



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

**Wednesday, February 24, 2021**

**1:30 p.m. – 3:00 p.m.**

Northumberland County  
Teleconference Meeting

**Board Members Present:** Chair Gil Brocanier, Doug Bates, Victor Fiume, Secretary Neil Ellis, County Councillor John Henderson, Vice Chair John Hill, Daniel Quesada-Rebolledo, Lindsey Reed, Lou Rinaldi, Anneke Russell

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

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

- 1. Called to Order at 1:31 p.m.**
- 2. Territorial Land Acknowledgement**
- 3. Approval of the Agenda**

Moved by: Lou Rinaldi  
Seconded by: Gail Latchford

“**That** the agenda for the February 24, 2021 meeting of the Northumberland County Housing Corporation Board of Directors be approved as amended in order to include correspondence from the Community Housing Transformation Centre.”

Disposition: Carried

- 4. Disclosures of Interest**

- No declarations

- 5. Approval of Minutes**

Moved by: Neil Ellis  
Seconded by: John Hill

**“That** the minutes of the January 20, 2021 Regular Meeting and the February 10, 2021 Special Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: Carried

[Councillor John Henderson joined the meeting at 1:38 p.m.]

## **6. 473 Ontario Street Status update**

- Rebecca Carman provided an update on the status of the 473 Ontario Street development project.

Moved by: John Hill

Seconded by: Gail Latchford

**“That** the NCHC Board of Directors receives the ‘473 Ontario Street Status Update’ report for information.”

Disposition: Carried

## **7. Elgin Park Redevelopment update**

- Rebecca Carman discussed the Elgin Park Redevelopment project, highlighting that project costs are significantly higher than what staff originally anticipated.
- Staff requested feedback from the NCHC Board of Directors on design elements in order to identify cost savings.
- Rebecca Carman explained that the project team will develop recommendations based on the input provided by NCHC Directors and noted that information will be brought forward to a future board meeting for review.

Moved by: Neil Ellis

Seconded by: Gail Latchford

**“That** the NCHC Board of Directors receives the update regarding the Elgin Park Redevelopment project for information, noting that the Board was asked to provide feedback on design elements in order to help identify potential cost savings; and

**Further That** the NCHC Board asks staff to consider the following design elements/philosophies in the Elgin Park Redevelopment Project design/planning:

- **Laundry / Storage Space**

- Mandatory onsite laundry
- Storage space - optional depending on cost
- **Common Programming Space**
  - Consider financial feasibility in projects – Board supports eliminating common space in order to find cost savings for this project.
- **Building Esthetics – Materials Used**
  - Board supports using cost effective materials for exterior siding and roof.
- **Sustainability - Degrees of Implementation**
  - Supportive of sustainability, however, level of sustainability is dependent on cost and overall project budget.
  - Supportive of incorporating sustainability (LEED standards) into design when feasible.
- **Accessibility - Standards**
  - Supportive of adopting CMHC accessibility standards as a minimal standard.
  - Supportive of maintaining accessible units; and

**Further That** the Board directs staff to send a letter to the Town of Cobourg asking for building permit fees to be waived; and

**Further That** the Board directs staff to provide an update at the March 24, 2021 NCHC Meeting.”

Disposition: Carried

## **8. Social Services Relief Funding – Additional Funding Allocation and Tenant Supports**

Moved by: Gail Latchford

Seconded by: Lindsey Reed

“**That** the NCHC Board of Directors receives the ‘Social Services Relief Funding – Additional Funding Allocation and Tenant Supports’ report for information.”

Disposition: Carried

## 9. YARDI Upgrade

- Rebecca Carman indicated that the cost to upgrade to a newer version of the YARDI software is between \$12,000 – \$18,000 and that a report will be brought forward to the next NCHC Board meeting.
- Staff anticipate that costs can be absorbed within the current NCHC budget.

Moved by: Lou Rinaldi  
Seconded by: Jennifer Moore

“**That** the NCHC Board of Directors receives the verbal update regarding the YARDI upgrade for information.”

Disposition: Carried

## 10. Elgin Park – Municipal Housing Facilities Agreement and By-law

Moved by: John Hill  
Seconded by: John Henderson

“**That** the NCHC Board of Directors provides consent to register and deliver the Security as set out in the Contribution Agreement; and

**Further That** the Board authorizes signing authorities to execute as required by legal counsel.”

Disposition: Carried

[Neil Ellis and Anneke Russell left the meeting at 3:13 p.m.]

## 11. Community Housing Transformation Centre

Moved by: Jennifer Moore  
Seconded by: Lindsey Reed

“**That** the NCHC Board of Directors receives the correspondence from the Community Housing Transformation Centre for information.”

Disposition: Carried



## **12. Closed Session**

- Due to time limitations, NCHC Directors deferred the Closed Session agenda items to the March 24, 2021 NCHC Meeting.

## **13. Next Meeting**

Wednesday, March 24, 2021

## **14. Adjournment**

Moved by: Daniel Quesada-Rebolledo  
Seconded by: Jennifer Moore

"**That** the NCHC Board of Directors adjourn at 3:20 p.m."

Disposition: Carried