



## **Meeting of Board of Directors Agenda**

**April 22, 2026**

**1:30 p.m. – 3:00 p.m.**

Northumberland County

In-Person (555 Courthouse Rd, Cobourg, ON – Committee Room A)

### **Board Members Present (In-Person):**

Chair Cathy Borowec

Anneke Russell

Councillor John Logel

Lou Rinaldi

Jacqueline Pennington

Victor Fiume

Maryam Mohajer-Ashjai

Molly Anthony

### **Board Members' Regrets:**

Councillor Mandy Martin

Steve Gilchrist

Daphne Livingstone

### **Staff:**

- Rebecca Snelgrove, General Manager (Appointed by Board)
- Linda Johnston, Customer Service Representative
- Kasheen Neal, Customer Service Representative
- Lisa Martin, Housing and Homelessness Operations Supervisor, Developmental
- Julie Kennedy, Developmental Housing & Homelessness Supervisor
- Rob O'Neil, Facilities Manager
- Willie Reynolds, Project Manager
- Kim O'Leary, Financial Planning Manager
- Negar Pakzadian, Project Manager, Major Capital Projects
- Dwayne Campbell, Director of Planning and Economic Development
- Mitchell Hill, Financial Housing Specialist

### **1. Call to Order**

Cathy Borowec, Chair called the meeting to order **at 1:32 p.m.**

**2. Territorial Land Acknowledgement**

Cathy Borowec, Chair

**3. Approval of the Agenda**

**Moved By: Molly Anthony**

**Seconded By: Anneka Russell**

“**That** the agenda for the April 22, 2026, regular meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

Disposition: **Carried**

**4. Declaration of Interest**

- No declarations

**5. Approval of Minutes (attached)**

Minutes of March 25, 2026, Regular Board Meeting

**Moved By: John Logel**

**Seconded By: Lou Rinaldi**

“**That** the minutes of the February 25, 2025, Regular Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

**6. Approval of Minutes - Director Recruitment (attached)**

Rebecca Snelgrove, General Manager

**Moved By: Anneke Russell**

**Seconded By: Lou Rinaldi**

“**That** the NCHC Board of Directors receive the minutes of the April 1<sup>st</sup>, 2026 Director Recruitment Sub-Committee for information.”

Disposition: **Carried**

**7. Director Recruitment** (verbal)

Rebecca Snelgrove, General Manager

- Applications are now being accepted on the County website and advertised on local radio and social media
- Applications are due by May 19, 2026.

**Moved By: Victor Fiume**

**Seconded By: John Logel**

“**That** the NCHC Board of Directors receive the verbal update on Director Recruitment for information.”

Disposition: **Carried**

**8. Approval of the revised Corporate By-law No.1** (attached)

Rebecca Snelgrove, General Manager

**Moved By: Anneke Russell**

**Seconded By: Victor Fiume**

“**That** the NCHC Board of Directors approve the amended Corporate Bylaw No. 1 and direct staff to refer to County Council for shareholder approval.”

Disposition: **Carried**

**9. NCHC Q1 2026 Variance Report** (attached)

Kimberly O’Leary, Financial Planning Services Manager

**Moved By: Lou Rinaldi**

**Seconded By: Anneke Russell**

“**That** the NCHC Board of Directors receive the NCHC Q1 2026 Variance Report for information.”

Disposition: **Carried**

**10. Q1 Facilities Update Report (attached)**

Rob O'Neil, Facilities Manager

- Discussion took place regarding building damage, repairs and protective measures at 111 Front Street and reporting to insurance.

**Moved By: John Logel**

**Seconded By: Jacqueline Pennington**

“**That** the NCHC Board of Directors receive the Q1 Facilities Update Report for information.”

Disposition: **Carried**

**11. Update on 8 King St in Colborne (verbal)**

Rebecca Snelgrove, General Manager

Cathy Borowec, Board Chair

- Notes from verbal update on 8 King St. in Colborne
  - All tenants rehoused
  - Site has been demolished and cleared
  - Next steps on rebuild will be forthcoming following engineer's report on slab condition

**Moved By: Jacqueline Pennington**

**Seconded By: Victor Fiume**

“**That** the NCHC Board of Directors receive the verbal update on 8 King St in Colborne and an update from the 8 King St sub-committee for information.”

Disposition: **Carried**

**12. Annual General Meeting Agenda and Date (attached)**

Rebecca Carman, General Manager

**Moved By: Victor Fiume**

**Seconded By: Anneke Russell**

**“That** the agenda for the 2026 NCHC Annual General Meeting be approved and held on May 27, 2026 at 1:30 p.m.”

Disposition: **Carried**

**13. Direction on 123 King Street, Colborne Design RFP (to be circulated)**

Victor Fiume, Committee Chair

*(Circulated prior to the meeting)*

**Moved By: Victor Fiume**

**Seconded By: John Logel**

**“That** the NCHC Board of Directors: approve a Passive House model as the energy performance target as certified by organizations such as PHIUS for the 123 King Street redevelopment.”

Disposition: **Carried**

**14. New Business**

Cathy Borowec, Chair

**Finance and Risk Sub-committee**

Cathy Borowec, Chair

- Seeking Board's approval for the creation of a finance and risk sub-committee to have a better understanding of finances, including insurance

**“That** the NCHC Board of Directors establish a Finance and Risk sub-committee and name the following members to the sub-committee:

- Maryam Mohajer Ashjai (Treasurer)
- Molly Anthony
- Cathy Borowec (ex-officio)
- Rebecca Snelgrove (ex-officio)
- Mitchill Hill (ex-officio)

Disposition: **Carried**

**Moved By: Victor Fiume**  
**Seconded By: Lou Rinaldi**

#### **15. 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 2:33 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 two matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and one matter under section 2e relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and that Rebecca Snelgrove, Dan Borowec, Dwayne Campbell, Lisa Martin, Julie Kennedy, Linda Johnston, and Kasheen Neal remain present."

Disposition: **Carried**

#### **16. Motion to Rise and Results from Closed Session**

Recommended Motion (1):

**Moved By: John Logel**  
**Seconded By: Victor Fiume**

"**That** the NCHC Board of Directors rise from Closed Session **at 3:09 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 two matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and one matter under section 2e relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and that Rebecca Snelgrove, Dan Borowec, Dwayne Campbell, Lisa Martin, Julie Kennedy, Linda Johnston, and Kasheen Neal remain present."

Disposition: **Carried**

**17. Next Meeting**

- Date: May 27, 2026  
Location: **In Person–555 Courthouse Rd, Cobourg, ON (Committee Room A)**

**18. Adjournment**

**Moved By: John Logel**  
**Seconded By: Victor Fiume**

"**That** the meeting be adjourned **at 3:11 p.m.**"

Disposition: **Carried**