



**Minutes of the Annual General Meeting of the Capital Region Housing Corporation  
Held March 25, 2014 in Room 488, 625 Fisgard St, Victoria, BC**

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- PRESENT: Directors:** M. Miller (Chair), R. Cooper, D. Howe, S. Law,  
M. Loveless (Alternate for L. Cross), L. Wergeland
- Staff:** A. Bryson, CRD Board Chair; R. Lapham, Chief Administrative  
Officer; T. Whiting, A/General Manager, C. Culham, Senior Manager;  
Don Metcalf, Manager of Operations; R. Loukes, Accountant; C.  
English (Recorder)
- Guests:** P. Bundon, Jawl and Bundon; R. Decksheimer and A. Quesnel,  
KPMG
- ABSENT: Director:** B. Isitt

The meeting was called to order at 9:32 am.

Travis Whiting, Acting General Manager, Planning and Protective Services provided opening remarks and introduced the Capital Regional District (CRD) Board Chair, Alastair Bryson, and CRD Chief Executive Officer Robert Lapham.

Capital Region Housing Corporation (CRHC) Board Chair Mike Miller introduced the CRHC Board of Directors and the guests from KPMG and Jawl & Bundon Solicitors.

**1. APPROVAL OF AGENDA**

**MOVED** by Director Wergeland, **SECONDED** by Director Howe  
That the agenda be approved.

**CARRIED**

**2. 2013 ANNUAL REPORT**

Christine Culham presented the 2013 Annual Report and gave a briefing of the Corporation's business during 2013.

**MOVED** by Director Loveless, **SECONDED** by Director Law  
That the 2013 Annual Report be received.

**CARRIED**

**3. APPOINTMENT OF SOLICITORS 2014 / 2015**

Paul Bundon expressed his pleasure at being associated with the Housing Corporation and noted the strength of the Corporation's management throughout the years. The Housing Corporation continues to provide a very effective leadership role in the community.

**MOVED** by Director Howe, **SECONDED** by Director Loveless  
That Paul Bundon, of the law firm of Jawl and Bundon Solicitors be appointed as solicitor  
for the year 2014 – 2015.

**CARRIED**

**4. PRESENTATION OF AUDITED FINANCIAL STATEMENTS**

Adam Quesnel of KPMG Chartered Accountants provided an extensive presentation of the  
Audited Financial Statements for the year ending December 31, 2013.

**MOVED** by Director Howe, **SECONDED** by Director Wergeland  
That the Audited Financial Statements be approved as presented.

**CARRIED**

**5. APPOINTMENT OF AUDITORS 2014 / 2015**

**MOVED** by Director Howe, **SECONDED** by Director Wergeland  
That KPMG Chartered Accountants be appointed as auditors for the year 2014 – 2015.

**CARRIED**

Capital Regional District Board Chair Alastair Bryson acknowledged the work of the  
Housing Corporation Board of Directors, in particular the community representatives, and  
noted the thoroughness of Board's discussions. The Board's service is very much  
appreciated by the Capital Regional District.

**6. ADJOURNMENT**

The meeting was adjourned at 10:48 am

\*\*\* ORIGINAL SIGNED \*\*\*\*

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Mike Miller, Chair

\*\*\* ORIGINAL SIGNED \*\*\*\*

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Colleen English, Recorder