

AGENDA

Thursday, November 14, 2024 at 6:30 p.m.

Board Meeting Via Zoom Video Conference



-
1. **CALL MEETING TO ORDER.**
 2. **TRADITIONAL LAND ACKNOWLEDGMENT.**
 3. **DISCLOSURE OF PECUNIARY INTEREST.**
 4. **APPROVAL OF AGENDA. ®**
 5. **APPROVAL OF MINUTES:**
 - 5.1 October 10, 2024 ®
 6. **DEPUTATIONS & PRESENTATIONS.**
 7. **REPORTS:**
 - 7.1 Chair
 - 7.2 Chief Administrative Officer
 - 7.3 Chief Financial Officer
 8. **OUTSTANDING ISSUES.**
 - 8.1 Land Acknowledgement ®
 9. **NEW BUSINESS:**
 - 9.1 2024-2025 Canada Ontario Housing Benefits (COHB) Allocation letter
 - 9.2 Esprit Renovation Update / Social Services Relief Fund SSRF 4 & 5 Allocation Letter
 - 9.3 Technology Asset Disposal Policy
 10. **IN-CAMERA: 0**
 11. **CORRESPONDENCE:**
 - 11.1 NBPSDHU Overdose Report
 - 11.2 Knowing Our Numbers – Northern Perspective
 - 11.3 Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) Approval letter
 12. **ADJOURNMENT. ®**

MEETING MINUTES

Thursday, October 10, 2024 at 6:30 PM



Board Meeting via Zoom Video Conference

Board Members Present:

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

Board Members Absent:

Ryan Baptiste
Teresa Hunt

Staff:

Tammy MacKenzie, CAO
JJ Blower, Communications Officer

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 MINUTES:

4.1 September 12, 2024

Resolution 24 10 01

Moved by Tom Lundy

Seconded by Gail Finnson

“THAT the Board meeting minutes of Thursday, September 12, 2024 be approved as presented.”

CARRIED

5. DEPUTATIONS & PRESENTATIONS.

6. REPORTS:

6.1 Chair

The Chair noted his attendance at the District of Parry Sound Municipal Meeting in Pointe au Baril on September 27th. There was a speaker scheduled to attend to discuss the importance of Land Acknowledgements, but they didn't attend. Staff will work to bring a suggested revision to the board for review at the next meeting. The Chair also reminded the Board of the importance of the Board Package and the information and statistics contained within.

6.2 Chief Administrative Officer

Ms. MacKenzie acknowledged that Ms. Johnson has completed her final day with the DSSAB as Chief Financial Officer and wished her all the best in her future.

A Director of Finance position has been posted and interviews are scheduled to occur in the coming weeks.

Ms. MacKenzie explained that a compensation review is being undertaken by the DSSAB for non-union staff. This review was included in the 2024 budget and is important as one hasn't been conducted since 2009. Findings will be brought back to the board for review and discussion.

Ms. MacKenzie verbally highlighted some of the items in the written CAO report and was available to answer questions. Highlights include: 26 new spaces at Clara's Place in Parry Sound. She assured the board that the DSSAB is meeting Ministry targets for expansion. Also, a reminder was given to the board that the centralized Child Care Application Portal is now live and available on our website.

Reminder about contacting IT as early in the week as possible if you have any issues with SharePoint.

6.3 Chief Financial Officer

A verbal report was provided by Ms. MacKenzie to supplement the financial report presented in the Board Package. The internal September 2024 Financial Statements were provided to give a brief overview of the year-to-date financial results. This was provided for information purposes only and no action is required by the Board at this time. On September 30th, the DSSAB was tracking at a 20.0% surplus in its year-to-date operating budget at 75% into the 2024 budget year. As we see, year-to-date operating and capital expenditures for the first 9 months of the year have resulted in approximately \$18.4mm net spending with 3 months of the 2024 budget remaining. The statement depicts the results for each program, comparing the total operating and capital expenditures to its full year budget and the total operating and capital budget dollars that remain for each program. In conclusion, the DSSAB's 2024 annual financial results are very much in line with the budget and is tracking in a favourable surplus direction.

7. OUTSTANDING ISSUES.

8. NEW BUSINESS:

8.1 HART Hub – Call for Proposals

A written report was presented by Ms. MacKenzie

Resolution 24 10 02

CARRIED

Moved by Rick Zanussi

Seconded by Teri Brandt

“THAT the Board endorse the Canadian Mental Health Association – Muskoka/Parry Sound (CMPA-MPS) in their application for funding through the Homeless and Addictions Recovery Treatment Hubs (H.A.R.T. Hub) program through the Ministry of Health.”

9. IN-CAMERA: 1

Resolution 24 10 03

CARRIED

Moved by Ted Knight

Seconded by Irene Smit

“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:

iii. the acquisition or disposal of property”

Resolution 24 06 04

CARRIED

Moved by Ted Collins

Seconded by Joel Constable

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

10. CORRESPONDENCE.

10.1 NBPSDHU Public Health Bulletin #2024-012

10.2 NBPSDHU Overdose Report

10.3 Labour Market Group: August Labour Focus

10.4 Labour Market Group: July Jobs Report

11. ADJOURNMENT.

Resolution 24 10 05

CARRIED

Moved by Jamie McGarvey

Seconded by Janice Bray

“THAT the Board meeting now be adjourned at 7:02 PM, and that the next regular meeting to be held Thursday, November 14, 2024 at the hour of 6:30 PM via Zoom Video Conference.”

District of Parry Sound



Social Services
Administration Board

Chief Administrative Officer's Report

November 2024

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.

Director of Finance Announcement

We are pleased to announce the hiring of Sylvia Roy as our new Director of Finance. Ms. Roy brings to our organization a wealth of experience and financial expertise, as well as knowledge of the District of Parry Sound, having spent the majority of her life in this area. Please join us in welcoming her to the DSSAB beginning November 11, 2024.

Downtown Quality of Experience Team

At the request of the Council of Parry Sound, a committee has been formed to meet and discuss ways to improve the quality of experience of people in downtown Parry Sound. Town of Parry Sound Council and Staff invited community partners such as the OPP, CMHA and DSSAB to attend meetings. This committee met in person for the first time on October 24th at the Parry Sound Fire Hall. A second meeting is planned for late November.

Canadian Alliance to End Homelessness (CAEH)

From October 29th to 31st, select members of our Income Support & Stability and Housing teams attended the [2024 National Conference on Ending Homelessness](#). This year, the conference was held in Ottawa, and had a strong focus on policy, campaigning, and advocacy. It is an opportunity for communities, organizations, front-line workers, advocates, leaders and people with lived experience to learn from one another, take inspiration, and take away actionable information to improve their work to end homelessness in their communities.



COMING SOON!

We are pleased to announce that Adventure Academy is expanding in the Town of Parry Sound with 16 new child care spaces, approved under the Canada Wide Early Learning & Child Care program. The expansion is expected to be completed by the end of 2025.

www.adventureacademyinc.com



Home Depot Orange Door Holiday Campaign

Home Depot's Orange Door campaign will once again be supporting Esprit Place Family Resource Centre with their Holiday Campaign!

From November 12th to December 22nd, Home Depot customers across Canada will once again be empowered to be a part of the change by making a donation in support of a local charity that provides housing and supportive services.

We would like to thank the Home Depot Canada Foundation, staff at the local store for their incredible support!



DSSAB in the Community!

On October 3rd, staff attended the Public Open House at Sundridge Centennial Public School on October 3rd, 2024. They also attended the public open house at Mapleridge Public School on October 10th. On both occasions, information was provided about the DSSAB and all of our programs and services.



Social Media Stats

Facebook –District of Parry Sound Social Services Administration Board	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024	OCT 2024
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Total Page Followers	585	601	626	642	657	671
Post Reach this Period (# of people who saw post)	5024	5213	5510	6261	5343	2332
Post Engagement this Period (# of reactions, comments, shares)	621	599	609	512	647	365

Facebook -Esprit Place Family Resource Centre	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024	OCT 2024
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Total Page Followers	192	192	193	196	198	199
Post Reach this Period (# of people who saw post)	299	421	526	1782	275	124
Post Engagement this Period (# of reactions, comments, shares)	67	102	26	91	32	11

DSSAB LinkedIn Stats https://bit.ly/2YyFHIE	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024	OCT 2024
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Total Followers	467	474	478	485	488	492
Search Appearances (in last 7 days)	125	178	226	184	90	64
Total Page Views	56	26	26	26	84	69
Post Impressions	773	1089	1251	1241	243	154
Total Unique Visitors	22	15	11	13	41	38

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024	OCT 2024
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Total Followers	64	74	83	85	93	93
# of accumulated posts	21	23	25	27	36	37

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District September 2024

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	2	2	2	4	17	27
Toddler (18-30M)	6	5	13	19	46	89
Preschool (30M-4Y)	15	13	16	34	27	105
# of Active Children	23	20	31	57	90	221

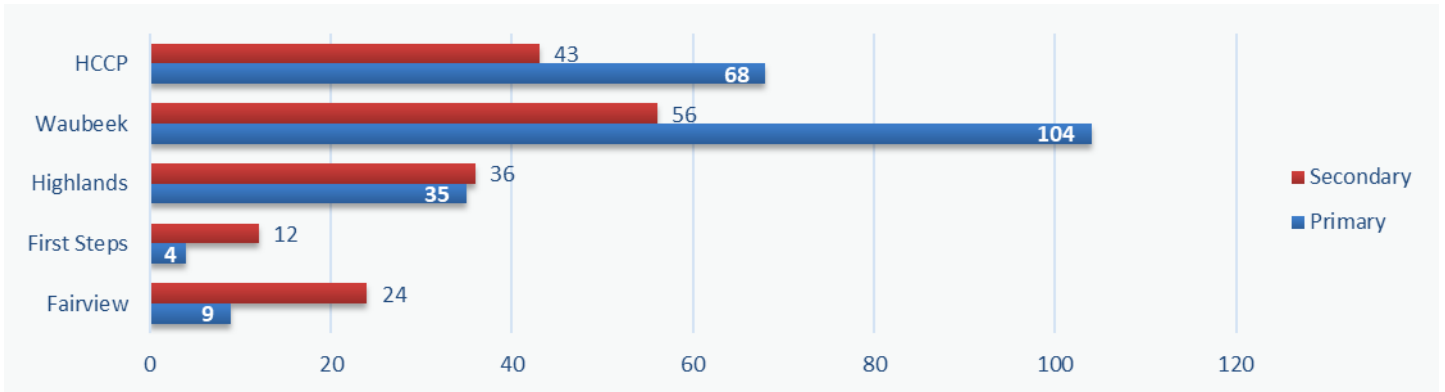
As shown in the chart above, the Directly Operated Child Care Programs has 25 infants enrolled in the programs and an overall enrollment of 221 children across the district.

School Age Programs September 2024

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	25	22	4
Mapleridge Before School	8	7	1
Mapleridge Summer Program	N/A	N/A	N/A
Sundridge Centennial After School	10	3	3
Home Child Care	19	8	5
# of Active Children	62		

The School Age Program in Sundridge has children on the waitlist waiting for buses to be arranged by the school board transportation consortium so they can attend the program from a nearby school.

**Directly Operated Child Care Waitlist by Program
September 2024**



These waitlist numbers are based on the current OneHSN Application Portal and are duplicate numbers as families are applying to more than one child care program in each area. There has been a significant increase in the Home Child Care Program waitlist numbers for September.

**Inclusion Support Services
September 2024**

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	2	2	4	2	0	0
Toddler (18-30M)	1	3	4	14	4	1	0
Preschool (30M-4Y)	2	30	32	48	7	4	1
School Age (4Y+)	7	35	42	29	4	0	11
Monthly Total	10	7	80	-	17	5	12
YTD Total	14	81	-	95	39	37	27

**EarlyON Child and Family Programs
September 2024**

Activity	Monthly Total	YTD
Number of Children Attending	724	8,593
Number of New Children Attending	36	328
Number of Adults Attending	565	6,672
Number of Virtual Programming Events	15	91
Number of Engagements through Social Media	1,097	6,253
Number of Views through Social Media	15,926	123,689

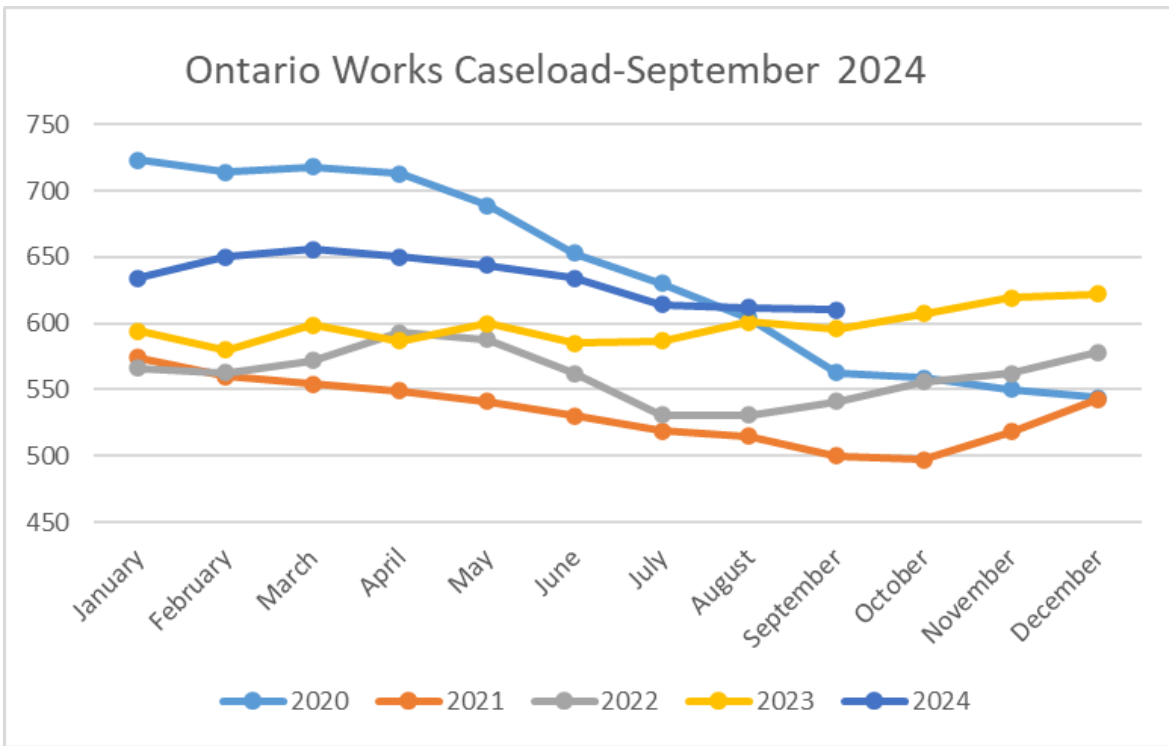
Funding Sources for District Wide Childcare Spaces - September 2024

Funding Source - Active	# of Children	# of Families
CWELCC*	51	49
CWELCC Full Fee	188	186
Extended Day Fee Subsidy	3	3
Fee Subsidy	32	25
Full Fee	29	25
Ontario Works	2	2
Total	305	290

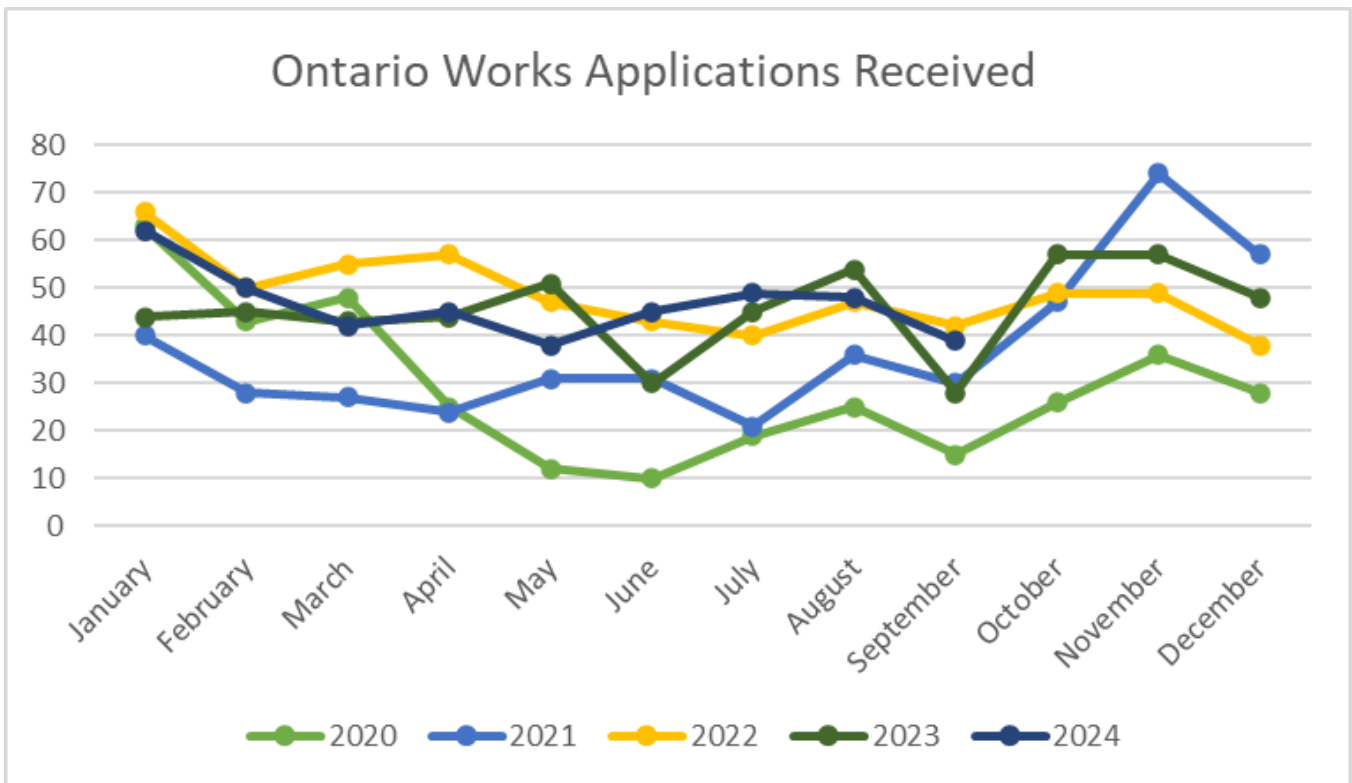
Exits	# of Children	# of Families
Fee Subsidy	0	0
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
Total	0	0

Funding Source - New	# of Children	# of Families
CWELCC*	9	9
CWELCC Full Fee	34	33
Extended Day Fee Subsidy	0	0
Fee Subsidy	5	5
Full Fee	22	19
Ontario Works	1	1
Total	71	67

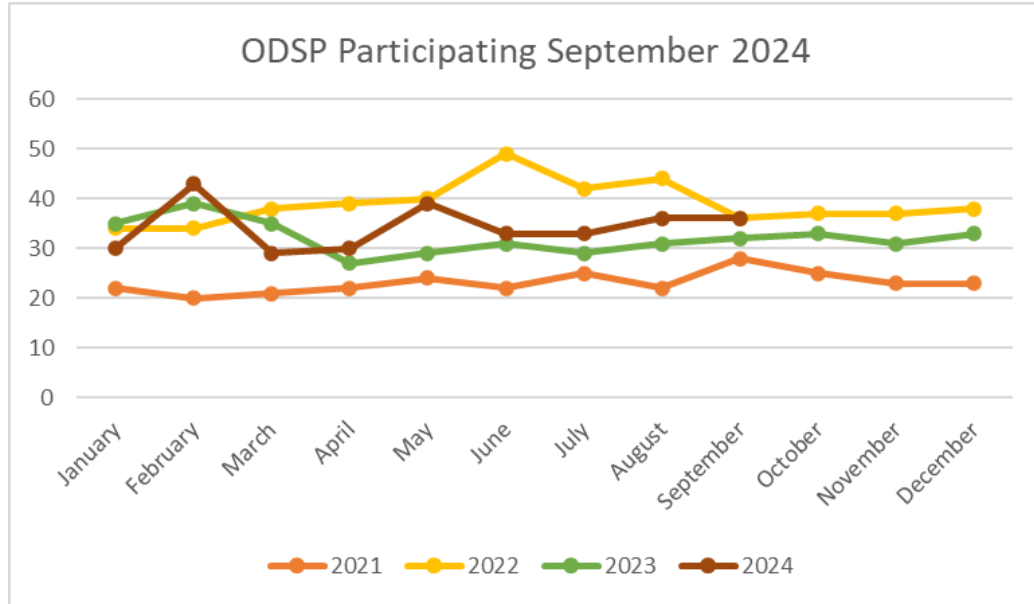
* CWELCC: Canada-Wide Early Learning Child Care; eligible for children 0 - 6



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

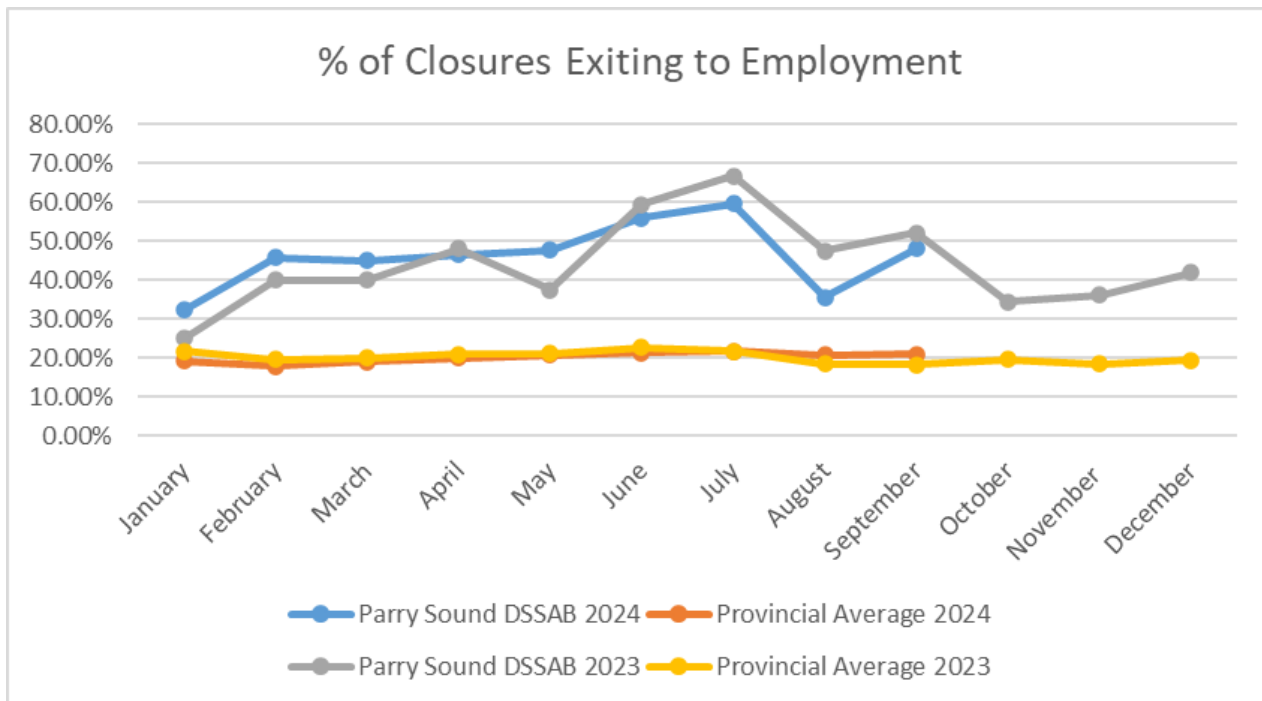


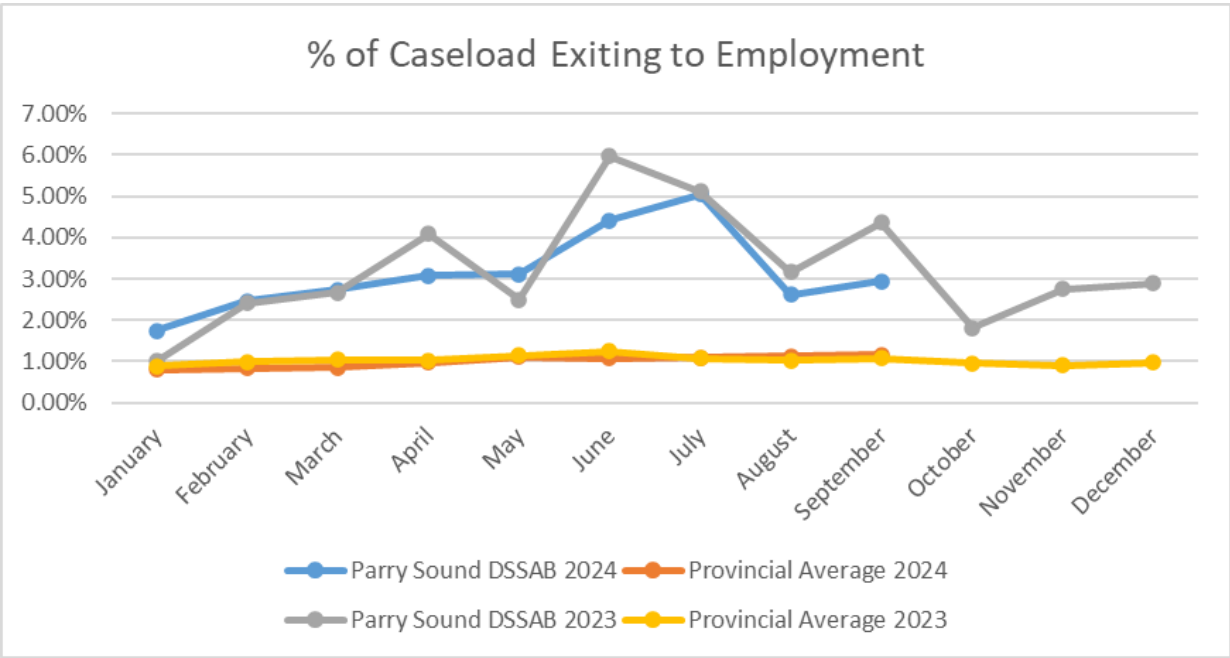
ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to trend down to **610**, but it should be noted that as of June 2024, the caseload is up 7.8% over 2023. We are supporting **36** ODSP participants in our Employment Assistance program. We also have **59** Temporary Care Assistance cases. We received **39** Ontario Works Applications, 39 (74%) of which were online through SADA and managed through IBAU in the month of September.

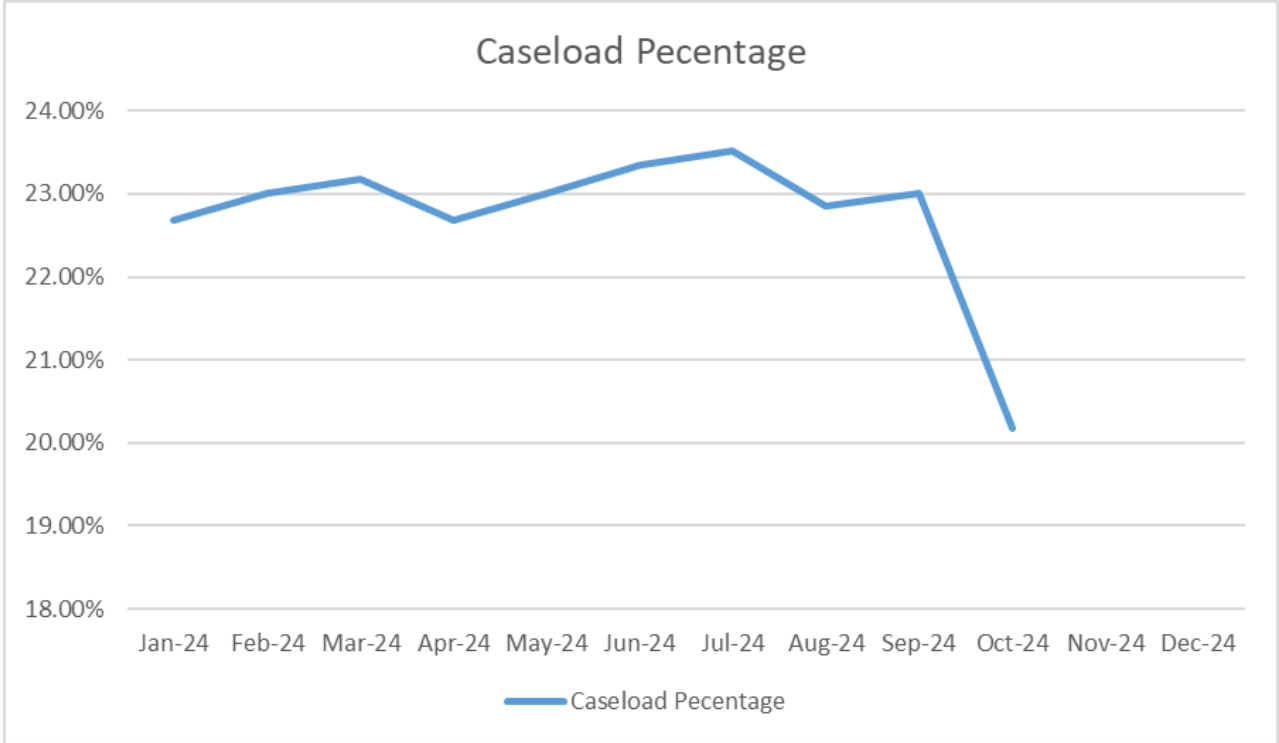
Employment Assistance & Performance Outcomes





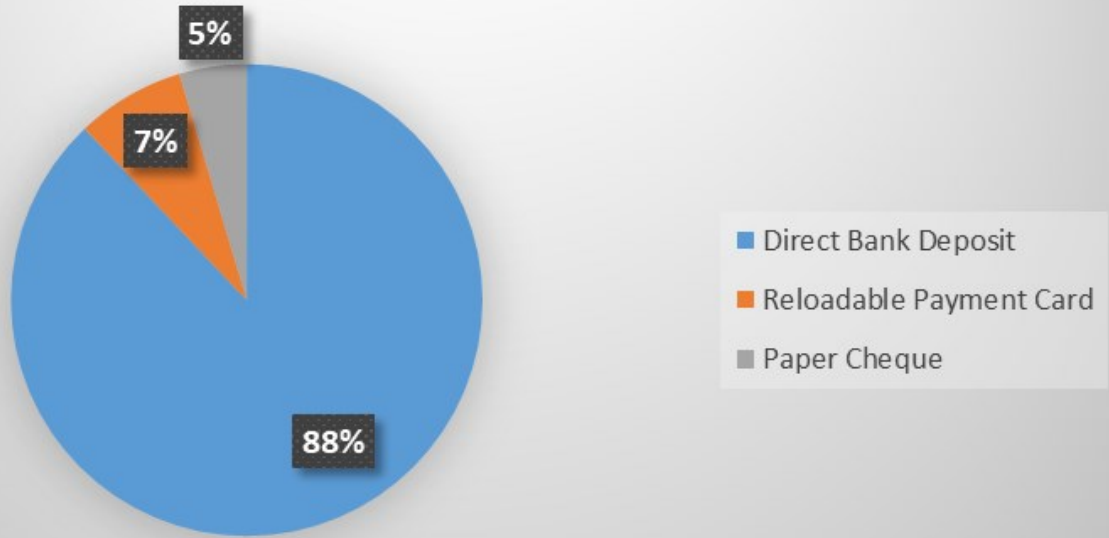
Despite the end of the summer and the end of some seasonal employment positions, we had nice bounce back supporting individuals to exit the program to employment. We also had 6.2% of caseload exit OW for any reason.

