

AGENDA

Thursday, October 9, 2025 at 6:30 p.m.

Board Meeting Via Zoom Video Conference



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1. **CALL MEETING TO ORDER.**
 2. **TRADITIONAL LAND ACKNOWLEDGMENT.**
 3. **DISCLOSURE OF PECUNIARY INTEREST.**
 4. **APPROVAL OF AGENDA. ®**
 5. **APPROVAL OF MINUTES:**
 - 5.1 September 11, 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 Presentation from EllisDon Community Builders
 - 9.2 Removal from LHC Board ®
 - 9.3 Addition to LHC Board ®
 - 9.4 Removal from NOAH Board ®
 - 9.5 Addition to NOAH Board ®
 - 9.6 Vacancy on DSSAB Board – TWOMO Representative ®
 - 9.7 New Website Launch
 10. **IN-CAMERA: 0**
 11. **CORRESPONDENCE:**
 - 11.1 Fall Newsletter 2025 – DSSAB Tenant Services
 - 11.2 NBPSDHU Overdose Report
 12. **ADJOURNMENT. ®**

MEETING MINUTES

Thursday, September 11, 2025 at 6:30 PM



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

Board Members Present:

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

Board Members Absent:

Sean Cotton

Staff:

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

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 09 01

CARRIED

Moved by Gail Finnson

Seconded by Ted Collins

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

5. APPROVAL OF MINUTES:

5.1 August 14, 2025

Resolution 25 09 02

CARRIED

Moved by Jamie McGarvey

Seconded by Tom Lundy

“THAT the Board meeting minutes of Thursday, August 14, 2025 be approved as presented.”

6. DEPUTATIONS & PRESENTATIONS.

7. REPORTS:

7.1 Chair

The Chair thanked Ted Knight for his years of service on the Board.

Ted Knight, attending as a member of the public, shared that it had been an honour to serve, noted he would miss the friendships built over the years, and expressed his gratitude to staff. Regarding Mr. Knight's resignation, staff will bring forward a report to the Board in October outlining next steps to find a replacement for his area (TWOMO).

Sean Cotton has been appointed as a new Board member. He was unable to attend this meeting but will join at the next one.

Jerry Brandt joined the meeting at 6:38pm

7.2 Chief Administrative Officer

A written report was provided. Ms. MacKenzie was available to answer any questions regarding the CAO report. She expressed appreciation for the opportunity to meet in person in August, noting how valuable the discussion had been.

Ms. MacKenzie reported progress on housing initiatives, including engaging an owner's representative for upcoming projects. She confirmed that the work will not impact the levy, as it is included in the 2025 budget. Updates will be brought forward to the Board in smaller segments to ensure continued alignment and feedback.

The December meeting will serve as the Budget meeting, with the budget package to be distributed to the Board on November 27th so members have time to review and submit questions in advance.

7.3 Director of Finance

Ms. Roy provided an update on Finance activities, noting that work on the 2025 budget is well underway. The consolidated capital and operating budget will be delivered to the Board on November 27th for review ahead of the December meeting.

Over the next five weeks, Sylvia will meet with each supervisor and director to capture all budget requirements and identify any opportunities to eliminate unnecessary costs. Once this process is complete, Tammy will review the consolidated budget. Sylvia noted that this is the second year using this process, and it is becoming more streamlined and effective.

Finance is also reviewing 2025 actuals versus the budget to ensure expenditures are recorded accurately, year-end preparation stays on track, and all available ministry funding is fully utilized without the need for repayment.

In response to Ted's question about municipal levies, Sylvia confirmed that the December 11th meeting will be the target date for budget approval. If approved, levy information will be sent to all municipalities for January 2026, which will also enable staff to initiate any tendering processes promptly.

8. OUTSTANDING ISSUES.

9. NEW BUSINESS:

9.1 Child Care Service Plan

A written report was presented by Ms. Nelson. Mr. Smit complimented staff on the quality of the plan and emphasized the importance of addressing unconventional initiatives, noting this was identified as a priority within the plan. Ms. Bray inquired whether the Whitestone School Age programs, operated by the Municipality, were considered in this report.

Resolution 25 09 03

CARRIED

Moved by Teri Brandt

Seconded by Sharon Smith

“THAT the board approve the Early Years and Child Care Service System Plan 2025-2030.”

9.2 OPHI COCHI Investment Plan

A written report was presented by Ms. Davis, who also provided a brief summary of the Housing Service Management program (Sharon has detailed notes).

Mr. Collins inquired about rent collection and arrears, referencing North Bay’s reported \$2.5 million in back rent and asking whether the DSSAB was operating at a surplus or deficit with its own rent collections. Ms. Davis and Ms. MacKenzie explained that the DSSAB takes a proactive approach and that staff currently have no concerns in this regard.

Resolution 25 09 04

CARRIED

Moved by Peter McIsaac

Seconded by Irene Smit

“THAT the Board approves the attached 2025-2026 Investment Plan for the Canada-Ontario Community Housing Initiative (COCHI), the Ontario Priorities Housing Initiative (OPHI), and the Rent-Assisted Forecast Report as presented.”

9.3 Food Security Programs

A written report was presented by Ms. MacKenzie.

Resolution 25 09 05

CARRIED

Moved by Teresa Hunt

Seconded by Gail Finnsen

“THAT the Board approve funding to community food security programs in 2026 at the same level and to the same recipients as in 2025, pending approval of the 2026 budget.”

10. IN-CAMERA: 0

11. CORRESPONDENCE.

- 11.1 Parry Sound District Age Friendly Community Needs Assessment
- 11.2 Economic Study: The Impact of Community Housing on Productivity
- 11.3 NBPSDHU Overdose Report
- 11.4 Letter of Support – West Parry Sound Community Support Services

11. ADJOURNMENT.

Resolution 25 09 06

Moved by Janice Bray

Seconded by Joel Constable

CARRIED

“THAT the Board meeting now be adjourned at _____ PM, and that the next Regular meeting be held Thursday, October 9, 2025 at the hour of 6:30 PM via Zoom Video Conference.”

DRAFT



Chief Administrative Officer's Report

October 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.

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District of Parry Sound Municipal Association Meeting



On Friday, September 26th, I attended the District of Parry Sound Municipal Association meeting at the Orrville Community Centre in Seguin Township. There were approximately 100 people in attendance, primarily elected officials, ministries, agencies and municipal staff from all municipalities in the District of Parry Sound. I was pleased to see several members of our board in attendance.

‘Everyday Impact’

We recently received some wonderful feedback from a community partner who had the opportunity to observe our Integrated System Navigator, Kylee, in action, and we couldn’t be more proud to share it!

The community partner wrote:

“I had the pleasure of sitting in on a collaborative meeting with Kylee today. We met with one of Tiffany and Kylee’s mutual clients. The meeting was set to get everyone on the same page, and ensure the client was aware of the expectations of his participation in his job search.

I wanted to let you know, Kylee did a phenomenal job. She had an excellent balance between being directive but showing empathy. She was very clear about the expectations and gave many examples of how to behave/improve the client’s chances of success. She even went as far as using analogies with topics the client is interested in for the examples. The meeting ended well with the client agreeing to participate fully.

Those types of meetings are not easy, and can very quickly lead to escalation of behaviour, but she was able to keep him calm, and listening/participating.

She did a great job, and thought you might appreciate hearing it.”

~ Agilec



Feedback like this speaks volumes about the impact our staff have every day. Kylee’s ability to be both clear and compassionate not only supported the client but also strengthened our partnerships within the community.

Way to go, Kylee!

Human Resources Update

There's no summer slowdown in Human Resources! The HR department experienced a very active and productive summer, supporting both day-to-day operations and longer-term strategic initiatives. Below is a summary of activity and key statistics for the last quarter:

Recruitment & Staffing

- 19 job postings were managed, including both internal and external opportunities.
- 5 new hires joined the organization, each completing two full-day orientation sessions.
- HR also facilitated orientation for 2 returning employees.
- Year-to-date, we have welcomed 29 new hires in 2025.
- Our current workforce stands at 169 employees, with an average tenure of 9.90 years, reflecting the long-term commitment of our staff.

Performance & Development

- HR coordinated and supported 35 performance reviews this quarter.
- In July and August, all employees were given the opportunity to participate in Pronouns 101 Training. This training focused on:
 - The importance of pronouns and inclusive language.
 - Addressing common misconceptions around gender-neutral pronoun usage.
 - How to respectfully ask for someone's pronouns.
 - Best practices when mistakes occur.

'This initiative supports our organizational values of respect and inclusivity, reinforcing a positive and welcoming workplace culture.

- In September, HR facilitated First Aid/CPR recertification for 8 employees, supporting workplace health and safety and licensing requirements.

Labour Relations

We have commenced the required Pay Equity Maintenance and are awaiting engagement from OPSEU to proceed.

Employee Well-Being

With World Mental Health Day approaching on October 10th, it is important to highlight the growing global concern regarding mental health. The World Health Organization has identified an epidemic-level crisis in mental health and well-being, which directly impacts productivity, innovation, work quality, absenteeism, turnover, and disability rates.

We are grateful that our organization continues to prioritize employee well-being through initiatives such as the Employee Assistance Program (EAP) and other mental health supports. These efforts are crucial in ensuring that employees feel valued, supported, and equipped to thrive at work.

Acknowledgment

The achievements of this past quarter were made possible through the hard work, dedication, and commitment of the HR team. Their efforts continue to play a vital role in strengthening our workforce, sustaining our culture, and ensuring the well-being of all employees.

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District Aug 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18M)	1	1	0	5	7	14
Toddler (18-30M)	11	7	5	25	27	75
Preschool (30M-4Y)	16	11	26	23	48	124
# of Active Children	28	19	31	53	82	213

With the graduation of many preschoolers this month and the transition of older toddlers to the preschool spaces, programs were able to bring new children off the wait list. After all the enrollments were confirmed, the Directly Operated Child Care Programs were able to fill all available spaces and keep enrollment steady. The Home Child Care Program now has 19 active homes with the addition of one provider on the east. The program continues to invest in recruitment initiatives focusing on the West Parry Sound municipalities.

