

**KINGSTON & FRONTENAC HOUSING CORPORATION**  
**Minutes 04-2022**  
**Monday, April 25, 2022**  
**12:30 p.m. Board Room 119 Van Order Drive**

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Ms. Denise Cumming, Chair  
Ms. Liz Schell, Vice Chair  
Mr. Sam Kapoor  
Councillor Simon Chapelle

Mr. Mohammed Youssef  
Ms. Catharine Gibson  
Councillor Oosterhof

**REGRETS:** Ms. Phuong MacNeil

**KFHC Staff:**

Mary Lynn Cousins Brame, CEO  
Scott VanderSchoor, Director Assets & Development  
Ms. Janice Dobler, Executive Assistant

**1. MEETING TO ORDER:** The Chair called the meeting to order the time being 12:30 p.m.

**APPOINTMENT OF MEETING OBSERVER**

**THAT** the Board Chair appoint Councillor Oosterhof as the Board meeting observer for the April 25, 2022.

**2. DECLARATION OF CONFLICT AND PECUNIARY INTEREST:** None

**3. APPROVAL OF AGENDA**

**Moved by:** Councillor Chapelle

**Seconded by:** Ms. Schell

**THAT** the Board of Directors approve Agenda No. 04-2022 for meeting April 25, 2022.

**CARRIED**

**5. APPROVAL OF CONSENT AGENDA**

**Moved by:** Ms. Schell

**Seconded by:** Ms. Gibson

**THAT** the Board approves the Consent Agenda No. 04-2022 for April 25, 2022.

**Board Questions**

- The Board asked for clarification on the arrears report seeing it only went down by a small amount since the CEO's last report. The CEO reported back the arrears won't reflect a significant change for a couple of months, 81% of the arrears are currently at the LTB, currently the arrears have gone down 16% over the last month.
- The Board asked for clarification on the Maintenance report in regard to scaling back on the exterior work at Eldon Hall. The Director of Assets & Development

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responded they wouldn't be scaling back on anything relating to the life safety scope the asphalt and walkways will still be completed.

**CARRIED**

**6. CONFIRMATION OF THE MINUTES**

**Moved by:** Mr. Kapoor

**Seconded by:** Councillor Chapelle

**THAT** the minutes of the Kingston & Frontenac Housing Corporation Meeting No. 03-2022 held on March 28, 2022, be approved.

**CARRIED**

**7. PRESENTATION – Tenant Advisory Committee Member: Margaret Wiwchar**  
Margaret gave an update on her experience living with KFHC and why she became a member of the Tenant Advisory Committee. The Board asked Margaret what she felt KFHC's responsibilities were and if tenants feel safe living with in the KFHC portfolio.

Margaret response:

- KFHC is a landlord and not responsible for tenants who have physical or mental health and addictions issues, tenants with these issues need the proper supports to be working with them. Community support services need to be more readily available to help those who can't help themselves, the lack of funding is a problem.
- Homelessness, mental health and addiction is a big issue in the buildings, are affecting the lives of tenants who pay their rent.
- The need for more security, emergency services in buildings to prevent the disruption of normal living by those who are hosting the homeless, drugs and other means of violating their lease.
- Community clean ups, BBQs to get tenants out and communicating with staff and each other, will help to encourage tenants to take ownership of their properties, change attitudes.
- Mix income buildings will diversify the stigma the public has on tenants in social housing.

**8. BUSINESS ARISING:** None

**9. REPORTS FOR APPROVAL**

**Moved by:** Councillor Oosterhof

**Seconded by:** Ms. Schell

**a) PT 22-02 Exterior Step Replacement**

**THAT** the Board of Directors approve the award for the targeted replacement of multiple exterior stair components at various scattered units (PT 22-02) to Mascon Restorations for a price of \$147,700 excluding HST.

**CARRIED**

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**10. NEW BUSINESS:** None

**11. REPORTS FOR INFORMATION**

**a) CEO Monthly Report**

**THAT** the Board of Directors receive the CEO monthly report for information.

**12. CLOSED SESSION**

**Moved by:** Ms. Schell

**Seconded by:** Ms. Gibson

**THAT** the Board of Directors move into Closed Session.

**CARRIED**

**Moved by:** Ms. Gibson

**Seconded by:** Ms. Schell

**THAT** the Board of Directors move back into Public Session.

**CARRIED**

**Rise & Report**

The Board Chair advised the Board of Directors approved the motion for advancement of the construction project from the building permit stage to full development contingent on City Council approval May 3, 2022, at its closed meeting session.

**14. BOARD MEETING OBSERVER FEEDBACK**

The presentations were very informative, the Board stood by the 7 Board Responsibilities, the Board reports were explained clearly, and Board questions were answered with clarity.

**15. ADJOURNMENT**

The agenda having been fulfilled; the Chair declared the meeting terminated.

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Ms. Denise Cumming, Chair

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Ms. Mary Lynn Cousins Brame, CEO