



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held March 27, 2018 in Room 652, 625 Fisgard St, Victoria,**

PRESENT: Directors: D. Screech (Chair); B. Braude; J. Carline; W. McIntyre; S. Price;
G. Young
Staff: R. Lapham; K. Lorette; C. Culham; R. Loukes; P. Kitson
Guests: P. Bundon and R. Miller, Jawl Bundon LLP
Recorder: K. Kusnyerik

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

1. APPROVAL OF AGENDA

It was requested that staff provide an update on recent funding announcements during the management report.

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

CARRIED

2. APPROVAL OF MINUTES OF February 27, 2018

It was **MOVED** by Director McIntyre, **SECONDED** by Director Price
That the minutes of February 27, 2018 be approved as circulated.

CARRIED

**3. Westview Construction Management Services
RFP No. CRHC-CP-MS 18/119**

C. Culham presented the report.

Discussion ensued regarding the benefits of a Contract Manager versus a General Contractor. It was discussed that CRHC contracts contain dispute resolution procedures if problems were to arise.

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

Direct two members of the Capital Region Housing Corporation Executive to sign the Westview Construction Management Services Contract No. CRHC-CP-WV 18/118 with Unitech Construction Management Ltd. in the amount of \$637,000.

CARRIED

J. Carline opposed

**4. Michigan Square Redevelopment Architect Services RFP No.
CRHC-CP-MS 18/119**

C. Culham presented the report and reviewed the board approval to date with regards to this project and the decision to explore redevelopment. Ms Culham advised that the contract is based on a phased approach based on funding availability, municipal approvals and/or

CRHC Board approval. The project phases would not proceed without the approval of the Board, and that a termination clause has been included in the contract so that the contract may be terminated prior to a future phases if deemed necessary.

The meeting paused briefly at 10:55 a.m. and reconvened at 10:59 a.m. to present the phased schedule in more detail.

A friendly amendment to the motion presented in the staff report was made to include reference to the budget.

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

Direct two members of the Capital Region Housing Corporation Executive to sign the Michigan Square Redevelopment Architect Services Contract No. CRHC-CP-MS 18/119 in the amount of \$536,200 per the budget on submittal form 3, Schedule of Prices for Additional Services.

CARRIED

5. MANAGEMENT REPORT

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

CARRIED

6. CLOSED MEETING

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

That the meeting be closed in accordance with the Community Charter Part 4, Division 3, 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

The meeting closed at 11:03 a.m. and resumed in open session at 11:23 a.m. without report.

7. ADJOURNMENT

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

CARRIED

The meeting was adjourned at 11:24 a.m.

*** Original Signed ***

David Screech, Chair

*** Original Signed ***

Kristine Kusnyerik, Recorder