immune from this.

Additionally, in July 2024, we integrated our OW Case Workers and Homelessness Community Relation Workers into Integrated System Navigators (ISN) to support individuals and families throughout their social services journey, from homelessness to employment, by coordinating and linking individuals to person-centered supports that lead to self-sustainability. We have and continue to provide training to staff that support the homelessness/street outreach aspect of the work to increase the capacity and skills of our ISN's.

### **Encampment Response Plan Development:**

With a commitment to continuous improvement to meet the needs of community members specifically related to encampment responses, we have partnered with OrgCode Consulting Inc (through the Canadian Alliance for Ending Homelessness). to recognize (and celebrate) the important work happening within the district, while also identifying opportunities to enhance supports and housing stability outcomes for individuals currently living in encampments within the District.

OrgCode Consulting is providing assistance to the DSSAB in 2 main areas:

1. Create an action-oriented Encampment Response Plan. This will be developed through data analysis, engagement, policy development, mentorship/coaching and a communication and education component for local businesses, community members and other stakeholders.
2. Providing training to our staff on street outreach best practices, the relationship between outreach and Housing First principles and how to apply a trauma-informed approach to outreach.

Assistance is expected to be provided over 20 weeks.

Additionally, during the week of April 15th-17th, 2 OrgCode team members will be spending time with our staff and travelling throughout the district to observe how encampments differ from community to community. They will be learning about our operations, how we engage with individuals and community partners and responding to any questions or scenarios that may create challenges as you deliver service to individuals in encampments.

OrgCode would also like the opportunity to hear from municipal leaders to understand how encampments are affecting, presenting, or creating different challenges for each municipality. This insight will be incredibly valuable to OrgCode as they create the Encampment Response Plan for the District of Parry Sound. We have invited our 22 municipalities to participate in this engagement over the 3 days noted above, or through other means such as a survey or a virtual meeting in the weeks following the visit.

#### **Financial Considerations:**

This project will be funded through the HPP budget and was planned for in the 2025 budget submission.

#### **Strategic Initiatives:**

The project has the potential to help the PSDSSAB achieve its high-level strategic goal of:

- **Modernize Service System Planning-** we will be on the leading edge of best practices for encampment response. It will also allow us to develop policies and processes for encampment tracking in FIIT to assist in planning and response
- **Strengthen Collaboration-** this project will allow us to strengthen our partnerships in response to homelessness and encampments
- **Holistic Approach to Human Services-** by provide a Housing First and rights-based approach to encampment response, our team can link individuals to crucial wrap-around supports

#### **Legislative/Risk Analysis:**

This project will allow us to implement safety protocols for staff visiting encampments. We will also be developing formal policies and procedures for encampment response.

#### **Recommendation/Conclusion:**

For information only.



## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> April 1, 2025	<b>PROGRAM:</b> CAO's Office
<b>MEETING DATE:</b> April 10, 2025	<b>REPORT NO:</b> 9.5
<b>PREPARED BY:</b> JJ Blower (Communications Officer) & Tammy MacKenzie (CAO)	<b>PRESENTED BY:</b> Tammy MacKenzie, Chief Administrative Officer
<b>SUBJECT:</b> Strategic Plan Update	

### **Introduction:**

To provide the Board with an annual update for the 2024 calendar year, on progress made on the 2021-2026 Strategic Plan.

### **Background:**

In October 2021, the Board passed the following resolution:

#### ***Resolution 211007***

"THAT the Board approves the DSSAB's 5-year Strategic Plan as prepared by Housing Services Corporation (HSC)."

To ensure this plan continues to guide our work, an report has been provided to the Board annually, and posted publicly on our website.

### **Comments:**

Staff continue to make good progress on the Strategic Plan, as outlined in this document. This report includes some of the highlights of the work completed towards those goals in 2024. Should the board wish to see the highlights from previous years, they can be found on our website at

[www.psdssab.org/2021-2026-strategic-plan/](http://www.psdssab.org/2021-2026-strategic-plan/).

### **Financial Considerations:**

Aside from staff time, there were no costs associated with the development of this annual report.

### **Strategic Initiatives:**

The provision of this annual report has the potential to help the PSDSSAB achieve its high-level strategic goal of: **Achieve Organizational Excellence**

### **Legislative/Risk Analysis:**

There are no requirements to provide this report annually, but the risk of not doing so is that the Strategic Plan lives on a shelf and accountability is lost. It is our commitment to continue providing these reports through the life of the current Strategic Plan.

### **Recommendation/Conclusion:**

For Information Only.

# Progress update - April 2025

## Strategic Plan 2021-2026

[CLICK HERE TO VIEW THE 2024 UPDATE](#)



### Modernize Service System Planning

#### Improve digital and electronic access to programs and services

- Successful Implementation of the District of Parry Sound Child Care Application Portal (OneHSN) which provides an easier way to find & apply for childcare
- Implementation of software for the Housing Division which has created convenience and improved efficiency for staff and improve service
- Implemented software to allow tenants to pay rent, view ledgers, and submit maintenance requests online
- Virtual wellness checks are now being offered by the EarlyON program, upon request
- Child Care Operators have been provided access to an electronic resource lending library containing resources to assist educators
- Information Technology has centralized their device management
- Additional cyber security has been implemented
- Migration to M365 Licensing



### Strengthen communications and information sharing with municipalities

#### Work together with partners to balance local priorities with operational and financial realities

- Income Support & Stability team members attend municipal locations for in-services on a regular basis
- Continued to pursue and administer successful funding opportunities with other levels of government
- Supported Clara's Place Preschool, a new CWELCC approved child care operator (26 new spaces)
- Expansion project underway with Adventure Academy (12 new spaces)
- Maintained CWELCC base-fees and utilized funding to support licensed child care programs with purchasing and staff training
- Continued building and strengthening relationships with various community partners such as CMHA, OPP, West Parry Sound Health Centre, Community Paramedicine, etc)



### Holistic Approach to Human Services

#### Continue to promote integration between internal and external program & service areas and support the implementation of a single window access to integrated human services

- Expanded our Mental Health program with Community Counselling Centre to address waitlist pressures

#### Pursue opportunities to pilot innovative programs and services that support life stabilization of residents

- Completed transitional housing duplex project. Renovation of 3 bedroom duplex to two 1-bedroom RGI units. This has led to improved outcomes based on our Housing & Homelessness Plan.
- Maximized the number of Home Child Care providers across the district.
- Expanded the EarlyON's Moms to Mums program to South River and Burk's Falls
- Offered tenant education sessions and lease workshops across the district, with a focus on improving communication
- To build engagement, the Housing team hosted two barbecue events geared to tenants living in DSSAB and non-profit housing.



### Effective Infrastructure Renewal

#### Assess all DSSAB assets; including housing, child care, and public sites

- Successful renovation of Waubeek Early Learning Child Care Centre to allow for the rental of 66B Waubeek to Clara's Place Preschool, resulting in additional child care spaces
- Installed updated technology at Esprit Place following the renovation
- Integration of new security controls for DSSAB buildings
- Provided representation of the DSSAB at the Association of Municipalities of Ontario (AMO) Knowledge Exchange on Community and Supporting Housing
- Through the sale of he vacant property in Sundridge, we recovered funds and eliminated future expenses.



### Achieve Organizational Excellence

#### Continuous improvement in administrative, governance, planning, procedures, and policies to enable the DSSAB to achieve shared strategic goals

- Successful Collective Bargaining - New contract expires Dec 31, 2027
- All directly operated child care programs were able to maintain operating capacities given staffing availability
- For efficiency, parent billing and account management for DSSAB operated child care programs is now the responsibility of the Directly Operated Child Care Division
- Reviewed and revised Home Child Care program operations based on risk factors and better aligned the provider contract and policies to reflect the status of an independent contractor

# Progress update - April 2025

## Strategic Plan 2021-2026

[CLICK HERE TO VIEW  
THE 2024 UPDATE](#)

### Modernize Service System Planning



#### Improve digital and electronic access to programs and services

- Expanded use of an electronic platform for Directly Operated child care programs to enhance parent communication, record keeping, billing, and automatic fee collection
- Developed and implemented, within our internal documentation system, a process to track the homeless population in conjunction with our By Name List.

#### Transform business practices to support more responsive delivery based on outcomes

- Transfer of responsibility for maintaining tenant ledgers and processing payments to the new electronic software
- Conducted a Value-for Money Audit on the direct delivery of child care services as per the directive from the Ministry of Education.

### Strengthen Collaboration



#### Incorporate Indigenous Truth and Reconciliation practices in the engagement, development and delivery of programs and services

- Building on the Foundations of Cultural Competency workshop completed in 2023, all DSSAB staff attended a mandatory one-day Allyship workshop in 2024.
- Inclusion Support Services expanded to include Indigenous-led child and family settings located in our First Nations communities.
- Tenant Education provided to urban native community housing (began 2024 - ongoing).
- EarlyON staff attended a language workshop at the Shawanaga First Nation Early Years Program.

