

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, December 13, 2023

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

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

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) J. Brownoff, M. Tait

The meeting was called to order at 1:06 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Caradonna provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Szpak, **SECONDED** by Director Murdoch,
That the agenda for the December 13, 2023 Session of the Capital Region
Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [23-927](#) Minutes of the November 8, 2023 Capital Region Housing Corporation Board

MOVED by Director Szpak, **SECONDED** by Director Little,
That the minutes of the Capital Region Housing Corporation Board meeting of
November 8, 2023 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

**MOVED by Director Szpak, SECONDED by Director Kobayashi,
That consent agenda items 6.1. through 6.4. be approved.
CARRIED**

6.1. [23-907](#) 2024 Portfolio Operating Budgets

1. That the 2024 Operating Budget for the Umbrella Operating Agreement be approved;
2. That the 2024 Operating Budget for the No Operating Agreement be approved;
3. That the 2024 Operating Budget for the Regional Housing First Program Agreement be approved;
4. That the 2024 Operating Budget for the Investment in Housing Innovation be approved;
5. That the 2024 Operating Budget for the Community Housing Fund (CHF) be approved;
6. That the 2024 Operating Budget for the Independent Living BC Agreement be approved; and
7. That any 2023 operating surplus/(deficits) to be transferred to/(from) the individual Portfolio Stabilization Reserves be approved.

CARRIED

6.2. [23-906](#) 2024 Administration, Development Services & Routine Services Budgets

1. That the Capital Region Housing Corporation 2024 Administration Budget be approved;
2. That the Capital Region Housing Corporation 2024 Development Services Budget be approved; and
3. That the Capital Region Housing Corporation 2024 Routine Replacement Services Budget be approved.

CARRIED

6.3. [23-905](#) Five-Year Updated Routine Capital Plans (2024-2028)

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 2024 Routine Capital Plan.
 2. a) That the Independent Living BC 2 (ILBC2) Updated Five-Year Routine Capital Plan 2024-2028 be approved; and
b) That staff be authorized to implement the ILBC2 2024 Routine Capital Plan.
 3. a) That the No Operating Agreement (NOA) Updated Five-Year Routine Capital Plan 2024-2028 be approved; and
b) That staff be authorized to implement the NOA 2024 Routine Capital Plan.
 4. a) That the Investment in Housing Innovation (IHI) Updated Five-Year Routine Capital Plan 2024-2028 be approved; and
b) That staff be authorized to implement the IHI 2024 Routine Capital Plan.
 5. a) That the Regional Housing First Program (RHFP) Updated Five-Year Routine Capital Plan 2024-2028 be approved; and
b) That staff be authorized to implement the RHFP 2024 Routine Capital Plan.
 6. a) That the Community Housing Fund (CHF) Five-Year Routine Capital Plan 2024-2028 be approved; and
b) That staff be authorized to implement the CHF 2024 Routine Capital Plan.
- CARRIED**

6.4. [23-908](#) Major Capital Plan (2024-2028)

1. That the Major Capital Plan (2024-2028) be approved; and
 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 funding programs as necessary and as they become available.
- CARRIED**

7. ADMINISTRATION REPORTS

There were no administration reports.

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 Little, **SECONDED** by Director Thompson,
That the December 13, 2023 Capital Region Housing Corporation Board meeting
be adjourned at 1:09 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER