

**Meeting Minutes**

**Capital Region Housing Corporation Board**

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**Wednesday, December 11, 2024**

**1:00 PM**

**6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC**

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**PRESENT**

**DIRECTORS:** Z. de Vries (Chair), J. Caradonna (Vice Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, C. Coleman, B. Desjardins, S. Goodmanson, C. Harder, G. Holman, P. Jones, D. Kobayashi, M. Little, C. McNeil-Smith, K. Murdoch, D. Murdock (EP), C. Plant, M. Tait, D. Thompson (EP), S. Tobias, A. Wickheim, K. Williams, R. Windsor

**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; C. Gilpin, Arts and Culture Support Service; I. Lawrence, Senior Manager, JDF Local Area Services (EP); C. Neilson, Senior Manager, Human Resources and Corporate Safety; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

The meeting was called to order at 1:02 pm.

**1. TERRITORIAL ACKNOWLEDGEMENT**

Vice Chair Caradonna provided the Territorial Acknowledgement.

**2. APPROVAL OF THE AGENDA**

**MOVED** by Director Caradonna, **SECONDED** by Director Desjardins,  
That the agenda for the December 11, 2024 Session of the Capital Region  
Housing Corporation Board be approved.

**CARRIED**

**3. ADOPTION OF MINUTES**

- 3.1.**     [24-1328](#)     Minutes of the November 13, 2024 and the minutes of the November 27, 2024 Capital Region Housing Corporation Board Meeting

**MOVED** by Director Harder, **SECONDED** by Director Tait,  
That the minutes of the Capital Region Housing Corporation Board meetings of  
November 13, 2024 and November 27, 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

Chair de Vries referred Item 6.2. to the January meeting of the Capital Regional District Board.

**MOVED by Director Desjardins, SECONDED by Director Brent,  
That consent agenda item 6.1. be approved.  
CARRIED**

##### 6.1. [24-1217](#) Leblond Place Building Envelope Remediation Mortgage Renewal

**1. That the resolution required by BC Housing Management Commission to renew the second mortgage for Leblond 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**

##### 6.2. [24-1268](#) Motion with Notice: Rural Housing Program (Director Holman)

This item was removed from the agenda.

#### 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 Brent, **SECONDED** by Director Desjardins,  
That the December 11, 2024 Capital Region Housing Corporation Board meeting  
be adjourned at 1:06 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER