



2005 ANNUAL MEETING RESOLUTIONS

June 2005

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RESOLUTION #1 - Revised

SUBMITTED BY: Board of Directors

CONTACT: Nick Sidor
Director, Corporate Affairs
1-800-465-2752, ext. 231
(613) 230-2201, ext. 231
nsidor@chfc.ca

This resolution is for the meeting of: Π all CHF Canada members Ontario members

Affordable housing

WE RESOLVE:

1. **THAT** CHF Canada members express their strong support for the commitment of \$1.6 billion for affordable housing in the revised 2005 federal Budget;
2. **THAT** we call on the federal government to act without delay and commit promised funds for housing that is truly affordable to Canadians with low and modest incomes;
3. **THAT** we call on the Minister to immediately deliver the long-promised national housing strategy;
4. **THAT** we urge the federal government to support in particular:
 - new rent subsidies for low-income households in existing co-ops and other non-profit housing;
 - a new co-operative housing program, and programs for other non-profit housing, to build or renovate new affordable community housing;
 - mixed income communities, with affordable housing charges and ongoing subsidies for low-income households;
 - stable, continuing funding for these programs; and
 - the full involvement of the co-op and non-profit sectors in the design of new programs;
 - continued and sustainable funding for all co-op and non-profit aboriginal housing, both on and off-reserve, including new co-op housing initiatives and pilot projects;
 - reinvestment in the existing stock of co-op and other affordable housing that is in poor condition due to inadequate funding at the time of its development;
5. **AND THAT** we urge the minister to make good on his long-standing support of housing co-ops by announcing a new affordable co-op housing program.

AGM Action : Adopted as presented

RESOLUTION #2

SUBMITTED BY: Cardiff Housing Co-operative

CONTACT: Patrick Newman
1460 Bayview Avenue, Suite 802
Toronto, ON M4G 3B3
(416) 484-9427
pcnewman@idirect.com

This resolution is for the meeting of: all CHF Canada members Ontario members

Section 95 subsidy crisis

WE RESOLVE:

1. **THAT** CHF Canada members express their frustration and disappointment that, in spite of members' repeated calls for action on his part, the Minister of Labour and Housing has failed to provide a remedy for the loss of affordable housing when co-ops built under Section 95 of the *National Housing Act* renew their mortgages;
2. **AND THAT** CHF Canada members call on the Minister to take immediate and decisive action to ensure that no more affordable housing is lost when Section 95 co-op mortgages are renewed.

AGM Action : Withdrawn

RESOLUTION #3

SUBMITTED BY: Board of Directors

CONTACT: Nick Sidor
Director, Corporate Affairs
1-800-465-2752, ext. 231
(613) 230-2201, ext. 231
nsidor@chfc.ca

This resolution is for the meeting of: Π all CHF Canada members Ontario members

Canada-wide support for SHRA reform

WE RESOLVE:

1. **THAT** housing co-ops across Canada reaffirm their support for the struggle of Ontario co-ops to win much needed change to the *Social Housing Reform Act*;
2. **AND THAT** we call on all of CHF Canada's members to contribute to the national fundraising drive, launched in April 2005, that will help to pay the costs of the Ontario campaign to get the Act fixed.

AGM Action : Adopted as presented
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RESOLUTION #4

SUBMITTED BY: Marketview Housing Co-operative Inc.

CONTACT: Peter Gesiarz
110 George Street South
Toronto, ON M5A 4P9
(416) 363-7787

This resolution is for the meeting of: all CHF Canada members Ontario members

Award for best practices in co-op governance and management

WE RESOLVE:

- 1. THAT** CHF Canada establish an annual Award to recognize and celebrate best practices in co-op housing governance and management;
- 2. THAT** the Award categories reflect the Core Management Standards adopted by CHF Canada members;
- 3. AND THAT** CHF Canada promote these best practices as examples for other housing co-operatives to follow.

AGM Action : Adopted as presented

RESOLUTION #5

SUBMITTED BY: Board of Directors

CONTACT: Nick Sidor
Director, Corporate Affairs
1-800-465-2752, ext. 231
(613) 230-2201, ext. 231
nsidor@chfc.ca

This resolution is for the meeting of: Π all CHF Canada members Ontario members

Changes to Policy 1.3.3.2: Membership Standards – Operational Services Groups

WE RESOLVE:

1. **THAT** Policy 1.3.3.2: *Membership Standards – Operational Services Groups* be amended so that it reads as follows:

To be eligible for membership in CHF Canada, Operational Service Groups must, on a consistent and ongoing basis:

1. meet the requirements that apply to them in CHF Canada’s Charter By-laws;
 2. demonstrate their practical support for the co-operative housing sector by encouraging their client co-ops to hold membership in and use the services of CHF Canada and, where they exist, local federations;
 3. conduct themselves in a manner that is consistent with the principles and goals of the co-operative housing movement and with ethical business practices.
2. **AND THAT**, wherever they appear in CHF Canada’s bylaws and policies, the words “Operational Services Group” be replaced with “Co-operative Management Companies”.

AGM Action : Adopted as presented. Part 2 was passed with a two-thirds majority (By-law Amendment)

RESOLUTION #6

SUBMITTED BY: Oak Street Housing Co-operative

CONTACT: Brynne Teall
Oak Street Housing Co-operative
120 Cornwall Street
Toronto, ON M5A 4K5
(416) 860-1888
oakstree@istar.ca

This resolution is for the meeting of: all CHF Canada members Ontario members

Promoting youth employment

WE RESOLVE:

1. **THAT** CHF Canada develop a plan to identify the efforts that can be made to encourage young people who live in housing co-ops to consider careers in the co-operative housing sector, and in the wider Canadian co-operative movement;
2. **THAT** a mentoring program, to benefit from the skills and experience of housing co-op staff, be considered in the plan;
3. **AND THAT** the Board of Directors prepare this plan in time for the 2006 annual meeting to be held in London, Ontario.

AGM Action : Adopted as presented

RESOLUTION #7

SUBMITTED BY: Westboine Park Housing Co-op Ltd.

CONTACT: Mel Graham
Westboine Park Housing Co-op Ltd.
170-14 Shelmerdine Drive
Winnipeg, MB R3R 2Y2
(204) 832-8414
melvyng@mts.net

This resolution is for the meeting of: II all CHF Canada members Ontario members

**Visitability, the access measure for assisting elderly or disabled Canadians
to remain in their neighbourhoods**

WE RESOLVE:

THAT wherever possible, CHF Canada and its members will speak publicly in support of including visitability elements in new housing development and significant housing renovation.

AGM Action : Adopted as presented

RESOLUTION #8

SUBMITTED BY: Board of Directors

CONTACT: Nick Sidor
Director, Corporate Affairs
1-800-465-2752, ext. 231
(613) 230-2201, ext. 231
nsidor@chfc.ca

This resolution is for the meeting of: Π all CHF Canada members Ontario members

Change to the Shared-Revenue Program

WE RESOLVE:

1. **THAT** CHF Canada Policy 1.5.4: Shared-Revenue Program be amended as follows:
change the references to “October 31” in 3(f)(g) and 4(g) to “August 31”;
2. **AND THAT** no further changes to the policy be made *this year*.

AGM Action : Adopted as amended

RESOLUTION #9

SUBMITTED BY: Board of Directors

CONTACT: Nick Sidor
Director, Corporate Affairs
1-800-465-2752, ext. 231
(613) 230-2201, ext. 231
nsidor@chfc.ca

This resolution is for the meeting of: all CHF Canada members Ontario members

Finance Committee terms of reference

WE RESOLVE:

THAT CHF Canada *Policy 1.5.1: Finance Committee* be replaced with the attached policy.

AGM Action : Adopted as presented
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CO-OPERATIVE HOUSING FEDERATION OF CANADA

POLICY MANUAL

DATE ISSUED:

June 2005

NUMBER:

1.5.1

REPLACING ISSUE OF:

June 2003, June 1992

CROSS REFERENCE:

None

DATE OF LAST REVIEW:

2003

AUTHORITY:

General Members

DUE FOR NEXT REVIEW:

2008

SUBJECT:

Finance and Audit Committee

STATUS:

Standing Committee

SOURCE OF AUTHORITY:

Annual General Meeting

COMPOSITION:

The Committee will have five (5) members:

- the Treasurer of CHF Canada,
- another member of the CHF Canada Board of Directors,
- the Treasurer of the Ontario Region,
- and two (2) members at large elected by the members of CHF Canada.

CHF Canada's Executive Director will attend all meetings of the Committee but will not be a voting member.

QUALIFICATIONS OF MEMBERS:

1. No person who

- is not a director, officer, shareholder, member or employee of a member of CHF Canada,
- is an officer or employee of CHF Canada, or
- is a member of CHF Canada's Board of Directors or Ontario Council

may serve as an at-large committee member.

2. The Treasurer of CHF Canada and the Treasurer of the Ontario Council must meet the qualifications set out in the terms of reference for those offices adopted by the Board of Directors and the Ontario Council, respectively.
3. The other members of the Committee must have an understanding of CHF Canada's business and must be financially literate, i.e., able to read and understand a set of financial statements that present a breadth and level of complexity of accounting issues comparable to those of CHF Canada.

APPOINTMENT OF MEMBERS:

1. The members of CHF Canada will elect an at-large committee member each year at the annual general meeting. Each member will serve for a two (2) year term. If a member-at-large position becomes vacant for any reason, the Board of Directors of CHF Canada may appoint a replacement to serve until the next annual general meeting. At that time the members of CHF Canada will elect a person to serve out the rest of the original two-year term, if need be.
2. The Board of Directors will appoint the second director to the Committee.

MEETINGS:

1. The Treasurer of CHF Canada will chair meetings of the Committee.
2. Quorum for meetings will be at least three members of the Committee, at least one of whom must be a member at large.
3. The auditor will be advised of all meetings and may elect to attend, at his or her option.

FUNCTION:

The role of the Finance and Audit Committee is to:

- oversee CHF Canada's finances including budgeting, raising of revenue, spending, investing, lending and financial reporting;
- monitor and report to the members on CHF Canada's financial position and operating results against plans;
- review compliance with financial policies and resolutions;

- educate the members on CHF Canada's finances;
- liaise with the CHF Canada auditors; and
- advise the Board of Directors and Ontario Council on financial matters.

DUTIES AND RESPONSIBILITIES:

The Committee will:

1. review budgets prepared by staff and give its advice to the Board of Directors and Ontario Council;
2. advise the Board on investment policies and review CHF Canada's investment portfolio at each of its meetings;
3. advise the Board on lending policies and review CHF Canada's outstanding loans and guarantees at each of its meetings;
4. act as a credit committee advising the Board of Directors on any loans to be made outside of the Risk Underwriting Fund or Special Assistance Fund;
5. review annual and interim financial statements;
6. report to the members at the annual general meeting on CHF Canada's financial position and operating results against approved financial plans;
7. monitor compliance by management and the Board with financial policies and resolutions set by the Board and members;
8. review from time to time and recommend changes as necessary to CHF Canada's financial authorities and control systems;
9. meet annually with the auditor to review the audited financial statement and the auditor's report to management;
10. review the annual audit plan and assess from time to time how well the auditor is doing their job;
11. review the proposed appointment, renewal or dismissal of the auditor;
12. hold educational workshops as appropriate at the annual general meeting to inform the members about CHF Canada's finances;

13. report regularly to the Board on the committee's activities and advise the Board on financial matters;
14. perform any other tasks the Board or general members may give to the Committee.

ONTARIO RESOLUTIONS

RESOLUTION #R1

SUBMITTED BY: Corktown Co-operative Homes Inc.
200 Forest Avenue, Unit 100
Hamilton, ON L8N 4E6

Ramer's Wood Co-operative Homes Inc.
1 Ramer's Way
Markham, ON L3P 5J7

CONTACT: Gary Panagiotidis
Corktown Co-operative Homes Inc.
200 Forest Avenue, Unit 100
Hamilton, ON L8N 4E6
Tel: 416-994-1212
gary@ont.phelps.ca

Donna Charbonneau
Ramer's Wood Co-operative Homes Inc.
1 Ramer's Way
Markham, ON L3P 5J7
Tel: 905-472-5951
ramerswoodco-op@rogers.com

This resolution is for the meeting of: all CHF Canada members ✓ Ontario members

Fixing the SHRA: Together we can do it

WE RESOLVE:

1. **THAT** CHF Canada's Ontario members turn up the heat in our campaign to win changes to the *Social Housing Reform Act* (SHRA) so that we can run our co-ops as co-ops;

2. **THAT** every co-op across Ontario – federal- and provincial-program – play their part in the campaign by:
 - writing to their MPP and to the Minister of Municipal Affairs and Housing about how the SHRA is hurting co-op housing, and demanding a promise to fix the Act;
 - meeting with their MPP to stress the urgency of reform and ask for their active support;

- getting their members involved to bring even more grassroots pressure on their MPP, and;
- following up with their MPP, as necessary, until we succeed;

3. **AND THAT** the Ontario Region continue to make fixing the *Social Housing Reform Act* its number one priority and provide the resources, support and leadership for a successful campaign.

AGM Action : Adopted as presented

RESOLUTION #R2

SUBMITTED BY: Border Towne Co-operative Homes

CONTACT: Deb Mountain
c/o 178 King Street, 3rd Floor
Welland, ON L3B 3J5
(905) 871-1606 ext. 328

This resolution is for the meeting of: all CHF Canada members Ontario members

An amendment to the *Social Housing Reform Act*

WE RESOLVE:

THAT co-ops and CHF Canada's Ontario Region press the Ontario government to amend Regulation 298/01 of the *Social Housing Reform Act* to give long-term co-op members paying market rents priority for RGI assistance when they face financial hardship.

AGM Action : Adopted as presented

LATE RESOLUTIONS

RESOLUTION L2

SUBMITTED BY: CHANAL

CONTACT: Cathy Rice and Maple Johnson
75 Barbour Drive, Suite 204
P.O. Box 453
Mount Pearl, NL A1N 2C4
Tel. (709) 747-5615
chanal@nl.rogers.com

This resolution is for the meeting of: II all CHF Canada members Ontario members

Newfoundland and Labrador Section 95 Housing Condition Crisis

WE RESOLVE:

1. **THAT** CHF Canada members express their concern to the Government of Newfoundland and Labrador about the poor condition of the co-op housing units in the province and these members' inability to pay the costs of the essential renovations they need;
2. **AND THAT** CHF Canada members call on the Province to provide \$8 million over the next five years to complete the necessary repairs.

AGM Action : Referred to the Board of Directors
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RESOLUTION L3

SUBMITTED BY: West Heritage Manor Co-operative

CONTACT: Trudi Moore-Lowden
13 Westwood Terrace South West
Calgary, AB T3C 3T7
Tel.: (403) 249-8996
trudilowden@shaw.ca

This resolution is for the meeting of: II all CHF Canada members Ontario members

Security of Tenure for Seniors Members

WE RESOLVE:

1. **THAT** CHF Canada accelerate its efforts to persuade provincial housing departments to take a more flexible approach to occupancy standards so that senior members would not be forced to move out of the housing co-ops;
2. **THAT** CHF Canada encourage housing co-ops to add new units appropriate for seniors or to adapt existing units where feasible to better meet the housing needs of senior members;
3. **THAT** CHF Canada pressure CMHC to increase the RRAP budget so that more seniors are able to age in place;
4. **AND THAT** CHF Canada work collectively with seniors organizations to achieve these aims.

AGM Action : Referred to the Board of Directors
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RESOLUTION L4

SUBMITTED BY: ACHEEO and CHF BC

CONTACT: Pam Cripps
100-1010 Teron Road
Kanata, ON K2K 2W4
Tel.: 613-592-1405
kanatacoophomes@on.aibn.com

This resolution is for the meeting of: all CHF Canada members Ontario members

Choosing Management

WE RESOLVE:

1. **THAT** CHF Canada reaffirm its position that all Canadian housing co-ops have the right to choose a professional management model free from interference by any outside agency or government body;
2. **AND THAT** CHF Canada communicate this position in the strongest possible terms to any agency or government body that attempts to interfere with that right.

AGM Action : Referred to the Board of Directors

FINANCIAL RESOLUTIONS

FINANCIAL RESOLUTIONS FOR
2005 ANNUAL GENERAL MEETING

2004 audited financial statements

WE RESOLVE THAT the audited financial statements for the year ending December 31, 2004 be received.

Appointment of the auditor

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

2005 budgets

WE RESOLVE THAT the 2005 budgets for the National operations and National Endowment Fund, as finalized by the Board of Directors, be received.

2006 budgets

WE RESOLVE THAT the preliminary budgets for the National operations and National Endowment Fund for the fiscal year beginning January 1, 2006 and ending December 31, 2006 be adopted as presented and that the attached schedule of member and associate dues rates for 2006 be adopted.

First quarter financial statements

WE RESOLVE THAT the financial statements for the first quarter of 2005 be received.

SCHEDULE OF 2006 MEMBER AND ASSOCIATE DUES

Members

Housing co-ops	\$3.55 per unit per month (up from \$3.50 in 2005)
Housing co-ops under development	\$103 per year (up from \$100 in 2005)
Student housing co-ops	\$7.40 per bed per year (up from \$7.30 in 2005)
Resource groups	1% of revenue from the development of federally-funded housing co-ops -- \$278 per year minimum (up from \$275 minimum in 2005)
Sponsoring organizations	\$887 per year (up from \$875 in 2005)
All other voting members	\$278 per year (up from \$275 in 2005)

Associates

Organizational	\$278 per year (up from \$275 in 2005)
Individual	\$103 per year (up from \$100 in 2005)

AGM Action : Adopted as presented