

# Northumberland County Housing Corporation

## Meeting of Board of Directors

### Minutes

**Monday, November 25, 2019**

**10:30 a.m. – 12:00 p.m.**

Northumberland County  
555 Courthouse Road, Committee Room A  
Cobourg, Ontario

Present: D. Bates, G. Brocanier, A. Russell, N. Ellis, V. Fiume,  
County Councillor J. Henderson, J. Hill, J. Moore, D. Quesada-Rebolledo, L. Reed,  
L. Rinaldi

Present (County Staff): R. Carman, N. MacDonald

Regrets: County Councillor J. Logel

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

Gil Brocanier

Meeting was called to order at 10:30 a.m.

#### **2. Approval of the Agenda**

Moved By: Lou Rinaldi

Seconded By: John Hill

“That the agenda for the November 25, 2019 meeting be approved.”

Disposition: Carried

#### **3. Declaration of Direct, Indirect or Deemed Pecuniary Interest or Disqualifying Interest**

- No declarations

#### **4. Approval of Minutes**

- Minutes of November 7, 2019 – regular meeting
- Closed Session Minutes of November 7, 2019

Moved by: Doug Bates

Seconded by: John Henderson

## Northumberland County Housing Corporation

“That the Minutes (open and closed sessions) of the NCHC Board of Directors meetings held on November 7, 2019 be approved as circulated.”

Disposition: Carried

### 5. Corporate By-law - Review and Revisions

Gil Brocanier, Chair

- Review of By-law commenced with Clause 10.1
- Changes include grammatical edits, improvements for clarity and comprehension
- Changes made as per red-line version attached to these minutes

**Action:** Anneke Russell to research clauses re: Notices including: can “email” be added as an option to provide notice, and, should Clause 13.3 (“Omissions and Errors”) be deleted from the By-law.

**Action:** Nancy to insert appropriate reference to County’s delegation of authority By-law (re: permitted signing authorities).

**Action:** Once the NCHC Board approves the revised By-law it will be forwarded to Northumberland County Council for approval, and then sent to the Minister.

### 6. 24 Queen Street Easement, Port Hope – update from sub-committee

John Hill, Vice Chair, and Victor Fiume

- report attached to agenda re: provision of easement to the Capitol Theatre, Town of Port Hope
- John Hill and Victor Fiume were tasked with contacting staff at the Capitol Theatre; John provided a brief update.
- Rebecca – update that things have been worked out between the Municipality of Port Hope and the Capitol Theatre

Moved by: John Hill

Seconded by: Victor Fiume

“That the Northumberland County Housing Corporation accepts the report from the Sub-Committee, and that the NCHC does not enter into an easement agreement with the Capitol Theatre”

Disposition: Carried

### 7. Approval of Seed Preservation Funding Application

Rebecca Carman, Housing Services Manager

## Northumberland County Housing Corporation

- work underway for application to Canadian Mortgage and Housing Corporation (CMHC), for grant of approx. \$130,000
- if successful, the money will be used for building condition audits (including accessibility, lift, and capital replacement reserve fund)
- if successful, the NCHC will receive the money as a full grant (no payback required)
- up to \$50,000/project available

Moved by: Lou Rinaldi

Seconded by: Lindsey Reed

“That the NCHC approves an application to the CMHC for a grant in the amount of approximately \$130,000.”

Disposition: Carried

### 8. 2020 Meeting Schedule

Neil Ellis, Secretary

- Poll conducted of Board Members re: availability and preference for 2020 meeting dates.
- Based on the poll results, the majority of Board Members prefer Wednesday afternoons.
- It was proposed that the meetings be held on the fourth Wednesday of each month, with the exception of July, August and September (due to County Council meetings).
- During July, August and September, the meetings would be held on the fourth Monday of those months.

Moved by: Neil Ellis

Seconded by: Daniel Quesada-Rebolledo

“That the 2020 meeting schedule for the NCHC Board of Directors be set as follows:

- Wednesday, January 22
- Wednesday, February 26
- Wednesday, March 25
- Wednesday, April 22
- Wednesday, May 27
- Wednesday, June 24
- Monday, July 27
- Monday, August 24
- Monday, September 28
- Wednesday, October 28

## Northumberland County Housing Corporation

- Wednesday, November 25

And that the meetings be held at 1:30 – 3:00 p.m.”

Disposition: Carried

**Action:** Nancy to send out email to Board with 2020 meeting dates, and calendar invitations.

### 9. Ontario Priorities Housing Initiative (OPHI) Underage Spending Approval Rebecca Carman

- brief update provided re: balcony project and 24 Queen Street

Moved by: Neil Ellis

Seconded by: Anneke Russell

“That the NCHC Board approve the underage spending; and  
Further that the funds be used for the 24 Queen Street capital project.”

Disposition: Carried

### 10. Next Meeting

- **Wednesday, January 22, 2020**
- **1:30 – 3:00 pm**
- 555 Courthouse Road, Committee Room A, Cobourg

### 11. Adjournment

The meeting adjourned at 11:18 a.m.