



MEETING OF THE BOARD OF DIRECTORS
Thursday, November 25, 2021

MICROSOFT TEAMS MEETING
MINUTES

The Windsor Essex Community Housing Corporation held a Board of Directors Tele-Conference meeting via Microsoft Teams. The following Board Directors were present:

Board Members

Ms. Marina Clemens (Chair) Mr. David Cooke Mr. Mark Morris Ms. Linda Coltman Ms. Ann Paul Mayor Marc Bondy
 Mr. Jack Sullens Deputy Mayor Leo Meloche Councillor Fabio Costante

Guests Ms. Janice Guthrie, Deputy Treasurer, City of Windsor

Regrets: Mr. Ken Acton Councillor Rino Bortolin


CHC Administration

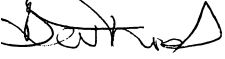
Mr. Kirk Whittal Ms. Michelle Coulis Mr. Hans Kogel Mr. Jeff Belanger Ms. Kari Schofield
 Mr. Jim Steele Ms. Ami Patel Mr. David Korenic

Regrets: Mr. Charles Janisse **Recorded by:** Ms. Beverley Throset

TOPIC	NOTES / ACTION
Welcome	Ms. Clemens welcomed everyone and began the meeting at 12:00 noon.
Declaration of Conflicts	No conflict of interest was declared.
In-Camera Discussion	<p>A motion was made to go in-camera at 12:02 pm Moved by: Mr. Jack Sullens Seconded by: Mr. Dave Cooke CARRIED</p> <p>The board discussed the CEO succession plan and a property purchase in-camera.</p> <p>A motion was then made to come back from in-camera at 12:29 pm. Moved by: Deputy Mayor Leo Meloche Seconded by: Mr. Dave Cooke CARRIED</p> <p><u>CHC IN-CAMERA BOARD RESOLUTION-11-25-2021-A</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has approved the terms of the CEO and EMT Succession plan as presented in camera including:</p> <ul style="list-style-type: none"> To establish a CEO Search Committee consisting of the following Board members; Marina Clemens, Jack Sullens, Counsellor Fabio Costante, and Ken Acton. Accept the amendments to sections 6.6 and 6.6.1 of the # 2.3.1.1 - CEO and EMT Succession Plan. Launch the new CEO Search Committee and establish an RFI/RFEI to engage a search firm to assist with the process of identifying candidates. <p>Moved by: Mr. Dave Cooke Seconded by: Deputy Mayor Leo Meloche CARRIED</p> <p><u>CHC IN-CAMERA BOARD RESOLUTION-11-25-2021-B</u> BE IT RESOLVED THAT the Windsor-Essex Community Housing Board APPROVES the purchase of the property located at 2128 Daytona, Windsor, ON for the agreed price of one million, three hundred and fifty thousand dollars (\$1,350,000) and enter into the agreements necessary to execute the purchase of the property as presented in-camera.</p>

	<p>Moved By: Mr. Jack Sullens Seconded By: Ms. Linda Coltman CARRIED</p>
Approval of Agenda Items	<p>A motion was made by Mr. Dave Cooke to approve the agenda and seconded by Ms. Marina Clemens.</p>
Adoption of Minutes	<p><u>CHC BOARD RESOLUTION-11-25-2021-A</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has approved the minutes of the meeting September 23, 2021, as presented.</p> <p>Moved By: Ms. Linda Coltman Seconded By: Deputy Mayor Leo Meloche CARRIED</p>
Chief Executive Officer's Report	<p><u>CEO Report – Mr. Jim Steele, Chief Executive Officer</u> <u>Mr. Steele reviewed his written report highlighting the following items.</u></p> <p>Mr. Steele reported that he will be retiring in 2022 and that his last day at work will be June 30, 2022. CHC continues to work with the health sector on all fronts and will work towards full operation as soon as possible.</p> <p>Mr. Steele also extended his congratulations to Kirk Whittal on his new position as Executive Director of Housing and Children's Services for the City of Windsor.</p> <p>MOTION WAS MADE TO ACCEPT THE CEO REPORT FOR THE MONTH OF NOVEMBER 2021, AS PRESENTED.</p> <p>Moved by: Mayor Marc Bondy Seconded by: Mr. Ken Acton CARRIED</p>
Chief Operating Officer's Report	<p><u>COO Report - Kirk Whittal, Chief Operating Officer</u> <u>Mr. Whittal reviewed his written report highlighting the following items:</u></p> <p>Coronavirus Information CHC has been approached by several resident group's regarding the re-opening of the common rooms for events. CHC is following the direction of the health unit and will not open the rooms until appropriate restrictions are removed. CHC is also pursuing booster immunization for some front-line staff, and potential flu and vaccine clinics for residents over 70 in our senior buildings.</p> <p>415 Chateau Masson Update There has been continued cooperation between the agencies and CHC. Agencies are engaged and cases are being reviewed. Family Services Windsor Essex (FSWE) is acting as the lead in the Chateau model and working with our partners. They have received funding for midnight shift which will make an impact in the overall presence in the area.</p> <p>Security/Glengarry Sub-Committee The board's Glengarry sub-committee had an on-site meeting at the 415 including a community walk through. The committee's initial focus will be directed at stabilizing the family housing especially the units closest to the arena and Waterworld. They also discussed the partnership supports that work in the neighborhood with CHC residents including FSWE, CUP, HIS/H4, DWCC (limited), Ready Set Go.</p> <p><u>Vacancy Report: October 2021</u></p> <ul style="list-style-type: none"> • Overall average vacancy rate is 5.5 % based on all portfolios: • Public Housing at 8.4%. • Non-Profit Family has increased to 1.7%. • Non-Profit Senior has decreased by 6.4%. <p>A MOTION WAS MADE TO ACCEPT THE COO REPORT FOR THE MONTH OF NOVEMBER 2021 AS PRESENTED.</p> <p>Moved by: Mr. Ken Acton Seconded by: Counsellor Fabio Costante CARRIED</p>
Chief Finance Officer's Report	<p><u>CFO Report – Ms. Ami Patel, CFO</u> Ms. Patel reported that the Finance Committee met to review the 3rd Quarter Finance Reports, in detail and is recommending that the Board approve the Q3 Finance report as presented.</p>

Report Reviewed and Accepted by Board Chair:	Date of Approval of Minutes
	Feb 24, 2022

Board Secretary	Date of Final Board Approval of Minutes
	Feb 24, 2022