

## Meeting Minutes

### Hospitals and Housing Committee

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Wednesday, December 1, 2021

1:30 PM

6th Floor Boardroom  
625 Fisgard St.  
Victoria, BC V8W 1R7

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#### PRESENT

Directors: L. Helps (Chair), G. Orr (Vice Chair), D. Blackwell (EP), S. Brice, F. Haynes, G. Holman (EP), J. Loveday (EP), K. Murdoch (1:51 pm), C. Plant (Board Chair, ex officio) (EP)

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; R. Fowles, Manager, Construction & Capital Projects, Regional Housing; S. Grigg, Manager of Operations, Regional Housing; N. Morbey, Senior Financial Advisor, Financial Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director D. Screech

The meeting was called to order at 1:30 pm.

#### 1. Territorial Acknowledgement

Chair Helps provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Brice, **SECONDED** by Director Loveday,  
That the agenda for the December 1, 2021 Hospitals and Housing Committee meeting be approved.  
**CARRIED**

#### 3. Adoption of Minutes

3.1. [21-856](#) Minutes of the November 3, 2021 Hospitals and Housing Committee Meeting

**MOVED** by Director Orr, **SECONDED** by Director Blackwell,  
That the minutes of the Hospitals and Housing Committee meeting of November 3, 2021 be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

Chair Helps noted that this is her last meeting as Chair of this committee. She thanked the committee and staff for their work this past three years.

## 5. Presentations/Delegations

There were no presentations or delegations.

## 6. Committee Business

### 6.1. [21-870](#) 2022 Five Year Updated Routine Capital Plans (2020-2024)

K. Lorette introduced staff in attendance, including D. Elliott who spoke to Item 6.1.

**MOVED by Director Orr, SECONDED by Director Brice,  
The Hospitals and Housing Committee recommends to the Capital Region  
Housing Corporation Board:**

1. a) That the Capital Region Housing Corporation Umbrella Operating Agreement (UOA) Updated Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the UOA 2022 Routine Capital Plan.
2. a) That the Independent Living BC (ILBC) Updated Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the ILBC 2022 Routine Capital Plan.
3. a) That the No Operating Agreement (NOA) Updated Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the NOA 2022 Routine Capital Plan.
4. a) That the Investment in Housing Innovation (IHI) Updated Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the IHI 2022 Routine Capital Plan.
5. a) That the Regional Housing First Program (RHFP) Updated Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the RHFP 2022 Routine Capital Plan.
6. a) That the Community Housing Fund (CHF) Five Year Routine Capital Plan 2020-2024 be approved; and  
b) That staff be authorized to implement the CHF Routine 2022 Capital Plan.

**CARRIED**

### 6.2. [21-871](#) Major Capital Plan (2022-2026)

D. Elliott spoke to Item 6.2.

Discussion ensued on the following:

- source and allocation of funds
- the financial feasibility of developing the Drake Road property
- reevaluating the current tenant relocation policy

**MOVED by Director Holman, SECONDED by Director Loveday,  
The Hospitals and Housing Committee recommends to the Capital Region  
Housing Corporation Board:**

1. That the 2022-2026 Major Capital Plan be approved; and
2. That staff be authorized to submit grant funding applications and receive grant funding for up to four CRHC Redevelopment projects, through Canada Mortgage and Housing Corporation, BC Housing Management Commission, Federation of Canadian Municipalities and other funding programs as necessary and as they become available.

**CARRIED**

**6.3.**     [21-872](#)           2022 Administration and Development Services Budgets

D. Elliott spoke to Item 6.3.

**MOVED by Director Brice, SECONDED by Director Orr,  
The Hospitals and Housing Committee recommends to the Capital Region  
Housing Corporation Board:**

1. That the Capital Region Housing Corporation 2022 Administration Budget be approved; and
2. That the Capital Region Housing Corporation 2022 Development Services Budget be approved.

**CARRIED**

**6.4.**     [21-873](#)           2022 Portfolio Operating Budgets

D. Elliott spoke to Item 6.4.

Discussion ensued on the following:

- the process of determining reasonable operating costs
- the occupancy rates in new buildings
- Staff identified that there was an inconsistency in the RHFP Operating Budget where it shows a deficit in the 2026 Forecast Estimate. This should show a positive number and will be corrected as an additional appendix when the report goes to the Board for approval.

**MOVED by Director Murdoch, SECONDED by Director Orr,  
The Hospitals and Housing Committee recommends to the Capital Region  
Housing Corporation Board:**

1. That the 2022 Operating Budget for the Umbrella Operating Agreement be approved;
2. That the 2022 Operating Budget for the No Operating Agreement be approved;
3. That the 2022 Operating Budget for the Independent Living BC Agreement be approved;
4. That the 2022 Operating Budget for the Regional Housing First Program Agreement be approved;
5. That the 2022 Operating Budget for the Investment in Housing Innovation be approved;
6. That the 2022 Operating Budget for the Community Housing Fund (CHF) be approved; and
7. That any 2021 operating surplus/(deficits) to be transferred to/(from) the individual Portfolio Stabilization Reserves be authorized.

**CARRIED**

**6.5.**     [21-874](#)           Michigan Square Redevelopment Mortgage Registration and Final Budget Approval

K. Lorette spoke to Item 6.5.

Discussion ensued on the final control budget decrease.

**MOVED by Director Brice, SECONDED by Director Orr,  
The Hospitals and Housing Committee recommends to the Capital Region  
Housing Corporation Board:**

1. That the resolutions, attached as Appendix A, Appendix B and Appendix C and

required by BC Housing Management Commission to authorize the execution of the Section 219 Covenants and the Loan and Mortgage documents for Michigan Square (PID 001-225-197) be approved;

2. That the Cost Overrun Agreement, attached as Appendix D, be approved; and

3. That the Chief Administrative Officer be authorized to do all things necessary to effect the project and take such steps as are required to conclude the financing, construction and operation of the Michigan Square Redevelopment project.

**CARRIED**

**6.6.**     [21-857](#)

Previous Minutes of Other CRD Committees and Commissions for Information

**MOVED** by Director Murdoch, **SECONDED** by Director Loveday,

That the following minutes be received for information:

a) Tenant Advisory Committee minutes - June 28, 2021

**CARRIED**

**7. Notice(s) of Motion**

Director Holman read a Notice of Motion for consideration at the Closed CRD Board meeting of December 8, 2021.

"That staff work with BC Housing, Salt Spring Community Services, Lady Minto Hospital Foundation and other agencies as appropriate to determine and help make the arrangements necessary to locate temporary accommodation at the CRHC Drake Road property for Seabreeze Inn tenants."

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED** by Director Orr, **SECONDED** by Director Haynes,

That the December 8, 2021 Hospitals and Housing Committee meeting be adjourned at 2:33 pm.

**CARRIED**

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CHAIR

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RECORDER