



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
1815 Sir Isaac Brock Way, P.O. Box 344
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20-190-2.1.
May 15, 2020
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Directors:

Walter Sendzik, Chair
Councillor, St. Catharines

James Hyatt, Vice-Chair
Community, St. Catharines

Karen Blackley, Secretary
Community, Thorold

Gary Zalepa, Treasurer
Councillor, NOTL

Betty Ann Baker,
Community, Welland

Barbara Butters,
Councillor, Port Colborne

Tom Insinna
Councillor, Fort Erie

Betty-Lou Souter
Community,
St. Catharines & Thorold

Leanna Villella
Councillor, Welland

MINUTES

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#189 – 2020

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

Friday, April 17, 2020 – 9:00 a.m. - Noon

Attendees (In person and by teleconference)

Directors/	W. Sendzik, J. Hyatt, G. Zalepa, K. Blackley
Members:	B.A. Baker, T. Insinna, L. Villella, B. Butters, B-L. Souter
Regrets:	A. Jugley
Absent:	K. Blackley
NRH Staff:	D. Woiceshyn, C. Banach, J. Shickluna, W. Thompson, M. Barton
Regional	A. Jugley, Commissioner Community Services,
Staff:	D. Ane, Manager, Program Financial Support, D. D'Amboise, Program Financial Specialist
Guests:	Scott Finkel, Senior Manager, Deloitte

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

1. Adoption of Agenda/Declaration of Conflict

*Moved by B.A. Baker
Seconded by J. Hyatt*

That the agenda be ADOPTED.

CARRIED

No Conflicts of Interest were declared.

2. Consent Items

*Moved by B-L. Souter
Seconded by B. Butters*

That the following items be RECEIVED and/or APPROVED as stated:

2.1. Minutes of the March 20, 2020 Meeting be APPROVED.

2.2. Development Updates – Hawkins St. Project

2.2.1. Budget Snapshot as of March 31, 2020 – 20-189-2.2.1. be RECEIVED for information.

2.2.2. Development Report #6– 20-189-2.2.2. be RECEIVED for information.

2.3. Minutes – Provider Advisory Committee – 20-189-2.3. be RECEIVED for information.

CARRIED

3. Discussion Items

D. D'Amboise gave a presentation on the 2019 Draft Financial Statement Highlights. It was noted that Deloitte was in their fourth year representing the Niagara Region, and have found no major concerns with the Niagara Regional Housing ("NRH") financial statements as presented. No management letter is required from Deloitte.

S. Finkel presented Deloitte's audit on NRH and found no deficiencies or issues. S. Finkel thanked D. D'Amboise for his efforts.

D. D'Amboise confirmed that the financial management of NRH is strong.

W. Sendzik thanked S. Finkel for his presentation to the Board.

S. Finkel left the meeting.

Discussion took place on any liabilities incurred by NRH regarding employee benefits and pension requirements.

W. Sendzik remarked that dialogue with D. D'Amboise and S. Finkel is reasonable, without the opportunity of an in camera discussion with the auditor. The Board agreed.

3.1. 2019 Draft Audited Financial Statements

Moved by G. Zalepa

Seconded by T. Insinna

1. ***That the draft audited financial statements of Niagara Regional Housing as attached in Appendix 1, for the year ended December 31, 2019 BE APPROVED; and***
2. ***That the audit findings report pertaining to the audited financial statements, attached as Appendix 2, of Niagara Regional Housing for the year ended December 31, 2019 BE RECEIVED for information.***
3. ***That staff BE DIRECTED to co-ordinate with the auditors to finalize the statements as presented.***
4. ***That this report BE FORWARDED to the Region's Audit Committee for information.***

CARRIED

3.2. COVID-19 Update

D. Woiceshyn assured the Board that the NRH senior team is staying on top of all issues, holding daily meetings, as well as meetings with the senior leadership team at Community Services. It was noted the attached Standing Operating Procedures were updated with real, tangible experience.

W. Sendzik directed these reports be received regularly.

J. Hyatt lead discussion on possible Federal funding for projects and what is achievable.

W. Sendzik asked that a detailed project package be put together for presentation to the Regional MPs. C. Banach will advise when the report will be available for the Board to review.

G. Zalepa thanked all staff on the front lines.

Discussion followed regarding potential financial shortfalls and watchful monitoring.

W. Sendzik thanked D. Woiceshyn and NRH staff.

Moved by B-L. Souter

Seconded by B.A. Baker

That the Niagara Regional Housing Board of Directors RECEIVES the report COVID-19 Update for information.

CARRIED

3.3. Smoke Free Buildings

W. Thompson advised that many complaints are received regarding second hand smoke with different attempts made by staff to resolve them. There is eagerness from most concerned to move forward with this pilot as soon as possible. Current smokers are grandfathered in, and can't be mandated to take any action outside of their lease.

J. Hyatt thanked all for the report.

W. Sendzik suggested a long-term policy be developed for smoke free units with a five year strategy or 10 year horizon for presentation at a future board meeting.

Moved by B. Butters

Seconded by T. Insinna

- 1) ***That staff BE DIRECTED to pilot non-smoking buildings in NRH communities with the greatest readiness, as determined by number of complaints and consultations with tenants.***
- 2) ***That staff BE DIRECTED to work with Niagara Region Public Health and Emergency Services (NRPH & ES) to investigate, develop and implement cessation support for tenants and applicants.***
- 3) ***That staff BE DIRECTED to come back to the Board with a Smoke Free Policy with a long-term strategy included for all units.***

CARRIED

4. Other Business – There was no other business

With the exception of D. Woiceshyn, C. Banach and M. Barton, all staff left the meeting.

5. Closed Session

Moved by B-L. Souter

Seconded by J. Hyatt

That the NRH Board of Directors MOVE INTO Closed Session to receive information of a confidential nature regarding Carlton Street.

CARRIED

Moved by B-L. Souter

Seconded by J. Hyatt

That the NRH Board of Directors RISE with the report.

CARRIED

5.1. Carlton Street (Update)

Moved by G. Zalepa

Seconded by T. Insinna

That the NRH Board of Directors RECEIVE the legal correspondence provided in closed session.

CARRIED

6. Next Meeting

Friday, May 22, 2020 – 9:00 a.m.

Board of Directors Meeting

Followed by the Annual General Meeting – 10:00 a.m.

NRH Board Room

1815 Sir Isaac Brock Way

Thorold, ON

7. Termination

Motion to Terminate at 10:35 a.m.

Moved by G. Zalepa

Seconded by T. Insinna

Minutes Approved:

Chair

Secretary