



## **Meeting of Board of Directors Minutes**

**June 6, 2024**

**1:30 p.m. – 3:00 p.m.**

Northumberland County

Zoom Video Conference

### **Board Members Present (Virtual):**

Cathy Borowec, Steve Gilchrist, Councillor John Logel, Councillor Mandy Martin, Maryam Mohajer-Ashjai, Jacqueline Pennington, Anneke Russell

**Board Members' Present (In-Person):** Chair Victor Fiume, Jennifer Moore

**Board Members' Regrets:** Lindsey Reed, Lou Rinaldi

### **Staff:**

- Rebecca Carman, Associate Director Housing & Homelessness
- Carol Coleman, Associate Director Engineering
- Neil Ellis, General Manager (Appointed by Board)
- Lisa Horne, Director Community & Social Services
- Denise Marshall, Director Public Works
- Adam McCue, Associate Director of Operations Public Works
- Matthew Nitsch, Director Finance / Treasurer
- Negar Pakzakian, Project Manager
- Willie Reyns, Project Manager
- Cheryl Sanders, Deputy Clerk

### **1. Call to Order**

- Chair Victor Fiume called the meeting to order at 2:21 p.m.

### **2. Territorial Land Acknowledgement**

Victor Fiume

### **3. Approval of the Agenda**

**Moved by: Anneke Russell**

**Seconded by: Jacqueline Pennington**

“**That** the agenda for the June 6, 2024 regular meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

Disposition: **Carried**

#### 4. Declaration of Interest

- No declarations.

#### 5. Approval of Minutes

Minutes of April 24, 2024

**Moved by: John Logel**

**Seconded by: Anneke Russell**

“**That** the minutes of the April 24, 2024 Regular Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

#### 6. Director Recruitment Sub-Committee

- Cathy Borowec provided an update regarding the May 6, 2024 Director Recruitment Sub-Committee meeting, noting that the application deadline is June 14<sup>th</sup> for Director recruitment.

**Moved by: John Logel**

**Seconded by: Jennifer Moore**

“**That** the minutes of the May 6, 2024 Director Recruitment Sub-Committee of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

#### 7. Facilities Report

- Adam McCue provided an overview of project work being completed at several locations, including hot water tank replacement at 43 Wellington Street, watermain and parking lot upgrades at 330 King Street, fire panel replacement at 43 Wellington Street and 24 Queen Street, front entrance replacement at 12A Meade Street, and annual unit inspections.

**Moved by: Jacqueline Pennington**

**Seconded by: Maryam Mohajer-Ashjai**

“**That** the NCHC Board of Directors receive the Facilities update for information.”

Disposition: **Carried**

## 8. Federal and Provincial Funding Update

- Rebecca Carman provided an update regarding Federal and Provincial Funding, highlighting key information as outlined in the Information Brief received by the Housing Strategic Steering Committee (HSSC) which was attached to the agenda.

**Moved by: John Logel**

**Seconded by: Anneke Russell**

**“That** the NCHC Board of Directors receive the Federal and Provincial Funding update for information; and

**Further That** the NCHC Board of Directors endorse the position paper of the Housing Strategic Steering Committee (HSSC).”

Disposition: **Carried**

## 9. Delegated Authority

- Neil Ellis provided an overview of the report regarding Delegated Authority, noting that the Board requested streamlining this process at the last Board meeting. Neil further noted that authorizing staff to engage directly with the Landlord Tenant Board would avoid any potential delay in resolving tenant situations.

**Moved by: Steve Gilchrist**

**Seconded by: John Logel**

**“That** the NCHC Board of Directors having considered the report Delegated Authority, authorize staff to engage directly with the Landlord Tenant Board without board approval; and

**Further that** the NCHC Board of Directors direct staff to provide a quarterly report on actions taken regarding the Landlord Tenant Board.”

Disposition: **Carried**

## 10. New Business

Victor Fiume, Chair

- N/A

## 11. Move to Closed Session

**Moved by: Anneke Russell**  
**Seconded by: John Logel**

"**That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:33 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.c) in order to address two matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and that Rebecca Carman, Neil Ellis, Denise Marshall, Negar Pakzadian, Carol Coleman, and Cheryl Sanders remain present; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.k) and (2.f) in order to address one matter relating to advice that is subject to solicitor-client privilege, including communications necessary for that purpose and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board and that Rebecca Carman, Neil Ellis, and Cheryl Sanders remain present."

Disposition: **Carried**

## **12. Motion to Rise and Results from Closed Session**

### **Recommended Motion (1):**

**Moved by: Anneke Russell**  
**Seconded by: Steve Gilchrist**

"**That** the NCHC Board of Directors rise from Closed Session at 3:16 p.m.; and

**Further That** the confidential resolution moved in Closed session regarding two matters relating to a proposed or pending acquisition or disposition of land by a municipality or local board is hereby referred to this open session of the NCHC Board of Directors meeting for adoption."

Disposition: **Carried**

### **Recommended Motion (2):**

**Moved by: Anneke Russell**  
**Seconded by: Jennifer Moore**

"**That** the confidential recommendation moved in Closed Session regarding advice that is subject to solicitor-client privilege, including communications



necessary for that purpose and confidential negotiations, is hereby referred to this open session of the NCHC Board of Directors meeting for adoption.”

Disposition: **Carried**

### **13. Next Meeting**

Wednesday, June 26, 2024

### **14. Adjournment**

**Moved by: John Logel**  
**Seconded by: Steve Gilchrist**

**"That the meeting be adjourned at 3:17 p.m."**

Disposition: **Carried**