

2000 ANNUAL GENERAL MEETING

MAY 20 - 21, 2000

OTTAWA, ONTARIO

MINUTES

ATTENDANCE

The total registered attendance of 815 included 318 delegates and 144 alternates. Others present included observers, housing co-op staff, members of CHF Canada committees, organizational associates, workshop leaders, volunteers, youth program participants, guests, sponsors, directors, members of the Ontario Council, and staff.

SPONSORS

Gay Lea Foods, Primus Canada, Sprint Canada, The Co-operators Group, HB Group Insurance

GUESTS

Fatima Barros (Canada Mortgage and Housing Corporation); Alain Roy, Lynden Hillier, Carol Evoy (Co-operatives Secretariat); Cathi Wilkins (Canadian Co-operative Association); Beth Ferrone, Paul Moran, Brenda Thompson (HB Group); Chris Perram (Sprint Canada); Karyn Mark, Jason Clarke (Primus Canada); Mauril Bélanger (MP, Ottawa-Vanier); Marni Cappe (Regional Municipality of Ottawa-Carleton); Glenn Haddrell.

SPECIAL EVENTS

Ursula Kieley was named an Honorary Life Associate of CHF Canada. Wes Hosler and Glenn Haddrell presented Ursula with a certificate and a collection of notes written by her colleagues and friends.

Glenn Haddrell was presented with the CMHC Award for Outstanding Contribution to Co-operative Housing. Fatima Barros of CMHC and Laird Hunter of Worton Hunter Callaghan presented the award.

Bleecker Street Co-operative Homes, located in Toronto, Ontario, received the Award for Management Excellence from the Federal Co-operative Housing Stabilization Fund and the Jim MacDonald Award for Social Change. Several members of Bleecker Street Co-operative Homes accepted both awards on behalf of the co-op from Jim MacDonald, Wes Hosler, and Danielle Cecile, executive director of the Stabilization Fund.

SECTION I. INTRODUCTORY BUSINESS

1. Call to Order

Wes Hosler, President, called the meeting to order at 9:05 a.m. on May 20, 2000 and welcomed everyone to CHF Canada's 32nd Annual General Meeting.

2. Introductions

The President introduced invited guests and members of the Board of Directors, Ontario Council, Resolutions Committee, and Nominating Committee.

3. Appointment of Chairperson

- M/S/C Evans (Granville Gardens Co-op) / Armstrong (Pine Ridge)

THAT Bruce Woodrow be appointed Chairperson of the 2000 Annual General Meeting.

4. Explanation of the Rules of Order

The Chairperson reviewed the Rules of Order used at CHF Canada annual meetings, and explained the proper use of the voting cards distributed to delegates. He clarified the issue of closing the debate and the use of friendly amendments, explaining that friendly amendments would only be permitted for very minor changes in the wording of motions. He also explained the role of the Resolutions Committee.

5. Annual Meeting Mediation Committee

The Chairperson highlighted the role of the Mediation Committee. Committee members were introduced by name.

6. Resolutions Committee

Bruce Little, chairperson of the Resolutions Committee, introduced committee members by name and explained the resolutions process.

7. Establishment of Quorum

Thom Armstrong, Corporate Secretary, advised the meeting that the presence of 15 per cent of CHF Canada's eligible members was required in order to establish quorum. He reported that as of the date the meeting notice was mailed, CHF Canada had 837 members. He further reported that 318 delegates were registered for this annual meeting, representing 38 per cent of CHF Canada's members. Quorum was therefore established.

8. Consideration of Agenda

The Chairperson outlined proposed changes to the circulated agenda.

Resolutions 6 through 9 would be considered under the Report on Actions Arising from the 1999 Annual Meeting Resolutions. A report on the national agency campaign would be given at that time as well. Following this, Resolution 4 would be considered.

The presentation of the CMHC Award for Outstanding Contribution to Co-operative Housing and the induction of the Honorary Life Associate would be made in the afternoon of May 20.

A presentation on CHF Canada's millennium history book project would be made right after lunch on May 20. The Jim MacDonald Award for Social Change would be given on the morning of May 21, and there would be a short presentation from the Confédération québécoise des coopératives d'habitation in the afternoon of May 20.

Finally, the Chairperson explained that there would be a short presentation to retiring directors following the consideration of late resolutions.

- M/S/C Freeman (CHASEO) / Fergus-Moore (Castlegreen)

THAT the agenda be adopted as amended.

9. Minutes of 1999 Annual Meeting

Stevenson (Native Inter-Tribal) noted that he did not attend the annual meeting last year, and so did not move the acceptance of the annual report from the Board of Directors and committees. Stevens (Native Inter-Tribal) noted that she was the person that had made that motion. The Chairperson asked delegates to note that change in the minutes of the 1999 annual meeting.

- M/S/C Comeault (Village Canadien) / Freeman (CHASEO)

THAT the minutes of the 1999 annual meeting be approved as amended.

SECTION II. REPORTS AND PRESENTATIONS

1. Report on Action Arising from 1999 Annual Meeting Resolutions

The chairperson referred delegates to the report on action taken in response to resolutions considered at the 1999 annual meeting. Vaughan Brace provided an overview of the report on behalf of the board.

An update on the national agency campaign was given. Christopher Wilson noted the campaign successes to date, telling delegates that the federal Minister Responsible for CMHC, the Honourable Alfonso Gagliano, had informed CHF Canada that the co-op sector's administration agency proposal would be discussed at the September 2000 federal/provincial/territorial housing ministers' conference. Mike Alsop then gave an update on the campaign in British Columbia, followed by Patricia Matthews highlighting activities across the Prairies, Kathy Corby discussing the campaign in Ontario, and Bruce Little noting lobby activities in the Atlantic.

Michael Shapcott shared more information on the national housing and homelessness campaign and introduced some co-op housing members from the Peterborough area. Two of the members spoke about their co-ops' dollies campaign and having the federal Minister Responsible for Homelessness, the Honourable Claudette Bradshaw, visit their co-op. The members displayed a banner they had made for the campaign and a sample quilt made from the material left over from the banner. They explained their smarties campaign, drawing attention to co-operative housing as one solution to homelessness.

- **M/S/C** McDonell (Heritage) / Wasdell (CHF Peel/Halton)

THAT the report on action arising from 1999 annual meeting resolutions be accepted as presented.

2. Annual Report of Directors and Standing Committees

Wes Hosler, President, reviewed CHF Canada's 1999 annual report, which had been distributed in advance of the annual meeting.

The Chairperson drew the attention of the meeting to reports from the Finance Committee, Federations Committee, Risk Underwriting Fund Administration Committee, and Diversity Committee, as well as individual reports from each director, all of which were included in the annual meeting information book.

The chairperson of the Diversity Committee, Naguib Buendia, introduced the members of the committee and gave a brief report highlighting two of the committee's new publications.

- **M/S/C** Hyatt (Valley Village) / Freeman (CHASEO)

THAT the annual report from directors and reports from the Finance Committee, Federations Committee, Risk Underwriting Fund Administration Committee, Diversity Committee, and individual directors be received for information.

3. Report from Nominating Committee

Patricia Matthews, chairperson of the Nominating Committee, introduced the members of the committee and reviewed the committee's mandate for delegates. She highlighted the qualifications required of candidates and announced that nominations were open for the following positions:

Board of Directors

British Columbia/Yukon
Manitoba
Ontario
Newfoundland/Labrador
Aboriginal
two at-large positions

Finance Committee

two positions

After informing the meeting of nominations received to date, the committee chairperson advised delegates that nominations for all positions would remain open up to the time of the elections.

Finally, the committee chairperson reported that Newfoundland/Labrador and Nova Scotia delegates would be voting on special resolutions at this annual meeting that would allow future elections for the regional director in those regions to take place at a meeting held in the province rather than at the CHF Canada annual meeting.

4. Other Presentations and Announcements

The Chairperson announced that donations from participants at the annual meeting would be given to two organizations; one operating a gay-lesbian youth hotline in Toronto and the other working with the homeless in the Ottawa area.

Marg Bagon reported on the just-completed Staff Development Conference. She thanked CHF Canada for holding the event, giving special thanks to Karla Skoutajan, the staff person responsible for organizing the conference.

Nicholas Gazzard, Director, Sector Development with CHF Canada, gave a presentation on the Co-op Housing Bookstore, noting some of the new publications for sale.

Merrilee Robson, CHF Canada's communications officer informed delegates of the location and time of the group photograph and advised that photos would be for sale at the Co-op Housing Bookstore.

Wes Hosler and Mark Goldblatt made a presentation on CHF Canada's project to publish a book on the history of the Canadian co-operative housing movement. The project has received support from the Millennium Bureau of Canada. Mark thanked those co-ops who had already donated to the project and encouraged other co-ops to make a donation. He noted that to fund the project fully, donations of \$100 each from 150 more co-ops were required.

Olga Tasci and Ken Goka made a presentation on Rooftops Canada Foundation.

Mauril Bélanger, MP for Ottawa-Vanier, brought greetings from the federal Minister Responsible for International Co-operation, Maria Minna, and thanked Rooftops for its work.

Cathi Wilkins made a presentation to delegates on the activities of the Canadian Co-operative Association over the past year.

René Daoust and Robert Gigare brought greetings from the annual meeting of the Confédération québécoise des coopératives d'habitation, which was taking place in Hull at the same time as the CHF Canada annual meeting.

Nick Sidor, a consultant with CHF Canada, made a brief presentation on MemberTel, a long-distance telephone and Internet service for members and employees in the co-op housing movement, and announced the names of the two winners of the three-month free MemberTel service draw.

Members received a dynamic presentation from the youth program delegates.

Retiring directors Beverley Halls, Mel Graham, Haji Jivraj, and Vaughn Brace, in that order, were acknowledged by the meeting and presented with certificates by Wes Hosler, Donna Charbonneau, Ambrose Reschny, and Heather Paynter, in that order.

SECTION III. FINANCIAL BUSINESS

1. Report of Auditors and Consideration of 1999 Audited Financial Statements

Donna Charbonneau, Treasurer, reviewed the auditors' report and the audited financial statements for the year ending December 31, 1999.

- M/S/C Hyatt (Valley Village) / Howard (Golden Horseshoe CHF)

THAT the audited financial statements for the year ending December 31, 1999 be received.

2. Appointment of Auditors

- M/S/C Dragomir (Grandview) / Comeault (Village Canadien)

THAT the firm of Marcil, Lavallée, Loyer and Partners be appointed external auditors of the Co-operative Housing Federation of Canada to hold office until the close of the next annual meeting.

3. 2000 Budgets

- M/S/C Stewart (Daly) / Martin (China Creek)

THAT the 2000 budgets for National Operations and the National Endowment Fund, as finalized by the Board of Directors, be received.

4. 2001 Budgets

- M/S/C Stewart (Daly) / Bialecki (Quebec Manor)

THAT the budgets for National Operations and the National Endowment Fund for the fiscal year beginning January 1, 2001 and ending December 31, 2001 be adopted as presented and that the attached schedule of member and associate dues rates for 2001 be adopted.

5. Three-Year Financial Forecast

- M/S/C Howard (Golden Horseshoe CHF) / Sedor (Sarcee Meadows)

THAT the financial forecast for the period 2001 through 2003 be received.

6. First-Quarter Financial Statements

- M/S/C Hyatt (Valley Village) / Coté (Balfour)

THAT the financial statements for the first quarter of 2000 be received.

SECTION IV. CONSIDERATION OF RESOLUTIONS

Submitted Resolutions

1. New By-Law No. 1 for CHF Canada

- M/S/C Millsap (Raiffeisen) / Sedor (Sarcee Meadows)

THAT By-law No. 1 be approved as submitted by the Board of Directors.

The resolution was carried by considerably more than the two-thirds majority required to adopt a by-law.

2. Qualifications of Directors

Resolution #2 was treated as an amendment to Resolution #1.

M/S Low (CHFNS) / Cooke (Main-Gerrard)

THAT Article 4 (Board of Directors) of By-law No. 1 be amended by adding a new paragraph 4.02 (b) as follows:

- (b) A Director who qualifies for election or office solely as a Member in Good Standing of a Member Housing Co-operative must also live in that Member Housing Co-operative.

AND THAT the remaining paragraphs of 4.02 become 4.02 (c), (d), (e) and (f) respectively.

DEFEATED

3. **Designated Board Position**

Resolution #3 was treated as an amendment to Resolution #1.

- **M/S/C** Comeault (Village) / Greason (Church-Isabella)

THAT debate be closed.

- **M/S** Burch (Don Area) / Baker (Fieldstone)

THAT CHF Canada should designate one board position for a self-identified lesbian, gay, bisexual or transgendered person, and encourage co-op housing federations to do likewise. All delegates would be eligible to vote for this position.

DEFEATED

4. **Shared Revenue Program**

- **M/S/C** Dragomir (Grandview) / Moore (Couchiching)

THAT Resolution #4, including amendment #1 to Resolution #4, be tabled until the morning of May 21, 2000.

- **M/S/C** Sedor (Sarcee Meadows) / Overbeck (VICHA)

THAT Resolution #4 be taken from the table.

- **M/S** Piatkowski (CSACO) / Craddock-Keating (Co-Action Staff Association)

THAT Resolution #4 be amended in the following manner:

- substitute for the fourth bullet in section 1: Purpose and Program Funding:
 - (a) support the work of local and regional associations of co-operative housing staff.
- add as a fifth bullet in the same section:
 - (b) CHF Canada will help housing co-operative staff form associations where staff are able and willing to support a staff association.

- substitute for 2. (e):
 2. (e) 5% of program funds will go to associations of co-op housing staff that
 - (a) are members of CHF Canada
 - (b) are located outside Quebec
 - (c) meet any other rules the Board of Directors of CHF Canada sets for the program

Each participating staff association will receive a percentage of the 5% pool. The share will be based on the number of housing co-op staff who are members of the association.