MyBenefits Enrollment 2024

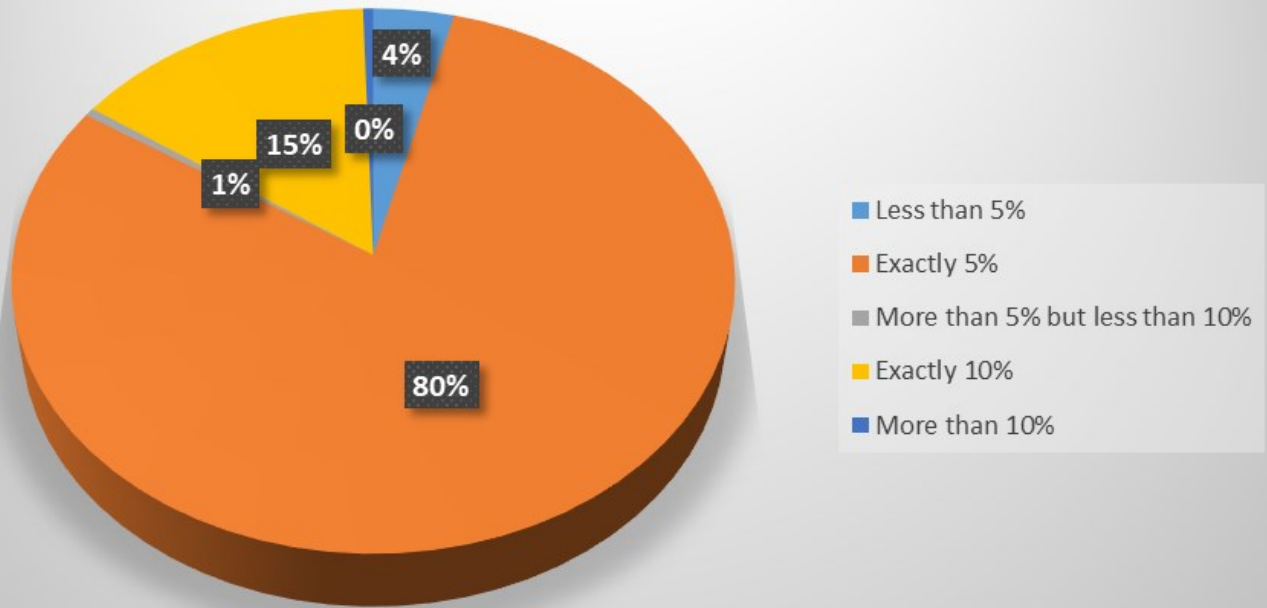


DBD Enrollment

Payment Receipt Method-September 2024



Overpayment Recovery Rate September 2024



Income Support & Stability Update

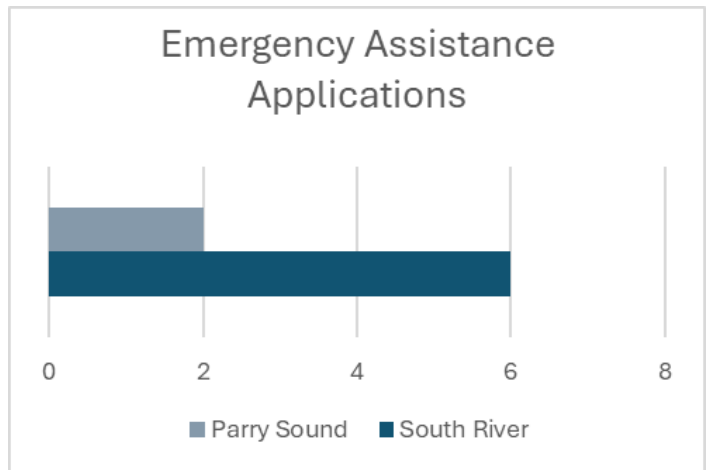
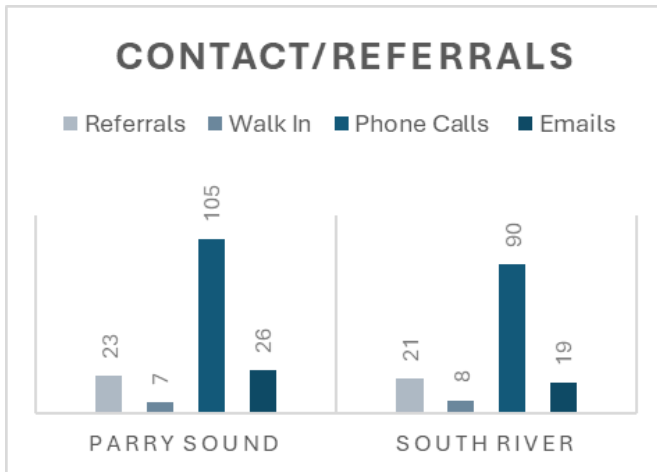
Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

Contact / Referrals – September 2024

The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.

Emergency Assistance Applications September 2024

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Client Referrals

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

September 2024	East	West	YTD
Homeless	1	1	33
At Risk	1	6	74
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			107
Esprit Outreach Homeless	0	0	0
Esprit Outreach at Risk	0	0	0
Esprit in Shelter	1		3

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
September	7	12

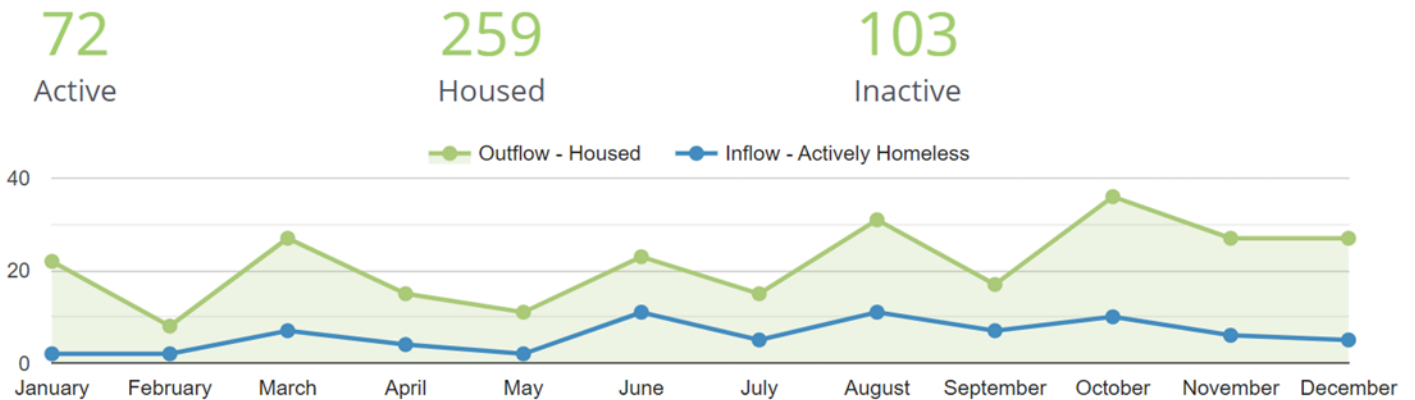
Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)

September 2024 Income Source	Total	HPP
Senior	5	\$3,574.12
ODSP	12	\$6,109.32
Ontario Works	8	\$11,120.12
Low Income	5	\$5,997.36
No Income		

September 2024 Reason for Issue	Total
Rental Arrears	\$3,478.90
Utilities/Firewood	\$9,722.53
Transportation	\$456.59
Food/Household/Misc.	\$13,142.90
Emergency Housing	
Total	\$26,800.92

**By-Name List Data
September 1, 2021– September 30, 2024**

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.



We have 72 active people on our BNL. We have housed 60% of all people from our By Name List since it's inception in 2021. Our transitional housing program in East Parry Sound is supporting 4 individuals currently from our BNL.

Housing Programs

**Social Housing Centralized Waitlist Report
September 2024**

	East Parry Sound	West Parry Sound	Total
Seniors	51	135	186
Families	116	464	580
Individuals	528	165	693
Total	695	764	1459
Total Waitlist Unduplicated			409

**Social Housing Centralized Waitlist (CWL) 2023 - 2024 Comparison
Applications and Households Housing from the CWL**

Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5	1	13			Jan	3		2	1	
Feb	5	1	10			Feb	5		11	1	
Mar	6		35			Mar	7		3	3	
Apr	11		17	6		Apr	10	1	7		
May	13	2	9	2		May	4	1	5	1	
June	9	1	2	1		June	1		15	3	
July	5	1	5	1		July	9	1	19		
Aug	14	1	3	1		Aug	9	1	21		
Sept	12		4			Sept	6		16	2	
Oct	8	1	1	4	2	Oct					
Nov	12		3			Nov					
Dec	1		2	3	3	Dec					
Total	101	8	104	18	5	Total	54	4	99	11	

SPP = Special Priority Applicant

- Housing Programs added 6 new approved applications to the Centralized Waitlist in the month of September.
- Sixteen applications were cancelled, many due to no contact.
- Two applicants were housed from the waitlist.

**Parry Sound District Housing Corporation
September 2024**

Activity for Tenant Services

	Current	YTD
Move outs	2	26
Move in	4	28
L1/L2 forms	0	4
N4 - notice of eviction for non payment of rent	0	3
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	5
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	1
Repayment agreements (formal & informal)	3	50
No Trespass Order	0	4
Tenant Home Visits	40	284
Mediation/Negotiation/Referrals	11	142
Tenant Engagements/Education	10	41

Property Maintenance & Capital Projects
September 2024

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 10 units treated for bedbugs.
Vacant Units	9	one-bedroom (8); multiple bedroom (1) (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	5-one bedroom, 1-studio vacant
After Hours Calls	6	Broken lock, smoke detector batteries, lock out, leak
Work Orders	51	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	154	Purchase orders are for services, and materials required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	TMV	50 units - Annual inspections completed
Incident Reports	0	

Esprit Place Family Resource Centre

Emergency Shelter Services	September 2024	YTD
Number of women who stayed in shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	31
Number of children who stayed in the shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	65	1141
Number of days at capacity	0	0
Number of days over capacity	0	0
Overall capacity %	-	-
Resident bed nights (women & children)	-	-
Phone interactions (crisis/support)	28	266

- Please note: Esprit Place closed for renovations mid April 2024. Statistics are reflective of minimum occupancy during closure preparations, but accurately reflect outreach and business day crisis line management.
- We are also currently housing 1 family of three, and 1 woman in transitional housing units.

Transitional Support	September 2024	YTD
Number of women served this month	5	29
Number of NEW women registered in the program	1	16
Number of public ed/groups offered	0	0

Child Witness Program	September 2024	YTD
Number of children/women served this month	2	119
Number of NEW clients (mothers and children) registered in the program	2	11
Number of public ed/groups offered	0	2

Report #: 8.1
Subject: Land Acknowledgement
To: Board Members
Presented By: Tammy MacKenzie, CAO
Prepared By: Tammy MacKenzie, CAO
Date: November 14, 2024

Resolution:

THAT the Board approve the revised Traditional Land Acknowledgement.

Report:

Staff were directed by the Board on September 12, 2024 to update the DSSAB's Land Acknowledgement. Several Land Acknowledgements that have been adopted by our community partners, local municipalities, and like-minded organizations were reviewed as part of this process. A revised Land Acknowledgement has been proposed by staff, and is included in this package for review and approval by the Board.

Proposed Land Acknowledgement

We would like to take a moment to acknowledge the Indigenous peoples of all lands that we are meeting on today. We are meeting in the home of the Anishinaabeg/Anishinaabek – Ojibway, Odawa and Potawatomi peoples, and on the territory of the Wasauksing, Shawanaga, Magnetawan, Dokis and Henvey Inlet First Nations. We also acknowledge that The District of Parry Sound is covered by the Robinson-Huron Treaty.

Report #: 9.1
Subject: 2024/25 Canada-Ontario Housing Benefit Program Allocation
To: Board Members
Presented By: Tammy MacKenzie, CAO
Prepared By: Pam Nelson, Director of Housing and Child Care Service Management
Date: November 14, 2024

For information purposes.

Report:

On September 26, 2024, we were advised by the Ministry of Municipal Affairs and Housing of our 2024-2025 allocation for the Canada Ontario Housing Benefit (COHB) program. Please see letter attached. This year’s allocation of \$111,100 may allow us to support up to 26 additional households in the district with a Portal Housing Benefit. Since the inception of this program in 2020, 135 households have been approved for eligibility for this program through the funding provided below.

Fiscal Year	Approved Allocation for District of Parry Sound
2020/2021	\$111,070
2021/2022	\$145,535
2022/2023	\$180,600
2023/2024	\$125,100
2024/2025	\$111,100

The Canada Ontario Housing Benefit (COHB) program provides households with a portable housing benefit to assist with rental costs in the private housing market. The benefit is tied to the household and can be used to help pay rent anywhere in Ontario.

This provincially administered benefit is available to eligible individuals who are on, or are eligible to be on, the Centralized Waiting List for Rent Geared-to-Income subsidized housing. The COHB pays the difference between 30 per cent of the household’s income and the average market rent in the area. For recipients of social assistance, the COHB benefit will fill the gap between the social assistance shelter allowance and actual shelter costs, up to the maximum benefit amount.

The program launched on April 1, 2020 under the 2017 National Housing Strategy’s [Bilateral Agreement](#) between the province and federal government. The funding is shared between the federal and provincial governments and the program is delivered by the province. The COHB program started in 2020-21 and ends on March 31, 2029.

An important change this year is that Service Managers are no longer required to remove Special Priority Program (SPP) households from the social housing waiting list if they accept a COHB benefit, as they are required to do for Non-SPP households.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



September 26, 2024

Board Chair Rick Zanussi
Parry Sound DSSAB
rick@canadiancontractingservices.com

Dear Board Chair Zanussi:

Re: 2024-25 Confirmed Funding Allocations for the Canada-Ontario Housing Benefit (COHB) Program

I am pleased to write to you today with important details regarding your 2024-25 confirmed funding allocation for the COHB Program. I am sharing this information with you in confidence until it is announced publicly. As part of the protocol for Ontario Transfer Payment Agreements, all funding announcements must be made in consultation with the province, Canada Mortgage and Housing Corporation (CMHC), and the Service Manager(s).

As you know, our government understands the importance of housing that is affordable, and accessible, and that meets the needs of Ontario's diverse communities and populations. Since April 2020, over 26,500 households have been approved under the COHB program.

Thanks to your hard work over the last few years, as of April 1, 2024, the province is administering COHB benefits to approximately 140 households in your Service Manager area.

The province will continue to advocate strongly for additional federal funding under the National Housing Strategy (NHS), including its fair share for initiatives where Ontario is underfunded based on Core Housing Need. To this end, the province has finalized the terms of a COHB enhancement agreement that will result in \$14.7 million in additional federal funding for 2024-25 under the program's gender-based violence stream. This dedicated funding would be matched by the province. As such, Service Managers are encouraged to continue prioritizing survivors of domestic violence and human trafficking for COHB supports.

We are pleased to provide **your specific COHB funding allocation for the 2024-25 fiscal year to onboard new households**. Your confirmed allocation and target number of households is attached to this letter as Appendix "A" and is subject to the conditions identified below.

COHB Take-Up Plan

This year, the Ministry of Municipal Affairs and Housing (MMAH) is requiring Service Managers to complete a COHB take-up plan for new COHB households. The take-up plan is a projection of households to be onboarded to COHB for 2024-25. **Simply click on the link below for the take-up plan reporting template: [2024-25 COHB Take-Up Plan](#)**

In order to take up their allocations and onboard new households, Service Managers are required to first submit the take-up plans to the satisfaction of the ministry. The take-up plans must be submitted to the ministry within one week upon receipt of this letter.

To improve COHB resource planning, Service Managers are required to inform MMAH of any changes to the projected number of new households from the take-up plan per the existing quarterly reporting process.

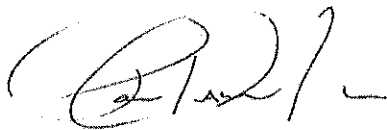
Changes to COHB Requirements for Special Priority Policy Households

As you know, Service Managers are currently required to ensure that households who are on their social housing waiting list are removed from the list if the household begins to receive a monthly benefit under COHB. Ontario is waiving this requirement for households who are included in the Special Priority Policy (SPP) category under the *Housing Services Act, 2011*. **This means that for SPP households only, Service Managers are no longer required to remove the household from the social housing waiting list even if they accept a COHB benefit.**

MMAH is **strongly encouraging** Service Managers to allow SPP applicants to remain on their social housing waiting lists while they receive COHB. This approach aligns with the intent of the SPP, which is to help ensure that housing isn't a barrier to leaving a situation of abuse or trafficking. The terms of the waiver are set out in Appendix B to this letter.

I am pleased that our government is able to support the important work that you do to improve housing outcomes in your community. I look forward to continuing our work together.

Sincerely,



The Honourable Paul Calandra
Minister of Municipal Affairs and Housing

c. Tammy MacKenzie, Chief Administrative Officer
Pamela Nelson, Director, Housing & Child Care Service Management
Cindy Couillard, Team Lead, Regional Housing Services
Municipal Services Office North (Sudbury)

Appendix “A”

Funding Allocation – Parry Sound DSSAB

Program	2024-25 Allocation*	Target number of new households for 2024-25
Canada-Ontario Housing Benefit (COHB) Program	\$111,100	26

*The COHB planning allocation amount is used for planning purposes and reflects funding available to support new participants in the program up to June 30, 2025, including Service Manager's administration payments and rent deposit ("first and last") payments, where applicable. Please note that February 28, 2025, is the last day to process applications using the 2024-25 planning allocation.

Appendix “B”– Changes to COHB Requirements for Special Priority Policy Households

A significant number of SPP applicants decline COHB offers, which increases their risk of continuing to live in a dangerous situation as they wait for Rent-Geared-to-Income (RGI) assistance. The purpose of this waiver is to help remove barriers which may prevent survivors of abuse and trafficking from accepting COHB. MMAH is strongly encouraging Service Managers to allow SPP applicants to remain on their social housing waiting lists while they receive COHB. This approach aligns with the intent of the SPP, which is to help ensure that housing isn't a barrier to leaving a situation of abuse or trafficking.

Currently, under section 3.1(f) of Schedule C to the Ontario Transfer Payment Agreement (TPA) for the Canada-Ontario Housing Benefit (COHB) and under the COHB Program Guidelines, Service Managers are required to ensure that households who are on their social housing waiting list consent to being removed from and are removed from the list if the household is approved for and begins to receive a monthly benefit under COHB. Further, in order to be considered an “Eligible Household” for COHB, the household must agree to being removed from the Service Manager’s social housing waiting list if the household is approved for and begins receiving a COHB benefit.

Ontario hereby waives these requirements in relation to households who are included in the Special Priority household category under the *Housing Services Act, 2011*. For SPP households only, Service Managers are no longer required to remove the household from the social housing waiting list if they accept a COHB benefit. Service Managers may elect to treat SPP households as “Eligible Households” for COHB regardless of whether they have agreed to be removed from the social housing waiting list.

Report #: 9.2
Subject: Esprit Place Family Resource Centre Renovation
To: Board Members
Presented By: Tammy MacKenzie, CAO
Prepared By: Jennifer Bouwmeester, Director of Women's Services
Date: November 14, 2024

For information purposes.

Report:

After much planning and preparation, a major renovation of Esprit Place Family Resource Centre began on April 22nd, 2024. The renovation is long overdue and allows us to bring our building up to code, incorporate some much-needed upgrades and provide us with a safe, updated building to provide much needed services in our community. These upgrades add significant value to the programs and services accessed by survivors of gender-based violence and for the program staff that are invested in delivering this critical programming. Enhancements will ensure:

1. Safety and Security:
 - Provide a secure and confidential environment where survivors can escape from abusive situations.
 - Enhanced safety features, such as an upgraded fire safety system, improved locks, and camera systems.
2. Physical Comfort and Dignity:
 - Improved infrastructure ensures comfortable living conditions for residents.
 - Private rooms, clean facilities, and basic amenities help survivors regain a sense of dignity.
3. Accessibility and inclusivity:
 - A refreshed Esprit Place will cater to the diverse needs of survivors, including those with disabilities, Indigenous survivors, LGBTQ+ individuals, and survivors of human trafficking. Facilities are designed to be inclusive and accessible for all.

Interior and exterior demolition took place first, followed by a ramp replacement, removal of a structurally unsound canopy in the back yard, brick repair, drainage improvements, fence replacements and new sod. Interior improvements include a complete HVAC upgrade, upgraded electrical service, a major kitchen renovation, new bathroom and laundry room fixtures, new flooring, and new lighting throughout.

Emergency shelter operations have been closed for the duration of the renovation. Women seeking service continued to receive support and if necessary were offered emergency shelter at neighbouring facilities or housed in temporary transitional housing options locally. All other services continued to be delivered as usual during the building closure.

Funding for this project was provided by the Ministry of Municipal Affairs and Housing, Social Services Relief Fund (SSRF) Phase 4 and 5. A few minor construction delays have occurred; however, the scheduled completion date still falls within our timeline requirements of MMAH. Currently, we anticipate receiving our keys back from the contractor mid-December.



October 29, 2024

Pamela Nelson
Director of Housing and Child Care Service Management
District of Parry Sound Social Services Administration Board
1 Beechwood Drive
Parry Sound, ON P2A 1J2

Dear Pamela Nelson:

Re: Project Completion Date Extensions
**Social Services Relief Fund (SSRF) Phase 4 and 5 – Retrofits and Upgrades
Component**

- **SSRF4-PAS-RU-1-1653978452 - Esprit Expansion**
- **SSRF5-PAS-RU-1-1893149212 - Esprit Expansion**

Thank you for submitting business cases requesting extensions to the development timelines for the above-mentioned projects under the Phase 4 and 5 of the Social Services Relief Fund.

Project Completion Date Extension

The ministry has reviewed the business case and has approved the following project completion extensions:

PIF # and Project Name	Approved Amount	Project Start	Project Completion
SSRF4-PAS-RU-1-1653978452 Esprit Expansion	\$1,034,505.00	May 31, 2023	December 31, 2024
SSRF5-PAS-RU-1-1893149212 Esprit Expansion	\$485,000.00	August 17, 2023	December 31, 2024

Please continue to ensure that the project proceeds as per the revised timelines. In addition, please ensure that the ministry is informed of the project's progress and any further issues that may arise.

Social Services Relief Fund (SSRF) Phase 4

As you know, since the time the commitment was made for this project, the Community Homelessness Prevention Initiative (under which the Social Services Relief Fund Phase

4 was funded) was terminated and replaced with the Homelessness Prevention Program.

As a condition of granting this extension, the Ministry requires your agreement to the following:

- The terms of the District of Parry Sound Social Services Administration Board's allocation letter in respect of SSRF Phase 4 funding dated August 16, 2021, including the SSRF Phase 4 program guidelines appended thereto, continue to apply in respect of the previously approved SSRF Phase 4 funding for the above-noted projects (of up to the approved funding amounts for each project, as detailed in the table below). For this purpose, notwithstanding the termination of the Community Homelessness Prevention Initiative transfer payment agreement ("CHPI Agreement") between the Province and District of Parry Sound Social Services Administration Board (which agreement had been effective January 1, 2013), the terms and conditions of the CHPI Agreement (including, for greater certainty, termination rights) shall continue to apply in respect of the SSRF Phase 4 funding for this project until completion of the project and the commencement of the project's Intended Use. Thereafter, the provisions of Article 32.4 of the HPP Agreement (or any successor provisions thereto) shall apply instead.

PIF # and Project Name	Approved Amount	Project Start	Project Completion
SSRF4-PAS-RU-1-1653978452 Esprit Expansion	\$1,034,505.00	May 31, 2023	December 31, 2024

Please arrange for the authorized signing officers of the District of Parry Sound Social Services Administration Board to indicate their agreement to the above by signing this letter where indicated below and returning it to me electronically.

Payment Process

The ministry will advance the SSRF Phase 4 and Phase 5 funds of up to the approved funding amounts per project, as detailed in the table above, as the required conditions for payments are met.

Thank you for your continued commitment to providing affordable housing to the province's most vulnerable households.

Yours truly,



Tanisha Lewis
Director
Housing Programs Branch

c. Cindy Couillard, Team Lead, Municipal Services Office - Northeast

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District of Parry Sound Social Services Administration Board acknowledges and agrees to the above terms respecting the following project:

Social Services Relief Fund (SSRF) Phase 4 – New Facilities Component

- **SSRF4-PAS-RU-1-1653978452 - Esprit Expansion**

Service Manager: _____

Name: _____

Signature: _____

Title: _____

Date:

Name: _____

Signature: _____

Title: _____

Date:

I/We have authority to bind the organization.

Report #: 9.3
Subject: Technology Asset Disposal Policy
To: Board Members
Presented By: Tammy MacKenzie, CAO
Prepared By: Ian Holmes, Director of Information Technology
Date: November 14, 2024

For information purposes.

Report:

Overview

The IT department has chosen to implement a policy of selling off, a selection of older and retired equipment rather than disposing of it as we have traditionally to municipal E-Waste. This decision aligns both our financial and environmental considerations, and it helps support a sustainable approach to asset management. With a replacement schedule of three to four years for various types of IT equipment, reselling provides significant advantages over traditional disposal methods.

1. Replacement Schedule and Equipment Lifecycle

Our IT equipment operates on a structured, rotational replacement cycle:

- **Daily use equipment** such as desktop computers, laptops, or cellular phones **are** on a **3-year rotational replacement schedule**. This cycle maintains a balance between performance and cost-efficiency, allowing devices to remain operational while optimizing their resale value.
- **Other equipment**, such as copiers, servers, network equipment or high-performance equipment is on a **4-year rotational replacement schedule**. This ensures that critical infrastructure remains robust, up-to-date, and reliable.

This rotating replacement schedule sees us replacing either $\frac{1}{4}$ or $\frac{1}{3}$ of select equipment each year, with the oldest equipment being 3 or 4 years of age. This allows us to keep pace with technological advancements, providing the DSSAB with the most up-to-date tools and minimizing downtime.

2. Benefits of Reselling Old Equipment

a. Financial Return on Investment

Reselling old equipment allows us to recover some of the initial investment made in purchasing these devices. Even after three to four years, much of our equipment retains residual value. By reselling rather than disposing, we can reinvest these funds in new

technology, with the intent of reducing the overall cost of our IT budget. Using department cellphone replacements as an example, we predict a 50% savings in those replacement costs.

b. Environmental Responsibility

Landfill or e-waste disposal of electronic equipment is not only environmentally harmful but also contradicts our commitment to sustainability. Electronic waste (e-waste) contains hazardous materials that can leach into the soil and water, causing long-term environmental damage. Reselling equipment that still has some life left, helps to reduce our e-waste footprint.

c. Promoting a Circular Economy

By selling off equipment, we contribute to a circular economy. The equipment, while no longer optimal for our requirements, remains valuable for a person or organization with lower performance needs. This practice extends the equipment's useful life and decreases demand for newly manufactured products.

3. Conclusion

The decision to sell rather than disposing of old IT equipment represents a strategic choice that aligns with our financial goals, environmental values, and commitment to responsible business practices. The three- to four-year rotational replacement cycle supports our goals of staying current with technology, while reselling old equipment maximizes returns and minimizes environmental impact. This approach ensures we operate sustainably while optimizing the lifecycle value of our assets.

<p>Technology Asset Disposal</p> <p>Covered: All Employees</p>	<p><u>INFORMATION</u> <u>TECHNOLOGY</u></p> <p>Policy No. 3.XX</p>	<p>Page: 1 of 1</p> <p>Effective: XXX</p> <p>Revised: XXX</p>
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INTENT:

This policy outlines the procedures for disposing of old or unused technology equipment, including mobile devices, laptops, computers, network equipment and servers, in a secure, legal, and environmentally responsible manner.

SCOPE:

This policy applies to technology assets owned by the District of Parry Sound Social Services Administration board, for which the PSDSSAB I.T. department is responsible.

DEFINITIONS:

Technology Equipment: Includes mobile devices, laptops, computers, server hardware, network hardware and any other electronic devices used by the organization.

Data Security: Measures taken to ensure all sensitive information is securely erased from devices prior to disposal.

Environmental Responsibility: The duty to dispose of technology and technology related equipment in a manner that minimizes harm to the environment.

PROCEDURE:

Data Security and Privacy:

- Prior to any disposal, all devices must undergo a data sanitization process to securely erase all sensitive and personal information. This includes, but is not limited to, all PSDSSAB related data, documents, and software licenses.
- Devices deemed worthy of re-sale will be wiped using industry-standard methods that ensure data cannot be recovered (e.g., DOD 5220.22-M for hard drives).
- Devices designated for recycling will have the data storage physically destroyed.
- A record of the data sanitization process for each device will be maintained within the IT Department’s asset control system.

Legal Compliance:

- The disposal of technology equipment will comply with all municipal, provincial, and federal laws and regulations regarding data privacy and environmental waste management.
- Any licenses or software that cannot or should not be legally transferred will be removed or deactivated.

<p>Technology Asset Disposal</p> <p>Covered: All Employees</p>	<p style="text-align: center;"><u>INFORMATION</u> <u>TECHNOLOGY</u></p> <p style="text-align: center;">Policy No. 3.XX</p>	<p>Page: 1 of 1</p> <p>Effective: XXX</p> <p>Revised: XXX</p>
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Environmental Responsibility:

- Devices identified for recycling will be disposed of through certified e-waste recycling channels to ensure environmentally responsible recycling of materials.
- The organization will prioritize selling or donating equipment to extend its lifecycle and reduce waste.

Sales Process:

Inventory and Evaluation:

- An inventory list of all devices designated for sale will be maintained, including make, model, condition, and data sanitization verification.
- Data sanitization will be verified by the Director of Information technology.
- Devices will be evaluated to determine if they are suitable for sale, donation, or recycling.

Sale Terms:

- Sale prices will be set based on fair market value, condition, and age of the equipment.
- As-Is Sale Without Warranty or Support: All technology equipment sold by the organization is sold on an "as-is" basis, without any warranty, either expressed or implied. The buyer acknowledges that the equipment may have defects or deficiencies which are not immediately apparent and accepts all risks associated with their purchase. Once the sale is finalized, the equipment will no longer be the responsibility of the PSDSSAB, and the organization disclaims all liability for any future performance of the equipment.

Sales Channels:

- Sales will be conducted through approved channels, which may include online marketplaces, auctions, or direct sales to employees or third parties.

Transaction Records:

- All transactions must be recorded, including buyer information, sale date, and amount. The terms of sale, including the "as-is" condition and disclaimer of warranty, should be clearly stated in the sales agreement or receipt provided to the buyer.

Oversight:

- The Director of Information Technology or delegate will be responsible for approving the list of designated devices for sale.

