

**Kenora District Services Board
Minutes of the Social Housing Committee Meeting
Held at KDSB Board Room in the Kenora Office
May 17, 2007.**

Attendance:

Jack McKenzie, Chair: Present
Garry Parkes: Present
Sten Lif: CAO- KDSB: Present
Adrian De Porto: Director of Housing Services

Regrets: Joyce Timpson.

The minutes were recorded by Adrian De Porto

1. Call to Order:

1.1. The meeting was called to order at 10.00 am by the chair Jack McKenzie on May 17, 2007

2. Approval of Agenda:

2.1. There was one amendment to the agenda; that being that in point 1.1 the meeting on May 17th, 2007 will not be a teleconference meeting. The meeting is attended by two of the three committee members as noted in the attendance.

2.2. It was moved by Garry Parkes and Seconded by Jack McKenzie to approve the May 17, 2007 Social Housing Committee Agenda as amended. Carried.

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 no delegations or deputations.

5. Minutes of Previous Meeting:

5.1. The committee reviewed the meeting minutes of April 19, 2007 and May 10, 2007.

5.2. It was moved by Jack Mckenzie and seconded by Gary Parkes to approve the minutes of the April 19, 2007 and May 10, 2007 meeting minutes as presented. Carried.

6. Unfinished Business:

6.1. KDHC.

6.1.1. The Auditor for KDHC has provided an audited financial statement for inclusion in the KDSB audited statements. The KDSB audited statements were presented at the May 10, 2007 KDSB Board meeting and accepted.

6.1.2. It is not necessary for KDHC to appoint an auditor for 2007 as the December 31, 2006 statements are adequate for purposes of winding up the corporation.

6.1.3. It is necessary however to have a meeting of KDHC to appoint officers for 2007 and accept the 2006 audited financial such that the corporation can be wound up. Documents will be made available for this meeting for signature by the officers and directors to dissolve the corporation.

6.1.4. A clarification on run off insurance is to be made by the director of the insurance company. The question is "If KDHC is wound up as a corporation and the directors and officers covered for a 36 month period, under which corporate name the insurance should be under?"

6.2. Parkview

6.2.1. Immediately after this meeting the committee is to tour the Parkview site. Committee members were reminded that the Parkview site is a construction site and safety equipment is required. The director reported construction was ongoing. Of note is that the interior ventilation work is virtually complete, the window test is complete and the window has passed, and the brick work is well under way.

6.3. Minaki

6.3.1. A site inspection of Minaki was to occur in the afternoon of May 17, 2007 to review where the property lines are located and to familiarize a committee member with the site.

6.3.2. Additionally however the director was instructed to send a letter to Ministry of Municipal affairs of housing to outline that selling the

properties was imminent and still planned for 2007 contingent upon the Ministries approval. The Environmental Assessment and strategy to sell the properties was to be included in the letter to the Ministry.

6.3.3. It was hoped to have the Ministry Approval for the June 28th, 2007 KDSB Board Meeting for final approval to proceed as follows:

6.3.3.1. Formal Go to tender in news papers, and KDSB web site immediately after the June 28th, 2007 KDSB Board Meeting.

6.3.3.2. Mandatory site inspection

6.3.3.3. Closing date last week in July.

6.3.3.4. Opening of tenders in Dryden

6.3.3.5. Review of tenders on August 8, 2007 at SHC meeting

6.3.3.6. Recommendation to KDSB Board on August 16, 2007

6.3.3.7. Inform successful Bidder.

6.3.4. The survey process of last year confirmed where the lot lines are and demonstrate that the Northview Lodge encroaches on lot 113, and that a road access to a barge ramp, boat ramp, and dock cross a corner of parcel S905. It is therefore necessary to have save harmless agreements drawn up to protect KDSB should there be an event where a liability claim may be made.

6.4. DOOR Grant

6.4.1. A report out lining options for the DOOR Grant was presented by the Director of Housing. The director reported that a formal study should be done regarding construction of new units, and which communities they should be in. This would include contacting municipalities, terms of reference and approval from the KDSB board.

6.4.2. Secondly the committee was reminded that the grant submission was based upon a commitment to the Ministry that KDSB could commence the construction of 3 elevator lifts prior to August 31, 2007.

6.4.3. The Strong Communities Rent Supplement program requires funding in 2007 in order for the KDSB cost not to exceed the grant received from the Ministry.

6.4.4. The committee is to make a recommendation to the Board for the June 28 meeting.

7. New Business

7.1. Tender Review of Ear Falls Birch Drive Exterior Doors: This review was tabled for the June 18th, Social Housing Committee Meeting.

8. Other Business

8.1. April 30, 2007 Housing Directors Report:

8.1.1. Financial Reports were not available for April 30th, 2007

8.1.2. Revenue was ahead of Year to date budget and actual for 2006.

8.1.3. Arrears: Current arrears were the same as March 31, 2007, and former tenants had gone up. Collections however were occurring from the use of a Collection Agency. A request was made to the director to ensure that write-offs would occur through out the year as there is no point to carrying large former tenant balances if the former tenant will not pay.

8.1.4. Applications on hand continue to increase. It was also noted that purges of the wait list occur twice yearly to ensure that the wait list is up to date.

8.1.5. Vacancies continue to decrease with progress being made in Patricia Plaza, Amethyst, and Minto sites.

8.1.6. Rent Supplement. As at April 30, 2007 the Strong communities rent supplement program the actual cost of operating the program has exceeded the grant received by KDSB from the Ministry of Municipal Affairs and Housing. Previous boards of KDSB outlined that there is to be no cost to the local tax base of running this program. The 2007 budget for rent supplement indicated that a deficit situation would occur in 2007 unless additional funding was received. No additional funding was received in 2007 and therefore a unit would have to be cut from the portfolio. The Housing director recommended that funds from the DOOR grant be directed to this rent supplement program to ensure there was no deficit. This recommendation has at this date not been made to the KDSB Board. The committee was also informed that it is necessary to find a tenant

who will transfer to alternate housing not in the rent supplement program.

9. Recommendations:

9.1. The Committee did not generate any recommendations to the KDSB Board at the May 17, 2007 meeting.

10. Adjournment:

10.1. It was moved by Garry Parkes and seconded by Jack McKenzie to adjourn the meeting at 11.20 am May 17, 2007. Carried

The Next meeting is listed on the Web site to be June 18 2007 at 10.00 am in the lounge of Patricia Plaza.

Minutes Approved: ***June 19, 2007***

Moved by: ***Joyce Timpson***

Seconded by: ***Garry Parkes***