



**Special Meeting of Board of Directors  
Minutes**

**Thursday, October 14, 2021**  
**11:00 a.m. – 12:00 p.m.**  
Northumberland County  
Zoom Video Conference

**Board Members Present (virtual):** Doug Bates, Neil Ellis, Victor Fiume, Daniel Quesada-Rebolledo, Treasurer Lindsey Reed, Lou Rinaldi, Anneke Russell

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

**Board Members' Regrets:** Chair Gil Brocanier, Councillor John Henderson

**Staff:** Rebecca Carman (staff member appointed by board), Maddison Ellis, Mark McIntosh, Kaela Esseghaier

**Guests:** Nick Swerdfeger

**1. Call to Order**

- Vice-Chair Victor Fiume called the Special meeting to order at 11:01 a.m.

**2. Territorial Land Acknowledgement**

Victor Fiume

**3. Approval of the Agenda**

Moved by: Lou Rinaldi

Seconded by: Councillor Gail Latchford

**"That** the agenda for the October 14, 2021 Special Meeting of the Northumberland County Housing Corporation Board of Directors be approved."

Disposition: Carried

**4. Declarations of Interest**

- No declarations

**5. Approval of Minutes**

Minutes of September 22, 2021

Moved by: Daniel Quesada-Rebolledo

Seconded by: Lou Rinaldi

**“That** the minutes of the September 22, 2021 meeting of the Northumberland County Housing Corporation be approved.”

Disposition: Carried

**6. Move to Closed Session**

Moved by: Councillor Gail Latchford

Seconded by: Lindsey Reed

**"That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 11:05 a.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (2k) in order to address matters pertaining to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on behalf of the NCHC and that Maddison Ellis, Mark McIntosh, Kaela Esseghaier, Rebecca Carman, and Nick Swerdfeger remain present.”

Disposition: Carried

*[Neil Ellis joined the meeting at 11:35 a.m.]*

**7. Motion to Rise and Results from Closed Session**

Moved by: Councillor Gail Latchford

Seconded by: Neil Ellis

**"That** the NCHC Board of Directors rise from Closed Session at 11:51 a.m.; and

**Further That** the confidential resolutions moved in Closed Session pertaining to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on behalf of the NCHC is hereby referred to the Board for adoption.”

Disposition: Carried

## **8. Elgin Park Redevelopment Construction RFP – Staff Authority to Award**

- Rebecca Carman briefly discussed the Elgin Park Redevelopment Construction RFP, indicating that staff are requesting the RFP to be awarded to the highest-ranking proponent.
- Rebecca also indicated that staff will provide regular project updates to the NCHC Board of Directors.

Moved by: Lou Rinaldi  
Seconded by: Lindsey Reed

**“That** the NCHC Board of Directors approve County Staff to award RFP 21-24 to the highest ranked proponent, once the evaluation process and any negotiations are complete; and

**Further That** the Board authorize signing authorities to enter into an agreement with the General Contractor and commence construction thereafter, so long as the highest ranked proponent’s bid price is within the project budget approved through the July Board report; and

**Further That** the Board direct County Staff to manage and oversee the successful construction of Elgin Park, as through the Purchased Services Agreement, and provide regular updates to the Board on a bi-monthly basis.”

Disposition:            Carried

## **9. Next Meeting**

Wednesday, October 27, 2021

## **10. Adjournment at 11:56 a.m.**