



**PEEL HOUSING CORPORATION  
BOARD OF DIRECTORS  
REPORT OF THE SECRETARY**

**PHC-5/2018**

The Board of Directors of Peel Housing Corporation met on July 5, 2018 at 8:40 AM, in the Council Chamber, Regional Administrative Headquarters, 5<sup>th</sup> Floor, 10 Peel Centre Drive, Suite A, Brampton.

**Directors Present:** C. Fonseca; M. Mahoney; E. Moore; B. Shaughnessy

**Directors Absent:** F. Dale, due to personal matters; G. Miles

**Also Present:** D. Szwarc, Chief Administrative Officer, Region of Peel; J. Sheehy, Commissioner of Human Services; P. O'Connor, Corporate Counsel; D. Labrecque, General Manager; S. Nagel, Treasurer; A. Macintyre, Corporate Secretary; C. Thomson, Deputy Corporate Secretary; S. MacGregor, Legislative Assistant

*Chaired by Vice-President Shaughnessy.*

**In accordance with section 4.5.7. of Region of Peel Procedure By-law 9-2018, no quorum was present. The Deputy Secretary recorded the names of the Directors present as:**

**C. Fonseca  
M. Mahoney  
E. Moore  
B. Shaughnessy**

- 1. DELCARATIONS OF CONFLICTS OF INTEREST - Nil**
- 2. ADMINISTRATIVE MATTERS - Nil**
- 3. APPROVAL OF MINUTES**
  - 3.1. Minutes of the Board of Directors (PHC-4/2018) meeting held on June 7, 2018**

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\* See text for arrivals

◆ See text for departures

4. **APPROVAL OF AGENDA**
5. **DELEGATIONS - Nil**
6. **REPORTS**
  - 6.1. **2017 Peel Housing Corporation Investment Report**
  - 6.2. **Contract Increases Resulting from Changes to Minimum Wage Under the *Fair Workplaces, Better Jobs Act, 2017***
  - 6.3. **Workforce Stabilization**
7. **COMMUNICATIONS - Nil**
8. **GENERAL MANAGER'S UPDATE - Nil**
9. **IN CAMERA MATTERS - Nil**
10. **OTHER BUSINESS - Nil**

**The members present received information and no minutes were kept. The following are summary notes of the information received.**

- 6.4. **PHC Board Redevelopment Update (Oral)**  
Presentation by Denise Occhipinti, Project Manager, Peel Living

Received

Denise Occhipinti, Project Manager, Peel Living, advised that the Housing Master Plan translates the strategy of the Peel Housing and Homelessness Plan into an action plan, including prioritization of projects and housing targets per project, overlaid with other Region of Peel programming requirements and a financing and funding strategy to support the 10 year plan. The Housing Master Plan is expected to be presented to Regional Council in Spring, 2019.

Denise Occhipinti provided an update on the East Avenue Redevelopment Project, noting that 2018 activities will focus on requirements confirmation, preparation of planning applications, and planning for resident relocation.

With respect to the Twin Pines Redevelopment, Denise Occhipinti advised that procurement planning is continuing, and staff continue to support residents with updates on the project and assist with resident transitions.

Seven additional sites have been identified for potential redevelopment and further studies of the sites will be completed in 2018.

In response to questions from Director Fonseca, Denise Occhipinti confirmed that staff would be reporting to the next Term of Regional Council regarding the tenant relocation plan for East Avenue and that staff would be providing an update in the Fall to the Cedar Groves Board of Directors.

**6.5. Health and Wellness Engagement Pilot Project Update (Oral)**

Presentation by Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management, Peel Living

Received

Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management, provided an update on the Health and Wellness Engagement Pilot project, comprising three components:

- Support staff to address complex mental health tenancy breaches
- Support Tenants to maintain their tenancy
- Staff knowledge transfer

Mary Jo MacCrae provided examples of the range of supports offered to tenants from referrals, including Hoarding Specialists, Counselling and Case Management services, Nurse and Personal Support Workers, peer support groups, accessibility devices, financial income supports, and relocation to long term care.

Mary Jo MacCrae advised that as a result of the Pilot, staff learned that mental health is a complex issue and that multiple approaches are required to support Tenants. One third of the tenants referred to the program declined support.

Staff recommend that the option to extend the pilot for an additional year be exercised. A Community Initiatives Specialist will be hired to assist in reinforcing the value of the data collected by setting more specific outcomes; producing a more comprehensive report to the Board of Directors; and, sharing successes and challenges with the Region of Peel to support the Peel Housing and Homelessness Master Plan.

**6.6. Pest Management Pilot (Oral)**

Presentation by Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management, Peel Living

Received

Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management, advised that the 2017 Tenant Survey indicated that 33 per cent of units had experienced a pest management issue, which contributes negatively to tenants' quality of life and to Peel Living's reputation of well-maintained building conditions. A pilot project was initiated to determine why continuous and repeated treatments were not effective in addressing ongoing bedbug issues at one of Peel Living's sites.

The pilot project resulted in an 80 per cent improvement after two, two-stage treatments; a validated, effective operational protocol; an updated and improved pest management contract; draft tenant educational communications; and the need to have a dedicated resource for pest management.

In response to a question from Director Mahoney, Mary Jo MacCrae advised that while some educational material on pest management is available to tenants, staff are working to simplify the language of the material and enhance staff training.

#### **6.7. Corporate Asset Management (Oral)**

Presentation by Stephen VanOfwegen, Commissioner of Finance and Leanne Brannigan, Acting Manager, Corporate Asset Management

Received

Stephen VanOfwegen, Commissioner of Finance and Chief Financial Officer and Leanne Brannigan, Acting Manager, Corporate Asset Management, provided an update on the Region of Peel's asset management program and partnership with Peel Housing Corporation (PHC).

They reviewed the history of the Region of Peel's asset management journey, which commenced in 2007, and advised that in 2018, the provincial government introduced new asset management regulations, with full compliance required by 2023. The Region of Peel is well positioned to meet and exceed those requirements.

The Region of Peel's Asset Management Strategy includes current PHC assets and assets managed by PHC for the Region of Peel.

Regional Council and the public receive an annual update on the overall performance of the Region of Peel's infrastructure that demonstrates that investment in infrastructure maintenance and renewal are achieving desired outcomes.

Over the coming months, staff will focus on ensuring the Region of Peel and PHC comply with new Asset Management regulations. By 2019, PHC assets will be included in the annual infrastructure Scorecard, including reporting to the PHC Board of Directors.

**11. NEXT MEETING**

Thursday, September 6, 2018, 8:30 a.m. – 10:30 a.m.  
Regional Council Chambers, 5th Floor  
Regional Administrative Headquarters  
10 Peel Centre Drive, Suite A  
Brampton, Ontario

**12. ADJOURNMENT**

**Having regard that a quorum of voting members was not achieved, in accordance with Section 4.09 of Peel Housing Corporation By-law 1, all Directors will be requested to sign resolutions related to Items 6.2 and 6.3 listed on the agenda for the July 5, 2018 Peel Housing Corporation Board of Directors meeting.**

**The Minutes of the June 7, 2018 Board of Directors Meeting and Reports – Item 6.1 will be placed on the agenda for the next regular meeting of the Peel Housing Corporation Board of Directors.**

The meeting adjourned at 9:22 a.m.

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Corporate Secretary