



Meeting of Board of Directors Minutes

February 23, 2022

1:30 p.m. – 3:00 p.m.

Northumberland County

Zoom Video Conference

Board Members Present (virtual): Chair Gil Brocanier, Neil Ellis Victor Fiume, County Councillor John Henderson, Daniel Quesada-Rebolledo, Treasurer Lindsey Reed, Lou Rinaldi, Anneke Russell

Board Members Present In-Person: County Councillor Gail Latchford, Jennifer Moore

Board Members' Regrets: Doug Bates

Staff: Rebecca Carman (staff member appointed by board), Regine Climaco, Kaela Esseghaier, Maddison Ellis, Mark McIntosh, Brandon Upton, Angie Turpin,

1. Call to Order

- Chair Gil Brocanier called the meeting to order at 1:30 p.m.

2. Territorial Land Acknowledgement

Gil Brocanier

3. Approval of the Agenda

Moved by: Anneke Russell

Seconded by: Daniel Quesada-Rebolledo

“**That** the agenda for the February 23, 2022 meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

Disposition: **Carried**

4. Declaration of Interest

- No declarations

5. Approval of Minutes

Moved by: Lou Rinaldi

Seconded by: Victor Fiume

“**That** the minutes of the January 19, 2022 meeting of the Board of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

6. Major Capital Projects Elgin Park Redevelopment Update

Kaela Esseghaier, Project Manager, Major Capital Projects
Mark McIntosh, Manager, Major Capital Projects

- Kaela Esseghaier provided a verbal updated on the Elgin Park Redevelopment project, noting that construction has started and that the demolition of 18 units has taken place.
- Regular communication sent to tenants to keep them updated on project status.
- Staff also attend bi-weekly construction meetings.

Moved by: Anneke Russell

Seconded by: Gail Latchford

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

Disposition: **Carried**

7. Policy Review

Rebecca Carman
Lindsey Reed, Treasurer

- Rebecca Carman provided a high-level overview of the Internal Review, Internal Transfer, and Adherence to Service Manager Directives policies.
- Victor Fiume asked if the Internal Review policy can be appealed, and Rebecca Carman indicated that she would follow up on this question.
- Rebecca Carman explained that two-thirds of the NCHC policies have been reviewed and staff will bring forward the full policy manual for approval once the remainder policies have been revised.

Moved by: Anneke Russell

Seconded by: Jennifer Moore

“**That** the NCHC Board of Directors receive the presented policies (‘Internal Review’, ‘Internal Transfer’, and ‘Adherence to Service Manager Directives’ for information, noting that the policies will be brought forward for approval at a future meeting as part of the full NCHC policy manual.”

Disposition: **Carried**

8. Building Condition Audits and NCHC Strategic Asset Management Plan Update

Rebecca Carman

- Rebecca Carman confirmed that the Building Condition Audits have now been completed and that the NCHC Strategic Asset Management Plan and Social Housing Master Plan is underway.
- Jennifer Moore asked staff for initial observations from the data.
- Rebecca Carman commented that from a high level it looks as we would expect social housing buildings to be reporting in.
- Brandon Upton commented that it is beginning to identify other projects and processes that staff need to consider in capital planning, e.g. aging infrastructure.

Moved by: Gail Latchford

Seconded by: Anneke Russell

“That the NCHC Board of Directors receive the verbal update regarding the Building Condition Audits project and the NCHC Strategic Asset Management Plan for information.”

Disposition: **Carried**

9. NCHC Strategic Plan – Goals 1 and 2

Rebecca Carman

- Rebecca Carman provided a high-level overview of goals 1 and 2.
- The Strategic Plan Subcommittee has been working on goals 3-5, which will be brought forward to a future NCHC meeting.
- Directors discussed developing a framework for navigating future NCHC development.

Moved by: Lou Rinaldi

Seconded by: Victor Fiume

“That the NCHC Board of Directors approve the proposed goals 1 and 2 as outlined in the ‘NCHC Strategic Plan – Goals 1 and 2’ document; and

Further That the Board direct staff to include goals 1 and 2 in the forthcoming NCHC Strategic Plan;

Further That the board direct staff to review the potential for developing building guidelines.”

Disposition: **Carried**

10. Director Recruitment Update

Rebecca Carman

- Rebecca Carman indicated that 10 applications were received and that the subcommittee will soon be meeting to review applications.
- Rebecca Carman also outlined the recruitment timeline.

Moved by: Gail Latchford

Seconded by: John Henderson

“**That** the NCHC Board of Directors receive the verbal update regarding Director Recruitment for information.”

Disposition: **Carried**

11. New Business

Gil Brocanier

12. Move to Closed Session

Moved by: Anneke Russell

Seconded by: Jennifer Moore

“**That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:20 p.m.; and

Further That the meeting is closed to the public as permitted under the Municipal Act Section 239 (2c) in order to address matters pertaining a proposed or pending acquisition or disposition of land by the municipality or local board and that Maddison Ellis, and Rebecca Carman remain present; and

Further That the meeting is closed to the public as permitted under the Municipal Act Section 239 (2b) in order to address personal matters about an identifiable individual, including municipal or local board employees or tenants and that Maddison Ellis and Rebecca Carman remain present.”

Disposition: **Carried**

13. Motion to Rise and Results from Closed Session

Moved by: Gail Latchford

Seconded by: John Henderson

"That the NCHC Board of Directors rise from Closed Session at 2:38 p.m.; and

Further That the confidential resolution moved in Closed Session pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board is hereby referred to the Board for adoption; and

Further That the confidential resolution moved in Closed Session pertaining to personal matters about an identifiable individual is hereby referred to the Board for adoption."

Disposition: **Carried**

14. Next Meeting

Wednesday, March 23, 2022

15. Adjournment

Moved by: Anneke Russell

Seconded by: Neil Ellis

"That the meeting be adjourned at 2:39 p.m."

Disposition: **Carried**