



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held October 31, 2017 in Room 488, 625 Fisgard St, Victoria, BC**

PRESENT: Directors: B.Desjardins (CRD Chair) D. Screech; B. Braude; S. Price (by phone);
W. McIntyre (by phone);
Absent: J. Carline; R. Cooper; G. Young
Staff: R.Lapham; K.Lorette; C. Culham; R. Loukes;
Recorder: K. Kusnyerik

The meeting was called to order at 10:03a.m.

Staff will inquire if the CRD board chair holds voting rights under the CRHC Articles of Incorporation.

1. APPROVAL OF AGENDA

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

CARRIED

2. APPROVAL OF THE MINUTES OF OCTOBER 3, 2017

It was **MOVED** by Director Braude, **SECONDED** by Director Price
That the minutes of October 3, 2017 be approved as circulated.

CARRIED

3. COMMON AREA LAUNDRY EQUIPMENT LEASING AND SERVICES

C.Culham presented the staff report and discussed that staff are recommending an amended recommendation that would allow C.Culham and K.Lorette to negotiate non-material changes to the contract. Any material changes would need to be brought back to the Board at a future meeting.

C.Culham discussed that staff would be required to obtain laundry services from this contractor as possible if CRHC's portfolio were to expand to the Gulf Islands.

It was **MOVED** by Director Price, **SECONDED** by Director Braude

Approve Coinamatic as the successful proponent and the contract #RFP 161-17 in substantially the form presented; and

Authorize the General Manager of Planning and Protective Services and the Senior Manager, Regional Housing to negotiate the final terms.

CARRIED

A friendly amendment was noted on pg.1 and 7 of the laundry contract. The contract states Mississauga BC when it should read Mississauga ON.

4. Quarterly Financial Update – Third Quarter

C.Culham presented the staff report and discussed the challenges with the ILBC portfolio containing one building Parry Place since this is the only assisted living building under

CRHC's portfolio. A report will be brought back to the Board to discuss future options for Parry Place.

It was **MOVED** by Director Price, **SECONDED** by Director Braude
Receives the Quarterly Report for information.

CARRIED

5. Turnover and Vacancy Quarterly Report – Third Quarter

It was **MOVED** by Director Braude **SECONDED** by Director Price
Receive the Third Quarter 2017 Turnover and Vacancy Report for information.

CARRIED

6. Management Report

C.Culham presented the staff report.

It was discussed that the Westview Project will be presented at the Committee of the Whole meeting in late November. Staff will confirm the date with the District of Saanich and inform the Board of this date via email.

R. Loukes stepped out at 10:25am.

R. Loukes returned at 10:27am.

C.Culham will inquire with BC Housing why there was a drop in the Housing Registry waitlist numbers in October.

It was **MOVED** by Director Braude **SECONDED** by Director Price
Receive the Management Report for information.

CARRIED

7. ADJOURNMENT

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

CARRIED

The meeting was adjourned at 10:28.


David Screech, Chair


Kristine Kusnyerik, Recorder