

**KINGSTON & FRONTENAC HOUSING CORPORATION**  
**Minutes 06-2022**  
**Monday, June 27, 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 Gary Oosterhof

Mr. Mohamed Youssef

**REGRETS:** Councillor Chapelle, Ms. MacNeil, Ms. Gibson

**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 12:30 p.m.

**2. APPOINTMENT OF MEETING OBSERVER**

**THAT** the Board Chair appoint as the Board meeting observer for the June 27, 2022. Waived

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

**4. APPROVAL OF AGENDA**

**Moved by:** Councillor Oosterhof

**Seconded by:** Mr. Kapoor

**THAT** the Board of Directors approve Agenda No. 06-2022 for meeting June 27, 2022.

**CARRIED**

**5. APPROVAL OF CONSENT AGENDA**

**Moved by:** Ms. Schell

**Seconded by:** Councillor Oosterhof

**THAT** the Board approves the Consent Agenda No. 06-2022 for June 27, 2022.

**CARRIED**

**6. CONFIRMATION OF THE MINUTES**

**Moved by:** Councillor Oosterhof

**Seconded by:** Mr. Youssef

**THAT** the minutes of the Kingston & Frontenac Housing Corporation Meeting No. 05-2022 held on May 30, 2022, be approved.

**CARRIED**

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**7. PRESENTATION – None**

**8. New Business - None**

**9. REPORTS FOR APPROVAL**

**Moved by:** Councillor Oosterhof

**Seconded by:** Ms. Schell

**a) PT 22-20, Elevator Maintenance Agreement, Various Locations**

**THAT** the Board of Directors approve the award for the elevator preventive maintenance program PT 22-20 to TK Elevator (Canada) Ltd. for a price of \$3,150 per month for 60 month (5 years) excluding HST.

**CARRIED**

**10. Business Arising: None**

**11. REPORTS FOR INFORMATION**

**a) CEO Monthly Report**

**Moved by:** Mr. Kapoor

**Seconded by:** Ms. Schell

**THAT** the Board of Directors approve the CEO monthly report.

**CARRIED**

**12. CLOSED SESSION**

**Moved by:** Ms. Schell

**Seconded by:** Councillor Oosterhof

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

**CARRIED**

**a) Moved by:** Councillor Oosterhof

**Seconded by:** Ms. Schell

**THAT** the Board of Directors move out of Closed Session

**CARRIED**

**13. CORRESPONDENCE**

**14. BOARD MEETING OBSERVER FEEDBACK – Waived**

**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