

PEEL HOUSING CORPORATION

BOARD OF DIRECTORS

MINUTES

PHC-2/2018

The Board of Directors of Peel Housing Corporation met on March 1, 2018 at 8:34 AM, in the Council Chamber, Regional Administrative Headquarters, 5th Floor, 10 Peel Centre Drive, Suite A, Brampton.

Directors Present: F. Dale; C. Fonseca; M. Mahoney; G. Miles; E. Moore; B. Shaughnessy

Directors Absent: Nil

Also Present: D. Szwarc, Chief Administrative Officer, Region of Peel; J. Sheehy, Commissioner of Human Services; N. Polsinelli, Commissioner of Health Services; D. Labrecque, General Manager; S. Nagel, Treasurer, J. Arcella, Deputy Treasurer; L. Loh, Associate Medical Officer of Health; A. Macintyre, Corporate Secretary; C. Thomson, Deputy Corporate Secretary; S. MacGregor, Legislative Assistant

Chaired by President Miles.

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

Moved by Director Shaughnessy,
Seconded by Director Moore;

That the minutes of the Peel Housing Corporation (PHC-1/2018) Board of Directors meeting held on February 1, 2018, be adopted.

Carried 2018-09

* See text for arrivals

◆ See text for departures

4. APPROVAL OF AGENDA

Moved by Director Dale,
Seconded by Director Fonseca;

That the delegation listed as item 5.1 on the agenda for the March 1, 2018 Peel Housing Corporation Board of Directors meeting be withdrawn;

And further, that the agenda for the March 1, 2018, Peel Housing Corporation Board of Directors meeting, be approved, as amended.

Carried 2018-10

5. DELEGATIONS

5.1. Patricia Lawrence, Judy Bennett and Ellaine Hirst, Residents, Regarding Jane Street, Riverview Terrace and Stationview Place Seniors Buildings

This item was withdrawn under Resolution 2018-10

6. REPORTS

6.1. Summary of 2017 Peel Living Tenant Survey

Presentation by Dan Labrecque, General Manager, Peel Living

Received 2018-11

Dan Labrecque, General Manager, Peel Living, presented highlights from the 2017 Peel Living Tenant Survey, noting that detailed results could be shared with Directors, upon request.

In response to a question from Director Moore, the General Manager stated that conducting surveys for each Peel Living building would be costly; however, smaller surveys for targeted buildings could be considered.

Director Fonseca noted that some of the feedback related to building cleanliness could be addressed and standardized across the Peel Living portfolio which may result in a positive shift in survey results.

The General Manager responded that the survey provides staff with an understanding of resident concerns and that there may be opportunities through the 2019 Budget for investments in buildings aesthetics, such as fresh paint.

6.2. Peel Housing Corporation – Tenant Annual Review

Presentation by Bruno Colavecchia, Manager, Housing Operations and Tenancy Management and Anthony Montenegro, Manager, Program Funding Support

Received 2018-12

Bruno Colavecchia, Manager, Housing Operations and Tenancy Management and Anthony Montenegrino, Manager, Program Funding Support, provided a summary of legislative requirements regarding Tenant Annual Reviews (TARS) and issues and challenges related to TARS administration. They reviewed actions that were taken related to process improvements and the biennial TAR initiative and outlined planned future initiatives.

6.3. Peel Housing Corporation – Tenant Receivable

Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management and Jesvy Paratholil, Manager, Program Assurance and Compliance

Received 2018-13

Mary Jo MacCrae, Manager, Housing Operations and Tenancy Management and Jesvy Paratholil, Manager, Program Assurance and Compliance, provided an overview of tenant responsibilities, noting that approximately 11 per cent of Peel Housing Corporation (PHC) tenants are in arrears. They reviewed PHC's responsibilities with respect to the collection process, highlighting that PHC understands the importance of balancing the role of a landlord while responding to the needs of tenants in social housing. The presentation included data related to write-offs/legal fees/evictions, rent arrears by amount, rent arrears by age and applications to the Landlord Tenant Board.

