

Annual General Meeting of Board of Directors Minutes

May 27, 2026

1:30 p.m. – 3:00 p.m.

Northumberland County

Board Members Present (In-Person):

Chair Cathy Borowec
Anneke Russell
Councillor John Logel
Daphne Livingstone
Lou Rinaldi
Maryam Mohajer-Ashjai
Molly Anthony
Dan Borowec, CAO

Board Members' Regrets:

Jacqueline Pennington
Victor Fiume
Councillor Mandy Martin
Steve Gilchrist

Staff:

- Rebecca Snelgrove, General Manager (Appointed by Board)
- Jackie Diminie, Customer Service Representative
- Kasheen Neal, Customer Service Representative
- Julie Kennedy, Developmental Housing & Homelessness Supervisor
- Rob O'Neil, Facilities Manager
- Willie Reyns, Project Manager
- Bill Smith, Housing Services Operations Supervisor
- Kim O'Leary, Financial Planning Manager
- Mitchell Hill, Financial Housing Specialist
- Dwayne Campbell, Director of Planning & Economic Development
- Holly Mallory, Housing Services Caseworker
- Crystal Hunter, Housing Services Caseworker
- Kerry Smith, Housing Services Caseworker

Guest:

- Christian Harvey, Executive Director, Transition House
- Richard Steiginda, BakerTilly

1. Call to Order

- Chair Cathy Borowec called the meeting to order at 1:37 p.m.

2. Territorial Land Acknowledgement

Cathy Borowec

3. Approval of the Agenda

Moved by: John Logel

Seconded by: Anneke Russell

“**That** the agenda for the May 27,2026 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

John Logel on behalf of Mandy Martin, Deputy Warden

6. Keynote Remarks

Christian Harvey, Executive Director, Transition House

7. Confirmation of Directors

Dwayne Campbell, Representative of Shareholder

- Chair Cathy Borowec
- Anneke Russell
- Councillor John Logel
- Daphne Livingstone
- Lou Rinaldi
- Maryam Mohajer-Ashjai
- Molly Anthony
- Jacqueline Pennington
- Victor Fiume
- Councillor Mandy Martin
- Steve Gilchrist
- Dan Borowec, Chief Administrative Officer, Northumberland County

8. Confirmation of Officers

Cathy Borowec, Chair

- Cathy Borowec, Chair
- Daphne Livingston, Vice-Chair
- Maryam Mohajer-Ashjai, Treasurer
- Molly Anthony, Secretary
- Rebecca Snelgrove, General Manager

Moved By: Anneke Russell

Seconded by: John Logel

Disposition: **Carried**

9. Presentation of 2025 Audited Financial Statements (attached)

Richard Steiginda, BakerTilly

10. Approval of Presented Audited Financial Statements and Recommendation to County Council (to be circulated prior to Board meeting)

Cathy Borowec, Chair

Moved by: Anneke Russell

Seconded by: Lou Rinaldi

“**That** the audited financial statements of the Northumberland County Housing Corporation for the 2025 fiscal year be approved as presented and recommended to County Council for consolidation in the County’s financial statements.”

Disposition: **Carried**

11. Appointment of Auditor for the Northumberland County Housing Corporation - BakerTilly

Cathy Borowec, Chair

Moved by: Daphne Livingstone

Seconded by: Maryam Mohajer-Ashjai

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

Disposition: **Carried**

12. Northumberland County Housing Corporation 2025 Annual Report (attached)
Rebecca Snelgrove, General Manager

Moved by: Daphne Livingstone

Seconded by: Anneke Russell

"That the 2025 Northumberland County Housing Corporation Annual Report is received and submitted to the Shareholder for information."

Disposition: **Carried**

13. Adjournment

Moved by: John Logel

Seconded by: Molly Anthony

"That the meeting be adjourned at 2:32 p.m."

Disposition: **Carried**

14. Move to Regular Board Meeting