School Age Programs Aug 2025

Location	Enrollment
Mapleridge Summer Program	12
Home Child Care	41
# of Active Children	53



The Mapleridge Summer Program had an extremely successful summer, operating at capacity. The staff engaged the children in outdoor learning experiences and community events.

Inclusion Support Services Aug 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	1	1	3	0	0	0
Toddler (18-30M)	6	12	18	24	0	2	0
Preschool (30M-4Y)	11	40	51	49	3	3	1
School Age (4Y+)	0	14	14	26	0	0	4
Monthly Total	17	65	82		3	0	0
YTD Total	34	77		102	18	37	13

The Resource Consultants have 82 children on the active caseload for the month of August, 17 children are being seen through the EarlyON Child and Family Centres and 65 children are receiving services through their licensed child care programs. There has been a slight increase in referrals as new children are entering child care programs during the month to replace children graduating to the school system.

EarlyON Child and Family Programs— Aug 2025

Activity	May 2025	Jun 2025	Jul 2025	Aug 2025	YTD
Number of Child Visits	1075	864	754	1348	7463
Number of Unique Children Attending			188 YTD		
Number of Adult Visits	831	688	582	951	5774
Number of Unique Adults Attending			132 YTD		
Number of Professionals (NEW stat July 2025)			21	25	46
Number of Virtual Programming Events	6	10	8	10	64
Number of Engagements through Social Media	129	117	102	85	905
Number of Views through Social Media	11,253	14,644	21,627	19,900	148,786

In July EarlyON digital sign in through OneHSN was implemented in the Parry Sound, South River and Burk's Falls locations. Staff were trained during a recent team meeting and were supported by IT as well as the Child Care Service Management team to get families enrolled. This will allow EarlyON to capture a larger variety of stats.

Funding Sources for District Wide Childcare Spaces - Aug 2025

Funding Source - Active	# of Children	# of Families
CWELCC*	31	30
CWELCC Full Fee	214	209
Extended Day Fee Subsidy	2	2
Fee Subsidy	16	14
Full Fee	25	22
Ontario Works	1	1
Total	289	278

Funding Source - New	# of Children	# of Families
CWELCC*	4	4
CWELCC Full Fee	52	51
Extended Day Fee Subsidy	1	1
Fee Subsidy	3	3
Full Fee	18	16
Ontario Works	0	0
Total	78	75

Exits	# of Children	# of Families
Fee Subsidy	2	2
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
Fee Subsidy	3	3
Full Fee	0	0
Ontario Works	0	0
Total	5	5

Quality Assurance - Child Care Service Management

Over the summer of 2025, the quality assurance supervisor visited more than 15 recreational programs across the District of Parry Sound to examine and evaluate the quality of care, learning experiences, and implementation of policies and procedures. A standardized quality assessment tool was used to review both the physical learning environment and the practices of educators, ensuring children's healthy development and safety. Following each visit, operators received a summary report highlighting strengths and providing recommendations to support reflection and continuous program improvement.

Preparation is underway for a full-day professional development session scheduled for October 24, 2025. Approximately 120 educators from across the district are expected to attend. With the child care sector facing high levels of burnout and staff turnover, the session will place a strong emphasis on self-care and mental wellness. Discovery Professional Learning will facilitate the interactive training, which will focus on building passionate, pedagogical, and playful cultures.

Currently, 23 supervisors along with program team leads in child care programs across the district are participating in a three-part leadership training series. This training is designed to support leaders in balancing compliance and quality demands while inspiring their teams of educators. The series is intended to be transformative, providing participants with clarity, confidence, and connection in their leadership roles.

We also continue to prioritize inclusion for children with special needs in licensed child care and early years programs, with the goal of fostering authentic, caring relationships between children, peers, and educators. To date, Special Needs Resource funding has been approved for seven programs across the district, enabling many children to actively and meaningfully participate in programming.

Fee subsidy remains a vital support system for families in need within our communities. Currently, 278 families in the District of Parry Sound are receiving subsidized child care funding. This demonstrates the continued need for financial support despite the implementation of CWELCC and highlights the importance of strengthening community supports for early learning and child care.

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 Application Portal by removing duplicates, training staff and assisting families with updating their profiles.

Data for August 2025

Number of Unique Children on the Application Portal

707

Children who Identify as Indigenous

74

Children Identifying Francophone Relatives

48

Prenatal Children

107

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

309

Waiting for Care

- This number represents the unique children who are currently applied for care. This includes children who may already be placed in a program and have applied to another. This also includes the number of children pre-registered for future care.

Year, Month

Multiple selections

Month

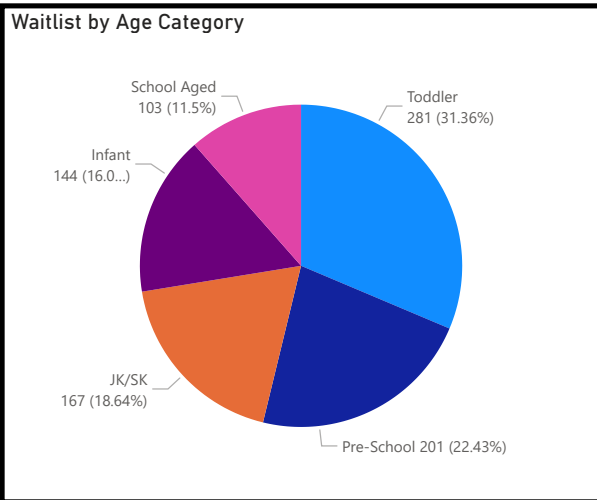
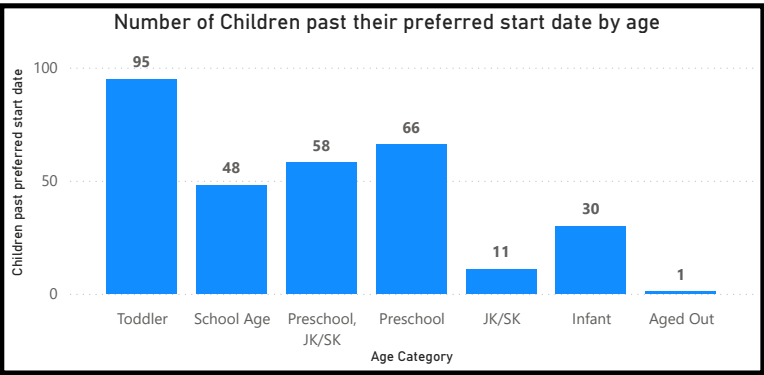
August

Additions to Application Portal

61

Total Number of Children past preferred start date (Unique)

344



Year

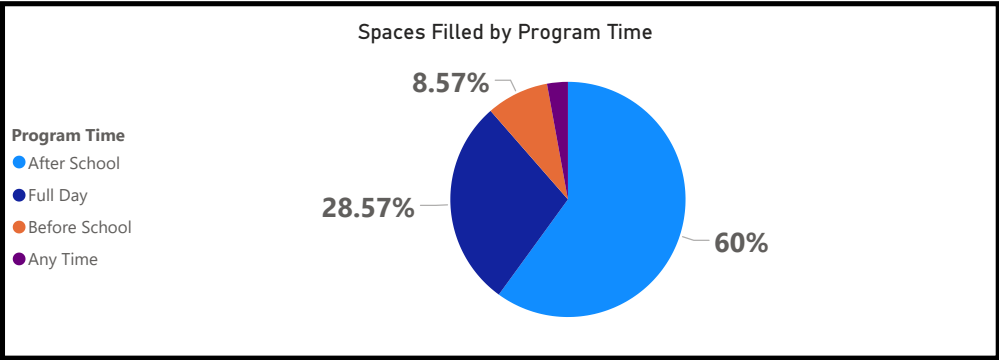
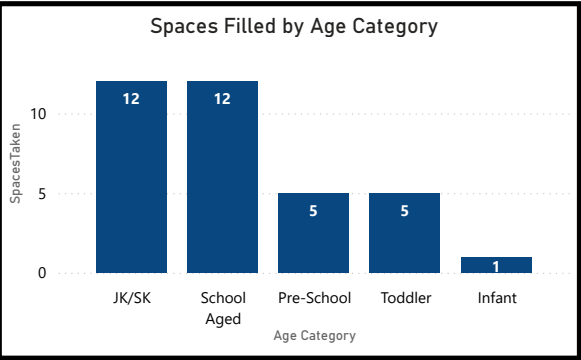
2025

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Month

August

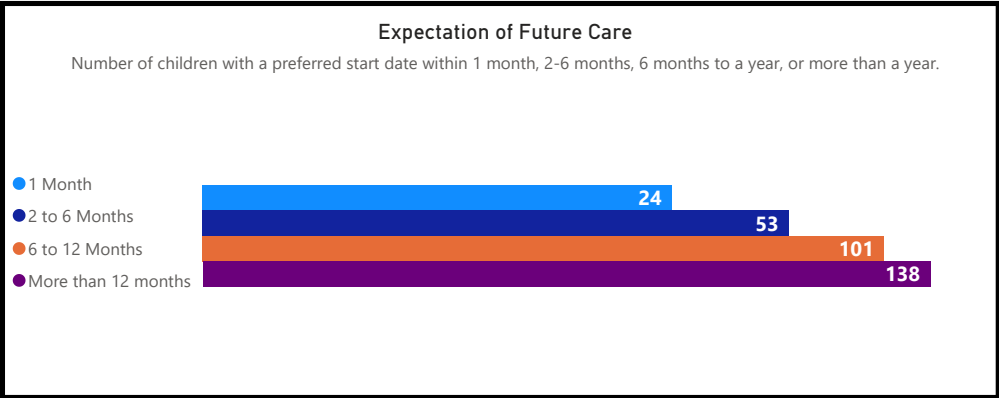
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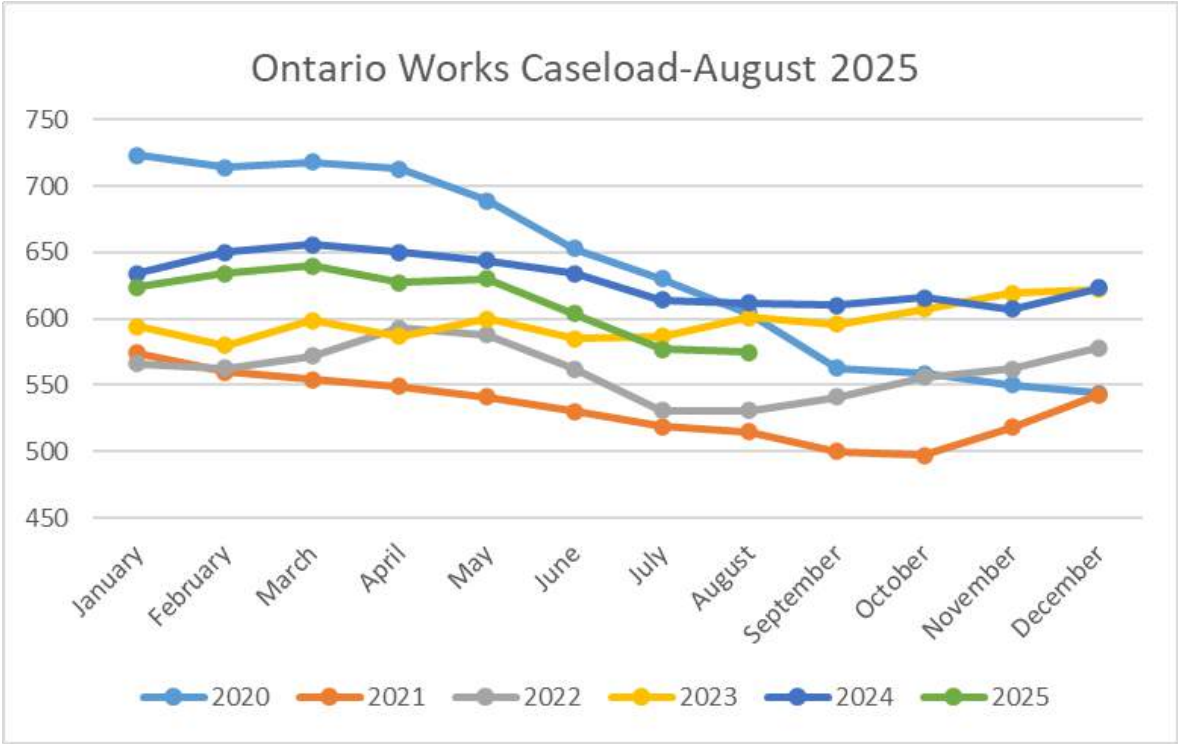


Children Placed	Spaces Filled
35	35

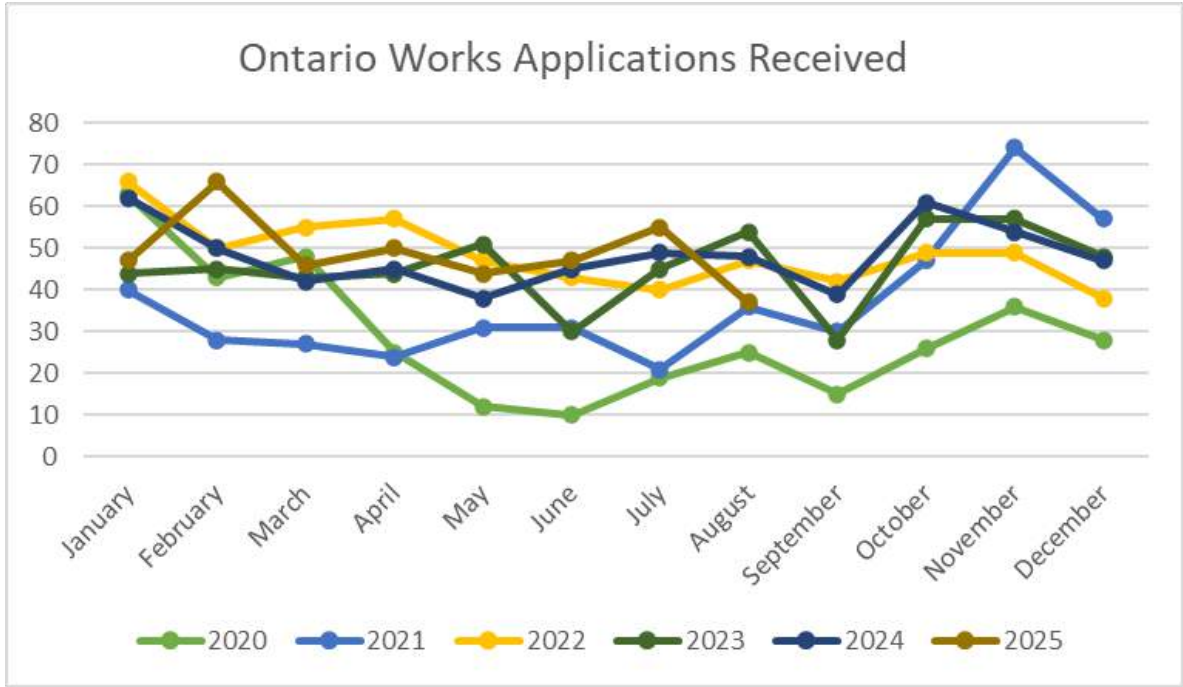
Children Placed - The number of unique children placed in a program.

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.

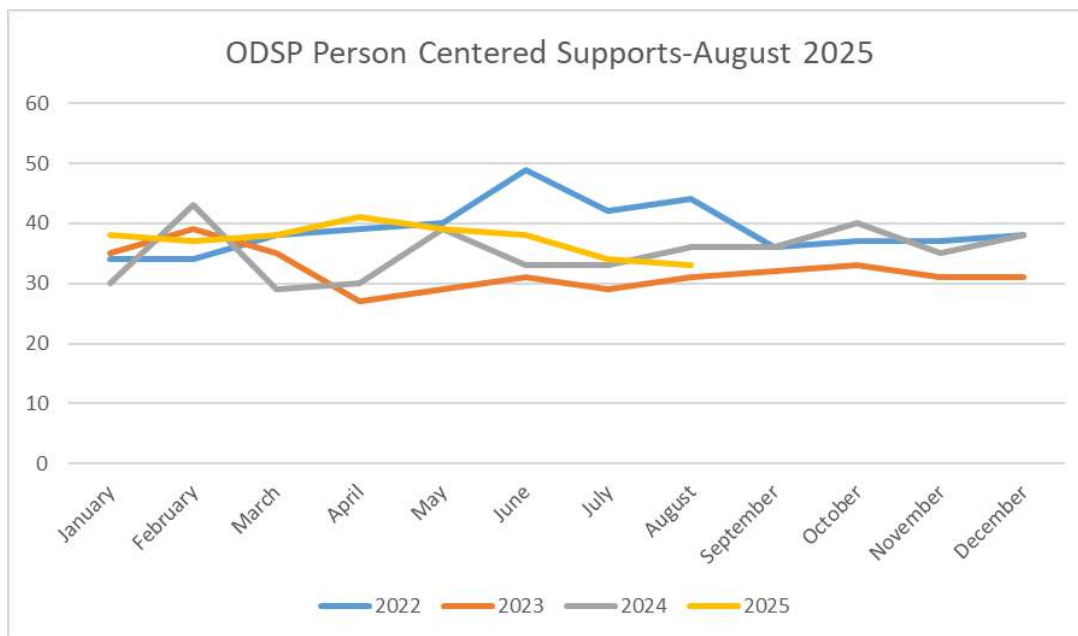




**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office
Ontario Works Applications Received**



ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to hold steady at **575 cases (878 beneficiaries)**. We are providing **33 ODSP** participants Person-Centred Supports. We also have **59 Temporary Care Assistance cases**. **37** applications were received through the province's Ontario Works Intake Unit (OWIU).

Employment Services Transformation & Performance Outcomes

On March 1st, 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 responsible for providing Person Centered Supports to SA Recipients in 4 Support Pillars.

- 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 an Action Plan created

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



Provincial Average— 71.5%

Target-100%

**NDA refers to ODSP participants

Referrals to Employment Ontario

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



Provincial Average 22.4%

Target 32%

**NDA refers to ODSP participants

% Exiting to Employment

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



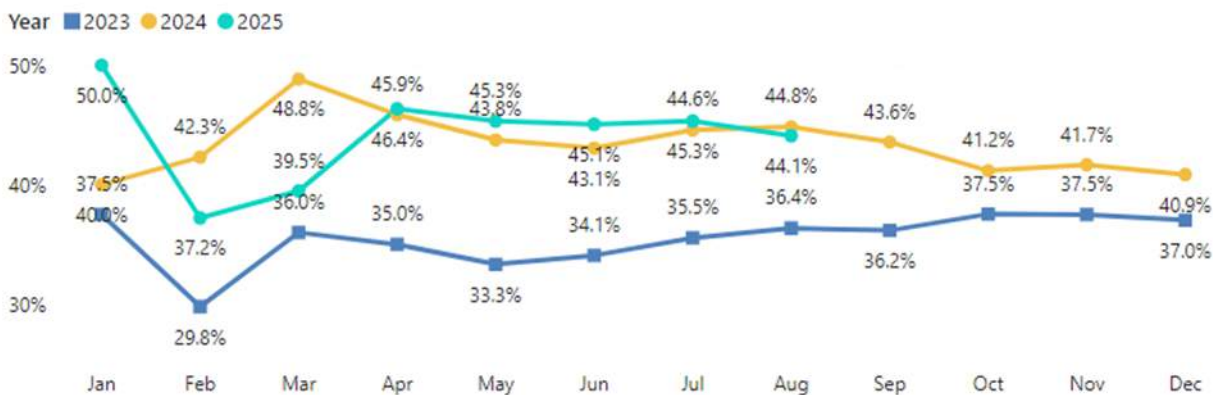
Provincial Average 7.4%

Target 22%

**NDA refers to ODSP participants

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

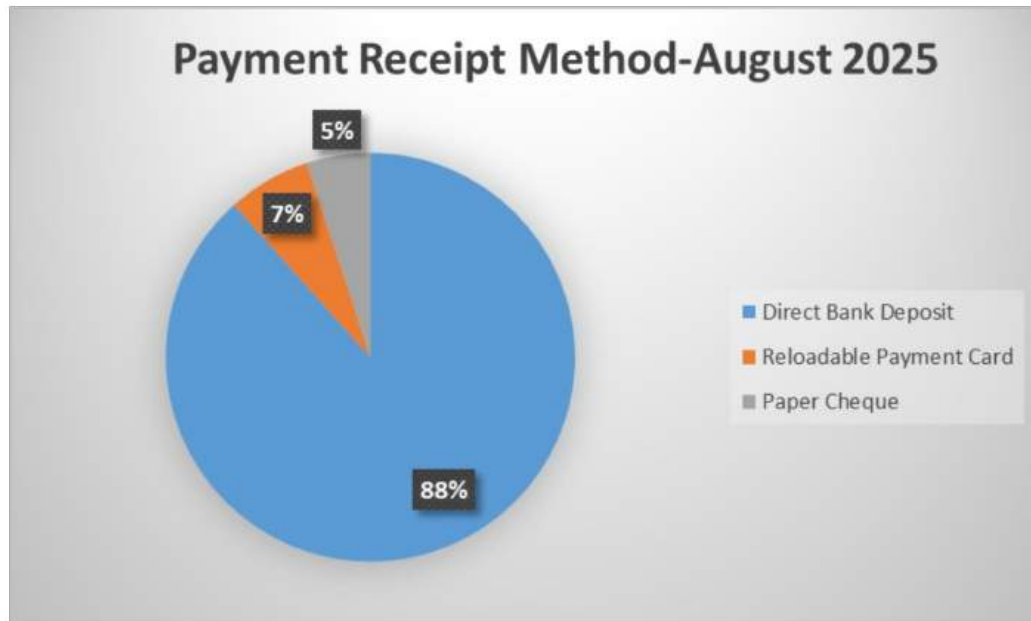
Percentage of Ontario Works cases who exit the program and return within one year



Provincial Average: 31.7%

Target: 35%

DBD Enrollment



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

Reason for Issue	Total	YTD	Income Source	Total	YTD	HPP	YTD
Rental Arrears	\$4,995.00	\$73,899.63	Senior	2	27	\$2,178.00	\$20,470.41
Utilities/Firewood	\$6,719.04	\$48,364.76	ODSP	12	73	\$9,211.85	\$57,852.80
Transportation	\$50.00	\$1686.83	Ontario Works	6	97	\$3,569.77	\$73,026.23
Food/Household/Misc.	\$6,234.30	\$34,004.72	Low Income	3	15	\$3,038.72	\$9,831.97
Emergency Housing		\$3,162.47	TOTAL				\$161,184.41
Total	\$17,998.34	\$161,184.41					

Income Support & Stability Update

Our Housing Loss Prevention Strategy 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 preventing homelessness and achieving and maintain life stabilization goals. From the period of April

Housing Status

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

Short Term Housing Allowance

Max of \$400 for 6 months

2025	August	YTD
Experiencing Homelessness	1	33
At Risk of Homelessness	1	124
On the By Name List	1	20

April 1 – August 30, 2025

Provincial Priority Groups

2025	August	YTD
Chronic Homelessness	2	7
Youth Age 16-25	2	8
Indigenous		2
Provincial Institution	1	2

Case Type

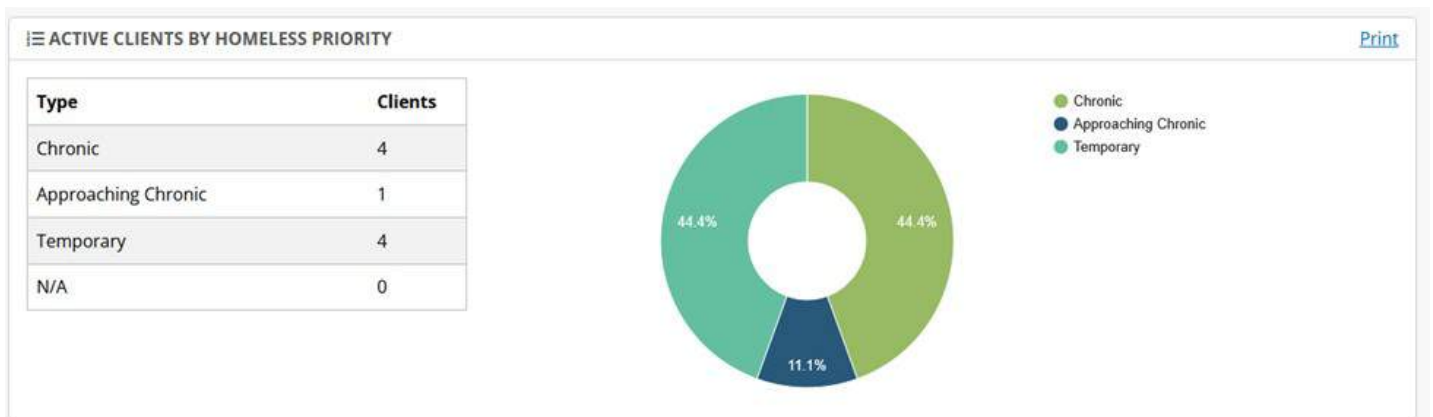
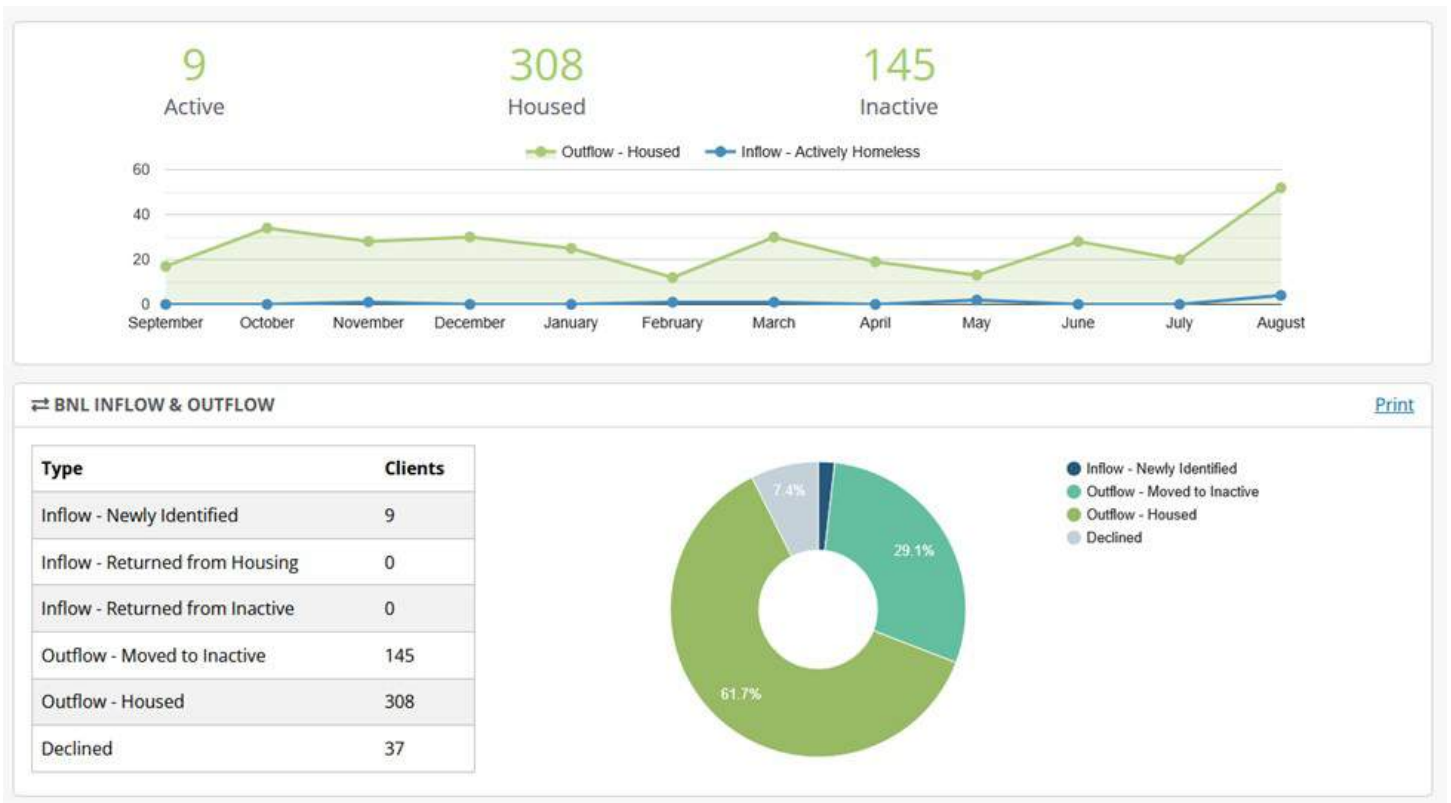
Clients working with Income Support and Stability.
New and active files

2025 -August	New Families	Returning Families	Single Person	Returning Single Person
At Risk of Homelessness	2	3	4	13
Experiencing Homelessness			1	
On the By Name List				
YTD	10	31	24	124

2025	AUGUST				YTD
	ODSP	Ontario Works	Low Income Senior	Low Income non-senior	
Prevention interventions before housing loss occurs	9	1		3	69
Prevention with ongoing case management	3	5	1		127
Rapid Resolution			1		5
Diversion					1
Eviction Prevention					
Food Security					2

By-Name List Data (September 1, 2021– August 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 connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access. As we standardize our definition of homelessness across our team and partners, we have been reviewing our By Name List data to ensure consistency. This explains the sharp decrease for this month.



Income Support & Stability Update

Employment Ontario/OW EST Launch Party – To support our transition to Integrated Employment Services, the East Income Support & Stability team spent a morning with our EO partners – AGILEC & Employment North. The morning was spent reviewing the client life cycle from the Employment side through CAMS and the common assessment piece and then a client life cycle from the Ontario Works side through SAMS and the common assessment. We did some team building ice breakers, some time to network and meet new staff and ask questions about what each other does. It was a great morning, and it was decided that we would do something like this again in 6 months.



Income Support & Stability Update

Community Clinics – ISN's in South River started their community clinics in Kearney, South River, Sprucedale, Port Loring, Powassan, Sundridge, Callander, Emsdale, Novar and Magnetawan. The purpose is to bring information and application processes directly to clients in their communities. These clinics encompass all things related to low-income programs such as Ontario Electricity Support Program, Canada Dental Care Plan, LEAP, ID support, Income Tax Prep and Health Care connect for clients without a physician. ISN's will also answer general questions about Ontario Works and Homelessness Prevention Program eligibility. So far, these clinics have started to bring awareness to all community members and dates are already firmed up to do it again in October.



New HPP Application Launch – Income Support and Stability Team implemented a new HPP application through Microsoft forms that is more streamlined and less chance for errors. It will gather all the data we need for homelessness and priority groups for BNL. This data will no longer need manual intervention to collect relevant parts that will align with our work with Org Code to end Chronic Homelessness in the District.

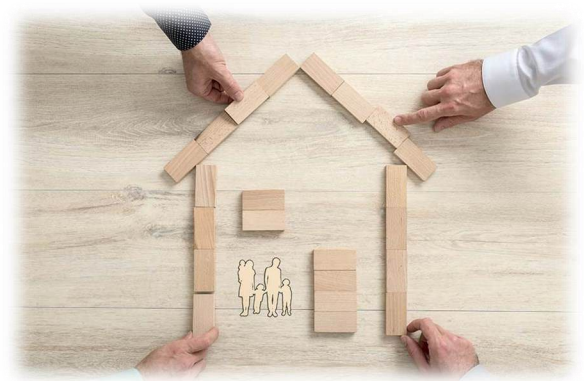


Jeff -College Boreal Conference in Sudbury – The Director of Income Support & Stability attended the College Boreal Conference in Sudbury September 16th and 17th. He was also part of panel with other network catchment partners discussing the transition to Integrated Employment Services and it's impacts on staff and clients.

Housing Programs Update

Social Housing Centralized Waitlist Report august 2025

	East Parry	West Parry	Total
Seniors	53	136	189
Families	170	491	661
Individuals	573	175	748
Total	776	802	1598
Total Waitlist Unduplicated			438



SPP = Special Priority Applicant

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	0	2	3	
Mar	7		3	3		Mar	9	1	4	1	
Apr	10	1	7			Apr	6	1	10		
May	4	1	5	1		May	11		1	2	
June	1		15	3		June	12	2	1	2	
July	9	1	19			July	14			2	1
Aug	9	1	21			Aug	9	1	1	2	1
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	78	5	19	14	2

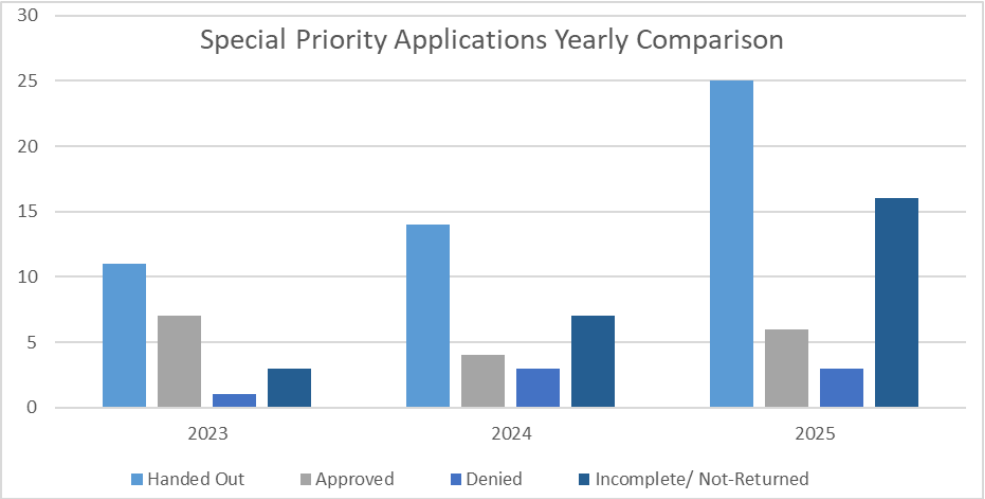
We saw nine approved applications to the centralized waitlist in August. There was one application removed due to arrears with a community housing provider, and two applicants were housed, one being a special priority applicant. There was also one new approved special priority application approved in August.

Housing Programs Update

The third quarter of 2025 has flown by! Housing Programs have been busy preparing for several upcoming events. We continued to work on preparing to go live with the online centralized waitlist for Rent-Geared-to-Income housing. We connected with another service manager in Ontario who has recently gone live with their online waitlist applications, and they have been a great support to us in terms of providing correspondence examples, as well as applicant instruction examples. We also completed re-certification training alongside the Tenant Services team. This training provided the opportunity to see how tenants of our local housing corporation can complete their annual income and asset reviews online through the tenant portal. The next step is to create and implement training sessions for the tenants before going live with this process.

Housing Programs got out on the road to assist some of our rent supplement tenants with completion of their annual income and asset reviews. This is always a great opportunity to continue building relationships with the clients we serve, and we hope to build on this over the next year as we see more rent supplements being established.

Housing Programs has seen a significant increase to all applications and inquiries that we receive. Many people, as well as our community partners, are reaching out to us regularly looking for any kind of housing assistance, whether it be funding to support high market rents, or affordable along with rent-geared-to-income housing. There has been a substantial increase in requests for Special Priority Placement (SPP) applications from those in our district, as well as outside of it, with over half of the requests being made in the third quarter of 2025. The chart below shows a comparison of applications provided, approved, incomplete and denied over the last few years.



Housing Service Manager recently received communication from the Ministry of Municipal Affairs and Housing regarding COHB (Canada Ontario Housing Benefit) allocation. This program offers a financial subsidy to eligible applicants and assists with the cost of their housing needs. The Housing Service Manager’s role is to ensure there is no outstanding Community Housing arrears, and they meet the income testing requirements before forwarding them on to the Ministry of Finance for a final determination of eligibility and processing. This year’s target is to process 20 applications.

The work that the Housing Programs team does can be difficult as we hear accounts of abuse, homelessness and despair daily, but our team always keeps a positive outlook. We are always looking for ways in which we can offer support to those waiting on waitlists whether it be through a referral to an internal program, or a connection to a community partner, or just time spent listening.

Parry Sound District Housing Corporation

August 2025

Activity for Tenant Services

	Current	YTD
Move outs	1	15
Move in (centralized waitlist along with internal transfers)	4	21
L1/L2 hearings	1	11 (correction from last month)
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	0	5
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	2	7
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	1	1
N7 Filed with the LTB – notice of eviction for willful damage to unit	1	1
Repayment agreements NEW (formal & informal)	3	15
No Trespass Order	0	0
Tenant Home Visits/Wellness checks	39	340
Mediation/Negotiation/Referrals	28	152
Tenant Engagements/Education	4	21

Tenant Services Update

Summer was a busy time for Tenant Services, as we collaborated with Maintenance on annual unit inspections which went all through spring and summer finishing up in September. This was a very good learning experience for all and TS/Maint. Got together afterward to troubleshoot some of the units of greatest concern for things like tenant damages, hoarding, and housekeeping issues. Out of this meeting we came up with plans of action and have been implementing them since...some LTB notices, some referrals, and some regular and frequent check-ins to monitor progress with cleaning up.

Over the summer Tenant Services hosted 2 tenant BBQs, one East and one West. We had children's crafts and face painting, food, and a fire truck to give tours and talk about fire safety. They were well attended and appreciated by participants.

The fall edition of the Tenant Services Newsletter has been created and is attached to this report.

In partnership with Housing Programs, Tenant Services is planning National Housing Day events in November on each side of the district – we will have community partner booths set up and some food to honour the day and provide information and housing-related resources to the community.

Property Maintenance Update

Over the past couple of months, inspections have been successfully completed on all Parry Sound District Housing facilities, including The Meadowview – NOAH. These inspections have enabled the Maintenance Department to compile an up-to-date database in Maintenance IQ, detailing the current condition of all tenant units and properties. This data is proving invaluable in helping us make more informed decisions regarding work orders and prioritizing maintenance needs.

This initiative has also fostered stronger collaboration between Tenant Services and Maintenance, allowing us to work together more effectively to deliver the best possible outcomes for our tenants.

The Maintenance Department was pleased to support and attend the recent tenant BBQ hosted by the Tenant Services Department. It was a great opportunity to connect with tenants we don't often see and to answer questions about the maintenance request process.

Additionally, all winter grounds tenders for DSSAB's west properties closed at the end of September and will soon be awarded to the successful bidders.

We were also proud to host another joint training session with the Parry Sound Fire Department. This collaborative effort continues to strengthen our emergency preparedness and ensure the highest level of service for our tenants.

Property Maintenance

August 2025

Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is 1 active unit.
Vacant Units	6	5 one-bedroom, 1- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	9	5 market, 4 affordable units available
After Hours Calls	16	Monitoring station offline, smoke alarm battery, plumbing leaks, AC unit condensation, tenant dispute, lost key down elevator shaft, contractor entry lock out, OPP inquiry, septic pump repair
Work Orders	97	Work orders are created for our staff to complete routine maintenance repairs for all DSSAB/LHC Buildings
Purchase Orders	85	Purchase Orders are for services, and materials required outside of the Housing Operations Department scope of work for the LHC properties
Fire Inspections	1	Annual fire suppression inspection completed on a 6-storey senior building
Annual Inspections	50	Annual inspections continue across the district
Incident Reports		

Capital Projects

This summer was marked by significant progress on remediation, structural improvements, and infrastructure upgrades. The following sections highlight major areas of work, key accomplishments, and upcoming priorities.

Hazardous Material Remediation and Water Damage Repairs

Between July and September, several units were remediated for asbestos and mould. Nine units were completed in July, with further abatement projects taking place in August and September. Attic abatement began at additional sites in late September. These projects have resulted in restored and re-occupied units following clearance inspections. Additionally, winter ice damming remediations and scheduled eavestrough replacements across the district are now finalized.

Plumbing, HVAC, and Duct Maintenance

District-wide duct cleaning was successfully completed in August, ensuring healthier living environments. Backflow preventers were installed at several sites. Site meetings were also held to review improvements to water shut-off valves and the potential installation of water meters.

Doors, Siding, Painting, and Cosmetic Upgrades

Progress was made on exterior enhancements this quarter. New doors were manufactured and installed by early September, while siding replacement began in mid-August and was completed in September. Painting projects were carried out at several locations, including exterior balconies and rust remediation. Further cosmetic upgrades are currently under review.

Generator and Electrical Work

Significant electrical work advanced this quarter. Generator repairs were completed and passed inspection, with the final exhaust fabrication at one site pending. Electrical panel upgrades were finalized in July. Options for a new generator installation at a childcare facility are also under review.



View of a completed siding replacement project

Roofing and Eavestrough Projects

Roofing inspections and replacements progressed throughout the district. Major replacement projects at a community facility and an apartment building were completed in August, with minor finishes anticipated for October. Late September also saw attic abatement begin at another site. Budget adjustments continue to be monitored for future phases.



View of a roof replacements being completed a DSSAB and Housing facility

Social Media Stats

Facebook –District of Parry Sound Social Services Administration Board	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025
Total Page Followers	721	731	738	749	749	770
Post Reach this Period (# of people who saw post)	7739	3660	3159	11,121	11,941	5,904
Post Engagement this Period (# of reactions, comments, shares)	788	40	501	77	75	37

Facebook -Esprit Place Family Resource Centre	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025
Total Page Followers	217	220	225	225	225	229
Post Reach this Period (# of people who saw post)	998	1214	100	580	815	1,314
Post Engagement this Period (# of reactions, comments, shares)	65	94	22	10	0	27

DSSAB LinkedIn Stats https://bit.ly/2YyFHIE	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025
Total Followers	525	537	548	551	558	561
Search Appearances (in last 7 days)	131	187	371	205	132	122
Total Page Views	34	37	52	35	22	26
Post Impressions	632	843	650	660	715	235
Total Unique Visitors	19	21	29	20	12	14

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025
Total Followers	103	104	104	105	107	109
# of accumulated posts	64	65	65	65	66	69



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: September 30, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.2
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: Adjustment to LHC Board for 2025	

Proposed Resolution:

THAT the Board approve the amendment of Resolution 25 01 05 to remove Ted Knight as a Director from the Parry Sound District Housing Corporation.

Introduction:

Effective September 8, 2025, Ted Knight was deemed to have forfeited his position as a Member of the DSSAB Board through the sale of his property in the TWOMO Area. Therefore, it is recommended by staff that Mr. Knight be removed as a Director from the Parry Sound District Housing Corporation.

Background:

The Parry Sound District Housing Corporation (the Local Housing Corporation or LHC) is a wholly owned subsidiary of the District of Parry Sound Social Services Administration Board (the DSSAB). It was incorporated under the Business Corporations Act and as such must appoint Officers and Directors, appoint auditors, approve financial statements, file tax returns, etc. each year. At the time of formation of the LHC and transfer of social housing to the DSSAB in 2000, the initial Board members were appointed by the Ministry of Municipal Affairs and Housing. Shortly thereafter, for efficiency of operations and also to reflect the reality of the ownership and responsibility for the LHC, the DSSAB Board started the process of appointing all DSSAB Board Members and relevant staff as Officers and Directors of the Corporation.

Operationally, this has allowed us to act on the business of the Corporation at our regular Board meetings. All activities related to the business of social housing are conducted by the DSSAB. The LHC holds title to the social housing property. Relevant minutes are transferred to the Parry Sound District Housing Corporation minute books and files.

Financial Considerations:

No financial impact.

Strategic Initiatives:

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

- Achieve Organizational Excellence

Legislative/Risk Analysis:

Governance Risk: Failing to formally update the LHC Board composition to reflect DSSAB membership changes may create confusion regarding governance accountability and could raise concerns about the legitimacy of Board decisions if challenged.

Reputational Risk: Failing to formally update the LHC Board composition to reflect DSSAB membership changes may appear as poor oversight or a lack of due diligence.

Mitigation: These risks are mitigated by proceeding with the proposed resolution, aligning the corporate governance of the LHC with the DSSAB's established structure and practices.

Recommendation/Conclusion:

THAT the Board approve the amendment of Resolution 25 01 05 to remove Ted Knight as a Director from the Parry Sound District Housing Corporation.



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: September 30, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.3
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: Adjustment to LHC Board for 2025	

Proposed Resolution:

THAT the Board approve the amendment of Resolution 25 01 05 to add Sean Cotton as a Director on the Parry Sound District Housing Corporation.

Introduction:

Effective September 8, 2025, Sean Cotton was appointed to fill a vacancy on the DSSAB Board through resolution by all Municipalities represented in Area 4. Therefore, it is recommended by staff that Mr. Cotton be added as a Director to the Parry Sound District Housing Corporation.

Background:

The Parry Sound District Housing Corporation (the Local Housing Corporation or LHC) is a wholly owned subsidiary of the District of Parry Sound Social Services Administration Board (the DSSAB). It was incorporated under the Business Corporations Act and as such must appoint Officers and Directors, appoint auditors, approve financial statements, file tax returns, etc. each year. At the time of formation of the LHC and transfer of social housing to the DSSAB in 2000, the initial Board members were appointed by the Ministry of Municipal Affairs and Housing. Shortly thereafter, for efficiency of operations and also to reflect the reality of the ownership and responsibility for the LHC, the DSSAB Board started the process of appointing all DSSAB Board Members and relevant staff as Officers and Directors of the Corporation.

Operationally, this has allowed us to act on the business of the Corporation at our regular Board meetings. All activities related to the business of social housing are conducted by the DSSAB. The LHC holds title to the social housing property. Relevant minutes are transferred to the Parry Sound District Housing Corporation minute books and files.

Financial Considerations:

No financial impact.

Strategic Initiatives:

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

- Achieve Organizational Excellence

Legislative/Risk Analysis:

Governance Risk: Failing to formally update the LHC Board composition to reflect DSSAB membership changes may create confusion regarding governance accountability and could raise concerns about the legitimacy of Board decisions if challenged.

Reputational Risk: Failing to formally update the LHC Board composition to reflect DSSAB membership changes may appear as poor oversight or a lack of due diligence.

Mitigation: These risks are mitigated by proceeding with the proposed resolution, aligning the corporate governance of the LHC with the DSSAB's established structure and practices.

Recommendation/Conclusion:

Effective September 8, 2025, Sean Cotton was appointed to fill a vacancy on the DSSAB Board through resolution by all Municipalities represented in Area 4. Therefore, it is recommended by staff that Mr. Cotton be added as a Director to the Parry Sound District Housing Corporation.



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: September 30, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.4
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: Adjustment to NOAH Board for 2025	

Proposed Resolution:

THAT the Board approve the amendment of Resolution 25 01 05 to remove Ted Knight as a Director from the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.

Introduction:

Effective September 8, 2025, Ted Knight was deemed to have forfeited his position as a Member of the DSSAB Board through the sale of his property in the TWOMO Area. Therefore, it is recommended by staff that Mr. Knight be removed as a Director from the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.

Background:

NOAH is a wholly owned subsidiary of the District of Parry Sound Social Services Administration Board (the DSSAB). It was incorporated under the Business Corporations Act and as such must appoint Officers and Directors, appoint auditors, approve financial statements, file tax returns, etc. each year. The DSSAB Board annually appoints all DSSAB Board Members and relevant staff as Officers and Directors of the Corporation on an annual basis in January each year. Operationally, this has allowed us to act on the business of NOAH at our regular Board meetings. All activities related to the business of NOAH are conducted by the DSSAB. Relevant minutes are transferred to the NOAH minute books and files.

Financial Considerations:

No financial impact.

Strategic Initiatives:

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

- Achieve Organizational Excellence

Legislative/Risk Analysis:

Governance Risk: Retaining a Director who is no longer affiliated with the parent Board (DSSAB) may create confusion regarding governance accountability and could raise concerns about the legitimacy of Board decisions if challenged.

Reputational Risk: Failing to formally update the NOAH Board composition to reflect DSSAB membership changes may appear as poor oversight or a lack of due diligence.

Mitigation: These risks are mitigated by proceeding with the proposed resolution, aligning the corporate governance of NOAH with the DSSAB's established structure and practices.

Recommendation/Conclusion:

THAT the Board approve the amendment of Resolution 25 01 05 to remove Ted Knight as a Director from the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: September 30, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.5
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: Adjustment to LHC Board for 2025	

Proposed Resolution:

THAT the Board approve the amendment of Resolution 25 01 05 to add Sean Cotton as a Director to the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.

Introduction:

Effective September 8, 2025, Sean Cotton was appointed to fill a vacancy on the DSSAB Board through resolution by all Municipalities represented in Area 4. Therefore, it is recommended by staff that Mr. Cotton be added as a Director to the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.

Background:

NOAH is a wholly owned subsidiary of the District of Parry Sound Social Services Administration Board (the DSSAB). It was incorporated under the Business Corporations Act and as such must appoint Officers and Directors, appoint auditors, approve financial statements, file tax returns, etc. each year. The DSSAB Board annually appoints all DSSAB Board Members and relevant staff as Officers and Directors of the Corporation on an annual basis in January each year. Operationally, this has allowed us to act on the business of NOAH at our regular Board meetings. All activities related to the business of NOAH are conducted by the DSSAB. Relevant minutes are transferred to the NOAH minute books and files.

