



NIAGARA REGIONAL HOUSING

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Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#130 – 2014

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

March 28, 2014 – 9:00 A.M.

Attendees

Directors/

Members: S. Cordiner, H. D'Angela, K. Blackley, G. Marshall,
L. Allen, J. Osczytko, K. Goka, T. Rigby, P. O'Neill,
J. Hyatt, B. Carroll, D. Barrick at 9:36 A.M

Regrets: K. Kendrick

Absent: J. Osczytko, R. Katzman

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

Regional Staff: K. Chislett, Commissioner Community Services
D. Woiceshyn, Manager Shared Financial Services

A quorum being present, the meeting was called to order at 9:03 A.M.

1. Adoption of Agenda/Declaration of Conflict

- Add Recruitment as New Business just after approval of minutes
- Add Update on Litigation – Broadoak as the first item in Closed-Session

Directors:

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

Henry D'Angela, Vice-Chair
Councillor, Thorold

Karen Blackley, Secretary
Stakeholder, Thorold

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

Linda Allen
Tenant, St. Catharines

David Barrick,
Councillor, Port Colborne

Barbara Carroll
Public-at-large,
St. Catharines

Ken Goka
Stakeholder, Welland

James Hyatt
Stakeholder, St. Catharines

Ronna Katzman
Councillor, St. Catharines

Kelly Kendrick
Fort Erie, Stakeholder

George Marshall
Councillor, Welland

John Osczytko
Public-at-Large, Welland

Tim Rigby,
Councillor St. Catharines

*Moved by J. Hyatt
Seconded by T. Rigby*

That the agenda be ADOPTED as amended.

CARRIED

No conflicts of interest were declared.

2. Approval of Minutes

2.1. Minutes of the February 28, 2014 Meeting

*Moved by G. Marshall
Seconded by J. Hyatt*

That the minutes of the February 28, 2014 meeting be ADOPTED as amended.

CARRIED

Business Arising

2.2. There was no business arising

2.a. New Business - Recruitment

The General Manager announced that she would be leaving NRH at the end of July in an effort to find work-life balance, something part-time and closer to home.

At the Executive Committee meeting earlier this month, the committee discussed the approach for recruitment and recommended the following for Board consideration:

- The retention of an Executive Search and Recruitment agency, through an RFP process, to assist in the recruitment of a General Manager;
- The creation of a NRH Recruitment Committee consisting of the members of the Executive committee plus one other NRH director;
- The proposed timelines for recruitment; and,
- The recruitment of both internal and external applicants.

Two documents were distributed: Recruitment for General Manager Position - Consulting Firm Approach and a list of Recruitment Consultants. The list of consultants was compiled by the Executive Committee, based on experience with these firms.

There was discussion regarding the appropriate number of Directors to sit on the Recruitment Committee.

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

That the NRH Board of Directors APPROVES a Recruitment Committee of 5 Directors.

CARRIED

The Executive Committee, S. Cordiner, H. D'Angela, K. Blackley and P. O'Neill will make up 4 members of the Recruitment Committee. A volunteer was requested from the remaining directors.

J. Hyatt, B. Carroll and G. Marshall volunteered. After reviewing the timeline, noting the significant time commitment that would be required over the next few months of those sitting on the committee, G. Marshall withdrew his name.

It was agreed that the committee should have an alternate who would attend all meetings of the committee but would only vote in the event that one of the members was unable to attend.

Both volunteers were asked if they had previous experience in this type of hiring process, both indicated that they had experience. J. Hyatt was selected as committee member with B. Carroll acting as alternate.

2.b.

Moved by T. Rigby

Seconded by L. Allen

That the NRH Board of Directors APPROVES the Recruitment Committee consulting with the Region's Human Resources Department regarding the search process and consulting firms.

CARRIED

D. Barrick joined the meeting at 9:36 A.M.

3. **Closed Session** – 9:44 A.M.

S. Chisholm joined the meeting; staff left with the exception of L. Beckwith, M. Fearnside and V. Amato.

Moved by P. O'Neill

Seconded by T. Rigby

That the NRH Board of Directors move into closed session to receive information of a confidential nature regarding, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and local board labour relations or employee negotiations.

CARRIED

3.1. Update on Litigation – Broadoak – Report IC 14-130-3.2.

Moved by T. Rigby

Seconded by H. D'Angela

1. ***That the NRH Board of Directors RECEIVES report IC 14-130-3.2., Update on Litigation – Broadoak for information; and,***
2. ***That all Council public reports related to Broadoak be CIRCULATED as requested; and,***
3. ***That a verbal REPORT be provided to PHSS in Closed Session on April 1st.***
CARRIED

Staff was directed to advise the Clerk's Department.
S. Chisholm and M. Fearnside left the meeting at 10:17 A.M.

3.2. 2014 Job Rates – Report IC 14-130-3.1.

Moved by G. Marshall
Seconded by J. Hyatt

That the NRH Board of Directors DEFERS this item to the next meeting.

CARRIED

3.2.a.

Moved by G. Marshall
Seconded by H. D'Angela

That the NRH Board of Directors APPROVES the Service Manager salary for hiring at current job rate, noting for advertising purposes that it is under review, to be completed prior to interview process.

CARRIED

3.a. 10:59 A.M.

Moved by T. Rigby
Seconded by K. Blackley

That the NRH Board rises with report

CARRIED

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

That the NRH General Manager provide a full outline of Councillor and Board roles for the next Regional Council orientation package.

CARRIED

Staff was directed to consult with legal issues if required.

4. Staff Reports

- 4.1. Municipal Policy Alignment with Affordable Housing Services – Report 14-130-4.1.

*Moved by P. O'Neill
Seconded by B. Carroll*

That the NRH Board RECEIVES report 14-130-4.1., Municipal Policy Alignment with Affordable Housing Services for information.

CARRIED

The General Manager advised that statistics in the report were provided by ICP; however, after this package was sent out, a report from ICP to the Planning Committee dated March 26th presented further/different figures. Directors were asked to contact the General Manager if they would like updated stats.

- 4.2. Action Item 8(a) Property Tax Exemption – Report 14-130-4.2.

NRH pays several million in property taxes that is divided between the province, municipalities and Niagara Region. To supplement the information provided in the report, the General Manager asked the Ontario Municipal Social Services Administration (OMSSA) to do a survey of the 47 provincial Service Managers (SM) to determine if any had initiated any property tax exemptions for their owned units. Based on a response rate of over 50% only 2 had an exemption in place. Many cited the complexity of initiating an exemption particularly in upper tier structures.

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

- 1. That the NRH Board RECEIVES report 14-130-4.2., regarding property tax exemptions for information; and,***
- 2. That a review of the possibility for a property tax exemption be brought forward again in one year.***

CARRIED

- 4.3. Action Item 8(b) Property Assessment Appeal - Report 14-130-4.3.

*Moved by G. Marshall
Seconded by K. Blackley*

That the NRH Board APPROVES the staff recommendation to not proceed with a property assessment appeal through the Municipal Property Assessment Commission (MPAC) for the properties not included under the "reconsideration" process

CARRIED

- 4.4. *Housing Services Act (HSA) Local Rules – Occupancy Standards for Rent-Geared-to-Income (RGI) Units – Report 14-130-4.4.*

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

That the NRH Board APPROVES a local rule related to occupancy standards as detailed on Appendix A.

CARRIED

- 4.5. Draft 2013 Audited Financial Statements – Report 14-130-4.5.

A revised page 19 was distributed. The Draft 2013 Audited Financial Statements were reviewed by the Executive/Audit Committee at their March 11, 2014 meeting and are being recommended for approval.

*Moved by P. O'Neill
Seconded by J. Hyatt*

That the NRH Board of Directors APPROVES the 2013 Audited Financial Statements and forwards them to the Annual General Meeting.

CARRIED

- 4.1.5. Management Letter – 14-130-4.5.1.

The Management Letter was provided for information.

- 4.6. 2013 Service Manager Annual Information Return – Report 14-130-4.6.

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

That the NRH Board RECEIVES report 14-130-4.6., 2013 Service Manager Annual Information Return for information.

CARRIED

- 4.7 Draft 2013 Annual Report – Report 14-130-4.7.

Edits:

- page 2 – under Housing 1st “In partnership with community agencies”, to “In partnership with Niagara Region Community Services and community agencies...”
- page 3 - 950 stakeholders to 1300 stakeholders

*Moved by T. Rigby
Seconded by G. Marshall*

That the NRH Board APPROVES the 2013 Annual Report.

CARRIED

5. New Business

There was no other new business.

6. General Manager's Report

6.1 Financial Statements as at December 31, 2013
Not available until April 2014

6.2. The GM advised that she and M. MacLellan were on the Mayor McMullan show earlier this week talking about affordable housing and eviction prevention.

6.3 The Ministry confirmed that proceeds from the sale of any owned units in one municipality can be applied to any new development anywhere in Niagara. Based on a Councillor Information Request, a report on need and demand will be prepared prior to any development request being put forward. .

7. Presentation – not scheduled

8. Committee Reports

8.1. Executive Committee, S. Cordiner, Chair
Minutes of the October 21, 2013 meeting were provided for information.

8.2. Tenant Advisory Group (TAG)
Minutes of the December 11, 2013 TAG meeting were provided for information.

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

That the NRH Board of Directors RECEIVES the committee reports noted above.

CARRIED

9. For Information

9.1. Action Items from Previous Meetings

Correspondence/Media

No Correspondence

10. Other

Niagara Regional Housing's 12th anniversary is April 1st, all were invited to stay for cake.

11. Next Meeting

Friday, April 25, 2014 at 9:00 A.M.
NRH Board Room
Campbell East
2201 St. David's Road
Thorold

12. Adjournment

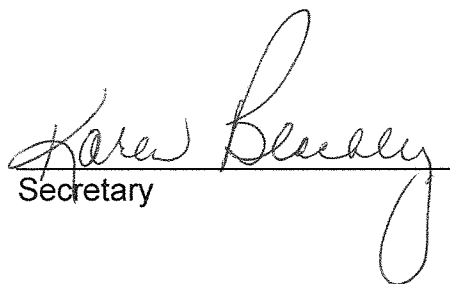
Motion to adjourn at 11:35 A.M.

Moved by P. O'Neill
Seconded by K. Blackley

CARRIED

Minutes Approved:


Chair


Secretary