

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, December 9, 2020

12:45 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

Directors: L. Helps (Chair), D. Screech (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins (EP), M. Hicks (EP), G. Holman, B. Isitt (EP), J. Loveday (EP), C. McNeil-Smith, R. Martin (EP), R. Mersereau, K. Murdoch, G. Orr (EP)(12:49 pm), C. Plant, J. Ranns (12:50 pm)(EP), L. Seaton, M. Tait (EP)(12:50 pm), N. Taylor (EP), K. Williams, 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; S. Grigg, Manager of Operations, Regional Housing; N. Morbey, Senior Financial Advisor, Financial Services; M. Lagoa, Acting Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors F. Haynes, D. Howe, R. Windsor

The meeting was called to order at 12:46 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

The Territorial Acknowledgement was provided in the preceding Committee of the Whole meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Mersereau, **SECONDED** by Director Murdoch,
That the agenda for the December 9, 2020 Session of the Capital Region Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [20-790](#) Minutes of the October 14, 2020 and November 18, 2020 Capital Region Housing Corporation Board Meetings

MOVED by Director Williams, **SECONDED** by Director McNeil-Smith,
That the minutes of the Capital Region Housing Corporation Board meetings of October 14, 2020 and November 18, 2020 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

The Chair noted that during this year all staff, including the Housing Corporation staff, were able to manage new projects and took care of tenants and buildings through the stress of COVID. The Chair wanted to take the time to acknowledge this and noted the work will only grow in 2021 with a number of buildings under development and the Rapid Housing initiative. Many thanks to the Housing staff for all their work in 2020.

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. [20-770](#) 2021 Portfolio Operating Budgets

MOVED by Director Screech, **SECONDED** by Director Brice,
a) That the 2021 Operating Budget for the Umbrella Operating Agreement be approved;
b) That the 2021 Operating Budget for the No Operating Agreement be approved;
c) That the 2021 Operating Budget for the Independent Living BC Agreement be approved;
d) That the 2021 Operating Budget for the Regional Housing First Program Agreement (Millstream Ridge and Spencer) be approved;
e) That the 2021 Operating Budget for the Investment in Housing Innovation be approved; and
f) That any 2020 operating surplus/(deficits) to be transferred to/(from) the appropriate Portfolio Stabilization Reserves be authorized.
CARRIED

8.2. [20-769](#) 2021 Administration and Development Services Budgets

MOVED by Director Screech, **SECONDED** by Director Brice,
a) That the Capital Region Housing Corporation 2021 Administration Budget be approved; and

b) That the Capital Region Housing Corporation 2021 Development Services Budget be approved.

CARRIED

8.3. [20-771](#) Five Year Updated Routine Capital Plans (2020-2024)

MOVED by Director Screech, **SECONDED** by Director Brice,

1. a) That the Capital Region Housing Corporation Umbrella Operating Agreement (UOA) Five Year Updated Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the UOA 2021 routine capital plan.
2. a) That the No Operating Agreement Portfolio Five Year Updated Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the No Operating Agreement Portfolio 2021 routine capital plan year.
3. a) That the Independent Living BC (ILBC) Operating Agreement (Parry Place) Five Year Updated Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the ILBC Operating Agreement (Parry Place) 2021 routine capital plan year.
4. a) That the Investing in Housing Initiatives (IHI) Operating Agreement Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the IHI Operating Agreement 2021 routine capital plan year.
5. a) That the Regional Housing First Program (RHFP) Operating Agreement Five Year Updated Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the RHFP Operating Agreement 2021 routine capital plan year.

CARRIED

8.4. [20-772](#) Major Capital Plan (2021-2025)

MOVED by Director Screech, **SECONDED** by Director Murdoch,

- a) That the 2021-2025 Major Capital Plan be approved; and
- b) That staff be authorized to submit grant funding applications for two CRHC Redevelopment projects, two CRHC Renewal Projects and two New Projects through Canada Mortgage and Housing Corporation, BC Housing Management Commission, Federation of Canadian Municipalities and other funding programs as necessary and as they become available.

CARRIED

8.5. [20-774](#) Correspondence: Greater Victoria Women's Shelter Society, 23 November 2020, re: Capital Region Housing Corporation (CRHC) Policy Change

Discussion ensued on the following:

- clarity of policy change
- proposed implementation timeline

MOVED by Director Blackwell, **SECONDED** by Director Murdoch,
That the amended applicant eligibility policy 2.10 be implemented effective June 1, 2021.

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. ADJOURNMENT

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

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER