

## Meeting Minutes

### Capital Region Housing Corporation Board

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Wednesday, November 13, 2019

12:45 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### INAUGURAL MEETING

#### PRESENT

Directors; L. Helps (Chair), D. Screech (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins, F. Haynes, M. Hicks, G. Holman, D. Howe, J. Loveday, R. Martin, C. McNeil-Smith (12:51 pm), G. Orr, C. Plant, J. Ranns, L. Seaton, N. Taylor, K. Williams, R. Windsor, G. Young

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; C. Culham, Senior Manager, Regional Housing; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder), T. Pillipow, Committee Clerk

Guest: Robert Macquisten

Regrets: Directors Isitt, Mersereau, Murdoch, Tait

#### 1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 12:47 pm.

#### 2. TERRITORIAL ACKNOWLEDGEMENT

The Chief Administrative Officer provided a Territorial Acknowledgement.

#### 3. ELECTION OF THE CHAIR OF THE CORPORATION BOARD

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Region Housing Corporation Board.

Director Hicks nominated Director Helps. Director Helps accepted the nomination.

The Chief Administrative Officer called for nominations a second time.

The Chief Administrative Officer called for nominations a third and final time.

Hearing no further nominations, the Chief Administrative Officer declared Director Helps as Chair of the Capital Region Housing Corporation Board by acclamation.

#### 4. ELECTION OF THE VICE CHAIR OF THE CORPORATION BOARD

Chair Helps called for nominations of Vice Chair of the Capital Region Housing Corporation Board.

Director Plant nominated Director Screech. Director Screech accepted the nomination.

Chair Helps called for nominations a second time.

Chair Helps called for nominations a third and final time.

Hearing no further nominations, Chair Helps declared Director Screech as Vice Chair of the Capital Region Housing Corporation Board by acclamation.

#### 5. APPROVAL OF THE AGENDA

**MOVED by Director Brice, SECONDED by Loveday,  
That the agenda for the November 13, 2019 Capital Region Housing Corporation  
Board meeting be approved.  
CARRIED**

#### 6. ADOPTION OF MINUTES

- 6.1. [19-964](#) Minutes of the October 09, 2019 Capital Region Housing Corporation Board Meeting

**MOVED by Director Blackwell, SECONDED by Director Martin,  
That the minutes of the Capital Region Housing Corporation Board meeting of  
October 09, 2019 be adopted as circulated.  
CARRIED**

#### 7. REPORT OF THE CHAIR

The Chair thanked the Directors for nominating her for another term and noted the work still to do with the 900 units still to be completed by 2021.

#### 8. PRESENTATIONS/DELEGATIONS

##### 8.1 Presentations

There were no delegations.

##### 8.2 Delegations

There were no delegations.

#### 9. CONSENT AGENDA

There were no bylaws for consideration under this section.

#### 10. ADMINISTRATION REPORTS

There were no administration reports.

## 11. REPORTS OF COMMITTEES

### 11.1. [19-908](#) Mortgage Renewal - Colquitz Green

K. Lorette spoke to the Mortgage Renewal for Colquitz Green.

**MOVED** by Director Brice, **SECONDED** by Director Screech,  
a) That the resolution required by BC Housing Management Commission to renew the mortgage for Colquitz Green through the Canada Mortgage and Housing Corporation Direct Lending Program for a term not to exceed the expiry of the existing operating agreement be approved; and  
b) That the Chief Administrative Officer and Chief Financial Officer be authorized to sign any documents related to the mortgage renewals.  
**CARRIED**

## 12. BYLAWS

There were no bylaws for consideration under this section.

## 13. NOTICE(S) OF MOTION

There were no Notice(s) of Motion.

## 14. NEW BUSINESS

There was no new business.

## 15. MOTION TO CLOSE THE MEETING

### 15.1. [19-965](#) Motion to Close the Meeting

**MOVED** by Loveday, **SECONDED** by Director Screech,  
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1),(e), the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district.  
**CARRIED**

## 16. ADJOURNMENT

**MOVED** by Director Brice, **SECONDED** by Director Taylor,  
That the November 13, 2019 Capital Region Housing Corporation Board meeting be adjourned at 1:03 pm.  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**