

**Kenora District Services Board
Minutes of the Social Housing Committee Meeting
March 27, 2007.**

Attendance:

Jack McKenzie: Chair (present via tele-conference)
Joyce Timpson: Member (present via tele-conference)
Garry Parkes: Present
Sten Lif: CAO- KDSB
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 9.35 am by the chair Jack McKenzie on March 27, 2007

2. Approval of Agenda:

2.1. There were two items added to the agenda
2.1.1. 8.2 Grant from MMAH (added by Joyce)
2.1.2. 8.3 Miscellaneous Topics (added by Joyce)
2.2. There is one amendment to the agenda. In section 5 there is a mention of the Feb 22, 2007 minutes. This should read Feb 23, 2007
2.3. It was moved by Joyce Timpson and seconded by Garry Parkes that the agenda for the March 27, 2007 budgeted be approved as amended.

3. Disclosure of Interest and the General Nature Thereof:

3.1. There were no disclosures of interest.

4. Delegations and Deputations:

4.1. There were not delegations or deputations.

5. Minutes of Previous Meeting:

5.1. The committee reviewed the Feb 23, 2007 Minutes.
5.2. It was moved by Joyce Timpson and Seconded by Jack McKenzie that the minutes of the Feb 23, 2007 be approved as presented. Carried.

6. Unfinished Business:

6.1. KDHC Update: The director reported that the two resolved legal issues were brought to the attention of the Auditor who is working on the 2006 year end statements for KDHC. In additions the director reported that the dissolution process was reactivated and is ongoing. Run off insurance is being investigated for KDHC board members once KDHC is dissolved. Further updates will be provided as new information is received.

6.2. 2007 Budget: The director reported that the 2007 budget was approved at the March 22, 2007 meeting of the board. The budget was approved with many of the budget requests remaining intact. The larger capital jobs are currently being advertised. Staff will be brought up to speed in an upcoming staff meeting. The 2008 budget is proposed to be different than that of 2007. The process is to be completed by December 31, 2007 which means committee review is to start in September 2007. Discussions of what is in and what is out are to take place well before the final approval of the budget. In general however the social housing committee can make recommendations to the board and the board can accept, amend or reject these recommendations. It is hoped that the debating of the budget will take place at a meeting of the committee as a whole.

6.3. Parkview Update: The director reported that the tenant's have selected a new siding colour. In general the tenant's have been very supportive of the process regardless of the major inconveniences the construction has caused. The contractor has an excellent rapport with the tenants of Parkview and KDSB. A meeting scheduled for March 29, 2007 with the contractor will review the upcoming construction season. The tenant's will be apprised of this after the construction meeting. The next concerns will be around tenant safety during the major construction upcoming.

6.4. Minaki: The director reported that there is no new update. The major outstanding issue is that of how to best sell the properties. Legal council is to be contacted to discuss the progress of this investigation.

6.5. 2nd Stage Housing: The director reported that The CAO and director attended a meeting in Red Lake on March 12, 2007 with the Shelter Director and Representative of MCSS. The discussion at the meeting was around funding for a second stage housing project. The shelter was informed that KDSB did not have funds identified for this project and given the economic climate of the district and budget limitations of 2007 it is not likely that KDSB will in the future. The shelter was also informed that the Affordable Housing Program did not allow for this kind of construction and at \$70,000 per unit maximum subsidy would not provide enough funds for construction regardless. It was suggested to the

shelter that they seek seed money from CMHC to put together a business plan that could be used for applying for funding elsewhere. The KDSB has sent information to the shelter on how to access seed money.

7. Business:

7.1. Energy conservation: The director reported that a submission was being developed for Parkview. Parkview received funding for the major renovation from the Affordable Housing Program. As such Parkview is eligible for a specific energy rebate of a maximum of \$850 per unit. The applications have been submitted for the Green Plan Initiative prior to the deadline of Feb 28, 2007. Updates for application are being awaited. It was confirmed that \$5,000 of existing budget is to be used to fund smaller efficiency programs. Initially light bulbs will be purchased for distribution to housing projects that do have efficient light bulbs. Lastly an energy savings direction will be planned for Sept 2007 to be attached to the upcoming 2008 budget.

8. Other Business:

8.1. Feb. 28, 2007 Housing Director's Report: Specific discussion of the report included: The arrears are not acceptable and emphasize must be made on collections. Comparisons to previous months and years indicate that arrears have increased significantly. A review of arrears was undertaken and the arrears are centered on market renters and those who have misrepresented their incomes. The vacancies are reducing with significant gains being made in Dinorwic and Patricia Plaza. Conversely however there are 5 vacancies in Amethyst. This is an area to watch. The director also added that tenant meetings are continuing and it seems that the negative feelings in Patricia Plaza have been turned around. Other meetings that have occurred in the past month were at 10 Victoria, and 330 Van Horne. Tenant meetings are planned for Ear Falls, Red Lake and Kenora before the end of spring.

8.2. Wind Fall Grant from MMAH: On March 23, 2007 a teleconference hosted by the ADM of MMAH indicated that the province was issuing unconditional grants for funding to DSSAB's across the province. Earlier in Jan 2007 KDSB was requested to provide information on specific capital projects that would benefit social housing. KDSB provided a proposal for \$525,000 to install three elevators in 2 and 3 storey walk up apartments for seniors. These elevators are currently in the capital plans and would increase revenue to KDSB and provide access to second and third floors of senior buildings for seniors restricted to main floors. On March 26, 2007 KDSB received notice that the MMAH would be providing \$625,000. This is a substantial amount of money. It is yet to be confirmed that the grant is unconditional. The discussion will be on how

to use these funds. There are many options; however the grant was received partially because of the submission for elevators. The advantages for the elevator project include reduction of vacancies, increase in revenue, access to upper levels, reduction in transfer costs of suite preparation, better quality of life for tenants, and economies of scale in construction. The use of the funds will be discussed by the SHC with recommendations to the main board.

8.3. Miscellaneous Items: The issue of succession planning was brought forward as an item not to be forgotten. The CAO stated that the Governance review would include this and if the Governance Review did not occur then the Executive Committee would see this through. On this topic it was verified that performance reviews were in order and that positions descriptions were up to date and in place.

9. Recommendations:

9.1. None at this time.

10. Adjournment:

10.1. Moved by Garry Parkes and seconded by Joyce Timpson to adjourn the Social Housing Committee meeting of March 27, 2007 at 11:05 am. Carried

The Next meeting is listed on the Web site to be April 16 2007 but is to be at April 19, 2007 at 11:00 am in Dryden.

Minutes approved by Committee on: [April 19, 2007](#)

Moved by: [Joyce Timpson](#) Seconded by: [Jack McKenzie](#)