

**CAPITAL REGION HOUSING CORPORATION  
BOARD OF DIRECTORS MEETING**

Meeting Minutes of Tuesday, April 26, 2011  
Room 107, 625 Fisgard Street

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Present: Directors G. Lewis (Chair), P. Lucas, C. Thornton-Joe, S. Brice, T. Danha  
Regrets: Directors M. Miller, L. Cross  
Staff: A. Jaarsma, D. Metcalf, R. Loukes, C. English (Recorder)

The meeting was called to order at 8:53 am.

**1. APPROVAL OF AGENDA**

It was MOVED by Director Brice, SECONDED by Director Danha to approve the Agenda as circulated.

CARRIED

**2. APPROVAL OF MINUTES OF MARCH 22, 2011**

It was MOVED by Director Lucas and SECONDED by Director Brice that the Minutes of March 22, 2011 be approved.

CARRIED

**3. APPROVAL OF AGM MINUTES OF MARCH 22, 2011**

It was MOVED by Director Lucas and SECONDED by Director Brice that the Annual General Meeting Minutes of March 22, 2011 be approved.

CARRIED

**4. QUARTERLY REPORT**

Amy Jaarsma reviewed the Quarterly Report with the Board. At this time all portfolios reflect a budget surplus as property taxes and insurance have yet to be paid in 2011 and landscaping costs have not been resolved.

It was MOVED by Director Lucas and SECONDED by Director Brice to receive the Quarterly Report for information.

CARRIED

**5. PROPERTY MANAGEMENT REPORT**

The Board discussed the issue of the ongoing delay in receiving direction from BC Housing to resolve building envelope repairs. CRHC staff continue to communicate with BC Housing senior management in an attempt to move forward. The Board discussed funding options for the required building repairs.

It was MOVED by Director Lucas and SECONDED by Director Thornton-Joe to receive the Property Management report for information

CARRIED

## 6. LANDSCAPING CONTRACT

All tenders received for CRHC landscaping came in substantially higher than budget. As BC Housing has capped the manageable cost budgets for BCHMC and Homes BC portfolios, there is no way to fund these additional costs. Landscaping services for the CMHC portfolio and Village on the Green have been re-tendered as they have no budget freezes.

Staff are exploring alternate methods of providing landscaping services to the rest of the buildings at an achievable cost.

It was MOVED by Director Brice and SECONDED by Director Thornton-Joe

1. That the Board of Directors authorizes any two members of the Executive Committee to sign two landscape contracts for a total amount not to exceed \$301,365; providing those contracts represent the low bid of a compliant submission to our call for landscape maintenance services.
2. That the Board of Directors authorizes the Senior Manager to negotiate with the Union the use of auxiliary staff to meet the landscape maintenance requirements for 2011 without committing to a permanent inclusion of this work in the bargaining unit.
3. That the Board of Directors authorizes the re-tendering of the landscaping contracts for the CMHC properties and Village on the Green.

CARRIED

## 7. MICHIGAN SQUARE MORTGAGE RENEWAL

It was MOVED by Director Lucas, SECONDED by Director Brice

1. That the Board of Directors hereby irrevocably authorizes British Columbia Housing Management Commission (BCHMC) to act on behalf of Capital Region Housing Corporation (CRHC) to renew the mortgage presently held by Canada Mortgage Housing Corporation (CMHC Direct Lending) for the project located at 330 – 336 Michigan Street, Victoria, BC for a period of five (5) years and
2. That the Board of Directors authorizes any two members of the Executive Committee be authorized to execute and deliver under the seal of the CRHC all such deeds, documents and other writings and to do such acts and things in connection with the mortgage assignment, renewal and amendments as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

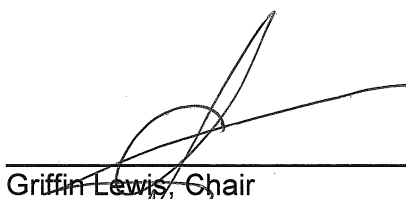
CARRIED


## 8. ADJOURNMENT

It was MOVED by Director Lucas and SECONDED by Director Danha to adjourn the meeting.

CARRIED

The meeting adjourned at 9:55 am.

  
Griffin Lewis, Chair

  
Colleen English, Recorder