Financial Considerations:

No financial impact.

Strategic Initiatives:

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

- Achieve Organizational Excellence

Legislative/Risk Analysis:

Governance Risk: Retaining a Director who is no longer affiliated with the parent Board (DSSAB) may create confusion regarding governance accountability and could raise concerns about the legitimacy of Board decisions if challenged.

Reputational Risk: Failing to formally update the NOAH Board composition to reflect DSSAB membership changes may appear as poor oversight or a lack of due diligence.

Mitigation: These risks are mitigated by proceeding with the proposed resolution, aligning the corporate governance of NOAH with the DSSAB's established structure and practices.

Recommendation/Conclusion:

THAT the Board approve the amendment of Resolution 25 01 05 to add Sean Cotton as a Director to the Non-Profit Organization for Almaguin Housing Inc. (NOAH) Board.



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: September 30, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.6
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: Vacancy on DSSAB Board – TWOMO Representative	

Proposed Resolution:

THAT the Board approve the process to fill the current DSSAB Board vacancy for the TWOMO Area by advertising for one individual to serve as a member for the remainder of the term ending in 2026, with expressions of interest to be submitted no later than October 31, 2025;

AND THAT, in the case that no applications are received, the application process remain open until the vacancy is filled, or three months before the next regular election (nomination day);

AND THAT, in the case of multiple applications, the Board authorize the CAO and Board Chair to review the submissions and select the new member to fill the vacancy.

Introduction:

A vacancy has arisen on the District of Parry Sound Social Services Administration Board (DSSAB) following the resignation of a Board member representing the territory without municipal organization (TWOMO Area). In accordance with legislative requirements, the DSSAB is required to fill this vacancy for the remainder of the current term ending December 31, 2026.

Background:

The DSSAB is governed under the District Social Services Administration Boards Act and Ontario Regulation 278/98, which provide for representation from municipalities and from the TWOMO Area. The resignation of a TWOMO representative has created the need to appoint a new member.

Under the District Social Services Administration Boards Act (DSSAB Act) and its related regulations, a DSSAB must fill vacancies on the Board unless the vacancy occurs within three months before the next regular election (nomination day).

Here's how it's worded in Ontario Regulation 278/98, section 9(4) under the *District Social Services Administration Boards Act*:

"If a vacancy occurs on the board more than three months before the next regular election, the council or councils that appointed the member shall fill the vacancy as soon as possible. If the vacancy occurs within three months before the next regular election, it need not be filled."

To ensure fairness, transparency, and compliance with legislation, staff recommend that the vacancy be advertised to all residents of the TWOMO through distributed notices to Roads Boards and Local Services Boards

throughout the TWOMO area, as well as being posted to the DSSAB's website. Interested individuals will be invited to submit an expression of interest outlining their interest, eligibility, and community involvement.

A draft Notice of Nominations has been prepared (attached) and will be published to invite eligible residents to apply through a submitted expression of interest by email to jblower@psdssab.org by October 31, 2025.

The recommended process is to advertise for one person to fill this vacancy, with a submission deadline of October 31, 2025. If no applications are received, the application period will remain open until the vacancy is filled, or three months before the next regular election (nomination day). If more than one qualified individual applies, staff recommend that the DSSAB Board authorize the CAO and Board Chair to review the submissions and select the new member.

Financial Considerations:

There is no financial impact associated with this process other than minimal advertising costs, which can be accommodated within the existing budget.

Strategic Initiatives:

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

- **Achieve Organizational Excellence** by ensuring that the DSSAB maintains full and proper representation, governance processes remain transparent, accountable and effective.

Legislative/Risk Analysis:

Governance Risk: Leaving the TWOMO seat vacant could create challenges to representation and decision-making authority under the DSSAB Act.

Reputational Risk: Failure to follow an open, transparent process to fill the vacancy could create perceptions of unfairness or exclusion among TWOMO residents.

Mitigation: Advertising broadly and following the outlined process ensures compliance with legislation, reduces governance risks, and demonstrates accountability to the community.

Recommendation/Conclusion:

THAT the Board approve the process to fill the current DSSAB Board vacancy for the TWOMO Area by advertising for one individual to serve as a member for the remainder of the term ending in 2026, with expressions of interest to be submitted no later than October 31, 2025;

AND THAT, in the case that no applications are received, the application process remain open until the vacancy is filled, or three months before the next regular election (nomination day);

AND THAT, in the case of multiple applications, the Board authorize the CAO and Board Chair to review the submissions and select the new member to fill the vacancy.

Board Vacancy

To: All residents of the territory without municipal organization within the District of Parry Sound

Due to the recent resignation of a valued Board member, a vacancy has been created on the District of Parry Sound Social Services Administration Board (DSSAB).

Pursuant to Section 4.(5) of Ontario Regulation 278/98, under the District Social Services Administration Board Act, the DSSAB is seeking to replace a Board member who represented the territory without municipal organization (Area 7).

Persons interested in serving for the remainder of the current Board term to December 31, 2026 and who are qualified as an elector in the territory without municipal organization are requested to submit in writing an expression of interest, to the undersigned by 12:00 Noon on **Friday, October 31, 2025**. Please include any community interests or groups you may be associated with.

Qualifications

A person is eligible to be a DSSAB member representing the territory without municipal organization if he or she is:

- a Canadian citizen who is at least 18 years of age, and
- a permanent resident of the territory without municipal organization;
- an owner or tenant of property in the territory without municipal organization; or
- the spouse of an owner or tenant of property in the territory without municipal organization.

The territory without municipal organization includes the following geographic townships:

Henvey, Blair, Mowat, Wallbridge, Brown, Wilson, East Mills, McConkey, Hardy, Patterson, Pringle, Lount, Harrison, part of Shawanaga and Laurier

For further information please contact:

JJ Blower, Communications Officer
District of Parry Sound Social Services Administration Board
1 Beechwood Drive, Parry Sound, Ontario. P2A 1J2
Phone: 705-746-7777 Ext. 5264
Email jblower@psdssab.org
Website: www.psdssab.org



REPORT TO THE BOARD OF DIRECTORS

DATE PREPARED: October 2, 2025	PROGRAM: Administration
MEETING DATE: October 9, 2025	REPORT NO: 9.7
PREPARED BY: JJ Blower	PRESENTED BY: JJ Blower
SUBJECT: New Website Launch	

Proposed Resolution – NO

For Information Only.

Introduction:

The District of Parry Sound Social Services Administration Board (DSSAB) has completed the development of a new public-facing website to replace its outdated WordPress-based platform. The new site was developed with GHD Digital using the Govstack® proprietary Content Management System (CMS), with the majority of migration and content development completed in-house to reduce costs.

The new DSSAB website is scheduled to Go-Live on October 9, 2025 at 11:00 a.m. While it is common for there to be minor “glitches” during website launches, DSSAB staff and GHD Digital are taking all reasonable precautions to minimize any disruptions.

Background:

The previous DSSAB website was hosted on a WordPress platform that had developed security vulnerabilities, raising risks of malicious intrusion and unauthorized data access. In contrast, the Govstack® CMS offers:

- **Enhanced security** with industry-standard encryption and centralized Single Sign-On (SSO) authentication.
- **Accessibility compliance** with WCAG 2.1 Level AA standards.
- **Multilingual capabilities**, ensuring improved French-language service delivery.
- **Flexible content management**, enabling DSSAB staff to easily update and share information.

The new site positions DSSAB to deliver services more efficiently, reduce inquiry costs, and increase transparency for the community.

Improved Customer Service & Access:

- Direct access to the Child Care Application Portal and Tenant Portal for Community Housing.
- Ability to subscribe to news, employment opportunities, tenders, and RFPs.
- Ability to create & allow users to subscribe to events calendars.

Launch Access Details:

- Prior to Go-Live (October 9 at 11:00 a.m.), the site may be previewed at:
<https://psdssab-013-ca.govstack.com/en/>
- After October 9 at 1:00 p.m., the site will be available at the permanent address:
www.psdssab.org

Additional Website Development:

Included in this work is the redevelopment of the website for Esprit Place Family Resource Centre, which is well underway and expected to launch by the end of 2025.

Financial Considerations:

The implementation was completed within the scope of the existing contract with GHD Digital which includes the cost for development of both the DSSAB and Esprit Place websites. In-house contributions by DSSAB staff reduced the need for extensive third-party support for content creation. Ongoing annual subscription costs will be funded through the Information Technology budget.

Strategic Initiatives:

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

- Achieve Organizational Excellence – by enhancing transparency, customer service, and public trust through accessible, secure, and reliable digital service delivery.

Legislative/Risk Analysis:

Technology Risk: The outdated WordPress site posed security vulnerabilities that could have exposed DSSAB to potential data breaches.

Operational Risk: While Go-Live transitions can experience minor glitches, DSSAB staff and GHD Digital are actively monitoring and mitigating these risks to ensure a smooth launch.

Reputational Risk: The former site no longer met public expectations for accessibility, ease of use, or bilingual service delivery.

Mitigation: Launch of the new Govstack® website mitigates these risks by providing a secure, accessible, and scalable platform designed specifically for public sector organizations.

Recommendation/Conclusion:

For Information only.

Fall NEWSLETTER

2025

Fall Clean-Up & Winter Preparation Tips

Outdoors:

- Rake and bag fallen leaves to keep yards and walkways tidy.
- Clear sticks, branches, and clutter from yards to prevent hazards.
- Put away outdoor furniture, toys, and gardening tools before snow.
- Disconnect garden hoses and store them indoors.
- Ensure outdoor taps are shut off to prevent frozen pipes.



"How beautiful
the leaves grow
old. How full of
light and color
are their last
days."

John Burroughs

Indoors:

- Make sure smoke alarms and carbon monoxide detectors are working.
- Change furnace filters (if applicable) for better air quality and heating efficiency.
- Keep heat vents clear of furniture or clutter.
- Stock up on winter supplies like salt/sand for walkways, and extra blankets.



