



# 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

19-185-2.1.  
Nov. 15, 2019  
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## Directors:

Walter Sendzik, Chair  
Councillor, St. Catharines

James Hyatt, Vice-Chair  
Community, St. Catharines

Karen Blackley, Secretary  
Community, Thorold

Gary Zalepa, Treasurer  
Councillor, NOTL

Betty Ann Baker,  
Community, Welland

Barbara Butters,  
Councillor, Port Colborne

Tom Insinna  
Councillor, Fort Erie

Betty-Lou Souter  
Community,  
St. Catharines & Thorold

Leanna Villella  
Councillor, Welland

## Minutes

### NIAGARA REGIONAL HOUSING Board of Directors Meeting

**#184 – 2019**

NRH Board Room  
Campbell East, 3rd Floor  
1815 Sir Isaac Brock Way  
Thorold, ON

Friday, October 18, 2019 – 9:00 A.M. – 12:00 P.M.

## Attendees

Directors/  
Members: W. Sendzik, J. Hyatt, K. Blackley, G. Zalepa,  
B. Baker, T. Insinna, L. Villella, B. Butters  
B. Souter

Regrets:

Absent:

NRH Staff: D. Woiceshyn, C. Banach, W. Thompson,  
J. Shickluna, V. Amato

Regional  
Staff: A. Jugley, Commissioner Community Services  
S. Muhic, Program Financial Specialist  
B. Brens, Assoc. Dir. Reporting & Analysis

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

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

*Moved by T. Insinna  
Seconded by J. Hyatt*

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

**CARRIED**

No Conflicts of Interest were declared.

## 2. Consent Items

*Moved by J. Hyatt*

*Seconded by G. Zalepa*

***That the following items be RECEIVED and/or APPROVED as stated:***

**2.1. Minutes of the July 19, 2019 Meeting be APPROVED.**

*Approved*

*Business Arising*

**2.1.1. Projected Energy Efficiency and Energy Projects, 19-184-2.2.1 be RECEIVED for information.**

*Received*

**2.2. End of Mortgage and Subsidy Funding Formula 19-184-2.2. be RECEIVED for information.**

*Received*

**2.3. Development Updates**

**2.3.1. Roach Ave., Welland Intensification Update #13 – as of Oct. 2, 2019 – 19-184-2.3.1. be RECEIVED for information.**

**2.3.2 Budget Snapshot of Roach Ave., Welland Project as of Sept. 30, 2019 - 19-184-2.3.2. be RECEIVED for information.**

*Received*

**2.4. Operating Statements as at August 31, 2019 – 19-184-2.4. be RECEIVED for information.**

*Received*

**2.5. NRH 2019 Annual Report Video – 19-184-2.5. be RECEIVED for information.**

<https://www.youtube.com/watch?v=ssqiA2Zdg8k&feature=youtu.be>

*Received*

**2.6. 2<sup>nd</sup> Quarter 2019 April 1-June 30, 2019 Report to Board and Council – 19-184-2.6. be RECEIVED for information.**

*Received*

**2.7. NRH By-Law #1 revised to Board direction of Feb. 15, 2019 meeting – Report 19-184-2.7.**

***That the Niagara Regional Housing Board of Directors APPROVE:***

1. Amending the bolded wording in motion 178-19-2.2.5. which reads:

*That the NRH Board of Directors ADOPT the revised By-Law #1 as presented in 19-178-2.2.5. with an amendment to the term Community Directors serve in election years, to two years;*

To:

**with an amendment to the term Community Directors serve just prior to an election year, to two years; and,**

2. That section 3.03(b) of NRH By-Law #1 be amended to read:

**The remaining four (4) Directors (the “Elected Directors”), in 2020, will be elected to serve for a term ending October 31, 2021, and thereafter, shall be elected, at each annual general meeting of the Members or at any other meeting of the Members held for that purpose, for one year terms, ending October 31, in each year, save and except the year immediately prior to the year of holding of municipal elections, at which date the four Elected Directors shall be elected for a two year term ending October 31 in the year following the holding of a municipal election. Elected Directors shall neither retire nor be appointed (save in accordance with section 3.06) during an election year. Elected Directors may serve multiple one year terms provided they may not be elected for more than twelve consecutive one year terms.**

Approved

**2.8. Investment Account Closure – Report 19-184-2.8.**

**That the following transfer and closure of RBC Investment Savings Account BE APPROVED by the Niagara Regional Board of Directors:**

- **Transfer balance in RBC Investment Savings account to RBC General bank account and;**
- **Close RBC Investment Savings account**

Approved

**2.9. Approval of Draft Audited Statement of Revenues and Expenses for 527 Carlton Street Project - Report 19-184-2.9.**

**That the Niagara Regional Housing (NRH) Board of Directors APPROVE:**

1. **That the draft audited statement of revenues and expenses for 527 Carlton Street Project at July 31, 2019 (Appendix 1), BE APPROVED**
2. **That staff BE DIRECTED to co-ordinate with the auditor to finalize the statement as presented; and**
3. **That this report BE FORWARDED to the Region’s Audit Committee for information.**

Approved

**2.10. Proposed 2020 Board of Directors Meeting Schedule – 19-184-2.10 be APPROVED.**

Approved

**2.11. Housing Herald – Fall/Winter 2019-2020 Family and Senior/Adult Editions 19-184-2.11. be RECEIVED for information.**

Received

2.12. **Tenant Survey – Report 19-184-2.12 be RECEIVED for information.**

Received

2.13. **Welcome Home Niagara Program 2019 Update – Report 19-184-2.13.**

*That the Niagara Regional Housing Board of Directors **APPROVES** amending the reasons for a mortgage postponement to include Student Debt.*

Approved

All CARRIED

### 3. Discussion Items

3.1. 2020 Operating Budget Presentation and Report 19-184-3.1.

S. Muhic presented the 2020 Operating Budget slideshow.

*Moved by K. Blackley*

*Seconded by J. Hyatt*

- 1. That the Niagara Regional Housing Board of Directors APPROVE the Proposed 2020 Operating Budget increase of \$555,778 or 2% over the 2019 operating budget in accordance with Council approved budget planning direction, with a net levy impact of \$28,344,677 before indirect allocations and;**
- 2. That this report BE REFERRED to the Budget Review Committee of the Whole for consideration, as part of the 2020 budget deliberations.**

CARRIED

A lengthily discussion ensued regarding increasing the budget by 2.3% to set up regular contributions to bolster the insufficient reserves for owned units.

*Moved by T. Insinna*

*Seconded by L. Villella*

The 2020 Operating Budget be INCREASED by 2.3% to be used for occupancy & infrastructure.

DEFEATED

3.2. In-Year Budget Surplus 2019 – Report 19-184-3.2.

*Moved by J. Hyatt*

*Seconded by B. Baker*

**That the Niagara Regional Housing Board of Directors APPROVE in principle the recommendation to use \$1.2 million of the 2019 in year surplus to fund**

**capital repairs for nonprofit and cooperative housing providers which were previously identified in the GreenOn Program.**

**Subject to NRH Board approval of business case for use of these funds for upgrades.**

CARRIED

Staff was directed to provide additional information regarding:

- How fund will be spent, who is responsible?
- How long would units need to remain affordable – 15 years; is that negotiable?
- Make sure condition of units are improved by these funds.
- Need to guarantee that providers use surplus for preventative maintenance.
- Report lacks detail on financials, what is return on investment?
- State Reason(s) for single sourcing.
- Register on title.
- Share with B. Baker and include in correspondence.

Action by: J. Shickluna

3.3. Oonuhseh Niagara Native Homes, St. Catharines – Report 19-184-3.3.

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

- 1. That the Niagara Regional Housing Board of Directors APPROVES the proposal for Oonuhseh Niagara Native Homes Inc. (Oonuhseh) to leverage two existing older detached homes to build five new (one-bedroom) multi-residential affordable units.**
- 2. That the Niagara Regional Housing Board of Directors APPROVES the contribution of \$100,000.00 (one hundred thousand dollars) to the redevelopment project from the Urban Native Reserve Fund.**

CARRIED

Staff was directed to prepare a media release.

Action by: W. Thompson

3.4. Living Wage Employer Designation – Impact of Certification on Budget – Memo 19-184-3.4.

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

**That the Niagara Regional Housing Board of Directors RECEIVE Memo 19-184-3.4. for information.**

CARRIED

Advise Media, Niagara Poverty Network and Include in Budget Presentation to Council.

Action by: W. Thompson & D. Woiceshyn

3.5. Hawkins/Dell - Business Case & Contribution Agreement - Report 19-184-3.5.

*Moved by B. Souter*

*Seconded by T. Insinna*

***That the Niagara Regional Housing (NRH) Board of Directors RECEIVES this report for information. and RECOMMENDS to Public Health and Social Services Committee (PHSS) & Regional Council that the Regional Chair and Clerk be AUTHORIZED to sign the Contribution Agreement required for this project, subject to final ratification of the 2020 Capital Budget by Regional Council. (OPHI funding Contribution Agreements to be signed by December 31, 2019)***

CARRIED

4. Chief Executive Officer's Report

4.1. Legislated Changes to Regulations

Staff will be developing a chart illustrating changes to regulations regarding community safety, single offer of unit, simplified rent calculations and transfers between providers.

4.2. National Housing Day

National Housing Day will be celebrated on November 20<sup>th</sup> this year; it will be geared towards development.

5. Other Business

5.1. Steel Street Issue

B. Butters reported that a tenant at Steele Street is bothered by the smell of cigarette smoke from a unit below. NRH had a contractor rebalance air; however, smell still bothers the tenant.

Staff advised that NRH is limited in what can be done:

- Smoking is legal, can't change the law
- A large percentage of tenants are smokers
- All new developments are to be smoke free, staff is already having a hard time enforcing in new builds.

Staff was directed to provide board with report regarding how NRH might move towards smoke free buildings.

Action by: C. Banach

**5.2. New Development Strategies (to be a standing agenda item)**

How can NRH accelerate built units?

- NRH is calling organizations who CMHC approved for seed funding. Staff will provide an update report for the next meeting. When can we ask for property ie. Gilmore Lodge – need business case that identifies how we intend to use the land and what are the funding sources.
- Secondary suites – NRH has applications; however, “red tape” is prohibitive in some local area municipalities.
  - Which municipalities, what are the barriers?
- Business Plan – present to agencies looking to invest funds for return on dollars ie. pension funds
- RFP – NRH needs Social Housing Master Plan, including financing options, have Housing Operations Manager look at feasibility RFP now. Ask Housing Providers if they would like to be included in RFP for a fee.
- If we have property we can approach non-profits to see if anyone is interested
- Research more timely construction methods – what have other areas done? Vancouver, Hamilton, Europe. Style and costs. What pots of money were they able to bring in from different sources?
- Container Housing – Region or Municipality donates land Region helps with down payment – NRH is not responsible for upkeep.
- Instead of NRH building a \$20 M project – how many down payments could NRH fund for this amount
- T. Insinna, CAO and Chair can meet to discuss Gilmore – Idea reports for future agendas

**5.3. Niagara College Trades Program**

Niagara College is looking for a location to place a “Tiny Home” they are building to be completed in April 2020.

11:29 A.M.

Moved by G. Zalepa

Seconded by K. Blackley

***That the NRH Board of Directors meeting take a brief RECESS.***

CARRIED

The meeting reconvened at 11:30 A.M.

The CEO and EA were the only staff in attendance.

6. Closed Session

*Moved by G. Zalepa*

*Seconded by B. Butters*

***That the NRH Board of Directors MOVE INTO Closed Session to receive Information of a confidential nature regarding labour relations or employee negotiations – Alternative Service Delivery Human Resources Planning & personal matters about an identifiable individual including municipal or local board employees - Hiring Practices***

CARRIED

6.a

*Moved by J. Hyatt*

*Seconded by B. Butters*

***That the NRH Board of Directors RISE with report.***

CARRIED

6.b.

*Moved by B. Butters*

*Seconded by G. Zalepa*

***That the NRH Board of Directors RECEIVE the verbal reports provided in closed session.***

CARRIED

7. Next Meeting

Friday, November 15, 2019 – 9:00 A.M. to 12:00 P.M.

NRH Board Room

1815 Sir Isaac Brock Way

Thorold, ON

8. Adjournment

***Motion to ADJOURN at 11:44 A.M.***

*Moved by B. Souter*

*Seconded by B. Baker*

Minutes Approved:

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Chair

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Secretary