



## Notice of Meeting and Meeting Agenda Capital Region Housing Corporation Board

Wednesday, November 10, 2021

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

### INAUGURAL MEETING

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. CALL TO ORDER
2. TERRITORIAL ACKNOWLEDGEMENT
3. ELECTION OF THE CHAIR OF THE HOUSING CORPORATION BOARD
4. ELECTION OF THE VICE CHAIR OF THE HOUSING CORPORATION BOARD
5. APPROVAL OF THE AGENDA
6. INAUGURAL ADDRESS OF THE CHAIR
7. ADOPTION OF MINUTES

7.1. [21-836](#) Minutes of the October 13, 2021 Capital Region Housing Corporation Board

**Recommendation:** That the minutes of the Capital Region Housing Corporation Board meeting of October 13, 2021 be adopted as circulated.

**Attachments:** [Minutes: October 13, 2021](#)

### 8. PRESENTATIONS/DELEGATIONS

*In keeping with directives from the Province of BC, there is limited space for the public to attend CRD Board meetings in-person at this time. However, the public may continue to view meeting materials and Live Webcasts online. If you wish to attend a meeting in-person, please email [legserv@crd.bc.ca](mailto:legserv@crd.bc.ca).*

*CRD encourages delegations to participate electronically. Please complete the online application for "Addressing the Board" on our website and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

**8.1. Presentations**

**8.2. Delegations**

**9. CONSENT AGENDA**

**10. ADMINISTRATION REPORTS**

**11. REPORTS OF COMMITTEES**

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

**13. NEW BUSINESS**

**14. ADJOURNMENT**

## Meeting Minutes

### Capital Region Housing Corporation Board

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Wednesday, October 13, 2021

1:00 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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**PRESENT:**

L. Helps (Chair), D. Screech (Vice Chair) (EP), D. Blackwell, P. Brent (for D. Howe), S. Brice, J. Brownoff (for F. Haynes) (EP), B. Desjardins, M. Hicks, G. Holman, B. Isitt (1:02 pm) (EP), J. Loveday, C. McNeil-Smith, R. Mersereau, K. Murdoch (1:03 pm) (EP), G. Orr, C. Plant, L. Seaton, M. Tait (1:01 pm) (EP), N. Taylor, K. Williams (EP), 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. Barnes, Senior Manager, Health & Capital Planning Strategies; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: F. Haynes, D. Howe, R. Martin, J. Ranns

The meeting was called to order at 1:00 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

Director Mersereau provided the Territorial Acknowledgement.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Orr, **SECONDED** by Director Brice,  
That the agenda for the October 13, 2021 Session of the Capital Region Housing Corporation Board be approved.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [21-727](#) Minutes of the September 8, 2021 Capital Region Housing Corporation Board

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Blackwell,  
That the minutes of the Capital Region Housing Corporation Board meeting of September 8, 2021 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

The Chair stated this will be the last meeting they will Chair and looks forward to welcoming a new Chair in November. They thanked staff for all their work.

#### 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 6. CONSENT AGENDA

Item 6.2 was removed from the consent agenda and moved to be considered under Administration Reports as Item 7.1.

**MOVED by Director Brice, SECONDED by Director Taylor,  
That consent agenda items 6.1. and 6.3. be approved.  
CARRIED**

6.1. [21-670](#) Mortgage Renewal - Cairns Park

1) That the resolution required by BC Housing Management Commission to renew the mortgage for Cairns Park for a term not to exceed the expiry of the existing operating agreement be approved; and

2) That the Chief Administrative Officer and Chief Financial Officer be authorized to sign any documents related to the mortgage renewal.

**CARRIED**

6.3. [21-709](#) Capital Region Housing Corporation Major Capital Plan Status Report Third Quarter, 2021

**That the Capital Region Housing Corporation Major Capital Plan Status Report Third Quarter, 2021 be received for information.**

**CARRIED**

#### 7. ADMINISTRATION REPORTS

7.1. [21-716](#) Capital Region Housing Corporation Operational Update No. 3, 2021

Discussion ensued regarding housing vacancies.

**MOVED by Director Orr, SECONDED by Director Mersereau,  
That the Capital Region Housing Corporation Operational Update No. 3, 2021 report be received for information.**

**CARRIED**

#### 8. REPORTS OF COMMITTEES

There were no Reports of Committees.

#### 9. NOTICE(S) OF MOTION

There were no notice(s) of motion.

## 10. NEW BUSINESS

There were no notice(s) of motion.

## 11. MOTION TO CLOSE THE MEETING

### 11.1. [21-749](#) Motion to Close the Meeting

**MOVED** by Director Blackwell, **SECONDED** by Director Mersereau,

1. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter.
2. That such disclosures could reasonably be expected to harm the interests of the Regional District.

**CARRIED**

The Capital Region Housing Corporation Board recessed at 1:06 pm and reconvened into its closed session at 2:57 pm.

## 12. RISE AND REPORT

The Capital Region Housing Corporation Board rose from its closed session at 3:09 pm without report.

## 13. ADJOURNMENT

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Taylor,  
That the October 13, 2021 Closed Session of the Capital Region Housing Corporation Board meeting be adjourned at 3:09 pm.

**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER