

MEETING MINUTES

Thursday, January 8, 2026 at 6:30 PM



Board Meeting Location: 1 Beechwood Drive, Parry Sound, Ontario (Virtual)

Board Members Present:

Jerry Brandt Ted Collins
Gail Finnsion Teri Brandt
Sharon Smith Peter McIsaac
Tom Lundy Rick Zanussi
Sean Cotton Teresa Hunt
Janice Bray Jamie McGarvey
Joel Constable

Board Members Absent:

Irene Smit

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 6:30PM.

2. TRADITIONAL LAND ACKNOWLEDGMENT.

3. DISCLOSURE OF PECUNIARY INTEREST.

4. APPROVAL OF AGENDA

Resolution 26 01 01

CARRIED

Moved by Janice Bray

Seconded by Sean Cotton

“THAT the agenda of the Regular Meeting of the Board held on January 8, 2026 be accepted as presented.”

5. ELECTIONS.

5.1 Election of Chair

The CAO assumed the position of Chair and conducted the election.

The CAO called for nominations from the floor three times for the position of Chair.

Rick Zanussi was nominated and willing to stand. No other nominations were put forward for the position of Chair.

Resolution 26 01 02

CARRIED

Moved by Tom Lundy

Seconded by Gail Finnsion

“THAT Rick Zanussi be appointed and approved as the Chair of the District of Parry Sound Social Services Administration Board for the year 2026.”

5.2 Election of Vice-Chair

The Chair conducted the election.

The Chair called for nominations from the floor three times for the position of Vice-Chair. Jerry Brandt was nominated and willing to stand. No other nominations were put forward for the position of Vice-Chair.

Resolution 26 01 03

CARRIED

Moved by Tom Lundy

Seconded by Gail Finnsen

“THAT Jerry Brandt be appointed and approved as the Vice-Chair of the District of Parry Sound Social Services Administration Board for the year 2026.”

6. APPROVAL OF MINUTES:

6.1 December 11, 2025

Resolution 26 01 04

CARRIED

Moved by Peter McIsaac

Seconded by Sharon Smith

“THAT the Board meeting minutes of Thursday, December 11, 2025 be approved as presented.”

7. DEPUTATIONS & PRESENTATIONS.

8. REPORTS:

8.1 Chair

The chair welcomed the Board and highlighted the human resources update in the CAO report indicating that the average tenure of DSSAB staff was over 9 years, and that the DSSAB employed 172 staff. He also compared our Ontario Works numbers to the provincial average noting the successes of our local DSSAB.

8.2 Chief Administrative Officer

A written report was provided, and Ms. MacKenzie was available to answer any questions. The CAO highlighted the success of the Esprit holiday giving campaign and thanked the community for their generosity. She also shared her appreciation to staff that worked over the holidays, noting that we worked with a smaller group to allow more of our staff to spend time with their families around the holidays, while still supporting the community and keeping child care open. Ms. MacKenzie also acknowledged that Ireme Smit had resigned from Council and would therefore not be attending tonight’s meeting and would be resigning from the DSSAB Board, wishing Ms. Smit well and thanking her for her service.

8.3 Director of Finance

The Director of Finance reported that the 2026 budget was approved with a 6.5% levy increase at the Dec 11/25 Board meeting and indicated that after that passing, she had updated the 85-page budget document to reflect this amount as the draft was presented at

5%. All 22 municipalities have received the levy apportionment schedule and approved 2026 budget package. In the next few weeks finance staff will upload budgets into our software systems so that monthly reports can be prepared and variance analysis can be done. Finance staff have switched gears to work on year-end preliminary work and have opened new years in software systems, and updated monthly allocation journal entries to reflect 2026 amounts. Now that the budget has been approved, staff can complete the OW budget submission in TPON.

9. OUTSTANDING ISSUES.

10. NEW BUSINESS:

10.1 Appointment of LHC Board for 2026

A written report was presented by the Director of Finance.

