

<b>Draft</b>				<b>Tuesday Nov. 22, 2018</b> Board Meeting <b>12:00pm – 2:00pm</b> <b>City Hall, Meeting Room 264,</b> <b>2<sup>nd</sup> Floor</b>
The Board of Directors for CityHousing Hamilton - Regular meeting				
There were present:			<b>Councillor Collins</b> , President <b>Tom Hunter</b> , CEO/Secretary <b>Councillor J. Farr</b> <b>Councillor Jackson</b> <b>Carmine Filice</b> <b>Tony C. Lemma</b> <b>Patricia Reid</b> <b>Jacqueline Aird</b>	
Regrets:			<b>Councillor M. Green</b> , VP/Treasurer <b>Councillor D. Conley</b>	
Also Present:			CHH Staff: Rochelle Desouza, Kathy McInnes, Kate Mannen, Donna Kirchknopf, Sean Botham, Matt Bowen, Jenney Josipovic H&SCD, Housing Services: Adam Sweedland P&EcD Dept: Philbert Kim, Chris Phillips Public: James Novak	
<b>1.</b>	<b><u>CALL TO ORDER</u></b> (Quorum is five)  Councillor Collins, President, called the meeting to order at 12:04pm.  Regrets received from Councillors Green and Conley.  Tom Hunter welcomed and introduce Jenney Josipovic, new Planning and Policy Co-ordinator.			
<b>2.</b>	<b><u>Conflict of Interest Declaration</u></b>  In response of a call from the President for conflict of interest declarations: None received.			
<b>3.</b>	<b><u>Delegation</u></b>			
<b>a)</b>	Susan Creer respecting Secondhand Smoke and Illegal Cannabis (Approved delegation at the Sept. 25 Board meeting)  Susan Creer addressed the Board respecting Secondhand Smoke and Illegal Cannabis with the aid of speaking notes. Requesting smoke-free buildings and install air filters.  Tom Hunter gave a high level response about the work being done along with Public Health as a result of the new regulations. New CHH buildings will be smoke-free. A policy is being developed and a resident survey questionnaire will be sent to allocated buildings in the new year. The results from the questionnaire will impact the policy. The Board directed staff to include Susan Creer’s address/building to participate in the questionnaire.			

		It was moved by Tony Lemma, seconded by Patricia Reid and carried:
		That the delegation from Susan Creer, respecting Secondhand Smoke and Illegal Cannabis be received.
<b>4.</b>	<b><u>Confirmation of Minutes</u></b>	
	<b>a)</b>	<b>Regular meeting held September 25, 2018</b>  Motion by Jacqueline Aird, seconded by Tony Lemma and carried to approve meeting notes of September 25, 2018 as distributed.
	<b>b)</b>	<b>Audit &amp; Finance Committee meeting held September 17, 2018</b>  Motion by Jacquie Aird, seconded by Patricia Reid and carried to approve meeting notes of September 17, 2018 as distributed.
<b>5.</b>	<b><u>Finance</u></b>	
	<b>a)</b>	<b>Operating Variance Report for September 30, 2018</b>  The Board was in receipt of Recommendation Report #18020 from the CEO/Secretary dated November 22, 2018.  Rochelle Desouza gave an overview of the surplus, revenues, commercial rent, variance in subsidies, salaries, material & services, seasonal variances and utilities.  It was moved by Councillor Farr, seconded by Patricia Reid and carried:
		That Report #18020 be received for information.
	<b>b)</b>	<b>Insurance Renewal 2018 - 2019</b>  The Board was in receipt of Recommendation Report #18021 from the CEO/Secretary dated November 22, 2018.  Rochelle Desouza gave an overview of the 3.48% premium increase which is a standard increase. There is no change in coverage.  It was moved by Councillor Farr, seconded by Carmine Filice and carried:
		That Report #18021 be received for information.
<b>6.</b>	<b><u>Asset Renewal &amp; Maintenance / Property Management / Resident Engagement &amp; Partnership Development</u></b>	
	<b>a)</b>	<b>Key Performance Indicators as of October 31, 2018</b>  The Board was in receipt of Recommendation Report #18019 from the CEO/Secretary dated November 22, 2018.

		<p>Kathy McInnes gave an overview of rent arrears, vacancies, Appendix A, work orders and the Operational checklist.</p> <p>The Board directed staff to identify how many units are on hold to reflect more accurate trends.</p> <p>It was moved by Carmine Filice, seconded by Tony Lemma and carried:</p>
		That Report #18019 be received for information.
<b>7.</b>	<b><u>CEO Written Updates</u></b>	
	<b>1.0</b>	<p><b>Jamesville Resident Relocation Plans</b></p> <p>The Board was in receipt of CEO Written Updates from the CEO/Secretary dated November 22, 2018.</p> <p>Tom Hunter gave an overview of the work and plans for relocating residents from Jamesville.</p> <p>Councillor Farr will be scheduling a public meeting in the near future.</p> <p>It was moved by Councillor Farr, seconded by Tony Lemma and carried:</p>
		That CEO update be received for information.
	<b>2.0</b>	<p><b>Appliance Replacement 2019 Program</b></p> <p>The Board was in receipt of CEO Written Updates from the CEO/Secretary dated November 22, 2018.</p> <p>Tom Hunter gave an overview of the replacement plan to bring continuity across the portfolio and the related costs. The business case options and challenges were reviewed.</p> <p>The Board directed staff to come back to the Board in 2019 Q1 with financial and logistic information to start a phased in approach.</p> <p>It was moved by Councillor Farr, seconded by Patricia Reid and carried:</p>
		That CEO update be received for information.
<b>8.</b>	<b>In Camera / Confidential</b>	
	<p>It was moved by Councillor Farr, seconded by Tony Lemma and carried to move In Camera for item 8a at 12:36pm.</p> <p><b>Discussion of the entirety of this Presentation in closed session is subject to the following requirement(s) of the City of Hamilton's Procedural By-Law and the Ontario Municipal Act, 2001;</b></p> <ul style="list-style-type: none"> <li>• <b>A proposed or pending acquisition or disposition of land by CityHousing Hamilton</b></li> </ul>	
	<p><u>Attendees:</u> Councillors Collins, Farr, Jackson and Patricia Reid, Tony Lemma, Jacqueline Aird, Carmine Filice, Tom Hunter, Rochelle Desouza, Kate Mannen, Kathy McInnes, Matt Bowen, Sean Botham, Brian Kinaschuk, Adam Sweedland, Chris Phillips, Philbert Kim, Teresa Herechuk (recorder).</p>	

	<p><b>a) Jamesville Redevelopment Information (Next Steps) Presentation (In-Camera / Confidential)</b></p> <p>- Jamesville Redevelopment Presentation</p> <p>Tom Hunter referred to Chris Phillips and Philbert Kim to present slideshow illustrating three key decision points to consider and requires direction from the Board to proceed with the Request for Proposal (RFP).</p> <p>It was moved by Tony Lemma, seconded by Patricia Reid and carried:</p> <p>The Board directed staff to bring back to the Board 3 options with visual concepts of the community building plans and further detail regarding Scenario 5 as outlined in the power point presentation.</p>
	<p>It was moved by Tony Lemma, seconded by Patricia Reid and carried to move in Public session at 1:23pm</p>
<p><b>9.</b></p>	<p><b>ADJOURNMENT at 1:25pm</b></p>
	<p>Motion by Carmine Filice, seconded by Jacqueline Aird and carried that the meeting be adjourned.</p>
	<p style="text-align: right;"><b>TAKEN AS READ AND APPROVED</b></p>
	<p style="text-align: right;"><b>CHAD COLLINS, PRESIDENT CityHousing Hamilton Corporation</b></p>
	<p>Teresa Herechuk CityHousing Hamilton Corporation November 22, 2018</p>