### Holistic Approach to Human Services



#### Prevent and respond to homelessness and develop solutions to assist people to access housing across all levels of the housing continuum/spectrum

- Provided staff with training on 'Bridges Out of Poverty' and Transformational Case Management to support upcoming changes with the implementation of Employment Services Transformation. This training was offered to various divisions of the agency and community partners, to enhance our effectiveness in serving marginalized communities.
- Training in Trauma Informed Care was provided to the Income Support and Stability team
- Continued to support residents with rental arrears

### Effective Infrastructure Renewal



#### Develop a housing priority plan that outlines options to support core need households, including repurposing existing infrastructure and building new financially assisted housing

- Increased RGI portfolio through the renovation of 3 family units into 4 single units and two 1-bedroom units. A partnership was formed with Housing Stability for the creation of 4 supported transitional units
- Successful opening of the Transitional Program in East Parry Sound. All occupants worked intensely with their DSSAB team member to address their barriers and goals to move towards permanent housing and employment.

### Achieve Organizational Excellence



#### Build a culture of employee engagement, training, and collaboration

- Complete review and update of all Human Resources policies
- Implemented inclusive recruiting strategies
- Executed training for the Leadership Team
- Allyship training provided for all staff, as a continuation of ongoing indigenous training
- Transformational Coaching and Case Management training was conducted across the district
- Inclusion Support Services Resource Consultants completed 'Reaching In Reaching Out' train the trainer certification and were able to offer training to all district wide licensed child care staff to support inclusion
- Esprit Place and Income Support and Stability teams provided in-services for the Inclusion Support Services team in child care with the goal of sharing departmental resources and considering new ways of partnering to better support children and families



# Progress update - April 2025

## Strategic Plan 2021-2026

[CLICK HERE TO VIEW THE 2024 UPDATE](#)

### Modernize Service System Planning



#### Strengthen Collaboration



#### Holistic Approach to Human Services



#### Effective Infrastructure Renewal



#### Achieve Organizational Excellence

### Explore creative options to offer and support enhanced or expanded programs and services

- Successful operated one school age summer program and two after school programs that were well attended
- Directly Operated centre-based child care programs trained and facilitated the offering of the Seeds of Empathy program.
- Amalgamated Waubeek Early Learning Child Care Centre to one building, reducing administrative burden and increasing licensed capacity by 10 spaces
- Renewal of the Employment Placement Program, which is offered in collaboration with Employment North to offer incentives to employers to hire Ontario Works clients

### Work with community health organizations to better integrate health supports into the services we offer

- Enhanced the work and coordination with community partners to provide wrap around supports
- Continued to support the West Parry Sound Ontario Health Teams (OHT) as a Collaborative Partner with Ontario Health North
- Engaged in partnership discussions with Ontario Health North
- Signed a new Memorandum of Understanding between the DSSAB and Parry Sound District Emergency Medical Services (EMS) to continue coordination and case support in 2024-2025.

### Demonstrate progress in moving towards integrated human services planning & delivery

- Integrated the Case Worker and Homelessness Community Relations Worker positions into an integrated position called Integrated System Navigators.
- Enhanced our internal case management system with further integration of other DSSAB programs to streamline current processes
- To support Ontario Works participants under age 18, we have renewed our service agreement with the Elizabeth Fry Society of Simcoe/Muskoka to provide trustee support
- Offered free Income Tax Clinics in collaboration with Sudbury Credit Counselling to support low-income individuals with their personal tax needs.
- To effectively address our client's transportation barriers in West Parry Sound, a van was purchased by the Income Support & Stability team.

### Sustain and revitalize the community housing assets

- Completed renovation of Esprit Place
- Enhanced regular building and unit inspections improving preventative maintenance measures
- Completed the installation of new windows at Sunset Court (Belvedere)
- Completed exterior upgrades at 66 Church Street housing building
- Completed exterior upgrades at the Beechwood Admin Office including retaining wall, landscape, masonry and fencing repairs
- Continued ongoing asbestos abatement and mould remediation, as required

### Improve communications with various stakeholders and local media

- Enhanced charitable giving capacity for Esprit Place, including strengthened corporate partnerships and the development of third party fundraising event policies
- Development of a video to support overall agency wide recruitment
- Participated in delegations with Ministry representatives on behalf of the DSSAB and Northern Ontario at conferences held by the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipalities Association (ROMA), and the Northern Ontario Service Deliverers Association (NOSDA).
- Continued active participation in policy and information exchange conferences held by the Ontario Municipal Social Services Association (OMSSA)
- Continued building and strengthening relationships with local MP and MPP



## REPORT TO THE BOARD OF DIRECTORS

<b>DATE PREPARED:</b> April 2, 2025	<b>PROGRAM:</b> CAO's Office
<b>MEETING DATE:</b> April 10, 2025	<b>REPORT NO:</b> 9.6
<b>PREPARED BY:</b> JJ Blower, Communications Officer	<b>PRESENTED BY:</b> Tammy MacKenzie, Chief Administrative Officer
<b>SUBJECT:</b> 2025 NOSDA Membership & Executive	

### **Introduction:**

The Northern Ontario Service Deliverers Association is holding its 2025 Annual General Meeting at the Delta Waterfront Hotel in Sault Ste Marie June 3-5, 2025.

### **Background:**

In accordance with the by-law section 4.01 each DSSAB and the City of Greater Sudbury "shall be entitled to appoint two (2) individuals to serve as Members of the Corporation, one of whom shall be the chair of such DSSAB or its Member-Designate, and one of whom shall be a municipal councillor or an elected official from a territory without municipal organization sitting as a member of a DSSAB".

Currently, the two members representing our DSSAB are Rick Zanussi (PSDSSAB Chair) and Jerry Brandt (PSDSSAB Vice-Chair).

### **Comments:**

#### **Selection of NOSDA Members**

NOSDA has asked that our DSSAB Board select their (2) two individuals to serve as members of NOSDA.

#### **Nominations for NOSDA Executive**

In addition to the member selection, this year all three executive members being the Chair and (2) two Vice-Chairs are up for election. This means that one or both of the individuals selected to serve as members of NOSDA from the Parry Sound DSSAB may nominate themselves or be nominated by a PSDSSAB Board member for the position of Chair or Vice Chair of NOSDA.

### **Financial Considerations:**

There is no financial impact incurred by selecting two NOSDA members. Should the Board wish to nominate a member of the PSDSSAB to sit as an NOSDA Executive member, as either Chair or Vice-Chair, and should that member be elected, costs may be incurred for future meetings, conferences, etc.

### **Strategic Initiatives:**

The project has the potential to help the PSDSSAB achieve its high-level strategic goal of:

- *Strengthen Collaboration*
- *Achieve Organizational Excellence*

**Legislative/Risk Analysis:**

There are no foreseeable risks.

**Recommendation/Conclusion:**

**Member Selection**

**THAT** the Parry Sound DSSAB Board selects the following (2) two individuals to serve as members of NOSDA.

- 1)
- 2)

**Executive Member Nomination**

Should a DSSAB Board member wish to nominate one of the two member individuals for an Executive position on the NOSDA Board (Chair or Vice-Chair) that member must advise of their nomination and complete the nomination form attached.





March 6, 2025

SENT VIA E-MAIL: rick@canadiancontractingservices.com

**Mr. Rick Zanuzzi,  
Board Chair Parry Sound DSSAB  
1 Beechwood Drive  
Parry Sound ON P2A 1J2  
Dear Mr. Zanuzzi**

**RE: 2025 NOSDA Membership & Executive**

The Northern Ontario Service Deliverers Association is holding its 2025 Annual General Meeting at the Delta Waterfront Hotel in Sault Ste Marie June 3-5, 2025.

In accordance with the by-law section 4.01 each DSSAB and the City of Greater Sudbury “shall be entitled to appoint two (2) individuals to serve as Members of the Corporation, one of whom shall be the chair of such DSSAB or its Member-Designate, and one of whom shall be a municipal councillor or an elected official from a territory without municipal organization sitting as a member of a DSSAB”.

Also section 4.02 of the by-law states “each member shall serve for a term equivalent to their term of office as a member of the DSSAB that such Member serves. A Member shall cease automatically to be a Member upon the expiry or termination of their term as a member of the DSSAB that such Member serves”.

**Selection of NOSDA Members**

**We would ask the Chair and the DSSAB Board to select their (2) two individuals to serve as members of NOSDA.**

## Nominations for NOSDA Executive

In addition, this year all three executive members being the Chair and (2) two Vice-Chairs are up for election. This means that one or both of the individuals selected to serve as members of NOSDA from the Parry Sound DSSAB nominate themselves or be nominated for the position of Chair or Vice Chair of NOSDA.

Please see attached NOSDA Member Selection Form and Executive Nomination Form.

If you have any questions or require further clarification, please contact Fern Dominelli, NOSDA Executive Director at 705-665-2944 or [fern.dominelli@nosda.net](mailto:fern.dominelli@nosda.net).

Sincerely,

A handwritten signature in black ink, appearing to read "F. Dominelli".

NOSDA Executive Director

c.c. Tammy MacKenzie , CAO [tmackenzie@psdssab.org](mailto:tmackenzie@psdssab.org)



# NOSDA

## 2025 NOSDA Member Selection

The \_\_\_\_\_ selects the following (2)  
two individuals to serve as members of NOSDA.