Resolution 26 01 05

CARRIED

Moved by Janice Bray

Seconded by Sean Cotton

“THAT the Board approves the appointment of the Officers and Directors of Parry Sound District Housing Corporation, as follows:

Directors: Rick Zanussi, Jerry Brandt, Teri Brandt, Janice Bray, Ted Collins, Joel Constable, Gail Finsson, Teresa Hunt, Sean Cotton, Tom Lundy, Jamie McGarvey, Peter McIsaac, and Sharon Smith.

Officers:

Chair	Rick Zanussi
Vice-Chair	Jerry Brandt
CEO/Secretary	Tammy MacKenzie
Housing Manager	Sharon Davis
Treasurer	Sylvia Roy

10.2 Appointment of NOAH Board for 2026

A written report was presented by the Director of Finance.

Resolution 26 01 06

CARRIED

Moved by Jerry Brandt

Seconded by Teri Brandt

“THAT the Board approves the appointment of the Officers and Directors of the Non-Profit Organization for Almaguin Housing (N.O.A.H.) Inc., as follows:

Directors: Rick Zanussi, Jerry Brandt, Teri Brandt, Janice Bray, Ted Collins, Joel Constable, Gail Finsson, Teresa Hunt, Sean Cotton, Tom Lundy, Jamie McGarvey, Peter McIsaac, and Sharon Smith.

Officers:

Chair	Rick Zanussi
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Vice-Chair	Jerry Brandt
CEO/Secretary	Tammy MacKenzie
Housing Manager	Sharon Davis
Treasurer	Sylvia Roy

Teresa Hunt joined the meeting 6:53pm

10.3 Borrowing Resolution for 2026

A written report was presented by the Director of Finance.

Resolution 26 01 07

CARRIED

Moved by Gail Finnon

Seconded by Peter McIsaac

“THAT the CAO and/or the Director of Finance are authorized to arrange with the Corporation’s Bank by way of promissory notes, to borrow up to a maximum amount of \$1,000,000 that may be required to meet expenditures.

AND THAT the CAO and/or the Director of Finance are authorized to arrange with the Corporation’s Bank by way of the issuance of corporate credit cards, to borrow up to a corporate maximum limit of \$250,000 and that Finance Credit Card Policy 2.12 be adhered to.

AND THAT this borrowing arrangement shall stay in effect until February 11, 2027.

11. IN-CAMERA: 2

Resolution 26 01 08

CARRIED

Moved by Jamie McGarvey

Seconded by Tom Lundy

“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:

- iv) a decision concerning negotiations for an agreement or contract between the Board and a third party.”

Resolution 26 01 09

CARRIED

Moved by Joel Constable

Seconded by Sean Cotton

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

Resolution 26 01 10

CARRIED

Moved by Ted Collins

Seconded by Janice Bray

“THAT upon the recommendation of the consultant, the Board does not recommend advancing any EOI submission and instead recommends prioritizing the NOSDA Build Canada Homes portfolio approach as the preferred pathway for advancing affordable

housing development in the District of Parry Sound, as it offers greater cost certainty, reduced delivery risk, improved access to government funding and stronger alignment with PSDSSAB’s affordability and delivery objectives.”

Resolution 26 01 11

CARRIED

Moved by Tom Lundy

Seconded by Joel Constable

“THAT the Board direct staff to continue with the next Steps as outlined in the InCamera Report 11.2 titled NOSDA Portfolio Approach.”

12. CORRESPONDENCE.

11.1 NBPSDHU Overdose Report

13. ADJOURNMENT.

Resolution 26 01 12

CARRIED

Moved by Ted Collins

Seconded by Jamie McGarvey

“THAT the Board meeting now be adjourned at 7:20 PM, and that the next Regular meeting be held Thursday, February 12, 2026 at the hour of 6:30 PM via Zoom Video Conference.”