



Notice of Meeting and Meeting Agenda Hospitals and Housing Committee

Wednesday, April 5, 2023

1:30 PM

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

K. Murdoch (Chair), J. Caradonna (Vice Chair), M. Alto, P. Brent, S. Brice, Z. de Vries, G. Holman, P. Jones, D. Kobayashi, C. McNeil-Smith, L. Szpak, C. Plant (Board Chair, ex officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [23-267](#) Minutes of the March 1, 2023 Hospitals and Housing Committee Meeting

Recommendation: That the minutes of the Hospitals and Housing Committee meeting of March 1, 2023 be adopted as circulated.

Attachments: [Minutes - March 1, 2023](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. Committee Business

6.1. [23-213](#) Implications of Proposed Changes to Land Banking and Housing Service

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Implications Proposed Changes LBH](#)

6.2. [23-252](#) Reaching Home Program

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Reaching Home Program](#)
 [Appendix A: Reaching Home Sub-Project Summary Chart](#)
 [Appendix B: Reaching Home Governance Model](#)

6.3. [23-240](#) Regional Housing First Program: Project Update, First Quarter, 2023

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: RHFP: Project Update, First Quarter, 2023](#)
 [Appendix A: RHFP: Capital Project Summary, April 2023](#)

6.4. [23-250](#) Capital Region Housing Corporation Operational Update - First Quarter 2023

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: CRHC Operational Update - First Quarter 2023](#)
 [Appendix A: Tenant Advisory Committee Invitation to Join](#)

6.5. [23-251](#) Major Capital Plan Status Report - First Quarter 2023

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Major Capital Plan Status Rpt-First Quarter 2023](#)

7. Notice(s) of Motion**8. New Business****9. Adjournment**

The next meeting is May 3, 2023.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes

Hospitals and Housing Committee

Wednesday, March 1, 2023

1:30 PM

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

PRESENT

Directors: K. Murdoch (Chair), J. Caradonna (Vice Chair), M. Alto, P. Brent, S. Brice, Z. de Vries, G. Holman (EP), D. Kobayashi (EP), C. McNeil-Smith, L. Szpak

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; M. Barnes, Senior Manager, Health and Capital Planning Strategies; D. Elliott, Senior Manager, Regional Housing; S. Henderson, Senior Manager, Real Estate; R. Lachance, Senior Manager, Financial Services; R. Fowles, Manager, Construction & Capital Projects, Regional Housing; N. Kawata, Manager, Housing Initiatives & Programs; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) P. Jones, C. Plant

The meeting was called to order at 1:30 pm.

1. Territorial Acknowledgement

Chair Murdoch provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Brice, **SECONDED** by Director de Vries,
That the agenda for the March 1, 2023 Hospitals and Housing Committee meeting
be approved.
CARRIED

3. Adoption of Minutes

3.1. [23-160](#) Minutes of the February 1, 2023 Hospitals and Housing Committee Meeting

MOVED by Director de Vries, **SECONDED** by Director Brent,
That the minutes of the Hospitals and Housing Committee meeting of February 1,
2023 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [23-080](#) Capital Regional Hospital District Investment Portfolio Holdings and Annual Performance Update

N. Chan introduced staff in attendance and presented Item 6.1. for information.

6.2. [23-081](#) Capital Region Housing Corporation Investment Portfolio Holdings and Performance Annual Update

N. Chan presented Item 6.2. for information.

Discussion ensued on investment strategies.

6.3. [23-082](#) Capital Regional District Land Banking and Housing Land Acquisition Financing

N. Chan presented Item 6.3. for information.

Discussion ensued on the following:

- constraints of the service authority
- timeline of amending the service establishment bylaw

Motion Arising

MOVED by Director de Vries, **SECONDED** by Director Brent,

The Hospitals and Housing Committee recommends to the CRD Board:

1) That the CRD Board direct staff to requisition an additional \$ 3.6 million under the current Land Banking and Housing (LBH) Service (Service No. 1.310) to ensure there is capital available for leveraging land banking and housing opportunities in 2023; and

2) That the CRD Board directs staff to:

a) amend Bylaw No. 3712, the Land Banking and Housing (LBH) Service (Service No. 1.310) to increase the allowable annual requisition by \$5 million; and

b) create a loan authorization bylaw to enable the financing of up to \$85 million from the addition \$5 million requisition.

The question was called on the first portion of the motion arising:

MOVED by Director de Vries, **SECONDED** by Director Brent,

The Hospitals and Housing Committee recommends to the CRD Board:

That the CRD Board direct staff to requisition an additional \$ 3.6 million under the current Land Banking and Housing (LBH) Service (Service No. 1.310) to ensure there is capital available for leveraging land banking and housing opportunities in 2023.

CARRIED

OPPOSED: Kobayashi

Referral Motion of the second portion of the motion arising:

MOVED by Director de Vries, **SECONDED** by Director Caradonna,

That the Hospitals and Housing Committee direct staff to report back on the

implications of the following:

- a) amend Bylaw No. 3712, the Land Banking and Housing (LBH) Service (Service No. 1.310) to increase the allowable annual requisition by \$5 million; and
- b) create a loan authorization bylaw to enable the financing of up to \$85 million from the addition \$5 million requisition.

CARRIED

Director McNeil-Smith left the meeting at 3:13 pm.

6.4. [23-090](#)

Capital Region Housing Corporation Financial Plan Amendment

N. Chan spoke to Item 6.4.

Director Szpak declared a perceived conflict of interest on matters dealing with CUPE, and recused herself from the meeting room at 3:14pm.

MOVED by Director de Vries, **SECONDED** by Director Brent,
The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:
That the Capital Region Housing Corporation Operating and Administration Portfolio financial plan amendments be approved as attached.
CARRIED

Director Szpak returned to the meeting room at 3:22 pm.

