

AA/
Windsor, Ontario February 6, 2013

A meeting of the **Social Development, Health and Culture Standing Committee** is held this day commencing at 9:00 o'clock a.m. in Council Chambers there being present the following members:

Councillor Sleiman (Chair)
Councillor Gignac
Councillor Halberstadt
Councillor Valentinis

Regrets: Councillor Hatfield

Also present are the following from Administration:

Jelena Payne, Community Development and Health Commissioner
Helga Reidel, Chief Administrative Officer
Debbie Cercone, Executive Director, Housing & Children Services
Bruno Ierullo, Executive Director, Employment & Social Services
Nancy Musson, Director of Residence Services, Huron Lodge
Rob Oleynik, Program Coordinator Housing and Children Services
Wendi Eizenga, Executive Initiatives Coordinator, Community
Development and Health Services
Kathy Kehl, Executive Administrative Assistant
Agatha Armstrong, Deputy City Clerk

1. **CALL TO ORDER**

The meeting is called to order at 9:05 o'clock a.m.

2. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None disclosed.

3. **ADOPTION OF THE MINUTES**

Moved by Councillor Valentinis, seconded by Councillor Gignac,
THAT the minutes of the meetings of the Social Development, Health &
Culture Standing Committee held November 14, 2012 and January 9, 2013 **BE**
ADOPTED as presented.

Carried.

4. **REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS**

None requested.

5. **COMMUNICATION**

None.

6. **PRESENTATIONS AND DELEGATIONS**

Nil.

7. **COMMITTEE MATTERS**

Minutes of the Housing Advisory Committee meeting held October 24, 2012

Salient points of discussion regarding the Housing Advisory Committee minutes are as follows;

- Administration is able to keep track of the vacancy rate in our apartment and privately owned buildings
- Updates are received from the Canada Housing and Mortgage Corporation on a quarterly basis regarding the vacancy rates in the community
- The Rent Supplement Program has a great deal of benefits; it allows residents to have access to rental accommodations across the entire community and it reduces the rent significantly to allow residents to be able to afford the rent
- Administration has developed a number of agreements with private landlords in the community that offer the rent supplement units
- Initially there were 105 units that were implemented in the first year and there are currently 120 units
- A majority of these units go to the private sector, many landlords know the rules that accompany the program and decline to participate. The remaining is offered to the non-profit sector. (70% to 30% split)

Moved by Councillor Gignac, seconded by Councillor Halberstadt,
THAT the minutes of the Housing Advisory Committee meeting held
October 24, 2012 **BE RECEIVED** for information.
Carried.

Minutes of the Seniors Advisory Committee meeting held December 5, 2012

Moved by Councillor Gignac, seconded by Councillor Halberstadt,
THAT the minutes of the Seniors Advisory Committee meeting held
December 5, 2012 **BE RECEIVED** for information.
Carried.

**Minutes of the Committee of Management for Huron Lodge Long Term Care
Home meeting held December 10, 2012**

Moved by Councillor Gignac, seconded by Councillor Halberstadt,
THAT the minutes of the Committee of Management for Huron Lodge
Long Term Care Home meeting held December 10, 2012 **BE RECEIVED** for
information.
Carried.

**Minutes of the Executive Committee Board of Directors and the Board of
Directors, Willistead Manor Inc. meeting held November 8, 2012**

Moved by Councillor Gignac, seconded by Councillor Halberstadt,
THAT the minutes of the Willistead Manor Inc. Executive Committee
Board of Directors and the Board of Directors meeting held November 8, 2012 **BE
RECEIVED** for information.
Carried.

8. **ADMINISTRATIVE ITEMS**

**Item 1 Access to Social Housing Reserve Fund for Consultation to Conduct
Operational Review of Windsor Essex Community Housing
Corporation**

Salient points of discussion regarding the operation review of the Windsor Essex
Community Housing Corporation are as follows:

- The funds will be used to hire a consultant for an operational review
- The City is the legislated designated Service Manager and is required to administer and deliver housing programs in the Windsor Essex regions
- A comprehensive review of the operations is a significant undertaking
- The services of a consultant will provide a fresh perspective, ensure objectivity and credibility and provide access to best practices across the housing sector for comparison
- The RFP will be specific to the Community Housing Corporation
- There are thirty-nine social housing provides that own and manage 8700 units in Windsor Essex

- Windsor Essex Community Housing Corporation is one of the thirty-nine providers and owns and manages a portfolio of approximately 4700 units
- The consultant will review and analyze information relevant to the operation activities of the Windsor Essex Community Housing Corporation
- The consultant will provide opinion on where the organization performs effectively and where improvements are required

Moved by Councillor Gignac, seconded by Councillor Valentinis,

THAT this report from the Executive Director of Housing and Children Services regarding access to the Social Housing Reserve Fund for a consultant to conduct Operational Review of Windsor Essex Community Housing Corporation (WECHC) **BE APPROVED**; and further

THAT the Executive Director of Housing and Children Services **BE AUTHORIZED** to issue a Request for Proposals and hire a qualified consultant to complete an Operational Review report of the Windsor Essex Community Housing Corporation (WECHC); and further

THAT the Executive Director of Housing and Children Services **BE AUTHORIZED** to access to the Social Housing Reserve Fund to complete an Operational Review of the Windsor Essex Community Housing Corporation; and further

THAT the Executive Director of Housing and Children Services **REPORT** the outcome of the Request for Proposals to City Council with respect to the cost and the name of the selected consultant; and further

THAT subject to the contract cost remaining within the delegated authority limit of the CAO, the CAO and City Clerk **BE AUTHORIZED** to execute the necessary agreements and documents related to hiring a consultant and completing an Operational Review of Windsor Essex Community Housing Corporation provided such agreements and documents are in a form satisfactory to the City Solicitor; satisfactory in financial content to the City Treasurer and satisfactory in technical content to the Executive Director of Housing and Children's Services.

Carried.

9. QUESTION PERIOD

Councillor Valentinis requests that the Seniors Advisory Committee provide a memo to the standing committee outlining initiatives for the Age Friendly Windsor Project.

Councillor Halberstadt requests a copy of the Request for Proposal for Item 1.

9. **ADJOURNMENT & DATE OF NEXT MEETING**

There being no further business, the meeting is adjourned at 9:50 o'clock a.m. The next meeting of the Social Development, Health & Culture Standing Committee will be held on March 6, 2013 at 9:00 o'clock a.m. in Council Chambers.

Ed. Gleman

CHAIR

A. Amst

DEPUTY CITY CLERK