### Member # 1

Members Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Representing: \_\_\_\_\_

### Member # 2

Members Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Representing: \_\_\_\_\_

Authorized by:

DSSAB Board Chair: \_\_\_\_\_  
Print Name Signature

Date: \_\_\_\_\_

Please return to Fern Dominelli, NOSDA Executive Director 705-665-2944

Email to: [fern.dominelli@nosda.net](mailto:fern.dominelli@nosda.net)



# NOSDA

## 2025 NOSDA Executive Nomination

I, \_\_\_\_\_ nominate \_\_\_\_\_

a NOSDA member in good standing for the position of

☐

NOSDA Chair

☐

NOSDA Vice-Chair

### Nomination

Members Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Representing: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Nominated by

Signature

Date: \_\_\_\_\_

Please return to Fern Dominelli, NOSDA Executive Director 705-665-2944

Email to: [fern.dominelli@nosda.net](mailto:fern.dominelli@nosda.net)



SPRING 2025

# NEWSLETTER

“ The beautiful spring came; and when  
nature resumes her loveliness the  
human soul is apt to revive as well ”

*Harriet Ann Jacobs*







## RAISED GARDEN BEDS

With planting season upon us, there's no better time to take advantage of raised garden beds! Gardening not only provides access to homegrown, nutritious produce but is also a great way to stay active and relieve stress. The satisfaction of watching your plants thrive and harvesting your own food makes the effort all the more rewarding. These are already available at many of our housing buildings but our family units are able to take advantage of this as well. Please contact the maintenance department regarding parameters. As the weather warms up, it's time to get those hands in the soil and enjoy the benefits of growing your own garden!



## PLANTING SEASON

**COMING  
SOON**

The Tenant Services Department is excited to host another Seed Planting Day! Stay tuned for more details and get ready to join us for a fun and rewarding experience. Keep an eye out for updates!



# SPRING



A	T	R	A	G	R	E	S	K	C	I	H	C	L	A
L	I	D	O	F	F	A	D	G	R	E	F	L	R	D
G	B	R	G	A	B	R	E	E	L	E	T	S	A	P
A	B	D	E	C	H	I	E	R	A	I	N	E	B	I
R	A	P	A	C	T	E	S	T	U	L	I	D	B	C
D	R	A	I	N	B	O	W	E	R	U	S	E	S	N
S	E	S	P	R	U	R	E	W	A	R	E	N	P	I
S	P	I	L	U	T	N	G	N	I	P	R	I	H	C
R	A	B	P	A	T	E	A	R	N	C	K	H	L	H
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W	A	R	M	Y	R	S	A	G	R	E	E	N	D	C
O	T	A	S	U	F	L	R	A	I	N	B	U	Y	D
L	R	S	N	K	L	A	D	Y	B	U	G	S	B	A
F	E	S	B	U	I	E	E	A	R	C	H	I	L	F
B	R	E	E	Z	E	S	N	D	E	G	R	A	O	F
U	T	L	A	D	S	M	O	S	S	O	L	B	R	E

BLOSSOMS  
BREEZE  
BUTTERFLIES  
CHICKS  
CHIRPING

DAFFODIL  
FLOWERS  
GARDEN  
GRASS  
GREEN

LADYBUGS  
PASTEL  
PICNIC  
RABBIT  
RAINBOW

RAINY  
SEEDS  
SUNSHINE  
TULIPS  
WARM



# GUIDELINES FOR PROPER GARBAGE DISPOSAL



## 1. Use Designated Bins:

- Please use the designated trash and recycling bins provided by the property. Ensure that you separate recyclables from non-recyclable waste according to the labels. Family units are expected to follow their local waste disposal schedule.

## 2. Bag Your Trash:

- Always place your trash in securely tied bags before disposing of it in the trash bins. This helps prevent spills and reduces odors.

## 3. Recycling:

- Be mindful of what can be recycled. Common recyclable items include paper, cardboard, glass, plastics, and metals. Avoid contaminating recycling bins with food waste.

## 4. Bulk Waste:

- For large items such as furniture, please contact Maintenance for information on proper disposal or schedule a pickup. Do not leave bulk items in common areas, near the trash bins, backyards or driveways.

## 5. Hazardous Waste:

- Items such as batteries, electronics, and chemicals should not be disposed of in regular trash bins. Please consult your local guidelines for the proper disposal of hazardous materials.

## 6. Timely Disposal:

- Dispose of your garbage regularly to avoid overflowing bins and unpleasant odors in common areas.

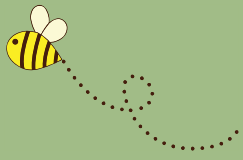


## Benefits of Proper Garbage Disposal

- **Health and Safety:** Proper disposal helps prevent pest infestations and minimizes health risks.
- **Environmental Impact:** Recycling and correct waste management reduce landfill waste and contribute to environmental sustainability.
- **Community Cleanliness:** A clean environment enhances the quality of life for all residents.







## Garbage days

Day	Town
Tues	Magnetawan/ Callander
Wed	Powassan/Sundridge
Thur	Burk's Falls
Fri	South River

For the town of Parry Sound, collection is by street. You can find that calendar online at <https://www.parrysound.ca/town-services/garbage-and-recycling/>



## Proper Cat Litter Disposal

Proper disposal of cat litter is essential to maintaining a clean and environmentally friendly living space. Incorrect disposal can lead to plumbing issues, health hazards, and environmental harm. Here are some guidelines to help you dispose of cat litter responsibly.

