



NIAGARA REGIONAL HOUSING

Campbell East, 3rd 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

#161 – 2017

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

April 28, 2017 - 9:00 A.M. -12:00 P.M.

Attendees

Directors/ Members:

H. D'Angela, J. Hyatt, P. Grenier,
K. Goka, J. Osczytko, S. Volpatti,
A. Petrowski, K. Kendrick by teleconference

Regrets:

P. O'Neill, K. Blackley, W. Sendzik

NRH Staff:

D. Troke, D. Woiceshyn, D. Firmin, W. Thompson,
V. Amato

Regional Staff:

A. Jugley, Commissioner, Community Services,
9:00 to 10:00 A.M. & 11:00 A.M. to close
C. Cousins, Director Homelessness & Community
Engagement 10:00 to 11:00 A.M.
B. Brens, Mgr. Program Financial Support
D. D'Ambroise, Mgr. Financial Reporting
V. Duru, Program Financial Analyst

Guests:

Jennifer Hansler, Auditor, Deloitte

Directors:

Henry D'Angela, Chair
Councillor, Thorold

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

Karen Blackley, Secretary;
Stakeholder, Thorold

James Hyatt, Treasurer
Stakeholder, St. Catharines

Ken Goka
Stakeholder, Welland

Paul Grenier,
Councillor, Welland

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

A quorum being present, the meeting was called to order at 9:07 A.M.

Adoption of Agenda/Declaration of Conflict

Add Investment Renewals as 4.5. & Delete 6.1., Financial Statements as at March 31, 2017, statements are unavailable; the EFMS General Ledger for March has not yet closed.

Moved by J. Hyatt

Seconded by K. Goka

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 6, 2017 Meeting

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

That the minutes of the April 6, 2017 meeting be ADOPTED.

CARRIED

2.2. Business Arising

There was no business arising.

3. Presentation – NRH 2016 Financial Statements – Item 17-161-3.

B. Brens, Manager Program Financial Support, Niagara Region, presented highlights of the 2016 Draft Financial Statements, advising that NRH received an unqualified audit opinion. She also explained the adjustment required in 2017 relating to 2016 utility payments not picked up by the new EFMS; the topic of memo provided by H. Chamberlain below (item 17-161-4.1.1.)

J. Hansler of Deloitte, distributed and reviewed a report on how the NRH 2016 Audit was conducted.

Information requests:

- How much funding did the Region provide for Capital – S. Volpatti
B. Brens will send to CEO and he will forward to Directors.
- What is Spending approval in EFMS or spending Policy – A. Petrowski

Action by: D. Troke

4. Staff Reports

4.1. Draft 2016 Audited Financial Statements – Report 17-161-4.1.

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

That the Niagara Regional Housing Board of Directors APPROVE the 2016 Audited Financial Statements.

CARRIED

- 4.1.1. Memo to NRH Board from Helen Chamberlain, Director Financial Management & Planning/Deputy Treasurer, Niagara Region, re: 2016 Audited Financial Statements. – Item 17-161-4.1.1.

Moved by P. Grenier

Seconded by J. Hyatt

That the Niagara Regional Housing Board of Directors APPROVE the revised NRH 2016 surplus adjustments being recorded in 2017.

CARRIED

Information requests:

- Provide details over several years on average cost per unit repair after tenants move out. – A. Petrowski
- Provide cost of keeping up older units. – J. Hyatt

Action by: D. White

- Provide variance report budget vs actual a few times per year. – P. Grenier

Action by: V. Duru

B. Brens, D. D'Ambroise, J. Hansler left the meeting at 10:17 A.M.

4.2. Carlton Street Development

- 4.2.1. Minutes of meeting #11, March 23, 2017 – Item 17-161-4.2.1.

Moved by J. Osczytko

Seconded by J. Hyatt

That the NRH Board of Directors RECEIVE the minutes of the March 23, 2017 Carlton Street Development Committee meeting, for information.

CARRIED

- 4.2.2. Carlton St. Development Award Recommendation – Report 17-161-4.2.2.

Moved by S. Volpatti

Seconded by J. Hyatt

That the Niagara Regional Housing (NRH) Board of Directors recommends to the Regional Council that:

- 1. The award of the construction of an 85 unit affordable housing apartment building on NRH land at 527 Carlton Street, St Catharines to Tambro Construction Inc., in the amount of \$12,446,000 plus HST, BE APPROVED;***
- 2. The contract amendment for Phase 3 to MZE for construction administration, commissioning & contract closeout/occupancy – Contract value; approximately \$105,000 based on an hourly rate of \$85.00 (1150 hours blended hourly rate) plus disbursements, BE APPROVED;***

- 3. The financing in the amount of \$13,734,339 gross and \$2,652,522 net BE APPROVED and INITIATED from the 2016 Capital Budget for NRH for IAH-E New Development Capital Project and that the project 20000152 BE FUNDED as follows:**

Reserves	\$	2,652,522
Other External		11,081,817

CARRIED

D. Firmin, W. Thompson, V. Duru left the meeting at 10:45 A.M.

4.2.3. Closed Session

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

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 or local board - Carlton Street Development; and, That C. Cousins be allowed to attend the Closed Session.

CARRIED

4.2.3.b. 10:57 A.M.

*Moved by S. Volpatti
Seconded by J. Hyatt*

That the NRH Board of Directors RISE with report; and, That staff be DIRECTED to execute instructions provided in closed session.

CARRIED

W. Thompson, A. Jugley, D. Firmin, V. Duru rejoined the meeting; C. Cousins left.

4.3. Smoking in NRH Buildings Survey – Report 17-161-4.3.

D. Firmin presented the survey results.

*Moved by P. Grenier
Seconded by J. Hyatt*

That the Niagara Regional Housing (NRH) Board of Directors RECEIVES report 17-161-4.3., Smoking in NRH Public Housing Units, for information regarding tenant survey results.

CARRIED

Discussion on the topic included consideration of NRH tenant population metrics, their issues and new legislation. Information can be used as a baseline for business plan.

- 4.4. Update to By-Law #3 - Records Retention & Destruction Schedule – Report 17-161-4.4.

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

That the Niagara Regional Housing Board of Directors APPROVE updated By-Law #3, a by-law to provide for the classification, retention and destruction of records of the corporation.

CARRIED

- 4.5. Investment Renewals – Item 17-161-4.5.

*Moved by S. Volpatti
Seconded by P. Grenier*

That the NRH Board of Directors APPROVE the maturing GIC currently invested at \$503,284 plus interest, be invested in 3 GIC's at \$96,000 each and the balance of the investment plus interest obtained at maturity on May 12, 2017 of \$233,565.20, be invested with Royal Trust (RBC) for 2-Years.

CARRIED

5. New Business

No new business.

6. Chief Executive Officer's Report

No report; financial Statements not available.

7. Committee/Advisory Group Meeting Minutes

- 7.1. See item 4.2.1. Development Committee minutes above.

8. For Information

Correspondence/Media

- 8.1. Action Items from Previous Meetings – not provided

- 8.2. April 12, 2017 letter from J. Perell to S. Wood re: NRH Board Structure.

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

That the NRH Board of Directors RECEIVE the April 12, 2017 letter from J. Perell to S. Wood re: NRH Board Structure, for information.

CARRIED

9. Other Business

9.1. Niagara Renovates Program

Information Request - staff to email correspondence to all Directors with an update on any action taken – A. Petrowski

Action by: D. Troke

9.2. Village Glen Issues

Directors were advised that the Board of Village Glen has taken action.

Information Request – staff was requested to provide information on this issue, and how a NRH Director should respond to questions. – A. Petrowski

Action by: D. Woiceshyn

10. Next Meetings

AGM & Regular Meeting

Friday, May 26, 2017 at 9:00 A.M.
NRH Board Room
Campbell East, 3rd floor
1815 Sir Isaac Brock Way
Thorold, ON

11. Adjournment - the meeting adjourned at 11:27 A.M.

Minutes Approved:

Chair

Secretary