



## **NIAGARA REGIONAL HOUSING**

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### Minutes

## **NIAGARA REGIONAL HOUSING Board of Directors Meeting**

**#97 – 2010**

NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
2201 St. David's Road  
Thorold, ON

Friday, January 28, 2011 – 9:10 A.M.

### Attendees

#### Directors/

**Members:** K. Murray, C. Jolliffe, K. Blackley, A. King,  
P. O'Neill, B. Timms, G. Marshall, H. D'Angela  
J. Osczytko, T. Rigby till 11:00 A.M.  
B. Hannah at 9:13 A.M., D. Barrick at 9:25 till 11:25 A.M

**Regrets:** B. Baker

**NRH Staff:** L. Beckwith, M. MacLellan, M. Fearnside, W. Thompson  
V. Amato

#### Regional

**Staff:** D. Mino, Programs Financial Analyst,  
G. Burroughs, Regional Chairman,  
M. Robinson, EO, to Regional Chair

A quorum being present, the meeting was called to order at 9:01 A.M. K. Murray welcomed Chair Burroughs to the meeting and T. Rigby to the Board. The Regional Chair advised that he is looking forward to working with the Board. Members introduced themselves, stating their affiliation/experience with housing.

### **1. Adoption of Agenda/Declaration of Conflict**

The General Manager requested that Initiation of 2011 Capital Budget be added to the agenda.

#### **Members/Directors:**

Karen **Murray**, Chair  
Public-at-large,  
St. Catharines

Betty Ann **Baker**, Secretary  
Stakeholder, Welland

Catherine **Jolliffe**, Treasurer  
Stakeholder, Welland

Karen **Blackley**  
Stakeholder, Thorold

David **Barrick**  
Councillor, Port Colborne

Henry **D'Angela**  
Councillor, Thorold

Barbara **Hannah**  
Tenant, Niagara Falls

Alan **King**  
Stakeholder, Welland

George **Marshall**  
Councillor, Welland

Patrick **O'Neill**  
Stakeholder,  
Niagara-on-the-Lake

John **Osczytko**  
Public-at-Large Welland

Tim **Rigby**  
Councillor, St. Catharines

Bruce **Timms**  
Councillor, St. Catharines

Vacant  
Public-at-Large

*Moved by H. D'Angela  
Seconded by C. Jolliffe*

***That, the agenda be adopted as amended.***

CARRIED

No conflicts were declared.

## **2. Approval of Minutes of the December 16, 2010 Meeting**

*Moved by B. Timms  
Seconded by A. King*

***That, the minutes of the December 16, 2010 meeting be adopted.***

CARRIED

Business Arising

2.a. Greetings to Board from Regional Chair Burroughs

### **2.1. Family Support Worker (FSW) Pilot Update – Report REV 11-97-2.1.**

A revised report was distributed.

B. Hannah joined the meeting at 9:13 A.M.

Staff reviewed the report. The FSW Pilot resulted from one of the Business Cases for efficiencies. Many NRH tenants do not have the resources to pursue adequate support for themselves or their children without legal or FSW assistance.

The Board requested this report to determine if the program justifies the cost, as NRH has only recently begun to note only slight increases in rental revenue.

The Board requested financial statistics on the Community Services FSW program since inception of the program (11years) and clarification on the policy for obtaining required documentation from victims of abuse.

Due to the length of the process and rotation in clients, Community Services was unable to provide stats on amounts recovered over the last 11 years but could provide a monthly "snapshot in time". The FSW program success is measured by the number of provisions in pay for sole support cases and the average amount of payment. There are special provisions for victims of violence.

*Moved by A. King  
Seconded by B. Timms*

- 1. That Niagara Regional Housing Board of Directors receives this report for information; and,**
- 2. That Niagara Regional Housing Board agree to extend the Family Support Worker Pilot until December 31, 2011.**

CARRIED

The closed session was postponed till later in the meeting.

### **New Business**

#### **4.1. Quarterly Report to Council – October 1 – December 31, 2010 - Report 11-97-4.1.**

Draft samples of the new cover for the report to Council and highlights for PHSS were distributed. The General Manager advised that she has noted some interesting stats and will be doing a trend analysis. For example:

- the waiting list has increased by 31% since 2002; the total increase can be attributed to the economic downturn years, as the increase for 2008 to 2010 is 31%.
- Day to day maintenance and work orders have increased 4.6% while move outs have decreased by 16%. Traditionally, work orders are higher if move-outs are high, due to the preparation of the unit for new tenancies.

