

Surrey Homelessness and Housing Society – 2020 Annual General Meeting

That Council:

1. Receive Corporate Report CCo26 for information;
2. Receive the Notice of Annual General Meeting for the Surrey Homelessness and Housing Society's (the "Society") 2020 Annual General Meeting ("AGM") and Agenda, a copy of which is attached as Appendix "I" to the report;
3. Authorize the Assistant City Solicitor to represent the City of Surrey at the AGM;
4. In its role as a member of the Society, confirm its support of the recommendations to the members as set out below and in the Notice of Annual General Meeting:
 - a) Agenda;
 - b) Approve the minutes of June 25, 2019 Annual General Meeting;
 - c) Approve the Financial Statements of the Society for the year ended December 31, 2019;
 - d) Receive the 'Report of Directors' to members; and
Carried

That Council:

- e) Approve the appointment of Directors for a one-year term; and
Defeated

That Council:

5. Authorize staff to make this report public as the information is required to enable the business of the 2020 Annual General Meeting of the Surrey Homelessness and Housing Society to take place.

NO: CC026

COUNCIL DATE: June 15, 2020

CLOSED COUNCIL

TO: Mayor & Council

DATE: June 11, 2020

FROM: City Solicitor

FILE: 0360-20-01

SUBJECT: Surrey Homelessness and Housing Society – 2020 Annual General Meeting

RECOMMENDATION

The Legal Services Division recommends that Council:

1. Receive this report for information;
2. Receive the Notice of Annual General Meeting (the "Notice") for the Surrey Homelessness and Housing Society's (the "Society") 2020 Annual General Meeting ("AGM") and Agenda, a copy of which is attached as Appendix "I" to this report;
3. Authorize the Assistant City Solicitor to represent the City of Surrey at the AGM;
4. In its role as a member of the Society, confirm its support of the recommendations to the members as set out below and in the Notice of Annual General Meeting:
 - a) Agenda;
 - b) Approve the minutes of June 25, 2019 Annual General Meeting;
 - c) Approve the Financial Statements of the Society for the year ended December 31, 2019;
 - d) Receive the 'Report of Directors' to members; and
 - e) Approve the appointment of Directors for a one-year term; and
5. Authorize staff to make this report public.

INTENT

The purpose of this report is to seek Council endorsement for the City of Surrey to exercise its rights as a member of the Society in respect of the Society's 2020 AGM.

BACKGROUND

The Society was incorporated on June 22, 2007. The membership of the Society is set out in its Bylaws. Bylaw 2.1 specifies that the members of the Society shall be the City of Surrey, the City Manager, the General Manager, Finance and two members appointed by Council. The structure of the Society is set out in Appendix "II".

It is a requirement of the *Societies Act* that an annual general meeting be held not more than six months after the date of the financial year-end of the Society. The Society's financial year end is December 31st so the annual general meeting must be held by June 30, 2020. The City has received a Notice that the AGM for the Society will be held on June 25, 2020, at 4:00 p.m.

Notice of Annual General Meeting

The agenda for the AGM is set out in the attached Notice (Appendix "I"). This Notice will be served on each Member. The business to be conducted at the AGM of the Society is stipulated in the *Societies Act* and the Society's Bylaws. The business as contained in the agenda on the Notice complies with these legal requirements. A Quorum of three Members is required to conduct the AGM.

Business at the Annual General Meeting

A series of recommendations from the Board of Directors are set out in the Notice. Each of these recommendations is considered reasonable in relation to the matter it addresses.

1. The directors of the Society have appointed the Assistant City Solicitor as Corporate Secretary of the Society and the City's General Manager, Finance as the Treasurer of the Society.
2. In prior years, City Council appointed the City Solicitor as Council's representative to the AGM given his role as Corporate Secretary of the Society. As the Assistant City Solicitor is currently the Corporate Secretary of the Society, it is recommended that the Assistant City Solicitor attend the AGM as Council's representative.
3. The financial statements for the Society for the period from January 1, 2019 to December 31, 2019 are included with the Notice. City staff has reviewed the statements and has no concerns.
4. The current directors are recommending to the members that the persons currently appointed to the Board of Directors of the Society remain as directors. Each of these individuals has agreed to serve as a director if appointed for a one-year term.

CONFIDENTIAL INFORMATION AND PUBLIC RELEASE

The contents of this report are confidential because they pertain to information received and held in confidence relating to the Surrey Homelessness and Housing Society, including personal information about identifiable individuals who hold or are being considered for positions as directors of the Society. If Council approves the recommendations in this report, the report can be disclosed to the public. If Council does not approve the recommendations, this information will not be shared with the public and staff will bring the issue back to Council.

SUSTAINABILITY CONSIDERATIONS

The work of the Surrey Homelessness and Housing Society supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 themes of Inclusion, Built Environment and Neighbourhoods, and Health and Wellness. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Direction ("SD"):

- Housing DO12: Everyone in Surrey has a place to call home.
- Housing DO13: Appropriate and affordable housing is available to meet the needs of all households in Surrey.
- Housing DO14: Supports are available to enable all people to live as independently as possible in the community.
- Poverty Reduction DO8: No individuals or families in Surrey live in poverty.
- Housing SD9: Facilitate the development of shelter facilities and supportive housing as outlined in the Master Plan for Housing the Homeless in Surrey.
- Housing SD10: Increase and maintain the supply of affordable and appropriate rental housing across all Surrey communities.
- Housing SD11: Ensure development of a variety of housing types to support people at all stages of life.
- Health Services and Programs SD3: Work collaboratively to improve the continuum of mental health programs and services.

CONCLUSION

This report provides Council with the information required to allow the City of Surrey to exercise its rights as a member of the Society at the Society's 2020 AGM. If the recommendations are approved, the contents of this report may be made public. Council is requested to approve the recommendations set out above.



PHILIP HUYNH
City Solicitor

Appendix "I": Notice of Annual General Meeting
Appendix "II": Current Members and Directors Chart

**NOTICE OF ANNUAL GENERAL
MEETING**

SURREY HOMELESSNESS AND HOUSING SOCIETY

June 25, 2020
Time: 4:00PM
Via Video Conference
Surrey City Hall
13450 – 104 Avenue, Surrey, BC

Agenda

Item	Action	Responsibility
1. Agenda	Approve	B. Locke, Chair
2. Approval of Minutes of June 25, 2019 Annual General Meeting	Approve	K. Rayter Secretary
3. Financial Statements for Year ended December 31, 2019	Approve	K. Grewal, Treasurer
4. Report of Directors to Members	Approve	B. Locke, Chair
5. Appointment of Directors	Approve	K. Rayter, Secretary
6. Adjournment		B. Locke, Chair

Item 2: Minutes of previous AGM

The minutes of the June 25, 2019 Annual General Meeting are attached.

Recommendation: That the members accept the Minutes of the 2019 Annual General Meeting as attached.

Item 3: Financial Statements and Report of Auditor

The directors of the Society have established December 31 as the Society's year end. The financial statements for the period January 1, 2019 to December 31, 2019 are approved. No auditor report has been prepared, as the members decided at the 2011 AGM to waive the requirement for an auditor for the Society until such time as the City of Surrey is no longer the controlling member of the Society.

Recommendation: That the members accept the report of the Treasurer for the period January 1, 2019 to December 31, 2019.

Item 4: Report of Directors to Members

The President of the Board of Directors will give a report of the activities of the Society since the last Annual General Meeting.

Recommendation: That the members accept the report of the Chair.

Item 5: Appointment of Directors

The directors of the Society recommend to the members that the current directors of the Society be re-appointed to the Board.

Recommendation: That the members appoint the following persons as directors of the Society:

Stephen Dooley
Russ Froese
Randy Heed
Archie Johnston
Jessie Kaur Lehali
Scott Nicoll
David Pel
Puneet Sandhar
Brenda Locke, City Councillor

Item 6: Adjournment

**SURREY HOMELESSNESS AND HOUSING SOCIETY
ANNUAL GENERAL MEETING**

June 25, 2019

9:30AM

Surrey City Hall
13450 – 104 Avenue, Surrey, BC
Councillor's Boardroom – 5E.00.01

MINUTES

Members in Attendance:

City of Surrey as represented by Kelly Rayter, Assistant City Solicitor
Kam Grewal, GM, Finance & Technology, City of Surrey
Randy Heed, Director, Surrey Homelessness & Housing Society
Vince Lalonde, City Manager, City of Surrey
David Pel, Surrey Homelessness & Housing Society

Members Absent:

None

Present by Invitation:

Brenda Locke, President, Surrey Homelessness & Housing Society
Karandeep Pandher, Finance Cash Manager, City of Surrey
Letizia Romei, Surrey Homelessness & Housing Society, Vancity

1. Agenda

Agenda as circulated was approved.

2. Approval of Minutes of June 27, 2018 Annual General Meeting

Resolved: That the members approve the minutes of the June 27, 2018 Annual General Meeting as circulated.

3. Financial Statements for the Year Ended December 31, 2018

The unaudited financial statements for the period January 1, 2018 to December 31, 2018 were presented by the Finance Cash Manager, Karandeep Pandher, City of Surrey, on behalf of the Treasurer, a copy of which is attached to these minutes.

Resolved: That the members accept the report of the Treasurer as presented for the period January 1, 2018 to December 31, 2018.

4. Report of Directors to Members

Letizia Romei of Vancity, Fund Manager of the Surrey Homelessness and Housing Society presented the 2018 Report of Activities for the Society, a copy of which is attached to these minutes.

The directors advised that the Society has been approached by one and possibly two donors to assist in building a youth housing project in Surrey. Currently, Surrey youth are sent to Vancouver due to a lack of local capacity. BC Housing is in support of funding the operations of the proposed project but requires a minimum of 45 beds. The challenge has been identifying appropriate and available land for that many beds. The preferred size would be a half-acre lot and it could be a mixed-use development. A list of potential sites will be sent to Vince to review further.

Resolved: That the members accept the report of Directors to Members.

5. Appointment of Directors

The Board of Directors of the Society recommended to the members that the current directors of the Society be re-appointed to the Board.

Resolved: That the members appoint the following persons as directors of the Society:

Erika Bell
Carolyn Colwell
Russ Froese
Randy Heed
Archie Johnston
Beryl Kirk
Sandy McLeod
Scott Nicoll
David Pel
Puneet Sandhar
Brenda Locke, City Councillor

6. Adjournment

Surrey Homelessness and Housing Society Annual Report to Members June 25, 2019

2018 was an eventful year for the board and staff of the Surrey Homelessness and Housing Society. The Society worked hard to fulfil its mandate to Grow, Grant and Lead.

Grow:

With a mandate to grow the City of Surrey Fund, the balance of the investment at year-end was \$10,021,034. The fund started with a balance of \$9M, and despite having granted over \$4M since 2007 through the annual granting program, the fund continues to meet and/or exceed benchmark growth.

Fund development activities for the Society continue, as funds are raised through the Annual Campaign, which occurs in the fall/winter just after the launch of the Public Awareness Campaign, as well as through larger corporate donor connections and the Coldest Night of the Year event. The funds are held in the Community Fund, which has grown to a balance of \$313,863.22.

The Society also continues to administer the Surrey Youth Assistance Fund granting program, through the Flow Through Fund. The Surrey Youth Assistance Fund is completely funded by contributions from one anonymous donor, who wishes to support vulnerable youth in Surrey. Funds are distributed through an application and granting process, and they are distributed directly to the organization working with the youth in need. Grants are used to directly enable the youth in becoming independent as they transition into adulthood.

The Society also continues with communications in order to grow community awareness of the Society and the sector through social media channels, website maintenance and re-design, a bi-annual newsletter and annual report.

The Society Board of Directors identified two major projects to support with their capital campaigns, The Bill Reid Shelter Project in Cloverdale, and The Rosewood Project in the Hospital District.

Bill Reid Place

Surrey Homelessness and Housing Society collaborated with Options Community Services to raise approximately \$700,000 in support of the project. Bill Reid Place is now complete and the grand opening occurred on May 25, 2018. The new purpose-built shelter in Cloverdale provides sixteen shelter beds and twelve studio transition units. It is a pet friendly facility situated on a 26-acre farm site leased from the City of Surrey.

The Rosewood:

Surrey Homelessness and Housing Society continues to work with the Elizabeth Fry Society to fundraise for their capital project: The Rosewood. The Society has assisted Elizabeth Fry in securing \$1.5M: \$500,000 from the Maria Marina Foundation and \$1M from the Anonymous Fund. Meetings have been facilitated in order to secure additional funding from the Webster Foundation. Through various funding channels, Elizabeth Fry should receive an additional \$760,000. This project is slated to break ground at the end of summer/early fall 2019.

The Society Board of Directors also identified one major capital project to undertake:

Youth Housing Project:

In 2018, The Society Board of Directors identified an opportunity to provide additional affordable housing options for youth, a vulnerable population experiencing poverty and homelessness in Surrey. Additional safe and affordable housing for youth is noted as a priority in *Surrey's Master Plan for Housing the Homeless*. The Society has always supported organizations in the development of capital projects locally and assisted with increasing their capacity for fund development. This Youth Housing Project is an opportunity for the Society to develop youth housing and partner with an operator. Currently, the Society is working with the City of Surrey to potentially identify an appropriate site/parcel of land.

Grant:

In 2018, Surrey Homelessness and Housing Society launched a \$1M call for proposals to celebrate its 10-year anniversary. \$938,950 was granted to projects that will have a direct impact on homelessness in Surrey. \$865,000 was awarded for capital projects, which will result in more permanent units for the unhoused citizens of Surrey. \$53,950 was awarded for renovations to transitional housing and youth centre upgrades, which will result in maintaining current housing stock. \$20,000 was granted for capacity building initiatives in the community, which will result in collaboration on shared data collection across the region.

Separate from the \$1M call, \$489,733 was granted to the City of Surrey to lease the land for the temporary modular housing sites in City Centre. In June 2018, approximately 160 people were moved from street and shelter into these modular units.

Lead:

The Society leads by championing capacity building in the sector in Surrey, assisting local organizations to apply for funding from other levels of government, helping to build organizational capacity to compete for funding and develop capital projects, and celebrating the tireless work done in the sector by non-profits and volunteers. The Society's annual event occurs in the fall and coincides with the launch of its Public Awareness Campaign and Homelessness Action Week. The event facilitates capacity building within the sector by raising awareness of homelessness issues and acknowledging the work of the sector. In 2018, individuals who worked hard on the 135A housing project were recognized at the Society's annual event:

Dr. Terry Waterhouse – Dr. Waterhouse is described as the driving force for the 135A project. He is the visionary who oversaw the entire project, from planning to execution. He set objectives through a social planning lens, with a commitment to the City's Public Safety Strategy at the forefront of his decision making.

East Van Movers – East Van Movers brought tremendous enthusiasm and positivity while moving the individuals from 135A into their homes. The team was instrumental in the physical move, and they provided motivational support, as they demonstrated dignity and compassion, while engaging with people individually. This helped the residents feel more at ease.

Sergeant Trevor Dinwoodie – Sgt. Dinwoodie was a natural choice to lead the Surrey Outreach Team due to his vast experience. Made up of police officers and bylaw officers, this team was dedicated to serving the area of 135A 24 hours a day, 7 days a week, with support from Fraser Health and Emergency Health Services. Sgt. Dinwoodie built relationships and encouraged his team to do the same. Sgt. Dinwoodie demonstrated amazing leadership and collaboration. Those

on 135A trusted Sgt. Dinwoodie and even came to see him as a friend; this was instrumental to being able to provide individualized plans for each person.

Mr. Dave Berar – Mr. Berar is the supervisor of the Bylaw Enforcement Team, which operated on 135A alongside the RCMP. He was instrumental in building relationships with the people on the ground. The Bylaw and RCMP teams worked together in a complimentary way. He encouraged people to maintain safety on the street while also ensuring business community needs were met.

Mr. Jas Rehal – Mr. Rehal is responsible for the public safety operations of the City of Surrey. As manager of Bylaws, he was responsible for the Surrey Outreach Team at the City of Surrey. He provided oversight and vision for his team, as they worked on the ground alongside the RCMP. He is known as someone who “gets things done”, and a vital driving force of this project.

Mr. Ricky Nijjar – Mr. Nijjar is the head of the City’s Engineering Operations crew, on the ground at 135A daily, to provide any necessary clean up of the area for safety reasons. Mr. Nijjar and his team were there all through the move, working alongside RCMP and Bylaws to clean up the street and address safety issues, as well as the needs of the business community.

Superintendent Shawn Gill – Superintendent Shawn Gill has been a member of the RCMP for the past 29 years. He has been the Community Services Officer for the Surrey RCMP for the last 3 years. Two years ago, he was integral in identifying the policing and social challenges that were increasing in urgency on 135A. To address these issues, he worked with the City of Surrey to develop the Surrey Outreach Team in 2016. Superintendent Gill made sure that the focus of his police officers was on building relationships with the unhoused people and assisting them, not on enforcement. His input was essential when setting up the vision and operational plan for the Surrey Outreach Team. Working alongside Dr. Terry Waterhouse and Mr. Jas Rehal at the management level, Superintendent Gill provided guidance and direction for the Surrey Outreach Team.

Ms. Aileen Murphy – For the past ten years, there has not been a single supportive, transitional, affordable housing, or shelter project in this City that has not had Aileen Murphy’s assistance – both in her capacity as Senior Social Planner at the City of Surrey, and as staff support on the Grant Committee for Surrey Homelessness and Housing Society. Aileen is a strong advocate of innovation, projects that may have difficulty finding other funders, experimental projects, those that really pull at heartstrings. Aileen has participated in very difficult assignments, with Community Advisory Committees that address challenges when shelters move into the neighbourhood, and when non-profits are looking for land or re-zoning to get their projects across the finish line. In her quiet way, Aileen is a force in the sector.

Surrey Homelessness and Housing Society

Financial Statements (Unaudited)

Year Ended December 31, 2019

**Surrey Homelessness and Housing Society
Statement of Financial Position**

As at December 31, 2019, with comparative figures for 2018

	Surrey Homelessness and Housing Fund (According to GAAP)		Registered Charity Information Return (According to Canada Revenue Agency)	
	2019	2018	2019	2018
FINANCIAL ASSETS				
Cash and cash equivalents	\$43,856	\$187,378	\$30,655	\$117,648
Accounts receivable	250,000	284,434	-	-
Investments	5,938,102	6,516,806	-	-
Land	-	34,338	-	12,813
	6,231,958	7,022,956	30,655	130,460
LIABILITIES AND SURPLUS				
Accounts payable	484,204	970,022	-	-
Surplus	5,747,755	6,052,934	30,655	130,460
	6,231,958	7,022,956	30,655	130,460
	\$6,231,958	\$7,022,956	\$30,655	\$130,460

Surrey Homelessness and Housing Society
Statement of Financial Activities

Year Ended December 31, 2019, with comparative figures for 2018

	Surrey Homelessness and Housing Fund (According to GAAP)		Registered Charity Information Return (According to Canada Revenue Agency)	
	2019	2018	2019	2018
REVENUE				
Grants/Donations	\$78,999	\$128,776	\$50,000	\$310,814
Interest revenue	194,196	282,633	57	77
	<u>273,194</u>	<u>411,409</u>	<u>50,057</u>	<u>310,891</u>
EXPENDITURES				
Administrative fees	111,541	111,580	-	-
Grants	331,264	1,512,862	-	-
Marketing	26,507	88,689	35,282	127,607
Services - consulting/professional	98,436	86,206	102,462	139,157
Supplies, materials and sundry	10,627	10,112	12,119	15,148
Training and professional development	-	-	-	-
	<u>578,374</u>	<u>1,809,449</u>	<u>149,863</u>	<u>281,912</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(305,179)	(1,398,040)	(99,805)	28,978
SURPLUS, BEGINNING OF YEAR	6,052,934	7,450,974	130,460	101,482
SURPLUS, END OF YEAR	<u>\$5,747,755</u>	<u>\$6,052,934</u>	<u>\$30,655</u>	<u>\$130,460</u>

Surrey Homelessness and Housing Society
Statement of Changes in Financial Position

Year Ended December 31, 2019, with comparative figures for 2018

	Surrey Homelessness and Housing Fund (According to GAAP)		Registered Charity Information Return (According to Canada Revenue Agency)	
	2019	2018	2019	2018
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$305,179)	(\$1,398,040)	(\$99,805)	\$28,978
CASH IN NON-CASH OPERATING WORKING CAPITAL:				
Accounts receivable	34,434	(34,434)	-	-
Investments	578,704	743,758	-	-
Land	34,338	(34,338)	12,813	(12,813)
Accounts payable	(485,818)	766,790	-	-
CHANGE IN CASH	(143,522)	43,737	(86,993)	16,166
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	187,378	143,641	117,647	101,481
CASH AND CASH EQUIVALENTS, END OF YEAR	\$43,856	\$187,378	\$30,654	\$117,647

SURREY HOMELESSNESS AND HOUSING SOCIETY

