

## Meeting Minutes

### Capital Region Housing Corporation Board

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Wednesday, March 13, 2024

1:00 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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DIRECTORS: Z. de Vries (Chair), J. Caradonna (Vice Chair), K. Armour (for B. Desjardins), P. Brent, S. Brice, J. Brownoff, S. Goodmanson, G. Holman, S. Kim (for M. Alto)(EP), D. Kobayashi, M. Little, K. Murdoch, D. Murdock, C. Plant, C. Rintoul (for C. McNeil-Smith), C. Stock (for P. Jones), L. Szpak, M. Tait, 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, Acting General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; R. Lachance, Senior Manager, Financial Services; A. Linwood, Controller, Financial Services; B. Semmens, Manager, Financial Planning & Performance; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, C. Coleman, B. Desjardins, P. Jones, C. McNeil-Smith

The meeting was called to order at 1:01 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Caradonna provided a Territorial Acknowledgement.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Tobias, **SECONDED** by Director Plant,  
That the agenda for the March 13, 2024 Session of the Capital Region Housing Corporation Board be approved.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [24-248](#) Minutes of the February 14, 2024 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 February 14, 2024 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

There were no Chair's remarks.

#### 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 6. CONSENT AGENDA

**MOVED by Director Plant, SECONDED by Director Brice,  
That consent agenda items 6.1. through 6.3. be approved.  
CARRIED**

- 6.1. [24-098](#) Capital Region Housing Corporation Investment Portfolio Holdings and Performance Annual Update

This report was received for information.

- 6.2. [24-231](#) Carillon Place Mortgage Renewal

**1. That the resolution required by BC Housing Management Commission to renew the mortgage for Carillon Place through the Canada Mortgage and Housing Corporation Tendered Lending Program for a term not to exceed 10 years as required be approved; and  
2. That Edward Robbins, Chief Administrative Officer or Nelson Chan, Chief Financial Officer or their duly authorized delegates together or with any one officer or director of the Borrower for and on behalf of the Borrower be authorized to sign any documents related to the mortgage renewal.  
CARRIED**

- 6.3. [24-232](#) 2023 Tenant Advisory Committee Year-End Reporting

This report was received for information.

#### 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 Plant, **SECONDED** by Director Murdoch,  
That the March 13, 2024 Capital Region Housing Corporation Board meeting be  
adjourned at 1:02 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER