

# Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors Held May 1, 2018 in Room 107, 625 Fisgard St, Victoria,

PRESENT:

Directors: D. Screech (Chair); B. Braude; J. Carline; W. McIntyre; S. Price;

Staff:

R. Lapham; K. Lorette; C. Culham; S. Carey; P. Kitson

Recorder: C. English

The meeting was called to order at 9:30 a.m.

#### 1. APPROVAL OF AGENDA

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

CARRIED

### 2. APPROVAL OF MINUTES OF March 27, 2018

It was MOVED by Director Braude, SECONDED by Director Carline That the minutes of March 27, 2018 be approved as circulated.

CARRIED

### 3. CRHC Delegation of Authority and Signing Authority Policy

C. Culham presented the report.

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

- a) Approves the Capital Region Housing Corporation Delegation of Authority and Signing Authority Policy - May 1, 2018; and
- b) Approves the resolution in Appendix F, appointing the CRD's Chief Administrative Officer, Chief Financial Officer, General Manager, Planning and Protective Services, and General Manager Corporate Services, as Officers of the Capital Region Housing Corporation.

The Board requested clarification from staff on the proposed effective date of the amending policy, on the responsibilities of the CRHC Secretary-Treasurer under the increased authority, and on the potential for conflict of interest with the Capital Regional District Chief Administrative Officer acting as Chief Administrative Officer of Capital Region Housing Corporation.

The Board amended the main motion as follows:

It was MOVED by Director Carline, SECONDED by Director McIntyre

Refer the Delegation of Authority and Signing Authority Policy back to staff to clarify the effective date, the intended role of the CRD Chief Financial Officer as an Officer of the CRHC, and to clarify the role of the CRD Chief Administrative Officer.

CARRIED

## 4. Mortgage Renewal - The Birches

C. Culham presented the information and advised the Board that the interest rate for the renewal would be based on actual rates at the September 1, 2018 renewal date.

It was MOVED by Director Carline, SECONDED by Director Braude

- a) That the resolution required by BC Housing Management Commission to renew the mortgage for The Birches through the Canada Mortgage and Housing Corporation Direct Lending Program for a term not to exceed the expiry of the existing operating agreements be approved; and
- b) That any two members of the Capital Region Housing Corporation Executive Committee be authorized to sign any documents related to the mortgage renewal.

CARRIED

### 5. QUARTERLY FINANCIAL UPDATE - FIRST QUARTER

It was **MOVED** by Director Braude, **SECONDED** by Director McIntyre Receive the Quarterly Financial Update – First Quarter for information.

CARRIED

### 6. MANAGEMENT REPORT

The Board engaged in a discussion of the pending governance change, and the value of having a CRHC Tenant Representative sit on a decision-making body vs the proposed Tenant Advisory Committee. The Board further discussed the potential to create an independent community-based Tenant Advisory Committee to support the CRD Housing and Hospitals Committee. Staff were asked to investigate potential structures that might work, and bring them back to the Board.

Director Braude spoke to the recent tenant education session and suggested that contact information for the staff member responsible for Tenant Engagement be posted at each CRHC building.

The Board briefly questioned staff on the current capital projects in development.

It was **MOVED** by Director Carline, **SECONDED** by Director Young Receive the Management Report for information.

CARRIED

#### 7. ADJOURNMENT

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

CARRIED

The meeting	was adjourned at	10.10 0.111.	

The meeting was adjourned at 10:15 a m.

*** Original Signed ***	*** Original Signed ***	
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David Screech, Chair	Colleen English, Recorder	