

WINDSOR ESSEX COMMUNITY HOUSING CORPORATION

BOARD MEETING MINUTES

JUNE 27, 2024

BOARD MEMBERS	In Attendance		CHC EXECUTIVE MANAGEMENT	In Attendance	
	Yes	No		Yes	No
Councillor Fabio Costante, Chair	✓		Cynthia L Summers, Chief Executive Officer		✓
Deputy Mayor Joe Bachetti, Vice Chair	✓		Charles Janisse, Chief Financial Officer	✓	
Councillor Kieran McKenzie, Secretary	✓		Jay Shanmugam, Chief Development & Regeneration Officer	✓	
Mayor Sherry Bondy Treasurer	✓		Jeff Belanger, Chief Housing Infrastructure Officer	✓	
Ann Paul	✓		Nolan Goyette, Chief Tenant Services Officer	✓	
Linda Coltman	✓		Danielle Bombardier, Chief Human Resources Officer		✓
Rio Anzolin	✓				
Kathleen Hay	✓		Lorie Gregg, City of Windsor Dep. Treasurer, Taxation, Treasury &. Financial Projects	✓	
Teddy Kwan	✓				
Paresh Kumar Ratila Jariwala	✓		Recorded by Beverley Anne Throsel	✓	
David Ennis	✓				

ITEM NO	DISCUSSION ITEMS
1.0	WELCOME & INTRODUCTIONS
1.11	The Board Chair welcomed everyone and opened the meeting at 12:10 pm.
1.12	<u>INTRODUCTION OF GUESTS</u> 1. Mr. Kirk Whittal, Executive Director of Housing and Children Services, City of Windsor 2. Mr. Andrew Daher, Commissioner Human and Health Services, City of Windsor 3. Mr. J.P Karam, Willis Law
1.13	<u>INTRODUCTION OF NEWLY APPOINTED BOARD DIRECTORS</u> Councillor Costante read short biographies for Mr. David Ennis and Mr. Paresh Kumar Ratila Jariwala welcoming them to the CHC Board of Directors.
2.0	PRESENTATION
	<u>RGI WAIT LIST RATIO PROPOSAL DISCUSSION</u> <u>Guests - Mr. Kirk Whittal and Mr. Andrew Daher from the City of Windsor</u> The city is currently undergoing an operational audit of the Community Housing Registry (CHR) to better understand their business practices. The results are expected in July 2024. The audit will provide recommendations for making improvements to the centralized housing registry process.

	<p>A motion was made by Councillor McKenzie to receive the report requesting that the Service Manager consider any and all opportunities to address concerns raised by CHC.</p> <p><u>CHC BOARD RESOLUTION NO. 06-27-2024-A</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has accepted the RGI Waitlist Report as presented and is requesting that the Service Manager consider any and all opportunities to address concerns raised by CHC.</p> <p>Moved by Linda Coltman Seconded by Ann Paul CARRIED</p>
3.0	ORDER OF BUSINESS
3.11	REGRETS - None
3.12	DECLARATION OF CONFLICT OF INTEREST - None
3.13	<p><u>APPROVAL OF AGENDA ITEMS</u> A motion was made by Councillor McKenzie and seconded by Rio Anzolin to approve the agenda as presented. CARRIED</p>
3.14	REQUESTS FOR DEFERRALS, REFERRALS AND WITHDRAWLS – None
4.0	BOARD INFORMATION
4.11	<p>1. Board Attendance Report & Committee Listing was provided for information purposes only.</p> <p>2. Announcement - Annual General Meeting to follow regular business at 1:30 pm.</p>
5.0	BOARD GOVERNANCE
5.11	<p><u>ELECTION OF NEW BOARD TREASURER</u> The Chair called for nominations for Board Treasurer. A nomination was made by Councillor Kieran McKenzie for Mayor Sherry Bondy. There were no other nominations. Mayor Bondy accepted the appointment.</p> <p><u>CHC BOARD RESOLUTION NO. 06-27 2024-B</u> 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 appointment of Mayor Sherry Bondy as the Board Treasurer.</p> <p>Resolution unanimously approved by the Board. CARRIED</p>
6.0	APPROVAL OF PREVIOUS MINUTES
6.11	<p><u>CHC BOARD RESOLUTION NO. 06-27 2024-C</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION approves the minutes from the meeting on April 25, 2024, as presented.</p> <p>Moved by Linda Coltman Seconded by Rio Anzolin CARRIED</p>
7.0	DISCUSSION ITEMS
7.11	CHIEF EXECUTIVE OFFICER'S VERBAL REPORT TO THE BOARD - CYNTHIA SUMMERS - Deferred
7.12	<p><u>PRESENTATION OF THE KPMG - CHC 2023 AUDIT FINDINGS REPORT & AUDITED FINANCIAL STATEMENTS</u> No significant concerns were reported as part of the audit with no changes from the financial reports previously presented to the Board. Overall, no error adjustments were required and CHC received a clean audit report.</p> <p><u>Mr. Janisse then called for the following motions:</u></p> <p>Motion 1 That the Board receives the KPMG Audit Findings Report for the year ended December 31, 2023, and the Management Representation letter addressed to KPMG for the year ended December 31, 2023.</p>

7.15	<p><u>CHC's 2024-2028 STRATEGIC PLAN AND BRAND MODERNIZATION</u></p> <p><u>CHC BOARD RESOLUTION NO. 06-27 2024-I</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has received and approved CHC's 2024-2028 Strategic Plan and brand modernization as presented; and that Management will report back on the performance measurement framework used for monitoring the progress of achieving the strategic plan objectives; and to ensure they provide annual strategic plan updates to the Board.</p> <p>Moved by Rio Anzolin Seconded by Mayor Sherry Bondy CARRIED</p>
8.0	<p>CONSENT AGENDA ITEMS</p>
8.11	<p>NOLAN GOYETTE, CHIEF TENANT SERVICES OFFICER'S (CTSO) REPORT TO THE BOARD Report provided for Information.</p>
8.12	<p>JAY SHANMUGAM, CHIEF DEVELOPMENT & REGENERATION OFFICER'S (CDRO) BOARD REPORT Report provided for Information.</p>
8.13	<p>DANIELLE BOMBARDIER, CHIEF HUMAN RESOURCE OFFICER'S (CHRO) REPORT TO THE BOARD Report provided for Information.</p>
9.0	<p>ADJOURNMENT</p>
9.11	<p>A motion was made by David Ennis and seconded by Paresh Kumar Ratila Jariwala to adjourn the regular business of the meeting at 1:20 pm.</p>
10.0	<p>IN CAMERA DISCUSSION</p>
10.11	<p>A motion was made by Rio Anzolin & seconded by Linda Coltman to go "In Camera" at 1:21 pm to discuss personnel matters. A motion was then made by Linda Coltman & seconded by Ann Paul to return from "In Camera" at 2:31 pm. <u>Based on the "In Camera" discussion the following resolutions were passed.</u></p> <p><u>CHC BOARD RESOLUTION NO. 06-27 2024-J</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has provided the Board Executive with Delegation of Authority to oversee pending Board business on their behalf until further notice.</p> <p>Moved by Linda Coltman Seconded by Paresh Kumar Ratila Jariwala CARRIED</p> <p><u>CHC BOARD RESOLUTION NO. 06-27 2024-K</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has approved the appointment of Nolan Goyette as Acting CEO.</p> <p>Moved by Councillor Kieran McKenzie Seconded by Rio Anzolin CARRIED</p> <p><u>CHC BOARD RESOLUTION NO. 06-27 2024-L</u> BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WINDSOR ESSEX COMMUNITY HOUSING CORPORATION has accepted a policy that all media requests will be directed to and addressed by the Board Chair until further notice.</p> <p>Moved by Councillor Kieran McKenzie Seconded by Mayor Sherry Bondy CARRIED</p>

Draft Minutes were reviewed and accepted by Acting CEO Nolan Goyette	Date: July 12, 2024
Draft Minutes were reviewed and accepted by Board Chair Fabio Costante	Date: July 12, 2024
Final Minutes were approved by the Board on October 3, 2024 as follows:	
<u>WECHC BD RESOLUTION NO. 10-03-2024-A</u>	
BE IT RESOLVED THAT THE WINDSOR ESSEX COMMUNITY HOUSING BOARD OF DIRECTORS HAS APPROVED THE MINUTES FROM THE MEETING ON JUNE 27, 2024, AS PRESENTED.	
Moved by: David Ennis	Seconded by: Linda Coltman
CARRIED	