### Why Not to Dispose of Cat Litter Improperly

- **Garbage Shoots:** Disposing of cat litter down garbage shoots is not recommended because it can create blockages and unpleasant odors. The weight and consistency of cat litter can cause issues in the waste disposal system.
- **Loose in Garbage:** Throwing cat litter loose into the garbage can create messes and make it more difficult to manage waste. It can also attract pests and produce odors if not contained properly.

### Steps for Proper Disposal

1. **Use Biodegradable Bags:**
  - Scoop the used litter into biodegradable or compostable bags. These bags break down more easily than plastic, reducing the environmental impact.
2. **Seal the Bag:**
  - Once the litter is in the bag, tie it securely. This helps to contain odors and prevents spills.
3. **Place in a Trash Bin:**
  - Dispose of the sealed bag in an outdoor trash bin. Ensure the bin is covered to prevent animals from accessing it.
4. **Consider Composting (if applicable):**
  - Some natural cat litters, such as those made from wood, corn, or wheat, can be composted. However, only compost these types if you're sure they are free from any fecal matter, as cat feces can contain harmful pathogens.
5. **Avoid Flushing:**
  - Never flush cat litter down the toilet. Most litters are not designed to break down in water and can cause blockages in your plumbing system.

# LET'S TALK ABOUT PUPPY PEE PADS AND WHEN IT'S APPROPRIATE TO USE THEM

Puppy pee pads can be a helpful tool for training and managing your dog's bathroom needs, but they're not a long-term solution. Pee pads are great for young puppies who are still learning to control their bladder or for older dogs if they are recovering from illness or surgery, or if they experience incontinence. Pee pads should only be used as a stepping stone to transitioning your dog to going outside once they're old enough. They are also not to be used as an alternative to outdoor potty breaks as they can potentially lead to issues like damage to the property and odor problems.

- Potential for Damage:



- Pee pads, even with absorbent layers, can leak and cause stains or damage to carpets, flooring, or other surfaces.
- The constant use of pee pads can lead to a buildup of urine and odors, which can be difficult and costly to remove.

- Hygiene and Odor Concerns:

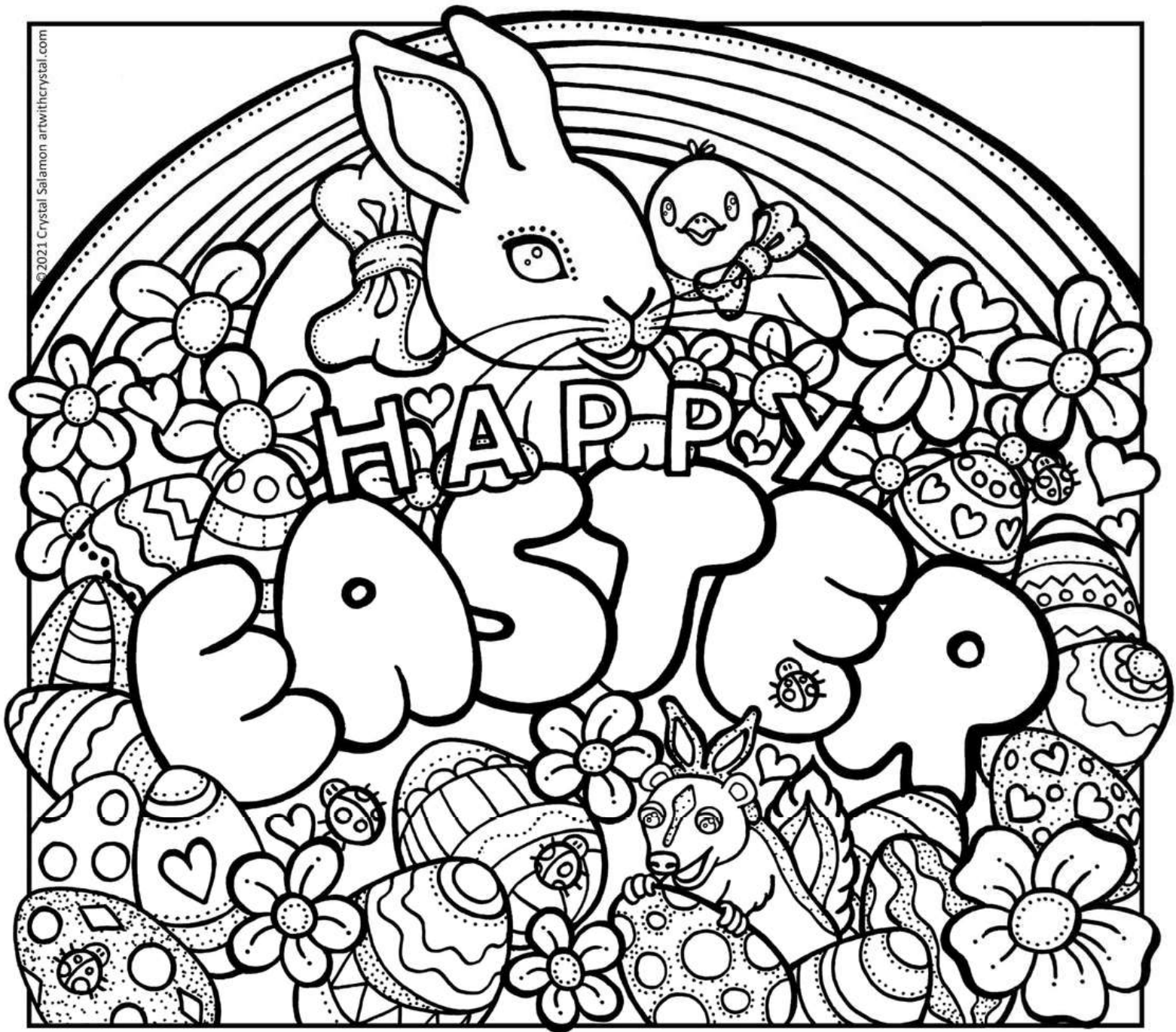
- Pee pads can become a breeding ground for bacteria and odors, especially if not properly cleaned or replaced regularly.
- The smell of urine can permeate the property, making it unpleasant for both the tenant and future renters.



