

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, January 10, 2024

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: Z. de Vries (Chair), J. Caradonna (Vice Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, C. Coleman, B. Desjardins, S. Goodmanson (EP), G. Holman, P. Jones, D. Kobayashi, M. Little, C. McNeil-Smith, K. Murodch, D. Murdock (1:24 pm), C. Plant, S. Riddell (for R. Windsor), S. Roessingh (for K. Williams), L. Szpak, M. Tait, D. Thompson, S. Tobias, A. Wickheim

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, A. Orr, Senior Manager, Corporate Communications; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Guests: L. Lee, Lead Audit Engagement Partner, KPMG; S. Burden, Auditor, KPMG; C. Rice-Gural, Auditor, KPMG

Regrets: Directors K. Williams, R. Windsor

The meeting was called to order at 1:13 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Caradonna provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Little, **SECONDED** by Director Alto,
That the agenda for the January 10, 2024 Session of the Capital Region Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [24-026](#) Minutes of the December 13, 2023 Capital Region Housing Corporation Board

MOVED by Director Murdoch, **SECONDED** by Director McNeil-Smith,
That the minutes of the Capital Region Housing Corporation Board meeting of December 13, 2023 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

As your all very aware the Alternative Approval Process for the Land Assembly, Housing and Land Banking has launched. We felt it was important that there was more information for the public about the purpose of why we are doing it and so we have submitted an op-ed to that affect to provide more information about the process.

5. PRESENTATIONS/DELEGATIONS

There were no delegations.

5.1. Presentations

- 5.1.1. [24-037](#) Presentation: CRHC 2023 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

L. Lee presented the 2023 Audit Planning Presentation.

Discussion ensued on the following:

- requirement to report out on liabilities associated with climate change
- asset management strategies
- use and impact of materiality
- internal audit procedure

Director Murdock joined the meeting in person at 1:24 pm.

6. CONSENT AGENDA

There were no consent agenda items.

7. ADMINISTRATION REPORTS

- 7.1. [23-978](#) Capital Region Housing Corporation 2023 Audit Planning Discussion

N. Chan spoke to Item 7.1.

MOVED by Director Kobayashi, **SECONDED** by Director Tait,
That the Capital Region Housing Corporation 2023 Audit Plan developed by
KMPG by approved.
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 Coleman, **SECONDED** by Director Plant,
That the January 10, 2024 Capital Region Housing Corporation Board meeting be
adjourned at 1:36 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER