

Minutes of the CCOC Board of Directors Meeting of Wednesday, June 26, 2019

Present: Abra Adamo, Dallas Alderson (President), Kerry Beckett, Josh Bueckert (Treasurer), Sarah Button, Penny McCann, Andrew McNeill, Bill Rooney, AnaLori Smith (Vice President / Chair), Jesse Steinberg, Chris Yordy.

Staff: Ray Sullivan, Adella Khan (recorder), Nicole Picton

Regrets: James Clark, Sinda Garziz (Secretary), Shelley Robinson

1. Call to order

The meeting was called to order at 7:40 p.m.

2. Adoption of the Agenda

The agenda was adopted as presented, with items not specifically noted being adopted on consent.
(M/S/C, Sarah Button / Jesse Steinberg)

3. Adoption of May 29, 2019 minutes

The minutes were adopted as presented. (M/S/C, Jesse Steinberg / Josh Bueckert)

4. Declaration of conflict of interest – none.

5. Business arising from the previous minutes

a. Lisgar borrowing – no news.

b. Alternatives to calling police – no update but this is going to the Tenant and Community Engagement Committee in August.

c. Sources of maintenance requests – staff will table a report through FMC in August.

d. Anti-oppression statement and workshop feedback: Jesse said it was great, he learned a lot, and thought the facilitator did a great job of striving to meet people where they are. He noted there was good discussion around creating spaces where critiques are given and taken as gifts. Josh said it exceeded his expectations and he has taken his learnings to work. AnaLori agreed that it was great and worked as a good starting point – we have to ensure these ideas get carried through in all of our work. Members want to look at the next steps and hear more about the plan to do this type of training with all committees/staff.

Members decided to work on an opening statement for the beginning of each meeting as a means of framing work. The draft statement from the workshop will act as the foundation for this statement at the next meeting.

6. Executive Committee Report

- a. **End of Provincial Mortgages (EOM):** Our provincial portfolio includes 18 properties and 725 homes – almost half our portfolio. We have been seeking clarity on what happens when mortgages are paid off and the original 35-year operating agreement period ends. Operating agreements were replaced with legislation 18 years ago, and the legislation does not have any end dates. Ray presented a slideshow explaining the possible scenario of negative operating subsidies. The Ministry released a policy statement last week that the total subsidy package to a housing provider can't be negative, but this doesn't eliminate the scenario where a deeply negative operating subsidy effectively claws back the rent subsidy and the property tax subsidy.
- b. ***In camera* minutes**
The Board moved *in camera* to read draft *in camera* minutes from the June 2019 Executive Committee. (M/S/C, Bill Rooney / Josh Bueckert)
No decisions were made *in camera* and no additional notes are recorded.
The Board moved *ex camera*. (M/S/C, Abra Adamo / AnaLori Smith)

7. Personnel Committee Report

- a. **May 22 Staff meeting:** Dallas reports on the staff meeting that took place to address concerns staff had about the compensation review. The meeting was between staff (minus the Directors) and Kerry, Dallas, and Bill. About 35 of the 60 staff attended. A number of issues raised were regarding specific people, rather than the whole process. Dallas captured the concerns and recommendations in writing, which went to Personnel before being distributed to the staff. Members are hopeful that it was a useful engagement to now move forward. Dallas points out that this sets CCOC up well as we now have the compensation equity tools to connect jobs to pay scales and go forward with lots of transparency.
- b. **Corporate Services Department:** AnaLori reports that Personnel decided to create an official Corporate Services Department that will report to the Personnel committee. The committee decided it was important to ensure Corporate Services remain a neutral HR group, and so Corporate Services will report to Personnel and be its own department.

8. Finance Committee Report

- a. **Bad debt:** The Board moves \$5755.99 in bad debts be written off. (M/S/C, Josh Bueckert / Chris Yordy)
- b. **Champlain collateral:** Cahdco went ahead and purchased the property after the original partnership fell through. The Finance Committee approved the idea of CCOC acting as a loan guarantor and putting up a building for collateral for \$1M to finalize purchase of the property. CCOC previously wondered if they would be able to rent a couple of the apartments but they were not viable. This loan would be a temporary solution.

The Board moved to approve the Finance Committee's recommendation that CCOC act as guarantor and supply a suitable property as collateral.

(M/S/C, Bill Rooney / Josh Bueckert / Sarah Button abstains)

9. Facilities Management Committee Report (joint meeting with FMC)

- a. **Procurement policies:** In reviewing their policies, the Committee realized there are two policies that FMC and Finance have overlapping content. The expiration date is June 2019 and the committees request a one-year extension to complete a revised policy. The Board moves to support this request.

(M/S/C, Josh Bueckert / Jesse Steinberg)

10. Development Committee Report – none.

11. Tenant and Community Engagement Committee (no meeting)

12. Rental Committee Report

- a. **Policy on Market rent increases:** Kerry reports on the change in the amended policy. The Board moves to approve these amendments. (M/S/C, Kerry Beckett / Chris Yordy)
- b. **Returned payment policy:** Kerry reports on the new policy, which was created to put down on paper what we already do. The Board moves to adopt the policy.

(M/S/C, Kerry Beckett / Bill Rooney)

13. Policy Research and Advocacy Committee (PRAC!) (joint meeting with Development)

14. Corporate Business

- a. **Committee coverage:** Does each committee have a minimum of one Board member? Some board members agreed to try out some new committees to see if we can get two board members on each committee.

15. Conference / Associations' Report – none.

16. Other Business – none.

17. Adjournment – the meeting was adjourned at 9:11 p.m.

(M/C Josh Bueckert)

Next Meeting: August 28, 2019