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**Minutes of a Meeting of the Regional Housing Trust Fund Commission
Held February 26, 2019 in Room 488, 625 Fisgard St., Victoria, BC**

PRESENT: Commissioners: Barbara Fallot, Bob Thompson, Cairine Green, Celia Stock, Charlayne Thornton-Joe, David Screech, Gary Holman, Lynda Hundleby, Marie-Terese Little, Ann Baird

ABSENT: Commissioners: Dave Howe, Ebony Logins, Zac de Vries

Staff: Kevin Lorette, General Manager, Planning and Protective Services; Christine Culham, Senior Manager, Regional Housing; John Reilly, Manager, Housing Planning and Programs; Colleen Cybulski, Manager, Regional Housing First Program; Maia Kerr, Administrative Clerk 2, Housing Planning and Programs (recorder)

1. WELCOME AND INTRODUCTIONS

The meeting was called to order at 12:18 pm. Kevin Lorette welcomed the Commission members and introductions were made around the table.

2. ELECTION OF CHAIR AND VICE CHAIR

Kevin Lorette called for nominations for the position of Chair of the Regional Housing Trust Fund (RHTF) Commission for 2019.

Commissioner Charlayne Thornton-Joe was nominated and the nomination was accepted.

Nominations were called for a second and third time and as there were none, nominations were closed. Commissioner Charlayne Thornton-Joe was declared Chair of the Regional Housing Trust Fund for 2019.

Kevin Lorette called for nominations for the position of Vice-Chair of the Regional Housing Trust Fund Commission for 2019.

Commissioner David Screech was nominated and the nomination was accepted.

Nominations were called for a second and third time and as there were none, nominations were closed. Commissioner David Screech was declared Vice-Chair of the Regional Housing Trust Fund for 2019.

Commissioner Thornton-Joe assumed the Chair and welcomed members.

Chair Thornton-Joe asked Vice-Chair Screech to assume the chair for the duration of the meeting.

3. APPROVAL OF AGENDA

MOVED by Commissioner Celia Stock, **SECONDED** by Commissioner Lynda Hundleby.

That the agenda be approved as circulated.

CARRIED

4. APPROVAL OF MINUTES OF SEPTEMBER 25, 2018

MOVED by Commissioner Celia Stock, **SECONDED** by Commissioner Barbara Fallot.

That the minutes from the September 25, 2018 Regional Housing Trust Fund meeting be approved as circulated.

CARRIED

5. ORIENTATION

Kevin Lorette provided an overview of the program framework, Christine Culham provided an overview of program operations and John Reilly provided an overview of Housing Planning and Programs.

Commissioner Thornton-Joe left the meeting at 12:48 pm.

MOVED by Commissioner Lynda Hundleby, **SECONDED** by Commissioner Cairine Green.

That the Commission receive the orientation.

CARRIED

6. APPROVED RHTF PROJECTS UPDATE (John Reilly)

Staff provided updates to the Commission for the current RHTF-funded projects and a brief discussion followed.

MOVED by Commissioner Bob Thompson, **SECONDED** by Commissioner Barbara Fallot.

That the Commission receive the RHTF Projects Update.

CARRIED

7. RHFP IMPLICATIONS ON RHTF STAFF REPORT:

Christine Culham spoke to the staff report.

Commissioners discussed the staff report recommendation.

MOVED by Commissioner Lynda Hundleby, **SECONDED** by Commissioner Barbara Fallot.

That the Regional Housing Trust Fund Commission suspend the receipt of Letters of Intent for non-RHFP projects until allocations for all qualified RHFP projects have been approved by the Commission.

CARRIED

8. ROUND TABLE

Commissioners held a round table to share information on housing in their respective municipalities and electoral areas.

Commissioner Thornton-Joe re-entered the meeting at 1:49 pm

Staff noted that the Canadian Housing Renewal Association is hosting its conference in Victoria this year (April 2 – 4). Staff agreed to send out details to the commissioners.

9. ADJOURNMENT

MOVED by Commissioner Bob Thompson, **SECONDED** by Commissioner Celia Stock.

That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:20 pm

Chair