

**NOTICE OF MEETING  
BOARD OF DIRECTORS AND MEMBERS  
CITYHOUSING HAMILTON CORPORATION**

**REGULAR MEETING**

**Date:** TUESDAY, February 10, 2026

**Time:** 10:00am – 12noon

Webex Link - Board members join via Webex invite in their calendars

**Place:** City Hall, 71 main St. West, 2<sup>nd</sup> Floor, Council Chambers and will be held via WebEx conferencing and live streamed only on YouTube for public access:

youtube\_CHH Board

[YouTube Board link February 10, 2026](#)

**CHH website, Agenda Material link:**

[CHH Board meeting material February 10, 2026](#)

**AGENDA**

**1) Call to Order**

**2) Conflict of Interest Declaration**

**3) Confirmation of Minutes**

a) Special meeting held, December 9, 2025

b) Regular meeting held November 25, 2025

**4) Delegation**

**Added:** Approval for urgent delegation request to the February 10<sup>th</sup>, 2026 Board meeting agenda

a) Jelena Vermilion respecting 430 Cumberland - ongoing Pest Infestation, maintenance issues and maintenance requests.

**5) Finance**

a) Insurance Renewal, November 2025 to 2026 (Report #26002)

b) 2025 Insurance Incidents (Report #26003)

c) Operating Variance, September 2025 (Report #26001)

**6) Portfolio**

- a) Development Partnerships (Report #25026(b)) – Public Report, (Confidential Appendix A, Item 8b)
- b) Development Funding (Report #26005) – Public Report, (Confidential Appendix A, Item 8c)

**7) CEO Written Updates**

**1.0 Vacancy Unit Monthly Data Update, December 2025** (attached)

**2.0 Tenant First Team**, November 11, 2025, minutes (attached).

**3.0 CHH Investment Withdrawal**

CHH has approximately \$10M invested through the City of Hamilton.

**4.0 Board Communications:**

- 1. December 10, 2025 – Email Update announcement, Jamesville Ministerial Zoning Order (attached)
- 2. December 12, 2025 – Email Update, appointment of new Board Director, M. Richardson (attached)

**8) PRIVATE AND CONFIDENTIAL**

**a) Procurement Assessment (Report #26004)**

**NOTE: Discussion of this Confidential Report in closed session is subject to the following requirement(s) of Report #26004, Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - Including CityHousing Hamilton Corporation

**RATIONALE FOR CONFIDENTIALITY**

Report #26004 is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

**RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that Report #26004 remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**b) Development Partnerships (Report #25026(b))**

**NOTE: Report #25026(b) is a public document, except for CONFIDENTIAL Appendix 'A' to that report.**

**NOTE: Discussion of Appendix A of Report #25026(b), in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;**
  - Including CityHousing Hamilton Corporation**

**RATIONALE FOR CONFIDENTIALITY**

The appendix A of Report #25026(b) is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the

competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

#### **RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

#### **c) Development Funding (Report #26005)**

**NOTE: Report #26005 is a public document, except for CONFIDENTIAL Appendix 'A' to that report.**

**NOTE: Discussion of Appendix A of Report #26005, in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;**
  - Including CityHousing Hamilton Corporation**

#### **RATIONALE FOR CONFIDENTIALITY**

The Appendix A of Report #26005 is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

#### **RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied

in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**9) Adjournment**

**Board Approved on February 10, 2026**

**MEETING MINUTES**  
**BOARD OF DIRECTORS AND MEMBERS**  
**CITYHOUSING HAMILTON CORPORATION**

Date: **Tuesday, December 9, 2025**

Time: **Board Meeting**  
**10:00am – 12noon**

Location: Hybrid / City Hall, 1<sup>st</sup> Floor, Room 192

Meeting: **Special Meeting Budget 2026 (and other reports)**

Place: City Hall, 71 Main St. West, 1<sup>st</sup> Floor, Room 192/193  
and will be held via WebEx conferencing and live  
streamed only on YouTube for public access (AV  
support in attendance):  
[Board Dec 9 2025 YouTube](#)  
CHH website, Agenda Material link:  
[CHH Board Dec 9 2025 agenda material](#)

Present: ~~Director-Councillor Nrinder Nann, *President*~~  
Director-Citizen Adriana Baker, *Vice-President*  
Director-Councillor Tammy Hwang, *Treasurer* (virtual)  
Adam Sweedland, CEO/Secretary  
Director-Councillor Tom Jackson  
Director-Councillor Cameron Kroetsch (virtual)  
Director-Councillor Alex Wilson (virtual)  
~~Director-Citizen Karl Andrus~~  
Director-Citizen Alice Plug-Buist

Regrets: N. Nann, K. Andrus

Also Present: CHH Staff: R. Desouza, A. Warren-Ritchie, S.  
Botham, L. Ward, P. Vander Klippe, C. Morgan  
Other City Depts: Housing Division, K. Harrington  
Guest(s) for item 5d: ERA Architects, Graeme Stewart,  
Mikael Sydor  
Public: YouTube access provided – Streaming

AV supports: MacLean Media Systems Inc

**1. Call to Order (Quorum is five) 10:01am**

**Vice-President A. Baker, called the meeting to order at 10:01am**

“The City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.”

- the Chair proceeded with Roll Call at the beginning of the meeting.

## **2. Conflict of Interest Declaration**

In response of a call from the President for conflict-of-interest declarations:

NONE.

## **3. Confirmation of Minutes**

### **a) Audit & Finance meeting held November 17, 2025**

Moved by Treasurer-Councillor T. Hwang, seconded by Director-Councillor A. Wilson and carried to approve November 17, 2025 minutes as presented.

## **4. Strategy Quality Improvements**

### **a) CHH Policy Updated, complaints Policy and Accountability Framework**

The Board was in receipt of Report # 25031 from CEO/Secretary dated December 9, 2025.

Manager, Amanda Warren-Ritchie, gave an overview of the report.

It was moved by Treasurer-Councillor T. Hwang, seconded by Director-Citizen A. Plug-Buist, and carried:

That report 25031 be **received** and the following recommendation be **approved**:

The Board of Directors approve the CityHousing Hamilton Corporation (CHH) Complaint Policy & Accountability Framework (attached as Appendix A).

## **5. Finance / Portfolio, Asset Renewal**

### **a) 2026 Budget Presentation (Operating & Capital Replacement and Reserve Budget)**

The Board was in receipt of 2026 Budget power point presentation from CEO/Secretary dated December 9, 2025.

CEO, Adam Sweedland introduced the slideshow and CFO, Rochelle Desouza presented the power point giving an overview of subsidy and information on Report 25032 including but not limited to:

- Budget at A Glance
- Revenues
- Expenses
- Replace & Reserve Capital
- Investment overview

It was moved by Treasurer-Councillor T. Hwang, seconded by Director-Councillor A. Wilson, and carried:

That the 2026 Budget power point presentation be **received** for information.

### **b) Proposed 2026 CHH Operating and Capital (Replace & Reserve) Budget**

The Board was in receipt of Report #25032 from CEO/Secretary dated December 9, 2025.

CFO, Rochelle Desouza referred to this report through the slideshow presented in item 5a.

It was moved by Treasurer-Councillor T. Hwang, seconded by Director-Councillor A. Wilson, and carried:

That Report #25032 be received for information and the following recommendation(s) **approved**:

- a) That the Board approve Report #25032  
CityHousing Hamilton Corporation  
Proposed 2026 Operating and Capital (Replace and Reserve) Budget; and
- b) That the Chief Executive Officer be delegated authority to approve in-year changes to the expenditures in the Capital (Replace and Reserve) budget to address unanticipated emergency projects and report back to the Board with details of any such reallocation.

**c) Development Partnerships**

The Board was in receipt of Report #25026(a) from CEO/Secretary dated December 9, 2025.

This report is a Public report which has a **Confidential Appendix A**. The Board requested the public report be discussed in open meeting then proceed to closed meeting to discuss confidential appendix A.

CPO, Sean Botham gave an overview of the report and recommendations.

It was moved by Director-Citizen A. Plug-Buist, seconded by Director-Councillor A. Wilson, and carried:

That Report #25026(a), Development Partnerships, be **received** for information and the following recommendation(s) **approved**:

1. That the Board of Directors authorize the Chief Executive Officer (CEO) of CityHousing Hamilton Corporation (CHH), subject to review and approval by CHH's legal counsel, to enter into Memorandums of Understanding (MOUs) for the purpose of exploring potential partnerships, provided that:
  - a. Any financial commitments arising from such MOUs do not exceed the CEO's approved signing authority;
  - b. Any binding provisions within such MOUs are limited to confidentiality, information-sharing, or similar non-financial obligations; and
  - c. No binding contract, agreement, or commitment to proceed with a project or partnership shall be entered into without prior approval of the Board of Directors.

**d) Repair Program – December Update**

The Board was in receipt of Report #2023(b) from CEO/Secretary dated December 9, 2025.

This report is a Public report which has a **Confidential Appendix B**. The Board requested the public report be discussed in open meeting then proceed to closed meeting to discuss confidential appendix B.

CPO, Sean Botham gave an overview of the report and the recommendations. Sean introduced ERA Architects, Graeme Stewart, Mikael Sydor to present the Portfolio Repair and Renewal Program action plan slideshow.

It was moved by Director-Citizen A. Plug-Buist, seconded by Director-Councillor C. Kroetsch, and carried:

That Report #25023(b), Repair Program – December 2025 Update, be **received** for information and the following recommendation(s) **approved**:

1. That the Board of Directors approve the revised and expanded list of Repair Program projects, with a total program envelope of up to \$230M as outlined in Confidential Appendix B, with this amount reflecting the cumulative value of previously awarded work together with reconfigured and expanded scopes;
2. That the Board of Directors authorize the Chief Executive Officer (CEO) to further reconfigure the project selection, in consultation with CMHC, at their discretion to ensure all funds are spent optimally and by the contractually required program deadline;
3. That the Board of Directors authorize the CEO to procure all construction and consulting services required to deliver the up to \$230M Repair Program, using the most public and competitive procurement method feasible within the timelines required to meet CMHC and other funder contractual obligations, including public procurement, invitational procurement, or single-sourcing in accordance with Procurement Policy #11 – Non-Competitive Procurements, with procurement method selection informed by schedule risk, value-for-money considerations, and upon the advice of CHH's Retrofit Facilitator, Fairness Consultant, and City of Hamilton Procurement staff where required.

## 6. In-Camera / Confidential

Motion moved by Director-Councillor C. Kroetsch, seconded by Treasurer-Councillor T. Hwang and carried to move In-Camera for item 6a and 6b.

Attendees (at 11:05am) for **Item 6a**: A. Baker, C. Kroetsch, T. Jackson (at 11:14am), A. Wilson, A. Plug-Buist, T. Hwang, A. Sweedland, R. Desouza, A. Warren-Ritchie, S. Botham, L. Ward, P. Vander Klippe, C. Morgan, T. Herechuk (recorder)

### a) Development Partnerships (Report #25026(a)), Appendix A

**NOTE: Report #25026(a) is a public document, except for CONFIDENTIAL Appendix 'A' to that report.**

**NOTE: Discussion of Appendix A of Report #25026(a), in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

· Including CityHousing Hamilton Corporation

CPO, Sean Botham and (Acting) Manager of Development, Peter Vander Klippe gave an overview of Appendix A.

It was moved by Director-Councillor C. Kroetsch, seconded by Director-Councillor A. Wilson and carried:

That Report #25026(a), confidential Appendix A  
be **received** for information

Attendees (at 11:22am) for **Item 6b**: A. Baker, T. Jackson, A. Wilson, A. Plug-Buist, T. Hwang, A. Sweedland, R. Desouza, A. Warren-Ritchie, S. Botham, L. Ward, P. Vander Klippe, C. Morgan, T. Herechuk (recorder)  
Guests: ERA Architects; Graeme Stewart, Mikael Sydor

**b) Repair Program – December Update (Report #25023(b)), Appendix B**

**NOTE: Report #25023(b) is a public document, except for CONFIDENTIAL Appendix 'B' to that report.**

**NOTE: Discussion of Appendix B - Project Selection and Cashflow of Report #25023(b), in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

· Including CityHousing Hamilton Corporation

The Board was in receipt of Report #25023(b), Appendix B from CEO/Secretary dated December 9, 2025.

CPO, Sean Botham and (Acting) Manager Peter Vander Klippe, gave a high-level overview of the report.

It was moved by Director-Councillor A. Wilson, seconded by Treasurer-Councillor T. Hwang:

That Report #25023(b), confidential Appendix B, be **received** for information.

Motion moved by Director-Citizen A. Plug-Buist, seconded by Treasurer-Councillor T. Hwang and carried to move in public session at 11:36pm.

### **IN PUBLIC SESSION**

Motion moved by Director-Councillor T. Jackson, seconded by Treasurer-Councillor T. Hwang and carried:

That Item 6a, Report #25026(a), Appendix A **and** 6b, Report 25023(b), Appendix B **remain confidential**.

### **9. Adjournment at 11:40am**

Motion by Director-Councillor T. Hwang, seconded by Director-Citizen A. Plug-Buist and carried that the meeting be adjourned.

**TAKEN AS READ AND APPROVED**

**Adriana Baker, VICE-PRESIDENT  
CityHousing Hamilton Corporation**

*Teresa Herechuk  
CityHousing Hamilton Corporation  
December 9, 2025*



**Board Approved on February 10, 2026**

**MEETING MINUTES**  
**BOARD OF DIRECTORS AND MEMBERS**  
**CITYHOUSING HAMILTON CORPORATION**

Date: **Tuesday, November 25, 2025**

Time: **Board Meeting  
10:00am – 12noon**

Location: Hybrid / City Hall, 1<sup>st</sup> Floor, Room 192

Meeting: **Regular Meeting**

Place: City Hall, 71 Main St. West, 2<sup>nd</sup> Floor, Council Chambers and will be held via WebEx conferencing and live streamed only on YouTube for public access (AV support in attendance):  
[youtube CHH Board Nov. 25 2025](#)  
 CHH website, Agenda Material link:  
[CHH website Board Agenda Material Nov 25 2025](#)

Present: Director-Councillor Nrinder Nann, *President*  
~~Director-Citizen Adriana Harris, *Vice-President*~~  
 Director-Councillor Tammy Hwang, *Treasurer* (virtual)  
 Adam Sweedland, CEO/Secretary  
~~Director-Councillor Tom Jackson~~  
 Director-Councillor Cameron Kroetsch (virtual)  
 Director-Councillor Alex Wilson  
 Director-Citizen Karl Andrus (virtual)  
 Director-Citizen Alice Plug-Buist

Regrets: A. Harris, T. Jackson

Also Present: CHH Staff: R. Desouza, A. Warren-Ritchie, S. Botham, L. Ward, C. Morgan  
 Other City Depts: Housing Division, K. Harrington  
 Guest(s): none  
 Public: YouTube access provided – Streaming  
 AV supports: MacLean Media Systems Inc

**1. Call to Order (Quorum is five) 10:06am**

**President-Councillor N. Nann, called the meeting to order at 10:06am**

“The City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.”

- the Chair proceeded with Roll Call at the beginning of the meeting.

**2. Conflict of Interest Declaration**

In response of a call from the President for conflict-of-interest declarations:

NONE.

**3. Election/Appointment of Officers Update**

**a) Name change, director and the vice-president of the corporation.**

Whereas Adriana Harris, a Director and the Vice-President of the Corporation, has changed her name to Adriana Baker.

On a motion by Director-Councillor A. Wilson, seconded by Director-Citizen A. Plug-Buist and carried, it was resolved that:

**Adriana Baker** be and is hereby **confirmed** as a continuing Director and the Vice-President of the Corporation, with signing authority.

**4. Confirmation of Minutes**

**a) Special meeting held September 23, 2025**

Moved by Director-Citizen A. Plug-Buist, seconded by Treasurer-Councillor T. Hwang and carried to approve September 23, 2025 minutes as presented.

**b) Special meeting held November 5, 2025**

Moved by Director-Councillor C. Kroetsch, seconded by Director-Councillor A. Wilson and carried to approve November 5, 2025 minutes as presented.

**c) Delegation written notes received November 5, 2025**

Moved by Director-Citizen A. Plug-Buist, seconded by Director-Councillor A. Wilson and carried to receive delegation, Jelena Vermillion and the written notes as read by delegate on November 5, 2025.

## 5. Finance

### a) Operating Variance, June 2025

The Board was in receipt of Report # 25030 from CEO/Secretary dated November 25, 2025.

CFO, Rochelle Desouza, gave an overview of the report, highlighting operating income and expenses.

It was moved by Treasurer-Councillor T. Hwang, seconded by Director-Citizen A. Plug-Buist, and carried:

That Report #25030, be **received** for information.

## 6. Strategy Quality Improvements

### a) CHH Policy Update, Financial Delegated Authority

The Board was in receipt of Report # 25027 from CEO/Secretary dated November 25, 2025

Manager, Amanda Warren-Ritchie gave an overview of report, highlighting Appendix A information.

It was moved by Director-Councillor A. Wilson, seconded by Treasurer-Councillor T. Hwang, and carried:

That Report #25027 be **received**, and the following recommendation be approved:

The Board of Directors **approve** the CityHousing Hamilton Corporation (CHH) Financial Delegated Authority Policy (attached as Appendix A to Report 25027).

## 7. CEO Written Updates

- 1.0 Vacancy Unit Monthly Update, October 2025 (attached)
- 2.0 Tenant First Team, approved June 17 and September 9, 2025, minutes (attached). The next scheduled meeting will be held on January 13 , 2026. The selection committee comprised of Board members and Tenants First Team members completed the selection for the incoming new and continuing members
- 3.0 2026 CHH Board meeting proposed schedule (attached)
- 4.0 CHH organization re-structure October 6th Launch update
- 5.0 Corporate Build Day / CHH and Habitat for Humanity held Sept. 30th
- 6.0 Ontario Non-profit Housing Association – CEO nomination for Board of Directors Update
- 7.0 City of Hamilton Climate Change Reserve funding award

## 8.0 Board Communications 2025:

1. October 23, 2025 – Email inviting Board members to participate in the CHH procurement process review with Colliers, as consultants for this project. (attached)
2. November 6, 2025 – Email advising Board members of option to use CHH written resolutions in lieu meeting for time sensitive items from the November 5, 2025, scheduled meeting (attached)

It was moved by Director-Councillor A. Wilson, seconded by Treasurer-Councillor T. Hwang, and carried:

That the CEO Written Updates, be **received** for information.

## 8. PRIVATE / Confidential

Motion moved by Director-Councillor A. Wilson, seconded by Director-Citizen A. Plug-Buist and carried to move In-Camera for item 6a.

Attendees (at 10:23am) for **Item 8a**: A. Plug-Buist, A. Wilson, N. Nann, A. Sweedland, L. Ward, A. Warren-Ritchie, C. Morgan, T. Herechuk (recorder)  
(Virtual attendees, including guests for item 8a): C. Kroetsch, T. Hwang, K. Andrus, S. Choudry, P. Haynes  
Guests for Item 8a: Sujit Choudhry, Barrister & Solicitor, Circle Barristers; Preston Haynes, Paralegal, Cohen Highley LLP

### a) Coordinated Community Resolution Strategy, Update #3 (Report #24032(c))

**NOTE: Discussion of this Confidential Report 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:**

- **as amended, as the subject matter pertains to personal matters about an identifiable individual(s), including City employees – CityHousing Hamilton.**

The Board was in receipt of Report #24032(c) from CEO/Secretary dated November 25, 2025.

CEO, Adam Sweedland reviewed executive summary and recommendation(s).

It was moved by Director-Citizen A. Plug-Buist, seconded by Director-Councillor C. Kroetsch, and carried:

That Report #24032(c) Coordinated Community Resolution Strategy update #3 be received for information or discussion purposes and as noted in the confidential report.

Motion moved by Director-Councillor A. Wilson, seconded by Director-Citizen K. Andrus and carried to move in public session at 12:02pm.

#### **IN PUBLIC SESSION**

Motion moved by Director-Councillor A. Wilson, seconded by Director-Citizen K. Andrus and carried:

That Item 8a, Report #24032(c), **remain confidential.**

#### **9. Adjournment at 12:05pm**

Motion by Director-Citizen A. Plug-Buist, seconded by Director-Citizen K. Andrus and carried that the meeting be adjourned.

**TAKEN AS READ AND APPROVED**

**Nrinder Nann, PRESIDENT  
CityHousing Hamilton Corporation**

*Teresa Herechuk  
CityHousing Hamilton Corporation  
November 25, 2025*

<b>Date:</b>	February 10, 2026
<b>Report to:</b>	President and Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Rochelle Desouza Chief Financial Officer
<b>CEO/Secretary</b>	Adam Sweedland
<b>Subject:</b>	<b>Insurance Renewal- November 2025 - November 2026 (Report #26002)</b>
<b>Report Type:</b>	<b>Information</b>

### Recommendation(s):

That Report #26002 be **received** for information.

### Executive Summary:

Insurance premiums including additional insurance for the renewal period commencing November 1, 2025, total \$2,165,661 (prior year \$2,339,794). This represents a decrease of \$174,133 or -7.44% over the prior year. The 2025 benchmark applied by the province for the service manager's subsidy for insurance was 5.31%.

Insurance costs are based on the expected cost to reconstruct and the number and nature of incidents for which claims were submitted from the housing providers legislated to participate in the pooled insurance program through Housing Services Corporation. In 2025, construction costs increased substantially and claims generally increased province-wide but CHH experienced a decrease in its claims in 2025.



## Background and Additional Information:

Details of insurance rates per type of coverage are shown below:

Particulars	Insurance cost 2023/24	Insurance cost 2024/25	Insurance cost 2024/25	CY vs PY % change
Total Insured Values	\$ 1,317,551,446	\$ 1,545,529,533	\$ 1,846,271,573	19.46%
Average Property Rate	\$ 0.112615	\$ 0.110681	\$ 0.087049	-21.35%
#Units	6962	6960	7118	2.27%
Insurance cost/unit	\$ 276	\$ 311	\$ 282	-9.50%
<u>LINE OF COVERAGE (BASE)</u>				
Property	\$ 563,798.43	\$ 660,030.10	\$ 581,751.07	-11.86%
Contribution to Property Claims Fund	\$ 919,966.71	\$ 1,050,579.14	\$ 1,025,407.10	-2.40%
Total Property Insurance	\$ 1,483,765.14	\$ 1,710,609.24	\$ 1,607,158.17	-6.05%
Commercial General Liability	\$ 323,404.42	\$ 356,092.71	\$ 318,133.91	-10.66%
Boiler & Machinery	\$ 18,173.84	\$ 21,071.76	\$ 20,535.11	-2.55%
Crime	\$ 15,151.93	\$ 16,684.80	\$ 15,783.18	-5.40%
Directors & Officers	\$ 66,989.68	\$ 69,674.71	\$ 63,745.43	-8.51%
Umbrella Liability	\$ 16,824.08	\$ 12,895.63	\$ -	-100.00%
Excess Umbrella Liability	\$ 94,801.87	\$ 94,801.87	\$ 90,979.06	-4.03%
Cyber		\$ -	\$ 4,000.00	
Mandatory Tenant Insurance Credit	-\$ 36,808.32	-\$ 43,285.21	-\$ 39,125.76	-9.61%
Risk Credits	\$ 0.01	-\$ 115,354.34	-\$ 115,092.79	-0.23%
Smoke Free Credit	-\$ 2,873.29	-\$ 2,812.85	-\$ 8,552.26	204.04%
Smart Burner Credit	-\$ 58,893.36	-\$ 69,256.28	-\$ 67,414.75	-2.66%
Total	\$ 1,920,535.99	\$ 2,166,476.38	\$ 2,005,242.09	-7.44%
RST	\$ 153,642.88	\$ 173,318.11	\$ 160,419.37	-7.44%
TOTAL INVOICE	\$ 2,074,178.87	\$ 2,339,794.49	\$ 2,165,661.46	-7.44%
	\$ 2,074,178.87	\$ 2,339,794.49	\$ 2,165,661.46	-7.44%

The 2025/2026 policy term included a Property Claims Fund. This follows the risk logic of funding smaller predictable claims and insuring larger unexpected claims. This fund was created as a trust fund for the benefit of providers who contribute to the program.

When CHH incurs a property claim, funds from the trust are used to pay any eligible claims expenses and indemnities between CHH's deductible amount up to the program deductible. Housing Services Corporation monitors the Claims Fund and can provide details of claims paid/expenses and the fund balance.

The deductible increased to \$75,000 per occurrence from \$50,000 per occurrence in the prior year.



For the 2025/2026 policy term, Marsh Canada Limited is the program broker and HSC Insurance Inc. (a Housing Services Corporation affiliate) remains responsible for gathering data, issuing invoices and collecting premiums.

### **Risk Rating**

CHH's risk rating is 2, which is a considerable improvement in the risk rating of 5 from the previous year.

Below are details of limits.

	Limits
Property	\$Based on Schedule of Location
Commercial General Liability	\$ 5,000,000
Boiler & Machinery	\$Based on Schedule of Location
Crime	\$ 250,000
Directors & Officers	\$ 5,000,000

### **Consultation:**

Internal CHH Departments: Finance/Operations

External: Housing Services Corp/Marsh Canada Limited (For the Insurance Program)

### **Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities:

- **FLORISHING COMMUNITIES:** Empower tenants with the support and services they need to thrive.
- **PRIDE IN HOME:** Preserve and upgrade CHH's current housing stock.
- **A WHOLE TEAM APPROACH:** Strengthen our people and performance.



**Supporting Presentations and Appendices:**

None

AS/rd



<b>Date:</b>	February 10, 2026
<b>Report to:</b>	Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Leanne Ward Chief Operating Officer
<b>CEO / Secretary</b>	Adam Sweedland
<b>Subject:</b>	<b>2025 Insurance Incidents</b> <b>(Report #26003)</b>
<b>Report Type:</b>	<b>Information (to be received)</b>

### Recommendation(s):

That Report #26003, 2025 Insurance Incidents be **received** for information purposes.

### Executive Summary:

This report provides information on CityHousing Hamilton's (CHH) Insurance Incidents for the year 2025. This report was created following a recommendation from the 2016 Operational review.

During the period January to December 31, 2025, there were 31 incidents reported, compared to 43 reported in 2024. Of the 31 incidents reported, 15 incidents were sent to the insurance adjusters, compared to 15 referred in 2024.

The following table shows the deductibles and settlements over the past seven years:

Year	Total Amount
------	--------------

2025	\$311,954.29*
2024	\$247 000.00
2023	\$329,384.00
2022	\$85,968.00
2021	\$84,000.00
2020	\$115,000.00
2019	\$203,129.00

Some 2025 claims are currently being processed with the insurance, and the deductible will be paid in 2026-27.

\*The majority of the deductibles and settlements paid in 2025 are for insurance and liability incidents that occurred in previous years ranging from 2019 – 2024. We have also yet to recover approximately \$70 000 owed from HSC in coverage payments, which would reduce our deductibles and settlements payment in 2025 to \$241 954.29.

As part of its residential leasing process, CHH recommends and strongly encourages residents to obtain and maintain tenant insurance. Prospective residents are provided with information about how to obtain insurance and cost-effective options available for social housing tenants. However, the *Residential Tenancies Act* does not allow landlords to require tenants to obtain and maintain insurance. Tenant insurance protects residents from unexpected and costly expenses because of fire, theft or water damage.

Ultimately, CHH is responsible for ensuring our properties: (i) are operated safely; (ii) have fire safety plans established for apartment buildings; and (iii) are appropriately insured to mitigate risk.

### **Background and Additional Information:**

The following is a summary of the incidents in 2025:

Ward #	Unit Type	Nature of Incident**	Outcome*
3	Apartment	Flood	Under Deductible - No Claim
5	Apartment	Flood	Under Deductible - No Claim
5	Apartment	Slip/Fall	Open Insurance Claim - Ongoing

7	Apartment	Flood	Information Only - No Claim
2	Apartment	Fire	Information Only - No Claim
1	Apartment	Fire	Information Only - No Claim
13	Apartment	Slip/Fall	Open Insurance Claim - Ongoing
12	Apartment	Flood	Under Deductible - No Claim
8	Apartment	Slip/Fall	Closed - No Claim
14	Townhouse	Slip/Fall	Closed - No Claim
6	Townhouse	Slip/Fall	Open Insurance Claim - Ongoing
2	Apartment	Slip/Fall	Open Insurance Claim - Ongoing
12	Apartment	Slip/Fall	Closed - No Claim
3	Apartment	Fire	Open Insurance Claim - Ongoing
7	Single/Semi	Fire	Open Insurance Claim - Ongoing
3	Apartment	Flood	Information Only - No Claim
6	Townhouse	Flood	Information Only - No Claim
7	Single/Semi	Other	Closed - No Claim
12	Apartment	Other	Closed - No Claim
14	Townhouse	Other Injury	Closed - No Claim
6	Townhouse	Other Injury	Closed - No Claim
2	Apartment	Flood	Under Deductible - No Claim
9	Apartment	Fire	Under Deductible - No Claim
2	Townhouse	Fire	Open Insurance Claim - Ongoing
2	Apartment	Other Injury	Closed - No Claim

14	Apartment	Flood	Information Only - No Claim
1	Apartment	Flood	Open Insurance Claim - Ongoing
2	Apartment	Slip/Fall	Closed - No Claim
13	Townhouse	Flood	Information Only - No Claim
4	Apartment	Fire	Information Only - No Claim
4	Apartment	Flood	Open Insurance Claim - Ongoing

\*Outcome definition below

Information Only – No Claim: Incident occurred but did not impact CHH's insurance.

Under Deductible - No Claim: Incident was below the deductible limit, so CHH paid for damages through work orders.

Open Insurance Claim - Ongoing: Insurance adjusters are still working on the claim.

Settled: Claim has been looked after by the insurance and is closed now.

Closed – No Claim: Claim was sent to liability insurance. No Statement of Claim received and file closed.

\*\* Nature of Incident

Miscellaneous includes incidents where a tenant passed away, violent incident or self-harm, dog bite. Details are not provided to protect the tenants involved and their privacy.

The breakdown of the insurance incidents as per type of structure is below:

Type of Incident	Type of Structure			Total
	Apartments	Townhomes	Singles/ Semis	
Slip and Fall	6	2	0	8
Flood	9	2	0	11
Fire	5	1	1	7
Miscellaneous	2	2	1	5
Totals	22	7	2	31

CHH continues to work on educating and training staff to identify ways to reduce risk for residents and assets. CHH's goal is to ensure a safe, secure and healthy community.

**Consultation:**

Internal CHH Departments: Finance

External: Housing Services Corporation

**Financial and Legal/Risk Considerations:**

Insurance costs represent a challenging area for the community housing sector. CHH works closely with Housing Services Corporation to assess and best position CHH to achieve the most beneficial premiums and obtaining adequate coverage.

Because of the pooled nature of the insurance plan, incidents at all insured community housing providers influence the cost and administration of the insurance. CHH continues to work on educating and training staff to identify ways to reduce risk for residents and assets. CHH's goal is to ensure a safe, secure and healthy communities and promote cost-effective insurance solutions.

**Next Steps and Milestones:**

December 2026: It is expected that the 2027 Insurance Premiums will be made available and incorporated into the 2027 Budget.

**Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities:

- PRIDE IN HOME: Preserve and upgrade CHH's current housing stock.
- A WHOLE TEAM APPROACH: Strengthen our people and performance.

**Supporting Presentations and Appendices:**

No appendices.

AS/lw

<b>Date:</b>	February 10, 2026
<b>Report to:</b>	Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Rochelle Desouza, Chief Financial Officer
<b>CEO/Secretary</b>	Adam Sweedland
<b>Subject:</b>	<b>Operating Variance Report for September 2025 (Report #26001)</b>
<b>Report Type:</b>	<b>Information</b>

**Recommendation(s):**

That Report #26001, be **received** for information.

**Executive Summary:**

This report provides an overview of 2025 operating income and expenses to date.

**Background and Additional Information:**

Summarized consolidation Operating results as of September 30, 2025, shown below:



Consolidated	Budgeted	Actual	Variance	Annual Budget	Annual Budget
	YTD Sep 2025	YTD Sep 2025	YTD Sep 2025	Revised 2025	2025
<b>REVENUE</b>					
1 Operating Revenue	37,259,477	36,127,463	(1,132,014)	49,679,302	49,679,302
2 Government Subsidies	15,534,091	15,625,610	91,519	20,712,121	21,955,117
Other	1,687,250	1,362,249	(325,000)	2,249,666	2,249,666
<b>TOTAL REVENUE</b>	<b>54,480,817</b>	<b>53,115,321</b>	<b>(1,365,495)</b>	<b>72,641,089</b>	<b>73,884,085</b>
Consolidated	Budgeted	Actual	Variance	Annual Budget	Annual Budget
	YTD Sep 2025	YTD Sep 2025	YTD Sep 2025	Revised 2025	2025
<b>EXPENSES</b>					
3 Administration-Salaries/Wages/Benefits	13,982,001	12,801,868	1,180,133	18,642,668	18,642,668
4 Administration-Bad Debts	359,864	276,848	83,016	479,819	479,819
5 Administration-Insurance	1,966,873	1,761,427	205,446	2,622,497	2,622,497
6 Administration-Other	2,022,770	1,816,932	205,838	2,697,027	2,697,027
7 Materials and Services	12,201,003	17,379,946	(5,178,943)	16,268,004	16,268,004
8 Utilities	9,261,053	9,345,366	(84,313)	12,348,070	12,348,070
Property Taxes	409,878	451,500	(41,622)	546,504	546,504
Amortization and Mortgage Interest	6,535,231	6,505,861	29,370	8,713,641	9,956,637
Allocated to Capital Services	7,742,144	7,742,144	0	10,322,859	10,322,859
<b>TOTAL EXPENSES</b>	<b>54,480,817</b>	<b>58,081,892</b>	<b>(3,601,075)</b>	<b>72,641,089</b>	<b>73,884,085</b>
<b>NET SURPLUS/DEFICIT</b>	<b>-</b>	<b>(4,966,570)</b>	<b>(4,966,570)</b>	<b>-</b>	<b>-</b>

Note: There is a revision to the budget. The subsidies were reduced to account for CMHC loans payable by the Service Manager as they will be kept in a separate account at the City of Hamilton and a reduction to account for the same on the expenses side in Amortization and Mortgage Interest.

There is an unfavorable variance of (\$4,966,570). Details on significant variances are discussed below.

Details of Revenue in the chart below:



REVENUE DETAILS	Budgeted	Actual	Variance	Annual Budget	Annual Budget
	YTD Sep 2025	YTD Sep 2025	YTD Sep 2025	Revised 2025	2025
<b>1 Operating Revenue</b>					
Residential Rent	36,634,953	35,673,440	(961,513)	48,846,604	48,846,604
Commercial Rent	624,524	454,023	(170,501)	832,698	832,698
Tenant Recoveries	412,276	444,527	32,251	549,701	549,701
Other	1,274,974	917,723	(357,251)	1,699,965	1,699,965
<b>TOTAL OPERATING REVENUE</b>	<b>38,946,726</b>	<b>37,489,712</b>	<b>(1,457,014)</b>	<b>51,928,968</b>	<b>51,928,968</b>
<b>2 City of Hamilton Subsidy</b>					
Rent/Operating Subsidy	14,830,198	14,970,932	140,734	19,773,597	21,016,593
Rent Supplement Subsidy	703,893	654,678	(49,215)	938,524	938,524
<b>TOTAL CITY OF HAMILTON SUBSIDY</b>	<b>15,534,091</b>	<b>15,625,610</b>	<b>91,519</b>	<b>20,712,121</b>	<b>21,955,117</b>
<b>TOTAL REVENUE</b>	<b>54,480,817</b>	<b>53,115,321</b>	<b>(1,365,495)</b>	<b>72,641,089</b>	<b>73,884,085</b>

### Operating Revenue <sup>1</sup>

Net operating revenue is showing an unfavorable variance to budget of (\$961,513). Staff are reviewing all tenant accounts to verify all charges were entered for 2025 in the Northgate software. Revenue is budgeted as per benchmarking factors as provided by Ministry of Municipal Affairs and Housing. For commercial rent there are two units vacant at 89 King and 181 Main.

### City of Hamilton Subsidy <sup>2</sup>

Government subsidies will be reconciled at year end when we complete the Annual Information return. Currently income reflects actuals received and an accrual for the month of September.

### Other Revenue

Other Revenue is a seasonal variance recovered in December of the year.

### Administration Salaries, Wages and Benefits <sup>3</sup>

Staffing costs are actual; complements are continuously reviewed to ascertain appropriate staffing levels, but gapping exists from vacant positions. Positions which work on new development are funded as a capital cost to the respective projects in each quarter, new model in place October 6, 2025.

### Administration Bad Debt <sup>4</sup>

Bad Debts are based on an accrual. Actual Bad Debts are calculated in November.



### Administration Insurance <sup>5</sup>

Insurance shows a favorable variance to the budget of \$205,446. Costs are as per actual invoices paid.

### Administration Other <sup>6</sup>

Seasonal variance in cost as many expenses are incurred in the latter part of the year.

### Materials and Services <sup>7</sup>

Operating expenses relating to Materials and Services show an unfavorable variance to the budget of (\$5,178,943). The chart below shows a distribution of total materials and services costs among the main cost categories:

Particulars	Budgeted	Actual	Variance		Annual Budget
	YTD Sep 2025	YTD Sep 2025	YTD Sep 2025		2025
Building Operating	3,292,441	2,760,953	531,487		4,389,921
Unit Turnovers/Vacancies	1,846,902	3,970,930	(2,124,029)		2,462,536
Painting Operating	212,375	143,907	68,468		283,166
Roofing Operating	255,372	287,889	(32,517)		340,496
Life Systems Operating	601,288	825,522	(224,234)		801,717
Elevators Operating	428,396	398,616	29,780		571,194
Equipment Operating	218,594	493,508	(274,914)		291,458
Plumbing Operating	473,881	890,842	(416,960)		631,842
Heating and Ventillation Operating	596,128	1,125,858	(529,730)		794,837
Grounds Operating	1,452,016	2,684,728	(1,232,712)		1,936,021
Electrical Operating	339,677	459,306	(119,629)		452,903
Building Security Operating	992,428	2,380,605	(1,388,177)		1,323,237
Waste Removal Operating	328,233	95,467	232,766		437,645
Supplies	957,147	861,815	95,332		1,276,196
HST Expenses- Material and Services	206,126	-	206,126		274,835
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>12,201,003</b>	<b>17,379,946</b>	<b>(5,178,943)</b>		<b>16,268,004</b>

Unit turnovers which are over and above the operating budget are funded through the Poverty Reduction Fund 2025. CHH spent more in the first quarter to maintain the goal of 2%.

Building Security, HVAC, plumbing and grounds are categories driving significant variances. Management continues to look for opportunities to maximize efficiencies and reduce costs without impacting service levels.

### Utilities <sup>8</sup>

This budget line is estimated as per Ministry of Municipal Affairs and Housing (MMAH) benchmark indices and utilities are trending within budget. There have



been significant savings in utilities due to the building automation systems and the grants received from the province towards green energy. Budgets are distributed equally between the 12 months of the year. June actuals reflect an expected seasonal variance, however trending for an unfavorable variance to budget towards year end.

**Consultation:**

Internal CHH Departments:

External: n/a

**Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities:

- A WHOLE TEAM APPROACH: Strengthen our people and performance.

**Supporting Presentations and Appendices:**

None

AS/rd

<b>Date:</b>	February 10, 2026
<b>Report to:</b>	Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Peter Vander Klippe Manager (Acting), Development  Sean Botham Chief Portfolio Officer
<b>CEO/Secretary</b>	Adam Sweedland
<b>Subject:</b>	<b>Development Partnerships (Report #25026(b))</b>
<b>Report Type:</b>	<b>Information</b>

**NOTE: Report #25026(b) is a public document, except for CONFIDENTIAL Appendix ‘A’ to that report.**

**NOTE: Discussion of Appendix A of Report #25026(b), in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - Including CityHousing Hamilton Corporation

**RATIONALE FOR CONFIDENTIALITY**

The appendix A of Report #25026(b) is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

**RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**Recommendation(s):**

That Report #25026(b), Development Partnerships, be received for information or discussion purposes.

**Executive Summary:**

CityHousing Hamilton (CHH) is seeing a growing set of credible partnership opportunities that could expand non-market affordable housing by unlocking redevelopment potential across private, community-serving, and institutional lands and facilities.

The current funding landscape reinforces the value of moving early. With the Build Canada Homes (BCH) intake portal launched November 28, alongside existing municipal, provincial, and federal programs, there is a clear advantage to advancing partnership concepts to a funding-ready position. For CHH, this means confirming feasibility, unit yield, delivery approach, and alignment with CHH's development strategy and the City of Hamilton (City) housing priorities. In that context, and consistent with Board direction, CHH is using a Memorandum of Understanding (MOU) per partner, subject to legal review



and defined controls, to enable confidential information-sharing and structured early work, while ensuring no commitment to proceed is made without Board approval.

Appendix A, provided as private and confidential, updates the partnership concepts under exploration, including the nature of each opportunity, the type of partner involved, and the near-term steps required to confirm feasibility and readiness to advance through governance and funding processes.

CHH will continue advancing select opportunities toward MOU execution and funding readiness, and will bring forward recommended next steps for Board consideration as concepts mature.

#### **Background and Additional Information:**

CHH has shifted to a more mature posture in the development market. CHH is increasingly being engaged for potential partnerships, where governance, execution discipline, risk management, and community outcomes are as important as the pro forma. As a result, CHH is seeing a growing set of credible opportunities to test redevelopment potential across lands and facilities held by private, community-serving, and institutional parties, with the near-term focus on feasibility and fit with CHH's development strategy and City housing priorities.