Staff was requested to look for a way to provide number of people supported by community partnerships for next report.

**Action by: W. Thompson**

*Moved by P. O'Neill  
Seconded by T. Rigby*

**That, the NRH 4<sup>th</sup> Quarter Report to Council October 1 – December 31, 2010 be approved and forwarded to Regional and Municipal Councils.**

CARRIED

Chair Burroughs and M. Robinson left the meeting

D. Barrick joined the meeting at 9:25 A.M.

#### **4.2. 4<sup>th</sup> Quarter Report on Operations - Report 11-97-4.2.**

There was a brief discussion on the waiting list regarding the selection process and priority status, chronological order and market rent tenants.

*Moved by K. Blackley  
Seconded by B. Timms*

***That the NRH Board of Directors approves the Operational Reports and Report on Variances as at December 31, 2010.***

CARRIED

**4.3. Operational Reviews Semi-Annual Status Report – July 2010 to December 2010 – Report 11-97-4.3.**

Staff explained details of the report for Directors.

*Moved by H. D'Angela  
Seconded by B. Hannah*

***That, the NRH Board of Directors approves the Operational Reports and Report on Variances as at December 31, 2010.***

CARRIED

**4.4. Provincial Long-Term Affordable Housing Strategy - Report 11-97-4.4.**

The report presents highlights of the attached Provincial Long-Term Affordable Housing Strategy which addressed most of the concerns submitted by NRH to the province for the strategy.

Staff advised that restoring the loss of Federal funding, will be the topic of a separate report to the Board, making recommendations to Council for support.

*Moved by D. Barrick  
Seconded by T. Rigby*

***That, the NRH Board of Directors receives the Provincial Long –Term Affordable Housing Strategy report for information.***

CARRIED

**4.5. Bill 140, Strong Communities through Affordable Housing Act 2010 – Report 11-97-4.5.**

Staff reviewed legislative changes that will be included in the new *Housing Services Act, 2010*. Program details will form during the regulation development. Directors were requested to place the summary of legislation in their Director Handbooks for future reference.

*Moved by P. O'Neill*  
*Seconded by A. King*

***That the NRH Board of Directors receives the Bill 140, Strong Communities through Affordable Housing Act 2010 report for information.***

CARRIED

**4.6. Not-for-Profit Corporations Act, 2010 – Report 11-97-4.6.**

NRH was incorporated under the Corporations Act, the Not-for-Profit Corporations Act, 2010, once proclaimed, will supersede the Corporations Act. A summary of the act provided by the Director of Legal Services was attached.

*Moved by B. Hannah*  
*Seconded by T. Rigby*

***That, the NRH Board of Directors receives the Not-for-Profit Corporations Act, 2010 report for information.***

CARRIED

**4.7. Updated 2010 - 2011 Business Plan – Report 11-97-4.7.**

Six new activities were added to the plan for 2011 for Board approval. The Strategic Plan ends in 2011 and it is proposed that the development of a new one begin with a Strategic Planning session in April or May of this year.

*Moved by A. King*  
*Seconded by J. Osczytko*

***That the NRH Board of Directors approves the changes to the 2010 – 2011 Business Plan.***

CARRIED

**4.8. Initiation of 2011 Capital Budget – Report 11-97-4.8.**

The 2011 Capital Program was prioritized to allow for earlier approval of high priority jobs pending Council's final approval of the 2011 capital budget. The memo regarding Approval of Spending Limits During Interval Prior to the Approval of 2011 Budget Estimates was attached.

*Moved by T. Rigby*  
*Seconded by C. Jolliffe*

***That, the NRH Board of Directors recommends approval of the initiation of the NRH 2011 Capital Budget to Regional Council according to the priority described in this report.***

CARRIED

## 5. General Manager's Report

The year-end surplus will be higher than originally thought. Once the final numbers are in, the Board may want to reconsider how they would like the surplus invested.

A short recess commenced at 10:26 A M.

The meeting resumed at 10:35 A M.

