



WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

NOTICE OF ANNUAL GENERAL MEETING

MAY 14, 2021

Presented VIA: Email Notification and EVOTE approval request of the Annual Corporate Resolutions

Record Date: Close of business on the day immediately preceding the day on which this Notice is given.

TO: Sole shareholder, The Corporation of the City of Windsor

AND TO: Directors,

- Marc Andre Joseph Bondy
- Marina Clemens
- Leo Meloche
- Linda Kathleen Coltman
- Mark Richard Morris
- Ann Paul
- Rino Bortolin
- Fabio Costante
- Kenneth Acton
- David Cooke
- Jack Sullens

It is with pleasure that we present you with the 2021 Annual General Virtual Meeting of Windsor Essex Community Housing Corporation (CHC) as follows.

**WINDSOR ESSEX COMMUNITY HOUSING CORPORATION 2021 AGM
VIRTUAL MEETING
MAY 14, 2021**

In accordance with the Shareholder Declaration section 3.8 Annual General Meeting, the following Annual Corporate Resolutions are being submitted to the City of Windsor as sole shareholder:

Request for Board EVOTE Approval of AGM Resolutions

CHC Management is requesting the approval of the Board for the following EVOTE resolutions to complete the compliance of the Annual General resolution requirement.

Recommendation 1- Appointment of Officers

CHC BOARD RESOLUTION EVOTE-AGM-05-14-2019 - A

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION In accordance with the Shareholder Declaration section 3.2, has approved the continuation of the following individuals as Officers of the Corporation:

**Chair: Ms. Marina Clemens
Vice-Chair: Mr. Mark Richard Morris
Treasurer: Mr. Leo Meloche
Secretary: Ms. Beverley Anne Throsel**

Moved by: Ms. Linda Coltman Seconded by: Mayor Marc Bondy CARRIED

All Directors of the Corporation hereby pass the foregoing resolutions hereto pursuant to the provisions of the Ontario *Business Corporations Act*.

Recommendation 2- Appointment of Auditors

CHC BOARD RESOLUTION-EVOTE-AGM 05-14-2019 - B

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has approved the appointment of KPMG as the CHC Auditor for the year 2021 as follows:

As required by the Board Responsibilities relating to the monitoring of CHC's finances and costs under Section 3.1(f) of the Declaration of the Sole Shareholder. any two Directors hereby authorized and directed to sign the balance sheet as evidence of the foregoing as required in the Board Responsibilities of the Declaration of the Sole Shareholder relating to:

- (1) the monitoring of CHC's finances and costs under Section 3.1(f); and**
- (2) the responsibility to deliver the Auditors' Report, Audited Financial Statements and an Auditor's Findings Report within 150 days after the end of each fiscal year to the Shareholder under Section 4.3.**

Moved by: Ms. Linda Coltman Seconded by: Mayor Marc Bondy CARRIED

Recommendation 3- Approval of CHC 2020 Annual Report

CHC BOARD RESOLUTION-AGM 05-14-2019 - C

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION In accordance with the Shareholder Declaration section 3.8, has received and approved the CHC 2020 Annual Report as presented.

Moved by: Deputy Mayor Leo Meloche

Seconded by: Mr. Jack Sullens

CARRIED

Other Annual General Resolution passed by the CHC Board of Directors

KPMG 2020 Audit Findings Report & Financial Statements for the year ending December 31, 2020.

KPMG presented the Windsor Essex CHC 2020 Audit Findings report and financial statements to the Finance Committee at their meeting held on April 8, 2021. The Committee then made the following recommendation to the Board.

Recommendation

The Finance Committee is recommending approval of KPMG's Audit Findings Report and audited financial statements of the Corporation for the year ended December 31, 2020.

The following resolutions were passed by the Board at the Board Meeting held on April 22, 2021.

CHC BOARD RESOLUTION-04-22-2021-B

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION accepts and approves the:

- a. Audited Financial Statements of Windsor Essex Community Housing Corporation as at and for the year ended December 31, 2020, as presented.
- b. Windsor Essex Community Housing Corporation, Annual Information Return for the year ended December 31, 2020 as presented.

Moved by: Deputy Mayor Leo Meloche

Seconded by: Mr. Mark Morris

CARRIED

CHC BOARD RESOLUTION-04-22-2021-C


BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has received and:


- a. KPMG Audit Findings Report for the period ended December 31, 2020.
- b. Management Representation Letter for the year ended December 31, 2020.

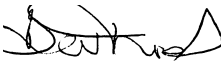
Moved by: Ms. Linda Coltman

Seconded by: Ms. Ann Paul

CARRIED

Report Reviewed and Accepted by CEO:	Date of Approval of Minutes
	May 15, 2021

Report Reviewed and Accepted by Board Chair:	Date of Approval of Minutes
	May 15, 2021

Board Secretary	Date of Final Board Approval of Minutes
	May 15, 2021