

BUILDING INVESTEMENT, FINANCE AND AUDIT COMMITTEE MEETING AGENDA

PUBLIC SESSION

Date: April 8, 2022

Time: 9:10 a.m. – 11:55 a.m.

Location: Virtual (NOT in person)

Agenda

Time	Description	Action	Pre-read	Presenter	Page #
Public Agenda					
9:10	1. Chair's Remarks	Information	Verbal Report <i>5 minutes</i>	Chair	-
9:15	2. Consent agenda		<i>20 minutes</i>		
	a) Approval of Public Meeting Agenda	BIFAC Approval	Agenda	Chair	1
	b) Chair's Poll re: Conflict of Interest	Declaration	Agenda and Conflict of Interest Policy	Chair	-
	c) Confirmation of the Public Meeting Minutes of March 8, 2022	BIFAC Approval	Minutes	Chair	4
	d) Q1 2022 Interim HoMES Project Update	Information	BIFAC:2022-44	Vice President, ITS	16
	e) Status Update on Audit Recommendations as of December 31, 2021	Information	BIFAC:2022-45	Director, Internal Audit	21
9:35	3. Business Arising from the Public Meeting Minutes and Action Items Update	Information	Action Item List <i>10 minutes</i>	Chair	33

Time	Description	Action	Pre-read	Presenter	Page #
9:45	4. Annual Information Return	BIFAC & Board Approval	BIFAC:2022-54 <i>10 minutes</i>	Chief Financial Officer and Treasurer	36
9:55	5. 2021 Annual Report and Letter to the Shareholder	BIFAC & Board Approval	BIFAC:2022-46 <i>15 minutes</i>	President and Chief Executive Officer	45
10:10	6. Tenant Funds Distribution Policy and Procedures	BIFAC & Board Approval	BIFAC:2022-47 <i>15 minutes</i>	Chief Operating Officer (Acting)	231
10:25	7. Change Order: Yardi Canada Ltd.	Approval	BIFAC:2022-48 <i>10 minutes</i>	Vice President, Information Technology Services	319
10:35	8. Change Order: Rogers Communication Canada Inc. Mobile Devices, Voice and Data Services	Approval	BIFAC:2022-49 <i>10 minutes</i>	Vice President, Information Technology Services	324
	9. Facilities Management Reports				
10:45	a) Reconciliation of Preventive Maintenance/ Demand Repair Programs and Elevator Contracts – Year Ended December 31, 2021	Information	BIFAC:2022-39 <i>10 minutes</i>	Vice President, Facilities Management	329
10:55	b) Change Order: Additional Funding for Demand Maintenance Services – Plumbing (VAC22063/RFP 19267)	BIFAC & Board Approval	BIFAC:2022-35 <i>10 minutes</i>	Vice President, Facilities Management	337

Time	Description	Action	Pre-read	Presenter	Page #
11:05	c) Change Order for Demand Repairs: Additional Funds for Elevator Demand Repairs (VAC19307/RFQ 19207)	BIFAC Approval	BIFAC:2022 -36 <i>10 minutes</i>	Vice President, Facilities Management	344
11:15	d) Change Order for Demand Repairs: Additional Funds for Elevator Demand Repairs (VAC19308/RFQ 19207)	BIFAC Approval	BIFAC:2022 -37 <i>10 minutes</i>	Vice President, Facilities Management	348
11:25	e) Change Order for Additional Funds for Tightening, Lubrication and Thermography of Electrical Mains and Switchgears (VAC22064/RFP 16297)	BIFAC Approval	BIFAC:2022 -40 <i>10 minutes</i>	Vice President, Facilities Management	352
11:35	f) Change Order for Additional Funds for Preventative Maintenance Services for Chiller Systems (VAC22065/RFP 16016)	BIFAC Approval	BIFAC:2022 -41 <i>10 minutes</i>	Vice President, Facilities Management	357
11:45	10. Internal Audit Department's Annual Report for 2021	Information	BIFAC:2022 -53 <i>10 minutes</i>	Director, Internal Audit	361

TERMINATION