

Kenora District Services Board
Minutes of the Social Housing Committee Meeting
February 23, 2007

Attendance:

Jack McKenzie: Chair (present via teleconference)
Joyce Timpson: Member (present via teleconference)
Garry Parkes: Absent
Sten Lif: CAO
Adrian De Porto: Director of Housing Services

The minutes were taken by Adrian De Porto

1. Call to Order:

- 1.1. The meeting was called to order at 10.30 pm by the chair Jack McKenzie on February 23, 2007

2. Approval of Agenda:

- 2.1. Following items were added:
 - 2.1.1. 6.6 Update Pertaining to 7.3 from Jan 31, 2007 meeting
 - 2.1.2. 6.7 Update Pertaining to 7.4 from Jan 31, 2007 meeting
 - 2.1.3. 7.3 Patricia Plaza Complaint
 - 2.1.4. 7.4 Kenora Patricia Child and Family Services Request
- 2.2. It was moved by Joyce Timpson and seconded by Jack McKenzie to approve the amended agenda for the February 23, 2007 SHC meeting. Carried.

3. Disclosure of Interest and the General thereof:

- 3.1. There were no disclosures of interest.

4. Delegations and Deputations:

- 4.1. There were no delegations or deputations.

5. Minutes of Previous Meetings:

- 5.1. There were two corrections to the minutes of the January 31, 2007 meeting.

5.1.1. The title listing the date on page one was January 31, 2006 and should read January 31, 2007.

5.2. It was moved by Joyce Timpson and seconded by Jack McKenzie to accept the minutes of the January 31, 2007 Social Housing Committee Meeting be accepted as amended. Carried.

6. Unfinished Business:

6.1. KDHC: no update to offer.

6.2. 2007 Budget: The committee was given an update of the progress made in establishing a 2007 budget. On Feb 19, 2007 all departments presented their budget to the Finance Committee. The finance committee met on Feb 21, 2007 and provided the CAO and Director of Finance with direction for the 2007 budget. Overall the 2007 budget is to at, near or as close as possible to the 2006 actual expenditures. This meant an overall budget reduction of approximately \$400,000 was required for to the 2007 budget. The CAO and Director of Finance gave this instruction to directors on Feb 22, 2007. The specific instructions included, that no reserves would be increased, and no reserves could be used to reduce budgets. The SHC Committee did not agree that reserves should not be funded. In addition the entire budget was to be reviewed again for additional cuts. Each department was given some areas to look at. Social Housing areas of reduction included \$100,000 not to be placed in the reserve, the non-profit groups could be cut back \$100,000 based on the actual budgets they were providing, a reduction in the travel budget of \$15,000, and the cancellation of one unit in rent supplement saving \$2074. Reduction of the \$15,000 for travel would reduce the travel budget to zero "0". The reduction to zero (0) is one way in which it is possible to reduce the entire budget. The Finance committee gave instruction to review the budgets to look for cuts and the travel budget is one location to review. The social housing committee discussed the merits of the reductions and felt that the cancellation of the rent supplement unit should not be done until the 2008 if the province did not provide extra funding. Because of the funding formulas every dollar cut to the Housing budgets reduces the local share. This is not the case for other departments. Some programming in other departments is funded 80/20 or 50/50. The SHC chair is to send an email to the chair of the Finance Committee regarding the possibility of cutting a rent supplement units to reduce the net local share. The committee was reminded that a previous board had approved this portion of the rent supplement program on the rule that there would not be a local cost. If the unit was cut it would be through attrition. The next meeting of the finance committee to review the 2007 budgets was March 6, 2007, and then the budget is to be offered to the KDSB Board on March 22, 2007.

- 6.3. Parkview: There is a meeting with the contractors on March 1, 2007 which is a regularly scheduled meeting. There is a tenant meeting on March 1, 2007 to discuss the final choice of the siding, and outline any new scheduling for the upcoming work.
- 6.4. Minaki: the background of the Sale of the Minaki units was provided and then an update. Since the last meeting KDSB has heard from the Ministry that the Phase One Environmental Study of the units may be adequate. However given some of the cautionary statements in the Study regarding the actual units it was recommended that the tender documents created clearly declare these conditions in the units. As to the actual sale of the units the legal council retained stated that they could not clearly determine if KDSB was subject to the Planning Act or not. It was requested by the legal council of KDSB that this question be posed the Ministry. This email was sent. The clarification is required to determine if KDSB can sever units into individual lots and therefore sell one unit on one piece of property. The determination of this is required in order to create the strategy for selling the units. The ministry has promised a response as soon as possible.
- 6.5. 2nd Stage Housing-Red Lake: The letter requesting additional information was sent the Director of the Shelter. The director responded saying a response was forthcoming. Additionally a meeting that will be attended the CAO and Director of Housing has been established with this group to discuss options on March 12, 2007.
- 6.6. Update from Item 7.3 of the January 31, 2007 SHC Meeting. In the discussion around the elevators being installed the Director of Housing had committed to contacting the Social Housing Services Corporation and discusses energy programs. This was done and the discussion is detailed in agenda item 7.2 of the Feb 23, 2007 meeting.
- 6.7. Update from Item 7.4 of the January 31, 2007 SHC Meeting: The Director of Housing had committed to following up on the request for additional funds for the rent supplement program. On several occasions requests for information had been made to the Northern liaison person of the Ministry of Housing who had stated he had sent the requests to the Ministry. The last correspondence on this was on Feb 21, 2007 stating the Ministry was not totally clear on the request. The Director was to follow-up on Feb 26, 2007 (the next time the Northern liaison was available) to clarify the KDSB position.