<p>Technology Asset Disposal</p> <p>Covered: All Employees</p>	<p style="text-align: center;"><u>INFORMATION</u> <u>TECHNOLOGY</u></p> <p style="text-align: center;">Policy No. 3.XX</p>	<p>Page: 1 of 1</p> <p>Effective: XXX</p> <p>Revised: XXX</p>
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- The Chief Administration Officer or delegate will be responsible for approving sales channels.
- The IT department is responsible for overseeing the implementation of this policy, including the data sanitization process, legal compliance checks, and coordination of the sales process.
- An annual review of this policy will be conducted to ensure it remains effective and compliant with current policies and best practices.

ENFORCEMENT:

Failure to comply with this policy may result in disciplinary action, up to and including termination of employment. All employees are required to report any violations of this policy to their immediate supervisor or the IT department.

REVIEW:

This policy is subject to change. It will be reviewed annually and updated as necessary to reflect changes in legal requirements, technology standards, and organizational needs.

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 24: October 28 th to November 3 rd , 2024	4	0	October 28 th , 2024 October 31 st , 2024 November 2 nd , 2024 November 3 rd , 2024	4	North Bay (4)	Fentanyl Unknown Opioid (3)
Week 23: October 21 st to October 27 th , 2024	1	0	October 23 rd , 2024	1	Parry Sound	Prescription Opioids
Week 22: October 14 th to October 20 th , 2024	0	0	N/A	N/A	N/A	N/A
Week 21: October 7 th to October 13 th , 2024	9	0	October 8 th , 2024 (2) October 9 th , 2024 (3) October 11 th , 2024 October 12 th , 2024 October 13 th , 2024 (2)	9	McDougall North Bay (4) Parry Sound (2) West Nipissing (2)	Crack Don't Know (2) Fentanyl (4) Unknown Opioid (3)
Week 20: September 30 th	0	0	N/A	N/A	N/A	N/A

to October 6th,
2024

Week 19:
September 23rd
to September
29th, 2024

3

0

September 23rd, 2024
September 25th, 2024
September 26th, 2024

3

North Bay (2)
Parry Sound

Crystal Meth
Don't Know
Fentanyl
Unknown Opioid

Week 18:
September 16th
to September
22nd, 2024

7

1

September 17th, 2024
September 19th, 2024 (2)
September 21st, 2024
September 22nd, 2024 (3)

7

North Bay (4)
Parry Sound
Seguin
West Nipissing

Crack
Fentanyl
Unknown Opioid (5)

Week 17:
September 9th
to September
15th, 2024

5

0

September 10th, 2024 (3)
September 12th, 2024
September 13th, 2024

5

North Bay (2)
On Reserve (Name
Suppressed)
Parry Sound
Powassan

Alcohol (2)
Cocaine (2)
Crack
Fentanyl (2)
Prescription Opioids
Unknown Opioid (2)

Week 16:
September 2nd,
to September
8th, 2024

4

0

September 4th, 2024 (2)
September 6th, 2024
September 8th, 2024

4

Mattawa
McDougall
North Bay
Parry Sound

Cocaine
Don't Know
Fentanyl
Non-Opioid
Pharmaceutical
Prescription Opioids

Week 15:
August 26th to
September 1st,
2024

5

0

August 28th, 2024
August 29th, 2024 (2)
August 30th, 2024
September 1st, 2024

5

North Bay (3)
Parry Sound
Strong

Benzodiazepines
Crack
Fentanyl (3)
Non-Opioid
Pharmaceutical

Week 14: August 19th to August 25th, 2024	6	0	August 19 th , 2024 (2) August 20 th , 2024 August 22 nd , 2024 August 23 rd , 2024 August 24 th , 2024	6	North Bay (3) The Archipelago (2) On Reserve (Name Suppressed)	Alcohol (2) Cocaine (3) Fentanyl Unknown Opioid (2)
Week 13: August 12th to August 18th, 2024	4	0	August 13 th , 2024 (2) August 16 th , 2024 (2)	4	North Bay (3) Seguin	Benzodiazepines Fentanyl Marijuana/Cannabis Polypharmacy Unknown Opioid (2)
Week 12: August 5th to August 11th, 2024	6	1	August 5 th , 2024 August 6 th , 2024 August 7 th , 2024 August 8 th , 2024 August 11 th , 2024 (2)	5	North Bay (5) West Nipissing	Unknown Opioid (6)
Week 11: July 29th to August 4th, 2024	1	0	August 3 rd , 2024	1	Sundridge	Alcohol Marijuana/Cannabis
Week 10: July 22nd to July 28th, 2024	4	0	July 17 th , 2024 July 18 th , 2024 July 21 st , 2024 July 21 st , 2024	4	Nipissing Township Parry Sound (2) Whitestone	Alcohol Fentanyl Hallucinogens/Party Drugs (2) Marijuana/Cannabis Non-Opioid Pharmaceutical (2) Unknown Opioid
	0	0	N/A	N/A	N/A	N/A

Week 9: July 15th to July 21st, 2024						
Week 8: July 8th to July 14th, 2024	1	0	July 10 th , 2024	1	Parry Sound	Alcohol Non-Opioid Pharmaceutical
Week 7: July 1st to July 7th, 2024	0	0	N/A	N/A	N/A	N/A
Week 6: June 24th to June 30th, 2024	10	0	June 24 th , 2024 June 26 th , 2024 (2) June 28 th , 2024 (2) June 29 th , 2024 (3) June 30 th , 2024 (2)	10	Parry Sound (3) North Bay (6) West Nipissing	Fentanyl (7) Unknown Opioid (3) Cocaine Marijuana/Cannabis
Week 5: June 17th, 2024 to June 23rd, 2024	2	0	June 19 th , 2024 June 21 st , 2024	2	Parry Sound North Bay	Fentanyl Unknown Opioid
Week 4: June 10th to June 16th, 2024	7	0	June 10 th , 2024 (3) June 11 th , 2024 June 13 th , 2024 June 14 th , 2024 June 16 th , 2024	7	North Bay Parry Sound (4) West Nipissing (2)	Alcohol (2) Cocaine (3) Crack (2) Fentanyl (3) Unknown Opioid
Week 3: June 3rd to June 9th, 2024	3	0	June 3 rd , 2024 June 7 th , 2024 June 8 th , 2024	3	Kearney Parry Sound Powassan	Alcohol Benzodiazepines Crack Marijuana/Cannabis Non-Opioid Pharmaceutical

Week 2: May 27 th to June 2 nd , 2024	6	0	May 14 th , 2024 May 17 th , 2024 May 18 th , 2024 May 23 rd , 2024 June 1 st , 2024 June 2 nd , 2024	6	Carling Machar North Bay On Reserve (Name Suppressed) Sundridge West Nipissing	Fentanyl (4) Polypharmacy (2)
Week 1: May 20 th to May 26 th , 2024	2	0	May 20 th , 2024 May 23 rd , 2024	2	North Bay (2)	Fentanyl (2)
Week 52: May 13 th to May 19 th , 2024	2	0	May 15 th , 2024 May 16 th , 2024	2	North Bay (2)	Fentanyl Unknown Opioid
Week 51: May 6 th to May 12 th , 2024	5	0	May 6 th , 2024 May 7 th , 2024 May 11 th , 2024 (2) May 12 th , 2024	5	North Bay (2) Parry Sound (2) Strong	Fentanyl (2) Non-Opioid Pharmaceuticals Polypharmacy Prescription Opioids Unknown Opioid (2)
Week 50: April 29 th to May 5 th , 2024	2	0	April 30 th , 2024 May 2 nd , 2024	2	North Bay Parry Sound	Fentanyl (2)
Week 49: April 22 nd to April 28 th , 2024	11	0	April 16 th , 2024 (3) April 20 th , 2024 April 21 st , 2024 April 22 nd , 2024 April 23 rd , 2024 April 24 th , 2024 (3) April 25 th , 2024	11	Magnetawan North Bay (9) West Nipissing	Cocaine Crystal Meth Fentanyl (6) Non-opioid pharmaceutical Unknown Opioid (2)
	3	0	April 15 th , 2024 April 17 th , 2024	3	Burk's Falls North Bay	Crack

Week 48: April
15th to April
21st, 2024

April 18th, 2024

Parry Sound

Fentanyl (2)
Non-opioid
pharmaceutical

The ECE Workplace Northern Perspectives





The ECE Workplace Northern Perspectives

The regional data presented here are part of the larger provincial early childhood education workforce study **Knowing Our Numbers** (KON). Forty-three regional children's service districts participated in the study representing over 91% of all regions in Ontario. The data presented in this report are from 11 service areas that represent Northern Ontario and are members of the [Northern Ontario Service Deliverers Association \(NOSDA\)](#). NOSDA provides a political forum for reviewing and developing both policies and program delivery issues from a northern perspective. Note that Kenora District Services Board did not participate in the Knowing Our Numbers Project. Details on the project, methodology, and province-wide results can be found [here](#). In the **Executive Report**, Northern Ontario is part of the 'North' data region. Individual reports for participating regions, along with their respective census data are available on the [KON website](#).

This report should be cited as:

Akbari, E., McCuaig, K., Schurter, M. Varmuza, P., Akbari, S., Mudie, S. (2024). *Knowing Our Numbers: A Provincial Study with a Local Lens on the Early Childhood Education Workforce in Ontario. Northern Perspectives.*

All communication and inquiries should be made to
Dr. Emis Akbari – emis.akbari@ece-rpa.ca
and Kerry McCuaig – kerry.mccuaig@ece-rpa.ca

BACKGROUND

Northern Ontario's small population is spread across a vast geographical area spanning two time zones. This region covers 90% of the area of Ontario but has only 5.1% of its population—about 725,000 people. Workforce challenges in the North are unique due to geographical variations, sparse and spread populations, weather conditions, workforce shortages in other sectors that impact child care operations, and seasonal and shift work that are the norm in many areas.

High costs for food, facilities, maintenance, and staff in remote areas limit the availability and quality of child care. This, in turn, contributes to the persistent disparities between remote communities and more urbanized areas. These gaps in service provision can have negative impacts on child development and family well-being.

Access to all levels of education in northern and remote communities further complicates service provision. Schools struggle with limited resources, including insufficient teaching staff, inadequate facilities, and lack of educational materials. The recruitment and retention of qualified educators are ongoing challenges, exacerbated by the isolation and harsh living

conditions. Students who leave their northern communities to study in more urbanized areas tend to remain there. As a result, educational outcomes in remote communities frequently lag behind those in more accessible areas. Online learning options, which could mitigate some of these issues, can be hampered by inadequate internet connectivity.

Transportation costs and infrastructure maintenance are additional major barriers to consistent and reliable service provision. Communities are separated by great distances with limited transportation infrastructure, making travel time-consuming, expensive, and more sensitive to extreme weather. Many remote areas are accessible only by air or seasonal ice roads, which restricts year-round access and complicates the delivery of goods and services.

Indigenous communities, which comprise a significant portion of the population, face additional challenges related to historical and ongoing systemic inequities. These communities often contend with inadequate infrastructure, overcrowded housing, and lack of access to clean water and sanitation. Cultural and linguistic barriers further impede the delivery of child care and other programs.



The percentage of the child population served by child care in Northern Ontario is notably lower than in more urbanized regions of the province. While approximately [25.5% of children aged 0–12 across Ontario](#) have access to licensed child care, this figure tends to be reduced in the North. The following table shows the number of early childhood programs by district.

Child Population and Early Years Program Types by Northern Region

Region	Child population 0–12 years (2021) ¹	Child population 0–12 years (2016) ¹	Child population 0–5 years (2021) ¹	Child population 0–5 years (2016) ¹	Publicly operated centres ²	Non-profit centres ^{2,3}	For-profit centres ²	Home child care agencies ^{2,4}	EarlyON child & family Centres ^{2,5}
Algoma District Services Administration Board	3,935	3,860	1,690	1,775		17		1	15
District of Cochrane Social Services Administration Board	11,035	11,805	4,605	5,295	4	16	7	1 (directly operated)	8
City of Greater Sudbury	21,980	21,725	9,355	9,740		74	1	2	25
City of Kenora	12,180	12,610	5,275	5,865	17	13	1		17
Manitoulin-Sudbury District Services Board	4,495	4,345	1,825	1,925		21		2	4
District of Nipissing Social Services Administration Board	10,470	10,625	4,420	4,715		32	6	3	16
District of Parry Sound Social Services Administration Board	4,830	4,660	2,050	2,020	3	6	1	1 (directly operated)	16
Rainy River District Social Services Administration Board	2,895	3,050	1,245	1,350	4	4			6
District of Sault Ste. Marie Social Services Administration Board	9,825	10,035	4,155	4,625	2	29	2	1 (directly operated)	10
Thunder Bay District Social Services Administration Board ⁶	18,660	18,890	8,235	8,535					
District of Timiskaming Social Services Administration Board	4,310	4,250	1,955	1,990		11		2	5

¹Statistics Canada Population Census.

²Data provided by regional children's service manager.

³Includes Indigenous-led centres.

⁴Includes public, non-profit, and for-profit home child care agencies.

⁵Does not include satellite or mobile sites.

⁶Data not available at press time.



The Canada-Wide Early Learning and Child Care (CWELCC) agreement aimed to address these disparities through increased funding and reduced child care fees. Almost all child care providers in the North joined the CWELCC. However, the implementation of such programs is complicated by the region’s unique challenges. Funds are available to expand child care services, but the specific impact on Northern Ontario remains limited by the aforementioned barriers.

Addressing these issues requires targeted investments, community-driven solutions, and ongoing support to ensure that all children in Northern Ontario have access to quality child care services.

Number of Respondents to Workforce Survey by CMSM/DSSAB in Northern Region

North	Number of RECE and non-RECE participants	Per cent of regional total
Algoma District Services Administration Board	33	8.3
District of Cochrane Social Services Administration Board	29	7.3
City of Greater Sudbury	41	10.4
City of Kenora ¹	4	1.0
Manitoulin-Sudbury District Services Board	38	9.6
District of Nipissing Social Services Administration Board	70	17.7
District of Parry Sound Social Services Administration Board	16	4.0
Rainy River District Social Services Administration Board	6	1.5
District of Sault Ste. Marie Social Services Administration Board	15	3.8
Thunder Bay District Social Services Administration Board	99	25.0
District of Timiskaming Social Services Administration Board	45	11.4
TOTAL	396	8.8²

¹This region was not part of the Knowing Our Numbers Project. Sample gathered through survey distribution by the College of Early Childhood Educators.

²Per cent of total provincial sample.



FOCUS GROUPS

Researchers conducted focus groups in five northern areas to better understand the conditions in these communities. In addition, the researchers wanted to make sure the voices of the people who live and work in these regions – which are often diluted or lost in quantitative survey approaches – are included. Locations were selected based on the unique features of the communities and to ensure representation of Indigenous, francophone, remote, and rural areas in the study.

In-person focus groups were conducted in May 2023 and April 2024. A total of 91 individuals across the five regions participated, including supervisors/directors, RECEs (with and without director's approval), non-RECEs, EarlyON centre employees, licensed home child care providers, and visitors. In addition, pedagogical leaders, special needs resource consultants, and RECEs working in school-based Kindergarten also participated as did quality assurance specialists. Participants were from English, French, and Indigenous-led programs across all auspice types (public, non-profit, and for-profit).

Rationale for Focus Group Site Selections

Timiskaming: This jurisdiction has a large portion of French and Indigenous-led child care. The region was selected to understand the impact of workforce challenges on the programs serving these cultural groups.

Cochrane: This jurisdiction is a mining region where shift work is common. As a result, there is a high demand for alternative child care hours. The study sought to understand the impact of the demand for alternate hours on workforce recruitment and retention.

Rainy River: Most centres in this jurisdiction are directly operated by the District Social Services Administrative Board (DSSAB). The region was selected to understand the impact of public operation on the workforce and working conditions.

Thunder Bay: This jurisdiction has specific challenges due to seasonal work. The study aimed to understand the impact of variable child care needs over the year.

Manitoulin-Sudbury: This jurisdiction had caps on parent fees prior to CWELCC. The region was selected to understand the impact of parent fees on program operations.

Individual reports for each of these regions can be found at <https://knowingournumbers.ca/en/>

Focus Groups Findings

To ensure anonymity, names, positions, program names, and locations are not used.

Staff Shortages

Staff shortages are a significant issue throughout Northern Ontario, impacting the overall functionality and quality of child care services. *“Burnout across the board”* is a prevalent concern. High turnover rates are exacerbated by the aftermath of the COVID-19 pandemic. Staff are grieving the loss of loved ones, coupled with personal mental health issues, which are contributing to exhaustion.

“The trauma of COVID is still in the environment.”

Staffing shortages are evident in the daily operations of the centres. Supervisors, who should be focusing on pedagogical leadership and management, are spending significant time on the floor due to staffing gaps.

“Our supervisor probably spends 20–50% of her time on the floor.”

Many times, it’s “all hands-on deck.” On a daily basis, centres have to repurpose head teachers, along with EarlyON and enhanced staff, who are there to support children with disabilities, not

to maintain legislated ratios. Sometimes even these measures are not enough and rooms need to close, disrupting the routines of children and their parents.

Centres rely heavily on ‘director approvals’— permission to hire staff without the necessary training for qualified positions. As many as 50% of positions could be filled in this manner, but not all regions collect this data and the province does not report it publicly.

The difficulty in retaining staff is compounded by low wages, with many staff working two jobs or relying on their partner’s income. During the hiring process when the discussion turns to pay, potential employees often withdraw their applications.

“I have done a handful of interviews where everybody’s there right to the bitter end, and then we discuss pay. You see the blood leave their face, and then we’re ghosted.”

Operators sometimes make it work with stop-gap measures, but building and retaining a qualified staffing complement is difficult.

“We were able to bring in four summer students but no full-time staff. We’re great for the summer, but come September, we’ll be back where we started.”



Access to Care

Access to child care is severely limited due to staff shortages, leading to long waitlists and underutilized capacity. One supervisor mentioned having a waitlist of 100 children while only half the spaces in the centre are in use. Additionally, challenges arise when children with disabilities cannot be accommodated, forcing centres to make the difficult decision to turn away children, much to the frustration of their parents.

“Parents are putting their names on the waitlist even before they’re expecting. They pretend to be French just to get into any door. They’re so desperate.”

Impact of the CWELCC

Ontario is unique within Canada in that 47 municipal **Consolidated Municipal Service Managers** (CMSMs) and **District Social Services Administration Boards** (DSSABs) are the service system managers for early years and child care. These managers play a central role in the planning, funding, administration, and operation of early years and licensed child care services. They are required to implement the CWELCC plan and transform the existing system.

The federal-provincial CWELCC agreement, with a \$13.2B federal allocation to Ontario over six years, allows for a 10% administration threshold. However, in December 2023, the province announced approximately \$85.5M in administrative cuts for 2024, leaving only 1% of the total allocation for CWELCC management and oversight. This not enough to manage the existing early childhood system and implement the federal-Ontario agreement.

The CWELCC plan has significantly increased the administrative burden for operators, with agencies hiring additional staff to keep up with new reporting requirements. Operators are concerned about future funding stability and the impact of funding reductions on the ability of children’s service managers to support child care providers—just when their support is needed the most.

“Our DSSAB has been very supportive through COVID. If we were having a difficult time, we could reach out to them. My fear is in 2024, when that funding shift happens, will they be there?”

Training

Participants discussed their perception that training quality has declined. Some new educators completed their qualifications virtually due to the pandemic, resulting in an emerging workforce that can be underprepared.

“We had somebody who completed her ECE during the pandemic, and it’s so different compared to the ones before.”

The region relies heavily on apprenticeships to upgrade workforce qualifications. Many staff are doing their apprenticeship in their own workplaces where there are not enough RECEs to support the needed mentorship. It also puts RECEs in the uncomfortable position of assessing the work of their coworkers.

“They grade them one day and work with them the next. Even if the person is doing lousy, and it has happened, they fluff the marks.”

Quality of Care

The quality of care in northern regions is affected by the instability and high turnover of staff. Frequent reassignments disrupt the continuity of care, impacting children’s experiences and leading to increased behavioural issues. ‘Otherwise approved’ staff may not have adequate knowledge of the provincial curriculum or behavioural guidance techniques, or how to adjust the learning environment to suit the needs of the children. Incidents serious enough to require police involvement have increased, reflecting the stress and burnout among the staff.

“Just reaching out to our program advisors for simple things, we’re not getting quick turnaround responses because they’re busy dealing with big scary stuff.”

Investing in Staff

Investing in staff is crucial for maintaining a high-quality child care system. This includes not only financial investments, but also fostering a supportive environment that focuses on staff well-being.

“The number one thing I’ve heard is wellness for our educators. But wellness – you can feed somebody wellness and you can tell them how to do it, but if you don’t foster it, if you don’t practise it yourself, if you don’t support and create the space for it, it doesn’t matter. You can train, train, train, but like any training, you have to live and breathe it.”

Conclusion

Addressing these issues requires a multifaceted approach, including improving wages, offering comprehensive training, and ensuring adequate funding to support both administrative functions and direct care roles. The Knowing Our Numbers study has revealed regional challenges and the need for targeted solutions. A cookie-cutter approach to policy in a province as geographically variable as Ontario will benefit some, while impeding the progress of others. By addressing the core challenges of staff shortages, the child care sector can move toward providing better support and services for children and families.

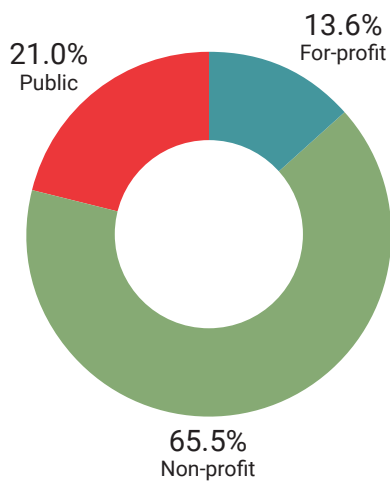


Sample Characteristics

A total of 396 individuals working in early years services in Northern Ontario responded to the survey (referred to as the 'workforce survey'). Of these, 64.9% are RECEs and 35.1% are non-RECEs (referred as the 'workforce'). The majority of respondents are from non-profit programs (65.5%). Public programs include those directly operated by regional governments and full-day Kindergarten provided by school boards. Compared to the rest of the province, the North has very few for-profit child care programs.

Additionally, 84 directors responded to the survey. As the number of respondents who are licensed home child care providers is low (n=22), data are not presented; these data are included in the [Executive Report](#).

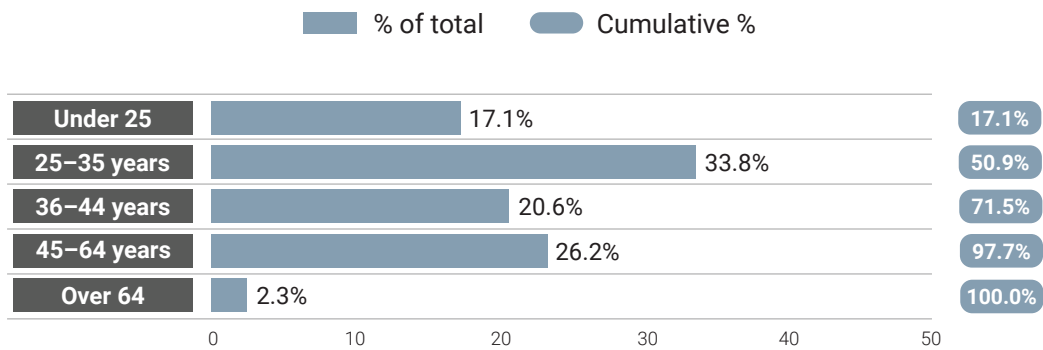
Percentage Respondents by Auspice Workforce



AGE

Almost 72% of *workforce* respondents are under the age of 45. About 45% of director/supervisor respondents in the North are younger than 45 years of age (data not shown). This is on par with the provincial average sample, where 42.7% are under the age of 45.

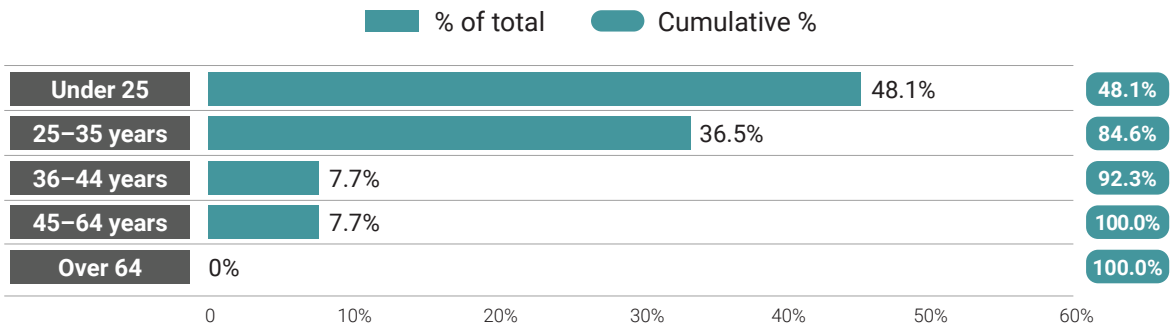
Age Distribution of Respondents *Workforce*



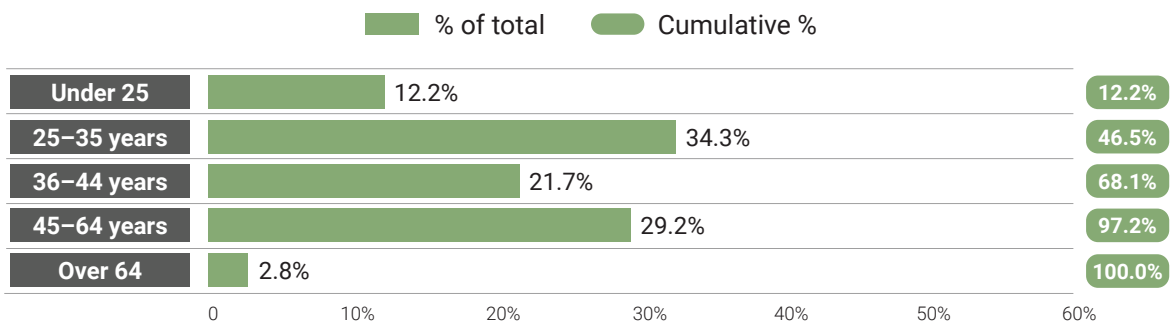
Respondents working in for-profit organizations are more likely to be younger. Approximately 92% of *workforce* participants from for-profit programs are under the age of 45 years. By comparison, 68.1% of staff in non-profit programs and 70.7% in public programs are under 45 years of age.

Age Distribution by Auspice Workforce

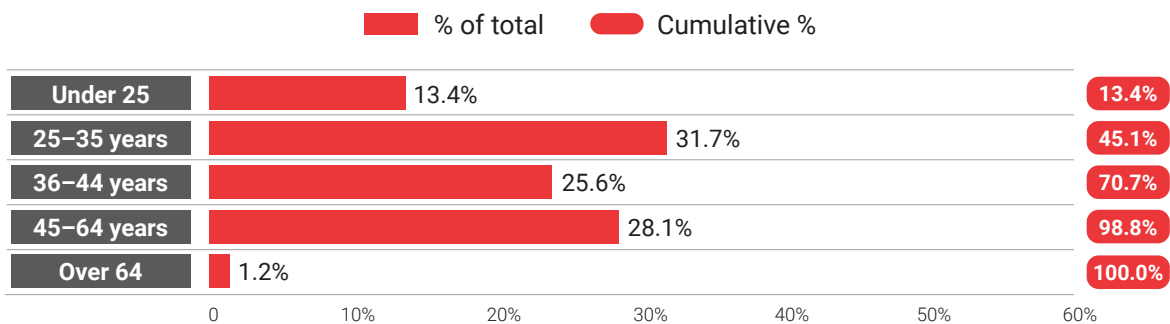
For-Profit



Non-Profit



Public



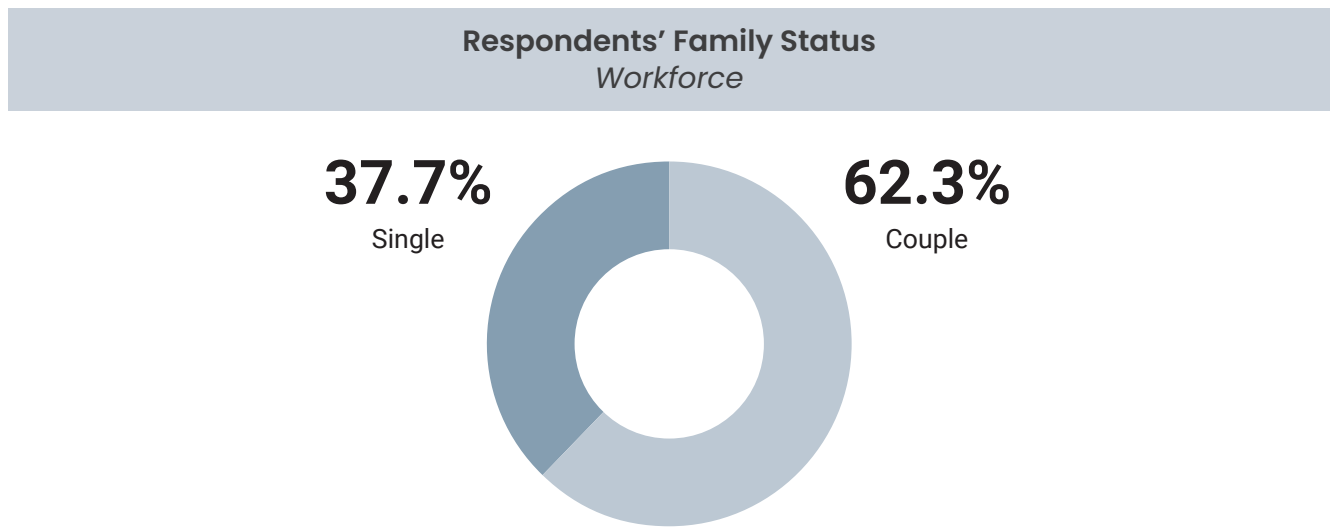
YEARS OF EXPERIENCE

Participants who work in for-profit programs have the fewest mean and median years of experience. In contrast, public and non-profit programs tend to have more experienced educators.

Years of Experience by Auspice <i>Workforce</i>						
Auspice	Mean	Minimum	25th percentile	Median	75th percentile	Maximum
For-profit	3.9	0.0	1.0	3.0	4.0	19.0
Non-profit	11.4	0.0	4.0	9.0	16.0	44.0
Public	12.0	0.0	5.0	9.5	18.0	35.0

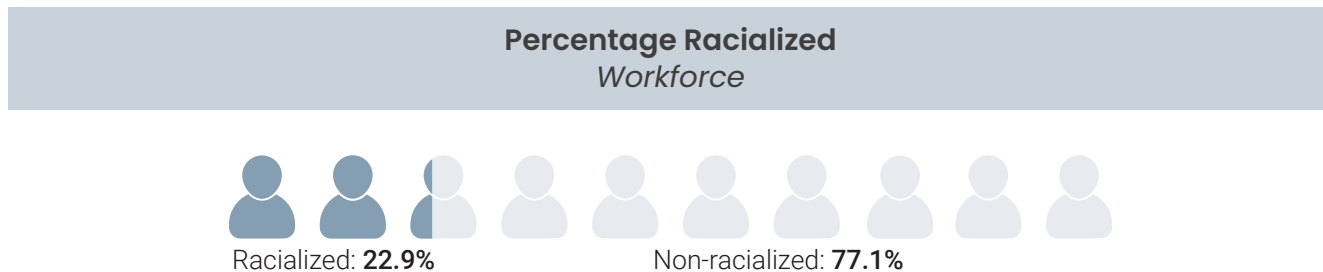
FAMILY STATUS

Approximately 38% of the *workforce* survey respondents are single.

