

OWEN SOUND MUNICIPAL NON-PROFIT HOUSING CORPORATION  
MINUTES OF MEETING  
MAY 16, 2023

Minutes of the meeting of the Board of Directors held Tuesday, May 16, 2023 at The Thomson Amenity Room.

PRESENT: Chair Ruth Lovell Stanners, Vice Chair Rod Wyatt, Secretary Jan Chamberlain, Treasurer Gwynda McKee, Director Ellen Anderson, City Representative Carol Merton, Executive Director Shari Huber

ABSENT: None

GUEST: Selwyn Hicks

CLOSED MEETING: None

COMMENCEMENT: 3:20 p.m.

CONFLICT OF INTEREST: None

REGULAR MINUTES: MOVED BY: Chamberlain  
SECONDED BY: Anderson

THAT the minutes of the regular meeting held April 18, 2023 be approved as presented.

CARRIED

BUSINESS FROM MINUTES: None

CHAIR: Chair reviewed the Strategic Plan 3 Year Direction working paper.

MOVED BY: Wyatt  
SECONDED BY: Anderson

TO receive Strategic Plan Direction working paper as presented.

CARRIED

SECRETARY: MOVED BY: Chamberlain  
SECONDED BY: McKee

TO receive Encasa Quarterly Statement to March 31, 2023 as circulated.

CARRIED

MOVED BY: Chamberlain  
SECONDED BY: Merton

TO receive ONPHA Board Connections as circulated.

CARRIED

TREASURER: MOVED BY: McKee  
SECONDED BY: Chamberlain

TO approve Operating Voucher #369 in the amount of \$164,872.50 as presented.

CARRIED

MOVED BY: McKee  
SECONDED BY: Wyatt

TO receive Bluewater Ridge Revenue and Expenditure Report to April 30, 2023 as presented.

CARRIED

MOVED BY: McKee  
SECONDED BY: Merton

TO approve 2023/2024 Bluewater Ridge Operating Budget as presented.

CARRIED

EXECUTIVE  
DIRECTOR:

MOVED BY: Wyatt  
SECONDED BY: McKee

TO approve write off 1 former resident bad debt in the amount of \$6,244.11

CARRIED

Huber discussed the need for overnight security presence at one site due to alleged issues that are making residents feel insecure. Fairmount Security will be retained for the next month to sporadically attend the site and report any issues that may be observed.

MOVED BY: Wyatt  
SECONDED BY: Chamberlain

TO retain Centre for Organizational Effectiveness for Board Governance Training to take place during July 2023 in place of the regular Board meeting.

CARRIED

Huber reminded Board that there is a special meeting scheduled for May 18 at 8:30 a.m. to review End of Operating Service Agreements.

Huber spoke with a representative from Ecospex Inc. after they were referred to Non-Profit by City staff. The representative would like the opportunity to meet with Board to review what services they provide.

MOVED BY: Wyatt  
SECONDED BY: McKee

TO express interest to meet with Ecospex Inc. but with a clear understanding that the Board is not interested in making any commitments to the firm at this point.

CARRIED

REQUESTS FOR  
PRICING:

Huber provided Board with Audit tender. Quotes received from BDO Canada and Baker Tilly.

MOVED BY: Chamberlain  
SECONDED BY: Merton

TO accept the 5-year tender audit quote from Baker Tilly as received. Cost is \$16,000 in year 1 to \$19,000 in year 5.

CARRIED

OTHER BUSINESS:

Huber informed Board that the Administration Office will be closed from July 15 to July 22 as staff convert space for an additional office.

**NEXT MEETING:**

**Tuesday, June 20, 2023 at 2 p.m.**

ADJOURN:

The meeting was adjourned at 4:05 p.m. by the Chair.

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Ruth Lovell Stanners, Chair

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Jan Chamberlain, Secretary