



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
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Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#103 – 2011

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

Friday, August 26, 2011 – 9:00 A.M.

Attendees

Directors/

Members: K. Murray, H. D'Angela, G. Marshall, K. Blackley
C. Jolliffe, S. Cordiner, P. O'Neill, J. Osczytko,
B. Hannah, A. King, D. Barrick 9:14 A.M.

Regrets: Tim Rigby, B. Baker, B. Timms

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

Regional Staff: D. Mino, Program Financial Analyst

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

1. Adoption of Agenda/Declaration of Conflict

Add Re-Investment Decision as 3.3.4 a and Personal Matters
about an identifiable individual – Funding for Supportive
Housing under item 4

Moved by P. O'Neill

Seconded by S. Cordiner

That the agenda be adopted as amended.

CARRIED

Members/Directors:

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

Henry **D'Angela**, Vice-Chair
Councillor, Thorold

Betty Ann **Baker**, Secretary
Stakeholder, Welland

Catherine **Jolliffe**, Treasurer
Stakeholder, Welland

Karen **Blackley**
Stakeholder, Thorold

David **Barrick**
Councillor, Port Colborne

Shirley, **Cordiner**
Public-at-Large, Fort Erie

Barbara **Hannah**
Tenant, Niagara Falls

Alan **King**
Stakeholder, Welland

George **Marshall**
Councillor, Welland

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

John **Osczytko**
Public-at-Large, Welland

Tim **Rigby**
Councillor, St. Catharines

Bruce **Timms**
Councillor, St. Catharines

No conflicts were declared.

2. Approval of Minutes July 29, 2011 Meeting

Moved by H. D'Angela

Seconded by G. Marshall

That the minutes of the July 29, 2011 meeting be adopted.

CARRIED

2.1. Business Arising

Updates

Item 4.1. NRH Welland Site – RFP for Architect has been issued. Staff will be meeting with tenants and neighbours next week. There should no longer be a need to discuss this as a closed session item.

Item 5 SHSC Insurance Program – NRH will be able to apply for an exemption for a least another year.

3. New Business

3.1. Banking Resolution– Report 11-103-3.1.

Staff advised that the bank will allow NRH to insert the phrase “with written approval of the Regional Municipality of Niagara’s Council” after sections 2(b) and 2(c) on page 1, with reference to this phrase again at the bottom of page 2.

At the end of 2(c) staff was also directed to add:

“This clause does not preclude the Company from renewing existing mortgages without Council approval.”

Moved by K. Blackley

Seconded by A. King

That, Niagara Regional Housing Board of Directors approve the Resolution Regarding Banking and Security as modified by NRH on E-FORM 203 (11/2008) provided by the Royal Bank.

CARRIED

3.2. 2nd Quarterly Report to Council – April 1 to June 30, 2011 – Report 11-103-3.2.

The General Manager advised that move-outs decreased and work orders increased during the 2nd quarter; a reflection of Niagara’s economic condition as tenants seem to be deciding to stay in affordable housing rather than move.

D. Barrick joined the meeting at 9:14 A.M.

Attention was drawn to the new format for reporting on community partnerships by municipality on pages 7 to 9; this format to be used semi-annually.

Directors were advised that due to an agreement with the federal government, NRH cannot make public announcements or hold openings upon completion of new development projects under the Canada-Ontario Affordable Housing Program.

*Moved B. Hannah
Seconded by J. Osczytko*

That, the NRH 2nd Quarter Report to Council April 1 to June 30, 2011 be approved and forwarded to the Public Health and Social Services Committee, and subsequently Regional and Municipal Councils for information.

CARRIED

3.3. 2nd Quarter Operational Reports – April 1 to June 30, 2011– Report 11-103-3.3.

3.3.4.a Re-Investment Decision – Chart 11-103-3.3.4a

H. D'Angela, Investment Committee Chair, and staff met with NRH's investment advisor. A higher return will be realized by breaking down the total investment amount into several smaller units of under \$95,000 each to take advantage of the insurance coverage provided by the Canadian Deposit Insurance Corporation. A chart was distributed with details.

*Moved by A. King
Seconded by B. Hannah*

That, the NRH Board approves the Investment Committee decision in the investment of the \$1,016,700 Guaranteed Investment Certificate (GIC) into 1 year and 2 year GICs with principle amounts to not exceed \$95,000, thereby ensuring protection under the Canadian Deposit Insurance Corporation (CIDC) ceiling of \$100,000 and at the same time taking advantage of higher returns.

CARRIED

*Moved by S. Cordiner
Seconded by G. Marshall*

That, the NRH Board of Directors approves the Operational Reports and Report on Variances (report 11-103-3.3.) as at June 30, 2011.

CARRIED

3.4. Draft 2012 Operating Budget – Report 11-103-3.4.

Directors were asked to change 2.44%, on the first, page to 2.7%. Budget guidance was changed to 2.7% including debt just prior to packages being sent out. Charts A and B also need to be revised. Staff to email revised charts B and C to Directors.

Action by: V Amato

NRH is \$120,000 over budget guidance in the proposed 2012 budget due to the continual decline of federal funding. In past years, NRH has been able to absorb the decline in Federal funding; this is no longer the case for 2012.

Additionally, in 2012, MMAH will be locking in SM funding for another 5 years. Although, the age and size of the NRH portfolio should place Niagara in a higher funding band, the previous Ministry review did not result in a change and Niagara is still in the lowest funding level.

Only 8.6% of the NRH budget is discretionary and with salaries already frozen the only way to reduce the budget would be to cut services.

Moved by S. Cordiner

Seconded by C. Jolliffe

That, the Niagara Regional Housing Board of Directors approves the 2012 Operating Budget; and,

That, Council be requested to encourage the Province to distribute Federal funding to Niagara in a more equitable manner.

CARRIED

Staff was directed to set up a meeting with the Regional Chair, NRH Chair and General Manager to discuss this situation.

Action by: L. Beckwith

3.5. Reappointment of Directors – Report 11-103-3.5.

It was agreed that the reappointment process should be revised to include the following steps:

Step 1 - Chair of Board contacts Directors to see if they would like to renew for another term.

Step 2 – The Board reviews the performance of each Director who is being considered for re-appointment. Through secret ballot each of the Directors confirms their support or lack of support for reappointment.

Step 3 – The results of the Board review of performance is provided to the applicable Director who is up for reappointment and to the Nominations Committee.

D. Barrick noted that the majority of the Nominations Committee is made up of staff (Regional and NRH); it should be less staff and more Board driven.

The General Manager explained the attendance chart. For the benefit of Directors who were unable to attend today's meeting, staff will send email reminder re: advising reason for absence and explaining how attendance stats are recorded.

Action by: V. Amato

Moved by S. Cordiner

Seconded by A. King

- 1. That the revisions to the reappointment process as described in this report be approved as amended; and,**
- 2. That the NRH Board finalizes the performance review for those Directors seeking reappointment.**

CARRIED

3.6. Ontario Housing Policy Statement – Report 11-103-3.6.

The General Manager advised that Niagara's Housing and Homelessness Plan submission is due January 1, 2014.

Directors may want to place copy of the Ontario Housing Policy Statement in their handbooks.

Moved by P. O'Neill

Seconded by H. D'Angela

That, Niagara Regional Housing Board of Directors receive this report for information

CARRIED

3.7. 2011 Annual General Meeting and National Housing Day – Report 11-103-3.7.

Staff advised that CMHC has offered to sponsor NRH's National Housing Day event in the amount of \$2,000. Directors agreed that the AGM should be on a separate day from the regular meeting and that it should be an 8:30 A.M. breakfast meeting.

Detail on the stakeholder engagement process and the AGM were referred to the Executive Committee for further discussion.

4. Closed Session – 10:34 A.M

Moved by G. Marshall

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 including municipal or local board employee's - Funding for Supportive Housing

CARRIED

11:10 A.M.

Moved by G. Marshall

Seconded by S. Cordiner

That, the Niagara Regional Housing Board of Directors rise without report.

CARRIED

5. General Manager's Report

5.1. Financial Statements – Report 11-103-5.1.

Staff advised that the financial statements currently show NRH "breaking even", but it will be very tight. Due to the newly legislated rent inflation factor, payments to Housing Providers have increased significantly.

Moved by P. O'Neill

Seconded by J. Osczytko

That, the Niagara Regional Housing Board of Directors receives the Financial Statements as at July 31, 2011

CARRIED

5.2. RFP for Architect

The General Manager requested volunteers to sit on the Architect RFP Selection Committee for the NRH project in Welland. J. Osczytko and P. O'Neill volunteered to sit on the selection committee.

5.3. Federal-Provincial Program Funding Allocation for the next 3 Years

In the past, the province distributed funding for specific new programs ie. Development, Rent Supplement, Homeownership etc. Over the next three years, Niagara will receive a lump sum amount per year, much less than what would normally be received, to fund such programs. A plan for the use of the funding must be approved by Council and submitted to MMAH.

5.4. Rykert St. & Old Pine Trail Community Development

The RAFT has agreed to place a point person in these communities for one year commencing in September. This person will work with the residents and community partners to identify issues, suggest solutions and to ensure solutions are implemented.

5.5. Executive Committee Meeting

The Executive Committee will be meeting on September 13th at 9:00 A.M. Items for consideration:

- *Committee Structure* – this was put on hold while the Operating Agreement Steering Committee was reviewing the governance structure. Terms of Reference for all NRH committees will be reviewed.
- *Planning Session* – A half day meeting, outside of regular board meeting in January or February for Strategic Planning.
- *AGM* – finalize format

6. Chair's Report

No report.

7. Committee Reports

7.1. Executive Committee, Karen Murray, Chair

No Minutes

7.2. Governance Committee

No minutes.

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

No minutes.

7.4. Applicant/Tenant Appeals Committee

Minutes of the June 28, 2011 appeal hearings; provided for information.

7.5. Tender Awards Committee, A. King, Chair

No minutes.

7.6. Operating Agreement Steering Committee, Karen Murray, Co-Chair

No minutes.

7.7. Tenant Advisory Group, B. Hannah

No minutes

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

No minutes.

7.9. Community Advisory Group, B. Baker, Chair

No Minutes.

8. For Information

8.1. Action Items from Previous Meetings

Provided for information.

9. BREAK – not required

10. Presentation – No presentations scheduled.

11. Other Business

There was no other business.

12. Next Meeting

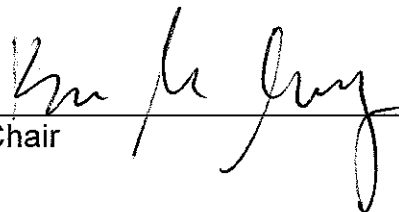
Friday, September 30, 2011 @ 9:00 A.M.
NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road, Thorold, ON


13. Adjournment

Motion to Adjourn at 11:20 A.M.

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

Minutes Approved:


Chair


Secretary