

MEETING MINUTES

Thursday, December 11, 2025 at 6:30 PM



Board Meeting Location: 1 Beechwood Drive, Parry Sound, Ontario (In-Person)

Board Members Present:

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

Board Members Absent:

Staff:

Tammy MacKenzie, CAO
JJ Blower, Communications Officer
Sylvia Roy, Director of Finance
Jeff Degagne, Director of Income Support & Stability

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 25 12 01 CARRIED

Moved by Gail Finnson

Seconded by Jamie McGarvey

“THAT the agenda of the Regular Meeting of the Board held on December 11, 2025 be accepted as presented.”

5. APPROVAL OF MINUTES:

5.1 November 13, 2025

Resolution 25 12 02 CARRIED

Moved by Joel Constable

Seconded by Jerry Brandt

“THAT the Board meeting minutes of Thursday, November 13, 2025 be approved as presented.”

6. DEPUTATIONS & PRESENTATIONS.

7. REPORTS:

7.1 Chair

The chair welcomed the Board and had nothing to report this month.

7.2 Chief Administrative Officer

A written report was provided, and Ms. MacKenzie was available to answer any questions. Ms. MacKenzie highlighted the upcoming community consultation for the Housing & Homelessness Plan update which is due to MMAH in May 2026, and also highlighted the successes of the Sponsor A Family holiday campaign. The campaign runs until December 12th.

7.3 Director of Finance

The Director of Finance had nothing to report.

8. OUTSTANDING ISSUES.

9. NEW BUSINESS:

9.1 Housing Loss Prevention and Encampment Response Strategy Update

A verbal report was presented by the Director of Income Support and Stability.

10. IN-CAMERA: 2

Resolution 25 12 03

CARRIED

Moved by Teri Brandt

Seconded by Sharon Smith

“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.”
- 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 12 04

CARRIED

Moved by Peter McIsaac

Seconded by Irene Smit

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

Resolution 25 12 05

CARRIED

Moved by Janice Bray

Seconded by Gail Finnson

“WHEREAS PSDSSAB, through NOSDA and in partnership with EllisDon Community Builders (“EDCB”), is working to advance affordable housing development across Northern Ontario; and

WHEREAS EDCB has executed an MOU with NOSDA and its members, including PSDSSAB, to support coordinated housing development efforts; and

WHEREAS the Board previously directed staff to explore development options for affordable housing opportunities across the District and staff now recommend advancing to Phase 1 (feasibility and due-diligence) work with EllisDon Community Builders in preparation for future funding and development opportunities;

NOW THEREFORE BE IT RESOLVED THAT the Board authorize the Chief Administrative Officer to enter into a service contract with EllisDon Community Builders for Phase 1A and Phase 1B activities at a cost not to exceed \$150,000, to be funded through surplus and reserves.”

Resolution 25 12 06

CARRIED

Moved by Jamie McGarvey

Seconded by Joel Constable

“WHEREAS the Board has reviewed the proposed 2026 Draft Operating and Capital Budget, including levy options of 5.00%, 7.77%, and 10.53%; and

WHEREAS a 5.00% levy increase will allow the organization to maintain current operations and service levels; and

WHEREAS a 7.77% levy increase will allow the organization to maintain operations and fulfill the capital needs and obligations identified through the Building Condition Assessment; and

WHEREAS a 10.53% levy increase will allow the organization to maintain operations, fulfill the Building Condition Assessment requirements, and meet the recommendations of the independent auditor regarding appropriate reserve allocations for long-term financial planning and sustainability;

THEREFORE BE IT RESOLVED THAT the Board of Directors approves a levy increase of 6.5% for the 2026 fiscal year, as presented in the budget submission.

AND THAT staff be directed to proceed with finalizing the 2026 Draft Operating and Capital Budget in accordance with the approved levy amount.”

11. CORRESPONDENCE.

11.1 NBPSDHU Overdose Report

12. ADJOURNMENT.

Resolution 25 12 07

CARRIED

Moved by Teri Brandt

Seconded by Sharon Smith

“THAT the Board meeting now be adjourned at 9:09 PM, and that the next Regular meeting be held Thursday, January 8, 2026 at the hour of 6:30 PM via Zoom Video Conference.”