



Meeting of Board of Directors Minutes

Wednesday, November 24, 2021

1:30 p.m. – 3:00 p.m.

Northumberland County

Zoom Video Conference

Board Members Present (virtual): Chair Gil Brocanier, 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: County Councillor John Henderson

Staff: Rebecca Carman (staff member appointed by board), Lisa Horne, Maddison Ellis, Brandon Upton

1. Call to Order

- Chair Gil Brocanier called the meeting to order at 1:30 p.m.

2. Territorial Land Acknowledgement

3. Approval of the Agenda

Moved by: Anneke Russell

Seconded by: Gail Latchford

“**That** the agenda for the November 24, 2021 meeting of the Northumberland County Housing Corporation Board of Directors be approved, as amended, to remove item 7 from the agenda ‘Elgin Park Redevelopment – Contract Award’ and to add an additional Closed Session item in order to address personal matters about an identifiable individual.”

Disposition: Carried

4. Declarations of Interest

- No declarations

5. Approval of Minutes

Moved by: Neil Ellis
Seconded by: Anneke Russell

“**That** the minutes of the October 27, 2021 meeting of the Northumberland County Housing Corporation be approved.”

Disposition: Carried

6. Strategic Plan: Vision, Mission, Values, Order of Goals

- Rebecca Carman indicated that the Strategic Plan Sub-Committee has been meeting frequently and thanked members for their hard work.
- Rebecca provided background information on the strategic plan process, including highlighting work completed by Housing Services Corporation in early 2021.
- NCHC directors provided positive feedback on the proposed vision, mission, and values.
- Staff outlined next steps, highlighting that the Sub-Committee will continue to go through each strategic priority in further detail.
- Once the Strategic Plan is finalized, staff will work with a graphic designer.

Moved by: Gail Latchford
Seconded by: Anneke Russell

“**That** the NCHC Board of Directors approve the proposed vision, mission and values and direct staff to include in the forthcoming NCHC Strategic Plan.”

Disposition: Carried

7. Elgin Park Redevelopment – Contract Award

Item removed as per amended agenda.

8. 8 King Street, Colborne – Lift Automated Doors

- Brandon Upton highlighted the need to install automatic doors on the passenger lift at 8 King Street in order to increase accessibility.

Moved by: Neil Ellis
Seconded by: Lou Rinaldi

“That the NCHC Board of Directors approve a draw from the NCHC Capital Reserve Account for an amount up to \$30,000 for the addition of automated doors on the passenger lift at 8 King Street, Colborne Ontario.”

Disposition: Carried

9. Vacant Director Position Recruitment Plan

- Rebecca Carman provided an overview of the proposed Director Recruitment Plan, noting that staff recommend that the recruitment process begin in early 2022 in order to elect a new Director at the May 2022 Annual General Meeting.
- Staff also recommend that a sub-committee be formed to support the implementation of the recruitment plan.
- Rebecca Carman explained that the Recruitment Plan recommends the need for key skillsets to be considered during the recruitment process and highlighted financial/accounting skills as a potential priority area.
- A discussion on the length of NCHC Director positions took place, and Rebecca explained that board positions are for a 2-year term in order to align with the term of County Council.
- However, a ‘sunset clause’ is included, which allows for Directors to serve for an additional 2-year term.

Moved by: Jennifer Moore

Seconded by: Linsey Reed

“That the NCHC Board of Directors approve the plan for director recruitment as presented; and

Further That the Board authorize the formation of a recruitment sub-committee consisting of Gil Brocanier, Anneke Russell, and Rebeca Carman to support staff in the plan’s implementation.”

Disposition: Carried

10. New Business

Gil Brocanier

10.1 Tenant Holiday Outreach

- Lindsey Reed suggested the idea of doing tenant holiday outreach in 2022.
- NCHC Directors discussed investigating options for holiday outreach in future years.

10.2 Housekeeping – Elgin Park Redevelopment Project – Communications

- Rebecca Carman discussed the Elgin Park Redevelopment Project, noting the construction will soon begin, which may generate media attention.
- Rebecca indicated that staff would share a key messages document with NCHC Directors and reminded the board that formal media inquiries are to be directed to the NCHC Chair.

11. Move to Closed Session

Moved by: Neil Ellis

Seconded by: Gail Latchford

"**That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:08 p.m.; and

Further That the meeting is closed to the public as permitted under the Municipal Act Section 239 (2b) in order to address personal matters about an identifiable individual and that Lisa Horne, Maddison Ellis, and Rebecca Carman remain present."

Disposition: Carried

[Doug Bates joined the meeting at 2:13 p.m.]

12. Motion to Rise and Results from Closed Session

Moved by: Anneke Russell

Seconded by: Jennifer Moore

"**That** the NCHC Board of Directors rise from Closed Session at 2:27 p.m.; and

Further That the confidential resolutions moved in Closed Session pertaining to personal matters about an identifiable individual is hereby referred to the Board for adoption."

Disposition: Carried

13. Next Meeting

Wednesday, January 19, 2021

14. Adjournment at 2:28 p.m.