



## NIAGARA REGIONAL HOUSING

Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way, P.O. Box 344  
Thorold, ON L2V 3Z3  
Phone: (905) 682-9201 Fax: (905) 687-4844

### Minutes

#### NIAGARA REGIONAL HOUSING Board of Directors Meeting

**#151 – 2016**

NRH Boardroom  
Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way  
Thorold, ON

April 15, 2016 – 9:00 A.M.–12:00 P.M.

#### Attendees

#### Directors:

Paul Grenier, Chair  
Councillor, Welland

Patrick O'Neill, Vice-Chair  
Stakeholder,  
Niagara-on-the-Lake

Henry D'Angela, Secretary  
Councillor, Thorold

Karen Blackley, Treasurer  
Stakeholder, Thorold

Linda Allen  
Tenant, St. Catharines

Barbara Carroll  
Public-at-Large, St. Catharines

Shirley Cordiner  
Public-at-Large, Welland

Ken Goka  
Stakeholder, Welland

James Hyatt  
Stakeholder, St. Catharines

Kelly Kendrick  
Stakeholder, Fort Erie

John Osczytko  
Public-at-Large, St. Catharines

Andrew Petrowski  
Councillor, St. Catharines

Walter Sendzik  
Councillor St. Catharines

Selina Volpatti  
Councillor, Niagara Falls

#### Directors/ Members:

P. Grenier, P. O'Neill, H. D'Angela, K. Blackley,  
S. Cordiner, K. Kendrick, L. Allen, J. Hyatt,  
K Goka, J. Osczytko, B. Carroll, S. Volpatti,  
A. Petrowski, W. Sendzik 9:35 till 10:59 A.M.

#### Regrets:

L. Allen

#### NRH Staff:

E. Balmain, D. Woiceshyn, D. White,  
W. Thompson, K. Ankunda, V. Amato

#### Regional Staff:

A. Jugley, Interim Commissioner Community &  
Social Services  
H. Chamberlain, Director Financial Mgmt. & Planning for  
3.1.  
B. Brens, Mgr. Program Financial Support for 3.1.

#### Guests:

Janet Allan, KPMG, Auditor for 3.1.

A quorum being present, the meeting was called to order at 9:10 A.M.

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

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

***That the agenda be ADOPTED.***

**CARRIED**

There were no conflicts of interest declared.

## 2. Approval of Minutes

### 2.1. Minutes of the March 18, 2016 Meeting

*Moved by J. Hyatt*

*Seconded by J. Osczytko*

***That the minutes of the March 18, 2016 meeting be ADOPTED.***

CARRIED

### 2.2. Minutes of the April 5, 2016 Meeting

Change meeting *ended* to meeting *dissolved*.

*Moved by J. Hyatt*

*Seconded by J. Oscypko*

***That the minutes of the April 5, 2016 special meeting be ADOPTED.***

CARRIED

### 2.3. Business Arising

End of Operating Agreements (EOA) - The Chair advised while at a conference this week, he heard that \$30 M has been announced in this Federal budget to extend housing provider agreements for 2 years, should they agree to extend. Additional information will be provided as available.

## 3. Presentation – 2015 Draft Financial Statements Highlights

Beth Brens, Mgr. Program Financial Support provided a presentation on highlights of financial statements. H. Chamberlain, Director Financial Mgmt. & Planning and Janet Allan, KPMG, Auditor were also present to answer questions.

- NRH received an unqualified Audit opinion which was very positive
- Employee Future Benefits which are reviewed approximately every 3 years, were reviewed this year.
- Decrease in Tangible Capital Assets is due to amortization.
- 2015 surplus was transferred to NRH Reserves and Capital Levy Reserve for Broadoak

The multi-year contract with KPMG for Audit services ends this year; the contract will be going out to tender in September through the Region.

3.1. Approval of 2015 Audited Financial Statements – Report 16-151-3.1.

*Moved by P. O'Neill  
Seconded by K. Goka*

***That the NRH Board of Directors APPROVE the 2015 Audited Financial Statements and FORWARD them to the Annual General Meeting.***

CARRIED

**4. Staff Reports**

4.1. Cease to Qualify Strategy Update – April 2016 – Report 16-151-4.1.

*Moved by K. Kendrick  
Seconded by K. Blackley*

***That the NRH Board of Directors:***

***1. RECEIVE the update report regarding Niagara Regional Housing Cease to Qualify Implementation for information.***

***2. That staff proceed according to policy.***

CARRIED

4.2. Housing Fraud Identification, Investigation and Prevention Strategy – Housing Eligibility Review Officer (ERO) – Report 16-151-4.2.

W. Sendzik joined the meeting at 9:35 A.M.

There was a lengthy discussion on expectations and return on investment for this position.

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

***1. That the Niagara Regional Housing Board of Directors APPROVE a pilot project to hire a Housing Eligibility Review Officer as a resource to investigate and process suspected cases of housing fraud; and,***

***2. That a report on ERO activity be provided to the Board monthly.***

CARRIED

4.3. Homeownership-IAH-E Allocation including funding for Habitat for Humanity – Report 16-151-4.3.

Staff reviewed the report in detail explaining how the Welcome Home Niagara (WHN) and Habitat homeownership programs work.

W. Sendzik left the meeting at 10:59 A.M.

*Moved by S. Volpatti*

*Seconded by A. Petrowski*

***That the NRH Board of Directors AMEND staff recommendation 2 which reads:***

***The NRH Board of Directors REQUIRES that the Habitat for Humanity Homeownership Program adhere to the 5% Fair Market Value limit for down payment loan assistance, consistent with WHN Homeownership Program.***

***to***

***That the Niagara Regional Housing Board of Directors APPROVES 100% of homeownership program funding remain in the WHN program.***

**CARRIED**

**4.3.a.**

*Moved by S. Volpatti*

*Seconded by A. Petrowski*

- 1. *That the Niagara Regional Housing Board of Directors RECEIVES this report for information.***
- 2. *That the Niagara Regional Housing Board of Directors APPROVES 100% of homeownership program funding remain in the WHN program.***
- 3. *That the Niagara Regional Housing Board of Directors APPROVES that \$50,000 from the Homeownership Revolving Fund be contributed to the 2016/2017 allocation to the WHN program.***

Upon request the Clause 2 of the motion was considered separately:

The Chair called the vote on Clauses 1 and 3 and declared them

**CARRIED**

A recorded vote was requested on Clause 2, the Directors voted as follows:

Voting FOR the motion (9): K. Blackley, S. Cordiner, B. Carroll, K. Goka, J. Hyatt, P. O'Neill, J. Osczytko, A. Petrowski, S. Volpatti.

Voting AGAINST the motion (2): H. D'Angela, K. Kendrick

The Chair declared it

**CARRIED**

## 5. New Business

Waitlist - Homelessness status

Every 1 in 10 units is offered to an applicant with homelessness status.

Information Request – Provide a report on homelessness status for the next meeting.

– S. Volpatti.

Action by: D. Woiceshyn

## 6. Chief Executive Officer's Report

6.1. Financial Statements – monthly statement not available from Region until April

6.2. Green Investment Fund – Social Housing Electricity Efficiency Program (SHEEP)  
item 16-151-6.2.

NRH has successfully applied for funding under this program.

6.3. Mobile Workforce

The CEO advised that staff is moving ahead with IT and space planner to make the NRH office space and operations more efficient.

## 7. Committee/Advisory Group Meeting Minutes

7.1. Executive Committee

Minutes of the February 8, 2016 meeting were provided for information

*Moved by P. O'Neill*

*Seconded by K. Blackley*

***That the NRH Board of Directors RECEIVE the Executive Committee minutes of February 8, 2016 for information.***

*CARRIED*

## 8. For Information

8.1. Action Items from Previous Meetings provided for information

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

No items

## 9. Other Business

9.1. Special meeting for Site Selection

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It was agreed that a Special NRH meeting will be held on April 28, 2016 at 11:00 A.M. specifically for Site Selection. Staff will try to book a cooler space.

9.2. Tender Awards Committee Co-Chair

S. Volpatti, Tender Awards Committee Co-Chair along with J. Hyatt, was advised by legal that, as a Councillor, she should resign from the committee to avoid any perceived conflict of interest. A non-Councillor Director is being requested to Co-Chair the committee. B. Carroll volunteered.

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

***That the NRH Board of Directors APPROVE the appointment of B. Carroll as Co-Chair of the Tender Awards Committee.***

CARRIED

10. Next Meeting(s)

Site Selection Meeting  
Thursday, April 28, 2016 @ 11:00 A.M.

Regular meeting and AGM  
Friday, May 20, 2016 at 9:00 A.M.  
NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way  
Thorold

12. Adjournment

***Motion to ADJOURN at 11:20 A.M.***

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

CARRIED

Minutes Approved:

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Chair

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Secretary