In response to questions from Director Moore, Mary Jo MacCrae undertook to provide her with a breakdown of arrears between rent-geared-to-income and market rent tenants and confirmed that Service Peel locations now accept cash payments for rent.

In response to a question from Councillor Mahoney, Mary Jo MacCrae explained the process that is followed with tenants in arrears. The Commissioner of Human Services stated that by the time a tenant is evicted, numerous attempts to help save the tenancy have been made by PHC staff and Region of Peel staff.

6.4. Twin Pines Redevelopment Update

Moved by Director Mahoney,
Seconded by Director Shaughnessy;

That the Twin Pines Redevelopment procurement plan as described in the report of the General Manager, titled "Twin Pines Redevelopment Update" be approved;

And further, that the General Manager and/or Treasurer of the Peel Housing Corporation be authorized to execute a Memorandum of Understanding for the Twin Pines Redevelopment Project with the Region of Peel defining the terms and conditions of the financial support the Region of Peel would provide to Peel Housing Corporation for the project, subject to the receipt of the applicable approvals from the Region of Peel of the terms of the Memorandum of Understanding;

And further, that staff report back to the Board and Regional Council at the conclusion of the procurement process to seek the necessary approvals to award the resulting partnership agreement, deal structure and request budget approvals.

Carried 2018-14

6.5. Smoke-Free Living Initiative

Presentation by Dr. Lawrence Loh, Associate Medical Officer of Health

Received 2018-15

See also Resolutions 2018-16

Moved by Director Shaughnessy,
Seconded by Director Fonseca;

That the Smoke Free Living Policy attached as Appendix I to the report of the Commissioner of Health Services, General Manager of Peel Living and the Medical Officer of Health titled "Smoke-Free Living Initiative" which transitions Peel Living owned and/or managed multi-unit housing (MUH) properties (i.e., apartment buildings and townhouses) to smoke-free environments, be approved.

Carried 2018-16

See also Resolutions 2018-15

Dr. Lawrence Loh, Associate Medical Officer of Health, presented the findings of the Peel Living Smoking and Tobacco Survey and the proposed smoke-free policy that will prohibit the smoking or holding of lit/heated tobacco and cannabis products, with exemptions to be considered on a case-by-case basis. He reviewed policy options that were considered, the consultation process that was undertaken, and applicable rights, laws and legal issues.

Dr. Loh advised that smoke-free living would be achieved using a phased-in approach, with new tenants signing lease agreements that contain a no-smoking clause and existing tenants becoming grandfathered in accordance with the *Residential Tenancies Act*. Dr. Loh noted that a similar report will be presented to Regional Council for endorsement to include all other Regionally owned properties.

In response to a question from Director Moore, Dr. Loh advised that designated smoking areas are logistically challenging to implement.

Director Dale inquired as to how the policy would be enforced in buildings where only some units are owned by PHC. The General Manager stated that enforcement of leases is the responsibility of PHC, as the landlord of those units.

Director Moore suggested that existing tenants be given ample notice that their unit would become smoke free by a specific date.

Dr. Loh undertook to raise the suggestion from Director Moore with the Steering Committee that was formed to explore the development of a smoke-free policy.

7. COMMUNICATIONS – Nil

8. GENERAL MANAGER'S UPDATE

Received 2018-17

Dan Labrecque, General Manager, Peel Living, provided an update on the Over-housed Initiative, Pest Management Pilot, and Clean Building Focus. He noted that a development team has been integrated with Peel Housing Corporation to facilitate work in progress during the interim period while Regional Council addresses the Peel Housing and Homelessness Plan and PHC governance. The General Manager identified 11 contracts that will be subject to re-tendering and provided a timeline of upcoming reports to the Board of Directors.

9. IN CAMERA MATTERS - Nil

10. OTHER BUSINESS

Director Miles recognized Peel Housing Corporation staff for the informative presentations provided at the March 1, 2018 meeting.

11. NEXT MEETING

Thursday, April 5, 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

The meeting adjourned at 10:27 a.m.

President

Secretary

