



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
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Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#119 – 2013

NRH Boardroom
Campbell East, 3rd Floor
2201 St. David's Road
Thorold, ON

February 22, 2013 – 9:00 A.M.

Attendees

Directors/

Members: K. Murray, H. D'Angela, C. Jolliffe, B. Baker,
S. Cordiner, T. Rigby, J. Osczypko, P. O'Neill
R. Katzman till 10:58 A.M., G. Marshall, K. Blackley,
B. Hannah, D. Barrick at 9:35 A.M. till 11:43 A.M.

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

Regional Staff: K. Chislett, Commissioner Community Services
D. Mino, Program Financial Analyst
M. Mako, M. Seguin, Health Promoters & V. Levay,
Manager, Chronic Disease and Injury Prevention,
Public Health for item 3.2.

A quorum being present, the meeting was called to order at 9:02 A.M.

1. Adoption of Agenda/Declaration of Conflict

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

That the agenda be adopted as amended.

CARRIED

Directors:

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

Henry **D'Angela**, Vice-Chair
Councillor, Thorold

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

Catherine **Jolliffe**, Treasurer
Stakeholder, Welland

David **Barrick**
Councillor, Port Colborne

Karen **Blackley**
Stakeholder, Thorold

Shirley **Cordiner**
Public-at-Large, Fort Erie

Barbara **Hannah**
Tenant, Niagara Falls

Ronna **Katzman**
Councillor, St. Catharines

George **Marshall**
Councillor, Welland

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

John **Osczypko**
Public-at-Large, Welland

Tim **Rigby**
Councillor, St. Catharines

Vacant
Stakeholder

No conflicts were declared.

2. Approval of Minutes

2.1. Minutes of the January 25, 2013 Meeting

Moved by T. Rigby

Seconded by G. Marshall

That the minutes of the January 25, 2013 meeting be adopted.

CARRIED

2.2. Business Arising

There was no business arising.

3. New Business

It was agreed that 3.2. would be considered before 3.1. as presenters were available.

3.2. **Creating Access to Screening and Training in the Living Environment (CASTLE) – presentation by Marty Mako & Melanie Seguin.**

Flyer on CASTLE Project was distributed. The slide presentation was narrated by M. Mako and M. Seguin. CASTLE promotes cancer screening for breast, cervical and colorectal cancers in priority neighbourhoods, where take-up rates for screening are low. Residents may not be aware that screening is available or may require assistance with transportation etc. NRH communities of Rykert, Buckley and McLaughlin were selected.

The hiring and training process for Community Health Broker positions in each area was reviewed. Project leaders will link with community agencies already working in these communities.

Directors requested that Public Health staff, as a result of the needs assessment that will be undertaken during the CASTLE project, advise NRH staff if there are other programs offered through Public Health that might benefit NRH residents.

When asked if the Directors wanted the CASTLE team to do another presentation on progress, the Directors suggested that it would be helpful to hear the results from the project. Also, once the CASTLE materials are produced, NRH staff could distribute them to other NRH communities if they were made available.

Action by: M. Mako/M. Seguin

*Moved by H. D'Angela
Seconded by P. O'Neill*

That the Niagara Regional Housing Board of Directors APPROVES a presentation on the CASTLE Program results.

CARRIED

D. Barrick joined the meeting at 9:35 A.M.

3.1. Family Support Worker Program - Report 13-119-3.1.

*Moved by S. Cordiner
Seconded by B. Baker*

That Niagara Regional Housing Board of Directors APPROVES the completion of the Family Support Worker Pilot.

CARRIED

3.2. Creating Access to Screening and Training in the Living Environment (CASTLE) Presentation – see above.

3.3. Rent Bank Program – Report 13-119-3.3.

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

That Niagara Regional Housing Board of Directors RECEIVES report 13-119-3.3., Rent Bank Program, for information

CARRIED

In answer to a question regarding the success of the Rent Bank program, staff advised that, of the 1,150 households receiving assistance throughout the duration of the Rent Bank, less than 25% were still in the same unit after six months. It is possible that some recipients moved to other more affordable units and were unable to be tracked.

3.4. Bill 140 – *Housing Services Act* - Local Rule: Transfer Applications Within Service Area - Report 13-119-3.4

*Moved by P. O'Neill
Seconded by C. Jolliffe*

***That Niagara Regional Housing Board approves the following local rule under the Housing Services Act (HSA):
That the current process be maintained and households wishing to transfer to another housing provider, must complete an application form and be added to the centralized waiting list.***

CARRIED

Staff explained that noted households already occupy rent-geared-to income units.

3.5. NRH 10-Year Anniversary Wrap-Up - Report 13-119-3.5.

*Moved by H. D'Angela
Seconded by T. Rigby*

That the NRH Board directs staff to prepare a report for the next meeting regarding content and cost of placing ads in local newspapers, NRH and Region's websites re: NRH 10th anniversary report.

CARRIED

Resource Unit Manager to research with Region's communications department staff.

Action by: W. Thompson

3.6. Update on NRH Reserve Funds and Reserves - Report 13-119-3.6.

*Moved by R. Katzman
Seconded by P. O'Neill*

That Niagara Regional Housing Board of Directors RECEIVES report 13-119-3.6., Update on NRH Reserve Funds and Reserves, for information.

CARRIED

3.7. CSD 02-2013 Reserve and Reserve Fund Policy - Report 13-119-3.7.

*Moved by T. Rigby
Seconded by S. Cordiner*

- 1. That the NRH Board of Directors RECEIVES report 13-119-3.7., CSD 02-2013 Reserve and Reserve Fund Policy for information; and,***
- 2. That staff meet with Corporate Services requesting clarity; and,***
- 3. That staff prepare a policy on Capital Reserves, flow of funds in and out.***

CARRIED

Discussion ensued regarding communications about the content of this policy and the risk associated with insufficient capital reserves for owned and housing provider units.

Action by: L. Beckwith/D. Mino

3.8. 2012 Unaudited Year End Results – Report 13-119-3.8.

Financial Statement as at December 31, 2013 was distributed.

*Moved by T. Rigby
Seconded by S. Cordiner*

The Niagara Regional Housing Board of Directors recommends the following transfers to Regional Council:

- 1. the transfer of \$1,031 from NRH Reserve Fund to NRH Reserve for Employee Future Benefit Reserve Fund.***
- 2. The transfer of \$230,310 to the NRH Rent Supplement Units for the return of the unspent 2012 budget for this program***
- 3. The transfer of the 2012 year end operating surplus estimated at \$350,060.17 to Niagara Region to offset the withdrawal from the regional capital reserve variance fund.***

CARRIED

R. Katzman left the meeting at 10:58 A.M.

3.9. Housing and Homelessness Action Plan Survey

Directors turned in their completed surveys. Staff will analyze and report back.

Action by: L. Beckwith

4. **General Manager's Report**

4.1. New Member

Council has approved Kelly Kendrick as a member of NRH to replace Alan King. A General Members Meeting will be held in March just before the regular meeting, to elect Ms. Kendrick to the Board.

4.2. China Delegation

Twenty-three delegates from China, made up of provincial and city employees interested in affordable housing for seniors and people with disabilities, will be visiting NRH the morning of March 4th. NRH is working with Community Services on a presentation to be held in the atrium. Delegates do not speak English so a translator will be required.

The following day delegates will be meeting with Ministry staff.

4.3. Taxes

The tax assessment on NRH multi-residential properties has increased by 5.3% to 48.2%. D. Mino will be working with the Region's tax specialist to see if they can be reconsidered or appealed.

4.3. Fitch Street, Development

Originally the \$6.2 mil Investment in Affordable Housing funding was to be deposited in the NRH account over the next three years; the Ministry would now like to send the funding in one lump sum, requiring modification to the Contribution Agreement.

*Moved by S. Cordiner
Seconded by C. Jolliffe*

That the Niagara Regional Housing Board of Directors APPROVES signing of the amended Contribution Agreement by the Chair, K. Murray.

CARRIED

5. Chair's Report

No report.

All NRH and Regional staff left the room, with the exception of the General Manager and Executive Assistant.

6. Closed Session – 10:55 A.M.

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

That the meeting move into closed session to consider Information of a confidential nature regarding personal matters about an identifiable individual including municipal or local board employee's & labour relations or employee negotiations – Organizational Structure

CARRIED

6.1. Organizational Structure

D. Barrick left the meeting at 11:43 A.M.

*Moved by J. Osczytko
Seconded by C. Jolliffe*

That the Niagara Regional Housing Board of Directors APPROVES
1. the implementation of short term solution; and,
2. the development of a Business Case that details the need for sufficient resources to adequately conduct the business of NRH.

CARRIED

6.a - 11:47 A.M.

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

That the Board rise with report.

CARRIED

7. **Committee Reports**

7.1. Appeals

Minutes of the February 5, 2013 Appeal Hearing were provided for information.

7.2. Executive

Minutes of the November 19, 2012 meeting was provided for information.

- 7.3. Community Economic Development Advisory Group
Minutes of the October 25, 2012 meeting were provided for information.

8. For Information

- 8.1. Action Items from Previous Meetings

Correspondence/Media

- 8.2. Letter from United Way, to L. Beckwith, dated February 2013 re: NRH award for Partnership

9. BREAK – Not required

10. Presentation – see item 3.2.

11. Other Business

There was no other business.

12. Next Meeting

Friday, March 22, 2013 - 9:00 A.M.
NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road, Thorold, ON

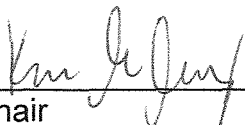
13. Adjournment

Motion to adjourn at 11:49 A.M.

*Moved by J. Osczytko
Seconded by H. D'Angela*

CARRIED

Minutes Approved:


Chair


Secretary