



NIAGARA REGIONAL HOUSING

*Campbell East, 3rd Floor
2201 St. David's Road, P.O. Box 344
Thorold, ON L2V 3Z3
Phone: (905) 682-9201
Fax: (905) 687-4844*

Members/Directors:

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

Cindy Forster, Vice-Chair
Councillor, Welland

Betty Ann Baker, Secretary
Stakeholder, Welland

Catherine Jolliffe, Treasurer
Stakeholder, Welland

George Marshall
Councillor, Welland

Shirley Cordiner
Councillor Fort Erie

Henry D'Angela
Councillor, Thorold

David Eke
Public-at-Large, NOTL

Barbara Hannah
Tenant, Niagara Falls

Alan King
Stakeholder, Welland

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

John Osczytko
Public-at-Large, Welland

Tim Siemens
Stakeholder, St. Catharines

Bruce Timms
Councillor, St. Catharines

Minutes

NIAGARA REGIONAL HOUSING Board of Directors Meeting

#85 – 2009

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

Friday, November 27, 2009 – 9:00 A.M.

Attendees

Directors/

Members: K. Murray, C. Jolliffe, A. King, P. O'Neill, B. Hannah,
D. Eke, S. Cordiner, G. Marshall,
T. Siemens & B. Baker both at 9:07 A.M.
H. D'Angela at 9:10 A.M., C. Forster at 9:40 A.M.

Regrets: J. Osczytko

Absent: B. Timms

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

Regional

Staff: D. Mino, Programs Financial Analyst

A quorum being present, the meeting was called to order at 9:05 A.M.

1. Adoption of Agenda/Declaration of Conflict

*Moved by D. Eke
Seconded by B. Hannah*

That, the agenda be adopted.

CARRIED

J. Osczytko declared a conflict by email with item 4.1. Bellevue Street, Niagara Falls.

2. Approval of October 30, 2009 Minutes

Delete B. Timms from attendees.

Moved by A. King

Seconded by P. O'Neill

That, the amended minutes of the October 30, 2009 meeting be adopted.

CARRIED

2.1. Business Arising

There was no business arising.

3. **Closed Session** – 9:07 A.M. - T. Siemens & B. Baker joined the meeting. M. Fearnside, L. Beckwith and V. Amato were the only staff present. H. D'Angela joined the meeting at 9:10 A.M.

Moved by P. O'Neill

Seconded by G. Marshall

That the meeting move into closed session to consider information of a confidential nature relating to:

- 1. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding Housing Provider Fire Damage; and,***
- 2. labour relations or employee negotiations regarding Proposed Changes to Board Appointment Process; and,***
- 3. labour relations or employee negotiations regarding Position Substitution***

CARRIED

M. Fearnside left the meeting.

- 3.2. **Proposed Changes to Board Appointment Process - Confidential IC 09-85-3.2.**
C. Forster joined the meeting at 9:40 A.M.

Staff was directed to:

- 1) request M. Kyne to draft a motion on the disposition of property.
- 2) track all NRH staff time and expenditures spent on the Efficiency Review including meetings and the development of Business Cases; and
- 3) advise Legal that they will be asked to document time
- 4) include comparisons to other municipalities.

Action by: L. Beckwith

3.3. Position Substitution - Confidential IC 09-85-3.3.

M. MacLellan joined the meeting.

Moved by T. Siemens

Seconded by B. Hannah

That confidential report IC 09-85-3.3, November 27, 2009 respecting Position Substitution be received and the recommendations contained therein approved.

CARRIED

10:16 A.M.

Moved by P. O'Neill

Seconded by T. Siemens

That the Board with rise report.

CARRIED

4. New Business

Balance of senior staff joined the meeting.

4.1. Bellevue St., Niagara Falls – 09-85-4.1.

Email to the Board from J. Osczytko as Executive Director of Gateway Residential & Community Support Services of Niagara Inc. requesting letter of support was discussed. Gateway would like to create more affordable housing for their mental health consumers in partnership with the Niagara Catholic District School Board. A house will be donated to Gateway, with students providing labour for renovations. However, the Board of Gateway will only move forward with this project if they own the land, which was previously approved for transfer to NRH for the same purpose, by the Niagara Falls City Council.

Moved by B. Hannah

Seconded by A. King

That the Board of Directors confirm with Niagara Region and Niagara Falls City Council that NRH has no interest in the land; and

That the Board Chair forwards a letter to Niagara Falls City Council in support of transferring the land to Gateway Residential and Community Support Services.

CARRIED

Action by: L. Beckwith

4.2. Policy E13 Public Notification of Board Meetings – Report 09-85-4.2.

Staff reviewed possible options for public notification of Board meetings. Attention was drawn to item 09-85-8.4 re: placement of Niagara Regional Housing Board Minutes on the Public Health and Social Services (PHSS) Committee public meeting agenda for information purposes.

Moved by A. King

Seconded by D. Eke

- 1. That the current practice of posting the Board meeting time and dates on the NRH website continue; and,**
- 2. That the NRH Board meeting minutes be added to the NRH website; and,**
- 3. That date, time and location of NRH Board meetings be placed in the Housing Herald and Housing Provider News; and,**
- 4. That approved minutes of the NRH Board meetings be forwarded to Niagara Region's Public Health and Social Services (PHSS) Committee for information.**

CARRIED

Action by: W. Thompson

Staff was directed to forward letter to K. Bain, Regional Clerk advising that minutes of NRH Board meetings will be provided for information.

Action by: L. Beckwith

4.3. Ontario Long Term Affordable Housing Strategy Draft Response to the Ministry of Municipal Affairs and Housing – 09-85-4.3.

The NRH response to Ontario's Long Term Affordable Housing Strategy has been revised based on additional input from stakeholders since the Board packages were sent out. Revised copies were distributed.

The Resource Unit Manager reviewed the information gathering methods, the three key findings as well as the answers to the Province's questions. This report will be presented to the PHSS Committee and Council prior to being sent to the MMAH.

Moved by P. O'Neill

Seconded by G. Marshall

That Niagara Regional Housing Board of Directors approves the revised Ontario Long Term Affordable Housing Strategy Response

CARRIED

4.4. **Update on Housing Provider Issues** (verbal)

The Manager of Housing Programs advised that the Semi-Annual Status Report on Housing Provider Operational Reviews gives a high level account of Housing Providers experiencing difficulties. While NRH does not own or operate Housing

Provider (HP) communities, there is potential for NRH to be approached in the event that a housing provider community is unable to meet their legislative obligations .

The Manager of Housing Programs provided the Directors with an overview of three Housing Provider communities that are experiencing significant structural/building difficulties. In all cases the issues were evident prior to the transfer from the Province in 2004. Requests will be made to the Province for additional funding. In the interim SHRRP funding will be applied where possible.

The Manager also provided a summary of operational deficiencies:

- Fraud – Nine instances of suspected or actual fraud by HP staff have been uncovered since transfer.
- Operating Deficits – 18% of Housing Providers are in an accumulated deficit;
- Arrears – 25% of HP's have significant arrears

Staff are working closely with these providers to address these issues.

5. **General Manager's Report**

Affordable Housing Presentation - Lincoln

The General Manager advised that she and B. Hutchings, Commissioner of Community Services made a joint presentation on Affordable Housing in Lincoln that was well received.

Development Program Update

L. Beckwith and M. MacLellan spent the last two days in London at the 2009 Municipal Conference on Economy, Energy and the Environment. During this conference, they, along with representatives from approximately 16 from other Service Managers (SM) met with the Assistant Deputy Minister from the Ministry of Municipal Affairs and Housing. Service Managers expressed concern with how the Affordable Housing Development Program – Extension component was being delivered.

Specifically, the following three requests were made:

- **Request for clarity on how the first year funding was allocated**
Program guidelines were received July 2 with a closing date of July 31 for approved submissions. Many Service Managers could not meet this restrictive deadline and made submissions for the September 30 deadline, only to find that

the program had been substantially allocated at that point. SMs requested that the Ministry provide clarification on who received funding and the amount.

- **Request for clarity on how the 2nd year would be allocated under the Extension Program**

In discussion with the ADM, it appeared that the eligibility criteria for the second year of the program might be changing. SMs requested clarification on how the 2nd year funding would be allocated and requested that consideration be given to the SMs who received limited or no funding in the first year.

- **Allocation of the original Affordable Housing program years 3 - 5**

The original 5 year program was put on hold with the introduction of the two-year extension program. Many proponents have invested considerable time and money into the development of their proposals. If they are unsuccessful for year two funding, SMs asked that the Ministry provide clarity on how the balance of the original program would be allocated. If this were clarified, SMs would be in a better position to manage expectations.

Although NRH submitted 18 approved projects within the submission deadline of September 30, Niagara has only been approved for one project in the first year. Added to the 18 approved proposals there are another 15 proposals that have been received for year two and have not been submitted for approval pending clarification of the requirements for year two funding. There is concern that without clarity on the approval process Niagara may lose out on the second year of funding.

Staff was directed to draft letter from the NRH Board to the Ministry, subject to Council support regarding allocation of funding under the 2009 Affordable Housing Extension program. The letter would include clarity on the issues described above. A copy of the letter is to be provided to the proponents, MP's and MPP's.

Action by: L. Beckwith

Staff was instructed by Directors to request funding from the Niagara Region to expand programs such as homeownership and development after the Ministry has made their announcement.

Action by: L. Beckwith

5.1. Financial Statement

Directors were advised that staff is still projecting a year-end surplus in the amount of \$600,000 and the Board motion to transfer the year-end surplus to the reserve fund for the owned units was forwarded to Corporate Services. This request has been reflected in the preliminary year end report to Council

*Moved by T. Siemens
Seconded by C. Forster*

That, the financial statement as at October 31, 2009 be approved.

CARRIED

6. Chair's Report

The Chair updated Directors on the Operational Agreement Steering Committee (OASC). The last meeting was very positive with the following understanding:

- K. Murray is to bring the By-Law #1/Membership composition to the Board for discussion;
- L. Beckwith and B. Hutchings to work out process for signing of agreements;
- Liaison Position – Regional staff will prepare a report to Council on the results of the Council Business Planning Session.
- The update on the progress of Business Cases was well received
- The need for more affordable housing was recognized

7. Committee Reports

7.1. Executive Committee, Karen Murray, Chair

No Minutes

7.2. Governance Committee

No report.

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

No approved minutes

7.4. Applicant/Tenant Appeals Committee

Minutes of the July 14 & August 11, 2009 meetings were provided for information; Errors to be corrected.

7.5. Tender Awards Committee, A. King, T. Siemens, Chairs

7.6. Operating Agreement Steering Committee

No minutes.

7.7. Tenant Advisory Group, B. Hannah

Minutes of the September 1, 2009 meeting provided for information.

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

No meeting

7.9. Community Advisory Group, B. Baker, Chair

No Minutes.

8. For information

8.1. Action Items from Previous Meetings

Correspondence/Media

- 8.2. *Niagara seeks stimulus cash for new housing, The St. Catharines Standard, Sept. 24, 2009*
- 8.3. Letter to Tony Brutto, MMAH, from NRH Chair, re: recommended AHP Projects.
- 8.4. Letter to Lora Beckwith, General Manager, NRH, from Kevin Bain, Regional Clerk dated November 18, 2009 re: Placement of Niagara Region Housing Board Minutes on the Public Health and Social Services Committee public meeting agendas for information purposes.

Distributed for information; see 4.2. above.

9. **BREAK** – not required

10. **Presentation** – None scheduled

11. **Other Business**

There was no other business.

12. **Next Meeting**

Friday, January 30, 2010 @ 9:00 A.M.
NRH Board Room
Campbell East, 3rd Floor
2201 St. David's Road, Thorold, ON

13. **Adjournment**

Motion to Adjourn at 11:50 A.M.

Moved by A. King

Seconded by T. Siemens

Minutes Approved:

Chair



Secretary