A confidential report, Report #25026, was presented to the Board on September 23, 2025. It introduced an initial set of partnership opportunities aligned with CHH's development strategy and reflected CHH's emerging role as a trusted municipal delivery partner for complex, community-serving projects with strong accountability and financial stewardship.

A subsequent public report with a confidential appendix, Report #25026(a), was presented to the Board on December 9, 2025. Through that report, the Board authorized the CEO, subject to review and approval by CHH solicitors, to enter MOUs for the purpose of exploring potential partnerships, with defined controls. Any binding provisions are limited to non-financial terms such as confidentiality and information-sharing, any financial commitments must remain within the CEO's approved signing authority, and no binding commitment to proceed with any project or partnership may be made without prior Board approval.



This report provides an updated status on partnership activity in a quickly evolving funding environment. With the BCH intake portal launched November 28, alongside other municipal, provincial, and federal programs, funding competitiveness is increasingly tied to projects being technically credible and positioned to advance through due diligence and approvals without delay. For CHH, that means advancing select partnership concepts to a structured feasibility position that can support multi-party planning, clarify roles and delivery structure, and bring forward opportunities that are funding ready.

Appendix A, which is private and confidential, provides an update on partnership concepts being explored, including the general nature of each concept, the type of partner involved, and the anticipated next steps to confirm feasibility and readiness to advance through governance processes.

**Consultation:**

Internal: Portfolio

External: CHH Solicitors; confidential partners and potential partners

**Financial and Legal/Risk Considerations:**Financial Considerations

Partnership concepts must be progressed in a way that protects CHH's decision making authority and preserves flexibility as delivery models are tested. The financial emphasis at this stage is to keep work tightly scoped to the minimum required to confirm whether an opportunity is viable, deliverable, and aligned with CHH's priorities and City housing objectives.

Accordingly, early costs should be purpose built and time limited, centred on feasibility validation, planning and servicing reviews, unit yield testing, land economics, partner role clarity, and funding readiness. Expenditures should remain within existing approved budgets and signing authorities, with clear decision gates that require escalation as a concept moves from exploration into delivery planning. This approach limits exposure to sunk costs, maintains credibility with counterparties, and enables CHH to advance only the strongest opportunities toward a fundable and executable pathway.



### Legal and Risk Considerations

The legal objective is to support collaboration while keeping commitments clearly preliminary until CHH is ready to move to a delivery decision. Instruments used at this stage, including MOUs, should be reviewed by CHH solicitors and structured so any binding terms are limited to confidentiality, information-sharing, and other practical provisions needed to complete feasibility work, along with any capped and approved cost sharing if used.

The primary risk is that expectations harden before the opportunity has been validated, particularly where partners are under their own timing pressures. This is managed through clear messaging on what is exploratory versus endorsed, disciplined stage gates, and consistent communications that avoid implying CHH commitment until formal internal approvals are obtained.

### **Next Steps and Milestones:**

In the near-term CHH will continue advancing partnerships to MOU stage and applications for funding, with the approximate timelines expected:

- February - March 2026: CHH staff will continue executing MOUs for specific opportunities identified in Appendix A, with legal review, and will advance project developments towards funding application ready status, and various levels of predevelopment in parallel.
- February - April 2026: CHH will continue submissions to applicable funding programs, including the BCH intake, and other complementary programs as may qualify.

### **Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities:

- PRIDE IN HOME: Preserve and upgrade CHH's current housing stock.
- NEIGHBOURHOOD REVITALIZATION: Develop new and inclusive affordable mixed housing that builds strong and successful multi-generational communities.
- A WHOLE TEAM APPROACH: Strengthen our people and performance.



**Supporting Presentations and Appendices:**

Appendix A (PRIVATE AND CONFIDENTIAL) - Development Partnership Updates

AS/sb/pvk

<b>Date:</b>	February 10, 2026
<b>Report to:</b>	Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Nick Turco-Gwozdowski Senior Financial Analyst  Peter Vander Klippe Manager (Acting), Development  Sean Botham Chief Portfolio Officer
<b>CEO/Secretary</b>	Adam Sweedland
<b>Subject:</b>	<b>Development Funding (Report #26005)</b>
<b>Report Type:</b>	<b>Information</b>

**NOTE: Report #26005 is a public document, except for CONFIDENTIAL Appendix 'A' to that report.**

**NOTE: Discussion of Appendix A of Report #26005, in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - Including CityHousing Hamilton Corporation

**RATIONALE FOR CONFIDENTIALITY**

The Appendix A of Report #26005 is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

**RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**Recommendation(s):**

That Report #26005, Development Funding, be received for information or discussion purposes.

**Executive Summary:**

CityHousing Hamilton (CHH) is advancing a growing pipeline of new unit delivery that will require coordinated capital funding across CHH projects already in development and emerging partnership opportunities that could unlock additional non-market units at scale and quickly.

The funding environment makes early positioning essential. With the Build Canada Homes (BCH) intake portal launched November 28, alongside existing municipal, provincial, and federal programs, CHH's priority is to move the most credible concepts to funding-ready status, clear unit yields, indicative capital requirements, and a defined approvals pathway, so they can compete effectively and be sequenced realistically.



Appendix A, which is private and confidential, summarizes the current pipeline and, at a concept level, frames the capital funding required to build out new units across both partnership opportunities and CHH-led projects. It also highlights a key control point that determines both pathway and timing: Shareholder approval for any new CHH debt. The appendix includes a high-level view of borrowing anticipated to be accounted for within the City of Hamilton (City) approved debt limit.

CHH will continue progressing the most viable concepts, tightening capital, and funding assumptions, and aligning early with the City on required Shareholder permissions so projects can move efficiently from concept to funded delivery.

### **Background and Additional Information:**

CHH is operating as an active public housing developer, where a disciplined financing strategy and readiness to deploy capital are essential to delivering new supply at scale and on schedule. As projects advance from concept into feasibility and delivery sequencing, borrowing requirements and capital structure need to be defined early enough to support sound decision-making and timely execution.

This work is grounded in the Board-approved Future Foundations strategy (Report #23022(c), which sets CHH's 20-year development direction and 10-year action plan for new supply and portfolio renewal. Delivering on that plan requires an aligned approach to capital planning and the timely accommodation of project borrowing within established governance and financial frameworks.

The current funding environment increases the importance of being able to move quickly once projects are technically credible. With the BCH intake portal launched November 28, alongside other municipal, provincial, and federal programs, competitiveness is increasingly linked to having an investable plan, credible cost and schedule assumptions, and the ability to complete due diligence without delay.

Appendix A, which is private and confidential, provides a concept-level view of financing requirements associated with advancing new-unit supply and in the context of permissions required to borrow. Because CHH debt is consolidated into the City financial statements and forms part of the City's consolidated debt position, approvals focus on



accommodating CHH borrowing within the City's approved debt limit and reporting framework. This does not constitute a request for City operating funding or levy increases.

**Consultation:**

Internal: Portfolio

External: CHH Solicitors; BCH, confidential partners and potential partners

**Financial and Legal/Risk Considerations:**Financial Considerations

Delivering new-unit supply at pace depends on timely alignment of project borrowing with the City's consolidated financial framework. Because CHH financing is reflected within the City's consolidated position, the Shareholder requirement for debt approvals is to ensure proposed borrowing approvals can be accommodated within the City's approved debt limit and reporting approach. This is not a request for City operating funding or levy support; it is the governance required to enable CHH to finance delivery.

The financial approach is to sequence capital commitments so that CHH only moves from feasibility into delivery spending when there is a clear, executable path to financing accommodation. Early-stage work should focus on refining capital cost ranges, cash flow timing, funding stack assumptions, and borrowing scenarios, while keeping costs contained within existing authorities. This sequencing reduces the risk of advancing projects faster than governance approvals can support, protects CHH's financial stewardship position, and ensures that viable projects can proceed efficiently once financing permissions are in place.

Legal and Risk Considerations

The legal focus is to avoid creating obligations that could be interpreted as debt, debt-like commitments, or irreversible financial exposure before the necessary debt approval is secured. Agreements and procurement steps must be structured so that CHH retains the ability to pause, rescope, or defer without triggering penalties or implied commitments beyond approved authority.



The core risk is timing slippage between project momentum and financing approvals, which can create cost escalation, reputational risk, and misalignment with external funder timelines. Risk is mitigated by using staged procurement and contracting, maintaining clear internal authorization thresholds, and ensuring that major delivery commitments are conditional on the required financing accommodation being confirmed.

