



CRHC

The Capital Region's Housing Corporation

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

AGENDA

9:30 a.m., Tuesday, March 24, 2015
625 Fisgard St., Victoria
Room 488

1. Approval of Agenda
2. Approval of Minutes of February 24, 2015
3. Property Management Report
4. Adjournment

- b) Authorizes any two members of the CRHC Executive Committee to sign any documents related to the mortgage renewal.

Director Plant requested further information regarding expiring Operating Agreements. The Senior Manager provided a brief explanation and referred the Board Members to the resource on expiring Operating Agreements contained in the Board Orientation package.

4. MORTGAGE RENEWAL – PINEHURST

It was **MOVED** by Director Howe, **SECONDED** by Director Law

That the Capital Region Housing Corporation (CRHC) Board of Directors:

- a) Approves the resolution required by BC Housing Management Commission to renew the mortgage for Pinehurst through the CMHC Direct Lending Program for a term not to exceed the expiry of the existing operating agreements, and
- b) Authorizes any two members of the CRHC Executive Committee to sign any documents related to the mortgage renewal.

CARRIED

5. PROPERTY MANAGEMENT REPORT

The Board reviewed the Property Management Report.

It was **MOVED** by Director Law, **SECONDED** by Director Cooper

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

CARRIED

6. MOTION TO CLOSE THE MEETING

It was **MOVED** by Director Plant, **SECONDED** by Director Law to close the meeting in accordance with the Community Charter, Part 4, Division 3, Section 90 (1) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

7. ADJOURNMENT

The meeting was adjourned at 10:35 am



**Property Management Report – March 24, 2015
Capital Region Housing Corporation Board of Directors**

This Property Management Report provides an update since the last report of February 24, 2015

BCH REGIONAL REGISTRY WAITLIST STATISTICS

Category	March 2015	February 2015	March 2014
Total Registry Units	3,245	3,245	3,203
Family	426	431	373
Seniors	513	517	444
Persons with Disabilities	374	381	350
Wheelchair Modified	60	61	69
Singles	37	32	20
Total	1,422	1,422	1,256

BUILDING ENVELOPE REMEDIATION & RELATED CAPITAL IMPROVEMENTS

The Heathers Building Envelope Remediation

The Heathers was built in 1992 and has 26 units. In June 2014, BC Housing Management Commission (BCHMC) approved funding for the repairs through a two million dollar grant in the form of a forgivable mortgage. A Request for Proposals from engineering companies closed March 16th, 10 proposals were received. Staff will be working with BCH to make the final selection.

ARBITRATIONS/COURT ACTIONS

Arbitration was conducted in this reporting period. The issue involved a tenant's request to be reimbursed towing costs. The decision has not been received from the arbiter.

Staff attended Small Claims Court continuing to pursue payment of a monitory order in the amount of \$1,533 from a past tenant. The tenant did not attend for the second time, an arrest warrant has been issued by the court.

STAFFING

The auxiliary caretaker position is now vacant and posted for rehiring.

FINANCIAL REPORTING: CHEQUES OVER \$50,000

NONE TO REPORT

Don Metcalf
Manager of Operations