



NIAGARA REGIONAL HOUSING

*Campbell East, 3rd Floor
2201 St. David's Road, P.O. Box 344
Thorold, ON L2V 3Z3
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Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#121 – 2013

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

April 26 – 9:00 A.M.

Attendees

Directors/

Members: K. Murray, H. D'Angela, C. Jolliffe, S. Cordiner, T. Rigby,
P. O'Neill, G. Marshall, K. Blackley, B. Baker
K. Kendrick, R. Katzman, D. Barrick at 9:40 A.M.

Regrets: J. Osczytko, B. Hannah

NRH Staff: L. Beckwith, M. MacLellan, A. Swigger, V. Amato,

Regional Staff: K. Chislett, Commissioner Community Services
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

*Moved by P. O'Neill
Seconded by T. Rigby*

That the agenda be ADOPTED.

No conflicts of interest were declared.

CARRIED

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

Kelly **Kendrick**
Stakeholder, Fort Erie

George **Marshall**
Councillor, Welland

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

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

Tim **Rigby**
Councillor, St. Catharines

2. Approval of Minutes

2.1. Minutes of the March 27, 2013 General Members Meeting

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

That the minutes of the March 27, 2013 General Members meeting be ADOPTED.

CARRIED

2.2. Minutes of the March 27, 2013 Regular Meeting

Add degrees after 360 in item 3.6.

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

That the minutes of the March 27, 2013 Regular meeting be ADOPTED, as amended.

CARRIED

Business Arising

2.3. NRH 10th Anniversary Ads

W. Thompson discuss with Niagara Region Communications:

- Newspaper article – best method
- Requesting ad sponsors deemed inappropriate
- Expand planned circulation of 10th Anniversary Report

Staff will send to municipal offices and contact smaller papers in the region that are often looking for stories.

*Moved by P. O'Neill
Seconded by H. D'Angela*

That the NRH Board RECEIVES the verbal report regarding distribution of the NRH 10-Year Anniversary report and ads.

CARRIED

2.4. Committee/Advisory Group Terms and Renewals – Report 13-121-2.4.

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

That the NRH Board APPROVES:

- 1. committee and advisory group terms be 4 years with the exception of the Executive committee which is elected annually;***

2. *there be no limit on the number of terms served; continuing membership based on annual attendance at meetings of 60% minimum.*
3. *a new category of operational committees be introduced;*
4. *quorum be defined as 50% plus 1 or a specified quorum for particular committees with small membership;*
5. *that the current Executive members continue in an advisory capacity to the new Executive until their retirement in September; and,*
6. *Item #11- Committee Terms of Reference be removed from the Action List*

CARRIED

3. New Business

- 3.1. 1st Quarter Report to Council – Jan. 1 to Mar. 31, 2013- Report 13-121-3.1.

*Moved by R. Katzman
Seconded by P. O'Neill*

That Niagara Regional Housing Quarterly Report be APPROVED and FORWARDED to the Public Health and Social Services Committee and subsequently to Regional and Municipal Councils for information.

CARRIED

There has been a 22% decrease in move-outs; people are staying longer. The chart in item 3.2.1. indicates the number of households that were housed during the month of March.

Directors agreed that Community Partnerships should only be listed once a year.

- 3.2. 1st Quarter Report on Operations - Jan. 1 to Mar. 31, 2013– Report 13-121-3.2.

*Moved by K. Blackley
Seconded by T. Rigby*

That the NRH Board of Directors APPROVES the Operational Reports and Report on Variances as at March 31, 2013.

CARRIED

- 3.3. Rent Supplement Program – Report 13-121-3.3.

A copy of the slide show presentation was distributed. Staff explained that:

- Under a rent supplement program, a tenant's rent with a private landlord is subsidized up to the market rent
- Several landlords in the program are converting their units to condominiums and no longer participate in the program
- Units are getting older; some landlords who want to participate in the program are rejected because their buildings are in such a poor state of repair

- The increased vacancy rate in Niagara is misleading; households at the upper end of the rental market are moving into homeownership, but it doesn't help those who are looking for affordable rents.
- Households in the 16 to 54 age group have the longest wait.
- Government development funding programs have been targeted at seniors excluding the 16 to 54 age group
- The number of tenants needing supports is increasing and private landlords do not have the capacity to support or monitor
- Some landlords impose additional charges on tenants without advising NRH
- Reliance on NRH staff to resolve problems is very time consuming as staff must work through the landlord to get results, rather than dealing directly with the issue.

D. Barrick joined the meeting.

Moved by H. D'Angela

Seconded by R. Katzman

- 1. That the NRH Board RECEIVES this report for information; and,**
- 2. That a copy of this report be provided to Public Health and Social Services Committee for information purposes.**

CARRIED

3.4. QT-13-15 – Bathroom Upgrade - Report 13-121-3.4

Tender Awards Committee Limitations chart was distributed and reviewed.

Moved by T. Rigby

Seconded by P. O'Neill

That the NRH Board APPROVES:

- 1. AWARD of QT-13-15 – Bathroom Upgrade; and,**
- 2. REVISION to the Tender Award Committee terms of reference**

CARRIED

T. Rigby, G. Marshall and R. Katzman volunteered to co-chair the Tender Awards Committee

3.5. 2012 Write-Off of Former Tenant Arrears – Report 13-121-3.5.

Moved by D. Barrick

Seconded by B. Baker

That the Niagara Regional Housing Board of Directors APPROVES the 2012 write-off of \$128,183.89, pursuant to the write-off policy for:

1. **\$116,115.31 for those former tenant accounts which have been at collection for more than 2 years and have had no activity since December 31st, 2010: and,**
2. **\$12,068.58 annual write-offs (deported, deceased and bankrupt).**

CARRIED

3.6. Fitch Street – Update

Slide show of proposed design rendering of completed building interior and exterior was presented.

- To date, \$2.3 M has been spent on Fitch
- All 50 Geothermal wells are complete
- Trenching between units will take another two weeks
- Originally three “green walls” were to greet people as they entered the building; however, that has now been reduced to one “green wall”.
- Closing of the parking lot till the end of June is causing the biggest inconvenience for tenants; parking is available across the street at plaza.
- Neighborhood is fully aware of what going on and support the project.
- Completion of work is expected in December and occupancy anticipated for January 2014.

*Moved by H. D’Angela
Seconded by B. Baker*

That the NRH Board of Directors RECEIVES the verbal update on Fitch St. for information.

CARRIED

4. General Manager’s Report

4.1. Financial Statements as at March 31, 2013 – Report 13-121-4.1.

March Financial statements were distributed. Staff advised that the format had changed. Page 2 under Indirect Allocations – Operations are the “below the line” costs for regional services.

Directors would like breakdown of services provided by Integrated Community Planning in the amount of \$115,807 for the year. It was suggested that Chris McQueen from Corporate Services be invited to do a presentation on Below the Line items.

Action by: L. Beckwith

*Moved by P. O’Neill
Seconded by C. Jolliffe*

That the NRH Board of Directors RECEIVES and APPROVES the financial statements as at March 31, 2013.

CARRIED

4.2. Unblocking of NRH Phone Number

NRH wants to unblock the phone number so tenants know that NRH is calling. The caller ID tenants will see displayed is Niagara Region, with NRH's number. The system will not allow for Niagara Regional Housing.

4.3. Director Recruitment Process

Emails have gone out to housing providers advising that NRH will be seeking stakeholder representation when B. Baker and C. Jolliffe terms come to an end.

Staff will raise item at the next Tenant Advisory Group meeting regarding B. Hannah's position. K. Murray's Public at Large position will be advertised in local newspapers.

4.4. Report to PHSS re: Smoking by-Law

A report went to PHSS stating that NRH properties are exempted from the by-law. However, smoking is not permitted in common areas of NRH buildings or within 9' of entrances. Smoking is only permitted in personal homes/units of NRH buildings. Staff is meeting with Public Health to discuss.

This will be the topic of a report for the May meeting.

5. Chair's Report

The Chair thanked Director's for their dedication, stating that it has been a pleasure to work with them.

6. Closed Session

Not required.

7. **Committee Reports**

7.1. Appeals

Minutes of the March 19, 2013 Appeal Hearings were provided for information.

7.2. Executive Committee, K. Murray, Chair

Minutes of the February 4 & 22, 2013 meetings were provided for information.

7.3. Governance Committee, T. Rigby, Chair

Minutes of the December 5, 2012 meeting were provided for information.

7.4. Tenant Advisory Group,

Minutes of the Dec. 12, 2012 & March 13, 2013 Quarterly meetings were provided for information.

Moved by R. Katzman

Seconded by T. Rigby

That the NRH Board of Directors RECEIVES the committee reports.

CARRIED

8. For Information

8.1. Action Items from Previous Meetings

Correspondence/Media

No other information was reported.

9. BREAK – Not required

10. Presentation – see items 3.3. and 3.6.

11. Other Business

There was no other business

12. Next Meeting

Friday, May 24, 2013
NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road, Thorold, ON

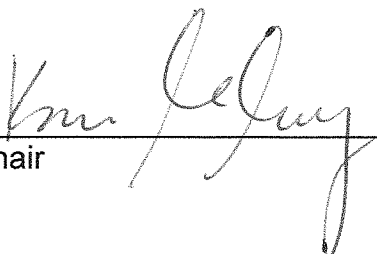
13. Adjournment

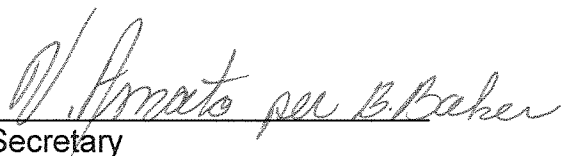
Motion to adjourn at 11:15 A.M.

*Moved by C. Jolliffe
Seconded by D. Barrick*

CARRIED

Minutes Approved:


Chair


Secretary