

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, November 18, 2020

12:45 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

SPECIAL INAUGURAL MEETING

PRESENT

Directors: L. Helps (Chair), D. Screech (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins, F. Haynes, M. Hicks (EP), G. Holman, B. Isitt, J. Loveday, R. Martin, R. Mersereau, K. Murdoch, G. Orr, C. Plant, J. Ranns, L. Seaton, M. Tait (12:49 pm), 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

Guest: Ryan Bortolin; Stewart McDannold Stuart, Barristers & Solicitors

Regrets: Directors Howe, McNeil-Smith

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 12:46 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

The Chief Administrative Officer provided a Territorial Acknowledgement.

3. ELECTION OF THE CHAIR OF THE HOUSING CORPORATION BOARD

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Region Housing Corporation Board for 2021.

Director Screech 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 Chair of the Capital Region Housing Corporation Board for 2021 by acclamation.

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

Chair Helps called for nominations of Vice Chair of the Capital Region Housing Corporation Board for 2021.

Director Isitt 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 Vice Chair of the Capital Region Housing Corporation Board for 2021 by acclamation.

5. APPROVAL OF THE AGENDA

**MOVED by Director Blackwell, SECONDED by Director Plant,
That the agenda for the November 18, 2020 Session of the Capital Region
Housing Corporation Board be approved.
CARRIED**

6. INAUGURAL ADDRESS OF THE CHAIR

Chair Helps indicated this is her last year serving as Chair of this Board. As she will not be running for mayor of Victoria in 2022 and believes in succession planning, she will be looking next year to someone else in filling this role. The Chair thanked the directors for allowing her to hold this position for 3 years and will continue to work alongside directors and staff to get as many housing units into the housing portfolio over the 12 months. She is looking forward to serving over that time and to deliver affordability to residents across the region.

7. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

8. CONSENT AGENDA

**MOVED by Director Blackwell, SECONDED by Director Seaton,
That consent agenda items 8.1. and 8.2. be approved.
CARRIED**

8.1. [20-688](#) Capital Region Housing Corporation Operational Update - Third Quarter

**That the Capital Region Housing Corporation Operational Update - Third Quarter
report be received for information.
CARRIED**

8.2. [20-689](#) Spencer Close Redevelopment Mortgage Registration: 2763 Spencer Road

- a) That the resolutions required by BC Housing Management Commission to authorize the execution of the Section 219 Covenant and the Loan and Mortgage documents for 2763 Spencer Road be approved; and
 - b) That Staff be authorized to execute any agreements with Capital Regional District and BC Housing Management Commission and to take steps necessary to conclude the purchase of 2763 Spencer Road, Langford, BC.
- CARRIED

9. ADMINISTRATION REPORTS

9.1. [20-723](#) Mortgage Renewal - The Hamlet

K. Lorette introduced the Mortgage Renewal for The Hamlet.

MOVED by Director Brice, **SECONDED** by Director Orr,

- a) That the resolution required by BC Housing Management Commission to renew the mortgage for The Hamlet 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 renewal.
- CARRIED

10. REPORTS OF COMMITTEES

There were no Reports of Committees.

11. MOTION TO CLOSE THE MEETING

There was no motion to close the meeting.

12. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Screech,
That the November 18, 2020 Capital Region Housing Corporation Board meeting be adjourned at 12:52 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER