

Approved on Nov. 21, 2017			Tuesday, October 24, 2017 12noon – 2:00pm City Hall, Meeting Room 264
The Board of Directors for CityHousing Hamilton - Special meeting			
There were present:			Councillor C. Collins , President Councillor M. Green , VP/Treasurer Tom Hunter , CEO/Secretary Councillor D. Conley Councillor J. Farr Councillor Jackson Carmen Filice Tony C. Lemma Patricia Reid
Regrets:			Jacqueline Aird
Also Present:			Rochelle Desouza, Kathy McInnes, Matt Bowen; Donna Kirchknopf; Matt Bowen, Sean Botham, Brian Kinaschuk, Rochelle Desouza Adam Sweedland, Housing Services Division Guest for Item 5a: Edward John, Planning & Economic Development Department Public Member: 1 Citizen
1.	<u>CALL TO ORDER</u> (Quorum is five) Councillor Collins, President, called the meeting to order at 12:04pm.		
2.	<u>Conflict of Interest Declaration</u> In response of call from the President for conflict of interest declarations. None.		
3.	<u>Finance</u>		
a)	Mortgage Renewal, 470 Stonechurch Road East, Hamilton The Board was in receipt of Recommendation Report #17030 from the CEO/Secretary dated October 24, 2017. Rochelle Desouza gave an overview of the report, highlighting the interest rate and refinancing terms. It was moved by Patricia Reid, seconded by Councillor Green and carried:		
		That the following Resolution be approved: WHEREAS CITYHOUSING HAMILTON CORPORATION (the “Corporation” and/or “Housing Provider”) has requested the Ministry of Municipal Affairs and Housing (the “Ministry”) to arrange on its behalf a refinancing of the existing charge/mortgage of land (the “Mortgage”) for its project municipally	

		<p>known as 470 Stonechurch Road East, Hamilton maturing on January 1, 2018 in the approximate amount of \$ 1,305,472.40</p> <p>AND WHEREAS the Ministry has agreed to arrange said mortgage financing and the Housing Provider agrees to be bound for those purposes by the terms and conditions contained in the said Mortgage or any amendments thereto.</p> <p>THEREFORE BE IT RESOLVED THAT:</p> <ol style="list-style-type: none"> 1. The Housing Provider hereby authorizes the Ministry to solicit and arrange on its behalf such Mortgage(s) or Mortgage facilities with a lender or its authorized agent (the "Lender") as it deems necessary, appropriate or advisable for the project identified above and for the maturity date aforementioned; 2. The Housing Provider hereby agrees to be bound to the Lender for such mortgage purposes and upon the terms and conditions contained in the said Mortgage, or any amendments thereto, and the Housing Provider hereby further agrees to mortgage its property and assets to secure its present and future obligations under the said Mortgage, or any amendments thereto, to the Lender, as deemed necessary or advisable; 3. The Housing Provider hereby authorizes the designated signing Officers to enter into such agreement or agreements amending the terms of the said Mortgage and to deliver to the Lender such document or documents as may be deemed necessary, advisable or required by the Lender to give effect thereto; 4. The Housing Provider hereby confirms that this Resolution has been ratified and approved by its Board of Directors and it agrees to deliver this resolution to the Ministry and to the Lender; and 5. The Housing Provider further confirms that this resolution shall continue in force and effect until written notice to the contrary is delivered to the Lender and the Ministry with receipt acknowledged by the Lender and the Ministry.
4.		<p><u>Business Services</u></p>
	<p>a)</p>	<p>CHH Policies</p> <p>The Board was in receipt of Recommendation Report #17031 from the CEO/Secretary dated October 24, 2017.</p> <p>Kathy McInnes gave an overview of the report, highlighting Policies for</p> <ul style="list-style-type: none"> • Authorization Limits for Procurement This policy is revised from the February Board meeting and needs approval of the authority limits for the new staff roles and is a procurement requirement

	<ul style="list-style-type: none"> • Low value Procurement • Request for proposals • Request for Quotations • Request for Tender • Technical Consulting Services • Non-Competitive Procurement <p>The policies are aligned with the City of Hamilton's policies and corrects the oversight in procurement implementation process and complies with the audit discretion.</p> <p>The Board directed staff to provide an Outstanding Business List as a checklist to monitor timelines and completion of work outstanding as per the Operational review. Include the Outstanding Business List (OBL) at Board meetings and post to the CHH website.</p> <p>It was moved by Councillor Green, seconded by Tony Lemma and carried:</p>
	<p>That the following CHH policies be approved:</p> <ul style="list-style-type: none"> • Authorization Limits for Procurement • Low Dollar Value • Request for Proposals • Request for Quotations • Request for Tender • Technical Consulting Services • Non Competitive Procurement
5.	<u>Confidential / In-Camera</u>
	<p>a) Roxborough Park Development Opportunity Report #17029</p> <p>Discussion of the entirety of this Report in closed session is subject to the following requirement(s) of the City of Hamilton's Procedural By-Law and the <i>Ontario Municipal Act, 2001</i>;</p> <ul style="list-style-type: none"> • A proposed or pending acquisition or disposition of land by CityHousing Hamilton. <p>Motion moved by Councillor Farr, seconded by Carmen Filice and carried to move meeting Agenda item 5a In-Camera at 12:32pm.</p> <p>Attendees for item 5a: Councillors Farr, Jackson, Conley, Collins and Green; Tony Lemma, Patricia Reid, Carmen Filice, Tom Hunter, Rochelle Desouza, Sean Botham, Edward John, Adam Sweedland, recorder: Teresa Herechuk.</p> <p>Tom Hunter presented Confidential Report #17029.</p> <p>Board Direction:</p> <p>Motion by Councillor Conley, seconded by Patricia Reid and carried (Tony Lemma opposed) to receive for information Report #17029.</p> <p>Motion by Councillor Conley, seconded by Patricia Reid and carried (Tony Lemma opposed) to approve the recommendations of Report #17029 and that the recommendations be made public.</p>

	<p>Motion by Councillor Conley, seconded by Patricia Reid and carried (Tony Lemma opposed) that the body of Report #17029 remains confidential and not be released as a public document until final completion of a real estate transaction.</p>
	<p>That the Board of Directors approve the following resolution:</p> <p>WHEREAS CityHousing Hamilton Corporation (CHH) and the Roxborough Park Inc. (RPI) have a signed Letter of Intent (LOI) for preliminary discussions on the redevelopment of the CHH Lang-Hayes-Reid site and the adjacent former school for a mixed income community that would be a catalyst for revitalization in the neighbourhood;</p> <p>WHEREAS RPI's proposed project would combine the former Roxborough Park School with the area of CHH's 91 unit townhouse site on Lang and Hayes, redeveloping it into approximately 250 private market residential rental and 300 ownership units, and would redevelop the 16 unit low-rise site at 41 Reid Ave S with a new CHH 95 unit mid-rise building, consisting of 64 social housing units and 31 moderately affordable market rent units;</p> <p>WHEREAS significant annual tax revenues in the range of \$2.2M may be added by the City of Hamilton as a result of the proposed development of approximately 550 private market residential rental and ownership units on the combined Roxborough Park School and CHH Lang and Hayes site;</p> <p>WHEREAS City of Hamilton staff were directed to examine the feasibility of financial incentives for a demonstration project to stimulate neighbourhood renewal;</p> <p>THEREFORE BE IT RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The Board of Directors approve in principle the sale and purchase of the Lang-Hayes-Reid site to RPI, contingent on continued negotiations with RPI towards finalizing the proposed development opportunity as described in this Report, provided it is confirmed to be in alignment with the goals and mission of the organization and accompanied with detailed legal and financial commitments including but not limited to the following: <ul style="list-style-type: none"> a. Companion agreements securing housing affordability is achieved throughout the balance of the site to the satisfaction of the CHH Board of Directors and the City of Hamilton;

			<ul style="list-style-type: none">b. That an independent appraisal, sourced and selected by the City of Hamilton, and paid for by RPI, is provided for the lands to be sold to ensure fair market value is received;c. That a purchase and sale agreement be prepared, including, but not limited to construction costs and construction details regarding the 95-unit CHH building to be developed, all to the satisfaction of the CHH Board of Directors;d. That a Transition Plan and Communication Plan be submitted and approved to ensure that all residents are appropriately engaged and provided with current information, to the satisfaction of CHH Board of Directors and the City of Hamilton; and,e. That innovative design and construction measures are incorporated within the proposed 95-unit CHH building to ensure the ongoing commitment of CHH to secure economic and social sustainability; <ul style="list-style-type: none">(ii) The Board of Directors approve CHH staff to request of Housing Services, that for any operational shortfall from negative cash flow of the proposed development over the 35 year financing term, additional annual subsidy be provided from the City of Hamilton to mitigate the financial impact to CHH;(iii) The Board of Directors approve CHH staff to request of Housing Services, permission for 27 of the existing 91 RGI units to be transferred to a market rate building or buildings within the CHH portfolio, and for 31 market rentals at 125% AMR to be created in their place, and for the 16 market rentals at 80% AMR to be eliminated;(iv) The Board of Directors approve CHH staff to request of Housing Services and the City of Hamilton as Shareholder, provide consent to the sale of the Lang-Hayes-Reid site, the repurchase of 41 Reid Ave S, the taking on of debt to finance the construction of a new building at 41 Reid Ave S, the guarantee of such debt, and a 35 year amortization on the financing;
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			<p>(v) That the Board of Directors approve RPI to submit the requisite <i>Planning Act</i> applications concerning the zoning and subdivision of the CHH Lang-Hayes-Reid site;</p> <p>(vi) That Report #17029 - Roxborough Park Development Opportunity and its appendices remain confidential and not be released as a public document until final completion of the real estate transaction.</p>
			Motion by Tony Lemma, seconded by Carmen Filice and carried to move in open session at 1:57pm
			<p><u>OTHER BUSINESS</u></p> <p>Tom Hunter highlighted that MOHLTC Announcement of the LHINs funded program of 40 units at First Place. St. Joseph's Home Care will be providing support to the 40 units. Other CHH buildings may be receiving further funding for Community Hubs. The official announcement will be done on Wednesday October 25th.</p>
			6. <u>ADJOURNMENT</u>
			Motion by Councillor Green seconded by Councillor Jackson and carried that the meeting be adjourned.
			TAKEN AS READ AND APPROVED
			CHAD COLLINS, PRESIDENT CityHousing Hamilton Corporation
			Teresa Herechuk CityHousing Hamilton Corporation October 24, 2017