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Date **June 7, 2023** **Report No. 2023-64**

To Chair and Members
Brantford Municipal Non-Profit Housing Corporation

From Aaron Wallace, Acting General Manager
Community Services and Social Development

1.0 Type of Report

Consent Item	<input type="checkbox"/>
Item For Consideration	<input checked="" type="checkbox"/>

2.0 Topic 2023 Annual General Meeting of the Brantford Municipal Non-Profit Housing Corporation

3.0 Recommendation

- A. THAT Report 2023-64 2023 Annual General Meeting of the Brantford Municipal Non-Profit Housing Corporation BE RECEIVED; and
- B. THAT the 2022 audited financial statements for the Brantford Municipal Non-Profit Housing Corporation BE ADOPTED; and
- C. THAT the Members of the Corporation APPROVE the appointment of the City of Brantford auditors for the financial year of the Corporation ending December 31, 2023; and
- D. THAT the following incumbents BE APPOINTED as the Directors and Officers of Brantford Municipal Non-Profit Housing Corporation:
 - a. President – Mayor;
 - b. Vice President - Chief Administrative Officer (CAO) or Designate;

- c. Treasurer/Banking Signing Officer – City Treasurer or Designate;
 - d. Secretary – City Clerk or Designate;
 - e. Signing Officers – President; and
- E. THAT the minutes of the 2022 Annual General Meeting, held May 4, 2022, BE ADOPTED.

4.0 Executive Summary

The purpose of the Annual General Meeting (AGM) is to present to the Members and Officers of the Brantford Municipal Non-Profit Housing Corporation (BMNP) the December 31, 2022 audited financial statements, to approve the appointment of the auditor for 2023, and to appoint the Directors and Officers of the BMNP.

5.0 Purpose and Overview

The purpose of this report is to fulfill the Annual General Meeting requirement for the Brantford Municipal Non-Profit Housing Corporation pursuant to Part III of the *Corporations Act*, R.S.O. 1990, C.38 and to ensure compliance with legislated requirements from the *Housing Services Act*, 2011 as a municipal non-profit housing provider.

According to the letters patent and by-laws of the BMNP, Members and Officers are admitted by virtue of their office. The only Members of the BMNP are the City of Brantford Councillors appointed to the Social Services Committee. Members also serve as the Board of Directors for the BMNP.

6.0 Background

The auditors, Millard, Rouse & Rosebrugh LLP, audited the financial books of the Brantford Municipal Non-Profit Housing Corporation (BMNP) and have prepared the financial statements for the year ending December 31, 2022. The statements were approved at the May 3, 2023 meeting of the BMNP Directors and a copy of the financial statement (Appendix A) is attached.

An AGM for the BMNP is required in order to adopt the financial statements; approve the appointment of auditors; appoint Officers for the Corporation; and review and adopt the minutes of the previous Annual General Meeting which are attached as Appendix B.

Approval of this report serves the function of an Annual General Meeting given the structure of the BMNP which includes the Members and the Directors being City of Brantford Councillors appointed to the Social Services Committee.

7.0 Corporate Policy Context

This report supports the 2023-2026 City of Brantford Council priorities:

4 - Create a vision and strategy for managing development and affordable housing; and

6 - Invest in a long-term strategy and plan to manage the homelessness crisis, inclusive of the related issues of mental health and addiction issues and safety and security concerns.

This report also supports the Community Services and Social Development (CSSD) Commission Vision Plan “Making Life Better, Every Day”, specifically

P1.1 – Continue working towards a range of available housing so residents can live in a setting most appropriate for their needs

8.0 Input From Other Sources

City of Brantford - Finance Department

Millard, Rouse & Rosebrugh LLP

9.0 Analysis

An Annual General Meeting (AGM) for the Brantford Municipal Non-Profit Housing Corporation is required in order to adopt the financial statements; approve the appointment of auditors; appoint Officers for the Corporation; and review and adopt the minutes of the previous AGM.

Approval of this report serves the function of an AGM given the structure of the BMNP and approval of the recommendations within this report will ensure compliance with legislated requirements from the *Housing Services Act, 2011* as a municipal non-profit housing provider and will also serve as the completion of the 2023 AGM for the BMNP.

10.0 Financial Implications

Brantford Municipal Housing Corporation had an overall 2022 surplus of \$48,625:

- Beckett Building – surplus of \$56,243; and
- Branlyn Meadows – deficit of \$7,618.

For comparison purposes, the 2021 surplus was \$91,720 (Beckett Building-surplus of \$89,345, Branlyn Meadow – surplus \$2,375).

The Beckett building surplus of \$56,243 is attributable to savings in repairs and maintenance and income received from the solar panels. Branlyn's deficit of \$7,618 is as a result of less revenue than expected and an increase in utility costs.

11.0 Climate and Environmental Implications

The solar panels on the Beckett building create a positive climate and environmental impact by utilizing and providing renewable energy sources to the Ontario electricity grid.

12.0 Conclusion

The purpose of the Annual General Meeting (AGM) is to present to the Members and Directors of the Brantford Municipal Non-Profit Housing Corporation (BMNP) the audited financial statements as of December 31, 2022, to approve the appointment of the auditor for 2023, and to appoint the Directors and Officers of the MNP.

Approval of the recommendations within this report will ensure compliance with legislated requirements from the *Housing Services Act*, 2011 as a municipal non-profit housing provider and will also serve as the completion of the 2023 AGM for the BMNP.



Aaron Wallace, Acting General Manager
Community Services & Social Development

Reviewed by:

Mary Musson, CD, BA (Hons), Dipl MM
Director, Housing & Homelessness Services

Prepared by:

Donna Kirchknopf, Manager
Housing Operations

Attachments:

Appendix A – Brantford Municipal Non-Profit Housing Corporation Financial Statements,
year ended December 31, 2022

Appendix B – Minutes of the 2022 Annual General Meeting

Copy to:

N/A

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the
recommendation section.

By-law required ☐ yes ☒ no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk ☐ yes ☒ no

Is the necessary by-law or agreement being sent concurrently to Council? ☐ yes ☒ no