



**Minutes of a Meeting of the Capital Region Housing Corporation Board of Directors
Held July 24, 2018 in Room 488, 625 Fisgard St, Victoria,**

PRESENT: Directors: D. Screech (Chair); B. Braude, J. Carline, W. McIntyre, S. Price,
G. Young
Staff: R. Lapham, C. Culham, S. Grigg, P. Kitson, R. Loukes
Guests: Derek Chichak, Unitech Construction Management
Recorder: C. English

The meeting was called to order at 9:28 a.m.

1. APPROVAL OF AGENDA

The agenda was amended with the addition of CRHC Governance Suggestion as agenda item 9 and Climate Change and Marijuana, as agenda item 10.

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

CARRIED

2. APPROVAL OF MINUTES OF JUNE 26, 2018

It was **MOVED** by Director Carline, **SECONDED** by Director Braude
That the minutes of June 26, 2018 be approved as circulated.

CARRIED

3. WESTVIEW – PROJECT BUDGET APPROVAL

Christine Culham introduced the report, and introduced Derek Chichak from Unitech Construction Management.

Mr. Chichak gave a PowerPoint presentation about Unitech; their history, experience, processes and their work on Westview.

Mr. Chichak and staff responded to Board questions around the Westview budget and contingency, the current construction climate and risks, and the requirement for a Letter of Credit.

Staff will ask BC Housing whether they will accept a Letter of Guarantee rather than the Letter of Credit.

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

- a) Approve the Westview project control budget of \$19,126,171.
- b) Delegate the General Manager to sign the Letter of Credit.

CARRIED

Director Carline opposed.

4. GRANT APPLICATIONS FOR THE CALEDONIA, MICHIGAN SQUARE AND DRAKE ROAD DEVELOPMENTS

Christine Culham presented the report and responded to Board questions on income testing and unit mix, project sustainability, and staff capacity once buildings are operational.

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

- a) Authorize the Senior Manager to submit applications for the Caledonia redevelopment to the *Building BC: Community Housing Fund*, *National Housing Co-Investment Fund*, Capital Regional District's Regional Housing Trust Fund and the City of Victoria Housing Reserve Fund;
- b) Authorize the Senior Manager to submit applications for the Michigan Square redevelopment to the *Building BC: Community Housing Fund*, Capital Regional District's Regional Housing Trust Fund and the City of Victoria Housing Reserve Fund; and
- c) Authorize the Senior Manager to submit applications for the Drake Road development to the *Building BC: Community Housing Fund* and Capital Regional District's Regional Housing Trust Fund.

CARRIED

5. TENANT RELOCATION POLICY

Christine Culham presented the report and the Board engaged in a comprehensive discussion about the policy. The Board raised concerns over the limited availability of alternate housing units for CRHC tenants

Staff were asked to confirm compensation requirements based on the Residential Tenancy Branch legislation and determine whether the compensation is to be offset with costs incurred by CRHC. Staff were asked to clarify several statements which included the terminology "where possible" and "where practical".

The Board agreed that staff could share the details of Item 2.1 (c) of the policy at the upcoming tenant consultation at Michigan Square.

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

Refer the issue back to staff for more information.

CARRIED

6. MORTGAGE RENEWALS – HERON COVE, GLADSTONE, ROSEWOOD AND WILLOWDENE

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

- a) That the resolutions required by BC Housing Management Commission to renew the mortgages for Heron Cove, Gladstone, Rosewood and Willowdene 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

7. QUARTERLY FINANCIAL UPDATE

It was **MOVED** by Director Carline, **SECONDED** by Director Braude
That the Quarterly Financial Update be received for information.

CARRIED

8. MANAGEMENT UPDATE REPORT

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

That the Capital Region Housing Corporation Board Chair write to BC Housing to express the Board's concerns with the arrangements regarding Parry Place subsidy.

CARRIED

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

That the Management Update Report be received for information

CARRIED

9. CRHC GOVERNANCE SUGGESTION

Director Carline outlined the letter provided to the Board from himself and Director Braude, offering Governance Suggestions, including the establishment of a CRHC standing committee.

Due to the complexities of the situation it was suggested to refer the matter back to staff for a report.

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

Refer the issue back to staff for more information, and to prepare a report to the Board.

CARRIED

10. CLIMATE CHANGE, AND MARIJUANA USE IN CRHC HOUSING

Director Braude brought forward two items currently affecting CRHC tenants.

West-facing units become quite warm as the climate is changing, and air conditioners are currently not permitted in units. This should be considered when building new units, and/or consider a change to the policy to ensure tenant comfort.

Marijuana use and growing of marijuana in units is currently being looked at by staff in conjunction with BC Housing. Moving to a smoke-free environment in all buildings is being considered, and would apply to marijuana as well.

There are challenges around medical marijuana and the landlord's duty to accommodate its use. This requires compromise between the landlord and tenant to reduce impact on neighbouring tenants.

11. ADJOURNMENT

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

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:25 a.m.

*** Original Signed ***

David Screech, Chair

*** Original Signed ***

Colleen English, Recorder