**Next Steps and Milestones:**

In the near-term CHH will engage the City on Shareholder support for non-market development, with the approximate timeline expected:

- February - May 2026: CHH will conduct consultations with the City on Shareholder support for permissions for CHH to develop affordable housing.

**Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities:

- PRIDE IN HOME: Preserve and upgrade CHH's current housing stock.
- NEIGHBOURHOOD REVITALIZATION: Develop new and inclusive affordable mixed housing that builds strong and successful multi-generational communities.
- A WHOLE TEAM APPROACH: Strengthen our people and performance.

**Supporting Presentations and Appendices:**

Appendix A (PRIVATE AND CONFIDENTIAL) - Development Funding

AS/sb/pvk/ntg



<b>Date:</b>	February 10, 2026
<b>Report to:</b>	Board of Directors CityHousing Hamilton Corporation
<b>Prepared by:</b>	Adam Sweedland, Chief Executive Officer
<b>Subject:</b>	<b>CEO Updates and Communications</b>
<b>Report Type:</b>	<b>Information (to be received)</b>

### **Recommendation(s):**

That the CEO Updates and Communications be **received** for information or discussion purposes.

### **Updates:**

#### **1.0 Vacancy Unit Monthly Data Update, December 2025** (attached)

- 2.0** Tenant First Team, transitional (founding) team members had their final meeting on November 11, 2025, minutes (attached).  
The newly formed 2026 – 2029 team held their first meeting on January 13, 2026.  
The next scheduled meeting will be held on March 10, 2026.

#### **3.0 CHH Investment Withdrawal**

CHH has approximately \$10M invested through the City of Hamilton. As it completes construction projects, CHH withdraws from these investments periodically for cash flow purposes. This authority rests with the CFO but for Board information, CHH has requested a withdrawal of \$5M from this investment.

#### **4.0 Board Communications**

The following Board Communications were sent to the Board of Directors via email since the last Board meeting:

- December 10, 2025: Email, Jamesville Ministerial Zoning Order (attached)
- December 12, 2025: Email, New Citizen member, M. Richardson

**Strategic Alignment:**

This report supports the following 2023-2027 CityHousing Hamilton Strategic Priorities;

- A WHOLE TEAM APPROACH: Strengthen our people and performance.

**Appendices**

-Vacancy Unit data, December 2025

-Tenants First Team, minutes November 11, 2025

-Email, December 10<sup>th</sup> and 12<sup>th</sup>

AS/as

## December 2025 Vacancy Data

Classification	Subclassification	Q2 2024	Q3 2024	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025
Occupied	RGI	4518	4619	4856	4983	5012	5112	5036
	Market	1745	1749	1760	1741	1700	1618	1607
Pending Move-in	n/a	155	148	101	91	76	99	154
Vacant	n/a	408	312	216	130	159	198	219
Unavailable	Large Scale Projects	105	101	38	65	63	65	76
	Development	191	191	171	132	132	70	70
Total Requirement		7122	7122	7142	7142	7142	7162	7162
Vacancy Rate*		5.49%	4%	2.6%	1.82%	2.22%	2.76%	3%

\*Vacancy rate excludes pending move-ins and unavailable units

### Key points:

- CHH had 26 move-ins in December.
- There are 177 units on offer with move-in dates expected in January, February, and March.
- There were 34 move-outs in December – *below the monthly average of 40*. However, move-outs were higher than average in each of August, October and November creating a point-in-time back log for contractors.
- CHH experienced a loss of current contractors providing unit turnovers but is in the process of finalizing the contract award to onboard new and additional vendors.
- CHH completed a major reorganization to its structure in October, which impacted some of the roles and responsibilities related to vacant unit management. Staff are now trained in the new processes and procedures and are adapting to the changes with targeted support from leadership.
- The CMHC rental vacancy rate for the Hamilton area was 3.1% in December. Local Housing Corporation comparators across the province had an average vacancy rate of 2.8%.

approved January 13, 2026

**Meeting Minutes  
Tenants First Team  
CityHousing Hamilton**

Date: **Tuesday, November 11, 2025**  
Time: **5:30pm – 7:30pm**  
Meeting: **Regular Meeting**

Location: **181 Main St W., 3<sup>rd</sup> Floor, Classrooms 3/4**

Present:

Chair – Lisa Burton  
Vice Chair – Kim Cruz  
Member – Malcolm Purdy  
Member – Marylou Purdy  
Member – Terry Daly  
Member – Tesha Sylvester  
Member – Marie Dynes

New member – Maria Kouki  
New member – Taryn Goudie  
New member – Edith Chavez  
New member – James Kemp  
New member – Rikki Grey  
New member – Cassandra Bozzo  
New member – Masooda Alekozai  
New member – Sidra Zarar

CHH Staff – Adam Sweedland, CEO  
CHH Staff – Leanne Ward, Chief Operating Officer  
CHH Staff – Tina Santarelli, Tenant Services Coordinator  
CHH Staff – Carlie Weeks, Supervisor of Partnerships and Engagement  
CHH Staff – Adrian McKenzie, Equity Specialist  
CHH Staff – Connor Jay, Communications Coordinator  
CHH Staff – Lauri Donovan, Tenant Engagement Coordinator  
CHH Staff – Laura Buchner, Tenant Engagement Coordinator  
CHH Staff – Carey Lavigne, Community Safety Liaison  
CHH Staff – Kelly Coxson, Project Manager  
CHH Staff – Alison MacKenzie, Senior Project Manager

Regrets:

Member – Jim Zhao  
New member – Darlene Tolman

Guests: N/A

### 1. Call to Order (quorum is six)

Chair – Lisa Burton proceeded with Traditional Land Acknowledgement for the City of Hamilton.

**Lisa Burton called the meeting to order at 5:30pm.**

- A) Chair proceeded with roll call at the beginning of the meeting, calling out each member's name and having the attending member say "present".
- B) Chair asked members if there were any conflicts of interest to declare. *None declared.*

### 2. Confirmation of Minutes

Regular meeting held on September 9, 2025. Members were in receipt of the meeting minutes.

Minute approval: *none opposed.*

### 3. 2024-2025 Recap

Adam Sweedland presented on the 2024-2025 Tenants First Team.

Presentation included:

- Mission and purpose
- Committee overview
- Committee representation
- 2024-2025 achievements
- Closing remarks

Attachment:

- Tenant advisory committee annual report presentation

### 4. Round table reflections

Chair – Lisa Burton led a round table reflection exercise. Members were each provided with a handout. Everyone completed the handout and shared their responses with the group.

The current member handout included a QR code to an anonymous exit survey to gather further feedback on their experience with the team. The survey will also be shared by email with the meeting minutes.

Attachments:

- [Reflection exercise – current members](#)
- [Reflection exercise – new members](#)
- [Round table responses](#)

Lisa explained the additional paperwork in members' meeting packages, including a new member acknowledgement form and photo consent form to be completed by the end of the meeting.

Member questions:

- How did you accomplish all that you did in the first 18 months?
  - We did it and it was amazing.
- Why are we changing to 4-year terms if 18 months worked so well?
  - CHH selected current members from CEO focus groups in 2023. The intent was for the initial members to help shape what the team would look like in the future. We wanted to have a democratic recruitment process through a selection committee. Applicants were offered different length terms (2-, 3-, or 4-years) moving forward.

## **5. Certificates of Appreciation**

Adam Sweedland shared closing remarks.

Certificates of appreciation signed by the CEO and Board President were provided to each current team member.

Group photos were taken.

## **6. Next meeting**

The next Tenants First Team meeting is scheduled for January 13 from 5:30-7:30pm at 181 Main St W. It will be the first official meeting for the new team.

**Adjournment at 6:45pm.**

**Meal provided after meeting.**

*Alison MacKenzie  
CityHousing Hamilton  
November 11, 2025*

**Herechuk, Teresa**

---

**Subject:** FW: CityHousing Hamilton Board Update - Jamesville Ministerial Zoning Order

---

**From:** Sweedland, Adam <Adam.Sweedland@hamilton.ca>

**Sent:** Wednesday, December 10, 2025 1:30 PM

**To:** CHH Board of Directors

**Cc:** Herechuk, Teresa <Teresa.Herechuk@hamilton.ca>; Botham, Sean <Sean.Botham@hamilton.ca>; Vander Klippe, Peter <Peter.VanderKlippe@hamilton.ca>; Jay, Connor <Connor.Jay@hamilton.ca>

**Subject:** CityHousing Hamilton Board Update - Jamesville Ministerial Zoning Order

Good afternoon CityHousing Hamilton President and Board members,

Some of you attended an announcement at City Hall from the Honourable Rob Flack, Minister of Municipal Affairs and Housing, so this will not be news for everyone. However, I wanted to share this with the entire Board.

As you know, CityHousing Hamilton, with the support of Mayor Horwath and Council for the City of Hamilton, submitted a request to the Minister to issue a Ministerial Zoning Order (MZO) to break the impasse caused by CN's appeal of the Jamesville development. I am beyond thrilled to share that the Minister announced his decision to issue the MZO without conditions earlier today at City Hall. You can read [the full decision here](#), along with just over 700 public comments submitted as part of the consultation process, 85% of which Minister Flack said were overwhelmingly positive and in support of the development and an MZO being issued. A City issued media release will be published at 2 p.m.

The approved MZO provides the zoning certainty required to advance the Jamesville redevelopment and nullify CN's appeal to the Ontario Land Tribunal, and accelerates project timelines and strengthens our ability to bring long-term affordability to the North End neighbourhood.

Sean Botham, our Chief Portfolio Officer, and Peter Vander Klippe, Manager, Development are currently working together with our development partners, JRLP, to advance the next steps in the process in light of the Province's announcement. As you can imagine, there are several logistical and timing items to work through but it is our intention to provide a further update on next steps before the holiday break.

Key messages:

- Sean, Peter, and City planning and legal staff are currently assessing the procedural requirements to close out the CN appeal before the Ontario Land Tribunal
- The above grade demolition of the site is substantially complete.
- We are working together with the developer to get this project visibly in motion as quickly as possible, understanding that are market conditions and considerations to navigate and address

Next steps:

- The next step in the planning process is to submit for Site Plan Approval, which will see detailed building design submissions from JRLP
- The next steps in the construction process is the below grade demolition and environmental remediation, followed by a record of site condition being obtained

This is a great step forward for the Jamesville site, and I look forward to finally seeing the project move forward to completion.

Thanks, Adam

**Adam Sweedland (he/him)**  
Chief Executive Officer  
CityHousing Hamilton Corporation

55 Hess Street South, 23<sup>rd</sup> Floor  
Hamilton, ON L8N 4E5  
905.523.8496



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**Herechuk, Teresa**

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**Subject:** FW: CityHousing Hamilton Corporation - Board Update - Appointment of Minda Richardson to the Board of Directors

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**From:** Sweedland, Adam <Adam.Sweedland@hamilton.ca>

**Sent:** Friday, December 12, 2025 2:39 PM

**To:** CHH Board of Directors

**Subject:** CityHousing Hamilton Corporation - Board Update - Appointment of Minda Richardson to the Board of Directors

Good afternoon CityHousing Hamilton President and Board of Directors...

I am pleased to announce Council's appointment of **Minda Richardson** to the Board of Directors for the remainder of this term. At my request, she has provided me with some of her (impressive) background information to share with everyone.

Minda is a long-serving public servant and governance professional with diverse experience in policy development, community engagement, and program design. She has worked within federal, provincial, territorial and First Nations contexts to strengthen community-serving systems and expand equitable access to care. Born and raised in Hamilton, Minda brings deep roots in the city—including longstanding ties to Hamilton's Filipino community—and a strong commitment to contributing to the well-being of residents across the city.



Minda's career has focused on complex policy areas such as health systems, Indigenous services, and workforce development. She is recognized for her analytical, intuitive, and results-oriented approach, and for her ability to translate complex issues into clear, actionable strategies. Her scope of experience includes supporting health policy development, building networks, and forming alliances to influence decision-making across all levels of management and cross-functional areas.

She is motivated by the challenges involved in bringing together diverse stakeholders and energized by the outcomes that arise from strong, sound governance. Minda has contributed to multi-year investment strategies, policy frameworks, and accountability mechanisms designed to improve service delivery and strengthen system capacity. Her work emphasizes respectful partnership with First Nations, collaborative governance, and evidence-informed decision-making.

Beyond her professional roles, Minda is committed to community service in Hamilton. She has volunteered with the Social Planning and Research Council (SPRC), supporting initiatives focused on social equity and community needs. She also serves on the Hamilton Family Health Team's Patient and Family Advisory Committee, where she contributes to patient-centred care and quality improvement efforts in primary care settings.

Minda is pleased to join the Board of Directors of CityHousing Hamilton. She looks forward to bringing her governance, policy, and systems-level experience—and her lifelong connection to Hamilton—to support CHH in delivering safe, affordable, and stable housing for residents across the city.

I look forward to supporting her orientation and onboarding in the very near future and I offer my sincere congratulations to her on her appointment!

Thank you,

Adam

**Adam Sweedland (he/him)**  
Chief Executive Officer  
CityHousing Hamilton Corporation

55 Hess Street South, 23<sup>rd</sup> Floor  
Hamilton, ON L8N 4E5  
905.523.8496



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## **\*\*CONFIDENTIAL\*\***

**Date:** Tuesday February 10, 2026

**Report to:** CityHousing Hamilton  
Board of Directors

**Submitted by:** Adam Sweedland  
Chief Executive  
Officer/Secretary

**Prepared by:** Amanda Warren-Ritchie  
Manager, Strategy & QI

**Subject:** **PRIVATE / CONFIDENTIAL**

### **8) PRIVATE AND CONFIDENTIAL**

#### **a) Procurement Assessment (Report #26004)**

**NOTE: Discussion of this Confidential Report in closed session is subject to the following requirement(s) of Report #26004, Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:**

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - Including CityHousing Hamilton Corporation

#### **RATIONALE FOR CONFIDENTIALITY**

Report #26004 is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

#### **RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that Report #26004 remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.



## **\*\*CONFIDENTIAL\*\***

**Date:** Tuesday February 10, 2026

**Report to:** CityHousing Hamilton  
Board of Directors

**Submitted by:** Adam Sweedland  
Chief Executive  
Officer/Secretary

**Prepared by:** Peter Vander Klippe  
Manager (Acting),  
Development  
Sean Botham  
Chief Portfolio Officer

**Subject:** PRIVATE / CONFIDENTIAL

### **8) PRIVATE AND CONFIDENTIAL**

#### **b) Development Partnerships (Report #25026(b)), Appendix A, CONFIDENTIAL**

**NOTE:** Report #25026(b) is a public document, except for CONFIDENTIAL Appendix 'A' to that report.

**NOTE:** Discussion of Appendix A of Report #25026(b), in closed session is subject to the following requirement(s) Pursuant to Section 9.3, Sub-section (i) of the City of Hamilton's Procedural By-law 21-021; and, Section 239 (2), Sub-section (i) of the Ontario Municipal Act, 2001, as amended, as the subject matter pertains to:

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - Including CityHousing Hamilton Corporation

#### **RATIONALE FOR CONFIDENTIALITY**

The appendix A of Report #25026(b) is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

#### **RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.



## **\*\*CONFIDENTIAL\*\***

**Date:** Tuesday February 10, 2026

**Report to:** CityHousing Hamilton  
Board of Directors

**Submitted by:** Adam Sweedland  
Chief Executive  
Officer/Secretary

**Prepared by:** Nick Turco-Gwozdowski  
Senior Financial Analyst  
Peter Vander Klippe  
Manager (Acting),  
Development  
Sean Botham  
Chief Portfolio Officer

**Subject:** PRIVATE / CONFIDENTIAL

### **8) PRIVATE AND CONFIDENTIAL**

- c) **Development Funding (Report #26005),  
Appendix A, Confidential**

**NOTE: Report #26005 is a public document, except for  
CONFIDENTIAL Appendix 'A' to that report.**

**NOTE: Discussion of Appendix A of Report #26005, in  
closed session is subject to the following requirement(s)  
Pursuant to Section 9.3, Sub-section (i) of the City of  
Hamilton's Procedural By-law 21-021; and, Section 239 (2),  
Sub-section (i) of the Ontario Municipal Act, 2001, as  
amended, as the subject matter pertains to:**

- (i) **a trade secret or scientific, technical, commercial,  
financial or labour relations information, supplied in  
confidence to the municipality or local board, which,  
if disclosed, could reasonably be expected to  
prejudice significantly the competitive position or  
interfere significantly with the contractual or other  
negotiations of a person, group of persons, or  
organization;**
- **Including CityHousing Hamilton Corporation**

#### **RATIONALE FOR CONFIDENTIALITY**

The Appendix A of Report #26005 is being considered in Closed Session as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

#### **RATIONALE FOR MAINTAINING CONFIDENTIALITY**

Staff are recommending that the appendix remains confidential, as it contains confidential information related to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the City or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or

interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.