



Meeting of Board of Directors Minutes

March 26, 2026

1:30 p.m. – 3:30 p.m.

Northumberland County

Zoom Video Conference

Board Members Present (Virtual):

Anneke Russell

Councillor John Logel

Daphne Livingstone

Lou Rinaldi

Councillor Mandy Martin

Maryam Mohajer-Ashjai

Molly Anthony

Steve Gilchrist

Board Members' Present (In-Person): Chair Cathy Borowec

Board Members' Regrets: Victor Fiume, Jacqueline Pennington

Staff:

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

1. Call to Order

- Cathy Borowec called the meeting to order at 1:34 p.m.

2. Territorial Land Acknowledgement

Cathy Borowec

3. Approval of the Agenda

Moved by: Anneke Russell

Seconded by: John Logel

“**That** the agenda for the March 25, 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 Regular Board Meeting Minutes (attached) Minutes of February 25, 2026, Regular Board Meeting

Moved by: John Logel

Seconded by: Molly Anthony

“**That** the minutes of the February 25, 2026, Regular Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

6. Q4 – Housing Services Operations Update (attached) Julie Kennedy, Housing and Homelessness Operations Supervisor

Moved by: Anneke Russell

Seconded by: Steve Gilchrist

“**That** the NCHC Board of Directors receive the attached Q4 Housing Operations Update for information.”

Disposition: **Carried**

7. 473 Ontario Street Development Update (attached) Willie Reysn, Manager – Major Capital Projects

Moved by: John Logel

Seconded by: Anneke Russell

“**That** the NCHC Board of Directors receive the 473 Ontario Street Development Update for information.”

Disposition: **Carried**

8. Letter to Candidate (verbal)

Rebecca Snelgrove, General Manager

- Information on canvassing at NCHC buildings will be included in an information package from Northumberland County to interested municipal candidates.
- Standard election access to NCHC buildings will be in place for the 2026 municipal election.

Moved by: Steve Gilchrist
Seconded by: Mandy Martin

“**That** the NCHC Board of Directors receive the verbal Letter to Candidate update for information.”

Disposition: **Carried**

9. Update on 8 King St in Colborne (verbal)

Rebecca Snelgrove, General Manager

- Update provided on the progress at 8 King Street in Colborne:
 - All tenants have housing plans.
 - Working with insurance to have confirmation that all utilities are cut off for demolition to begin.
 - Ongoing insurance review to be addressed in future sub-committee meeting.

Moved by: Molly Anthony
Seconded by: Maryam Mohajer-Ashjai

“**That** the NCHC Board of Directors receive the verbal Update on 8 King St in Colborne for information.”

Disposition: **Carried**

10. Director Recruitment (verbal)

Rebecca Snelgrove, General Manager

- Requirement for a sub-committee to recruit new directors was discussed and volunteers sought for this sub-committee.

Moved by: Steve Gilchrist

Seconded by: John Logel

“That the NCHC Board of Directors approve the formation of sub-committee with the following directors as members:

- Cathy Borowec;
- Maryam Mohajer-Ashjai;
- Daphne Livingstone; and
- Rebecca Snelgrove, General Manager.

Disposition: **Carried**

11. New Business

Cathy Borowec, Chair

- **123 King Street – RFP update**
Cathy Borowec, Chair
 - Update provided by Major Capital Projects on the status of the decision for energy efficiencies at 123 King Street.
 - Discussion took place on the importance of this decision being made by April’s Board meeting.
- **Laundry Fee Increase (verbal)**
Rebecca Snelgrove, General Manager
 - Update provided on proposed fee increase for Coinamatic and previous direction of Board requiring approval for increases.

Moved by: John Logel

Seconded by: Lou Rinaldi

“That the NCHC Board of Directors authorize the General Manager to approve laundry fee increases for the duration of the current contract with Coinamatic.”

Disposition: **Carried**

12. Move to Closed Session

Moved by: Mandy Martin
Seconded by: Steve Gilchrist

That the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:14 p.m.; and

Further That the meeting is closed to the public as is permitted under the Municipal Act Section 239 (2.b) personal matters about an identifiable individual, including municipal or local board employees; (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 (2.k) 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 and that Rebecca Snelgrove, Dwayne Campbell, Julie Kennedy, Linda Johnston, and Kasheen Neal remain present.”

Disposition: **Carried**

13. Motion to Rise and Results from Closed Session

Moved by: Lou Rinaldi
Seconded by: Maryam Mohajer-Ashjai

That the NCHC Board of Directors rise from Closed Session at 2:34 p.m.; and

Further that the confidential resolution moved in Closed Session regarding matters relating to the security of the property of the municipality or local board; personal matters about an identifiable individual, including municipal or local board employees; a proposed or pending acquisition or disposition of land by the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose is hereby referred to this open session of the NCHC Board of Directors for adoption.”

Disposition: **Carried**

14. Next Meeting

- Date: April 22, 2026
Location: In Person—555 Courthouse Rd, Cobourg, ON (Committee Room A)

Moved by: Steve Gilchrist
Seconded by: Mandy Martin



Northumberland County
Housing Corporation

Disposition: **Carried**

15. Adjournment

"That the meeting be adjourned at 2:37 p.m."