

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, January 12, 2022

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT:

J. Loveday (Chair), D. Screech (Vice Chair), D. Blackwell, P. Brent (for D. Howe) (EP), S. Brice (EP), B. Desjardins (EP), L. Helps (EP), F. Haynes (1:01 pm) (EP), M. Hicks (1:01 pm) (EP), G. Holman (EP), B. Isitt (EP), R. Martin (EP), C. McNeil-Smith (EP), R. Mersereau (EP), K. Murdoch (1:02 pm) (EP), G. Orr (1:04 pm) (EP), C. Plant, J. Ranns (EP), L. Seaton (EP), M. Tait (EP), N. Taylor (EP), K. Williams (EP), R. Windsor (1:04 pm) (EP), G. Young (EP)

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, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

Guests: S. Burden & L. Lee, Lead Audit Engagement Partners, KPMG

EP - Electronic Participation

Regrets: D. Howe

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

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Screech provided the Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Plant, **SECONDED** by Director Blackwell,
That the agenda for the January 12, 2022 Session of the Capital Region Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [21-905](#) Minutes of the December 8, 2021 Capital Region Housing Corporation Board

MOVED by Director Screech, **SECONDED** by Director Plant,
That the minutes of the Capital Region Housing Corporation Board meeting of December 8, 2021 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

The Chair stated that he looks forward to the very important work that Capital Regional Housing Corporation Board will undertake in 2022. He noted that the Tenant Advisory Committee met in December 2021 and discussed presenting to the Capital Regional Housing Corporation Board or Hospitals and Housing Committee.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

5.1.1. [22-005](#) Presentation: CRHC 2021 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

Director Young stated that he has a family member who works for KPMG and therefore would recuse himself from any discussion regarding selection of the auditor.

L. Lee provided a presentation regarding the 2021 financial audit.

Discussion took place regarding materiality.

**MOVED by Director Blackwell, SECONDED by Director Screech,
That the Capital Region Housing Corporation 2021 Audit Planning verbal
presentation be received for information.
CARRIED**

5.2. Delegations

There were no delegations.

6. CONSENT AGENDA

There were no Consent Agenda items.

7. ADMINISTRATION REPORTS

7.1. [22-014](#) Capital Region Housing Corporation 2021 Audit Planning Discussion

**MOVED by Director Screech, SECONDED by Director Blackwell,
That the Capital Region Housing Corporation 2021 Audit Plan developed by
KPMG be approved.
CARRIED**

7.2. [22-026](#) Cairns Park Mortgage Renewal - Revised Resolution

K. Lorette spoke to Item 7.2.

Discussion ensued regarding balance owing.

**MOVED by Director Screech, SECONDED by Director Plant,
The Capital Region Housing Corporation Board approve the revised Resolution of
Directors to renew the mortgage for Cairns Park.
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 was no new business.

11. ADJOURNMENT

**MOVED by Director Screech, SECONDED by Director Plant,
That the January 12, 2022 Capital Region Housing Corporation Board meeting be
adjourned at 1:21 pm.
CARRIED**

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER