



## **NIAGARA REGIONAL HOUSING**

*Campbell East, 3<sup>rd</sup> Floor  
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### Minutes

#### **NIAGARA REGIONAL HOUSING Board of Directors Meeting**

**#88 – 2010**

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

Friday, April 30, 2010 – 9:00 A.M.

#### Attendees

##### **Directors/**

**Members:** K. Murray, C. Forster, C. Jolliffe, S. Cordiner, A. King,  
G. Marshall, J. Osczytko, T. Siemens, D. Eke  
B. Timms, B. Baker, B. Hannah, H D'Angela at 9:40 A.M.

**Regrets:** P. O'Neill,

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

##### **Regional**

**Staff:** D. Mino, Programs Financial Analyst

##### **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

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

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

Add OMBI Results for 2008 as 2.2 and Point of Order as 2.3.

*Moved by T. Siemens  
Seconded by D. Eke*

***That, the agenda be adopted as amended.***

**CARRIED**

B. Hannah, who was not present at the last meeting, declared a conflict with report 10-87-4.8, March 26, 2010, Treatment of Honorariums for Rent Calculation Purposes,

## 2. Approval of March 26, 2010 Minutes

*Moved by C. Forster*

*Seconded by S. Cordiner*

***That, the minutes of the March 26, 2010 meeting be adopted.***

**CARRIED**

### Business Arising

#### 2.1. **Appointments to NRH Board 10-88-2.1.**

At the March 26, 2010 meeting Directors approved a Board Appointment Process (report 10-87-4.7) with an amendment proposing two options to avoid the possibility of a tied vote. The OASC reviewed at their March 30, 2010 meeting and proposed that the Regional Clerk will be a non-voting member of the committee.

#### 2.2. **Ontario Municipal Benchmarking Initiative (OMBI) Results for 2008 – Report 10-88-2.2.**

Final version of the OMBI Results for 2008, as they apply to social housing, were distributed. This report is a blending of two previous reports presented at the January and March meetings. For 2009 OMBI will be restating previous years for a number of Service Manager areas who had incorrect calculations.

*Moved by T. Siemens*

*Seconded by S. Cordiner*

***That the Niagara Regional Housing Board of Directors confirms approval to circulate report 10-88-2.2. OMBI Results for 2008 to Council through the Public Health and Social Services Committee.***

**CARRIED**

**Action by: L. Beckwith**

#### 2.3. **Point of Order**

At the last meeting staff was directed to consult the Clerk's office regarding procedure to add items to closed session while meeting is in progress. Staff confirmed with Janet Pilon, Deputy Regional Clerk, that NRH staff understanding of procedure was consistent with regional practices.

**3. Closed Session – 9:15 A.M.**

Staff present were L. Beckwith, M. Fearnside and V. Amato

*Moved by D. Eke*

*Seconded by C. Jolliffe*

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

- 1. Proposed or pending acquisition of land by the municipality or local board regarding a Housing Provider***
- 2. Labour Relations or Employee Negotiations regarding 2010 Salary Ranges***

CARRIED

**3.1. Housing Provider Transfer of Assets to NRH Report IC 10-88-3.1.**

H. D'Angela joined the meeting at 9:40 A.M.

B. Hannah declared a conflict and left the room.

*Moved by B. Baker*

*Seconded by J. Osczytko*

***That the Niagara Regional Housing Board of Directors approves and recommends to the Public Health and Social Services Committee (PHSS) and subsequently to Regional Council, the recommendations contained in Report IC 10-88-3.1., Housing Provider Transfer of Assets to NRH, as amended.***

CARRIED

M. Fearnside left the meeting; B. Hannah returned.

**3.2. 2010 Salary Ranges – IC 10-88-3.2.**

C. Forster declared a conflict and left the room.

*Staff was directed to seek clarification from HR.*

***Motion to Defer***

*Moved by G. Marshall*

*Seconded by S. Cordiner*

10:50 P.M.

*Moved by A. King*

*Seconded by J. Osczytko*

***That the Board rise with report.***

CARRIED

C. Forster returned to the meeting.

#### 4. New Business

##### 4.1. 1<sup>st</sup> Quarter Operational Reports January 1 – March 31, 2010 - Report 10-88-4.1.

*Moved by T. Siemens  
Seconded by H. D'Angela*

***That the NRH Board of Directors approves the Operational Reports and Report on Variances as at March 31, 2010.***

CARRIED

##### 4.2. 1<sup>st</sup> Quarterly Report to Regional Council January 1 – March 31, 2010 Report 10-88-4.2.

Comments were solicited regarding presentation and information contained in the report. Staff to revise the report by significantly shortening it, adding colour, highlights, charts and graphs etc. Directors suggested that the GM personally present to Council once or twice a year as needed.

Action by: L. Beckwith

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

***That the NRH Quarterly Report to Council – January 1 to March 31, 2010 be approved and forwarded to Regional and Municipal Councils***

CARRIED

##### 4.3. Bill 168 – Report 10-88-4.3.

Occupational Health and Safety Act (OHSA) amendment comes into effect June 15, 2010. NRH will participate in Competency Training that Niagara Region will be providing for staff.

*Moved by C. Forster  
Seconded by B. Baker*

***That the Board of Directors receive report 10-88-4.3., Bill 168 for information purposes and that NRH adapt Niagara Region policies and programs related to Bill 168 to our own needs once they are finalized.***

CARRIED

##### 4.4. Smoking on NRH Property – Policy G-16 10-88-4.4.

Anticipating that a frivolous complaint may be made simply because there is a dislike between tenants, Directors suggesting changing #1 on page 2 to read: Property Administrator attempts to meet with parties to resolve issue.

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

***The Policy G-16 be received for information with amendment as noted.***

***CARRIED***

**Action by: W. Thompson**

**4.5. Relationships with Council's Agencies, Boards and Commissions Update and Progress Report (CAO 3-2010) – 10-88-4.5.**

This report was discussed at the March 30<sup>th</sup> OASC meeting but was deferred by Council until June 3<sup>rd</sup>. NRH representatives on the OASC wanted assurance that this position would not create additional work for NRH staff and no change to NRH structure at this time as agreed. Directors indicated that it appears to add another layer of bureaucracy.

Appendix Page 1, Section 2 a. reads

- Niagara Regional Housing General Manager to Commissioner of Community Services

The other bullets in that section refer to the Corporation to the respective Commissioner i.e. Niagara Regional Police to Commissioner of Corporate Services.

Appendix 2, #3 – KPMG report was commissioned by NRH directly. This is not part of the OASC mandate yet has become an agenda item for the committee.

Appendix 2, #1 – at March 30<sup>th</sup> OASC meeting it was indicated that 8 of the 11 Business Cases can be closed off. OASC members agreed that NRH is operating efficiently in these areas. The report makes reference to NRH operating as efficiently as possible under the current governance structure. If regional staff feel that further efficiencies could be achieved if NRH were part of Community Services, Directors requested that specific details be provided.

**Action by: OASC Representatives**

*Staff was directed to forward Report IC 09-84-3.2 Business Case 6.1 Comprehensive Review of Corporation's Non-Union Terms and Conditions of Employment, to the Operating Agreement Steering Committee (OASC) and Public Health and Social Services Committee (PHSS) and Council. If the OASC members cannot meet in time to allow the report to go forward before the summer, the report should go directly to PHSS and Council in June.*

**Action by: L. Beckwith**

*Moved by C. Forster  
Seconded by A. King*

***The Niagara Regional Housing Board of Directors receive item 10-88-4.5 (CAO 3-2010) Relationships with Council's Agencies, Boards and Commissions Updated and Progress Report for information.***

***CARRIED***

11:55 A.M. – All agreed on a brief recess to recognize T. Siemens contribution to NRH over the past eight years. He is leaving the Board to concentrate on his increased duties due to the Province's recent announcement of the long term care redevelopment program.

12:07 P.M. - The meeting resumed.

**4.6. Communications Strategy – Report 10-88-4.6.**

Communication Products by Month – 2010 was distributed and reviewed.

*Moved by H. D'Angela*

*Seconded by D. Eke*

***That the NRH Communications Strategy for the balance of 2010 be received for information.***

CARRIED

**5. General Manager's Report**

***2010 Annual Housing Provider Forum and Board Recognition Event***

Attention was directed to item 8.2. - Invitation to attend the Housing Provider Board Recognition Event on Wednesday, May 12<sup>th</sup> at Club Roma.

**Focus Group Sessions**

Letters will be going to all who participated in the focus group sessions with the results.

**Development**

NRH has received unofficial approval for 187 additional affordable housing units under the Affordable Housing Program – Extension announced last year. This is comparable to the previous allocation under the Wave 1 program.

**5.1. Financial Statement, March 31, 2010 - Report 10-88-5.1.**

*Moved by A. King*

*Seconded by G. Marshall*

***That the Niagara Regional Housing Board of Directors approve the Financial Statement as at March 31, 2010.***

CARRIED

**6. Chair's Report**

**6.1. Execution of Documents (OASC Decision) – 10-88-6.1.**

Contract signing protocol provided for information.

**7. Committee Reports**

- 7.1. Executive Committee, Karen Murray, Chair  
Minutes of the February 2, 2010 meeting provided for information.
- 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 Nov. 17, Dec 1, 15, 2009 & Jan. 26, 2010 appeal hearings, provided for information.
- 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 February 20 and March 24, 2010 meetings, 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. Board Recognition Event and Housing Provider Forum Invitation
- 8.3. End Violence Against Women Conference
- 8.4. Letter to L. Beckwith from MMAH re: Project Funding under the Affordable Housing Program (AHP) – AHP Extension (2009) – New Rental Housing Component

**9. BREAK – taken earlier**

**10. Presentation** – No presentation scheduled

**11. Other Business**

There was no other business.

**12. Next Meeting**

**Friday, May 28, 2010 @ 9:00 A.M.**  
NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
2201 St. David's Road, Thorold, ON

**13. Adjournment**

***Motion to Adjourn at 12:12 P.M.***

*Moved by J. Osczytko*  
*Seconded by C. Jolliffe*

Minutes Approved:

  
Chair

  
Secretary