There will be a maximum and minimum share. The formula for setting each association's share is set out below.

CHF Canada will make payments to staff associations from the 5% pool four times a year. It only has to share funds it has actually received.

A staff association may cease to qualify for funds from the 5% pool part way through the year. In that case, CHF Canada will re-allocate that staff association's portion to projects that benefit co-op staff throughout Canada.

This is the 5% pool for staff associations.

- add a new section 5:
 5. Formula for Sharing the 5% Pool

Setting the Minimum Share

- (a) Divide the total 5% pool by 2.
- (b) Count the number of staff associations participating in the 5% pool.
- (c) Divide (a) by (b).
- (d) The minimum share is the lesser of (c) or \$500.

Setting the Maximum Share

- (e) Divide the total pool by 3. This is the maximum annual share.

Setting Each Staff Association's Share

- (f) Count the number of housing co-op staff that belong to that staff association.
- (g) Sum the total number of co-op housing staff belonging to participating staff associations.
- (h) Divide (f) by (g). This is the staff association's percentage share of the pool.
- (i) Raise any share that is lower than the minimum annual share in (d) to the minimum.
- (j) Take the extra amount given in (i) from the other staff associations on the same formula.
- (k) Reduce any share that is higher than the maximum annual share in (e) to the maximum. This will leave more to share.
- (l) Share the amount left over among the remaining staff associations on the same formula.

WITHDRAWN

- M/S/C Daly (Port Colborne) / Lee (Sundance)

THAT existing *Policy 1.6.2: Shared Revenue Program* be repealed;

THAT a new *Policy 1.6.2: Shared Revenue Program* be adopted, as attached;

AND THAT the new policy take effect January 1, 2000.

5. Limit on Membership Dues

- M/S Burch (Don Area) / Shedden (43rd Housing)

THAT Resolution #5 be amended by substituting 400 units for 500 units.

DEFEATED

- M/S/C Stewart (Daly) / Shedden (43rd Housing)

THAT CHF Canada cap the number of units on which a housing co-op pays dues at 500.

6. **Campaign for Sector-based Co-op Programs Agency**

- M/S/C Howard (Golden Horseshoe CHF) / Grandan (CHF/BC)

THAT Resolution #6 be amended by adding the following clause:

AND THAT CHF Canada work closely with the co-operative housing sector in British Columbia and the British Columbia government in developing a pilot project for sector-based administration of the Homes BC Co-op Housing Program.

- M/S/C Armstrong (Pine Ridge) / Fergus-Moore (Castlegreen)

THAT CHF Canada continue to press the federal government and, where appropriate, provincial governments to transfer co-op housing programs outside Quebec to an independent, non-governmental agency based in the co-op housing sector;

THAT CHF Canada pursue negotiations with the federal and provincial governments and continue its ongoing lobby activities toward this goal;

THAT we seek the participation of the Province of Ontario in our discussions with the federal government, with the aim of bringing Ontario's co-op housing programs under the administration of the co-op agency;

THAT we continue to support our Quebec members' efforts to win the province's agreement for a parallel Quebec agency;

AND THAT CHF Canada work closely with the co-operative housing sector in British Columbia and the British Columbia government in developing a pilot project for sector-based administration of the Homes BC Co-op Housing Program.

7. **A National Housing Strategy**

An amendment to Resolution #7 was introduced. The movers of the amendment accepted a friendly amendment to change "shelter" to "housing."

- M/S/C Sutch (St. Charles) / Graham (Niagara Peninsula Homes)

THAT Resolution #7 be amended to add a fourth bullet to clause 1, to read as follows:

Recognizes housing as a basic human right

- M/S/C Reardon (Meadow Green) / Mora (Oaklands)

THAT Resolution #7 be amended to add the word "affordable" before "housing" in the fourth bullet.

- **M/S/C** Stewart (Daly) / Elms (Pacific Heights)

THAT CHF Canada urge the federal government and the provinces to adopt a national housing strategy that

- addresses the need for a continuing supply of affordable housing for all Canadians
- ensures the protection and maintenance of the existing non-profit housing stock
- enables the development of more co-operative housing throughout Canada
- recognizes affordable housing as a basic human right;

AND THAT CHF Canada call on the federal and provincial governments to commit meaningful financial resources to assistance for affordable housing, as proposed in the 1% Solution Campaign.

8. Organizing for Success: Shaping Our Sector for Tomorrow and Beyond

- **M/S/C** Overbeck (VICHA) / Grandan (CHF/BC)

THAT Resolution #8 be amended as follows:

THAT the last bullet under section 3 “Any new approach must respect co-operative principles and values,” be moved to be the first bullet in section 3.

THAT the following assumption be added as the second bullet under section 3, “Any new approach should recognize the achievements and contributions of regional federations to the co-operative housing sector.”

AND THAT the first bullet under section 3 of the original resolution be changed to read: “We cannot achieve all of our goals under our existing structure. Sharing current sector revenues differently is not enough.”

The delegate body accepted a friendly amendment to Resolution #8, to add the word “affordable” before “housing” in the first bullet of the second point.

- **M/S/C** Grigsby (Windfield) / Lee (Sundance)

THAT the board’s report on the consultation held following the referral of Resolution #8 at the 1999 annual meeting be received;

THAT as we continue our discussion about how to distribute responsibilities and resources in the co-op housing sector, we agree that we are working together for:

- healthy, stable, successful, viable, affordable housing co-ops in the long term
- high quality service delivery to housing co-ops everywhere
- financially self-sufficient delivery systems, and
- a strong movement capable of meeting the many challenges we face;

AND THAT in order to make real progress toward these goals, we agree that:

- Any new approach must respect co-operative principles and values.
- Any new approach should recognize the achievements and contributions of regional federations to the co-operative housing sector.
- We cannot achieve all of our goals under our existing structure. Sharing current sector revenues differently is not enough.
- An alternative approach must be flexible. Choices and solutions will vary from region to region.
- Any new approach must be built on a sound business case. Success in the future will require sound business practices.
- New approaches will evolve over time. Change will be pursued in consultation with members.

9. **Assistance to Federations**

The withdrawal of clause 2 from Resolution #9, “**AND THAT** sector organizations continue to work to ensure the continued viability of regional federations,” was agreed upon by VICHA before the consideration of this resolution by the delegate body.

- **M/S/C** Overbeck (VICHA) / Wyse (Helen’s Court)

THAT the membership of the Co-operative Housing Federation of Canada commend the Board of Directors and staff of CHF Canada for the development of policy and strategies which address, and adequately meet, the assistance requirements of federations as per the spirit and terms of the 1999 CHF Canada AGM emergency resolution.

10. **Lesbian, Gay, Bisexual and Transgendered Visibility**

- **M/S/C** Dragomir (Grandview) / Bialecki (Quebec Manor)

THAT debate be closed.

- **M/S/C** Ng (Ernescliffe) / Bridle (Bread and Roses)

THAT CHF Canada post information on the lesbian, gay, bisexual and transgendered caucus on its Web site, including, for example, regular issues of newsletters produced by the caucus and a display of the caucus logo, with an explanation of its significance;

THAT CHF Canada promote the participation of housing co-op federations in their local lesbian, gay, bisexual and transgendered pride events where they exist, and encourage them to cover those events in their newsletters;

THAT CHF Canada's Nominating Committee reach out to members of diverse communities across Canada, including lesbian, gay, bisexual and transgendered co-op members, and encourage them to run for election to the CHF Canada board;

AND THAT CHF Canada encourage co-ops to include effective anti-harassment and anti-discrimination provisions in their by-laws.

11. Legal Resources for Co-op Staff

- **M/S/C** Raymond (Highland Homes) / Mackenzie (Paloma)

THAT debate be closed.

- **M/S** Walesiak (Glenn Haddrell) / Stewart (Daly)

THAT CHF Canada set up a fund to provide independent legal resources for Staff in dealing with conflicts with the Board of Directors of Member Co-ops.

DEFEATED

12. Education for Boards and Staff

- **M/S/C** B. Morris (New Generation) / Stewart (Daly)

THAT Resolution #12 be amended so that the word "require" in both point 1 and 2 of the We Resolve section be changed to "encourage and support," so that it reads as follows:

THAT CHF Canada encourage and support the education of Boards of Directors in their role as employers;

THAT CHF Canada encourage and support the education of Staff in their role as administrators.

- **M/S/C** Walesiak (Glenn Haddrell) / Cortez (Sequoia)

THAT CHF Canada encourage and support the education of Boards of Directors in their role as employers;

THAT CHF Canada encourage and support the education of Staff in their role as administrators;

AND THAT CHF Canada actively promote the development of management teams in co-ops including both Staff and Boards.

13. Theme for 2001 Annual General Meeting

The sponsor of Resolution #13 agreed to a friendly amendment changing the wording of the resolution before it was moved.

- **M/S/C** Howard (Golden Horseshoe) / Freeman (CHASEO)

THAT debate be closed.

- **M/S/C** Volker (Hugh Garner) / Kucherepa (Agnes McPhail Women's)

THAT Resolution #13 be adopted as amended, as follows:

THAT there shall be a step-process in place carrying forward and building on the CHF research and studies already conducted re: the challenges facing Seniors in housing co-operatives.

