

Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors Held March 25, 2014 in Room 488, 625 Fisgard St, Victoria, BC

PRESENT: Directors: M. Miller (Chair), R. Cooper, D. Howe, S. Law,

M. Loveless (Alternate for L. Cross), L. Wergeland

Absent:

B. Isitt

Staff:

C. Culham, Senior Manager; D. Metcalf, Manager of Operations;

R. Loukes, Accountant; C. English (recorder)

The meeting was called to order at 10:55 a.m.

1. APPROVAL OF AGENDA

It was **MOVED** by Director Law, **SECONDED** by Director Loveless That the agenda be approved.

CARRIED

2. APPROVAL OF MINUTES OF JANUARY 28, 2014

It was **MOVED** by Director Law, **SECONDED** by Director Loveless That the minutes of January 28, 2014 be approved.

CARRIED

3. MOTION TO CLOSE THE MEETING

It was MOVED by Director Law, SECONDED by Director Wergeland

To close the meeting in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements.

CARRIED

The meeting was closed at 10:56 a.m. and resumed in open session at 11:42 a.m. to rise and report.

Rise and Report

The Board reported on the following recommendations:

That the Capital Region Housing Corporation (CRHC) Board of Directors directs the (CRHC) Board Chair to correspond with BC Housing Management Commission to request that we continue with negotiations regarding the Umbrella Operating Agreement, the transfer of Provincial Rental Housing Corporation leased land and that the CRHC is willing

to participate in negotiations regarding the transfer of selected public sector land to our Corporation.

And

That the staff report on the alternative concept for the affordable housing project at Dockside Green be received and that staff be directed to commit no additional resources to the project.

4. PROPERTY MANAGEMENT REPORT

It was **MOVED** by Director Cooper, **SECONDED** by Director Law To receive the Property Management Report for information.

CARRIED

5. PARRY PLACE

BC Housing has agreed to provide the Corporation with funds held in a trust fund account to complete work on a commercial kitchen for the building. An agreement has been reached with the food and services provider that the installation of the kitchen would decrease the costs by an amount which is satisfactory to BC Housing.

The Board discussed other options for divestiture of the site.

It was MOVED by Director Law, SECONDED by Director Wergeland

That the Board of Directors directs the Capital Region Housing Corporation staff to provide the Board with information on the disposition of the property; to work with British Columbia Housing Management Commission to explore the option of developing a long term lease with a public sector organization to support the ongoing operations of the ILBC program, and that the Board supports the CRHC staff in pursuing the \$250,000 to develop a commercial kitchen for the in-house provision of hospitality services at Parry Place.

CARRIED

6. MORTGAGE RENEWAL - TILLICUM STATION

It was MOVED by Director Law, SECONDED by Director Wergeland

That the Capital Region Housing Corporation Board of Directors approves the resolutions required by British Columbia Housing Management Commission to renew the mortgage for Tillicum Station.

CARRIED

7. MORTGAGE RENEWAL CARILLON PLACE

It was MOVED by Director Law, SECONDED by Director Wergeland

That the Capital Region Housing Corporation Board of Directors approves the resolutions

required by British Columbia Housing Management Commission to renew the mortgage for Carillon Place.

CARRIED

8. ORGANIZATIONAL RESTRUCTURING

Through interviews with current staff, observation and discussions with senior staff beginning in the fall of 2013 it was determined that the current organizational framework could benefit from structural changes to increase efficiencies in work processes, improve supervisory support to employees and formally recognize duties being performed.

It was MOVED by Director Wergeland, SECONDED by Director Cooper

That the Capital Region Housing Corporation Board of Directors receives this report for information.

CARRIED

9. 2014 Operational Plan

CRHC staff has created an operational business plan to act as an organizational tool to keep the Corporation on track to meet its strategic objectives. Staff will work with Board of Directors to clarify whether these objectives meet the needs of the organization as the Corporation plans for 2015.

It was MOVED by Director Law, SECONDED by Director Wergeland

That the Capital Region Housing Corporation Board of Directors receives this report for information.

CARRIED

10. ADJOURNMENT

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M. Miller, Chair	Colleen English, Recorder