

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, January 11, 2023

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: Z. de Vries (Chair), M. Alto, J. Bateman (for M. Tait), P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, B. Desjardins, S. Goodmanson, G. Holman, P. Jones, D. Kobayashi, M. Little, C. McNeil-Smith (EP), K. Murdoch, D. Murdock, C. Plant, S. Riddell (for R. Windsor), L. Szpak, D. Thompson, S. Tobias, 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; D. Elliot, Senior Manager, Regional Housing; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (recorder)

Guests: S. Burden, L. Lee and C. Rice-Gural, Lead Audit Engagement Partners, KPMG

EP - Electronic Participation

Regrets: Director(s) M. Tait, R. Windsor

The meeting was called to order at 1:07 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Director Murdoch provided the Territorial Acknowledgement

2. APPROVAL OF THE AGENDA

MOVED by Director Plant, **SECONDED** by Director Murdoch,
That the agenda for the January 11, 2023 Session of the Capital Region Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [23-036](#) Minutes of the December 14, 2022 Capital Region Housing Corporation Board

MOVED by Director Plant, **SECONDED** by Director Little,
That the minutes of the Capital Region Housing Corporation Board meeting of December 14, 2022 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

Happy New year, it's nice to see everyone here. I am looking forward to the year ahead and the work that will be underway. This agenda before us is fairly straight forward, so with that let's begin our meeting.

5. PRESENTATIONS/DELEGATIONS

There were no delegations.

5.1. Presentations

5.1.1. [23-046](#) Presentation: CRHC 2022 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

L. Lee provided a presentation regarding the 2022 financial audit.

Discussion ensued regarding:

- reviewing mechanism and feedback opportunities from the Board
- benchmarking
- performance auditing of service delivery

6. ADMINISTRATION REPORTS

6.1. [23-013](#) Capital Region Housing Corporation 2022 Audit Planning Discussion

N. Chan spoke to Item 6.1.

Discussion ensued regarding performance auditing of service delivery.

**MOVED by Director Kobayashi, SECONDED by Director Desjardins,
That the Capital Region Housing Corporation 2022 Audit Plan developed by
KPMG be approved.**

CARRIED

7. REPORTS OF COMMITTEES

There were no Reports of Committees.

8. NOTICE(S) OF MOTION

There were no Notice(s) of Motion.

9. NEW BUSINESS

There was no new business.

10. MOTION TO CLOSE THE MEETING

10.1. [23-049](#) Motion to Close the Meeting

MOVED by Director Desjardins, SECONDED by Director Plant,

1. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter.

CARRIED

MOVED by Director Desjardins, SECONDED by Director Plant,

2. That such disclosures could reasonably be expected to harm the interests of the Regional District.

CARRIED

MOVED by Director Tait, SECONDED by Director Murdoch,

That the meeting be recessed for the meeting of the Capital Regional District Board.

CARRIED

The meeting recessed at 1:25 pm.

The meeting reconvened and went into the Closed Session at 4:05 pm.

11. RISE AND REPORT

The meeting rose from the Closed Session at 4:16 pm without report.

12. ADJOURNMENT

MOVED by Director Plant, SECONDED by Director Tobias,

That the January 11, 2023 Closed Session of the Capital Region Housing Corporation Board meeting be adjourned at 4:16 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER