



## NIAGARA REGIONAL HOUSING

Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way, P.O. Box 344  
Thorold, ON L2V 3Z3  
Phone: (905) 682-9201 Fax: (905) 687-4844

### Minutes

#### Directors:

Paul Grenier, Chair  
Councillor, Welland

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

Henry D'Angela, Secretary  
Councillor, Thorold

Karen Blackley, Treasurer  
Stakeholder, Thorold

Linda Allen  
Tenant, St. Catharines

Barbara Carroll  
Public-at-Large, St. Catharines

Shirley Cordiner  
Public-at-Large, Welland

Ken Goka  
Stakeholder, Welland

James Hyatt  
Stakeholder, St. Catharines

Kelly Kendrick  
Stakeholder, Fort Erie

John Osczytko  
Public-at-Large, St. Catharines

Andrew Petrowski  
Councillor, St. Catharines

Walter Sendzik  
Councillor St. Catharines

Selina Volpatti  
Councillor, Niagara Falls

## NIAGARA REGIONAL HOUSING Board of Directors Meeting

**#150 – 2016**

NRH Boardroom  
Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way  
Thorold, ON

March 18, 2016 – 9:00 A.M.–12:00 P.M.

### Attendees

#### Directors/ Members:

P. Grenier, P. O'Neill, H. D'Angela, K. Blackley,  
S. Cordiner, K. Kendrick, L. Allen, J. Hyatt,  
K Goka, J. Osczytko, S. Volpatti till 11:55 A.M.,  
A. Petrowski till 10:06 A.M.,  
B. Carroll by teleconference

#### Regrets:

W. Sendzik

#### NRH Staff:

E. Balmain, D. Woiceshyn, D. White, V. Amato  
W. Thompson, K. Ankunda

#### Regional Staff:

C. Cousins, Director Homelessness & Com. Engmt  
H. Chamberlain, Director, Financial Mgmt. & Planning  
at:10:06 A.M.  
T. Frena, Program Financial Analyst

A quorum being present, the meeting was called to order at 9:06 A.M.

### 1. Adoption of Agenda/Declaration of Conflict

*Moved by A. Petrowski  
Seconded by J. Hyatt*

***That the agenda be ADOPTED.***

**CARRIED**

There were no conflicts of interest declared.

## 2. Approval of Minutes

### 2.1. Minutes of the February 19, 2016 Meeting

Change meeting *ended* to meeting *dissolved*.

*Moved by J. Osczytko*  
*Seconded by S. Volpatti*

***That the minutes of the February 19, 2016 meeting be ADOPTED as amended.***

CARRIED

### 2.2. Business Arising

#### 2.2.1. Site Acquisition Selection Criteria and Process – NRH 2016 Project Investment in Affordable Housing for Ontario 2014 Extension (IAH-E) – Report 16-150-2.2.1.

A revised Appendix A – Selection Criteria was distributed; edits requested by Executive are highlighted in yellow. Staff asked if there was anything else Directors wanted to add to the criteria list:

- Add line indicating correlation between waitlist & site (geographic need)
  - Also need to consider location of Housing Providers reaching End of Operating Agreements (EOA) in area, units at “affordable” rents will be lost. Staff explained that affordable rents are not geared-to-income (30% of gross), affordable rents are 80% of average market rent for that area. When these agreements end, the providers own the building and are under no obligation to continue selecting tenants from the waitlist.
  - Units built under this IAH program will be at “affordable” rents
- Add future potential to rationalize NRH public housing units in same community

Staff is working in consultation with Region’s Procurement and Planning departments.

Appendix B is a list of mandatory requirements for the site under IAH-E

Information Request – proof that “not by landfill” is one of the Ministry requirements. – A. Petrowski

Action by: D. Woiceshyn

- A. Petrowski left the meeting at 10:06 A.M.
- H. Chamberlain joined the meeting at 10:12 A.M.

*Moved by S. Volpatti*  
*Seconded by P. O’Neill*

***That the NRH Board APPROVES the Site Selection Criteria for Potential NRH 2016-18 Project Sites (without identifying information)-Appendix “A” as amended.***

CARRIED

A lengthily discussion ensued. Suggestion to group proposal evaluations by geography; use plus/negative for criteria.

2.2.1. a

*Moved by S. Volpatti*

*Seconded by J. Hyatt*

***That the NRH Board of Directors APPROVE selection of the priority municipality prior to evaluating properties.***

CARRIED

2.2.1.b

*Moved by H. D'Angela*

*Seconded by K. Blackley*

***That the NRH Board of Directors APPROVE authorizing staff to submit non-binding Expressions of Interest (EOIs) to school boards and other government partners.***

CARRIED

2.2.1. c

*Moved by S. Volpatti*

*Seconded by P. O'Neill*

***That the NRH Board of Directors APPROVE holding a special meeting for needs assessment analysis of potential Capital project sites (communities) including IAH grant options.***

CARRIED

It was agreed that a special meeting will be held April 5, 2016 at 9:00 A.M. to review a needs analysis and determine priority communities for future builds.

