

MEETING MINUTES

Thursday, March 12, 2026 at 6:30 PM



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

Board Members Present:

Jerry Brandt Jamie McGarvey
Sean Cotton Teri Brandt
Sharon Smith Peter McIsaac
Teresa Hunt Rick Zanussi
Tom Lundy Janice Bray

Board Members Absent:

Ted Collins
Joel Constable
Gail Finnson

Staff:

Tammy MacKenzie, CAO
JJ Blower, Communications Officer
Sylvia Roy, Director of Finance
Sharon Davis, Director of Housing Operations and Service Management

1. CALL MEETING TO ORDER:

The meeting was called to order by Rick Zanussi at 6:34 PM.

2. TRADITIONAL LAND ACKNOWLEDGMENT.

3. DISCLOSURE OF PECUNIARY INTEREST.

4. APPROVAL OF AGENDA

Resolution 26 03 01

CARRIED

Moved by Peter McIsaac

Seconded by Sharon Smith

“THAT the agenda of the Regular Meeting of the Board held on March 12, 2026 be accepted as presented.”

5. APPROVAL OF MINUTES:

5.1 February 12, 2026

Resolution 26 03 02

CARRIED

Moved by Jamie McGarvey

Seconded by Janice Bray

“THAT the Board meeting minutes of Thursday, February 12, 2026 be approved as presented.”

6. DEPUTATIONS & PRESENTATIONS.

7. REPORTS:

7.1 Chair

The chair welcomed the Board.

7.2 Chief Administrative Officer

A written report was provided, and Ms. MacKenzie was available to answer any questions. The CAO highlighted International Women’s Day on March 8th, advising that an event was taking place on March 12th in South River which had been supported by Esprit Place. Ms. MacKenzie also highlighted the recent tax clinics, including Service Canada support, that have been held across the District and were very well received by the public.

7.3 Director of Finance

The Director of Finance reported that auditor would be on site March 30th and plans to present the audit at the June meeting.

8. OUTSTANDING ISSUES.

9. NEW BUSINESS:

9.1 Window Tender

A written report was presented by the Director of Finance. Discussion took place regarding the tender structure and bid evaluation.

Resolution 26 03 03

CARRIED

Moved by Peter McIsaac

Seconded by Teresa Hunt

“THAT the Board direct staff to proceed with awarding the tender for the Window Replacements at 66A and 66B Waubeek Street, Parry Sound, ON, according to the outlined specifications and requirements detailed in ITT #26-557-03 to Enerfree Building Group Ltd. in the amount of \$147,783.47 plus HST.”

9.2 Built for Zero

A written report was presented by the CAO for information purposes.

10. IN-CAMERA: 0

11. CORRESPONDENCE.

11.1 NBPSDHU Overdose Report

11.2 Labour Market Group – Monthly Job Report – January 2026

11.3 Labour Market Group – Labour Focus – February 2026

12. ADJOURNMENT.

Resolution 26 03 04

CARRIED

Moved by Jerry Brandt

Seconded by Teri Brandt

“THAT the Board meeting now be adjourned at 6:59PM, and that the next Regular meeting be held Thursday, April 9, 2026 at the hour of 6:30 PM via Zoom Video Conference.”