

**ANNUAL GENERAL MEETING**  
**Tuesday, November 20, 2018 10:30 to 12 noon**  
**Sheraton Vancouver Wall Centre Hotel**  
**Vancouver BC – Jr. Ballroom C**

**MINUTES**

- 1. Welcome and Opening Remarks – Jim Spinelli**  
Introduced the present Board members in attendance and thanked them for their work during the year. Introduced special guests, Derek Ballantyne, CEO ENCASA – AGM sponsor.  
The official notice of the AGM was e-mailed to all members on November 5, 2018. Rules of order were reviewed with the members, reminded voting reps to make sure they had their ballots and advised that there is quorum for voting.
- 2. Approval of Agenda – Moved by Ken Zeitner, 2<sup>nd</sup> by Christine Culham M/S/A - Carried**
- 3. Review and Approval of the minutes of the November 19, 2017 AGM.**  
The minutes of the previous AGM were included in the voting delegate’s conference package and shown on the screen.  
**Motion to approve the Minutes of the AGM 2017, Jim Fowler, 2<sup>nd</sup> Kaye Melliship, M/S/A – Carried**
- 4. Report from the Nominating Committee – Committee Chair Ken Zeitner**  
Nominating Committee was made up of Ken Zeitner, Pat Buchannon, Angela Hudson and Jim fowler. 3 vacancies on the Board for 2018, 4 nominations received prior to the deadline, interviewed and vetted by the committee. They are:  
Christine Culham, Capital Region District– Island Region  
Don Evans, Our Place Society – Island Region  
David Lee, John Howard Society of the Lower mainland – Lower Mainland Region  
Shayne Williams, Lookout Housing and Health Society – Lower Mainland Region
- 5. Election of Directors – Jim Spinelli**  
Each candidate was asked to come forward, identify themselves and speak for no more than 2 minutes.  
Ballots were distributed to voting members at the AGM registration desk earlier. This year there are 3 positions:  
Vancouver Island Region - 1 position  
Lower Mainland Region – 1 position  
At-large - 1 position  
Voting members advised to fill out the ballot, fold it and hand to one of the ballot-counters circulating the room.  
The results will be reported at the end of the meeting
- 6. ENCASA Financial presentation – Derek Ballantyne, CEO and Board Chair of CMHC**  
ENCASA Financial is the AGM sponsor and is an investment program owned by the affordable housing sector and designed for non-profits. Derek shared information on the ENCASA products. Derek talked about the past year’s transition to Worldsource Financial which gives ENCASA more flexibility and control in managing

investments. Derek gave an overview of his role as Board Chair of CMHC, followed with Q & A.

**7. Board Chair Report – Ross Chilton - highlights**

Year of Transition – Selected New CEO - Jill Atkey – best candidate for the job

**Committee Accomplishments this past year:**

Executive Committee – potential new Board Chair next year, Kevin Albers

Governance/Resolution Committee – Chair- Pat Buchannon – the committee reviewed and updated the policies in the Governance Manual.

Finance Committee – Chair – Christine Culham – oversaw the financials with a turnaround in our deficit position.

Awards Committee – Chair Marla Zucht – oversaw the selections of 4 awards

AD-hoc Engagement Committee - formed this year - with Julia Payson and Christine Culham engaging members at the RENT events & conference to better understand how to support our members. Very positive results.

ENCASA - Ken Zeitner, Shareholders rep and Jill Atkey, Director ENCASA oversaw our sector-owned company in a very successful year.

Ross acknowledged outgoing Director, Pat Buchannon who served 2 terms. Pat was presented with a gift.

Ross spoke of the value that the Board gives to the members and enjoys the connections at the RENTS and Conference.

**8. CEO Report - Jill Atkey reported on the activities of BCNPHA in the past year and what the plans are for the future.**

- Year of transition for the sector
- Re-focus on the sector and the capacity
- Holding government to account
- More engaged with members
- Canadian RHI – will be adding information for the 2019 election- re launched in May 2018
- Strategic objectives – media stories relative to rent freeze, Homelessness
- Supporting members through events and education at RENTS and the Conference
- Asset Management team support to members
- New Resources – Sector Salary Survey, New Societies Act.
- Members Forum – New Cannabis Legislation, Submission to the Rental Housing Task Force, top suggestions were programs & services
- Policy & Research Team – year ahead – Election 2019; YIMBY campaign; Affordable Housing 101; Monitoring Program rollout; N/P Housing Providers tools & templates; new Partner Program – Homelessness Services Association.

- Save the dates – Upcoming RENTs:  
April 3 – RENT partnership with CHRA in Victoria  
May 30, 2019 – Lower Mainland RENT in Surrey  
June 13, 2019 – North RENT in Prince George  
Sept 9, 2019 – Interior RENT in Kelowna
- Housing Central Conference Nov 17-19, 2019 - Vancouver

**9. Treasurer’s Report – Christine Culham**

The Finance committee monitors BCNPHA finances and investments as well as oversee the audit. They work closely with staff in performing their duties. The audit this year revealed that the Association funds were being effectively managed and that there were no issues for concern.

- The previous year was a challenge with a reported deficit of \$229,219 due to the Captive write off and GST re-assessment which covered the previous 5 years. A 5-year recovery plan was made.
- This year the committee is pleased to report that the deficit has been paid back this year with a surplus of \$48,130.
- Revenues were higher than anticipated due to: increase in revenues from the Vancity PIE program due increase in interest rates and research revenues higher due to the Metro Youth Homeless count and the Provincial Homeless Count.

The Finance Committee is pleased to report that the Association received a positive rating in respect of management & risk mitigation of the finances that it holds. There are no concerns for membership.

**Motion by Kevin Albers and 2<sup>nd</sup> by Ross Chilton to approve the audited financial statements. M/S/A - carried**

**10. Appointment of Auditors**

William W. Bruce & Associates was appointed as the Auditor of the Association in 2008, the Board recommends that they be retained for 2018-2019.

**Motion by Kevin Albers to re-appoint the auditor. 2<sup>nd</sup> by Kathi Heim M/S/A- carried**

**11. Report from the Governance/Resolutions Committee – Pat Buchannon**

Spent considerable time reviewing and updating the governance policies, with most of that work undertaken during the 2017/18 fiscal year and now completed. Key areas of review included:

- CEO Emergency succession plan
- Delegated Authority
- Media Engagement
- Board qualifications

A call for resolutions was e-mailed to all members on September 14, 2018. Only one resolution was received by October 12, 2018 and put forward by the committee

A resolution was put forward as a motion by Pat Buchannon:

***BCNPHA become a signatory to the Canadian Housing and Renewal Association resolution of April 26, 2018 calling for the development of an urban, rural, northern and metropolitan Indigenous Housing Strategy to raise the standard of Indigenous housing to that of non-indigenous Canadians within the next 10 years. Motion by Pat Buchannon, seconded by Kevin Albers.***

***The mover of the motion Roger Kishi, from the Wachaiy Friendship Centre Society spoke to this resolution.***

***Voting was carried out by a show of cards. M/S/A Carried***

**12. Election results – Jim Spinelli**

Christine Culham - elected as the Vancouver Island Region rep.

Shayne Williams and David Lee tied in votes for the Lower Mainland region. 1 will fill the vacant At-large position.

**A motion made by Ken Zeitner to destroy the ballots, 2<sup>nd</sup> Shayne Williams.**

**M/S/A – Carried**

New Directors to attend a short briefing session after the meeting is adjourned.

**13. Adjournment – the meeting was adjourned at 11:50 am M/S/A**