



## **Sault Ste. Marie Housing Corporation**

District of Sault Ste. Marie Social Services Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie  
Zhawenimi-Anokiitaagewin

### **REGULAR MEETING AGENDA MINUTES**

*Sault Ste. Marie Housing Corporation*  
Thursday, October 17, 2024, at 4:30 PM  
548 Albert Street, Sault Ste. Marie

**Present:** **Stephanie Hopkin**  
**Lisa Vezeau-Allen via Zoom**  
**Marchy Bruni**  
**Sonny Spina**  
**Angela Caputo**  
**Lisa Case via Zoom**

**Mike Nadeau**  
**Jordan Couturier**  
**Louie Bruni**  
**Antonio Borrelli**  
**Pam Patteri**

**Katie Kirkham**  
**Jeff Barban**  
**David Petersson**  
**Tanya Ritter**  
**Kim Mitchell**

- 1. CALL TO ORDER @6:00 P.M.**
- 2. LAND ACKNOWLEDGEMENT**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council.

- 3. APPROVAL OF AGENDA**

**Resolution #24-069**

Moved By: A. Caputo

Seconded By: M. Bruni

- 3.1 "BE IT RESOLVED THAT the Agenda for the October 17, 2024, Sault Ste. Marie Housing Corporation Board meeting be approved as presented."**

CARRIED

- 4. DECLARATIONS OF PECUNIARY INTEREST**
- 5. APPROVAL OF PREVIOUS MINUTES**

**Resolution #24-070**

Moved By: E. Palumbo

Seconded By: R. Zagordo

- 5.1 “**BE IT RESOLVED THAT** the **Minutes** from the Sault Ste. Marie Housing Corporation Board meeting dated **September 19, 2024**, be adopted as recorded”.

CARRIED

**6. MANAGER’S REPORTS**

**OPERATIONS**

**Resolution #24-071**

Moved By: L. Vezeau-Allen

Seconded By: A. Caputo

- 6.1 “**BE IT RESOLVED THAT** the Request for Proposal, RFP 2024-0014: Elevator Services and Maintenance be awarded to KLP Elevators and Lifts Inc.”

CARRIED

**Resolution #24-072**

Moved By: S. Spina

Seconded By: M. Bruni

- 6.2 “**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) approve a 2.5% market rent increase as indicated in the 2024 Annual Rent Increase Guideline from the Ministry Municipal Affairs and Housing (MMAH) for current and future market tenants for market buildings as outlined in the report.”

CARRIED

**CORPORATE SERVICES/ FINANCE**

**Resolution #24-073**

Moved By: L. Vezeau-Allen

Seconded By: R. Zagordo

- 6.3 “**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) Board directs the Chief Financial Officer to no longer budget for insurance deductibles through operations and to instead, utilize reserves, as outlined in the report.”

CARRIED

**Resolution #24-074**

Moved By: A. Caputo

Seconded By: M. Bruni

- 6.4 “**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) Board accept the attached draft 2025 Budget as information.”

CARRIED

**Resolution #24-075**

Moved By: A. Caputo  
Seconded By: E. Palumbo

- 6.5 “**BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC), directs the Chief Operating Financial Officer, upon completion of the annual audit, to allocate any final annual surplus to the Levy Stabilization Reserve each year.”

**AND FURTHERMORE, BE IT RESOLVED THAT** all reserve funds are restricted in use and can only be accessed with a resolution or direction from the Board.”

CARRIED

## 7. NEW BUSINESS

## 8. ADJOURNMENT

### **Resolution #24-076**

Moved By: L. Vezeau- Allen  
Seconded By: E. Palumbo

- 8.1 “**BE IT RESOLVED THAT** we do now adjourn”

CARRIED