

## Meeting Minutes

### Capital Region Housing Corporation

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Wednesday, November 14, 2018

1:30 PM

6th Floor Boardroom

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#### INAUGURAL MEETING

PRESENT: L Helps (Chair), D. Screech (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins, F. Haynes, L. Helps, M. Hicks, G. Holman, D. Howe, B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, C. Plant, J. Ranns, D. Screech, L. Seaton, M. Tait, N. Taylor, K. Williams, R. Windsor, G. Young

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Environmental Sustainability; T. Robbins, General Manager, Integrated Water Services; K. Morley, General Manager, Corporate Services; A. Orr, Senior Manager, Corporate Communications; C. Culham, Senior Manager, Regional Housing; M. Barnes, Senior Manager, Health and Capital Planning Strategies; E. Gorman, Deputy Corporate Officer; C. English, Administrative Coordinator; J. Cuthbert, Committee Clerk (Recorder)

OTHERS PRESENT: C. Stewart, Solicitor, Stewart McDannold Stuart.

#### 1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 2:58 pm.

#### 2. ELECTION OF CHAIR OF THE BOARD

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Region Housing Corporation Board for 2018.

Director Plant nominated Director Helps. Director Helps accepted.

The Chief Administrative Officer called for nominations a second time.

The Chief Administrative Officer called for nominations a third and final time.

Hearing no further nominations, the Chief Administrative Officer declared Director Helps Chair of the Capital Region Housing Corporation Board for 2019 by acclamation.

#### 3. ELECTION OF VICE CHAIR OF THE BOARD

The Chair called for nominations of the Vice-Chair for the Capital Regional Housing Corporation Board for 2019.

Director Hicks nominated Director Howe. Director Howe accepted.

The Chair called for nominations a second time.

Director Orr nominated Director Screech. Director Screech accepted.

The Chair called for nominations a third and final time.

Director Howe stepped aside for Director Screech.

Chair Helps declared Director Screech as Vice-Chair of the Capital Region Housing Corporation Board for 2019 by acclamation.

## **RECESS**

### **1. APPROVAL OF THE AGENDA**

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
That the agenda be approved as circulated.  
**CARRIED**

### **2. ADOPTION OF MINUTES**

There were none.

### **3. REPORT OF THE CHAIR**

The Chair thanked the Board for their confidence in electing her as Chair for the Capital Regional Housing Board.

### **4. PRESENTATIONS/DELEGATIONS**

There were none.

### **5. CONSENT AGENDA**

There were none.

### **6. ADMINISTRATION REPORTS**

There were none.

### **7. REPORTS OF COMMITTEES**

There were none.

### **8. BYLAWS**

There were none.

### **9. NEW BUSINESS**

There was none.

### **10. MOTION TO CLOSE THE MEETING**

**10.1. 18-572 Motion to Close the Meeting**

**MOVED** by Director Screech, **SECONDED** by Director Tait,  
That the Directors convene to a Closed meeting.  
**CARRIED**

**11. ADJOURNMENT**

**MOVED** by Director Screech, **SECONDED** by Director Plant,  
That the meeting be adjourned at 4:45 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER