



## Bruce County Housing Corporation Agenda

Thursday July 12, 2018  
9:30 a.m.

Council Chambers  
County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Approval of Minutes - June 1, 2018 (attached)
3. Action Items
  - A. Social Housing Investment Program(attached)
  - B. Disposal of Five (5) Residential Properties, Kincardine (attached)
4. Closed Meeting
  - A. That the Board move into a closed meeting pursuant to Section 239 (2) (c) of the Municipal Act relating to a proposed or pending acquisition or disposition of land by the Municipality or local Board.
  - B. Approval of Minutes - June 1, 2018
5. Rise and Report
6. Act on Recommendations

That in accordance with the Procedure By-law, staff be authorized and directed to give effect to the actions of the Bruce County Housing Corporation in respect of all resolutions passed during the July 12, 2018 meeting.
7. Next Meeting

August 2, 2018
8. Adjournment



## Bruce County Housing Corporation Minutes

June 1, 2018  
11:27 a.m.  
Council Chambers  
Walkerton, Ontario

**Present:** Warden Paul Eagleson (Acting Chair)  
Councillors Anne Eadie, Robert Buckle, Milt McIver and Mike Smith  
Alternate Councillors Dan Gieruszak and Wilf Gamble

**Staff:** Kelley Coulter, Chief Administrative Officer  
Darlene Batte, Deputy Clerk  
Tony Ban, Housing Facilities Manager  
Bettyanne Cobean, Director of Corporate Services  
Tania Dickson, Housing Services Manager  
Cathy McGirr, Museum Director  
Christine MacDonald, Director of Human Services  
William McKeage, Director of Health Services  
Marianne Nero, Director of Human Resources  
Miguel Pelletier, Director of Transportation & Environmental Services  
Donna Van Wyck, Clerk

**Regrets:** Councillors David Inglis, Janice Jackson and Mitch Twolan

**1. Pecuniary Interest**

There were no declarations of pecuniary interest.

**2. Minutes**

Moved by Alternate Councillor Dan Gieruszak  
Seconded by Councillor Robert Buckle

That the minutes of the May 3, 2018 meeting of the Bruce County Housing Corporation be adopted as circulated.

Carried

**3. Action Items**

**A. Capital Funding Reallocation**

Moved by Alternate Councillor Wilf Gamble  
Seconded by Councillor Mike Smith

That Bruce County Housing Corporation (BCHC) is approved to reallocate \$76,320 in capital funding for the replacement of sidewalks and patios at 50 Park St., Ripley.

Carried

**4. Information Items**

The 4 Adam Street, Mildmay Crawlspace Flood and Creosote Release report was received for information.

**5. Closed Meeting**

Moved by Councillor Anne Eadie  
Seconded by Councillor Milt McIver

That the Board move into a closed meeting pursuant to Section 239 (2) (c) of the Municipal Act relating to a proposed or pending acquisition or disposition of land by the Municipality or local Board

Carried

The following staff withdrew from the Chambers at 11:29 a.m.:  
Bettyanne Cobean, Director of Corporate Services  
Cathy McGirr, Museum Director  
William McKeage, Director of Health Services  
Marianne Nero, Director of Human Resources  
Miguel Pelletier, Director of Transportation & Environmental Services  
Donna Van Wyck, Clerk

**6. Rise and Report**

Moved by Councillor Anne Eadie  
Seconded by Councillor Mike Smith

That the Committee rise and report from the Closed meeting.

Carried

Moved by Councillor Anne Eadie  
Seconded by Alternate Councillor Wilf Gamble

That authority be granted to staff to submit the technical consent package to the Ministry of Housing and all necessary documentation to formalize the disposal process and obtain provincial consent; and,

That authority be granted to declare the units surplus and offer them for sale under the provisions set out in the approved disposal plan; and,

That authority be granted to the Director of Human Services to negotiate terms of sale consistent with the disposal plan and execute required agreements and associated documentation; and,

That the Housing Services Manager be granted authority to enter into additional rent supplement agreements as necessary to facilitate tenant relocation or overstay; and,

That authority be granted to allocate net disposal proceeds and any additionally secured funding towards a new build in Kincardine.

Carried

**7. Next Meeting**

The next meeting of the of the Bruce County Housing Corporation will take place on July 5, 2018 at the Bruce County Museum and Cultural Centre, Southampton, Ontario.

**8. Adjournment**

Moved by Alternate Councillor Dan Gieruszak

Seconded by Councillor Robert Buckle

That the meeting of the Bruce County Housing Corporation adjourn at 12:07 p.m.

Carried

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Warden Paul Eagleson, Acting Chair  
Bruce County Housing Corporation



## Board Report

**To:** Warden Paul Eagleson  
Members of the Bruce County Housing Corporation

**From:** Christine MacDonald  
Director of Human Services

**Date:** July 12, 2018

**Re:** Social Housing Investment Program

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### Recommendation:

That the Bruce County Housing Corporation (BCHC) pass a resolution that Bruce County Housing Corporation open a Social Housing Investment Funds account with the principal distributor of such funds, Worldsource Financial Management Inc. (WFM) and in furtherance thereof that the Corporation execute and become a party to the Social Housing Investment Funds account agreement; and,

That Bruce County Housing Corporation gives any two of the following three officers: Director Corporate Services; Deputy Treasurer; and Financial Analyst the full power and authority to deal with and make decisions in regard to the Corporations portfolio and WFM, in its capacity as principal distributor of the Social Housing Investment Funds, shall be full entitled to rely on this authority without the need to make further inquiries of the Corporation, and,

That the Housing Manager, as Secretary of the Corporation shall inform WFM of all change of persons holding the authorities as listed above and be authorized to complete and provide a certified copy of the resolution.

