

Northumberland County Housing Corporation

Board of Director Meeting - Minutes

Monday, June 24, 2019

2:00 p.m.

Northumberland County
555 Courthouse Road, Council Chambers
Cobourg Ontario

Present (Directors): Doug Bates, Gil Brocanier, Neil Ellis, Victor Fiume, John Henderson, John Hill, Jennifer Moore, Daniel Quesada-Rebolledo, Lindsay Reed, Lou Rinaldi, Anneke Russell

Present (County staff & legal counsel): Rebecca Carman, Maddison Ellis, Lisa Horne, Nancy MacDonald, Angie Turpin, John Fox, Noah Ciglen

Regrets: John Logel (Director)

Absent: n/a

1. Called to Order at 2:00 p.m.

2. Declaration of Direct and Indirect Pecuniary Interest
 - Presiding Officer Jennifer Moore called for Declarations of Interest
 - No declarations

3. Nominations and Election of Director Roles
 - Jennifer Moore reviewed Director roles, and nomination/appointment/ election process
 - Chair, Treasurer and Secretary roles are required as per By-law
 - Vice-Chair role is recommended but optional
 - Jennifer Moore presided over the nominations, appointments and election process
 - Nomination / Election Results:
 - Chair, Gil Brocanier (appointed)
 - Vice-Chair, John Hill (elected by secret ballot)
 - nominees: Victor Fiume and John Hill
 - Treasurer, Anneke Russell (appointed)
 - Secretary, Neil Ellis (appointed)

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4. Appointment of Officer
 - Manager of Housing Programs, Rebecca Carman (appointed)

Moved By: John Hill
Seconded By: Lindsay Reed
Disposition: Carried

5. Introduction of County Staff

6. Governing the Northumberland County Housing Corporation
 - John Fox, Partner, Robins Appleby
 - Presentation attached

7. Review of Purchased Services Agreement with Northumberland County

8. Distribution of Policies and Forms

ACTION: Directors to review the policies and forms included in the distributed binders, prior to the next Board of Directors meeting, namely:

- Code of Conduct for Boards
- Declarations:
 - Conflict of Interest
 - Transparency Disclosure
 - Gifts and Benefits Statement
- Schedule of 2019 Meetings
- Shareholder Direction
- Purchased Services Agreement
- Corporate By-laws

ACTION: Articles of Incorporation will be distributed to Board Members.

9. Next Meeting:

Monday, July 22, 2019, 10:30 a.m.
555 Courthouse Road, Committee Room A
Cobourg, ON

10. Adjournment at 3:25 p.m.

Moved By: Lou Rinaldi
Seconded By: Neil Ellis
Disposition: Carried