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Sault Ste. Marie Housing Corporation

BOARD MEETING AGENDA

Sault Ste. Marie Housing Corporation
Thursday, August 27, 2026

1. **CALL TO ORDER**

2. **LAND ACKNOWLEDGEMENT**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Baawating. Baawating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council.

3. **APPROVAL OF AGENDA**

Resolution #26-060
Moved By: S. Spina
Seconded By: M. Mageran

3.1 "**BE IT RESOLVED THAT** the **Agenda for the August 27, 2026,** Sault Ste. Marie Housing Corporation Board meeting be approved as presented."

4. **DECLARATIONS OF PECUNIARY INTEREST**

5. **APPROVAL OF PREVIOUS MINUTES**

Resolution #26-061
Moved By: S. Digasparro
Seconded By: L. Vezeau-Allen

5.1 **"BE IT RESOLVED THAT** the **Minutes** from the Sault Ste. Marie Housing Corporation Board meeting dated **July 16, 2026** be adopted as recorded."

6. **MANAGER'S REPORTS**

CORPORATE SERVICES

Resolution #26-062
Moved By: L. Vezeau-Allen
Seconded By: S. Spina

6.1 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) accept $300,000 from the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) for the 2026 SSMHC Budget."

Resolution #26-063
Moved By: A. Caputo
Seconded By: S. Digasparro

6.2 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) approve and implement the Investment Policy."

ADMINISTRATION/CAPITAL

Resolution #26-064
Moved By: M. Mageran
Seconded By: R. Zagordo

6.3 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) enter in agreement with Ellis Don Community Builders (EDCB) to complete the necessary work needed to develop a Class B estimate for 148 Dacey Road and a Class D estimate for 90 Chapple at a combined cost of up to $968,877 plus applicable taxes.

Finally Be It Resolved that the CEO be authorized to draw from SSMHC strategic reserves to cover this cost.

7. **NEW BUSINESS**

8. **ADJOURNMENT**

Resolution #25-065
Moved By: L. Vezeau-Allen
Seconded By: M. Mageran

8.1 **"BE IT RESOLVED THAT** we do now adjourn.**"**

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Sault Ste. Marie District

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Sault Ste. Marie Housing Corporation

BOARD MEETING AGENDA

Sault Ste. Marie Housing Corporation
Thursday, July 16, 2026

Present:

Stephanie Pagnucco	Mike Nadeau	Pam Patteri
Lisa Vezeau-Allen	Louie Bruni	Joanne Pearson
Shauna Digasparro	Katie Kirkham	Antonio Borrelli
Melanie Mageran	Kim Mitchell	Crystal Wells
Marchy Bruni	Riley Barsanti	

Regrets: Sonny Spina, Angela Caputo, Ron Zagordo

1. **CALL TO ORDER 4:59 pm**

2. **LAND ACKNOWLEDGEMENT**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Baawating. Baawating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council.

3. **APPROVAL OF AGENDA**

Resolution #26-053
Moved By: S. Digasparro
Seconded By: M. Bruni
CARRIED

3.1 "**BE IT RESOLVED THAT** the **Agenda for the July 16, 2026,** Sault Ste. Marie Housing Corporation Board meeting be approved as presented."

4. **DECLARATIONS OF PECUNIARY INTEREST**

5. **APPROVAL OF PREVIOUS MINUTES**

Resolution #26-054
Moved By: S. Digasparro
Seconded By: L. Vezeau-Allen
CARRIED

5.1 **"BE IT RESOLVED THAT** the **Minutes** from the Sault Ste. Marie Housing Corporation Board meeting dated **June 18, 2026** be adopted as recorded."

6. **MANAGER'S REPORTS**

OPERATIONS

Resolution #26-055
Moved By: M. Bruni
Seconded By: M. Mageran
CARRIED

6.1 "**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) approve an amendment to the HVAC & DHW Equipment & Maintenance Services agreement with Henderson Metal and Fabrication to increase the total amount from $88,925 to 196, 736 plus HST for a 5 year term.

FURTHER BE IT RESOLVED THAT the Sault Ste. Marie Housing Corporation (SSMHC) enter into an agreement with S&T Electrical Contractors for HVAC & DHW Equipment & Maintenance Services for a total amount of $57,506 for a period of 4 years."

CORPORATE SERVICES

Resolution #26-056
Moved By: L. Vezeau-Allen
Seconded By: M. Bruni
CARRIED

6.2 **"BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation Board (SSMHC) authorize management to access up to $100,000 from "SSMHC General Reserves" for non-capital soft costs related to capital projects, including legal, professional, consulting, due diligence, procurement, and other project advisory fees as required."

Resolution #26-057
Moved By: M. Mageran
Seconded By: M. Bruni
CARRIED

6.3 **"BE IT RESOLVED THAT** the Board authorizes the CEO to temporarily designate an individual to exercise the CEO's payment approval authority during periods when the CEO is away or otherwise unavailable. The designate may approve payments within the CEO's approved authority limit. Any payment exceeding the CEO's approval limit must be submitted to the Board for approval. The designation is temporary, applies only for the CEO's absence and any actioning of this resolution must be immediately communicated to the CEO."

Resolution #26-058
Moved By: M. Mageran
Seconded By: M. Bruni
CARRIED

6.4 **"BE IT RESOLVED THAT** approval be granted to award the contract associated with Tender 2026-03 for the Rosedale Community Hub Daycare Renovations to Jobst Brothers Construction in the amount of up to $1,486,150.00, excluding HST.

And further that approval be granted for a revised upset limit of $187,965.00, excluding HST, for Architect's Services with IDEA Inc. to support construction oversight."

7. **NEW BUSINESS**

8. **ADJOURNMENT**

Resolution #25-059
Moved By: L. Vezeau-Allen
Seconded By: M. Mageran
CARRIED

8.1 **"BE IT RESOLVED THAT** we do now adjourn.**"**

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Sault Ste. Marie Housing Corporation

SSMHC BOARD REPORT

AUTHOR: David Petersson

DATE: August 27, 2026

RE: Accept Reserve Transfer

RECOMMENDATION

BE IT RESOLVED THAT the Sault Ste. Marie Housing Corporation (SSMHC) accept $300,000 from the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) for the 2026 SSMHC Budget.

BACKGROUND INFORMATION

The 2026 SSMHC Budget was approved on November 12, 2025, which included the use of Reserves but was not specified in the budget which reserves were being utilized.

SUMMARY/OVERVIEW

To ensure management follows the proper procedure for utilizing reserves, management requires direction from the Board for the 2026 Budget year. For the 2027 Budget, any use of reserves will be labelled by the appropriate reserve fund.

STRATEGIC PLAN IMPACT

This will allow SSMHC to continue to support the DSSMSSAB's strategic plan of service excellence in our community.

FINANCIAL IMPLICATIONS

For the SSMHC to complete 2026 budget obligations, as approved by the Board, the DSSMSSAB will fund $300,000 from the DSSMSSAB Levy Stabilization Reserve, via direct transfer.

CONCLUSION

Accepting these funds, as previously approved by the Board, will ensure that SSMHC has the financial ability to meet its operational and capital requirements while continuing to provide affordable housing in the Sault Ste. Marie District.

Respectfully submitted,

David Petersson, CPA
Chief Financial Officer

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Zhawenimi-Anokiitaagewin
Sault Ste. Marie District

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Sault Ste. Marie Housing Corporation

SSMHC BOARD REPORT

AUTHOR: David Petersson, CFO

DATE: Aug 27, 2026

RE: Investment Policy

RECOMMENDATION

BE IT RESOLVED THAT the Sault Ste. Marie Housing Corporation (SSMHC) approve and implement the SSMHC Investment Policy.

BACKGROUND INFORMATION

Management continues to explore new opportunities for growth and prosperity, and one way is through low-risk or guaranteed investments. Management has developed an Investment Policy, to establish the guiding principles and framework for the prudent investment of public funds. This policy is intended to support effective investment management, balance risk and return, ensure compliance with applicable requirements, and advance the financial objectives of the organization while reflecting ethical standards, strategic priorities, and the broader interests of the community.

SUMMARY/OVERVIEW

Management completed this policy ensuring it aligns with the current landscape and the SSMHC's operations, strategic plan and ethical requirements. To ensure compliance, as most if not all investments would involve Reserve funds, the Board would have final approval of all investments via Board Report and Resolution. To ensure legal compliance, management submitted the policy for legal review, who indicated that it is a reasonable policy with nothing concerning to note.

Key components of the Investment Policy include:

1. The Chief Financial Officer (CFO) recommends, manages and reports on all investments.
2. The Board approves all investments. Under no circumstance can any investment occur without Board approval.
3. Investments must safeguard the preservation of capital, maintain liquidity, while earning a competitive rate of return with the overall objective of long-term growth.

It is important to note that the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) will also abide by this policy.

STRATEGIC PLAN IMPACT

The Investment Policy plays a critical role in advancing the organization's strategic pillar to seek financial resilience through innovation by embedding flexibility, value optimization, and forward-looking practices to actively contribute to sustainable growth and organizational adaptability in a changing environment.

FINANCIAL IMPLICATIONS

There are no financial implications.

CONCLUSION

The Investment Policy provides guiding principles and a framework for the prudent investment of public funds to further meet the SSMHC's strategic priorities and the broader interests of the community.

Respectfully submitted,

David Petersson
Chief Financial Officer

Social Services | Services Sociaux
Zhawenimi-Anokiitaagewin
Sault Ste. Marie District

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Sault Ste. Marie Housing Corporation

SSMHC BOARD REPORT

AUTHOR: Mike Nadeau

DATE: August 27, 2026

RE: 148 Dacey Road and 90 Chapple Review and Analysis

RECOMMENDATION

BE IT RESOLVED THAT the Sault Ste. Marie Housing Corporation (SSMHC) enter in agreement with Ellis Don Community Builders (EDCB) to complete the necessary work needed to develop a Class B estimate for 148 Dacey Road and a Class D estimate for 90 Chapple at a combined cost of up to $968,877 plus applicable taxes.

Finally Be It Resolved that the CEO be authorized to draw from SSMHC strategic reserves to cover this cost.

BACKGROUND INFORMATION

Arguably, affordable housing is one of the most pressing issues facing our community and work needs to begin to be ready for any senior level of government funding. The SSMHC and/or DSSMSSAB have been advocating for additional housing stock for many years. Combined, both locations can hold significant housing development and both sites need to be ready for any opportunity for government funding. Generally, in order to receive senior level government fundings sites need to be able to demonstrate the costs obtained through a Class B estimate (+/- 10%).

SUMMARY/OVERVIEW

Management has completed initial feasibility studies for both sites. However, there is significant work that needs to be completed to get both locations to a Class B estimate.

Last year, Canada created Build Canada Homes as a means to build more housing across the country. It is our understanding that to receive BCH funds, a Class B is required. Additionally, on August 16 of this year Ontario and Canada announced the Canada-Ontario Partnership to Build, which assist municipalities with no development charges with the cost of housing. Sault Ste. Marie has no development charges.

Complete the necessary work at 148 Dacey will position the SSMHC/DSSMSSAB well for future funding consideration and will include details, such as:

- Detailed design development;
- Planning and approvals;
- Cost verification;
- Legal review;
- Development management;
- Market analysis;
- Insurance review;
- Procurement readiness work, and;
- Other Required Studies

Beginning the process that would lead to eventually have 90 Chapple ready for a Class B estimate needs to begin. Initial work on that site would include:

- Planning & Rezoning Support (including rezoning pre-consultation support through to preparation of the rezoning/planning application submission package, to achieve planning application submission readiness);
- Survey and Topographic Report;
- Geotechnical Report;
- Functional Servicing Report;
- Environmental Site Assessment, and;
- Other Required Studies for Rezoning.

STRATEGIC PLAN IMPACT

Advancing this work touches on three strategic objectives:

1. Facilitate Strong Communities,
2. Support Community Wellness, and;
3. Seek Financial Resilience Through Innovation.

FINANCIAL IMPLICATIONS

The costs of advancing these sites is significant; however, the DSSMSSAB provided the SSMHC with $1.5M in May to advance strategic purposes that are important to the corporation and community. Management is seeking to access these funds to advance these sites to better the community.

CONCLUSION.

The community needs more affordable housing. Advancing work at these sites will strategically position the corporation well for any future funding considerations critical to the community.

Respectfully submitted,

Mike Nadeau
CEO