AND THAT CHF Canada encourage co-operatives to adopt policies and adapt their physical structures to meet the challenges faced by Seniors in housing co-operatives.

Late Resolutions

Four late resolutions were presented to the meeting. Two of the resolutions were given emergency status by delegates and considered at the meeting. One resolution was referred to the board of directors of CHF Canada, and one resolution did not need emergency status because it was an amendment to Resolution #1.

L1. CHF Canada Logo

There was no mover to give this resolution emergency status.

REFERRED to the board of directors of CHF Canada.

L2. Amendments to By-law No. 1

The Chairperson explained that Late Resolution #2 would be treated as an amendment to Resolution #1: New By-law No.1 for CHF Canada. The sponsor added a fifth clause to the amendment.

- **M/S/C** Elms (Pacific Heights) / Wickens (Willowside)

THAT debate be closed.

The Chairperson agreed to split the amendment.

- **M/S** Mora (Oaklands) / Dragomir (Grandview)

THAT in Article 2.03, Qualifications of Members, section (c), part (i), the words “Non-profit” be added in front of the heading “organizations, called Resource Groups, that:”

THAT in Article 2.03, Qualifications of Members, section (c), part (ii), the words “Non-profit” be added in front of the heading “organizations, called Operational Service Groups, that:”

AND THAT in Article 2.03, Qualifications of Members, section (d), the words “Non-profit” be added following the words “sponsoring organizations being.”

DEFEATED

- **M/S** Mora (Oaklands) / Dragomir (Grandview)

THAT Article 2.03 (c) (ii) (2) be deleted.

AND THAT Article 2.03 (c) (ii) (3) be deleted.

DEFEATED

L3. Water-Damaged Co-operatives

- **M/S/C** Overbeck (VICH) / Knight (Riverdale)

THAT Late Resolution #3 be given emergency status.

- **M/S/C** Comeault (Village Canadien) / Gooder (Mountain City)

THAT CHF Canada hold the Federal Government accountable for its responsibilities so that leaky co-ops can be restored to safe, healthy condition without delay;

AND THAT CHF Canada seek immediate action from the national office of CMHC and from the office of the Minister Responsible for CMHC on improvements to workout conditions for co-operatives experiencing building envelope failure;

AND THAT a commitment be secured from CMHC and the Minister's office to:

- Make available to Section 95 co-operatives, in any approved workout, enough subsidy to allow existing low-income members to pay the same percentage of income in housing charges as they were paying before the workout was put in place;
- Provide flexible loan repayment conditions in approving any workout financing so that the co-ops are best able to sustain additional capital debt and continue to operate over the long term as affordable, mixed-income co-operative housing communities.

AND THAT CHF Canada continue to work with the local co-op housing sectors to support co-operatives facing water penetration disasters.

L4. Political Action Committee

- **M/S/C** Kennedy (Corktown) / Burch (Don Area)

THAT Late Resolution #4 be given emergency status.

- **M/S/C** Stevenson (Native Inter-Tribal) / Ng (Ernescliffe)

THAT debate be closed.

- **M/S/C** Chin (Riverdale) / Moore (Couchiching)

THAT the CHF Canada Board and staff acknowledge the lost media and lobby opportunity of Thursday, May 19;

THAT they explain their position and actions to the membership;

THAT in the future when political opportunities like this arise that the membership be informed immediately;

AND THAT CHF Canada strike a member driven ad hoc political action committee.

At the request of the delegates, the vote was counted: 118 votes were counted in favour; 74 votes against.

SECTION V. ELECTIONS

1. Nominations

The meeting heard the final report of the Nominating Committee. The committee chairperson, Patricia Matthews, commended the committee members for their hard work during the year.

At the close of nominations, the following had declared their candidacy for elected office:

Board of Directors

Regional Directors:

British Columbia	-	Wendy Grandan
	-	Tony Legare
	-	Haji Jivraj
New Brunswick	-	Brian Phinney
Newfoundland/Labrador	-	Bruce Little
Ontario	-	Robert Bolton
	-	Donna Charbonneau
Manitoba	-	Mel Willis
Aboriginal Community	-	Wendy Huggan

At-large Directors:

-	Beverley Halls
-	Wes Hosler
-	David Howard
-	Lillian Loppie

Finance Committee

-	Carol Davis
-	Patricia Sibley
-	Lloyd Stevenson
-	Patricia Kirton-Bailey

2. **Special Resolutions**

Only delegates from Nova Scotia members voted on the following special resolution.

- **M/S/C** Low (CHFNS) / Hamilton (True North)

THAT beginning in 2001 the regional director representing Nova Scotia on the CHF Canada Board of Directors be elected by the Nova Scotia members of CHF Canada at a meeting held in Nova Scotia, pursuant to Articles 4.11 and 4.12 of By-law No. 1.

Carried unanimously.

Only delegates from Newfoundland/Labrador members voted on the following special resolution.

- **M/S/C** Langor (Easton) / Whitty (Future Housing)

THAT beginning in 2002 the regional director representing Newfoundland and Labrador on the CHF Canada Board of Directors be elected by the Newfoundland/Labrador members of CHF Canada at a meeting held in Newfoundland/Labrador, pursuant to Articles 4.11 and 4.12 of By-law No. 1.

Carried unanimously.

Delegates were informed that a majority of CHF Canada members in each of these two provinces would have to confirm their support in writing for these resolutions within 180 days of this meeting before they would be effective.

3. **Election Results**

After counting the ballots, the Nominating Committee declared the following candidates elected:

Board of Directors

Regional Directors:

British Columbia	-	Tony Legare
New Brunswick	-	Brian Phinney (acclaimed)
Newfoundland/Labrador	-	Bruce Little (acclaimed)
Ontario	-	Donna Charbonneau
Manitoba	-	Mel Willis (acclaimed)
Aboriginal Community	-	Wendy Huggan (acclaimed)

- At-large Directors:
- Wes Hosler
 - Lillian Loppie
- Finance Committee**
- Carol Davis
 - Patricia Sibley

SECTION VI. MISCELLANEOUS BUSINESS

1. 2001 Annual Meeting

The rainbow flag was passed to the 2001 Planning Committee, with best wishes for a successful annual meeting to be held June 5-10, 2001 in Victoria, British Columbia.

2. Contest Winners

The following contest winners were announced:

- | | |
|------------------------------|--|
| T-shirt | Stoa Co-operative Homes Inc., Burlington, Ontario |
| Photograph (people) | Pacific Heights Housing Co-operative,
Vancouver, British Columbia |
| Photograph (building) | Coal Harbour Housing Co-operative,
Vancouver, British Columbia |

3. Close of Meeting

There being no further business to conduct, the Chairperson declared the meeting closed at 1:17 p.m. on Sunday, May 21, 2000.

CERTIFIED to be the minutes of the 2000 Annual General Meeting of the Co-operative Housing Federation of Canada.

President

Recording Secretary

SCHEDULE OF 2001 MEMBER AND ASSOCIATE DUES

Members

Housing Co-ops	\$3.10 per unit per month (up from \$3.00 in 2000)
Housing Co-ops Under Development	\$75 per year
Student Housing Co-ops	\$6.50 per bed per year (up from \$6.40 in 2000)
Resource Groups	1% of revenue from the development of federally funded housing co-ops -- \$240 per year minimum (up from \$233 minimum in 2000)
Sponsoring Organizations	\$780 per year (up from \$770 in 2000)
All Other Voting Members	\$240 per year (up from \$233 in 2000)

Associates

Organizational	\$240 per year (up from \$233 in 2000)
Individual	\$85 per year (up from \$80 in 2000)

CO-OPERATIVE HOUSING FEDERATION OF CANADA
POLICIES AND PROCEDURES MANUAL

DATE ISSUED AND/OR AMENDED:
May 1989/June 1994/May 2000

NUMBER:
1.6.2

APPROVED BY:
Annual Meeting

SUBJECT:
Shared Revenue Program

1. Purpose and Program Funding

CHF Canada will operate a shared revenue program to help pay for delivery of local services to housing co-operatives. Each year it will set aside the monies below for the program:

- one half of all sector support contributions from housing co-operatives financed under federal programs, except that part put in the National Endowment Fund
- one half of earnings on the National Endowment Fund.

CHF Canada will use these funds to:

- support the work of local and regional federations of housing co-operatives
- provide local services to housing co-operatives where there is no federation
- support regional lobbying activities
- help with training for co-op housing staff.

CHF Canada will help housing co-operatives form federations where co-operatives are able and willing to support a federation.

2. Distribution of Funds

CHF Canada will share revenue from the program in the following way:

- (a) 66% of program funds will go to:
- (i) federations of housing co-operatives that
- are members of CHF Canada
 - are located outside Quebec
 - meet any other rules the Board of Directors of CHF Canada sets for the program.

(ii) and to CHF Canada for regions where

- there is no regional federation of housing co-ops
- a CHF Canada office in the region is delivering local services to member co-ops
- CHF Canada's members in the region are paying a dues premium to support local service delivery
- the CHF Canada region itself meets any rules the Board of Directors of CHF Canada sets for federations above.

