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Minutes of a Meeting of the Regional Housing Trust Fund Commission Held April 8, 2021 via Microsoft Teams Meeting

PRESENT: **Commissioners:** Bob Thompson, Meagan Brame, Ann Baird, Marie-Terese Little, Eric Wood Zhelka, Zac de Vries, Terri O’Keeffe, David Screech, Gary Holman, Paul Brent.

ABSENT: **Commissioners:** Ebony Logins, Sarah Potts, David Howe, Celia Stock

Staff: Kevin Lorette, General Manager, Planning and Protective Services; Don Elliott, Senior Manager, Regional Housing; John Reilly, Manager, Housing Initiatives and Programs; Jerry Michael, Administrative Coordinator, Housing Initiatives and Programs (recorder)

The meeting was called to order at 2:12 pm.

1. Territorial Acknowledgement

John Reilly acknowledged the traditional territories of the Lekwungen speaking people as well as other First Nations whose lands the commissioners present are working.

2. Welcome and Introductions

Kevin Lorette welcomed new and returning commission members and introduced CRD staff who support the RHTF.

3. APPROVAL OF AGENDA

MOVED by Commissioner Eric Wood Zhelka, **SECONDED** by Commissioner Ann Baird
That the agenda be approved as circulated.

CARRIED

4. 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 2021. Nominations were called for a second time

Commissioner David Screech was nominated and the nomination was accepted.

Commission Meagan Brame was nominated and the nomination was declined

Nominations were called for a second and third time and as there were none, nominations were closed. Commissioner David Screech was declared Chair of the Regional Housing Trust Fund for 2021 by acclamation.

Kevin Lorette called for nominations for the position of Vice-Chair of the Regional Housing Trust Fund Commission for 2021.

Commissioner Meagan Brame 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 Meagan Brame was declared Vice-Chair of the Regional Housing Trust Fund for 2021 by acclamation.

Commissioner David Screech assumed the Chair and welcomed members.

5. APPROVAL OF MINUTES OF September 25, 2020

MOVED by Commissioner Meagan Brame, **SECONDED** by Commissioner Paul Brent
That the minutes from the September 25, 2020 Regional Housing Trust Fund meeting be approved as circulated.

CARRIED

6. APPROVED RHTF PROJECTS UPDATE

Staff provided updates to the Commission on the current RHTF-funded projects and a brief discussion followed. No questions by commissioners arose from the update.

Motion to receive the report as written.

MOVED by Meagan Brame **SECONDED** by Eric Wood Zhelka

CARRIED

7. Michigan Project Amendment and Discussion

CRHC staff addressed commissioner questions around projected rent differences between building A and building B.

MOVED by Commissioner Gary Holman, **SECONDED** by Commissioner Paul Brent
That the Regional Housing Trust Fund (RHTF) Commission recommends to the Capital Regional District Board: That a grant in the amount of \$525,000 to the Capital Region Housing Corporation be approved to support the development of 35 additional units of affordable rental housing at 330 Michigan Street, Victoria, subject to meeting the terms of the RHTF Grant Funding Agreement.

CARRIED

8. Prosser Letter of Intent

MOVED by Commissioner Meagan Brame **SECONDED** by Commissioner Eric Wood Zhelka
That the Commission recommend the proponent work with Capital Regional District staff to prepare and submit a full grant application for review by the Regional Housing Trust Fund Advisory Committee.

CARRIED

9. Grant Approval Process Amendment and Discussion

MOVED by Commissioner Gary Holman, **SECONDED** by Commissioner Paul Brant
That the Regional Housing Trust Fund Commission suspend the requirement of a Letter of Intent from prospective Regional Housing First Project applicants until all eligible projects have been awarded funding.

CARRIED

10. ROUND TABLE

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

11. ADJOURNMENT

MOVED by Commissioner Meagan Brame, **SECONDED** by Commissioner Gary Holman
That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:55pm.

Chair