

KINGSTON & FRONTENAC HOUSING CORPORATION
Minutes 06-2019
Monday, June 24, 2019
12:30 p.m. Boardroom, 119 Van Order Drive

PRESENT: Ms. Denise Cumming, Chair Mr. Don Amos
 Ms. Catharine Gibson, Vice Chair Mr. Kalam Mir
 Councillor Bridget Doherty
 Councillor Gary Oosterhof

REGRETS: Mr. Gerard Hunt, Mr. Godkin, Ms. Ortiz Carlsson

KFHC Staff:

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

1. MEETING TO ORDER: The Chair called the meeting to order the time being 1:00 p.m.

2. APPOINTMENT OF MEETING OBSERVER

THAT the Board Chair appoint Catharine Gibson as the Board meeting observer for the June 24, 2019 Board meeting.

3. DISCLOSURE OF PECUNIARY – None

4. APPROVAL OF AGENDA

Moved by: Councillor Doherty

Seconded by: Ms. Gibson

THAT the Board of Directors approve Agenda No. 06 -2019 held on June 24, 2019, as amended to add

- 9. a) Liveable Wage
- b) Vision Exercise

CARRIED

5. APPROVAL OF CONSENT AGENDA

Moved by: Councillor Doherty

Seconded by: Councillor Oosterhof

THAT the Board approves the management reports be adopted as part of the Consent Agenda.

CARRIED

6. CONFIRMATION OF MINUTES

Moved by: Mr. Mir

Seconded by: Ms. Gibson

THAT the minutes of Kingston & Frontenac Housing Corporation Meeting No.5-2019 held on May 27, 2019 be confirmed.

CARRIED

7. PRESENTATION: Property Manager – Patricia Price

8. REPORTS FOR APPROVAL

Moved by: Ms. Gibson

Seconded by: Councillor Doherty

- i. **THAT** the Indemnification of Directors and Officers Policy No. 2019-03 be approved.

CARRIED

Moved by: Mr. Amos

Seconded by: Councillor Oosterhof

- ii. **THAT** the CEO on the Board Policy No. 2019-02 be approved.

CARRIED

Moved by: Ms. Gibson

Seconded by: Mr. Mir

- iii. **THAT** the Board Communication with Complainants Policy No. 2019-04 and accompanying guidelines be approved.

CARRIED

9. REPORTS FOR INFORMATION

a) Liveable Wage

The Board instructed the CEO to research with other housing providers and report back to the Board at the September meeting.

b) Visioning Exercise

The CEO reported Suzanne Gibson is not available to facilitate this meeting during the summer months. The CEO was instructed to look at October availability and have the Executive Assistant do a doodle poll with dates and times for Board availability.

c) Governance , Human Resource & Strategy Committee

Moved by: Councillor Doherty

Seconded by: Mr. Amos

The Board of Directors receive an update from the Governance, Human Resource & Strategy Committee Chair for information.

d) Finance, Audit & Administration Committee

Moved by: Mr. Amos

Seconded by: Mr. Mir

The Board of Directors receive the Chair's update on the Finance, Audit & Administration Committee meeting for information.

e) CEO Update

Moved by: Mr. Amos

Seconded by: Councillor Oosterhof

The Board of Directors receive the CEO's report for the month of May for information. That the CEO report quarterly on the Key Corporate Risk factors. That the CEO share the Tenant Complaint report every 6 months with the Board.

10. OTHER BUSINESS

a) Board Observer Feedback

The Board followed the Seven Board Responsibilities. The Property Managers presentation gave the Board a better insight to the department's responsibilities. Good Meeting.

11. Date of Next Meeting

Moved by: Councillor Doherty

Seconded by: Ms. Gibson

The next meeting of the Kingston & Frontenac Housing Corporation is scheduled to be held on Monday September 30, 2019 at 12:30 p.m., in the Boardroom, 119 Van Order Drive.

CARRIED

ADJOURNMENT

Ms. Denise Cumming, Chair

Mary Lynn Cousins Brame, CEO