Each participating federation or region of CHF Canada members will receive a percentage share of the 66% pool. The share will be based on the size of the federation or CHF Canada region. For federations, it will be higher if more of the federation's members also belong to CHF Canada. "Size" refers to both the number of co-ops and the number of units in those co-ops. Only federation members that also belong to CHF Canada will be counted. There will be a maximum and a minimum share. The formula for setting each federation or CHF Canada region's share is set out below.

CHF Canada will make payments to federations from the 66% pool four times a year. It only has to share funds it has actually received.

A federation may cease to qualify for funds from the 66% pool part way through a year. In that case, CHF Canada will spend that federation's share on services to housing co-ops. Those co-ops must be in an area outside Quebec that is not served through the 66% pool.

(b) 5% of program funds will be held to provide direct services to co-ops that are members of CHF Canada in regions where

- there is no regional federation
- co-ops are not paying a dues premium to support local service delivery from a CHF Canada office.

This is the 5% pool for unfederated regions.

- (c) 14% of program funds will go to federations of housing co-operatives or CHF Canada offices that
- are sharing in the 66% pool, and
 - serve members in both English and French
- or
- have members as far away as 160 kilometres from the federation's main office or the CHF Canada office.

The formula for setting the share for each federation or CHF Canada office is set out below.

- (d) 10% of program funds will be used for regional lobbying activities outside Quebec.

The CHF Canada staff will award grants from the 10% pool.

- (e) 5% of program funds will be used for co-operative housing staff training projects.

This is the 5% staff training pool. The CHF Canada Federations Committee or its co-ordinating group will award grants from the 5% pool.

3. Formula for Sharing the 66% Pool

Setting the Minimum Share

- (a) Divide the total 66% pool by 2.
- (b) Count the number of federations and CHF Canada offices participating in the 66% pool.
- (c) Divide (a) by (b).
- (d) The minimum annual share is the lesser of (c) or \$5,000.

Setting the Maximum Share

- (e) Divide the total 66% pool by 5. This is the maximum annual share.

Setting the Share for Each Federation or CHF Canada Office

- (f) Count the number of housing co-ops that belong to both the federation and CHF Canada on October 31st.

- (g) Count the number of housing co-ops that belong to the federation on October 31st.
- (h) Divide (f) by (g). This is the percentage of co-ops in the federation that also belong to CHF Canada.
- (i) Multiply (f) by (h). This is the federation's adjusted total co-ops.
- (j) Count the number of CHF Canada members in the region receiving local services from a local CHF Canada office. This is the office's adjusted total co-ops.
- (k) Sum the adjusted total co-ops for all participating federations and CHF Canada offices.
- (l) Divide (i) or (j) by (k). This is the federation or office's percentage share of adjusted total co-ops.
- (m) Repeat steps (f) through (l) using units instead of co-ops. This is the federation or office's percentage share of adjusted total units.
- (n) Sum (l) and (m). Divide the answer by 2. This is the federation or office's percentage share of the pool.
- (o) Multiply the total 66% pool by (n). This is the federation or office's dollar share of the pool.
- (p) Raise any share that is lower than the minimum annual share in (d) to the minimum.
- (q) Take the extra amount given in (p) from the other federations and participating CHF Canada offices on the same formula.
- (r) Reduce any share that is higher than the maximum annual share in (e) to the maximum. This will leave more to share.
- (s) Share the amount left over among the remaining federations and participating CHF Canada offices on the same formula.

4. **Formula for Sharing the 14% Pool**

Bilingualism

- (a) Divide the total 14% pool by 3.
- (b) Count the number of federations and participating CHF Canada offices serving members in both English and French.
- (c) Divide (a) by (b).
- (d) Each federation gets the lesser of (c) or \$1,500.
- (e) Multiply (b) by (d). This is the total amount shared for bilingualism.

Distant Members

- (f) Subtract (e) from the total 14% pool. This is the amount left for sharing with federations and participating CHF Canada offices with distant members.
- (g) Count the number of housing co-ops in each federation that belong to both the federation and CHF Canada on October 31st. Count only co-ops that are at least 160 kilometres away from the federation's main office. This is the federation's total distant co-ops.
- (h) Count the number of member housing co-ops in each CHF Canada region served by a participating CHF Canada office. Count only co-ops that are at least 160 kilometres away from the office. This is the office's total distant co-ops.
- (i) Sum the total distant co-ops for all participating federations and CHF Canada offices.
- (j) Divide (g) or (h) by (i). This is the federation or CHF Canada office's percentage share of total distant co-ops.
- (k) Multiply (f) by (j). This is the federation or CHF Canada office's dollar share of the 14% pool for serving distant members.

NOTE: A federation or CHF Canada region can draw funds for both bilingualism and serving distant members.