

Seven Board Responsibilities

Ensure clear mission and purpose • Effective strategic planning • Evaluation of CEO
Ensure sound financial and legal practices (fiduciary) • Financial resources deliver mission
and used effectively • Engage stakeholders • Ensure effective governance

KINGSTON & FRONTENAC HOUSING CORPORATION MEETING MINUTES 04-2025 April 28, 2025, 12:30 p.m. Location: KFHC Board Room

Liz Shell, Chair	Paul Smith, Director
Joan Jardin, Vice Chair	Bryan Hamberg, Director
Councillor Brandon Tozzo	Mary Lynn Cousins Brame, CEO
Nancy South, Director	David Kelly, EOA
	Regrets – Councillor Don Amos
	Steven Silver, Director

1. **MEETING TO ORDER** - Chair called the meeting to order at 12:33 p.m.

2. **APPOINTMENT OF MEETING OBSERVER**

THAT the Board Chair appoint Councillor Tozzo as the Board meeting observer for the April 28, 2025, meeting.

Moved by: Paul Smith

Seconded by: Joan Jardin

3. **DISCLOSURE OF CONFLICT OR PECUNIARY INTEREST** – None

4. **APPROVAL OF AGENDA**

THAT the Board of Directors approve Agenda No.04-2025 for the April 28, 2025, meeting. Addition of 8(c), Joan will speak on negotiations with CEO. Addition of 8(e) motion of thanks to Steven Silver.

Moved by: Councillor Brandon Tozzo

Seconded by: Nancy South

CARRIED

5. **CONSENT AGENDA**

THAT the Board of Directors approve the Consent Agenda No.04-2025 for April 28, 2025, meeting.

Move by: Bryan Hamberg

Seconded by: Councillor Brandon Tozzo

CARRIED

6. **CONFIRMATION OF MINUTES**

THAT the minutes of the Kingston & Frontenac Housing Corporation Meeting No.03-2025 held on March 24, be confirmed.

Moved by: Joan Jardin

Seconded by: Nancy South

CARRIED

7. PRESENTATION

KFHC Performance Measurements

The CEO presented the updated LHC Forum data on the key performance measures.

8. REPORTS FOR APPROVAL

a) By Law No. 1

THAT the Board of Directors approve and recommend to the Shareholder the approval of the revised By Law No. 1 on the recommendation of the Governance, Human Resource and Strategy Committee.

Moved by: Bryan Hamberg

Seconded by: Paul Smith

CARRIED

b) Annual General Meeting 2024 Agenda

THAT the Board of Directors approve the agenda for Annual General Meeting scheduled for June 3, 2025.

Moved by: Nancy South

Seconded by: Joan Jardin

CARRIED

c) CEO Update and Standard Reports

THAT the Board of Directors receive the CEO's report for information.

Moved by: Nancy South

Seconded by: Councillor Brandon Tozzo

CARRIED

d) Governance Sub Committee CEO Negotiations Update

Joan Jardin, Chair of the Governance committee, provided an update on the progress and process of the CEO contract negotiations.

e) MOTION OF THANKS

THAT the Board of Directors sends sincere thanks and heartfelt good wishes to Steven with our deepest regards.

Moved by: Joan Jardin

Seconded by: Councillor Brandon Tozzo

CARRIED

9. MEETING OBSERVER FEEDBACK

The meeting did a good job of highlighting key performance measures used by the nine (9) LHC's. The meeting ensured effective governance with the boards attention to detail and questions raised. The CEO responses were knowledgeable and informative.

10. DATE OF NEXT MEETING

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on Monday, May 26, 2025, at 12:30 p.m., in the Boardroom, 119 Van Order Drive.

ADJOURNMENT

The meeting was adjourned at 1:38 p.m.

Liz Schell
Board Chair

Mary Lynn Cousins Brame
CEO