



Meeting of Board of Directors Agenda

Wednesday, March 24, 2021

1:30 p.m. – 3:00 p.m.

Northumberland County

Teleconference Meeting

Dial-in: (647) 558-0588

Meeting ID: 978 2743 3316

Passcode: 757527

- 1. Call to Order**
Gil Brocanier, Chair
- 2. Land Acknowledgement**
Gil Brocanier
- 3. Approval of the Agenda**

Recommended Motion:

“That the agenda for the March 24, 2021 meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

- 4. Declaration of Direct, Indirect or Deemed Pecuniary Interest or Disqualifying Interest**
- 5. Approval of Minutes**
Minutes of February 24, 2021

Recommended Motion:

“That the minutes of the February 24, 2021 meeting of the Northumberland County Housing Corporation be approved.”

- 6. Yardi Voyageur Update (attached)**
Rebecca Carman, Housing Services Manager
Shelley Munroe, IT Manager – Client Services

Recommended Motion:

“That the NCHC Board of Directors approve a budget of \$17,909.76 (inclusive of non-recoverable HST) to upgrade Yardi Voyageur to a model compatible with supported internet browsers and authorize signing authorities to execute agreements as required.

It is also recommended that the NCHC Board of Directors direct staff to explore any alternate solutions to allow for the delay of this upgrade if possible.

It is further recommended that the NCHC Board of Directors authorize staff to begin implementing steps required to ensure access to property management and financial software is available on supported internet browsers.”

7. Elgin Park Redevelopment Design – Budget Savings (attached)
Rebecca Carman

Recommended Motion:

“That the NCHC Board of Directors receives the report for information outlining the design changes made to achieve required budget savings.”

8. Facilities Management – Special Access to Tenant Units (attached)
Brandon Upton, Facilities Services Manager

Recommended Motion:

“That the NCHC Board of Directors approve plans for entry into housing units as outlined in the report attached.

It is further recommended that the NCHC Board direct staff to determine the best timelines and precautions to be taken for proceeding with BCA work, annual fire alarm testing and designing and installations of Bell Fibe.”

9. After Hours Emergencies (verbal)
Rebecca Carman
Brandon Upton, Facilities Services Manager

Recommended Motion:

“That the NCHC Board of Directors receive the verbal update for information”

10. Move to Closed Session (Timed Session: 1:35 p.m.)

Recommended Motion:

"That the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at _____p.m. as permitted under the Municipal Act Section 239.(2f) in order to address matters pertaining to:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, and that Lisa Horne,

Maddison Ellis, Rebecca Carman, Brandon Upton, and Carl Bonitto remain present; and

- advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and that Lisa Horne, Maddison Ellis, and Rebecca Carman remain present.”

11. Motion to Rise and Results from Closed Session

Recommended Motion:

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

Further That the confidential resolution moved in Closed Session regarding advice that is subject to solicitor-client privilege is hereby referred to the Board for adoption.”

12. Next Meeting

Wednesday, April 28, 2020

13. Adjournment

Recommended Motion:

"That the NCHC Board of Directors adjourn at _____ p.m."