

**Kenora District Services Board
Minutes of the Social Housing Committee Meeting
Held in Dryden at 211 Princess Street - Suite 1
On December 20, 2007 starting at 10:00 a.m.**

Attendance:

Present:

Jack McKenzie, Chair (Phone In)
Joyce Timpson
Sten Lif, CAO
Adrian De Porto, Director of Housing Services

Regrets:

Garry Parkes

The minutes were recorded by Adrian De Porto

1. Call to Order:

The meeting was called to order at 10:05 a.m. by the Chair, Jack McKenzie on December 20, 2007.

2. Approval of Agenda:

2.1. Additions or Deletions to the Agenda:

Added an In-Camera Session – Item 8.2

2.2. The amended agenda was approved through Resolution number SHC 2007-21.

3. Disclosure of Interest and the General Nature Thereof

There was no conflict of interest declared.

4. Delegations and Deputations

There were no formal delegations.

5. Minutes of Previous Meetings

5.1. The minutes of November 15, 2007 were reviewed for additions, deletions and/or corrections.

The minutes were approved by Resolution number SHC 2007-22.

6. Program Directors Report.

6.1. The Housing Directors report for November 30, 2007 included financial information for October 31, 2007, Capital status as at November 23, 2007 and Performance Indicators for November 30, 2007.

6.1.1. Overall discussion of financial position indicated that a surplus is expected in the Administration line, and little to no surpluses in all other categories.

6.1.2. The capital program outlined that approximately \$12,000 is projected to be surplus for 2007. It was suggested that several small capital purchases be made to utilize this surplus (likely either fridges and stoves or energy efficient washers and dryers).

6.1.3. Performance Indicators. Revenue is slightly ahead of budget, current arrears have dropped however former tenant arrears have increased creating a net gain in combined arrears; applications on hand static both year over year and month to month; vacancies are approximately the same; turnovers are static and it is likely that there will be an annual turnover rate of 25 percent; and percent of market rent tenants remains steady at 38 units. There was some discussion of the points with requests to investigate the possibility of automatic withdrawal, and debit card use.

6.1.4. Some new procedures will be completed in January 08.

6.1.5. No appeals in November and December 20, 2007.

7. Unfinished Business:

7.1. KDHC:

7.1.1. Provide names of 3 individuals for re-election to the KDHC to KDSB Board for approval.

7.1.2. Set up a meeting of the KDHC Board after the approval received from KDSB to elect officers, accept Notice to Reader and sign off resolution documents.

7.2. Parkview:

7.2.1. Substantial competition to be declared by Consulting Engineer in the next couple of days.

7.2.2. Rebate from energy efficiency program through the Affordable Housing Initiative was refused.

7.3. Minaki:

7.3.1. Units 1 Russell and 2 Pine are sold with a resolution to accept sale going to the KDSB Board in January 2008.

7.3.2. Lot 116 Soil contamination remedial work report expected from the Consulting Engineer in January 2008.

7.3.3. There has been activity on the sale of the lots on Railway Street but no offers.

7.4. DOOR Funding:

7.4.1. Elevator Lift tenders for Dryden and Follansbee in newspapers. The closing date is in late January.

7.4.2. Housing Needs Survey. Completion of RFP in January 2008.

7.4.3. Sioux Lookout Elevator Lift plans are nearing completion.

8. Business

8.1. Asset Management Survey: There has been a committee set up through the Social Housing Services Corporation called the Asset Management Group who are compiling information on the future capital shortages of the non-profit housing groups. The information is to be presented to government in the future. The housing director will be assisting in the completion of this information.

8.2. In-Camera discussion.

8.2.1. Approval of agenda – Resolution number SHC2007-23

8.2.2. Approval to move out of Camera - Resolution number SHC2007-24.

9. There were no additional resolutions/recommendations.

10. Next meeting. The next meeting is planned for January 29, 2008.

11. The meeting adjourned at 11:15 a.m. December 20, 2007.

Approved by Resolution No. SHC 2008-02

This 29th day of January, A.D. 2008

Joyce Timpson, Chair