



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held June 25, 2013 in Room 107, 625 Fisgard St, Victoria, BC**

PRESENT: Directors: M. Miller (Chair), D. Howe, G. Lewis, L. Wergeland
Absent: Directors B. Isitt, S. Law, L. Seaton
Staff: Marg Misek-Evans, General Manager; D. Metcalf, Acting Senior Manager;
R. Loukes, Accountant; C, English (recorder)

The meeting was called to order at 2:45 p.m.

1. APPROVAL OF AGENDA

MOVED by Director Howe, SECONDED by Director Lewis
That the agenda be approved as distributed.

CARRIED

2. APPROVAL OF MINUTES OF MAY 28, 2013

MOVED by Director Lewis, SECONDED by Director Howe
That the minutes of May 28, 2013 be approved.

CARRIED

3. PROPERTY MANAGEMENT REPORT

Don Metcalf updated the Board on the various capital projects under way.

It was MOVED by Director Wergeland, SECONDED by Director Howe
That the Property Management Report be received.

CARRIED

4. EXTERIOR PAINT CONTRACTS 13/156 AND 13/157

The Board asked questions about the process used to ensure contractors are aware of upcoming bid opportunities.

It was MOVED by Director Howe, SECONDED by Director Wergeland

1. That the Capital Region Housing Corporation Board of Directors authorizes any two members of the Executive Committee to execute Contract #13/156 in the amount of \$108,945 and Contract #13/157 in the amount of \$144,495.

CARRIED

5. ADJOURNMENT

The meeting adjourned at 3:10 p.m.



M. Miller, Chair



Colleen English, Recorder