



## **NIAGARA REGIONAL HOUSING**

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

### Minutes

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

**#98 – 2011**

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

Wednesday, March 2 – 1:10 P.M.

### Attendees

#### Directors/

Members: K. Murray, H. D'Angela, C. Jolliffe, K. Blackley, A. King,  
B. Hannah, P. O'Neill, B. Timms, J. Osczytko, T. Rigby,  
D. Barrick till 2:40 P.M., B. Baker & S. Cordiner at 1:10 P.M.

Regrets: G. Marshall

NRH Staff: L. Beckwith, V. Amato till 2:30 P.M., P. Silta at 2:40 P.M.  
Item 5. on: M. MacLellan, M. Fearnside, W. Thompson

#### Regional

Staff: D. Mino, Programs Financial Analyst,

#### **Members/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, Ridgeway

Barbara **Hannah**  
Tenant, Niagara Falls

Alan **King**  
Stakeholder, Welland

George **Marshall**  
Councillor, Welland

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

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

Tim **Rigby**  
Councillor, St. Catharines

Bruce **Timms**  
Councillor, St. Catharines

A quorum being present, the meeting was called to order at 1:05 P.M.

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

*Moved by D. Barrick*  
*Seconded by B. Timms*

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

**CARRIED**

No conflicts were declared.

## 2. Approval of Minutes of the January 28, 2011 Meeting

*Moved by K. Blackley*

*Seconded by T. Rigby*

***That, the minutes of the January 28, 2011 meeting be adopted.***

**CARRIED**

Business Arising

### 2.1. 2011 Capital Initiation Report – Report 11-98-2.1.

This is the revised version of 11-97-4.8 presented at the last meeting. Flooring has been rolled up into Building Interior in the two charts. There was no change to the bottom line or the intent of the report; the change is just the way the information is presented, in order to match headings when rolled up for submission to the Region.

*Moved by D. Barrick*

*Seconded by A. King*

***That Niagara Regional Housing Board of Directors receives report 11-98-2.1. for information***

**CARRIED**

## 3. Closed Session – not required

### New Business

#### 4.1. Election of Officers - 11-98-4.1.

In accordance with By-Law #1, officers of the Corporation will serve at the pleasure of the Board, and shall hold such office until his/her resignation, removal, or other disqualification from service or until a qualified successor shall be elected.

The meeting was turned over to the General Manager to facilitate election of the Chair/President.

#### ***Chair/President***

The General Manager opened the floor to nominations for the office of Chair/President.

- A. King nominated K. Murray for the office of Chair/President.
- B. Timms seconded the nomination.
- K. Murray accepted the nomination.

Nominations for the office of Chair/President were called again. There were no further nominations.

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

*That nominations for the office of Chair/President be closed.*

**CARRIED**

The General Manager turned the meeting over to the Chair.

***Vice-Chair***

The Chair opened the floor to nominations for the office of Vice-Chair.

B. Timms nominated H. D'Angela for the office of Vice-Chair.  
J. Osczytko seconded the nomination.  
H. D'Angela accepted the nomination.

Nominations for the office of Vice-Chair were called again. There were no further nominations.

*Moved by T. Rigby  
Seconded by D. Barrick*

*That nominations for the office of Vice-Chair be closed.*

**CARRIED**

B. Baker and S. Cordiner joined the meeting at 1:10 P.M.

***Secretary***

The floor was opened to nominations for the office of Secretary.

A. King nominated B. Baker for the office of Secretary.  
B. Hannah seconded the nomination.  
B. Baker accepted the nomination.

Nominations for the office of Secretary were called again. There were no further nominations.

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

*That nominations for the office of Secretary be closed.*

**CARRIED**

***Treasurer***

The floor was opened to nominations for the office of Treasurer.

H. D'Angela nominated C. Jolliffe for the office of Treasurer.  
 S. Cordiner seconded the nomination.  
 C. Jolliffe accepted the nomination.

Nominations for the office of Treasurer were called again. There were no further nominations.

*Moved by T. Rigby*  
*Seconded by D. Barrick*

*That nominations for the office of Treasurer be closed.*

**CARRIED**

#### 4.1.1. Committee Structure – 11-98-4.1.1.

Committees were reviewed and Directors indicated on which committees they wished to serve.

<b>Standing Committees</b>	<b>Director Representation</b>
<b>Executive Committee</b>  Also serves as: HR Committee for Senior Staff Audit Committee	Elected Officers of the Corporation: K. Murray – Chair H. D'Angela – Vice-Chair C. Jolliffe – Treasurer B. Baker – Secretary
<b>Applicant/Tenant Appeal Committee</b>  Staff is present during the meeting to provide background on the particular issue and clarification of legislation.	All Directors There is the possibility of a hearing every other week, depending on requests. A schedule is circulated to Directors who are asked to indicate their availability by inserting name next to anticipated dates.
<b>Tender Awards Committee</b>	A. King & T. Rigby; Co-Chairs alternate meetings
<b>Governance Committee</b> On hold pending OASC outcome	A. King only member left
<b>Investment Committee</b>	H. D'Angela – Chair C. Jolliffe, P. O'Neill

<b>Advisory Groups</b>	
<b>Tenant Advisory Group</b>	B. Hannah
<b>Provider Advisory Group</b>	C. Jolliffe – Chair, J. Osczytko
<b>Community Advisory Group</b>	B. Baker, Chair B. Timms, K. Blackley, T. Rigby
<b>Ad Hoc</b>	
<b>Operational Agreement Steering Committee</b>	K. Murray, B. Timms, A. King

The Chair advised that the OASC meeting is scheduled for Monday, March 7<sup>th</sup>. Carolyn Kearns, the Governance Consultant will be in attendance to present her findings and recommendations to the Committee. Directors asked when they would be advised of the recommendations. The Chair responded that she would get clarification from the Committee.

*Moved by H. D'Angela  
Seconded by S. Cordiner*

1. ***That Niagara Regional Housing Board of Directors receives 11-98-4.1.1., Committee Structure for information; and,***
2. ***That the Terms of Reference for NRH Committees be referred to the Executive Committee to ensure that each committee/advisory group reviews their respective Terms of Reference based on the priorities set by the Board; and***
3. ***That the Executive Committee undertake the final review before the revised Terms of Reference are presented to the Board***

**CARRIED**

**Action by: Executive Committee**

***Board Planning Session***

Due to changing legislation, the General Manager suggested a Board Planning Session. Directors agreed that a Planning Session, outside of the regular Board meeting, should be held in April or May.

**Action by: L. Beckwith**

**4.2. FOI Designation & Records Retention - Report 11-98-4.2.**

*Moved by B. Timms  
Seconded by T. Rigby*

***That Niagara Regional Housing Board of Directors approves the Executive Committee as the “head” under the Municipal Freedom of Information and Protection of Privacy Act, S.O. 1990, Chapter M.56.***

**CARRIED**

#### **4.3. Declining Federal Revenue – Report 11-98-4.3.**

This report highlights the consequences of declining Federal Revenue and issues that need to be addressed prior to 2012 when funding will be Gazetted for 2013 to 2017. Federal Revenue is tied to the debentures, mortgages and agreements and expiry of any of these results in the loss of that funding. For some programs this is a dollar for dollar loss, in other programs, maintaining service level standards results in greater subsidy requirements from the NRH budget.

When the Federal funding was last reviewed by the Province, NRH objected to the funding allocation model as being inequitable for Niagara. There was no change to the model. With the planned review for 2013 it is imperative that this issue be addressed to ensure that service level standards continue to be met.

*Moved by D. Barrick  
Seconded by H. D'Angela*

- 1. That Niagara Regional Housing Board of Directors receives report 11-98-4.3., Declining Federal Revenue for information; and,**
- 2. That a letter be forwarded to the Chair of the Corporate Services Committee requesting that the Federal Funding of Affordable Housing in Niagara be a topic for discussion at Niagara Week.**

CARRIED

Action by: L. Beckwith

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

5.1. The Unaudited Statement of Revenue, Expenditures and Accumulated Surplus as at December 31, 2010 was distributed. With final utility and contractor invoices submitted and entered into the system, the 2010 year-end surplus is now \$545,544 which is higher than the \$250,000 originally estimated in November. Directors were asked if they wanted to revisit the distribution approved at the November 26, 2010 meeting which was:

- \$180,000 for Intensive Community Development Reserve Fund to target specific issues (report 10-95-4.2.) within designated NRH communities; and the,
- remaining balance going into the NRH Rent Supplement Reserve Fund to assist households on the waiting list with a reduction in their current rent until their name reaches the top of the list.

After a lengthy discussion it was decided that the surplus should be allocated to address both operating and capital needs.

*Moved by B. Timms  
Seconded by B. Baker*

**That the Niagara Regional Housing Board of Directors approve the distribution of 2010 surplus funds as follows:**

- **\$180,000 – Intensive Community Development**
- **\$70,000 - NRH Local Rent Supplement Program**
- **Remaining balance to (\$295,544) to the Reserve Fund for the Owned Units.**

CARRIED

#### 5.2. **Niagara TV Station (Cogeco 556)**

Niagara has a new TV Station which will provide news coverage in the evenings and programs during the day. There is likelihood that Niagara Region may be approached in the future on topical issues.

D.Barrick left the meeting at 2:40 P.M.

#### 5.3. **Funding for Boys and Girls Club and Grimsby Affordable Housing Projects**

The General Manager provided an update on the status of the funding that was earmarked for the Boys and Girls Club and the Grimsby Affordable Housing Program (GAHP).

GAHP has completed their renovations and the funds have been transferred. Final release of funding to the Boys and Girls Club is pending the receipt of the final documents confirming registration on title.

#### 5.4. **NRH Recognition from Coalition to End Violence against Women (CEVAW)**

On February 18, 2011, Jeanette McKay, Supervisor, Housing Access and member of CEVAW received a Certificate of Recognition from CEVAW and a Certificate from Peter Kormos for NRH's demonstration of leadership and commitment by being a Neighbours, Friends, and Families Champion in the Niagara region and promoting learning to recognize and respond to woman abuse.

This community agency recognition event was well attended by the public and local dignitaries, Kim Craitor, Jim Bradley, as well as a designate for Rob Nicholson

Staff was directed to take a picture of Jeanette with the award for insertion in the next Newsletter to Council.

**Action by: W. Thompson**

#### 5.5. **Mentorship Program**

NRH participates in Niagara Region's Mentorship Program, the General Manager is currently mentoring Wendy Taylor, an Ontario Works Caseworker. The Board agreed that Wendy should be invited to attend the next Board of Director's meeting.

#### 5.6. **Presentation to Welland City Council**

NRH has been invited to make a presentation to Welland City Council on Tuesday, April 5<sup>th</sup>, regarding Affordable Housing in Welland. The General Manager asked if any Directors would like to attend.

### **5.7. Community Development**

Old Pine Trail/Children's Services/Community Development – Wendy gave an update on the program.

### **5.8. Walker's Creek – Update**

W. Thompson reported that the Creek will not be capped. Tenants were consulted on December 8, 2010 during a meeting at 479 Carlton Street that was organized by Walker's Creek Neighbourhood Association. This meeting was promoted by NRH and attended by City Councillors, City Staff and NRH staff. Tenants seemed pleased with the information provided and the remediation work scheduled in January 2011.

## **6. Chair's Report**

The Chair reported upcoming OASC meeting earlier in the meeting under 4.1.1.

## **7. Committee Reports**

### **7.1. Executive Committee, Karen Murray, Chair**

No minutes.

### **7.2. Governance Committee**

No minutes.

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

No minutes.

### **7.4. Applicant/Tenant Appeals Committee**

Minutes of the February 8, 2011, appeal hearings, provided for information.

### **7.5. Tender Awards Committee, A. King, Chair**

No minutes.

### **7.6. Operating Agreement Steering Committee, Karen Murray, Co-Chair**

No minutes.

### **7.7. Tenant Advisory Group, B. Hannah**

Minutes of the November 10, 2010 meetings was provided for information.

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

No minutes.



- 7.9. Community Advisory Group, B. Baker, Chair  
No Minutes.

**8. For information**

- 8.1. Action Items from Previous Meetings
- 8.2. Shared Services Amending Agreement, re: Risk Management, Insurance and Claims Support Services for addition to Director Handbooks, section 12.

**Correspondence/Media**

Nothing to report

- 9. **BREAK** – not required

- 10. **Presentation** – none scheduled

**11. Other Business**

There was no other business.

**12. Next Meeting**

Friday, March 25, 2011 @ 9:00 A.M.  
NRH Board Room  
Campbell East, 3<sup>rd</sup> Floor  
2201 St. David's Road, Thorold, ON

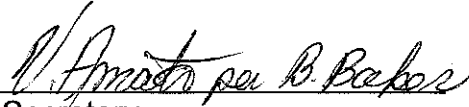
**13. Adjournment**

***Motion to Adjourn at 3:00 P.M.***

*Moved by B. Hannah  
Seconded by B. Timms*

Minutes Approved:

  
Chair

  
Secretary