IMPORTANT MESSAGE



ONTARIO ASSOCIATION OF FIRE CHIEFS

FIRE CODE STATES

“ NO PERSON
SHALL DISABLE
A SMOKE ALARM ”



FOR TENANTS

PREVENTION RESPONSIBILITIES

- Tenants are responsible for reducing the risk of fires starting and to maintain a safe exit.
- All hallways and any access to an exit must be clutter and garbage free so it is unobstructed at all times.
- Furnace filters should be clean and changed regularly.
- Keep smoke alarms in good working condition and vacuum them regularly. Do Not remove.
- Keep carbon monoxide alarms in good working condition and vacuum regularly. Do not remove.
- Make sure appliances do not have any grease build-up.
- Avoid storing items in furnace rooms, or away from furnaces and water heaters.
- Keep dryer vents free of lint.
- Do not use extension cords as permanent power connections. Power bars are permitted.
- Never overload electrical circuits/plugs.
- Make sure exit doors open easily.
- Never store flammable liquids or propane tanks inside.

Check that your fire
extinguishers are in
the green section



UNIT INSPECTIONS



Following recent unit inspections, we want to remind all tenants about the importance of keeping homes clean, safe, and well-maintained. The three biggest concerns found during inspections were cleanliness, excessive clutter, and pet damage. A clean and organized home makes life more enjoyable and can even help ease stress and anxiety, creating a calmer space for you and your family.

- Units must be kept in a clean and sanitary condition.
- Too much clutter can create safety hazards, block emergency exits, and make it harder for staff to complete needed repairs.
- Regular tidying, removing garbage, and keeping hallways and rooms clear helps keep your household safe and healthy.
- If you're finding it difficult to keep up with cleaning or belongings, please reach out—there are community resources and supports available to help.
- Pets must be cared for in a way that protects your home and respects your neighbours.
- Dogs and other animals should always be taken outside for toileting and never left to soil inside the unit. This prevents odours, damage, and health risks.
- Pet waste, whether indoors or outdoors, must be cleaned up right away and disposed of properly.
- Pets should not be allowed to damage walls, doors, flooring, or anything provided by the landlord. Any repair costs may be charged back if damage occurs.
- Excessive barking, roaming pets, or disturbances caused by animals are not permitted.

We are taking a stronger stance on these issues moving forward. If concerns are found during inspections, tenants will be required to take corrective action. Failure to do so may result in charges for repairs or lease enforcement measures.



Clutter



Cleanliness



Pets



Short term, Long term, and
Commercial properties



SOME OF WHAT WE DO...

- ✓ Ensuring you have the necessities
- ✓ Excessive clutter/ Hoarding decluttering
- ✓ Errand runs
- ✓ Property Clean Up
- ✓ Housekeeping/Cleaning
- ✓ Budgeting support
- ✓ Pest control preparation
- ✓ Item/Furniture removal
- ✓ Meal plan/prep support

LAURA

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Servicing the Parry Sound District

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BANANA PUMPKIN BREAD



Ingredients

- Baking spray
- 3/4 cup unbleached all purpose flour
- 1/2 cup white whole wheat flour
- 3/4 tsp baking soda
- 1/2 tsp salt
- 1 tsp cinnamon
- 1 1/2 tsp pumpkin spice
- 3 medium very ripe medium bananas, mashed
- 1/2 cup pureed pumpkin
- 2 tbsp butter, softened
- 1/2 cup light brown sugar, unpacked
- 1 large egg white
- 1 large egg
- 1 tsp vanilla extract
- 1/4 cup chopped pecans, optional

Instructions

- Preheat oven to 325F. Grease a 9x5 inch loaf pan with baking spray.
- In a medium bowl, combine flour, baking soda, cinnamon, pumpkin spice and salt with a wire whisk. Set aside.
- In a large bowl, cream butter and sugar with an electric mixer.
- Add egg whites, egg, bananas, pumpkin and vanilla, and beat at medium speed until thick. Scrape down sides of the bowl.
- Add flour mixture and nuts (if using), then blend at low speed until combined. Do not over mix.
- Pour batter into loaf pan and bake on the center rack for 55 to 60 minutes, or until a toothpick inserted in the center comes out clean.
- Let the pan cool at least 20 minutes, bread should be room temperature before slicing.





Cozy up with a hot drink and test your logic skills. Fill the grid so that each row, column, and 3×3 box contains the digits 1–9 with no repeats.

Difficulty: Medium

Tip: Start with rows/columns that already have more numbers!

		8	7		4		3	1
7			6			9		
					9	5	7	
1			9				6	7
				1				
2	8				6			3
	4	1	8					
		5			7			9
8	7		5		2	4		

		6		4				
			6					2
9		4			8			1
2	4		3		9	8	7	
	7			5			9	
	5	9	8		1		2	3
4			1			7		8
8					6			
				8		5		

	7	3		4	6	9		
		2			9	3		
		9					7	2
9					8			4
	2						3	
3			7					1
5	9					2		
		1	3			7		
		8	9	1		4	6	

3		2		6				
		1	2	5				
5			9	8	1		7	
		6						1
	2	7				3	5	
1						7		
	4		1	2	8			6
				3	5	8		
				9		5		7

Trick
Treat

Halloween





TENANT GARDENS

Our tenants have been busy creating beautiful gardens full of flowers and veggies. Some of the plants featured here even started from our community seed planting day! Thank you for sharing your green thumbs and helping brighten our neighbourhoods.



**"Building Community, Sharing Resources,
Strengthening Connections."**



NATIONAL HOUSING DAY

Come Join us!

November 26, 2025

Parry Sound Social
Services

The Killbear Room
1 Beechwood Dr.
Parry Sound, ON

or

November 27, 2025

South River/Machar
Community Centre

1A Lincoln Avenue
South River, ON

1-3pm

- Meet community partners and learn about local programs
- Find helpful resources and supports
- Share, connect, and enjoy good company
- Free food and refreshments



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 19: September 22 nd , to September 28 th , 2025	6	0	September 12 th , 2025 September 23 rd , 2025 September 25 th , 2025 September 26 th , 2025 (3)	6	North Bay (4) Parry Sound West Nipissing	Alcohol Crystal Meth Fentanyl (4) Unknown Opioid (2)
Week 18: September 15 th , to September 21 st , 2025	3	0	September 17 th , 2025 September 19 th , 2025 September 21 st , 2025	3	North Bay (3) Parry Sound	Cocaine Crystal Meth Fentanyl Unknown Opioid
Week 17: September 8 th , to September 14 th , 2025	3	0	September 9 th , 2025 September 12 th , 2025 (2)	3	North Bay On Reserve (Name Supressed) Parry Sound	Fentanyl (3)
Week 16: September 1 st , to September 7 th , 2025	4	0	August 29 th , 2025 September 2 nd , 2025 (2) September 4 th , 2025	4	North Bay Magnetawan Parry Sound (2)	Cocaine Crack Crystal Meth Prescription Opioid Polypharmacy Unknown Opioid (2)

Week 15: August 25 th to August 31 st , 2025	4	1	August 27 th , 2025 August 29 th , 2025 August 30 th , 2025(2)	4	North Bay (2) Parry Sound West Nipissing	Cocaine Unknown Opioid (3)
Week 14: August 18 th to August 24 th , 2025	5	0	August 19 th , 2025(2) August 20 th , 2025 August 21 st , 2025(2)	5	McDougall North Bay (2) Powassan West Nipissing	Fentanyl Benzodiazepines Prescription Opioid Non-Opioid Pharmaceutical Unknown Opioid (2)
Week 13: August 11 th , to August 17 th , 2025	1	0	August 16 th , 2025	1	Powassan	Non-Opioid Pharmaceutical
Week 12: August 4 th , to August 10 th , 2025	1	0	August 8 th , 2025	1	Seguin	Prescription Opioid
Week 11: July 28 th , to August 3 rd , 2025	3	0	August 2 nd , 2025 (3)	3	Parry Sound (2) South River	Crack Fentanyl Unknown Opioid
Week 10: July 21 st , to July 27 th , 2025	9	1	July 21 st , 2025 July 23 rd , 2025 (3) July 24 th , 2025 July 25 th , 2025 (2) July 26 th , 2025 (2)	9	Armour Nipissing First Nation North Bay (4) Parry Sound (2) West Nipissing	Alcohol Fentanyl (3) Polypharmacy Unknown Opioid (5)
	4	1	July 8 th , 2025	3	North Bay (3)	Benzodiazepines

Week 9: July 14 th , to July 20 th , 2025			July 14 th , 2025 July 19 th , 2025 July 20 th , 2025		Parry Sound	Fentanyl (2) Marijuana/Cannabis Unknown Opioid
Week 8: July 7 th , to July 13 th , 2025	0	0	N/A	N/A	N/A	N/A
Week 7: June 30 th to July 6 th , 2025	2	1	July 2 nd , 2025 (2)	2	North Bay Parry Sound	Amphetamines Benzodiazepines Cocaine Fentanyl (2)
Week 6: June 23 rd , to June 29 th , 2025	1	1	June 29 th , 2025	1	North Bay	Unknow Opioid
Week 5: June 16 th , to June 22 nd , 2025	0	0	N/A	N/A	N/A	N/A
Week 4: June 9 th , to June 15 th , 2025	1	0	June 10 th , 2025	1	North Bay	Unknown Opioid
Week 3: June 2 nd , to June 8 th , 2025	5	2	June 3 rd , 2025 June 5 th , 2025 June 6 th , 2025 (2) June 7 th , 2025	5	North Bay (2) Powassan (2) Ryerson	Cocaine Crystal Meth Don't Know Fentanyl (3) Hallucinogens/Party Drugs
	5	2	May 26 th , 2025	5	Mattawa North Bay (2)	Cocaine (2) Fentanyl (3)

Week 2: May
26th, to June
1st, 2025

May 27th, 2025
May 28th, 2025 (2)
May 30th, 2025

Parry Sound (2)

Unknown Opioid

Week 1: May
19th, to May
25th, 2025

2

0

May 22nd, 2025

1

Nipissing First Nation
North Bay

Cocaine
Crystal Meth
Fentanyl (2)