

## Meeting Minutes

### Capital Region Housing Corporation Board

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Wednesday, September 9, 2020

12:45 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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**PRESENT:**

Directors: L. Helps (Chair), D. Screech (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins (EP), F. Haynes, M. Hicks, G. Holman, B. Maberley (for D. Howe), B. Isitt, J. Loveday, C. McNeil-Smith, R. Mersereau, K. Murdoch, G. Orr, C. Plant, J. Ranns (12:51 pm), L. Seaton, M. Tait, 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; M. Lagoa, Acting Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

EP – Electronic Participation

Regrets: Directors D. Howe, R. Martin

The meeting was called to order at 12:45 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

Chair Helps provided a Territorial Acknowledgement.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Williams, **SECONDED** by Loveday,  
That the agenda for the September 9, 2020 Session of the Capital Region Housing Corporation Board be approved.

**CARRIED**

#### 3. ADOPTION OF MINUTES

- 3.1. [20-540](#) Minutes of the August 12, 2020 of the Capital Region Housing Corporation Board Meeting

**MOVED** by Director Plant, **SECONDED** by Director Murdoch,  
That the minutes of the Capital Region Housing Corporation Board meeting of August 12, 2020 be adopted as circulated.

**CARRIED**

#### 4. REPORT OF THE CHAIR

The Chair acknowledged that Ms. Culham, Senior Manager of Regional

Housing, will be moving to the municipality of Central Saanich to serve as CAO. The Chair thanked Ms. Culham for all her hard work and tremendous leadership during her tenure at the CRD and for her role in building housing for people in our region who need it.

## 5. PRESENTATIONS/DELEGATIONS

### 5.1 Presentations

There were no presentations.

### 5.2 Delegations

There were no delegations.

## 6. CONSENT AGENDA

There were no Consent Agenda items.

## 7. ADMINISTRATION REPORTS

There were no Administration Reports.

## 8. REPORTS OF COMMITTEES

Hospitals and Housing Committee

### 8.1. [20-487](#) Michigan Redevelopment Legal Agreements

K. Lorette introduced Michigan Redevelopment Legal Agreements.

Discussion ensued on Victoria Council's process of awarding grants.

**MOVED by Director Williams, SECONDED by Loveday,  
That the Capital Region Housing Corporation Board authorize a Housing Agreement to identify the lands as rental in perpetuity, to be registered on 330-336 Michigan Street; and  
That the Chief Administrative Officer be authorized to accept the Victoria Housing Reserve Fund grant and terms of a Housing Agreement to secure residential units as affordable for 60 years for 330-336 Michigan Street.  
CARRIED**

### 8.2. [20-488](#) Caledonia Project Development Funding Application

Chair Helps declared a personal conflict and recused herself from the meeting room. Board Chair Plant acted as Housing Chair for this item.

K. Lorette provided an overview of the Caledonia Project.

**MOVED by Director Williams, SECONDED by Director Screech,  
That the Chief Administrative Officer be authorized to submit one or more applications to BC Housing for a Project Development Fund Repayable Loan totaling \$1.6 million for the Caledonia redevelopment project, and accept such**

loans as negotiated and awarded.  
**CARRIED**

Chair Helps returned to the meeting room and resumed her duties as Chair.

**8.3.**     [20-501](#)

Westview Forgivable Mortgage

K. Lorette spoke to the Westview Forgivable Mortgage.

**MOVED** by Director Screech, **SECONDED** by Director Tait,  
That the resolution required by BC Housing Management Commission to amend  
the forgivable mortgage for Westview be approved.  
That the Chief Administrative Officer and Chief Financial Officer be authorized to  
sign any documents related to the forgivable mortgage.  
**CARRIED**

**9. BYLAWS**

There were no bylaws for consideration.

**10. NOTICE(S) OF MOTION**

There were no Notice(s) of Motion.

**11. NEW BUSINESS**

There was no new business.

**12. MOTION TO CLOSE THE MEETING**

There was no motion to close the meeting.

**13. RISE AND REPORT**

There was no rise and report.

**14. ADJOURNMENT**

**MOVED** by Director Seaton, **SECONDED** by Director Blackwell,  
That the September 9, 2020 Capital Region Housing Corporation Board meeting  
be adjourned at 12:56 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

