



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held July 25, 2017 in Room 488, 625 Fisgard St, Victoria, BC**

PRESENT: Directors: D. Screech; J. Carline; G. Young; S. Price; W. McIntyre (via conference call); B. Desjardins (CRD Chair)
Absent: B. Braude; R. Cooper
Staff: C. Culham; D. Metcalf; R. Loukes; P. Kitson;
Recorder: K. Kusnyerik

The meeting was called to order at 10:01a.m.

1. APPROVAL OF AGENDA

It was **MOVED** by Director Price, **SECONDED** by Director Carline
That the agenda be approved as circulated.

CARRIED

2. APPROVAL OF THE MINUTES OF APRIL 25, 2017

Director Price stepped out at 10:02am

It was **MOVED** by Director McIntyre, **SECONDED** by Director Price
That the minutes of June 27, 2017 be approved with the following amendment: amend item 6 to indicate that Director Carline opposed the motion regarding the Westview Architectural contract.

CARRIED

3. LANDSCAPING

Director Price returned at 10:03am.

It was **MOVED** by Director Carline, **SECONDED** by Director McIntyre

1. Tender two contracts for 2018, based on Property Management Portfolios, increase service levels as per staff recommendations.
2.
 - a) Prior to tendering the landscaping contract, direct staff to engage all tenants through the circulation of a questionnaire, requesting written feedback with concerns and suggestions to improve the landscaping and gardening at their communities. This feedback will inform the scope of work to be included in the contract;
 - b) Direct staff that the contract shall provide for some flexibility for staff to direct the contractor to modify methods or scope of work, within the overall limits specified in the contract, to reflect suggestions which may emerge from tenant engagement which staff believe could be followed without harm;
 - c) Direct staff to host one meeting with the successful contractors and tenants so that interested tenants can share areas of concern from past service and suggest ideas for improvement; and

- d) Direct staff to be open to opportunities where tenants would like to be more engaged in improving the gardening and landscaping. Opportunities for tenants to be engaged will be incorporated into the tenant engagement pilot project.

CARRIED

4. ADJOURNMENT

It was **MOVED** by Director Price, **SECONDED** by Director Young
That the meeting the adjourned.

CARRIED

The meeting was adjourned at 10:08.m.



David Screech, Chair



Kristine Kusnyerik, Recorder