

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, December 14, 2022

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: M. Tait (Acting Chair), M. Alto, P. Brent, S. Brice, J. Caradonna, C. Coleman, B. Desjardins, S. Goodmanson (EP), K. Harper (for de Vries) (EP), P. Jones, D. Kobayashi, M. Little, C. McNeil-Smith, K. Murdoch, C. Plant, L. Szpak, D. Thompson, S. Tobias, M. Westhaver (for D. Murdock), A. Wickheim, K. Williams

STAFF: T. Robbins, 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; I. Jesney, Acting General Manager, Integrated Water Services; S. Carey, Senior Manager, Legal Services; D. Elliot, Senior Manager, Regional Housing; S. Grigg, Manager of Operations, Regional Housing; G. Harris, Senior Manager, Environmental Protection; R. Lachance, Senior Manager, Financial Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (recorder)

EP - Electronic Participation

Regrets: Directors J. Brownoff, Z. de Vries, G. Holman, D. Murdock, R. Windsor

The meeting was called to order at 3:49 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Brice, **SECONDED** by Director Kobayashi,
That the agenda for the December 14, 2022 Session of the Capital Region
Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

- 3.1. [22-666](#) Minutes of the October 12, 2022 and November 16, 2022 Capital Region Housing Corporation Board meetings

MOVED by Director Brice, **SECONDED** by Director Brent,

1. That the minutes of the Capital Region Housing Corporation Board meeting of October 12, 2022 be adopted as circulated.

2. That the minutes of the Special Session of Capital Region Housing Corporation Board meeting of November 16, 2022 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

There were no Chair's remarks.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

There were no Consent Agenda items.

7. ADMINISTRATION REPORTS

- 7.1. [22-649](#) 2023 Administration & Development Services Budgets

K. Lorette introduced staff and spoke to Item 7.1.

Discussion ensued regarding consultants fees.

MOVED by Director Brent, **SECONDED** by Director Kobayashi,

1. That the Capital Region Housing Corporation 2023 Administration Budget be approved;

2. That the Capital Region Housing Corporation 2023 Development Services Budget be approved; and

3. That the Development Services Stabilization Reserve be established and transfer the 2022 Development Services surplus.

CARRIED

7.2. [22-650](#) 2023 Portfolio Operating Budgets

K. Lorette spoke to Item 7.2.

MOVED by Director Alto, **SECONDED** by Director Tobias,

1. That the 2023 Operating Budget for the Umbrella Operating Agreement be approved;
2. That the 2023 Operating Budget for the No Operating Agreement be approved;
3. That the 2023 Operating Budget for the Independent Living BC Agreement be approved;
4. That the 2023 Operating Budget for the Regional Housing First Program Agreement be approved;
5. That the 2023 Operating Budget for the Investment in Housing Innovation be approved;
6. That the 2023 Operating Budget for the Community Housing Fund (CHF) be approved; and
7. That any 2022 operating surplus/(deficits) to be transferred to/(from) the individual Portfolio Stabilization Reserves be approved.

CARRIED

MOVED by Director McNeil-Smith, **SECONDED** by Director Tobias,

That the meeting be extended past the 3 hour scheduled time.

CARRIED

7.3. [22-651](#) 2023 Five Year Updated Routine Capital Plans (2020-2024)

K. Lorette spoke to Item 7.3.

MOVED by Director Brice, **SECONDED** by Director Brent,

1. a) That the Capital Region Housing Corporation Umbrella Operating Agreement (UOA) Updated Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the UOA 2023 Routine Capital Plan.
- 2.a) That the Independent Living BC (ILBC) Updated Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the ILBC 2023 Routine Capital Plan.
- 3.a) That the No Operating Agreement (NOA) Updated Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the NOA 2023 Routine Capital Plan.
- 4.a) That the Investment in Housing Innovation (IHI) Updated Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the IHI 2023 Routine Capital Plan.
- 5.a) That the Regional Housing First Program (RHFP) Updated Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the RHFP 2023 Routine Capital Plan.
- 6.a) That the Community Housing Fund (CHF) Five Year Routine Capital Plan 2020-2024 be approved; and
b) That staff be authorized to implement the CHF 2023 Routine Capital Plan.

CARRIED

7.4. [22-652](#) Major Capital Plan (2023-2027)

K. Lorette spoke to Item 7.4.

Discussion ensued regarding delegated authority.

MOVED by Director Szpak, SECONDED by Director Brent,

- 1. That the Major Capital Plan (2023-2027) be approved;**
- 2. That the Chief Administrative Officer, or their duly authorized delegate, be authorized to apply for, negotiate and accept the terms to receive funds for up to six development projects through the Regional Housing First Program, Regional Housing Trust Fund, Canada Mortgage and Housing Commission (CMHC), BC Housing Management Commission, Federation of Canadian Municipalities, City of Victoria and the District of Saanich, and other funding programs as necessary and as they become available; and**
- 3. That the draft Resolution of the Board of Directors, attached as Appendix B and required by CMHC be approved**

CARRIED

8. REPORTS OF COMMITTEES

There were no Reports of Committees.

9. NOTICE(S) OF MOTION

There were no Notices of Motion.

10. NEW BUSINESS

There was no new business.

11. ADJOURNMENT

**MOVED by Director Alto, SECONDED by Director Coleman,
That the December 14, 2022 Capital Region Housing Corporation Board meeting
be adjourned at 4:13 pm.**

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER