



## Meeting of Board of Directors Minutes

**June 26, 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, Jacqueline Pennington, Lou Rinaldi, Anneke Russell

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

**Board Members' Regrets:** Maryam Mohajer-Ashjai, Lindsey Reed

### **Staff:**

- Rebecca Carman, Associate Director Housing & Homelessness
- Carol Coleman, Associate Director Engineering
- Emily Corkery, Housing Services Supervisor
- Glenn Dees, Director of Health & Human Services
- Neil Ellis, General Manager (Appointed by Board)
- Lisa Horne, Director Community & Social Services
- Adam McCue, Associate Director of Operations Public Works
- Kim O'Leary, Financial Planning Manager
- Rob O'Neil, Facilities Manager
- Willie Reynolds, Project Manager
- Cheryl Sanders, Deputy Clerk

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

- Chair Victor Fiume called the meeting to order at 1:31 p.m.

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

Victor Fiume

*[Cathy Borowec joined the meeting at 1:33 p.m.]*

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

**Moved by: John Logel**

**Seconded by: Anneke Russell**

**"That** the agenda for the June 26, 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 June 6, 2024 Regular Board Meeting; and  
Minutes of June 6, 2024 Annual General Meeting

**Moved by: Steve Gilchrist**

**Seconded by: Mandy Martin**

“**That** the minutes of the June 6, 2024 Regular Meeting and the June 6, 2024 Annual General Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

#### 6. Shareholder Minutes

Shareholder Minutes of the June 4, 2024 Annual General Meeting

*[Jennifer Moore joined the meeting at 1:34 p.m.]*

**Moved by: Anneke Russell**

**Seconded by: Cathy Borowec**

“**That** the Shareholder Minutes of the June 6, 2024 Annual General Meeting of the Northumberland County Housing Corporation be received for information.”

Disposition: **Carried**

#### 7. Elgin Park Redevelopment Update

- Willie Reyns provided a detailed updated regarding Elgin Park Redevelopment progress to date, including an overview of the financial summary, schedule impacts, and change orders.

**Moved by: John Logel**

**Seconded by: Jennifer Moore**

“**That** the NCHC Board of Directors receive the Elgin Park Redevelopment construction update for information.”

Disposition: **Carried**

#### 8. Elgin Park Partial Discharge of Land

- Neil Ellis advised the Board that NCHC is required to proceed with a partial discharge of land in accordance with the agreement between NCHC, the Town of Cobourg and Lakefront Utility Services.

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

**“That** the NCHC Board of Directors having considered the report Partial Discharge of Land at Elgin Park, authorize staff to seek Service Manager consent as under the Housing Services Act (HSA) to complete a partial discharge of land; and

**Further that** the NCHC Board of Directors direct signing authorities to execute all agreements required to complete the transfer.”

Disposition: **Carried**

## 9. Operations Report

- Emily Corkery provided a Housing Services Operational Update to the Board, noting that there have been 21 new move ins since January 1, 2024. Emily also highlighted programming events such as the June Spring Social where approximately 140 tenants attended, and August Summer BBQ’s that are planned for 6 locations. Unit inspections were discussed along with onboarding of new staff and training.

**Moved by: Jacqueline Pennington**  
**Seconded by: Mandy Moore**

**“That** the NCHC Board of Directors receive the Operations report for information.”

Disposition: **Carried**

## 10. Laundry Facilities

- Neil Ellis provided an overview of the revised Laundry Facilities Policy to the Board, noting that laundry machines are sourced through a third-party vendor, Coinamatic. The revised policy has been drafted to reflect that.

**Moved by: Anneke Russell**  
**Seconded by: Lou Rinaldi**

**“That** the NCHC Board of Directors approve the revised Laundry Facilities policy; and

**Further that** the NCHC Board of Directors direct staff to implement the revised

Laundry Facilities policy.”

Disposition: **Carried**

## **11. New Business**

### **11.a Methods of Promoting 473 Ontario Street** Victor Fiume, Chair

**Moved by: Cathy Borowec**  
**Seconded by: Mandy Martin**

“**That** the NCHC Board of Directors direct staff to request a meeting which includes the Chair of Habitat for Humanity, Chair of Ontario Aboriginal Housing Services, Chair of NCHC and appropriate staff from Northumberland County and partner organizations to consider methods of promoting 473 Ontario Street within the context of reconciliation.”

Disposition: **Carried**

## **12. Next Meeting**

- Wednesday, July 24, 2024

## **13. Adjournment**

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

“**That** the meeting be adjourned at 2:06 p.m.”

Disposition: **Carried**