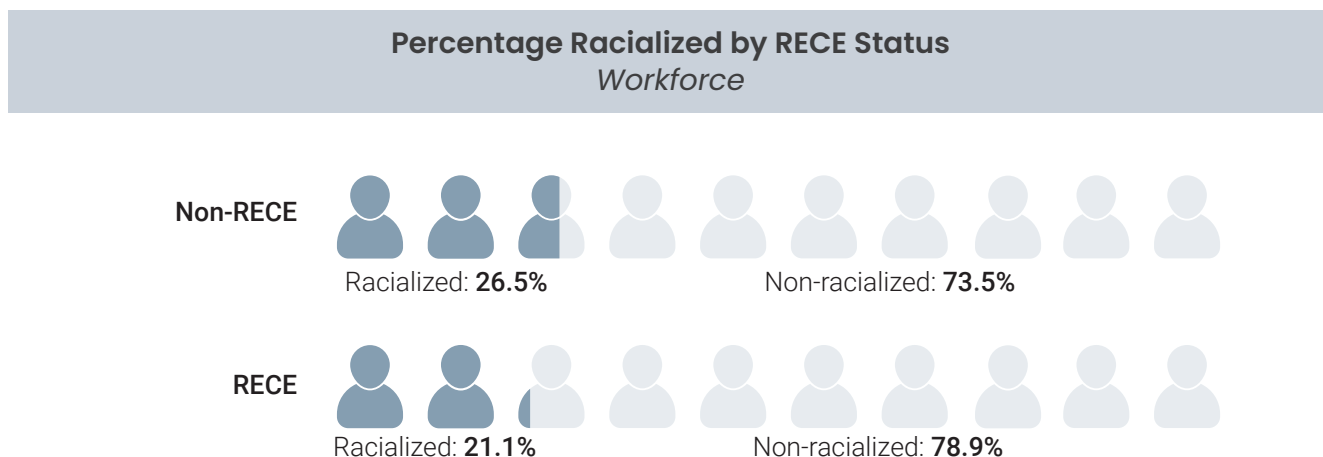


RACIALIZATION

Just under one-quarter (22.9%) of the *workforce* sample identify as racialized.



Non-RECEs are slightly more likely than RECEs to identify as racialized.



Of the 84 directors/supervisors from Northern Ontario who responded to the survey, 85.7% report they are RECEs compared to 94.7% across all 43 participating regions. Of those who are RECEs, 93.3% have been registered with the College of Early Childhood Educators for less than five years.

Compensation

WAGES

Wages of RECEs are higher than for non-RECEs. Those working in for-profit programs have the lowest hourly wages. Approximately 25% of respondents report having additional employment to supplement their primary wages.

Hourly Wages by Auspice and RECE Status Workforce

Auspice	RECE status	
	Non-RECE	RECE
For-profit	\$19.76	\$23.09
Non-profit	\$22.21	\$25.60
Public	\$22.43	\$27.10
Average across auspice	\$21.47	\$25.60

Reported director/supervisor wages in northern regions are on par with those across provincial participating regions. The median director/supervisor hourly wage in the overall provincial findings is \$30 per hour, with a minimum of \$18 per hour and a maximum of \$80 per hour.

Director/Supervisor Wage Range in Northern Regions

Position	Average	Minimum	25th percentile	Median	75th percentile	Maximum
Director	\$33.05	\$21.00	\$28.00	\$30.00	\$37.00	\$58.00

BENEFITS

Just over 84% of *workforce* respondents report having access to paid sick days. About two-thirds report having extended health benefits (65.8%). Half of the respondents report having pensions or RRSP contributions through their employer (50.8%), while almost three-quarters (73.7%) have access to paid professional learning opportunities. Pay increases for obtaining a new credential or degree in early education are not common (25%), while tuition assistance is rare (11.6%).

Percentage of Respondents with Access to Non-Mandatory Benefits *Workforce*



84.5%

Paid sick days



73.7%

Paid professional development



66.3%

Paid bereavement leave



65.8%

Extended health benefits (e.g., dental, physiotherapy, etc.)



52.4%

Paid programming time during the workday



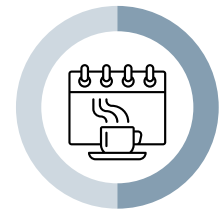
51.8%

Paid team meeting time during the workday



50.8%

Pension benefits or contributions to an RRSP



50.0%

Paid personal or mental health days



32.9%

Salary scale with regular guaranteed increases reflecting my qualifications, responsibilities, and seniority



25.0%

Pay increase for obtaining a new credential or degree in early childhood education



13.7%

Parental leave top-up



11.6%

Tuition assistance

Workforce Stability, Stress, and Job Satisfaction

DISCRIMINATION

Approximately 36% of *workforce* respondents report having experienced workplace discrimination. The types of discrimination experienced vary, with bullying (60.8%) and education/seniority (38.5%) being the most common, followed by mental health (28%) and ageism (20.3%). Note that bullying may involve, or be rooted in, other forms of discrimination (e.g., racism or ageism).

Percentage of Respondents Reporting Experiences of Workplace Discrimination *Workforce*



Types of Discrimination *Workforce*

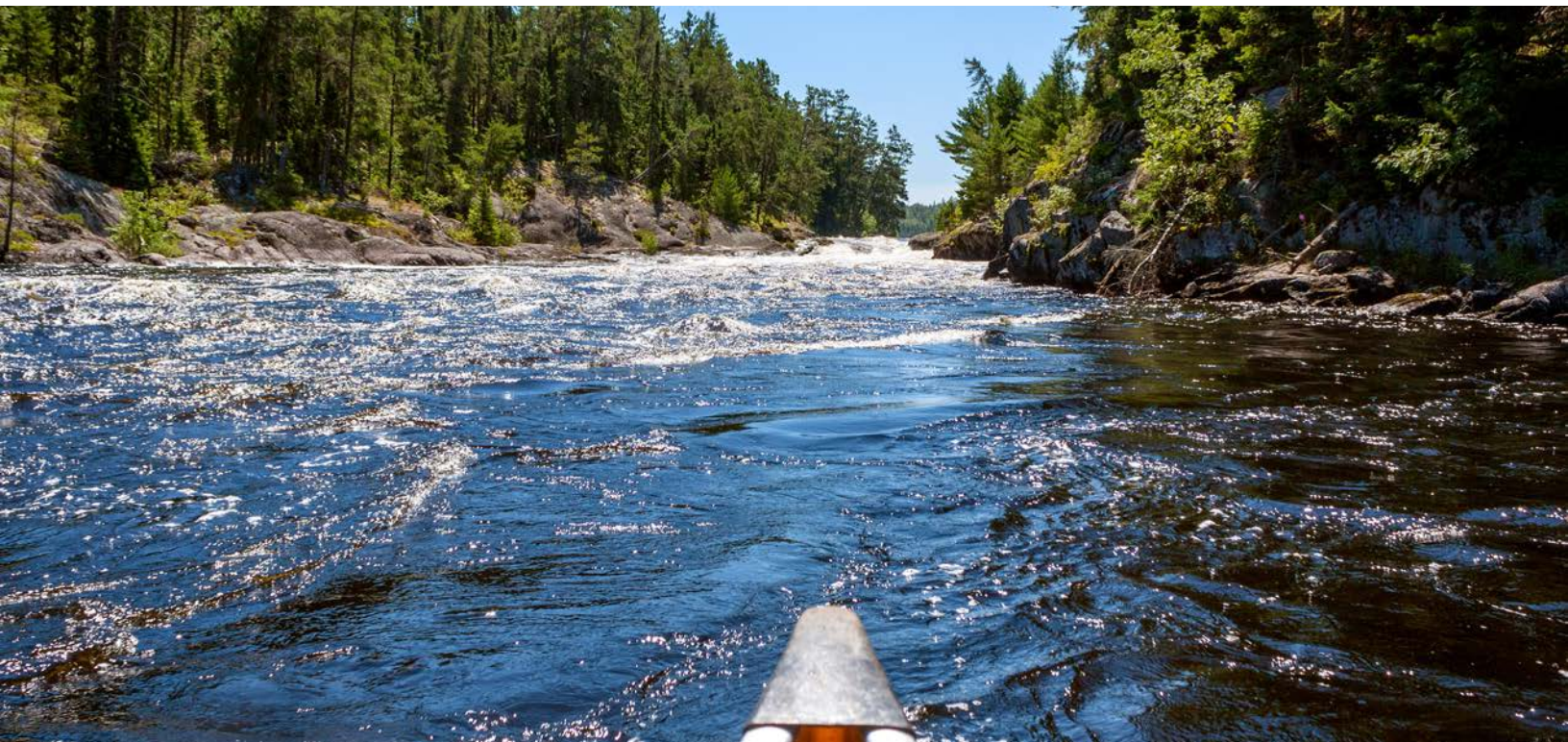
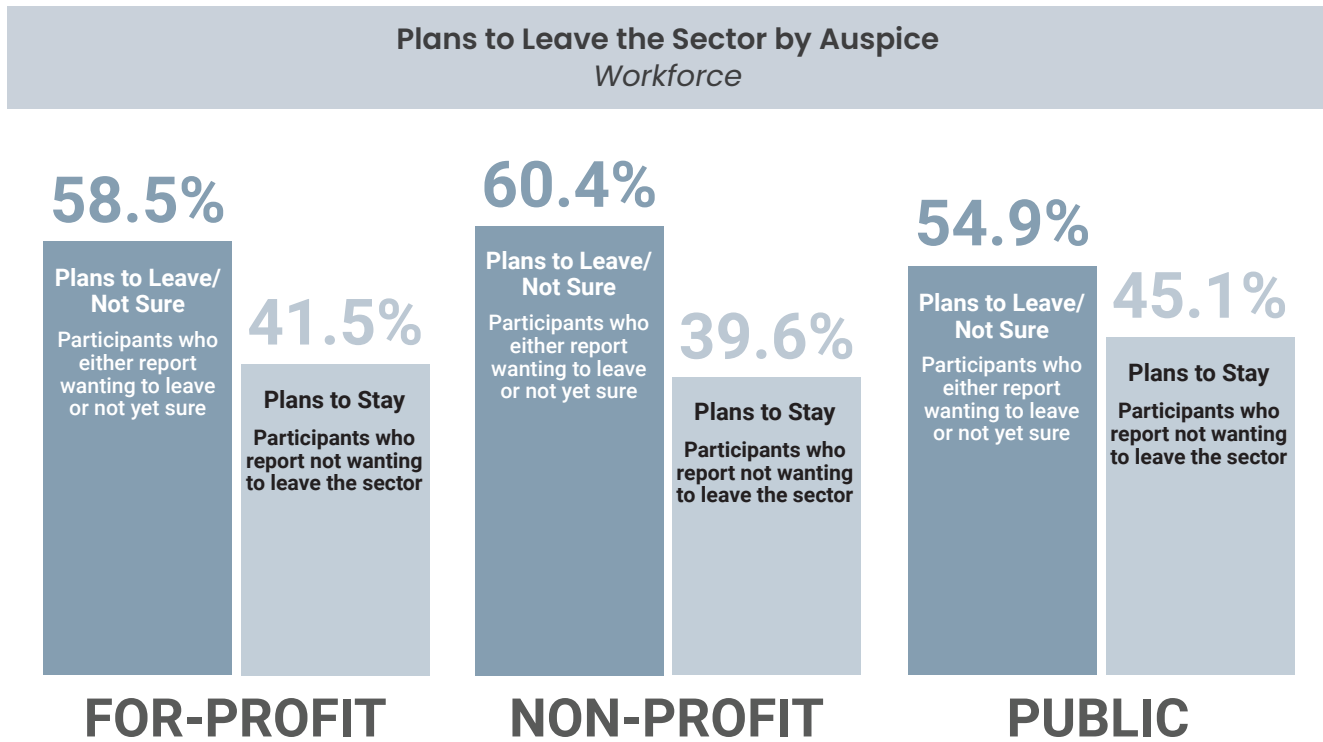
Bullying	60.8%
Education/seniority	38.5%
Mental health	28.0%
Ageism	20.3%
Body prejudice	12.0%
Other	11.9%
Sexism	8.4%
Ableism	7.7%

*Other includes racism, religious belief, homophobia, and immigration status. Combined due to low number of respondents reporting these types of discrimination.



JOB SATISFACTION

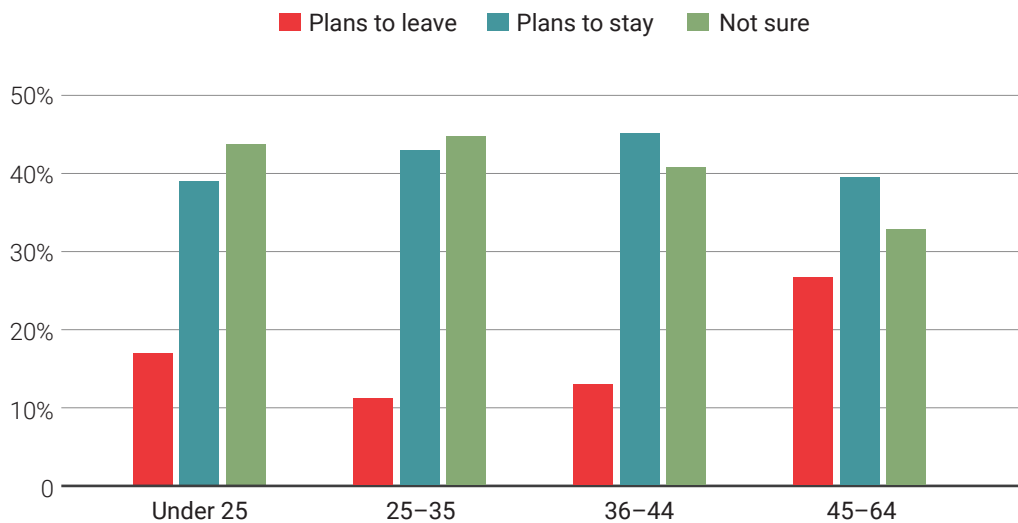
Across all auspices, 41% of respondents from Northern Ontario report plans to stay in the sector over the next five years, while 49.1% are unsure. Those who work in non-profit programs are slightly more likely to report plans to leave or say they are unsure (60.4%). Those who work in public programs are slightly more likely to report plans to stay in the sector (45.1%). These findings have important implications for retention strategies.





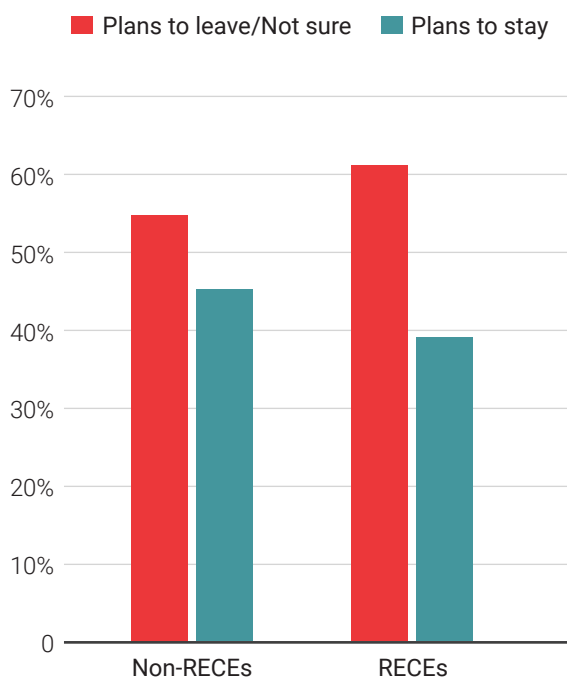
Over half of all age groups state they have plans to leave the sector or are uncertain of their plans. Note that those 65+ are not included in these findings as plans for retirement would confound results.