Establish a daily rhythm or a predictable pattern that the dog can follow. Set specific times for meals, play, and potty breaks. Early morning, after each meal, following play sessions, and before bedtime are good moments to work their potty routine around. Like clockwork, consistency in this schedule will help the dog associate these times with going outside to potty, which will eventually reduce accidents.



# Easter Seek and Find



Can You Find and colour...

- |                                       |  |
|---------------------------------------|--|
| <input type="checkbox"/> 5 LADYBUGS   | <input type="checkbox"/> 1 EASTER BUNNY          |
| <input type="checkbox"/> 13 HEARTS    | <input type="checkbox"/> 1 SKUNK WITH BUNNY EARS |
| <input type="checkbox"/> 1 RAINBOW    | <input type="checkbox"/> 17 EASTER EGGS          |
| <input type="checkbox"/> 2 BOWS       | <input type="checkbox"/> 14 FLOWERS              |
| <input type="checkbox"/> 1 BABY CHICK |  |

## Reminders...



### Chair Yoga

Chair yoga with Ellen Koennecke will be back on April 1, 2025 and May 6, 2025 at 10:45 am in the common room. Come join us for 30 minutes of gentle movements and mindfulness.



### Smoke Alarms

Smoke alarms should never be disconnected, as they are essential for early fire detection and safety. If a smoke alarm is triggered by cooking or steam, it should be silenced using the hush button rather than removed or disabled. Disconnecting a smoke alarm puts everyone at risk and is a violation of fire safety regulations. During inspections, if a smoke alarm is found disconnected, we are required to report it to the Fire Prevention Officer (FPO), and tenants may face charges as a result.







## Be Bear Wise and Prevent Bear Encounters

The Ontario government and the Ontario Provincial Police (OPP) are reminding the public to exercise caution and prevent attracting black bears as they begin to come out of hibernation.

In Ontario, black bears wake up from hibernation between mid-March and late April. During this time of year, there is little natural food for bears, causing them to search for other food sources, including garbage and bird feed.

To keep our communities safe and bears in their natural habitat, follow these simple and effective precautions:

- Never feed or approach bears
- Store garbage in waste containers with tight-fitting lids, preferably indoors
- Wait until pickup day to put out garbage for collection
- Remove bird feeders for the spring and summer (instead you can offer birds natural alternatives such as flowers, nesting boxes or fresh water)
- Clean food residue from outdoor barbecue grills and grease traps after each use
- Keep dogs on leash and store pet food indoors
- Alert your neighbours about bear activity and share these Bear Wise tips to reduce attractants in your community

It is important to know how to handle a bear encounter, and who to call if you encounter one. The province operates a non-emergency, toll-free Bear Wise reporting line at 1-866-514-2327. The line operates from March 17 to November 30 and is available 24/7.

If a bear is posing an immediate threat by showing threatening or aggressive behaviour, remain calm and call 911 or your local police department.

# Nipissing Parry Sound Overdose Incident Report

This report will be updated and sent weekly, every Monday, to inform community organizations and first responders of overdoses and/or negative drug reactions within our community.

