



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
2201 St David's Road, P.O. Box 344
Thorold, ON L2V 3Z3
Phone: (905) 682-9201
Fax: (905) 687-4844

Members/Directors:

Karen Murray, Chair
Public-at-large,
St Catharines

Cindy Forster, Vice-Chair
Councillor, Welland

Betty Ann Baker, Secretary
Stakeholder, Welland

Catherine Jolliffe, Treasurer
Stakeholder, Welland

George Marshall
Councillor, Welland

Shirley Cordiner
Councillor Fort Erie

Henry D'Angela
Councillor, Thorold

David Eke
Public-at-Large, NOTL

Barbara Hannah
Tenant, Niagara Falls

Alan King
Stakeholder, Welland

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

John Osczytko
Public-at-Large Welland

Tim Siemens
Stakeholder, St. Catharines

Bruce Timms
Councillor, St. Catharines

Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#87 – 2010

NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road
Thorold, ON

Friday, March 26, 2010 – 9:00 A.M.

Attendees

Directors/

Members: K. Murray, C. Forster, C. Jolliffe, S. Cordiner, A. King,
G. Marshall, P. O'Neill, J. Osczytko
H D'Angela at 9:14 A.M., B. Timms, at 9:24 A.M.

Regrets: T. Siemens, D. Eke, B. Baker

Absent: B. Hannah

NRH Staff: L. Beckwith, M. MacLellan, W. Thompson, M. Fearnside
V. Amato,

A quorum being present, the meeting was called to order at 9:03 A.M.

1. Adoption of Agenda/Declaration of Conflict

Moved by S. Cordiner
Seconded by P. O'Neill

That, the agenda be adopted.

CARRIED

No conflicts were declared.

2. Approval of January 18, 2010 Minutes

*Moved by J. Osczypko
Seconded by C. Forster*

That, the amended minutes of the January 18, 2010 meeting be adopted.

CARRIED

2.1. Business Arising

There was no business arising.

3. Closed Session – 9:04 A.M.

L. Beckwith, M. Fearnside and V. Amato were the only staff present.

*Moved by S. Cordiner
Seconded by P. O'Neill*

That the meeting move into closed session to consider information of a confidential nature relating to:

- 1. Proposed or pending acquisition of land by the municipality or local board regarding a Housing Provider***
- 2. Labour Relations or Employee Negotiations regarding Proposed Org Chart***
- 3. Labour Relations or Employee Negotiations regarding Employee Contract***

CARRIED

3.1. Project in Difficulty – Verbal Update to January 2010 Report IC 10-86-3.1.

Staff was directed to consult Legal and Public Health.

Action by: M. Fearnside

H. D'Angela joined the meeting at 9:14 A.M.

M. Fearnside left the meeting.

3.2. Organizational Chart – IC 10-87-3.2.

B. Timms joined the meeting at 9:24 A.M.

Within the context of benchmarking NRH performance, staff was directed to provide a report comparing NRH with other Service Managers and OMBI measures.

Adjust Interim Org Chart to show truer picture of management structure

Action by: L. Beckwith

3.3. Employee Contract

L. Beckwith and V. Amato left the meeting for this discussion at 10:03 A.M.

*Moved by A. King
Seconded by C. Jolliffe*

That the employment contract be approved as amended.

CARRIED

L. Beckwith and V. Amato returned to the meeting at 10:17 A.M.

*Moved by B. Timms
Seconded by C. Jolliffe*

That the Board rise with report.

CARRIED

3.4. Personal Matter - Tenant

*Moved by B. Timms
Seconded by J. Osczytko*

That the meeting move into Closed Session to consider information of a confidential nature relating to personal matters about an identifiable individual

CARRIED

10:20 A.M.

*Moved by S. Cordiner
Seconded by C. Forster*

That the Board without rise report.

CARRIED

All agreed on a brief recess while staff joined the meeting.
10:30 A.M.- The meeting resumed with M. Fearnside and W. Thompson present.

4. New Business – all reports dated Feb. 26, 2010 were considered.

4.1. 4th Quarter Operational Reports October 1 – December 31, 2009 - Report 10-87-4.1.

*Moved by C. Forster
Seconded by J. Osczytko*

That the NRH Board of Directors approve the Operational Reports and Report on Variances as at December 31, 2009.

CARRIED

4.2. Proposed 2010-2012 Business Plan – Report 10-87-4.2.

Staff reviewed the proposed priorities with Directors asking if there were anything missing or items on which they would like staff to focus, in addition to those already noted on pages 2, 3 and 4 of the report. The proposed priorities are consistent with Niagara Region's Strategic Plan Objective B – Community and Social Well Being.

Staff was directed to add the Continuous Improvement Strategy under Direction 3 – Strong partnerships with stakeholders.

*Moved by S. Cordiner
Seconded by P. O'Neill*

That Niagara Regional Housing Board of Directors approve the priorities in report 10-87-4.2. for the 2010 – 2012 Business Plan, as amended.

CARRIED

4.3. Continuous Improvement Focus Group and Survey Results – Report 10-87-4.3.

Staff advised that stakeholder interest was high and feedback was very positive. Focus group participants represented all key stakeholders from across the Niagara region, including housing providers, developers, community agencies and social service providers. NRH Staff and Board Directors did not attend in order to ensure uninhibited discussion.

Staff to change revised Vision Statement from:

“The Niagara community will provide affordable, accessible and quality housing for all residents.”

to

“The Niagara community provides affordable, accessible and quality housing for residents”.

Communication Strategy is to be discussed at the April Board meeting.

Regional Council Directors will be given information for the next Business Planning Session in order to encourage affordable housing as an agenda item at Niagara Week in May.

Staff was directed to forward key points and stats to the press at appropriate time.

Action by: W. Thompson

*Moved by P. O'Niell
Seconded by C. Forster*

- 1. That, Niagara Regional Housing Board of Directors approves the final Continuous Improvement Strategy report from Quorum Communications for staff consideration and implementation of report recommendations; and,**
- 2. That, the Situation Analysis, excluding the Housing Vision and Mission review (pgs. 2- 2) and Stakeholder Research Summary (pgs. 6-10) be forwarded to focus group participants and placed on the NRH website for public review; and,**
- 3. That, the selected vision statement, mission statement and two taglines replace those currently in use.**

CARRIED

4.4. Enterprise Risk Management Framework – Update (verbal)

Staff advised that the consultant has led meetings with staff to develop the risk registry. Waiting for consultant's summary to start next steps in completing the risk registry and developing mitigating strategies.

4.5. Preliminary 2009 Year End Results – Report 10-87-4.5.

Earlier this month Directors unanimously approved applying approximately \$700,000 of the estimated 2009 year-end surplus to the expansion of the Rent Supplement program and continuation of the Housing Allowance Program. G. Lockyer, Treasurer, Niagara Region was advised of this decision by email.

*Moved by H. D'Angela
Seconded by G. Marshall*

That Niagara Regional Housing Board of Directors approves a letter be forwarded to Chair Partington regarding disposition of the NRH 2009 year-end surplus.

CARRIED

In the letter, staff was directed to:

- explaining how the surplus came about to support the fact that it is not the result of incorrect budgeting
- include stats on how many applicant households from the waiting would be housed.

Action by: L. Beckwith

4.6. OMBI supplementary Report Total Households by Municipality
- Report 10-87-4.6.

This report provides additional information to report 10-86-4.6, entitled Ontario Municipal Benchmarking Initiative (OMBI) Results for 2008, dated January 18, 2010. Directors requested stats on number of households on waiting lists for Niagara and other municipalities.

Staff was directed to incorporate information in a future report and forward to Council.

Action by: L. Beckwith

4.7. Board Appointment Process - Report 10-87-4.7.

A revised Appendix A was distributed. Directors reviewed each step of the process. Suggested steps 2, 7 and 10 do not follow the Board recommendations made at the January 30, 2009 meeting. However, the new process allows for fair representation.

Moved by A. King
Seconded by S. Cordiner

That the Niagara Regional Housing Board of Directors approves the Board Appointment process as stated in the Revised Appendix A of report 10-87-4.7 with the exception of step 2 regarding the Nominations Committee; and,

That either Option 1 or 2 be inserted in step 2 as follows:

Option 1 – Regional Clerk is a non-voting member of the committee
Option 2 – The NRH Chair is the Chair of the Nominations Committee. In the event of a tie, the Chair has a 2nd vote.

CARRIED

4.8. Treatment of Honorarium for Rent Calculation Purposes - Report 10-87-4.8.

Moved by C. Jolliffe
Seconded by A. King

That, Niagara Regional Housing Board of Directors approves the exemption of the honorarium payment from the calculation of rent for the Tenant Director position.

CARRIED

5. General Manager's Report

Nothing further to report.

6. Chair's Report

The Chair announced that T. Siemens, due to an excessive workload, will be vacating his seat on NRH Board following the April 2010 meeting.

7. Committee Reports

7.1. Executive Committee, Karen Murray, Chair

Minutes of the November 27, 2009 meeting provided for information.

7.2. Governance Committee

No report.

7.3. Investment Committee, H. D'Angela, Chair

No approved minutes

7.4. Applicant/Tenant Appeals Committee

Minutes of the Nov. 17, Dec 1, 15, 2009 & Jan. 26, 2010 appeal hearings provided for information.

7.5. Tender Awards Committee, A. King, T. Siemens, Chairs

7.6. Operating Agreement Steering Committee

No minutes.

7.7. Tenant Advisory Group, B. Hannah

Minutes of the Nov. 11, 2009 and Jan. 27, 2010 meetings provided for information.

7.8. Housing Provider Advisory Group, C. Jolliffe, Chair

No meeting

7.9. Community Advisory Group, B. Baker, Chair

No Minutes.

8. For information

8.1. Action Items from Previous Meetings

Correspondence/Media

8.2. Letter to L. Beckwith, dated January 19, 2010, from M. Trojan, CAO, Niagara Region, re: funding for Supportive Housing/Transitional Care Proposal.

- 8.3. Letter to K. Murray, dated January 5, 2010, from Minister Watson, MPP Re Ontario Long-Term Affordable Housing Strategy.
- 8.4. NRH Housing Herald, Winter 2009
- 8.5. Statement of Remuneration and Expenses for Members of Council and Council Appointees, CSD 33-2010, March 20, 2010
- 8.6. NRH Quick Update, March 2010 was distributed for information.

9. **BREAK** – taken earlier

10. **Presentation** – No presentation scheduled

11. **Other Business**

There was no other business.

12. **Next Meeting**

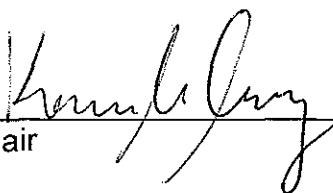
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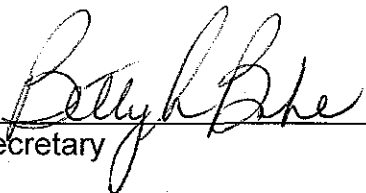
13. **Adjournment**

Motion to Adjourn at 11:44 A.M.

Moved by C. Forster
Seconded by G. Marshall

Minutes Approved:


Chair


Secretary