Plans to Leave the Sector by Age of Respondent Workforce



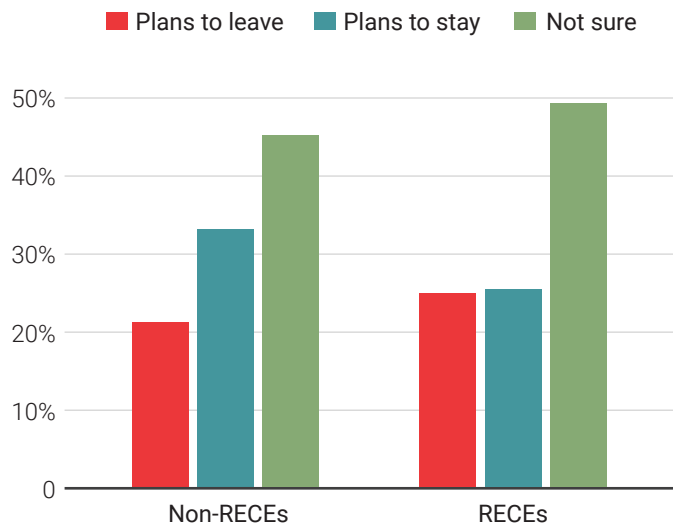
Overall, only 38.5% of RECE respondents report plans to stay in the sector, with 61.5% either planning to leave or reporting they are unsure. Non-RECE respondents are slightly more likely to report plans to stay in the sector (45.7%).

Plans to Leave the Sector by RECE Status *Workforce*



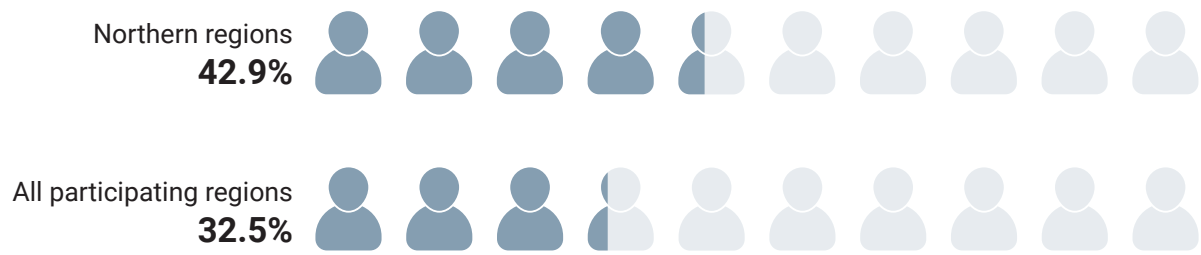
Plans to leave the sector are associated with experiences of workplace discrimination. RECEs who experience discrimination are slightly more likely to report plans to leave the sector in the next five years or uncertainty with their plans. This has implications for professional learning and human resource management. More detailed discussion can be found in the [Executive Report](#).

Plans to Leave by Those Who Experience Workplace Discrimination by RECE Status *Workforce*



About 43% of director/supervisor respondents from northern regions report wanting to stay in the sector compared with 32.5% across all participating regions.

Percentage of Directors/Supervisors with Plans to Stay in the Sector Northern Regions Versus All Participating Regions



WORKPLACE STRESS

On a scale of 1 (low stress) to 5 (high stress), RECEs report higher stress levels than non-RECEs. There are no significant differences in reported level of stress by auspice.

Average Level of Stress by Auspice Workforce

(1=low stress; 5=high stress)

Auspice	RECE status		Average across RECE status
	Non-RECE	RECE	
For-profit	3.4	3.5	3.4
Non-profit	3.0	3.4	3.2
Public	3.0	3.4	3.2
Average across auspice	3.1	3.4	3.2

Participants in the North generally report a low level of job satisfaction. On a scale of 1 (low job satisfaction) to 5 (high job satisfaction), study participants' level of satisfaction is 2.7 out of 5. Overall, job satisfaction is highest in public programs.

Average Level of Job Satisfaction by Auspice and RECE Status Workforce

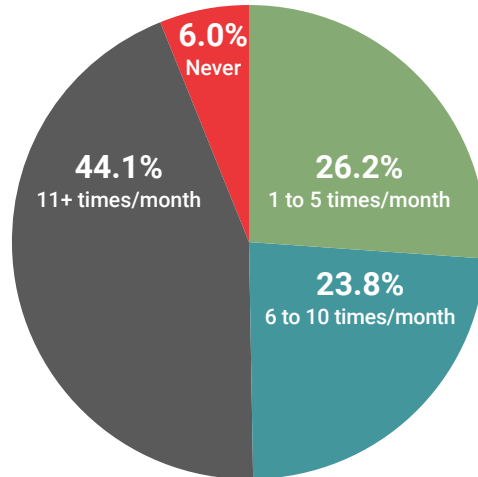
(1=low job satisfaction; 5=high job satisfaction)

Auspice	RECE status		Average across RECE status
	Non-RECE	RECE	
For-profit	2.3	2.4	2.4
Non-profit	2.7	2.7	2.7
Public	3.1	2.9	3.0
Average across auspice	2.7	2.7	2.7

WORKPLACE STABILITY

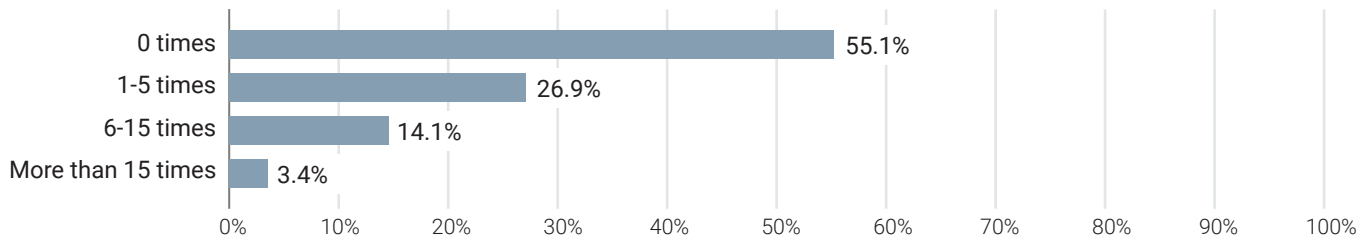
Directors often stand in for absent staff by necessity, taking them away from their leadership and administrative duties. More than two-thirds (67.9%) of management staff report having to fill in more than six times per month to maintain ratios, with just over 44% reporting this occurs more than 11 times per month. This is on par with the overall provincial findings. More than 77% report the need to hire casual staff in the previous 12 months, with 69% stating they are unable to do so (data not shown).

Number of Times per Month Directors/Supervisors Fill in Ratio



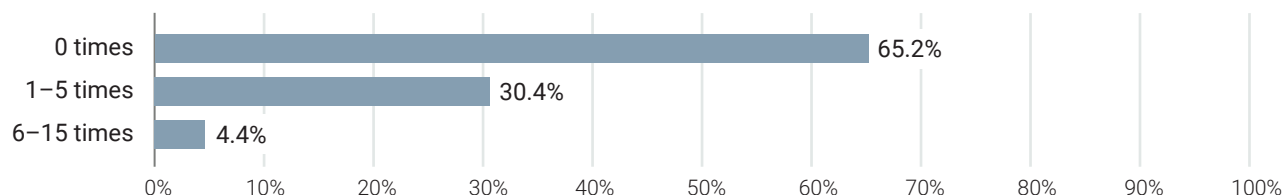
Staff shortages also have deleterious effects on the inclusion of children with disabilities or varying needs. Almost 45% of director/supervisor respondents report they have had to send a child(ren) with a disability home due to staffing shortages. This is higher than the provincial sample average of 26.6%.

Percentage Reporting Frequency of Times in the Previous 12 Months Directors/Supervisors Sent Home Children with Disabilities Due to Staffing Shortages



About 35% of director/supervisor respondents in the North report they have de-enlisted at least one child with a disability from their program in the previous 12 months due to staffing shortages. This is higher than the provincial sample average of 16.5%. Furthermore, 39.3% (compared to 27.3% in provincial findings) report they have refused admission to a child with a disability in the previous 12 months (data not shown).

Percentage Reporting Frequency of Times in the Previous 12 Months Directors/Supervisors Had to De-enlist Children with Disabilities Due to Staffing Shortages



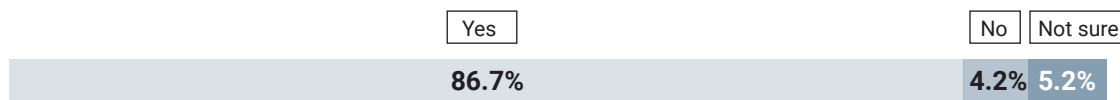
About 61% of *workforce* respondents from Northern Ontario report they would recommend a career in the early years to others who are interested.

Percentage of Workforce Respondents that Recommend a Career in the Early Years



About 87% of *workforce* respondents state they would recommend their program to a family member or friend looking for child care.

Percentage of Workforce Respondents that Recommend Their Early Years Program to a Family Member or Friend



Note: Total does not equal 100 due to missing data

Professional Development

FORMS OF PROFESSIONAL LEARNING

Respondents from Northern Ontario report that the most common form of professional learning in the previous 12 months was online delivery (78%), followed by performance reviews (58.1%) and self-study (56.1%).

Although online delivery is the most common form of professional learning received in the previous 12 months, respondents report it is the least desired format (20%). Respondents prefer ongoing communities of practice (39.1%), attending conferences (38.1%), in-person workshops (36.6%), and taking courses for their continued learning (34.3%), all of which are forms of collective learning.

Forms of Professional Learning Received by Region in the Previous 12 Months and Desired Forms of Professional Learning
Workforce



CONTENT OF PROFESSIONAL LEARNING

Overall, less than half of participants in the North report having received equity, inclusion, and diversity professional learning in the previous 12 months. Of those who received training, the most common type of training was supporting children with disabilities (42.7%). Just over one-third received training in anti-bias/anti-racism (36.6%) and cultural diversity in early years settings (35.4%). Only 12.1% received training in supporting newcomer families in the previous 12 months. Participants report the least amount of professional learning in incorporating Afrocentric ways of being (3.8%). Census data for the region help contextualize results.

The most wanted professional learning reported is centred around supporting vulnerable (58.3%) and newcomer (53.3%) families. Participants also report wanting more professional learning focused on critical trauma-informed practice (51.8%), supporting 2LSGBTQIA+ children and families (48.5%), supporting children with disabilities (48%), incorporating Afrocentric ways of being (48.2%), and incorporating land-based learning (46.5%).

Equity, Diversity, and Inclusion Learning of Respondents in Northern Ontario Workforce

In the previous 12 months



Ministry of
Municipal Affairs
and Housing

Ministère des
Affaires municipales
et du Logement

Housing Programs Branch

Direction des programmes de logement

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Toronto ON M7A 2J3

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October 9, 2024

Pamela Nelson
Director, Housing & Child Care Service Management
District of Parry Sound Social Services Administration Board
1 Beechwood Drive,
Parry Sound, ON P2A 1J2

Dear Ms. Pamela Nelson:

**Re: Approved Canada-Ontario Community Housing Initiative (COCHI) & Ontario
Priorities Housing Initiative (OPHI) Investment Plan**

Thank you for submitting your updated Investment Plan for the Canada-Ontario Community Housing Initiative (COCHI) and the Ontario Priorities Housing Initiative (OPHI) programs for 2024-25. The ministry has completed its review, and I am pleased to approve the District of Parry Sound Social Services Administration Board's Investment Plan.

Based on your updated Investment Plan, this letter confirms the planned financial commitments for the following program components:

Canada-Ontario Community Housing Initiative (COCHI)	
Components	Year 6 Commitments (\$)
New Build	
Repair	453,530
Rent Supplement	
Transitional Operating	
Administration Fee	23,870
COCHI TOTAL	477,400

Ontario Priorities Housing Initiative (OPHI)	
Components	Year 6 Commitments (\$)
Rental Housing	
Homeownership	
Homeownership (Non-Profit)	
Ontario Renovates	245,220
Rent Supplement	
Housing Allowance (Direct Delivery)	

Housing Allowance (Shared Delivery)	
Housing Support Services	28,000
Administration Fee	14,380
OPHI TOTAL	287,600

This letter also commits the Rental Assistance funding for Year 6 (2024-25) for COCHI and OPHI.

For Year 6 (2024-25) financial commitments, transfer payments will be made as follows:

- **COCHI New Build & OPHI Rental Housing Components:** Project specific payments will be made based on achievement of development milestones as identified in the approved project funding schedule in the Transfer Payment Ontario (TPON) system.
- **COCHI Repair Component:** Quarterly payments will be made to Service Managers/Indigenous Program Administrators based on the planned quarterly take up outlined in their Investment Plan as well as actual take-up as per project submissions in TPON.
- **OPHI Ontario Renovates Component:** Quarterly payments will be made to Service Managers/Indigenous Program Administrators based on the planned quarterly take up outlined in their Investment Plan as well as actual take-up as per project submissions in TPON.
- **COCHI & OPHI Operating Components:** Quarterly payments will be made based on quarterly projected disbursements identified in the Investment Plan.
- **OPHI Operating-Shared Delivery Component:** Payments will be made directly to the eligible households by the Ministry of Finance.

Reporting

In light of the delayed start to the COCHI and OPHI programs, the next quarterly Investment Plan update will be due on November 8, 2024. Updates will include the District of Parry Sound Social Services Administration Board's actual spending against projected disbursements and a revised forecast.

The ministry will review Service Managers/Indigenous Program Administrators' Investment Plan updates in the third quarter of each fiscal year to determine if annual funding targets will be met or if re-allocation is required. Any funding that is not committed by **January 31, 2025**, may be re-allocated.

COCHI Communications Requirement

As per the Program Guidelines, Service Managers/Indigenous Program Administrators are required to inform the recipients of COCHI funding that the program is administered by the provincial government and is cost shared between the federal and municipal governments.

Operating Components

Communication to recipients participating in the COCHI operating components can be done through a letter to the recipient, such as an initial Eligibility Letter or a Subsidy Renewal Letter. Please ensure that the following wording is included in such a communication in order to meet this new requirement:

Your rent supplement subsidy is cost shared between the federal and municipal governments and is administered by the provincial government through the Canada-Ontario Community Housing Initiative (COCHI) under the National Housing Strategy.

Capital Components

For projects funded through the COCHI capital components, this requirement can be met by ensuring that any signage on the project, either during construction or at completion, includes the following wording:

The project is funded through the Canada-Ontario Community Housing Initiative (COCHI) administered by the provincial government under the National Housing Strategy and is cost shared between the federal and municipal governments.

Reporting

A COCHI Communications Report confirming this activity is now required to be submitted by Service Managers and Indigenous Program Administrators at year-end, along with their year-end Investment Plan.

If you have any questions or require additional information, please contact your respective Municipal Services Office Housing Team Lead/Housing Programs Branch Account Manager.

I appreciate your commitment to increasing the supply of much needed community housing in your service area and look forward to our continued partnership in delivering the COCHI and OPHI housing programs.

Yours sincerely,



Tanisha Lewis
Director
Housing Programs Branch

c: Cindy Couillard, Team Lead, Regional Housing Services, MSO – Northeast
Jennifer Dillon, Account Manager, Housing Programs Branch