

# MEETING MINUTES

Thursday, November 13, 2025 at 6:30 PM



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

## Board Members Present:

Jerry Brandt	Ted Collins
Gail Finnsen	Teri Brandt
Sharon Smith	Peter McIsaac
Tom Lundy	Rick Zanussi
Irene Smit	Teresa Hunt
Janice Bray	Jamie McGarvey

## Board Members Absent:

Sean Cotton  
Joel Constable

## Staff:

Tammy MacKenzie, CAO  
JJ Blower, Communications Officer  
Sylvia Roy, Director of Finance  
Danielle Villeneuve, Director of Human Resources

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

The meeting was called to order by Rick Zanussi at 6:30 PM.

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

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

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

***Resolution 25 11 01***

**CARRIED**

*Moved by Teresa Hunt*

*Seconded by Irene Smit*

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

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

**5.1 October 9, 2025**

***Resolution 25 11 02***

**CARRIED**

*Moved by Tom Lundy*

*Seconded by Jerry Brandt*

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

### **6. DEPUTATIONS & PRESENTATIONS.**

## 7. REPORTS:

### 7.1 Chair

A verbal report was presented by the Chair, noting that our DSSAB continues to exceed provincial averages each month in several key areas (as outlined in the OW report). He also highlighted the data in the drug overdoses report.

### 7.2 Chief Administrative Officer

A written report was provided, and Ms. MacKenzie was available to answer any questions. No submissions have been received to date for the TWOMO board member vacancy, so the posting will remain open. The Sponsor a Family campaign has launched for families supported through Esprit Place or identified under the Special Priority Program in community housing; this marks the third year of the initiative. An Expression of Interest for Affordable Housing Opportunities has been issued and will close next week. The Meadow View property in Powassan currently has one available unit, and interest in that unit has increased over the past week. Our housing teams will be hosting National Housing Day events on November 26th at the Parry Sound DSSAB office and November 27th at the South River Community Centre. The event poster will be shared with the Board, and both events will run from 1:00 p.m. to 3:00 p.m.

### 7.3 Director of Finance

A verbal report was provided. Ms. Roy presented the Financial Report for the period ending October 31, 2025. It was noted that we have recently been advised of upcoming funding changes, including a reduction of \$114K in Ontario Works, while funding for Esprit Place and the Homelessness Prevention Program will remain consistent with 2025 levels. Child Care funding will decrease by \$21K for EarlyON and \$71K for Child Care Service Management.

Ms. Roy shared that this type of year-to-date financial report will be provided regularly throughout 2026 to give the Board more comprehensive information. Member Gail Finsson commented on the report's clarity and readability. Ms. Roy also highlighted that the reduction in Ontario Works funding is likely related to the transition to centralized intake.

Member Ted Collins suggested that future reports could include a comparison to the previous year when reviewing the budget in December. Ms. Mackenzie explained that this is difficult because funding structures change significantly from year to year; such comparisons are typically prepared during the audit, when program and funding adjustments can be fully accounted for.

## 8. OUTSTANDING ISSUES.

## 9. NEW BUSINESS:

### 9.1 Board Meeting Dates 2026

A list of dates was provided to the Board for 2026 meetings.

## 10. IN-CAMERA: 1

***Resolution 25 11 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:

- 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 11 04***

**CARRIED**

*Moved by Peter McIsaac*  
*Seconded by Gail Finnson*

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

**11. CORRESPONDENCE.**

11.1 NBPSDHU Overdose Report

**12. ADJOURNMENT.**

***Resolution 25 11 05***

**CARRIED**

*Moved by Janice Bray*  
*Seconded by Ted Collins*

“THAT the Board meeting now be adjourned at 7:14PM, and that the next Regular meeting be held Thursday, December 11, 2025 at the hour of 6:30 PM via Zoom Video Conference.”