



## NIAGARA REGIONAL HOUSING

Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way, P.O. Box 344  
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### Minutes

#### NIAGARA REGIONAL HOUSING Board of Directors Meeting

**#158 – 2017**

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

January 20, 2017 - 9:00 A.M. -12:00 P.M.

#### Attendees

##### Directors/ Members:

P. Grenier till 11.27 A.M., H. D'Angela, P. O'Neill  
K. Blackley, K. Goka, J. Hyatt, K. Kendrick,  
S. Volpatti, J. Osczytko, A. Petrowski till 10:07 A.M.  
W. Sendzik at 10:05 A.M. till 11:56 A.M.

##### Regrets:

NRH Staff: D. Woiceshyn, D. White, W. Thompson, S. Upton  
V. Amato, W. Penkratz (for Carlton St. items)

Regional Staff: C. Cousins, Dir Homelessness & Comm. Engmt.  
V. Duru, Program Financial Analyst

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

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

Due to concerns re: quorum Carlton St. Development items  
4.2, 4.3 & 4.4 will be considered before Business Arising.  
Add Canada Summer Games under Other Business

There was a brief discussion re: board practice of holding  
election of officers at the January meeting.

*Moved by J. Hyatt*  
*Seconded by H. D'Angela*

***That Election of Officers be added as item 5.1.***

**CARRIED**

##### 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

Vacant  
Tenant,

Vacant  
Public-at-Large,

Vacant  
Public-at-Large,

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

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

CARRIED

There were no conflicts of interest declared.

## 2. Approval of Minutes

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

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

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

CARRIED

H. D'Angela requested the minutes indicate that he requested an apology from P. Grenier regarding an inflammatory accusation P. Grenier made at the November 18, 2016 meeting relating to H. D'Angela. There was no apology.

### Items 4.2. to 4.4.

#### 4.2. Carlton St. Capital Budget & Project Approval – Report 17-158-4.2.

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

**That the Niagara Regional Housing (NRH) Board of Directors APPROVES this report and refers the report to the Public Health and Social Services Committee (PHSS) for Regional Council approval.**

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

- a) **The business case for the development of an 85 unit affordable housing apartment building on NRH land at 527 Carlton Street, St Catharines, be APPROVED.**
- b) **That the 2016 NRH IAH-E New Development Capital project be revised to include the addition of \$2,387,817 from the Social Infrastructure Fund (SIF) for the 17 additional units; along with the additional contribution from the NRH Reserves of \$1,791,060 for a total capital cost of \$15,770,877. The breakdown of the contributions is as follows:**

Funding Sources	Initial Project Approval*	Budget Adjustment Required	Total Project Funding
IAH-E Funding	\$ 8,694,000		\$ 8,694,000
SIF Funding	\$ -	\$ 2,387,817	\$ 2,387,817
NRH Reserve Contribution	\$ 2,898,000	\$ 1,791,060	\$ 4,689,060
Total New Development Funding	\$ 11,592,000	\$ 4,178,877	\$ 15,770,877
*Approval date from Council December 3, 2015			

**The budget adjustment of \$4,178,877 of funding be APPROVED.**

- c) That Regional Council AUTHORIZES the Regional Chair and Clerk to sign the four Contribution Agreements required for this project.  
(Initial IAH-E & SIF Contribution Agreements to be signed February 10, 2017; subsequent IAH-E Contribution Agreements to be signed April 1, 2017 and April 1, 2018)**

**CARRIED**

- 4.3. Carlton Street – Project Charter – Report 17-158-4.3.

*Moved by H. D'Angela  
Seconded by J. Hyatt*

**The NRH Board of Directors RECEIVE report 17-158-4.3., Carlton Street-Project Charter for information.**

**CARRIED**

- 4.4. Carlton St. New Development Prequalification Report – Report 17-158-4.4.

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

- 1. That the Niagara Regional Housing Board of Directors RECEIVES 17-158-4.4. Carlton St. New Development Prequalification Report for information; and,**
- 2. That the Niagara Regional Housing Board of Directors APPROVES the Development Committee recommendation to Prequalify Contractors for the New Development Build at 527 Carlton Street Project.**

**CARRIED**

*It was agreed that the Board will hold a Special meeting on January 25<sup>th</sup> to review and approve the scoring criteria and weighting of each criteria.*

Staff was directed to provide the completed scoring for all contractors who submit for prequalification.

Action by: D. White

W. Sendzik joined the meeting at 10:05 A.M.

A. Petrowski left the meeting at 10:07 A.M.

## 2.2. Business Arising

2.2.1. Update on Social Housing Alternative Service Delivery Review  
– CAO 18-2016

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

***That the NRH Board of Directors RECEIVE CAO 18-2016, Update on Social Housing Alternative Service Delivery Review, for information.***

CARRIED

2.2.2. Discussion Paper on Types of Social/Affordable Housing – NRH Memo 1-2017

*Moved by J. Hyatt  
Seconded by H. D'Angela*

***That Niagara Regional Housing Board of Directors RECEIVE NRH Memo 1-2017, Discussion Paper on Types of Social/Affordable Housing for information; and, that the Memo be FORWARDED to PHSS Committee to be put on their agenda for information.***

CARRIED

2.2.3. Carlton Street Construction Update

*Moved by H. D'Angela  
Seconded by J. Osczytko*

***That the NRH Board of Directors RECEIVE Report 17-158-2.2.3., Carlton Street Construction Update for information.***

CARRIED

Staff was directed to have a large draft of drawing of building mounted, to accompany the Council presentation.

Action by: D. White

3. **Presentation** – not scheduled

## 4. Staff Reports

4.1. Director Meeting Attendance and Remuneration Comparison with Other Boards – Report 17-158-4.1.

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

*That the Niagara Regional Housing Board of Directors **RECEIVE** Report 17-158-4.3., Director Meeting Attendance and Remuneration Comparison with Other Boards, for information.*

**CARRIED**

Discussion ensued regarding remuneration:

- Should there be a yearly percentage increase
- What about remuneration for the additional committee meetings necessary to carry on business? ie. appeals, tender awards, development etc.
- In depth knowledge of housing legislation is required to make appropriate decisions for appeals.
- Training is required for some committees ie. Appeals; how do other Service Managers deal with this?
- Directors serve because of their regard for housing not because they expect remuneration.
- Directors can submit expense claims for mileage to and from meetings.

Staff was directed to circulate training session information to Board as sessions become available.

Action by: Senior Managers

- 4.2. Carlton St. Capital Budget & Project Approval – Report 17-158-4.2.  
See above.
- 4.3. Carlton Street – Project Charter – Report 17-158-4.3.  
See above.
- 4.4. Carlton St. New Development Prequalification Report – Report 17-158-4.4.  
See above.
- 4.5. Habitat Agreement – Report 17-158-4.5.

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

- 1. That the Niagara Regional Housing Board of Directors APPROVES the 2017/2018 (Yr-4), 2018/2019 (Yr-5) & 2019/2020 (Yr-6) IAH-E funding allocations of \$100,000 per year for HFH identified in report NRH 2-2015 for the remaining 3 years of the IAH-E Program to provide down payment assistance to clients; and,**
- 2. That the Niagara Regional Housing Board of Directors APPROVES the attached 3 year funding agreement with HFH committing to 3 years of funding for HFH to provide down payment assistance to clients capped at \$100,000 per year at 5% of the value of the purchase price for each home, consistent with the Welcome Home Niagara (WHN) Homeownership Program; and,**
- 3. That the Niagara Regional Housing Board of Directors APPROVES the following, in the event of the default of a homeowner in the HFH program: that the funds repaid to NRH, be held for the 5% down payment assistance**

***in compliance with the WHN program, to the original HFH designated property, provided the perspective new buyer is approved for the WHN Program; and, that any balance over the 5% be returned to WHN Program***

CARRIED

## 5. New Business

### 5.1. Election of Officers

*Moved by W. Sendzik  
Seconded by S. Volpatti*

*That this item be DEFERRED to the February meeting.*

DEFEATED

In accordance with By-Law #1, officers of the Corporation will be elected annually and serve at the pleasure of the Board, and shall hold such office until his/her resignation, removal, or other disqualification from service or until a qualified successor shall be elected.

The Chair was turned over to the Interim CEO to facilitate election of the Chair/President.

#### ***Chair/President***

The Interim CEO opened the floor to nominations for the office of Chair/President.

S. Vollpatti nominated P. Grenier for the office of Chair/President.

W. Sendzik seconded the nomination.

P. Grenier accepted the nomination.

Nominations for the office of Chair/President were called for a 2<sup>nd</sup> time.

K. Blackley nominated H. D'Angela for the office of Chair/President.

J. Osczytko seconded the nomination.

H. D'Angela accepted the nomination.

Nominations for the office of Chair/President were called for a 3<sup>rd</sup> time. There were no further nominations.

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

***That nominations for the office of Chair/President be CLOSED.***

CARRIED

There being two candidates for the office of Chair/President, the open ballot method was used. Ballots were distributed, Directors inserted their name on the left side of the ballot and the candidate of their choice for Chair/President on the right side of the ballot. W. Thompson and V. Duru acted as scrutineer and counter respectively.

Results of the vote were handed to the Interim CEO. The Interim CEO announced that H. D'Angela was the successful candidate

The Interim CEO handed the Chair to H. D'Angela.

P. Grenier left the meeting at 11:27 A.M.

***Vice-Chair***

The Chair opened the floor to nominations for the office of Vice-Chair.

S. Volpatti nominated P. Grenier for the office of Vice-Chair.

W. Sendzik seconded the nomination.

K. Kendrick contacted P. Grenier; P. Grenier declined the nomination.

Nominations for the office of Vice-Chair were called for a 2<sup>nd</sup> time.

K. Kendrick nominated P. O'Neill for the office of Vice-Chair

L. Blackley seconded the nomination.

P. O'Neill accepted the nomination.

Nominations for the office of Vice-Chair were called for a 3<sup>rd</sup> time. There were no further nominations.

*Moved by S. Volpatti*

*Seconded by K. Kendrick*

***That nominations for the office of Vice-Chair be CLOSED.***

*CARRIED*

***Secretary***

The floor was opened to nominations for the office of Secretary.

J. Osczytko nominated K. Blackley for the office of Secretary.

P. O'Neill seconded the nomination.

K. Blackley accepted the nomination.

Nominations for the office of Secretary were called for a second and third time. There were no further nominations.

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

***That nominations for the office of Secretary be CLOSED.***

*CARRIED*

***Treasurer***

The floor was opened to nominations for the office of Treasurer.

K. Blackley nominated J. Hyatt for the office of Treasurer.

P. O'Neill seconded the nomination.

J. Hyatt accepted the nomination.

Nominations for the office of Treasurer were called for a second and third time. There were no further nominations.

*Moved by K. Kendrick  
Seconded by K. Goka*

***That nominations for the office of Treasurer be CLOSED.***

*CARRIED*

**6. Chief Executive Officer's Report**

6.1. Operating Statements as at November 30, 2017 – Report 17-158-6.1.

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

***That the NRH Board of Directors RECEIVE the Operating Statements as at November 30, 2017.***

*CARRIED*

Question was asked regarding the cost of year over year energy consumption and what percentage of NRH buildings are heated by electricity.

Action by: D. White

Staff advised that over the years NRH has continually made energy efficient upgrades to buildings, as a result, in spite of the rising energy rates, NRH budget for utilities remains relatively stable. Weather conditions are a significant factor.

6.2. ERO

D. Woiceshyn advised that the person hired to fill the ERO position started this month.



7. Closed Session – 11:35 A.M.

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

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

***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 & personal matters about an identifiable individual including municipal or local board employees - 527 Carlton Street Development***

CARRIED

11:55 A.M.

*Moved by W. Sendzik  
Seconded by S. Volpatti*

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

CARRIED

*Moved by P. O’Neil  
Seconded by K. Goka*

***That staff be DIRECTED to execute instructions provided in closed session.***

CARRIED

8. Committee/Advisory Group Meeting Minutes

8.1. Tenant Advisory Group

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

***That the NRH Board of Directors RECEIVE the minutes of the September 21, 2016 TAG meeting for information.***

CARRIED

W. Sendzik left the meeting at 11:56 A.M.

9. For Information

9.1. Action Items from Previous Meetings & 2016 Review

**Correspondence/Media**

- 9.2. Letter dated December 20, 2016 to Interim CEO, NRH, from B. Nistico- Dunk, City Clerk, St. Catharines, re: including Seniors in those to be housed at the 527 Carlton St. new development.

*Moved by S. Volpatti*

*Seconded by J. Osczytko*

***That the NRH Board of Directors RECEIVE the Council motion from the City of St. Catharines regarding consideration of those to be housed at 527 Carlton St. to include the senior population.***

**CARRIED**

Staff advised that anyone over the age of 16 will be eligible to apply for this building.

- 9.3. Chair's update re: CEO / Board Recruitment

The second round of interviews for CEO will take place on January 30<sup>th</sup>; a meeting may be required on February 2<sup>nd</sup> or 3<sup>rd</sup> for the Board to review and approve a recommendation from the Recruitment Committee.

10. Other Business

10.1. Canada 2021 Summer Games

Niagara is being considered to host the Canada 2021 Summer Games. H. D'Angela will send an email for staff to forward to the Board. He is asking everyone to support Niagara and forward to others reminding them to support Niagara as well by registering on the website.

10.2. Commissioner of Community and Social Services

Adrienne Jugley has been named the Commissioner of Community Services.

10.3. March Board Meeting

The March meeting was scheduled for the 24<sup>th</sup>, to accommodate those otherwise booked over March break (March 13-17). Staff has just learned that the Regional Chair's State of the Region Address will take place starting at 11:00 A.M. on March 24<sup>th</sup>.

All AGREED to change the date of the March Board meeting to March 31, 2017.

11. Next Meeting

Friday, February 17, 2017 – 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 12:05 P.M.***

*Moved by K. Blackley  
Seconded by K. Goka*

**CARRIED**

Minutes Approved:

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Chair

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Secretary