



## 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

#152 – 2016

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

May 20, 2016 – Directly following AGM-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

Vacant  
Public-at-Large,

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, L. Allen  
K Goka, J. Osczytko, B. Carroll, S. Volpatti,  
A. Petrowski, W. Sendzik

#### Regrets:

L. Allan

#### NRH Staff:

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

#### Regional Staff:

B. Brens, Mgr. Program Financial Support  
V. Duru, Programs Financial Analyst

A quorum being present, the meeting was called to order at 9:18 A.M.

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

Add Homelessness Status memo 2.3.2. under Business Arising

*Moved by W. Sendzik*

*Seconded by K. Kendrick*

***That the agenda be ADOPTED as amended.***

**CARRIED**

There were no conflicts of interest declared.

## 2. Approval of Minutes

- 2.1. Minutes of the April 15, 2016 Meeting
- 2.2. Minutes of the April 28, 2016 Special Meeting

*Moved by J. Hyatt  
Seconded by J. Osczytko*

***That the minutes of the April 15, 2016 regular meeting and the April 28, 2016 special meeting be ADOPTED.***

CARRIED

## 2.3. Business Arising

- 2.3.1. Letter from Alistair Davis, CEO Habitat for Humanity Niagara  
16-152-2.3.1. (MEMO 7-2016)

The Chair advised that following the April 15<sup>th</sup> Board meeting he met with Alistair Davis; Mr. Davis responded with the letter provided in today's package.

*Moved by S. Volpatti  
Seconded by A. Petrowski*

***That the NRH Board of Directors RECEIVE the letter dated May 13, 2016, from Alistair Davis, CEO, Habitat for Humanity.***

CARRIED

The letter was reviewed by the Executive Committee earlier this week; the Executive Committee recommends: *"That section 2 of the resolution in 4.3.a. REVERT back to the original staff recommendation in report 16-151-4.3."*

- 2.3.1.a.  
*Moved by A. Petrowski  
Seconded by W. Sendzik*

***That the NRH Board of Directors RECONSIDER the Homeownership – IAH-E funding allocation for Habitat for Humanity.***

At least two-thirds of those present having voted in favour of the motion to reconsider; the Chair declared it

CARRIED.

- A. Petrowski left the meeting at 9:55 A.M.

- 2.3.1.b.  
*Moved by H. D'Angela  
Seconded by W. Sendzik*

1. ***That section 2 of the resolution in 4.3.a. REVERTS back to the original staff recommendation in report 16-151-4.3. namely:***

***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 Welcome Home Niagara Homeownership Program.***

2. ***That staff be directed to PREPARE a written agreement between NRH and Habitat for the remaining years of the current IAH-E funding program.***

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

Voting FOR the motion (8): K. Blackley, H. D'Angela, K. Goka, J. Hyatt, K. Kendrick, P. O'Neill, J. Osczytko, W. Sendzik.

Voting AGAINST the motion (2): S. Cordiner, S. Volpatti.

The Chair declared it

*CARRIED.*

There will be a meeting with Habitat re: terms of agreement.

Action by: P. Grenier

- 2.3.2. Homelessness Status – Coordinated Access – Centralized Waitlist – 16-152-2.3.2. (Memo 7-2016)

Distributed at the meeting. Staff was directed to make this part of Strategic Planning/Policy Review and provide homelessness numbers from recent Point-in-Time street check.

Action by: E. Balmain

3. Presentation – not scheduled

#### 4. **Staff Reports**

There were no staff reports.

#### 5. **New Business**

- 5.1. Directors with terms expiring September 2016 – Report 16-152-5.1.

With the exception of L. Allan, who was not in attendance, the Chair asked Directors whose terms will expire at the end of September 2016, if they would like to stand for reappointment; all are eligible for reappointment until 2019 or beyond.

With the exception of S. Cordiner, those present indicated they would stand for reappointment; S. Cordiner declined.

