



Meeting of Board of Directors Agenda

January 28, 2026

1:30 p.m. – 3:00 p.m.

Northumberland County

Zoom Video Conference

<https://us06web.zoom.us/j/89268653494?pwd=4meGEh5jedVo9WDjaJVlKRn5M4X2VX.1>

Meeting ID: 892 6865 3494

Passcode: 281089

- 1. Call to Order**
Cathy Borowec
- 2. Territorial Land Acknowledgement**
Cathy Borowec
- 3. Approval of the Agenda**

Recommended Motion:

“That the agenda for the January 28, 2026, regular meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

- 4. Declaration of Interest**
- 5. Approval of Minutes** (attached)
Minutes of November 26, 2025, Regular Board Meeting

Recommended Motion:

“That the minutes of the November 26, 2025, Regular Meeting of the Northumberland County Housing Corporation be approved.”

- 6. Growth and Expansion Sub-Committee Update** (verbal)

Recommended Motion:

“That the NCHC Board of Directors receive the Growth and Expansion Sub-Committee update for information.”

7. Construction Standards Sub-Committee Update (verbal)

Recommended Motion:

"That the NCHC Board of Directors receive the Construction Standards Sub-Committee update for information."

8. New Business

Cathy Borowec, Chair

9. Move to Closed Session

Recommended Motion:

"That the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at _____p.m.; and

Further That the meeting is closed to the public as is permitted under the Municipal Act Section 239 (2.c) in order to address matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and that Glenn Dees, Rebecca Snelgrove, Julie Kennedy, Linda Johnston, and Jackie Diminie remain present."

10. Motion to Rise and Results from Closed Session

Recommended Motion (1):

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

Further that the confidential resolution moved in Closed Session regarding matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board is hereby referred to this open session of the NCHC Board of Directors for adoption."

11. Next Meeting

- Date: February 25, 2026
Location: Zoom Video Conference

12. Adjournment

Recommended Motion:

"That the meeting be adjourned at _____ p.m."



Meeting of Board of Director Minutes

**November 26, 2025
1:30 p.m. – 3:00 p.m.
Northumberland County**

Board Members Present (In Person):

Anneke Russell
Cathy Borowec
Councillor John Logel
Daphne Livingstone
Lou Rinaldi
Molly Anthony
Steve Gilchrist
Victor Fiume, Chair

Board Members' Regrets:

Councillor Mandy Martin
Maryam Mohajer-Ashiai
Jacqueline Pennington

Staff:

- Julie Kennedy, Developmental Housing & Homelessness Supervisor
- Linda Johnston, Application Assistant Representative
- Rebecca Carman, General Manager (Appointed by Board)
- Rob O'Neil,
- Negar Pakzadianmoghaddam, Project Manager
- Mitchell Hill, Financial Housing specialist

Guests:

- Hans Kogel, Hareko Inc

1. Call to Order

- Chair Victor Fiume called the meeting to order at **1:36 PM**

2. Territorial Land Acknowledgement

Victor Fume

3. Approval of the Agenda

Moved by: Steve Gilchrist
Seconded by: Anneke Russell

“**That** the agenda for the November 26, 2025, regular meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

Carried

4. Declaration of Interest

- No declarations.

5. Approval of Minutes (attached)
Minutes of October 23, 2025, Regular Board Meeting

Moved by: John Logel
Seconded by: Cathy Borowec

“**That** the minutes of the October 23, 2025, Regular Meeting of the Northumberland County Housing Corporation be approved.”

Carried

6. Presentation – Passive House Design Principles for 123 King St Colborne
Hans Kogel, Hareko Inc

Moved by: Cathy Borowec
Seconded by: John Logel

“**That** the NCHC Board of Directors receive the Presentation on Passive House Design Principles for 123 King St in Colborne for information.”

Carried

7. 123 King St Passive House Feasibility NCHC Report (attached)
Negar Pakzadian, Project Manager, Major Capital Projects, Public Works

Moved by: Anneke Russell
Seconded by: Steve Gilchrist

“**That** the NCHC Board of Directors receive the 123 King St Passive House Feasibility NCHC Report for information and refer it to the Construction Standards Sub-Committee to bring back to the Board for further discussion.”

Carried

8. Correspondence – Resignation Letter (attached)
Victor Fiume, Chair

Moved by: Anneke Russell
Seconded by: John Logel

“**That** the NCHC Board of Directors receive the attached correspondence Resignation Letter for information.”

Carried

9. Election of Director Held Officer Position (Chair)
Rebecca Carman, General Manager
Victor Fiume, Chair

Moved by: Victor Fiume
Seconded by: Steve Gilchrist

Election of Chair:

“**That** the NCHC Board of Directors elect Cathy Borowec as Chair of the NCHC Board of Directors, effective November 26, 2025.”

Carried

Moved by: Anneke Russell
Seconded by: Steve Gilchrist

Election of Vice Chair:

“**That** the NCHC Board of Directors elect Daphne Livingstone as Vice-Chair of the



NCHC Board of Directors, effective November 26, 2025.”

Carried

10. Bad Debt Write Off Report (attached)

Julie Kennedy, Developmental, Housing and Homelessness Operations Supervisor

Moved by: **John Logel**

Seconded by: Victor Fiume

“**That** the NCHC Board of Directors receive the Bad Debt Write Off Report for information and approve the \$43,073.52 bad debt to be written off.”

Carried

11. COCHI/OPHI Underspend Update (verbal)

Rebecca Carman, General Manager

Moved by: **Steve Gilchrist**

Seconded by: Daphne Livingstone

“**That** the NCHC Board of Directors authorize signing authorities to sign all agreements that may be required to secure any potential underspending in the 2025/2026 COCHI/OPHI allocation.”

Carried

12. 2026 NCHC Board Meeting Schedule (verbal)

Rebecca Carman, General Manager

Moved by: **Lou Rinaldi**

Seconded by: Molly Anthony

“**That** the NCHC Board of Directors approve the 2026 NCHC Board Meeting Schedule.”

Carried

13. New Business

Victor Fiume, Chair

14. Move to Closed Session

Moved by: John Logel

Seconded by: Anneke Russell

"That the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 3:02 p.m.; and

'(1) Further That the meeting is closed to the public as permitted under the Municipal Act Section 239 (2.k) in order to address a matter relating to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (473 Ontario Street) and that Glenn Dees, Rebecca Carman, Julie Kennedy, and Linda Johnston remain present."

Carried

15. Motion to Rise and Results from Closed Session

Moved by: Anneke Russell

Seconded by: Molly Anthony

"That the confidential resolution moved in Closed session regarding a matter relating to a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (473 Ontario Street) is hereby referred to this open session of the NCHC Board of Directors for adoption."

Carried

16. Next Meeting

Date: January 28, 2026



Location: Zoom – Video Conference

17. Adjournment

**Moved by: Steve Gilchrist
Seconded by: John Logel**

"That the meeting be adjourned at 3:21 p.m."

Carried