2.2.1.d

*Moved by H. D'Angela*

*Seconded by K. Blackley*

***That the NRH Board of Directors APPROVE the following order for site selection:***

- 1. Staff to provide information with no weighting or scoring.***
- 2. Staff to provide deep needs analysis to enable Board to determine priority community.***
- 3. Once Priority Community has been determined for the next NRH build, staff to provide in depth information on land for all sites under consideration.***

CARRIED

2.2.2. Closed Session – Not required

- 2.2.3. IAH Development Committee Terms of Reference  
Councillor Directors Serving on the Development Committee  
– Memo 16-150-2.2.3.

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

- 1) That the NRH Board NOT populate a Development Committee until such time as the site has been selected,  
2) That a Design Committee for a new build be CREATED post selection.**

CARRIED

- 2.2.4. Eligibility Review Officer Position

The CEO advised that she has requested information from other Service Managers, regarding an ERO position for the proposed 1-year pilot project, should the budget request be approved. More information to be presented at a future meeting.

- 2.2.5. Quarterly Report to NRH Board – Report 16-150-2.2.5.

*Moved by K. Blackley  
Seconded by P. O'Neill*

**That the NRH Board of Directors APPROVE the revised 4<sup>th</sup> Quarter 2015 and 2015 Overview Report.**

CARRIED

- 2.2.6. Strategic and Business Plan Development Policy E-12 – 16-150-2.2.6.

*Moved by K. Blackley  
Seconded by P. O'Neill*

**That the NRH Board of Directors APPROVE June 10, 2016 as the meeting date for a Strategic Planning Session.**

CARRIED

S. Volpatti left the meeting at 11:55 A.M.

- 2.2.7. Alternate Service Delivery Review Task Force Update

Task Force committee membership will be reviewed at the March 24, 2016 Council meeting. Once confirmed, the first meeting can be called.

### 3. Presentation – Cost Allocation Model & NRH Reserves

Helen Chamberlain, Director Financial Management and Planning, presented a slideshow on the Cost Allocation Model and Reserves. She reviewed:

- How charges for each indirect allocation are calculated.
  - Charges compare favourably with OMBI

- NRH Current Reserve categories and made suggestions for possible realignment
  - Would provide more flexibility
  - Ideally Capital reserves should equal one year of capital work
- NRH and Region Banking Agreements

*Moved by S. Volpatti  
Seconded by L. Allen*

***That the NRH Board of Directors APPROVE NRH alignment with Region's Banking agreement.***

*CARRIED*

3.a

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

***That the NRH Board of Directors RECIEVE the presentation on Cost Allocation Model & NRH Reserves for information.***

*CARRIED*

Staff to email copy of presentation to Directors.

Action by: E. Balmain

H. Chamberlain left the meeting at 11:30 A.M.

#### **4. Staff Reports**

##### **4.1. Foundation Repair or Reconstruction Decision – Report 16-150-4.1.**

Staff presented this report; tenants moving out April 7<sup>th</sup>.

*Moved by K. Goka  
Seconded by L. Allen*

***That the NRH Board of Directors DEFER report 16-160-4.1, Foundation Repair or Reconstruction Decision; and,  
That staff report back with additional information.***

*CARRIED*

#### **5. New Business**

There was no new business.

#### **6. General Manager's Report**

##### **6.1. Financial Statements - not available from Region till April**

## 7. Committee/Advisory Group Meeting Minutes

### 7.1. Tenant Advisory Group (TAG)

Minutes of the December 8, 2015 meeting were provided for information

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

***That the NRH Board of Directors RECEIVES Tenant Advisory Group (TAG) Minutes of December 8, 2015.***

CARRIED

## 8. For Information

8.1. Action Items from Previous Meetings – not provided for this meeting

### ***Correspondence/Media***

No items

## 9. Other Business

9.1. Housing and Homelessness Action Plan (HHAP)

The Chair advised that NRH will be participating in a HAAP event, anticipating an opportunity to educate the community and broaden opportunities; planners will be invited.

9.2. Concerns raised by members regarding disruptive behaviour of board member at meetings.

## 10. Next Meeting

Friday, April 15, 2016 at 9:00 A.M.  
NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
1815 Sir Isaac Brock Way, Thorold

12. Adjournment

***Motion to ADJOURN at 12:23 P.M.***

*Moved by K. Blackley*

*Seconded by J. Hyatt*

***CARRIED***

Minutes Approved:

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Chair

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Secretary