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

***That the Niagara Regional Housing Board of Directors RECOMMEND to Council extending the terms of Linda Allan, James Hyatt, Kelly Kendrick, Patrick O'Neill and John Osczytko until such time as the Organizational Review has been completed and any changes to the current NRH Corporate Structure are in place, or, until March 30, 2017, whichever comes first.***

CARRIED

## 6. Chief Executive Officer's Report

### 6.1. Financial Statements – Report 16-152-6.1.

Financial Reporting and Analysis Ltr. from Helen Chamberlain  
Re: Operating Statement as at March 31, 2016

Financial Statements for the first quarter 2016 were distributed. B. Brens presented the first operating statements from the new financial management system.

*Moved by W. Sendzik  
Seconded by P. O'Neil*

***That the Niagara Regional Housing Board of Directors APPROVE the Operating Statement as at March 31, 2016.***

CARRIED

### 6.2. Strategic Planning Session – June 10, 2016

Caren Burt who has facilitated a number of strategic planning sessions in the not-for-profit and financial sectors, has agreed to facilitate the NRH June 10<sup>th</sup> session.

The proposed process for the half day meeting will identify the current state of the organization including strengths and challenges; what the future state should look like and how the strategic planning process should unfold as a result of this discovery. In order to start the thinking process, participants will be provided with pre-work questions to be completed prior to the meeting.

### 6.3. Volunteer to replace Barbara Carroll as Co-Chair on the Tender Awards Committee

Volunteers were requested to replace B. Carroll on the Tender Awards Committee; due to time constraints, no one was able to commit.

## 7. Closed Session - 10:25 A.M.

*Moved by W. Sendzik  
Seconded by J. Hyatt*

***That the NRH Board of Directors MOVE INTO Closed Session to receive Information of a confidential nature relating to a proposed or pending acquisition or disposition of land by the municipality or local board – Review of Conditional Offer of Purchase.***

CARRIED

7.1. Review of Conditional Offer of Purchase

7.1. a – 10:35 A.M.  
Moved by P. O’Neill  
Seconded by K. Goka

***That the NRH Board of Directors RISE with Report.***

CARRIED

7.1.b  
Moved by P. O’Neill  
Seconded by K. Goka

***That the NRH Board of Directors direct staff to MOVE FORWARD with direction provided in Closed Session***

CARRIED

**8. Committee/Advisory Group Meeting Minutes**

8.1. Executive Committee

Minutes of the March 15, 2016 meeting were provided for information.

Moved by P. O’Neill  
Seconded by K. Goka

***That the NRH Board of Directors RECEIVE the Executive Committee minutes of March 15, 2016 for information.***

CARRIED

**9. For Information**

9.1. Action Items from Previous Meetings – not provided for this meeting

***Correspondence/Media***

No items

**10. Other Business**

10.1. Stifling Heat in CE 308

Moved by H. D’Angela  
Seconded by K. Kendrick

***That the NRH Board of Directors MOVE their meetings to Committee Room 4 until such time as the Region can address the HVAC problems.***

***CARRIED***

10.2. Director Resignation

The Chair advised that B. Carroll has submitted her resignation from the Board effective immediately due to changes in personal circumstances.

All agreed to acceptance of B. Carroll’s resignation; Chair to send letter.

Action by: P. Grenier

11. Next Meeting(s)

Strategic Planning Session  
Friday, June 10, 2016 – 9:00 A.M.

Regular meeting  
Friday, June 17, 2016 - 9:00 A.M.

Committee Room 4 – if possible  
Campbell West, 1<sup>st</sup> Floor  
1815 Sir Isaac Brock Way  
Thorold

12. Adjournment

***Motion to ADJOURN at 10:39 A.M.***

*Moved by W. Sendzik  
Seconded by J. Hyatt*

***CARRIED***

Minutes Approved:

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Chair

\_\_\_\_\_  
Secretary