Overdoses or Negative Reactions Reported		Deaths Reported	Date	Number of Times 911 Called	Location	Substances Involved
Week 45: March 24 <sup>th</sup> to March 30 <sup>th</sup> , 2025	3	0	March 28 <sup>th</sup> , 2025 (2) March 29 <sup>th</sup> , 2025	3	North Bay (2) Strong	Alcohol Crystal Meth Don't Know Unknown Opioid
Week 44: March 17 <sup>th</sup> to March 23 <sup>rd</sup> , 2025	2	1	March 14 <sup>th</sup> , 2025 March 19 <sup>th</sup> , 2025	2	Nipissing First Nation Sundridge	Crystal Meth Fentanyl Prescription Opioids Unknown Opioid (2)
Week 43: March 10 <sup>th</sup> to March 16 <sup>th</sup> , 2025	4	1	February 27 <sup>th</sup> , 2025 March 1 <sup>st</sup> , 2025 March 3 <sup>rd</sup> , 2025 March 8 <sup>th</sup> , 2025	4	Nipissing First Nation North Bay (3)	Fentanyl (2) Unknown Opioid (2)
Week 42: March 3 <sup>rd</sup> to March 9 <sup>th</sup> , 2025	4	0	March 4 <sup>th</sup> , 2025 March 6 <sup>th</sup> , 2025 (2) March 8 <sup>th</sup> , 2025	4	Carling Parry Sound (2) Perry	Crack (3) Cocaine (2) Fentanyl (2) Non-Opioid Pharmaceutical
Week 41: February 24 <sup>th</sup>	3	1	February 27 <sup>th</sup> , 2025 March 1 <sup>st</sup> , 2025 (2)	3	North Bay (3)	Fentanyl Unknown Opioid (2)

to March 2 <sup>nd</sup> , 2025						
Week 40: February 17 <sup>th</sup> to February 23 <sup>rd</sup> , 2025	2	1	February 17 <sup>th</sup> , 2025 February 23 <sup>rd</sup> , 2025	2	Burk's Falls North Bay	Alcohol Don't Know Fentanyl
Week 39: February 10 <sup>th</sup> to February 16 <sup>th</sup> , 2025	0	0	N/A	N/A	N/A	N/A
Week 38: February 3 <sup>rd</sup> to February 9 <sup>th</sup> , 2025	4	0	February 1 <sup>st</sup> , 2025 February 2 <sup>nd</sup> , 2025 February 5 <sup>th</sup> , 2025 (2)	4	Callander North Bay Parry Sound (2)	Alcohol Don't Know Fentanyl Non-Opoid Pharmaceutical
Week 37: January 27 <sup>th</sup> to February 2 <sup>nd</sup> , 2025	1	0	February 1 <sup>st</sup> , 2025	1	North Bay	Fentanyl
Week 36: January 20 <sup>th</sup> to January 26 <sup>th</sup> , 2025	5	0	January 15 <sup>th</sup> , 2025 (2) January 16 <sup>th</sup> , 2025 January 23 <sup>rd</sup> , 2025 January 26 <sup>th</sup> , 2025	5	North Bay Parry Sound (3) Whitestone	Cocaine Don't Know Fentanyl (3) Prescription Opioids
Week 35: January 13 <sup>th</sup> to	2	0	January 15 <sup>th</sup> , 2025 January 16 <sup>th</sup> , 2025	2	Parry Sound (2)	Crack Cocaine (2) Fentanyl (2)

January 19 <sup>th</sup> , 2025						
Week 34: January 6 <sup>th</sup> to January 12 <sup>th</sup> , 2025	3	0	January 2 <sup>nd</sup> , 2025 (2) January 6 <sup>th</sup> , 2025	2	North Bay On Reserve (Name Suppressed) Parry Sound	Crack Don't Know Unknown Opioid (2)
Week 33: December 30 <sup>th</sup> , 2024 to January 5 <sup>th</sup> , 2025	2	0	December 31 <sup>st</sup> , 2024 January 1 <sup>st</sup> , 2025	2	North Bay (2)	Fentanyl Unknown Opioid
Week 32: December 23 <sup>rd</sup> to December 29 <sup>th</sup> , 2024	2	0	December 21 <sup>st</sup> , 2024 December 25 <sup>th</sup> , 2024	1	Parry Sound (2)	Cocaine Fentanyl (2)
Week 31: December 16 <sup>th</sup> to December 22 <sup>nd</sup> , 2024	1	0	December 17 <sup>th</sup> , 2024	1	North Bay	Fentanyl
Week 30: December 9 <sup>th</sup> to December 15 <sup>th</sup> , 2024	2	0	December 9 <sup>th</sup> , 2024 December 11 <sup>th</sup> , 2024	2	North Bay (2)	Unknown Unknown Opioid
Week 29: December 2 <sup>nd</sup>	1	1	December 7 <sup>th</sup> , 2024	1	North Bay	Unknown Opioid