



BRANT AND BRANTFORD LOCAL HOUSING CORPORATION BOARD OF DIRECTORS MINUTES

April 5, 2023

9:00 a.m.

Council Chambers, Brantford City Hall
58 Dalhousie Street, Brantford

Councillor McCreary in the Chair

1. ROLL CALL

Present:	Mayor Davis
	Councillor Sicoli
	Councillor Sless
	Councillor McCreary
	Councillor Carpenter
	Councillor Bell
	Councillor Chambers
	Councillor Miller
	Mayor Bailey
	Councillor Howes
	Councillor Oakley
Regrets:	Councillor Samwell

2. DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflicts of interest declared.

3. PRESENTATIONS/DELEGATIONS [list, if any, available at the meeting]

4. ITEMS FOR CONSIDERATION

Moved by Councillor Oakley
 Seconded by Councillor Chamber

THAT all items for consideration/consent BE APPROVED.

The items that were subject to the vote were as follows:

4.1 Approval of the Brant and Brantford Local Housing Corporation (LHC) Financial Statements for the Year Ended December 31, 2022; and Approvals and Notification of the 2023 Annual General Meeting [Financial Impact: None], 2023-68

- A. THAT Report 2023-68 Approval of the Brant and Brantford Local Housing Corporation (LHC) Financial Statements for the year ended December 31, 2022; and Approvals and Notification of the Annual General Meeting for May 23, 2023 BE RECEIVED; and
- B. THAT the attached unaudited 2022 Financial Statements of the Brant and Brantford Local Housing Corporation, as at December 31, 2022 BE APPROVED; and
- C. THAT the date for the Shareholder's Annual General Meeting (AGM) BE CALLED for the May 23, 2023 meeting of Brantford City Council, to be held in a hybrid meeting at Brantford City Hall, 58 Dalhousie Street, Brantford; and
- D. THAT the Corporate Secretary BE REQUESTED to fulfill the following notice requirements for such AGM:
 - a. provide at least ten days' notice to (i) The Corporation of the City of Brantford (as sole shareholder); (ii) each director of the LHC; (iii) to the LHC's auditor; and
 - b. in the case of any special business to be transacted at the AGM (being any business other than consideration of minutes of earlier meeting, the financial statements and auditor's report, election of directors and reappointment of the incumbent auditor), that the notice include a statement of (i) the nature of that business in sufficient detail to permit the shareholder to form a reasoned judgment thereon; and (ii) the text of any special resolution or by-law to be submitted to the meeting; and
 - c. notice to be sent by prepaid mail addressed to, or may be delivered personally to: (i) the City, upon the City Clerk; and (ii) each director of the LHC at his or her latest address as shown

in the records of the corporation or in the most recent notice filed under the *Corporations Information Act*, whichever is more current; OR by electronic means in accordance with the *Electronic Commerce Act*, namely that the electronic form of notice (i) will be accessible by the recipient so as to be usable for subsequent reference; (ii) is capable of being retained by the recipient; and (iii) in the case of the City, the electronic delivery must meet the City's IT standards AND the City Clerk confirm receipt of the notice;

E. THAT Staff BE REQUESTED to submit to the Shareholder a report on behalf of the Board, to be substantially in the form attached hereto as Appendix "A" subject to any additional matters that the Board wishes to be considered by the Shareholder; and

F. THAT the persons incumbent in the respective positions BE APPOINTED as Officers of the LHC:

President - Mayor

Vice-President - Chair of Social Services Committee

Chief Executive Officer - General Manager, Community Services & Social Development

Treasurer/Banking Signing Officer - City Treasurer

Secretary - City Clerk or Designate

Signing Officers - President and Treasurer

G. THAT the City Clerk BE DIRECTED to forward a copy of the final resolution and staff report to the County of Brant.

5.1 MINUTES

THAT the following minutes BE APPROVED:

5.1.1 Brant and Brantford Local Housing Corporation Board of Directors - December 7, 2022

5.2 Brant and Brantford Local Housing Corporation Fourth Quarter Report (October – December 2022) [Financial Impact – None], 2023-67

- A. THAT Report 2023-67 Brant and Brantford Local Housing Corporation (LHC) Fourth Quarter Report (October – December 2022) BE RECEIVED; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of the final resolution and staff report to the County of Brant.

CARRIED

5. CONSENT ITEMS

Consent items were considered with under items for separation.

6. RESOLUTIONS

There were no resolutions.

8. NOTICES OF MOTION

There were no notices of motion.

8. ADJOURNMENT

The meeting adjourned at 9:08 a.m.

Councillor McCreary, Chair

Emma Vokes, Committee
Coordinator