7. Business

- 7.1. Patricia Plaza Carpet Discussion: There was a discussion of merits of sheet goods vs. carpeting for suites which came about from a request from tenants of Patricia Plaza to install carpet in the living room and bedroom area because the floors were cold in the winter time. Carpeting would make the floors more comfortable to walk on. The Director provided a report outlining that the cost of carpeting and the cost of sheet goods was relatively the same but that the sheet goods tended to last somewhat longer, was easier to clean, and reduced the possibility of aggravating allergies for new tenants of the suite. The director was to canvas other districts to determine what they were doing with tenants and carpeting and whether or not they added extra costs to the rent for the provision of carpet if carpeting was provided. The extra rental charge was to be used for the additional cost of carpet replacement in the future. A report was to be given to the committee and the next SHC meeting.
- 7.2. Energy Conservation: At the January 31, 2007 SHC meeting the Director was asked to review the energy conservation measures ongoing in the Social Housing Portfolio. A report was produced for the Feb 23, 2007 meeting outlining the past energy conservations measures, the current measures, and planned measures. In addition there was discussion around the provision of energy efficient light bulbs, and other programs. The director outlined several options for buildings in Dryden and Sioux Lookout to reduce lighting costs. In addition the Director had determined that there may be several programs offered through the Green Light Initiative of the SHC corporation and application would be made by the Feb 28, 2007 Deadline. The SHC member from Sioux Lookout indicated that a motion was forthcoming for the April 2007 meeting that KDSB become proactive in energy efficiency. The Director indicated that a wholesale energy program would be created in 2007 for the social housing portfolio which would include what was done, what is planned, where the funding is available, and estimates of what it could cost. The Housing and Ontario Works department will work together on the provision of energy efficient light bulbs to Ontario works and ODSP clients who live in social housing units.
- 7.3. Patricia Plaza Complaint: The committee member from Sioux Lookout received a complaint from a tenant of Patricia Plaza regarding the aging of the building, the overall cleanliness, and the need for a makeover. The Director of Housing had indicated that these concerns were raised at a meeting in December 2006 and steps were being taken to improve the look of Patricia Plaza. Such steps included: common area bathroom renovations, cleaning of storage rooms, and a review of the decorating of the lounge. Over the past several months there has been a

staffing shortage due to illness and vacation and alternate steps have been taken to alleviate this situation. In addition a meeting has been called for March 13, 2007 in Patricia Plaza to review the minutes of the December 2006 meeting. The SHC member from Sioux Lookout will respond back to the letter of complaint because the letter was directed to this member.

- 7.4. Kenora Patricia Child and Family Services Request for Units. The Kenora Patricia Child and family services has requested the use of Social Housing units for their program in the communities of Dryden, Red Lake, and Sioux Lookout. The mandate of KDSB does not allow for this regardless to the fact that market rent rates were offered. KDSB has family housing units in Sioux Lookout and Red Lake but not Dryden. There is a wait list for units in all communities. A letter is to be sent by the Director of Housing to the Kenora Patricia Child and Family Services group outlining that KDSB cannot offer units for their program. They can however contact the Non-Profit housing providers who have market units mandated in their portfolios. The decision to offer units to the KPCFS is their decision.

8. Other Business:

- 8.1. January 31, 2007 Housing Director's Report: The Housing Director's Report was offered as information.

9. Recommendations to the Board:

- 9.1. Recommendations to the Board: There were no recommendations to the Board from this meeting.

10. Adjournment:

- 10.1. Adjournment: Moved by Joyce Timpson and seconded by Jack McKenzie to adjourn the February 23, 2007 Social Housing Committee at 12:05 p.m. Carried.

The Next Meeting is as per the Schedule on March 27, 2007 in Dryden at 11:00 a.m.