

<b>Draft</b>		<p><b>Tuesday Jan. 25, 2021</b> Board Meeting</p> <p><b><u>11:00am – 12noon</u></b></p> <p><b>Virtual / Webex – Live Streaming</b></p> <p><b>Special Notice:</b> Due to the COVID-19 and the Closure of City Hall, CHH Board mtgs will be held via WebEx audio/visual conferencing platform and YouTube Live Streaming: CHH Website: <a href="#">BoD_2021_0125_Agenda</a> This mtg will be 'Live Streamed' for public access at <a href="https://youtu.be/hJdozfWv9cA">https://youtu.be/hJdozfWv9cA</a> URL for Board meeting Jan. 25<sup>th</sup>.</p>
The Board of Directors for CityHousing Hamilton - Special meeting		
There were present:		<p><b>Councillor Collins</b>, President  <b>Councillor J. Farr</b>, Vice President  <b>Councillor M Nann</b>, Treasurer  <b>Tom Hunter</b>, CEO/Secretary  <b>Councillor Jackson</b>  <b>Jacqueline Aird</b>  <b>Nicholas But</b>  <b>Adriana Harris</b>  <b>Patricia Reid</b></p>
Regrets:		<b>Councillor Wilson</b>
Also Present:		<p>CHH Staff: S. Botham, S. Blackley, A. Warren-Ritchie, L. Ward, T. Murphy  Other City Depts: B. Kreps, K. Ryan</p> <p>Guest for item 3a: Councillor E. Pauls</p> <p>Public: Live Streaming made available to the Public, posted to CHH website.</p>
1.	<p><b><u>CALL TO ORDER</u></b> (Quorum is five)</p> <p>Councillor Collins, President, called the meeting to order at 11:05a.m.</p> <ul style="list-style-type: none"> <li>Due to meeting being held virtually and consent of each Board member, the Chair proceeded with Roll Call at the beginning of the meeting, calling out each member's name and having the attending member say "present".</li> </ul> <p>Councillor M. Wilson sent regrets.</p>	
2.	<b><u>Conflict of Interest Declaration</u></b>	
	<p>In response of a call from the President for conflict of interest declarations: None received.</p>	

<b>3.</b>	<b><u>Confirmation of Minutes</u></b>
	<p data-bbox="277 311 1386 494"><b>a) Special meeting held December 15, 2020</b> Motion by Councillor Jackson, seconded by Councillor Nann and carried to approve minutes of December 15, 2020 as distributed. Item 5a and 5b will remain as confidential.</p>
	<p data-bbox="277 540 1386 682"><b>b) Audit &amp; Finance Committee meeting held December 8, 2020</b> Motion by Councillor Nann, seconded by Nicholas But and carried to approve minutes of December 8, 2020 as distributed.</p>
<b>4</b>	<b><u>Development / CEO Written Updates</u></b>
	<p data-bbox="277 835 1386 1526"><b>a) Wellington-King William – Policy 11 Single Source Provider for Design Build</b>  The Board was in receipt of Report #21001 from CEO/Secretary dated January 25, 2021.  Sean Botham provided background and reviewed report and information regarding Rapid Housing Initiative (RHI) project stream funding. Sean highlighted recommendations for non-competitive procurement and noted (I)a confirming ‘design and build’ team budget and to meet the strict guidelines outlined in the RHI program.  The Board commented on being prepared to jumpstart this project as soon as confirmation of commitment is secured. This project would be aligned with the City of Hamilton and CHH’s affordable housing strategy and would be the first of an expediated process for an affordable housing provider.  It was moved by Councillor Farr, seconded by Councillor Nann and carried:</p>

		<p>That the Board of Directors approve the following resolution:</p> <p>WHEREAS the Rapid Housing Initiative (RHI), a Federal program delivered through CMHC to fund commercial conversions to residential and modular construction, was announced September 21, 2020;</p> <p>AND WHEREAS a motion on Modular, to prepare, coordinate, and support the rapid delivery of modular pilot developments, was presented to Council on September 24, 2020;</p> <p>AND WHEREAS a report was brought by Housing Services to General Issues Committee (GIC) on November 4 to accept and administer RHI Major Cities Stream funding and provide support to projects applying to the RHI Projects Stream;</p> <p>AND WHEREAS a report was brought forward by CHH to the Board authorizing to proceed with two Rapid Housing Initiative (RHI) project applications including a 15-unit conversion at 350 King St and a 20-unit modular development at 253 King William;</p> <p>THEREFORE, be it resolved that:</p> <p>(l) The Board of Directors approve the development plan outlined in this report, conditional on RHI Project Stream funding being secured for the 253 King William modular project, to:</p> <ul style="list-style-type: none"> <li>a. Authorize and direct staff to single source, in consultation with the City of Hamilton’s Procurement Department, and, pursuant to Procurement Policy #11 – Non-competitive Procurements guidelines, a Design-Build team, based on funding criteria, to design and build the project;</li> <li>b. Have CHH staff report back to the Board detailing procurement results of project awarded;</li> <li>c. Authorize and direct staff to apply for the FCM Sustainable Affordable Housing fund, including entering into any agreements and ancillary agreements.</li> </ul>
	<p>b)</p>	<p><b>First Place - Policy 11 Single Source Provider for Construction Manager</b></p> <p>The Board was in receipt of Report #21002 from CEO/Secretary dated January 25, 2021.</p> <p>Sean Botham provided background and reviewed report.</p> <p>It was moved by Councillor Nann, seconded by Jaqueline Aird and carried:</p>

			<p>That the Board of Directors approve the following resolution:</p> <p>WHEREAS the Rapid Housing Initiative (RHI), a Federal program delivered through CMHC to fund commercial conversions to residential, and modular construction, was announced September 21, 2020, with the City of Hamilton receiving a \$10.8M allocation for distribution;</p> <p>AND WHEREAS a motion on modular, to prepare, coordinate, and support the rapid delivery of modular pilot developments, was presented to Council on September 24, 2020;</p> <p>AND WHEREAS a report was brought by Housing Services to General Issues Committee (GIC) on November 4, 2020 to accept and administer RHI Major Cities Stream funding and provide support to projects applying to the RHI Projects Stream;</p> <p>AND WHEREAS a report was brought forward on November 24, 2020 to the CHH Board authorizing Staff to proceed with two RHI project applications including a 15-unit conversion at 350 King St and a 20-unit modular development at 253 King William;</p> <p>THEREFORE, be it resolved that:</p> <p>(II) That the Board of Directors approve the procurement plan outlined in this report to:</p> <ul style="list-style-type: none"> <li>a. Single source, in consultation with the City of Hamilton’s Procurement Department, and, pursuant to Procurement Policy #11 – Non-competitive Procurements, a Construction Manager with relevant experience, expertise, and the capacity necessary with a fee for services that would be included in the construction funding envelope;</li> <li>b. Have the CEO of CityHousing Hamilton (CHH) negotiate, enter, and execute a contract, and any ancillary documents required to identify and secure a Construction Manager, in a form satisfactory to the CHH legal and City’s procurement division;</li> <li>c. Have CHH staff report back to the Board detailing procurement results of project awarded.</li> </ul>

	c)	<p><b>CEO Written Updates</b></p> <p>The Board was in receipt of CEO Written Updates from CEO/Secretary dated January 25, 2021.</p> <p>Tom Hunter reviewed the updates:</p> <p>1.0 COCHI Funding</p> <p>2.0 Vacancy Plan (Attachment) -In addition to the information contained in the written Vacancy Plan, CHH is working with partners to provide Intensive Case Management for 10 to 12 people at Vanier Towers. These individuals are homeless, come from shelters or precarious housing. Also, during the pandemic, CHH is working with Housing Services to provide 'Isolation units' (short term) for vulnerable individuals who need to isolate. Finally, CHH will be increasing the number of affordable market units with the addition of 15 units at First Place that is being funded through the RHI. Additional units will be coming back on-line at 500 MacNab (149 units) at the beginning of the summer.</p> <p>It was moved by Adriana Harris, seconded by Jaqueline Aird and carried:</p>
		That the CEO updates be received for information.
5.		<p><b>In Camera / Confidential</b></p> <p>Motion by Councillor Farr, seconded by Adriana Harris to move meeting item 5a In-Camera at 11:48am.</p> <p>Attendees for item 5a: Councillors Collins, Jackson, Farr, Nann and Jacqueline Aird, Nicholas But, Adriana Harris, Patricia Reid, Tom Hunter, Sean Botham, Samantha Blackley, Leanne Ward, Tracy Murphy</p>
	a)	<p><b>500 MacNab, Budget Update (Report #18012(e))</b></p>
		<p><b>Discussion of this report and appendices is to be in closed session and is subject to the following requirement(s) of Section 8.1, Sub-section (e) of the City of Hamilton's Procedural By-Law 14-300 and Section 239, Sub-section (e) the Ontario Municipal Act, 2001; as amended, as the subject matter pertains to potential litigation; and Sub-section (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the City.</b></p> <p>Sean Botham gave background and overview of the report and Appendix A, B and C.</p> <p>Board direction to staff to proceed with the resolution as presented and Report #18012e and Appendices will remain as confidential.</p> <p>It was moved by Councillor Farr, seconded by Councillor Jackson and carried:</p>
		That the Board of Directors approve the resolution as presented In-Camera, item 4a and Report #18021e and Appendices will remain confidential.

	<p><b><u>Move Out-of-Camera</u></b></p> <p>Motion by Councillor Nann, seconded by Jacqueline Aird to move meeting into Public Session at 12:25pm.</p>
<b>6.</b>	<b>ADJOURNMENT at 12:25pm</b>
	<p>Motion by Jaqueline Aird, seconded by Adriana Harris and carried that the meeting be adjourned.</p>
	<b>TAKEN AS READ AND APPROVED</b>
	<b>CHAD COLLINS, PRESIDENT CityHousing Hamilton Corporation</b>
	<p>Teresa Herechuk CityHousing Hamilton Corporation January 25, 2021</p>