

ADOPTION OF MINUTES FROM THE PREVIOUS MEETING	<p><u>CHC BOARD RESOLUTION-06-24-2021-A</u></p> <p>BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has approved the minutes of the meeting held on April 22, 2021 as presented.</p> <p>Moved by: Mr. Jack Sullens Seconded by: Ms. Linda Coltman CARRIED</p>
DEVELOPMENT & REGENERATION REPORT	<p><u>Development and Regeneration Report by Hans Kogel</u></p> <p><u>Mr. Kogel provided a verbal update to the Board on the following items.</u></p> <ul style="list-style-type: none"> • The Regeneration plan is currently being reviewed by the City. • The Contribution agreement for the CMHC Repair and Renew Funding is under the City's legal review for approval. CHC is awaiting the term sheet for this program and has submitted a resourcing plan to CMHC. • The new Meadowbrook development project is going well. Construction is on time to meet the scheduled completion date. CHC has arranged a series of successful passive house construction tours of Meadowbrook for the Board, City staff and other community partners. <p>A MOTION WAS MADE TO ACCEPT THE DEVELOPMENT AND REGENERATION REPORT FOR THE MONTH OF JUNE 24, 2021 AS PRESENTED.</p> <p>Moved by: Mayor Marc Bondy Seconded by: Counsellor Fabio Costante CARRIED</p>
CHIEF EXECUTIVE OFFICER'S REPORT	<p><u>CEO Report by Jim Steele</u></p> <p>Mr. Steele recommended that the Board take the Meadowbrook construction tour and highlighting that he was impressed by the passive house features and technology. He also thanked Mr. Kogel and his team for offering this opportunity to tour and for their exceptional work on this new development.</p> <p><u>Reopening</u></p> <p>Ontario has begun the first phase of its "Reopening Ontario" plan and CHC will begin their transition to regular business hours over the next few weeks.</p> <p>The main office and some site offices have already opened to the public with limited hours following all COVID protocols. These sites will transition from 3 days per week to their regular 5-day business hours beginning on Monday, July 2, 2021. Staff working from home will continue to do so until the end September. The long-term use of "Work from Home" will be re-evaluated and CHC will determine its new office structure direction.</p> <p><u>Upcoming Events</u></p> <ul style="list-style-type: none"> • CHC will be holding its first virtual full staff meeting on June 18, 2021. • Summer Recreation Program Activities continue until mid August 2021. • Mr. Steele advised the Board that he will not be attending the Board meeting on August 26, 2021. <p>MOTION WAS MADE TO ACCEPT THE CEO REPORT FOR THE MONTH OF JUNE 2021, AS PRESENTED.</p> <p>Moved by: Mr. Dave Cooke Seconded by: Mr. Ken Acton CARRIED</p>

**CHIEF
OPERATING
OFFICER'S
REPORT**

COO Report, Kirk Whittal

Mr. Whittal reviewed his written report highlighting the following items:

Coronavirus Information

- All site offices were fully opened, and all services offered to residents as of June 14, 2021.
- Common rooms remain closed in all buildings. CHC must follow current Health Unit and provincial guidance about limiting gatherings.
- CHC partnered with the health unit to conduct “pop up” clinics in CHC locations within the targeted postal code areas. Approximately 60 vaccinations were completed. There is still some vaccination hesitancy, but information flyers were distributed to the residents.

415 Chateau Masson Update

- CHC has been working with community partners to move additional residents into this building accompanied by support staff services. Currently FSWE are staffing afternoons and nights, while CMHA and ACT are finalizing day shift details.
- Waiting on the operating model details from Family Service Windsor, and how it will work.
- Finalizing a lease, we are looking at a 30–60-day initial time period to evaluate the resident and the supports needed, before entering into an RTA lease. The partners support this direction.

Security

- 24-hour security remains in place at Glengarry. Active monitoring and patrolling is being done within the entire community.
- CHC also partnered with the City to provide additional security for overnight shifts to patrol Glengarry and the Waterworld site due to extra security challenges being faced in the Glengarry neighbourhood.
- New camera systems in 445 Glengarry and 395 University have been helpful but reactionary however having photos of crimes does help when CHC must evict residents involved in the related violence. Also, there is a backlog and delay for Landlord and Tenant Board hearings due to the pandemic. This inability for immediate action continues the cycle of unstable tenancies and contributes to the overall issues within the community.
- Filling vacancies in this area remains a challenge due to safety concerns.

Action Item

The Board would like to form a joint committee with the City and community partners to discuss the issues in the Glengarry neighbourhood and establish a long-term community safety and security plan.

Vacancies

CHC is currently working to house applicants from the CHR list. COVID-19 lockdowns have made it a longer process due to office closure, tenant communication and key distribution limitations.

Overall average vacancy rate is 3.9 % based on all portfolios:

- Public Housing is at 8.4%.
- Non-Profit Family has increased to 1.4%.
- Non-Profit Senior has decreased by 6.0%.

A MOTION WAS MADE TO ACCEPT THE COO REPORT FOR THE MONTH OF JUNE 2021 AS PRESENTED.

Moved by: Mayor Marc Bondy

Seconded by: Mr. Ken Acton

CARRIED

**CHIEF
FINANCIAL
OFFICER'S
REPORT**

CFO Report, Charles Janisse

Mr. Janisse reviewed his written report with the Board highlighting the following items.