## 6. Chair's Report

### **Board Business**

Election of Officers will be held at the next meeting. Additionally, it is anticipated that Council will decide on the Public at Large recommendation, prior to the February NRH Board meeting, in which case, a general meeting will also be held in February, to elect the successful candidate to the Board.

Directors revisited the 2011 Meeting Schedule and it was agreed that all Board meetings will take place on the last Friday of each month, regardless of Council meetings. Any meeting dates needing to be changed will be considered on an individual basis.

### **Governance Review**

The chair advised that she spoke with Carolyn Kearns the governance consultant this week. It is anticipated that the report will go to the OASC meeting in March, then on to Council.

## 3. Closed Session – 10:38 A M.

*Moved by D. Barrick*

*Seconded by J. Osczypko*

***That the meeting move into closed session to consider information of a confidential nature relating to:***

- 1. personal matters about an identifiable individual including municipal or local board employees - Public-at-Large Director Vacancy***
- 2. the security of property of the municipality or local board – Remedial Capital Work, NRH Community St. Catharines.***

CARRIED

### 3.1. Public at Large Director Vacancy

*Moved by G. Marshall*

*Seconded by K. Blackley*

***That, the Board approves the Nominations Committee recommended candidate and puts forward the recommendation to Council, as the Public-at-Large representative to fill the vacancy left by D. Eke for the balance of his term, to September 26, 2011.***

CARRIED

T. Rigby left the meeting at 11:00 A.M.

**3.2. Security of Property – Remedial Capital Work, NRH Community St. Catharines**

D. Barrick left the meeting at 11:25 A.M.

*Moved by H. D'Angela  
Seconded by K. Blackley*

***That, in view of information now available, the amount transferred from the NRH Reserve Fund in 2011, be reduced to \$375,000 for remediation of issues in a NRH St. Catharines community, for the first year.***

CARRIED

11:27 A.M.

*Moved by B. Hannah  
Seconded by A. King*

***That the Board rise with report.***

CARRIED

**7. Committee Reports**

7.1. Executive Committee, Karen Murray, Chair

No minutes.

7.2. Governance Committee

No minutes.

7.3. Investment Committee, H. D'Angela, Chair

No minutes.

7.4. Applicant/Tenant Appeals Committee

Minutes of the November 2, December 14, 2010 & January 11, 2011 appeal hearings, provided for information.

7.5. Tender Awards Committee, A. King, Chair

No minutes.

7.6. Operating Agreement Steering Committee, Karen Murray, Co-Chair

No minutes.

- 7.7. Tenant Advisory Group, B. Hannah  
Notes/Minutes of the June & October 13, 2010 meetings was provided for information.
- 7.8. Housing Provider Advisory Group, C. Jolliffe, Chair  
No minutes.
- 7.9. Community Advisory Group, B. Baker, Chair  
No Minutes.

## 8. For information

- 8.1. Action Items from Previous Meetings

### ***Correspondence/Media***

- 8.2. *Making music on McLaughlin*, The Welland Tribune, January 12, 2011
- 8.3. *Residents tie problems to subsidized housing*, The Welland Tribune, January 6, 2011

## 9. BREAK – taken earlier

## 10. Presentation – Regional Chair Burroughs at start of meeting.

## 11. Other Business

There was no other business.

## 12. Next Meeting

General Meeting for Election of Public at Large Director  
Election of Officers during Regular Meeting  
Friday, February 25, 2011 @ 9:00 A.M.  
NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
2201 St. David's Road, Thorold, ON



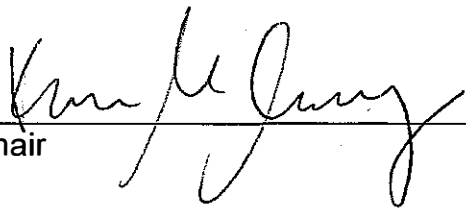
**13. Adjournment**

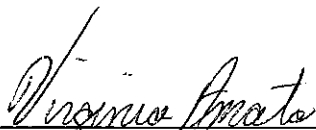
***Motion to Adjourn at 11:30 P.M.***

*Moved by K. Blackley*

*Seconded by A. King*

Minutes Approved:

  
Chair

  
Secretary *per B. Baker*