

## **Meeting of Board of Directors Minutes**

**August 26, 2026**

**1:30 p.m. – 3:00 p.m.**

Northumberland County

Zoom Video Conference

<https://us06web.zoom.us/j/87946348590?pwd=074SY2oPOPmV1m3BVklvx4GqNwbCK7.1>

Meeting ID: 879 4634 8590

Passcode: 812424

### **Board Members Present:**

Chair Cathy Borowec

Anneke Russell

Councillor John Logel

Daphne Livingstone

Jacqueline Pennington

Councillor Mandy Martin

Maryam Mohajer-Ashjai

Molly Anthony

Steve Gilchrist

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

Lou Rinaldi

Victor Fiume

### **Staff:**

- Rebecca Snelgrove, General Manager (Appointed by Board)
- Bill Detlor, Director of Social Services
- Linda Johnston, Customer Service Representative
- Kasheen Neal, Customer Service Representative
- Denise Marshall, Director Public Works
- Darrell Mast, Municipal Solicitor
- Adam McCue, Associate Director of Operations Public Works
- Rob O'Neil, Facilities Manager
- Willie Reynolds, Project Manager
- Bill Smith, Housing Services Operations Supervisor
- Kimberly O'Leary, Financial Planning Manager
- Negar Pakzadian, Project Manager, Major Capital Projects
- Mitchell Hill, Financial Housing Specialist

**1. Call to Order**

- Chair 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 August 26, 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 June 24, 2026 Regular Board Meeting

**Moved by:** Mandy Martin

**Seconded by:** Molly Anthony

**“That** the minutes of the June 24, 2026, Regular Board Meeting of the Northumberland County Housing Corporation be approved.”

Disposition: Carried

**6. NCHC Q2 2026 Variance Report**

Kimberly O’Leary, Financial Planning Services Manager

**Moved by:** Councillor John Logel

**Seconded by:** Maryam Mohajer-Ashjai

**“That** the NCHC Board of Directors receive the NCHC Q2 2026 Variance Report for information.”

Disposition: Carried

**7. Building Valuation Review**

Rebecca Snelgrove, General Manager

- Estimate from the insurer to rebuild is being disputed by staff

**Moved By:** Steve Gilchrist

**Seconded by:** Anneke Russell

**“That** the NCHC Board of Directors receive the Building Valuation Review update for information and proceed with direction received by the Board”

Disposition: Carried

**8. Director Recruitment Update**

Rebecca Snelgrove, General Manager

- Formal appointments to be brought to Council, in the interim, selected applicants will join the meetings as guests.

**Moved by:** Maryam Mohajer-Ashjai

**Seconded by:** Molly Anthony

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

Disposition: Carried

**9. Revised Mandatory Tenant Insurance Policy**

Rebecca Snelgrove, General Manager

**Moved by: Councillor** John Logel

**Seconded by:** Molly Anthony

**“That** the NCHC Board of Directors approve the amended Mandatory Tenant Insurance Policy.”

Disposition: Carried

**10. Building Condition Audit RFP**

Mitchell Hill, Financial Housing Specialist

- Procurement for a desktop building condition assessment for all properties is underway and is to be posted in the Fall of 2026.

**Moved by:** Councillor Mandy Martin

**Seconded by:** Maryam Mohajer-Ashjai

**"That** the NCHC Board of Directors receive the verbal update on the Building Condition Audit RFP for information."

Disposition: Carried

**11. Build Canada Homes (BCH) Funding Update**

Rebecca Snelgrove, General Manager

**Moved by:** Councillor Mandy Martin

**Seconded by:** Maryam Mohajer-Ashjai

**"That** the NCHC Board of Directors receive the Build Canada Homes (BCH) Funding Update for information and direct the General Manager to develop financing options and advocacy strategy to support development projects underway with the support of external consultants, if needed."

Disposition: Carried

**12. New Business**

Cathy Borowec, Chair

**13. Move to Closed Session**

**Moved by:** Anneke Russell

**Seconded by:** Maryam Mohajer-Ashjai

**"That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:07p.m.; and

**Further That** the meeting is closed to the public as is permitted under the Municipal Act Section 239 (2.b) in order to address three matters relating to 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 239 (2.e) in order to address one matter relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and that Rebecca Snelgrove, Dan Borowec, Bill Detlor, Dwayne Campbell, Linda Johnston, and Kasheen Neal remain present."

Disposition: Carried

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

**Moved by:** Councillor John Logel

**Seconded by:** Maryam Mohajer-Ashjai

**"That** the NCHC Board of Directors rise from Closed Session at 2:37 p.m.; and

**Further that** the confidential resolutions moved in Closed Session regarding three matters relating to 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."

#### **15. Next Meeting**

- September 23, 2026 at 1:30 p.m.  
Location: In Person – Council Chambers (555 Courthouse Rd, Cobourg, ON)

#### **16. Adjournment**

**Moved by:** Steve Gilchrist

**Seconded by:** Maryam Mohajer-Ashjai

**"That** the meeting be adjourned at 2:38 p.m."