

Meeting Minutes

Capital Region Housing Corporation Board

Wednesday, January 8, 2025

12:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: Z. de Vries (Chair), J. Caradonna (Vice Chair), P. Brent, S. Brice, J. Brownoff, C. Coleman, B. Desjardins, S. Goodmanson, C. Harder, G. Holman, P. Jones, S. Kim (for M. Alto) (EP), D. Kobayashi, M. Little, C. McNeil-Smith, K. Murdoch, D. Murdock (12:21 pm), C. Plant (EP), M. Tait (EP), 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; G. Harris, Acting General Manager, Parks, Recreation & Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Henderson, Senior Manager Real Estate and SGI Administration; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Guest: L. Lee, Lead Audit Engagement Partner, KPMG

Regrets: Director M. Alto

The meeting was called to order at 12:06 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Director Little provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Thompson, **SECONDED** by Director Murdoch,
That the agenda for the January 8, 2025 Session of the Capital Region Housing Corporation Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [24-1366](#) Minutes of the December 11, 2024 Capital Region Housing Corporation Board Meeting

MOVED by Director McNeil-Smith, **SECONDED** by Director Coleman,
That the minutes of the Capital Region Housing Corporation Board meeting of December 11, 2024 be adopted as circulated
CARRIED

4. REPORT OF THE CHAIR

Before wishing you all a happy New Year, I want to acknowledge that a fire occurred on December 29, 2024 at a CRHC apartment complex, the Heathers, at 3169 Tillicum Road. The fire tragically resulted in the loss of life of one tenant. At this time, I want to express our deepest condolences to the family and friends of this individual. Our thoughts are also with everyone who's been affected by this tragedy, including the tenants who have been displaced and staff who were impacted by this event. We are incredibly grateful for the first responders from the Saanich Fire Department who acted swiftly to contain the fire and ensure the safety of others. I look forward to being able to recall the more positive elements of 2024, of which there are many. I look forward to working with you all as we undertake work in 2025 to advance the Board's priority of increasing the supply of affordable, inclusive, and adequate housing within the region. Happy New Year to directors and staff and let's get on with our proceedings today.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- 5.1.1. [24-1365](#) Presentation: CRHC 2024 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

L. Lee presented the 2024 Audit Planning Presentation.

Discussion ensued regarding the valuation and impact of amortizations on assets.

Director Murdoch joined the meeting in person at 12:21 pm.

5.2. Delegations

There were no delegations.

6. CONSENT AGENDA

**MOVED by Director Murdoch, SECONDED by Director Harder,
That consent agenda item 6.1.be approved.
CARRIED**

- 6.1. [24-1293](#) Capital Region Housing Corporation 2024 Audit Planning Discussion

**That the Capital Region Housing Corporation 2024 Audit Plan developed by
KPMG be approved.
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 Kobayashi, SECONDED by Director Tobias,
That the January 8, 2025 Capital Region Housing Corporation Board meeting be
adjourned at 12:22 pm.
CARRIED**

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER