



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
1815 Sir Isaac Brock Way, P.O. Box 344
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Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#157 – 2016

NRH Board Room
Campbell East, 3rd Floor
1815 Sir Isaac Brock Way
Thorold, ON

November 18, 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

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

Vacant
Tenant,

Vacant
Public-at-Large,

Vacant
Public-at-Large,

Directors/ Members:

P. Grenier, H. D'Angela, K. Blackley till 11:10 A.M.
K. Goka, J. Hyatt, K. Kendrick, A. Petrowski,
W. Sendzik, S. Volpatti

Regrets:

P. O'Neill, J. Osczytko

NRH Staff:

D. Woiceshyn, D. White, W. Thompson, S. Upton
V. Amato

Regional Staff:

A. Jugley, A. Commissioner, Community Services
B. Brens, Manager Program Financial Support,
Corporate Services
V. Duru, Program Financial Analyst

A quorum being present, the meeting was called to order at 9:05 A.M.

1. Adoption of Agenda/Declaration of Conflict

Add:

Carlton St. - Closed Session
NRH By-Law & Structure Review – New Business
Board Vacancies – New Business

Moved by W. Sendzik

Seconded by J. Hyatt

That the agenda be ADOPTED as amended.

CARRIED

There were no conflicts of interest declared.

2. Approval of Minutes

2.1. Minutes of the October 21, 2016 Meeting

Moved by K. Blackley

Seconded by A. Petrowski

That the minutes of the October 21, 2016 meeting be ADOPTED.

CARRIED

2.2. Business Arising

2.2.1. NRH Property Tax Exemption Analysis CSD 36-2016

Moved by S. Volpatti

Seconded by H. D'Angela

That the NRH Board of Directors RECEIVE CSD 36-2016, NRH Property Tax Exemption for information.

CARRIED

2.2.2. Revisions to the 2017 Operating Budget as approved at the October 21, 2016 Meeting – Report 16-157-2.2.2.

V. Duru highlighted changes make to the 2017 operating budget to achieve 1% guidance.

Moved by K. Kendrick

Seconded by W. Sendzik

That Niagara Regional Housing Board of Directors APPROVE the Proposed 2017 Operating Budget, with a net levy impact of \$26,979,501 before indirect allocations.

CARRIED

2.2.3. Eligibility Review Officer (ERO) Position – Update

Staff advised that the ERO position has been posted; interviews are expected to take place the week of December 12th.

A policy on Eligibility Review has been drafted for senior management evaluation. This policy will define how housing providers may access the service offered by the ERO.

Staff are working with Community Services through orientation and process development to support the work of this position

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

That the NRH Board of Directors RECEIVE the verbal report on the ERO position for information.

CARRIED

2.2.4. Carlton Street Development Update

Staff attended the St. Catharines Committee of Adjustment meeting last night; both requested variances were approved.

*Moved by W. Sendzik
Seconded by K. Kendrick*

That the NRH Board of Directors RECEIVE the verbal report on Carlton St. Development for information.

CARRIED

3. Presentation – not scheduled

4. Staff Reports

4.1. 3rd Quarter 2016 Report to Board & Council – Report 16-157-4.1.

*Moved by K. Kendrick
Seconded by J. Hyatt*

That Niagara Regional Housing Quarterly Report July 1 to September 30, 2016 be APPROVED and FORWARDED to the Public Health and Social Services Committee and subsequently to Regional and Municipal Councils for information.

CARRIED

Information requests:

- How is the Chronological waiting list affected by Special Priorities?
– A. Petrowski
- How many people are included in the number of families (total number of people on the waiting list)?
- S. Volpatti

Staff advised that units are usually rented two months in advance, as soon as notice to vacate is received from the current tenant; this avoids loss of revenue. As such, with the extensive waiting list, NRH does not hold units vacant waiting for emergency situations to arise. Emergency situations are handled by Community Services according to their procedures for such events.

Staff was **directed** to provide additional, more detailed information in future reports for the Board only, and continue to use current format for Council.

4.2. Proposed NRH 2017 Meeting Schedule – Report 16-157-4.2.

Note the March meeting date should read March 24th re: March Break.
Change May meeting from 19th to 26th and delete August meeting.

*Moved by A. Petrowski
Seconded by Ken Goka*

That the Niagara Regional Housing Board of Directors APPROVE the 2017 meeting schedule, as amended.

CARRIED

4.3. New Housing Allowance Program & Funding Request – Report 16-157-4.3.

*Moved by K. Blackley
Seconded by W. Sendzik*

1. That Niagara Regional Housing (NRH) Board of Directors RECOMMENDS to Regional Council that:

a. The creation of a new NRH-New Development Housing Allowance (NDHA) Program as described in detail in Appendix I, be APPROVED.

b. NRH commitment to funding 20 Units of the new Bethlehem Housing and Support Services (BHSS) project at 111 Church Street as a part of the new NRH NDHA Program at monthly rates of \$250 per unit for singles and \$300 per unit for families for 20 years (2018-2038) be APPROVED.

