



**Annual General Meeting of Board of Directors  
Minutes  
Wednesday, May 25, 2022**

**1:00 p.m. – 2:00 p.m.**  
Northumberland County  
Zoom Video Conference

**Board Members Present (virtual):** Chair Gil Brocanier, Cathy Borowec, Neil Ellis, Victor Fiume, Steve Gilchrist, County Councillor John Henderson, Daniel Quesada-Rebolledo, Lindsey Reed, Lou Rinaldi, Anneke Russell

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

**Board Members' Regrets:** Doug Bates

**Staff:** Kate Campbell, Rebecca Carman (staff member appointed by board), Glenn Dees, Maddison Ellis, Darrell Mast, Lesley Patterson, Angie Turpin

**Guests:** Warden Robert Crate, Kerry Hobbs, Richard Steinginga, Heather Tillock

**1. Call to Order**

- Chair Brocanier called the Annual General Meeting to order at 1:02 p.m.

**2. Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**Moved by: Anneke Russell**

**Seconded by: Gail Latchford**

**“That** the agenda for the May 25, 2022 Annual General Meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

Disposition: **Carried**

**4. Disclosures of Interest**

- No declarations

**5. Remarks from the Shareholder**

- Warden Robert Crate provided remarks from the Shareholder – the Corporation of the County of Northumberland.

**6. Journey to Resident Inclusion Strategies – Housing York Inc.**

Kerry Hobbs, Director, Housing Operations

Heather Tillock, Manager, Community Partnerships and Support Services

- Kerry Hobbs and Heather Tillock shared information regarding Housing York’s journey to resident inclusion, highlighting the development of their 1<sup>st</sup> Strategic Plan to support diversity and inclusion initiatives.

**7. Appointment of Two Directors (by Shareholder)**

- Jennifer Moore, Chief Administrative Officer read aloud, “Acting on behalf of the Shareholder as approved at the April 20, 2022 County Council Meeting, I am pleased to appoint Cathy Borowec and Steve Gilchrist to the NCHC Board of Directors.”
- Chair Brocanier welcomed Cathy Borowec and Steve Gilchrist to the NCHC Board of Directors.

**8. Confirmation of Directors (by Shareholder)**

- Jennifer Moore, Chief Administrative Officer read aloud, “The Shareholder confirms the following list of Directors have been appointed to the Northumberland County Housing Corporation: Doug Bates, Cathy Borowec, Gil Brocanier, Neil Ellis, Victor Fiume, Steve Gilchrist, Councillor John Henderson, Councillor Gail Latchford, Jennifer Moore, Daniel Quesado-Rebolledo, Lindsey Reed, Lou Rinaldi, Anneke Russell.”

**9. Confirmation of Officers**

**Moved by: John Henderson**

**Seconded by: Anneke Russell**

“**That** the following individuals are Officers of the Northumberland County Housing Corporation:

- Gil Brocanier, Chair
- Victor Fiume, Vice-Chair
- Lindsey Reed, Treasurer
- Neil Ellis, Secretary
- Rebecca Carman, Housing Services Manager.”

Disposition:           **Carried**

**10. Presentation of 2021 Audited Financial Statements**

- Richard Steinginga, Partner at Baker Tilly provided a verbal update on the 2021 NCHC audited financial statements.

**11. Approval of Presented Audited Financial Statements and Recommendation to County Council**

**Moved by: Lindsey Reed**  
**Seconded by: Jennifer Moore**

“**That** the audited financial statements of the Northumberland County Housing Corporation for the 2021 fiscal year be approved as presented and recommended to County Council for consolidation in the County’s financial statements.”

Disposition: **Carried**

**12. Appointment of Auditor for the Northumberland County Housing Corporation – BakerTilly**

**Moved by: Victor Fiume**  
**Seconded by: Anneke Russell**

“**That** BakerTilly be appointed as the auditor for the Northumberland County Housing Corporation.”

Disposition: **Carried**

**13. Northumberland County Housing Corporation 2021 Annual Report**

- Rebecca Carman thanked the NCHC Board of Directors for their continued support, noting that 2021 was a successful year for the NCHC.

**Moved by: Anneke Russell**  
**Seconded by: Gail Latchford**

“**That** the 2021 Northumberland County Housing Corporation Annual Report is received and submitted to the Shareholder.”

Disposition: **Carried**

**14. Adjournment**

- The Annual General Meeting adjourned at 1:56 p.m.

**15. Move to Regular Board Meeting**