### Background:

The Social Housing Investment Program enables housing providers to effectively invest capital reserves and operating dollars as set out in the *Housing Services Act, 2011*. Encasa financial is a registered Fund Manager, created specifically to manage the investment of pooled capital reserves of non-profit and co-operative housing providers.



Feedback from investors indicated that they would like Encasa to be more accessible, better able to offer ongoing and direct investor support, and more streamlined approach. This feedback has prompted a change in the way Encasa operates the funds.

The appointment of a new distributor for the funds is a key part of Encasa taking on a more direct role in the management of the Social Housing Investment Funds. Encasa has joined with WFM as the new distributor.

The change in distributor requires all current unitholders to open new accounts with WFM.

#### **Financial/Staffing/Legal/IT Considerations:**

There are no financial, staffing or IT considerations associated with this report. As a social housing provider, BCHC is required to follow the regulations outlined in the *Housing Services Act, 2011*.

#### **Interdepartmental Consultation:**

Housing staff will continue to work with Corporate Services to ensure the proper steps are taken and documents signed to open an account with WFM.

#### **Link to Strategic Goals and Elements:**

There are no links to the Strategic Goals or Elements associated with this report.

Written by: Tania Dickson, Housing Services Manager

#### **Approved by:**

Kelley Coulter  
Chief Administrative Officer



## Board Report

**To:** Warden Paul Eagleson  
Members of the Bruce County Housing Corporation

**From:** Christine MacDonald  
Director of Human Services

**Date:** July 12, 2017

**Re:** Disposal of Five (5) Residential Properties, Kincardine

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### Recommendation:

That the properties located at 1034 Queen Street, 24 Inverlyn Cres., 10 Wilson Cres., 15 MacCaskill Rd., and 24 MacCaskill Rd., Kincardine are declared surplus as per the County of Bruce Notice Policy, Schedule A, Subject 270. Sale and Other Disposition of Land; and

That authority be granted to accept the valuations obtained for the units in the approval disposal plan and to authorize the Director of Human Services to retain a real estate agent or broker to offer them for sale at the valuation amount for each unit; and

That if all conditions have been satisfied, that any two of President/Chair (Chair of Human Services Committee) or the Vice President/ Vice Chair (Warden) or the Secretary (Housing Services Manager) of the Corporation are hereby authorized to execute the deeds and other documents and complete the transaction.

### Background:

On June 1, 2018 the Board move into a closed meeting pursuant to Section 239 (2) (c) of the Municipal Act relating to a proposed or pending acquisition or disposition of land by the Municipality or local Board and the committee did rise and report from the closed meeting and resolved the following:

- That authority be granted to staff to submit the technical consent package to the Ministry of Housing and all necessary documentation to formalize the disposal process and obtain provincial consent; and,



- That authority be granted to declare the units surplus and offer them for sale under the provisions set out in the approved disposal plan; and,
- That authority be granted to the Director of Human Services to negotiate terms of sale consistent with the disposal plan and execute required agreements and associated documentation; and,
- That the Housing Services Manager be granted authority to enter into additional rent supplement agreements as necessary to facilitate tenant relocation or overstay; and,
- That authority be granted to allocate net disposal proceeds and any additionally secured funding towards a new build in Kincardine.

Section 270. (1) of the Municipal Act, 2001, S.O. 2001, Chapter 25 requires all municipalities to adopt and maintain a policy with respect to its sale and other disposition of land. The purpose of the "Sale of Real Property Policy" is to set out the procedures to declare lands surplus and the method of selling land, including land sales associated with road closures. The policy sets out the process of appraisal and valuation, the method of sale, and the manner in which notice will be given to the public in an effort to provide the greatest possible transparency and to ensure accountability. The "Sale of Real Property Policy" and the "Notice Policy" requires that before selling any Real Property, notice shall be given to the public 10 days prior to disposition of property in accordance with the County's Notice Policy.

#### **Financial/Staffing/Legal/IT Considerations:**

This cost of the advancing the project to point in time has been funded by the new housing development reserve as approved by committee. Staff have consulted with County legal representation on this matter and have included the recommended action in this report.

#### **Interdepartmental Consultation:**

Staff are working in consultation with the Clerk, Corporate Services and Planning & Development for various components of this project.

#### **Link to Strategic Goals and Elements:**

Goal #6. Explore alternate options to improve efficiency and service  
Goal #7. Stimulate and reward innovation and economic development

Written by: Tony Ban, Housing Facilities Manager





Corporation of the County of Bruce  
Bruce County Housing Corporation

[brucecounty.on.ca](http://brucecounty.on.ca)

Approved by:

Kelley Coulter  
Chief Administrative Officer