2. That the CEO and NRH staff are, subject to Council approving the forgoing recommendations, DIRECTED to implement the new NRH NDHA Program and enter into an agreement, in a form acceptable to NRH's legal advisors, with Bethlehem Housing and Support Services (BHSS) to implement the forgoing recommendations

CARRIED

D. Woiceshyn presented of the new program going to Council for approval on December 8th. Staff was directed to obtain specialized legal review of agreement. Contract to be provided to Board in January.

The Board congratulated staff on this innovative program.

4.4. Appointment of Auditors – Report 16-157-4.4.

Moved by S. Volpatti

Seconded by K. Blackley

That Deloitte BE APPOINTED as the Niagara Regional Housing's (NRH) external auditor for the five-year term starting with the calendar year ending December 31, 2016 until the year ending December 31, 2020.

CARRIED

5. **New Business**

5.1. Duties of the Chair – Review – 16-157-5.1.

Staff were directed to make the following italicized edits:

- Calling ***special regular*** meetings of the Board and Executive Committee.
- Ensuring that operations confirm with the ***approved*** Board ~~view on~~ corporate policy.
- Carrying out special assignments ***as directed by the Board. in collaboration with the Chief Executive Officer and Board of Directors.***

Moved by A. Petrowski

Seconded by H. D'Angela

That the NRH Board of Directors APPROVE the Duties of the Chair stated in 16-157-5.1. as amended.

CARRIED

5.2. CEO Recruitment

The Chair advised that CEO Recruitment process is on target.

5.3. National Housing Day

The agenda for National Housing Day was distributed. Hosted in partnership with Niagara Region Community Services and CMHC, the event will focus on the *Affordable Innovation Fund* and will take place on November 21, 2016 at the Hope Centre in Welland. Invitations were sent to developers, Housing Providers and community agencies who may be interested in applying for the fund. A Media Release will be distributed.

5.4. NRH By-Law & Structure Review

The Chair advised that he will be meeting with external lawyers next week.

5.5. Board Vacancies

Points considered included:

- Possible Structure and ADS review outcomes

- Quorum to carry on Board Business
- Transparency

Moved by K. Blackley

Seconded by K. Kendrick

That the NRH Board of Directors APPROVE moving forward with the Director Recruitment process to fill vacancies.

CARRIED

6. Chief Executive Officer's Report

6.1. Operating Statements as at September 30, 2016 – Report 16-156-6.1.

Moved by K. Kendrick

Seconded by K. Goka

That the NRH Board of Directors RECEIVE the Operating Statements as at September 30, 2016.

CARRIED

It was agreed that Other Business would be considered prior to moving into Closed Session.

10. Other Business

10.1 CAO 18-2016 Update on Social Housing Alternative Service Delivery Review

Add the Alternate Service Delivery report to the next agenda, but circulate to Directors now.

Action by: V. Amato

10.2. Board Liability Insurance

Staff advised that the extension to insurance by current provider was approved. Staff was directed to email to the Board.

Action by: V. Amato

10.3. Updates

In future, rather than indicating *verbal* on the agenda, staff was asked to provide a memo indicating key points to be updated.

Information requests:

- Bring Asset Limit Policy to Board in Spring
- What is Board position on Affordable vs Social Housing

– S. Volpatti

K. Blackley left the meeting at 11:10 A.M.

7. Closed Session – 11:10 A.M.

With the exception of the CEO, EA and Manager Housing Operations all staff left the meeting.

*Moved by S. Volpatti
Seconded by K. Goka*

That the NRH Board of Directors MOVE INTO Closed Session to receive information of a confidential nature advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Carlton St. Development.

CARRIED

7.1. 527 Carlton Street Project – New Development Update – IC 16-157-7.1.

11:24 A.M.

*Moved by J. Hyatt
Seconded by K. Goka*

That the NRH Board of Directors RISE with report.

CARRIED

Staff was directed to separate confidential and non-confidential information in future reports.

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

There were no Committee/Advisory Group minutes.

9. **For Information**

9.1. Action Items from Previous Meetings – Not provided

Correspondence/Media

9.2. 527 Carlton Street Fact Sheet

10. Other Business – see above.

11. Next Meeting

Friday, January 20, 2017 – 9:00 A.M.
NRH Board Room
Campbell East, 3rd Floor

1815 Sir Isaac Brock Way
Thorold

12. Adjournment

Motion to ADJOURN at 11:25 A.M.

*Moved by A. Petrowski
Seconded by W. Sendzik*

CARRIED

Minutes Approved:

Chair

Secretary