



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held June 26, 2012 in Room 488, 625 Fisgard St, Victoria, BC**

PRESENT: Directors: G. Lewis (Chair), S. Law, M. Miller, L. Wergeland
Staff: R. Lapham, General Manager; A. Jaarsma, Senior Manager;
R. Loukes, Accountant; C. English (Recorder)
ABSENT: Directors: M. Alto, T. Daly, L. Seaton

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

1. APPROVAL OF AGENDA

Chair Lewis requested the addition of agenda item 3(a), Liaison with Care Agencies.

MOVED by Director Miller, SECONDED by Director Wergeland

That the agenda be approved as amended.

CARRIED

2. APPROVAL OF MINUTES OF APRIL 24, 2012

MOVED by Director Wergeland, SECONDED by Director Miller

That the minutes of the meeting of April 24, 2012 be approved.

CARRIED

3. PROPERTY MANAGEMENT REPORT

Amy Jaarsma gave details about the extensive project staff have undertaken to gather information on 42 of CRHC's buildings for a new capital plan, in partnership with BC Housing. The Board also discussed the Central Registry Waitlist figures and what gaps may exist in the system.

3 (a) The Board discussed issues with tenants who have mental health concerns and no available family support or mental health services. Due to privacy legislation, CRHC has no ability to refer tenants to appropriate support services without the tenant's permission. In some cases, CRHC may be forced to evict a tenant, which may then enable appropriate support services to be provided to the tenant.

MOVED by Director Miller, SECONDED by Director Wergeland

That the Property Management Report be received.

CARRIED

4. VERGO MORTGAGE

Vergo is complete and fully occupied. Three options for takeout financing were presented to the Board for consideration.

MOVED by Director Miller, SECONDED by Director Wergeland

1. That the Board of Directors authorize any two members of the Executive Committee to execute a Commitment Letter with Citizens Bank for a mortgage for the Vergo townhouses in an amount not to exceed \$4,500,000; and
2. That any two members of the Executive Committee be authorized to execute all documents relating to the mortgage, including the collateral mortgage on Village on the Green.

CARRIED

5. ASHLAR MANOR ROOF RENEWAL

MOVED by Director Miller, SECONDED by Director Law

1. That the Board of Directors approves the contract with Parker Johnston in the amount of \$327,050 (excluding HST) of which \$271,452 will be paid from Ashlar Manor replacement reserve funds.

CARRIED

6. MICHIGAN SQUARE – PHASE II

Repairs at Michigan Square have moved into the second phase. Three compliant bids were received for the work required.

MOVED by Director Wergeland, SECONDED by Director Law

1. That the Board of Directors authorizes any two members of the Executive Committee to sign on behalf of the Capital Region Housing Corporation a CCDC2, Stipulated Price Contract and Supplementary Conditions with Island Applicators in the amount of \$192,864 for the Walkway and Base of Wall Repairs.

CARRIED

7. ADJOURNMENT

The meeting was adjourned at 9:25 am.