Q1 to Q3 Operating results show an operating deficit of \$427,000.

Highlights are as follows:

- Rental revenues - \$24.8K – Consolidated rental revenue as of March 31st is slightly favourable to budget and expected to come more in line by the end of the year. As the rent freeze will hold rents increases down overall for current tenants, it is expected that Non-Profit Families (NPF) will move back in line.
- Increase costs in grounds services due to contract renewals with high increase costs in labour and materials.
- High unit restoration and construction related costs. Major increases in material and labour costs resulting from pandemic lockdown and production delays.
- Bad debts – Budgeted at \$100,000 has doubled due to the affect of pandemic lockdowns and other economic factors. Also accompanied by the Landlord and Tenant Board's shutdown delaying CHC's ability to take action on bad debts. This is resulting in forecasted Q4 actuals in the amount of \$259,000 in public housing.
- Subsidy from the City for 2021 decreased due to an error in the City's family and public housing calculations causing a net reduction of \$170,000. This error will be adjusted in the next year and will not have any long-term impact on CHC's usual budget.
- Meadowbrook – Q1 ended with \$10 million in construction costs with the expectation of additional costs of approximately \$4 million by April. This is currently being covered by the City's line of credit agreement providing funding until CHC can start making regular withdrawals from CMHC funding expected to be available by August 2021.

CHC BOARD RESOLUTION-06-24-2021-B

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has accepted and approved the following financial statements as presented.

- 1. Q1/2021 Operating Results for the quarter-ended March 31, 2021;**
- 2. Q1/2021 Reserve Fund Investment update;**
- 3. March 31, 2020 Meadowbrook statement of financial position;**
- 4. Q1/2021 HST certification.**

As required by the Board Responsibilities relating to the monitoring of CHC's finances and costs under Section 3.1(f) of the Declaration of the Sole Shareholder.

Moved by: Mr. Jack Sullens

Seconded by: Ms. Linda Coltman

CARRIED

A MOTION WAS MADE TO ACCEPT THE FINANCE REPORT FOR JUNE 2021 AS PRESENTED.

Moved by: Ms. Ann Paul

Seconded by: Mr. Dave Cooke

CARRIED


**ASSET
MANAGEMENT
REPORT**


Asset Management Report, Jeff Belanger

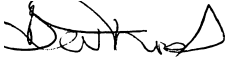
Mr. Belanger reviewed his written report highlighting the following:

- Some capital projects are still seeing delays in completion due the pandemic and will be

	<p>carried forward into the first quarter of 2022.</p> <ul style="list-style-type: none"> • CHC is working on preparing for the Repair & Renew funding projects beginning with developing strategies for implementation. • A Board Evote was called for construction projects being done at 255 Riverside. CHC has received a request from the Construction Association to release tenders for work as soon as possible. Mr. Belanger also reported that CHC has been able to lock down materials that will be required in advance through some vendors. <p>A MOTION WAS MADE TO ACCEPT THE ASSET MANAGEMENT REPORT FOR THE MONTH OF JUNE 2021 AS PRESENTED.</p> <p>Moved by: Mayor Marc Bondy Seconded by: Mr. Dave Cooke CARRIED</p>
CORPORATE SERVICES REPORT	<p><u>Corporate Services Report, Michelle Coulis</u></p> <p><u>Ms. Coulis reviewed her written report with the Board highlighting the following items.</u></p> <p>Vaccination Clinics</p> <ul style="list-style-type: none"> • Vaccine clinics were arranged through the Windsor Essex Community Health Unit (WECHU) for residents in senior buildings and target neighbourhoods. • Residents were also provided with vaccine hesitancy info cards for properties in the N9C and N9A postal code neighborhoods. • WECHU in partnership with Family Services engaged in a Workplace Mental Health Survey to better understand the mental health needs and strengths of the Windsor Essex County workforce. Survey results will be provided to participating businesses. <p>Senior Manager, Community Development and Engagement Carmela Battisti moved into her Senior Manager role on May 27, 2021. This role will help guide the corporation towards more frequent, meaningful and successful community engagement.</p> <p>Corporate Communication Continued communication and customer service support has been provided for Asset Management, CRW's, Operations, Community Engagement Coordinator, Health and Safety, Development and Regeneration and the CEO office.</p> <p>Social Media & Media Alerts Numerous media alerts and communications were prepared on CHC's behalf.</p> <p>Mr. Jim Steele was also invited to provide a statement on the Minister's new housing funding announcements in the Federal budget.</p> <p>A MOTION WAS MADE TO ACCEPT THE CORPORATE SERVICES REPORT FOR THE MONTH OF JUNE 24 2021 AS PRESENTED.</p> <p>Moved by: Counsellor Fabio Costante Seconded by: Counsellor Rino Bortolin CARRIED</p>
ADJOURNMENT & NEXT MEETING	<p>A motion was made by Ms. Ann Paul, and carried unanimously by the Board to adjourn the meeting at 1:29 pm. The next meeting will be held on August 26, 2021.</p>

Report Reviewed and Accepted By: Mr. Jim Steele, CEO	Date of Approval
	August 19, 2021

Report Reviewed and Accepted by Board Chair:	Date of Approval of Minutes
	August 19, 2021

Board Secretary	Date of Final Board Approval of Minutes
	August 26 2021