

## **Meeting Minutes**

### **Hospitals and Housing Committee**

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**Wednesday, February 28, 2018**

**11:00 AM**

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

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**PRESENT:** G. Young (Chair), M. Alto, L. Helps, W. McIntyre, J. Ranns, D. Screech, K. Williams, S. Price (Ex-Officio).

**REGRETS:** Director Howe

**STAFF:** K. Lorette, General Manager, Planning and Protective Services; N. Chan, Chief Financial Officer, Financial Services; E. Gorman, Deputy Corporate Officer, Legislative and Corporate Services; C. Culham, Senior Manager, Regional Housing; M. Barnes, Manager, Health and Capital Planning Strategies; J. Cuthbert, Committee Clerk (Recorder)

**ALSO PRESENT:** Lenora Lee, Lead Audit Engagement Partner, KPMG

The meeting was called to order at 11:01 am.

#### **1. Approval of Agenda**

**MOVED** by Director Helps, **SECONDED** by Director Alto,  
That the agenda be approved with the addition of item under new business:  
Hospitals and Housing Committee meeting timing.  
**CARRIED**

#### **2. Adoption of Minutes**

[18-144](#) Minutes from the October 25, 2017 Hospitals and Housing Committee Meeting

**MOVED** by Director Helps, **SECONDED** by Director Screech,  
That the minutes from the October 25, 2017 Hospitals and Housing Committee Meeting be adopted as circulated.  
**CARRIED**

#### **3. Chair's Remarks**

The Chair mentioned a book, Making Housing Central, that was handed out to all committee members on behalf of Vice-Chair Howe.

#### **4. Presentations/Delegations**

**4.1.** [18-131](#) Audit Planning Report (Verbal Presentation), Lenora Lee, Lead Audit

Engagement Partner, KPMG

KPMG gave a presentation which is on file with Legislative Services.  
A short discussion ensued regarding cyber risk and security.

**MOVED by Director Williams, SECONDED by Director Helps,  
That the Hospitals and Housing Committee receive the presentation for  
information.**

**CARRIED**

## 5. Committee Business

### 5.1. [18-129](#) Audit Planning Discussion

**MOVED by Director Helps, SECONDED by Director Screech,  
That the Hospitals and Housing Committee recommend to the Capital Regional  
Hospital District Board:**

**That the 2017 Capital Regional Hospital District Audit Plan developed by KPMG  
be approved.**

**CARRIED**

### 5.2. [18-080](#) 2018 Board Standing and Select Committees - Terms of Reference

Mr. Lorette spoke to the report.

A discussion ensued regarding the following:

- active team membership for the Housing Action Team
- budget allocation for the Regional Affordable Housing Trust Fund

**MOVED by Director Helps, SECONDED by Director Alto,  
That the Hospitals and Housing Committee recommends to the Capital Regional  
District Board:**

**That the Terms of Reference for the 2018 Hospitals and Housing Committee, as  
attached in Appendix A, be approved.**

**CARRIED**

### 5.3. [18-104](#) Capital Regional District Housing Action Team Membership 2018

Mr. Lorette spoke to the report.

A short discussion ensued regarding the following:

- Terms of Reference for the Housing Action Team
- diversity of members on the Housing Action Team

**MOVED by Director Williams, SECONDED by Director Helps,  
That the Terms of Reference as presented in Appendix A be approved; and  
That the slate of candidates for the 2018 Housing Action Team as presented in  
Appendix B be approved.**

**CARRIED**

## 6. New Business

### 18-147 Hospitals and Housing Committee Meeting Time

Mr. Lorette spoke to the available meeting times for the committee.

**MOVED** by Director Desjardins, **SECONDED** by Director Screech,  
That the Hospitals and Housing Committee meetings be scheduled to every 4th  
Wednesday at 11 am.  
**CARRIED**

## **7. Motion to Close the Meeting**

### **7.1. [18-136](#) Motion to Close the Meeting**

That the meeting be closed in accordance with the Community Charter Part 4,  
Division 3, 90(2)(b) the consideration of information received and held in  
confidence relating to negotiations between the regional district and a provincial  
government or the federal government or both, ... and a third party.

The Committee moved to the closed session at 11:33 am.  
The Committee rose from the closed session at 12:10 am without report.

## **8. Adjournment**

**MOVED** by Director Helps, **SECONDED** by Director Plant,  
That the meeting be adjourned at 12:10 am.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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COMMITTEE CLERK