



**CRHC**

The Capital Region's Housing Corporation

**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors  
Held Sept 29, 2015 in Room 488, 625 Fisgard Street, Victoria, BC**

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**PRESENT:**   **Directors:** R. Cooper (Chair), C. Plant, J. Carline, C. Stock (on behalf of Alice Finall), D. Screech, S. Law, D. Howe  
                  **Staff:**       K. Lorette, General Manager, Planning and Protective Services  
                          C. Culham, Senior Manager; D. Metcalf, Manager of Operations;  
                          R. Loukes, Accountant; K. Kusnyerik, Recorder  
                  **Guest:**       Nils Jensen, CRD Board Chair

The meeting was called to order at 9:35a.m.

**1. APPROVAL OF AGENDA**

It was **MOVED** by Director Plant, **SECONDED** by Director Carline that the agenda be approved with the addition of 6 b) Strategic Planning Session.

**CARRIED**

**2. APPROVAL OF THE MINUTES OF July 28, 2015**

R. Loukes noted that item 4 from the July 28, 2015 minutes should state that "staff will circulate current reserve balances and cash position each quarter" not a balance sheet as noted in the minutes. This item was tabled for discussion at the next meeting which would include a quarterly financial update.

It was **MOVED** by Director Plant, **SECONDED** by Director Stock

That the minutes of July 28, 2015 be approved.

**THE QUESTION WAS NOT CALLED**

**3. KINGS PLACE BOILER (S) REPLACEMENT 15/176**

D. Metcalf presented the staff report.

It was **MOVED** by Director Stock, **SECONDED** by Director Screech

That the Capital Regional Housing Corporation Board of Directors awards Contract 15/176 for the Kings Place Boiler(s) Replacement in the amount of \$70,450.46 to be completed in 2015 to Mac's Heating Ltd.

**CARRIED**

**4. ALTERNATIVE SOURCES OF FINANCING FRAMEWORK**

C. Culham presented the report and stated that she would report back in a timely manner.

It was **MOVED** by Director Stock **SECONDED** by Director Howe

That the Capital Region Housing Corporation Board of Directors receive the Alternative Sources of Financing Framework Report for information.

**CARRIED**

**5. COMMUNITY REPRESENTATIVE APPOINTMENT 2016-2017**

C. Culham discussed the CRHC board director appointment process and announced that Director Law would not be standing for another term. C. Culham will report back to the board regarding CRHC's policy around appointing a new tenant representative.

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

That the Executive Committee appoints a Nomination Committee.

**CARRIED**

**6. PROPERTY MANAGEMENT REPORT**

D. Metcalf reviewed the Property Management Report. Staff will inform tenants at Caledonia of the upcoming fence mural project, encouraging resident participation. Staff will also contact the Board to arrange a building tour in October.

C. Culham provided an update on the property tax appeal. She will continue to provide updates monthly until the appeal is complete.

It was **MOVED** by Director Stock **SECONDED** by Director Law

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

**CARRIED**

10:55 am - Nils Jensen left the meeting

**6.b. STRATEGIC PLANNING SESSION**

It was **MOVED** by Director Screech **SECONDED** by Director Howe

That the Capital Region Housing Corporation Board of Directors direct staff to schedule a two hour strategic planning session. In preparation for this meeting staff will request volunteers from CRHC board members to sit as a part of a working group. This working group will expand on the Strategic priorities presented at the September 29, 2015 board meeting in preparation for the working session.

**CARRIED**

**7. NEXT BOARD MEETING**

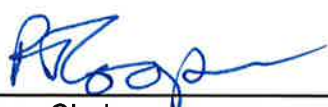
The next board meeting is to be held Tuesday, October 27, 2015.


**8. ADJOURNMENTS**

It was **MOVED** by Director Screech, **SECONDED** by Director Stock

The meeting was adjourned at 11:50 am

**CARRIED**

  
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R. Cooper, Chair

  
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K. Kusnyerik, Recorder