



NIAGARA REGIONAL HOUSING

Campbell East, 3rd Floor
2201 St. David's Road, P.O. Box 344
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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

David **Barrick**
Councillor, Port Colborne

Karen **Blackley**
Stakeholder, Thorold

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

Barbara **Hannah**
Tenant, Niagara Falls

Ronna **Katzman**
Councillor, St. Catharines

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

Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#114 – 2012

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

August 24, 2012 – 9:00 A.M.

Attendees

Directors/

Members: H. D'Angela (Chair, Acting), S. Cordiner, K. Blackley,
B. Hannah, T. Rigby, G. Marshall, D. Barrick
A. King, R. Katzman, B. Baker at 10:03 A.M.

Regrets: K. Murray, P. O'Neill, C. Jolliffe, J. Osczytko

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

Regional Staff: K. Chislett, Commissioner Community Services at 10:21
A.M., Donna Mino, Program Financial Analyst

A quorum being present, the meeting was called to order at 9:02 A.M.

1. Adoption of Agenda/Declaration of Conflict

*Moved by A. King
Seconded by S. Cordiner*

That the agenda be adopted

No conflicts were declared.

CARRIED

2. Approval of Minutes

2.1. Minutes of the June 29, 2012 Meeting

Item 4.4. Change socialist to sociologist.

Moved by G. Marshall

Seconded by R. Katzman

That the minutes of the June 29, 2012 meeting be adopted as amended.

CARRIED

2.2. Notes of Special Meeting 1-2012 - Awarding of Fitch Street Tender

The General Manager advised Directors of edits required to notes. This issue will be part of the Procedural Guideline review scheduled for 1st Quarter 2013.

Action by: L. Beckwith

Moved by A. King

Seconded by T. Rigby

That the Niagara Regional Housing Board of Directors approves the recommendations in Report SPEC 12-01-2.

- 1. Awarding the tender for construction of a 67 unit affordable housing apartment building on NRH land at 235 Fitch Street, Welland to Brouwer Construction Ltd. in the amount of \$8,429,600 plus HST; and,***
- 2. The continuation of delegated authority for the Board members (4) on the Building Design Committee.***

CARRIED

2.3. Business Arising

2.3.a. Bed Bugs – Report 12-113-3.2.

In six months, staff to provide update on number of incidents reported, for comparison purposes.

Action by: M. MacLellan

2.3.b. Online comments – Welland Tribune website

Unedited comments can be posted by anyone on the Welland Tribune website. NRH staff contacted the Tribune regarding a negative posting made by a Welland resident about an NRH tenant. The posting was incorrect and misleading. Staff was advised by the Editor that postings could be removed if the Editor were advised immediately and agreed with the removal.

Moved by T. Rigby

Seconded by S. Cordiner

That the Niagara Regional Housing Board of Directors receive the verbal update.

CARRIED

3. New Business

3.1. **2nd Quarter – April to June 30, 2012 Report to Council - Report 12-114-3.1.**

*Moved by A. King
Seconded by D. Barrick*

That Niagara Regional Housing Quarterly Report be approved and forwarded to the Public Health & Social Services Committee and subsequently to Regional and Municipal Councils for information

CARRIED

Staff was directed to email the Directors with information, in point form, on what NRH is doing to mitigate the long waitlist.

Action by: L. Beckwith

3.2. **2nd Quarter – April 1 to June 30, 2012 Report on Operations – Report 12-114-3.2.**

*Moved by A. King
Seconded by K. Blackley*

That the NRH Board of Directors approves the Operational Reports and Report on Variances as at June 30, 2012.

CARRIED

3.3. **Bill 140 – *Housing Services Act* - Local Rules: Housing Provider Training & Succession Plans and Minimum Number of Board Meetings – Report 12-114-3.3.**

*Moved by R. Katzman
Seconded by B. Hannah*

That Niagara Regional Housing Board approves two (2) local rules related to Housing Provider Training & Succession Plans and Minimum Number of Board Meetings under the Housing Services Act (HSA).

CARRIED

3.4. **UDPATE – Enterprise Risk Management Framework Report 12-114-3.4.**

*Moved by T. Rigby
Seconded by D. Barrick*

1) That the Niagara Regional Housing Board of Directors approves the development of a enterprise risk management policy that commits both the Board and staff to the identification and mitigation of risk; and,

2) That the risk management framework be referred to the next Governance Discussion meeting to ensure that it accurately reflects the risks facing the corporation.

CARRIED

Action by: Governance Discussion Meeting

Staff was directed to forward an email invitation to all directors for the next Governance meeting on September 12th for review of the risk management framework, particularly the Corporate Direction risk section.

Action by: V. Amato

3.5. Reappointment of Directors – Report 12-114-3.5.

Amend chart on first page by changing *resigned* to *completed*.

Moved by S. Cordiner

Seconded by A. King

That the NRH Board reviews the performance of its Directors and recommends to Council for approval, the reappointment of those interested Directors whose terms expire in 2012 and who meet the performance criteria.

CARRIED

3.6. Proposed 10 Year Capital Plan

A new report was distributed and reviewed.

Moved by K. Blackley

Seconded by B. Hannah

That NRH Board of Directors approves the Proposed 10 Year Capital Plan for submission to Regional Council for final approval.

CARRIED

Staff was directed to add variances between previously plan and the new plan.

Action by: M. MacLellan

3.7. Proposed 2013 Capital Budget

A new report was distributed. Further review of the budget allowed for the deferral of some jobs and phasing in others. Although the proposed amount is less than originally suggested in the first report, the proposed amount falls just under \$1.0 mil short of what is actually needed based on recent Building Condition Assessments. It was noted that capital jobs are recommended based on the need for the work not the geographical location.

Staff presented a slide show illustrating the various types of work required in each of the categories.

*Moved by T. Rigby
Seconded by A. King*

That NRH Board of Directors approves the Proposed 2013 Capital Budget for submission to Regional Council for final approval.

CARRIED

3.8. Proposed 2013 Operating Budget

Staff advised Directors regarding the new budget format. Shared Services costs for 2013 were just received before this meeting started, thus, a thorough analysis of the “below the line” expenses has not been completed. Although the Board is not responsible for the approval of the “below the line” expenses their presentation in the budget was not possible and might affect some of the “above the line” items as costs are shifted.

*Moved by S. Cordiner
Seconded by B. Hannah*

That Niagara Regional Housing Board of Directors provides:

- ***approval for the 2013 Draft Operating Budget (excluding below-the-line costs); and***
- ***approval for the release of the draft budget to Corporate Services to meet the September 7th deadline with the understanding that it may be subject to additional change***

CARRIED

Staff was directed to do a thorough budget analysis; if there is drastic change, a meeting or teleconference will be called.

Action by: L. Beckwith

B. Baker joined the meeting at 10:03 P.M.

K. Chislett arrived at 10:21 A.M.

Directors asked K. Chislett to provide an update on allocation of the Community Start-up Benefits. K. Chislett advised that Niagara’s allocation dropped from \$2.5 mil to \$670,000. The original understanding was that half of the allocation would be held back by the Province as part of the 2012 Provincial Budget constraints. Instead, the remaining funds were combined province-wide and reallocated based on a methodology that used 2006 Census data. The result was some areas received more than their previous allocation and others received less. A formal request for information on the final distribution numbers has been made.

*Moved by G. Marshall
Seconded by T. Rigby*

That the Niagara Regional Housing Board of Directors receive the verbal update on Ontario Budget Implications.

CARRIED

4. General Manager's Report

4.1. Financial Statement as at July 31, 2012 – Report 12-114-4.1.

The Financial Statement was distributed.

*Moved by K. Blackley
Seconded by B. Hannah*

That the Niagara Regional Housing Board of Directors approves the financial statement as at July 31, 2012.

CARRIED

4.2. Strategic Planning Session – Report 12-114-5.2.

Directors agreed to a half hour session at the next Board meeting to review notes from the Strategic Planning Session with Suzanne Gibson.

*Moved by T. Rigby
Seconded by D. Barrick*

That the Niagara Regional Housing Board of Directors receive the verbal update regarding the Strategic Planning Session.

CARRIED

5. Chairs Report

No report.

With the exception the General Manager and Executive Assistant, staff left the meeting.

6. Closed Session – 10:52 A.M.

*Moved by G. Marshall
Seconded by K. Blackley*

That the NRH Board of Directors move into closed session to receive information of a confidential nature relating to labour relations or employee negotiations regarding Staffing Levels.

CARRIED

6.1. Staffing Levels – Report IC 12-114-6.1.

*Moved by R. Katzman
Seconded by K. Blackley*

That Niagara Regional Housing (NRH) Board of Directors approves an 18-month contract position to provide support to the Managers and Corporation.

CARRIED

10:10 A.M.
*Moved by T. Rigby
Seconded by B. Hannah*

That the Niagara Regional Housing Board of Directors rise with report.

CARRIED

7. Committee Reports**7.1. Governance Discussion Meeting, T. Rigby, Chair**

*Moved by T. Rigby
Seconded by S. Cordiner*

That the Niagara Regional Housing Board of Directors receive the Minutes of the June 15, 2012 Governance Discussion meeting for information

CARRIED

7.2. Community Economic Development Brainstorming Session, T. Rigby, Chair

*Moved by T. Rigby
Seconded by B. Baker*

That the Niagara Regional Housing Board of Directors receive the Minutes of the June 13, 2012 Community Economic Development Brainstorming Session for information

CARRIED

7.3. Appeals

Minutes of the July 24, 2012 appeal hearing were provided for information.

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

*Moved by B. Baker
Seconded by B. Hannah*

That the Niagara Regional Housing Board of Directors receive the Minutes of the June 29, 2012 Investment Committee meeting for information

8. For Information

- 8.1. Action Items from Previous Meetings

Correspondence/Media

- 8.2. *Help for new mortgage rules*, THE STANDARD, July 11, 2012
- 8.3. *Block party builds community*, The Tribune, July 8, 2012
- 8.4. Letter to L. Beckwith, General Manager, NRH from D. Rapelje, Chair, Welland City Senior Citizens Advisory Committee, re: development of affordable seniors housing in Welland
- 8.5. *Can't give thugs the boot*, The Toronto Sun, July 20, 2012

Moved by R. Katzman

Seconded by B. Hannah

That the Niagara Regional Housing Board of Directors receives items provided for information.

CARRIED

8. BREAK – Not required

9. Other Business

- 9.1. Director Reappointments
After Director performance was review by the Board, it was unanimously decided that K. Murray and B. Baker should be reappointed.

Moved by A. King

Seconded by B. Hannah

That K. Murray and B. Baker be reappointed to the Niagara Regional Housing Board of Directors for another term, ending on September 26, 2013.

CARRIED

- 9.2. Passing of Eleanor Jolliffe
C. Jolliffe's mother passed away unexpectedly, this past Wednesday. Visitation will be held on Friday August 24, 2012 from 1-4 and 7-9 P.M. at the Fonthill United Church. A Memorial Service will be held at the Church on Monday August 27th at 10:30 A.M

10. Next Meeting

Friday, September 28, 2012 - 9:00 A.M.
NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road, Thorold, ON

11. Adjournment

Motion to adjourn at 11:00 A.M.

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

CARRIED

Minutes Approved:

Chair

Secretary