

KINGSTON & FRONTENAC HOUSING CORPORATION
Minutes 09-2018
Monday, October 29, 2018
12:30 p.m. Boardroom, 119 Van Order Drive

PRESENT: Councillor Liz Schell, Chair Ms. Catharine Gibson
 Ms. Denise Cumming, Vice Chair Ms. Alexandra Ortiz Carlsson
 Mr. Robert Godkin
 Councillor Gary Oosterhof

REGRETS: Mr. Don Amos, Mr. Gerard Hunt, Mr. Kalam Mir

KFHC Staff:

Ms. Mary Lynn Cousins Brame, CEO
Ms. Janice Dobler, Executive Assistant

1. MEETING TO ORDER: The Chair called the meeting to order the time being 12:35 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST - Councillor Oosterhof declared a possible pecuniary interest with respect to New Motion requesting approval on the Electrical Underground, 28 Cliff Crescent Infill Project as Councillor Oosterhof is on the Board of the Electrical Safety Association.

3. APPROVAL OF AGENDA

Moved by: Mr. Godkin

Seconded by: Ms. Ortiz Carlsson

THAT the Board of Directors approve Agenda No. 09 -2018 held on October 29, 2018, as amended to add Encasa Worldsource Financial Management Inc. as a New Business item #6 b).

CARRIED

4. CONFIRMATION OF MINUTES

Moved by: Ms. Gibson

Seconded by: Mr. Godkin

THAT the minutes of Kingston & Frontenac Housing Corporation Meeting No. 08-2018 held on September 24, 2018 be approved.

CARRIED

5. PRESENTATION – None

6. REPORTS FOR APPROVAL

a) Electrical Underground, 28 Cliff Crescent Infill Project

Councillor Oosterhof excused himself from the meeting.

Moved by: Ms. Cumming

Seconded by: Ms. Gibson

THAT the Board of Directors approve the award of the underground electrical work to Ed Malette Electric Ltd. for \$70,636.53 plus HST, as recommended by the Audit, Finance & Administration Committee.

CARRIED

Councillor Oosterhof returned to the meeting

b) Encasa Worldsource Financial Management Inc.

Moved by: Mr. Godkin

Seconded by: Ms. Cumming

BE IT RESOLVED THAT KINGSTON & FRONTENAC HOUSING CORPORATION (the "Corporation") open a Social Housing Investment Funds account with the principal distributor of such funds, Worldsource Financial Management Inc. ("WFM") and in furtherance thereof that the Corporation execute and become a party to the Social Housing Investment Funds account agreement: and that any of the directors, and/or officers of the Corporation specified below be authorized to execute the agreement on behalf of the Corporation.

CARRIED

c) Operating & Capital Budgets

THAT the Board of Directors approve the following as recommended by the Audit, Finance & Administration Committee.

i. 2019 Operating Budget

Moved by: Mr. Godkin

Seconded by: Ms. Cumming

THAT the Board of Directors approve the 2019 Operating Budget.

CARRIED

ii. 2019 Capital Budget

Moved by: Mr. Godkin

Seconded by: Ms. Gibson

THAT the Board of Directors approve the 2019 Capital Budget.

CARRIED

iii. 3 Year Capital Budget

Moved by: Mr. Godkin

Seconded by: Ms. Gibson

THAT the Board of Directors approve the 3 Year Capital Budget

CARRIED

7. REPORTS FOR INFORMATION

Moved by: Ms. Gibson

Seconded by: Mr. Godkin

a) CEO Update and Standard Reports

The Board of Directors receive the CEO's report for the month of September for information.

Ms. Cumming left the meeting the time being 2:00 p.m.

b) DEVELOPMENT REPORTS

The Board of Directors receive the information update of the 645 Brock Street, 28 Cliff Crescent Infill, 20 Cliff Crescent Infill and 1 Curtis Crescent as presented by Scott VanderSchoor, Technical Service Manager for information.

CARRIED

8. DATE OF NEXT MEETING

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on Monday November 26, 2018 at 12:30 p.m., in the Boardroom, 119 Van Order Drive.

9. ADJOURNMENT

Moved by: Ms. Ortiz Carlsson

Seconded by: Councillor Oosterhof

THAT there being no further business, the meeting was adjourned at 2:40 p.m.

CARRIED

Kingston & Frontenac Housing Corporation

Councillor Schell, Chair

Mary Lynn Cousins Brame, CEO