6.5. [23-177](#)

Lease for 7612 East Saanich Road - (Prosser Place Housing Development)

K. Lorette spoke to Item 6.5.

MOVED by Director de Vries, **SECONDED** by Director Brent,
The Hospitals and Housing Committee recommends to the Capital Regional District Board:
1. That the Chair of the Capital Regional District Board be authorized to execute the 60-year lease of the 7612 East Saanich Road Property (PID 031-883-486) to the Capital Region Housing Corporation.
2. That the Chief Administrative Officer be authorized to execute any agreements or documents and do all things necessary to finalize the acquisition and subsequent lease.
CARRIED

6.6. [23-161](#)

Prosser Place Development Mortgage Registration: 7612 East Saanich Road

K. Lorette spoke to Item 6.6.

MOVED by Director Kobayashi, **SECONDED** by Director Caradonna,
The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:
1) That the resolutions, attached as Appendix A and Appendix B and required by British Columbia Housing Management Commission to authorize the execution of the Section 219 Covenants and the loan and mortgage documents for 7612 East Saanich Road be approved;
2) That the Chief Administrative Officer be authorized to do all things necessary to affect the project and take such steps as are required to conclude the

financing and purchase of the Prosser Place development project located at 7612 East Saanich Road.
CARRIED

6.7. [23-164](#) 2859 Richmond Housing Agreement and Bylaw

K. Lorette spoke to Item 6.7.

**MOVED by Director Brent, SECONDED by Director de Vries,
The Hospitals and Housing Committee recommends to the Capital Regional
District Board:**

- 1. That Bylaw No. 4539, "Resale Control and Housing Agreement Bylaw (2859 Richmond Road), 2023" be introduced and read for a first, second and third time; and**
- 2. That Bylaw No. 4539 be adopted.**

CARRIED

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director de Vries, SECONDED by Director Brent,
That the March 1, 2023 Hospitals and Housing Committee meeting be adjourned
at 3:24 pm.**

CARRIED

CHAIR

RECORDER



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REPORT TO HOSPITALS AND HOUSING COMMITTEE MEETING OF WEDNESDAY, APRIL 05, 2023

SUBJECT Implications of Proposed Changes to Land Banking and Housing Service

ISSUE SUMMARY

The Housing and Hospitals Committee (HHC) requested implications associated with increasing the allowable requisition of the Land Banking and Housing (LBH) Service by \$5 million to enable debt financing of up to \$85 million.

BACKGROUND

At the March 1, 2023 meeting of the HHC, the following motion was passed:

That the HHC direct staff to report back on the implications of the following:

- a) Amend Bylaw No. 3712, the LBH Service (Service No. 1.310) to increase the allowable annual requisition by \$5 million; and*
- b) Create a loan authorization bylaw to enable the financing of up to \$85 million from the additional \$5 million requisition.*

Under Bylaw No. 3712, “Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010”, the service may purchase land, buildings, leases, and other assets for the purposes of housing. The Capital Regional District (CRD) may currently requisition up to approximately \$5 million annually (based on assessments) under Bylaw No. 3712. Through approved service plan commitments made primarily through the Regional Housing First Program (RHFP), the current 2023 requisition is \$1.4 million and is forecasted to increase to \$5 million in subsequent years. Any new initiatives and incremental resourcing above the approved service plan will require an increase to the maximum requisition, which must be done by amendment to the service establishment bylaw. Borrowing requires a loan authorization bylaw.

IMPLICATIONS

Legislative Implications

Both establishing bylaw amendments and loan authorization bylaws require elector approval, typically undertaken for region-wide services by Alternative Approval Process (AAP). Elector approval can also be done by referendum or assent vote, which is a costly process, starting at \$100,000; or by municipal consent on behalf with an alternative approval process in the electoral areas. Where a service establishing bylaw is amended at the same time as a loan authorization bylaw is passed, both processes are expected to be done together. The timeline for elector approval processes is at least three to six months, not including the eight weeks of waiting on Provincial approval of the assent method and the approval of the loan authorization bylaw.

Financial Implications

Based on the Municipal Finance Association of BC's current indicative interest rate of 4.2%, the annual debt servicing cost of \$85 million over a term of 30 years is estimated to be \$5 million. Actual borrowings and the amount of annual debt repayment will be based on the amount and timing of cash flows; impacting requisition only when amounts are borrowed.

The current maximum requisition levy is set at a property tax value rate is \$0.031 per one thousand value of assessed land and building property assessments. This would need to double to \$0.062 to accommodate the increase in maximum levy by another \$5 million. An increase of \$5 million would result in an annual increase of approximately \$26 per household (approximated using regional assessment values) or a 6% increase in the regional consolidated requisition.

CONCLUSION

The current requisition capacity of Bylaw No. 3712 is fully committed to approved initiatives. New initiatives and resourcing will require an establishing bylaw amendment and a loan authorization bylaw. The amendment and creation of both bylaws requires Inspector of Municipalities approval and elector assent. To service the \$85-million borrowing proposed would be approximately \$26 per household annually.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

None



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REPORT TO HOSPITALS AND HOUSING COMMITTEE MEETING OF WEDNESDAY, APRIL 05, 2023

SUBJECT Reaching Home Program

ISSUE SUMMARY

An information report is being provided to update the Capital Regional District (CRD) Board on the ongoing implementation of the Reaching Home Program (RHP).

BACKGROUND

The RHP is a community-based program aimed at preventing and reducing homelessness across Canada. This program provides funding to urban, Indigenous, rural, and remote communities to help them address their local homelessness needs. The RHP aligns with the goals of the National Housing Strategy (NHS) to support the most vulnerable Canadians in maintaining safe, stable, and affordable housing and to reduce chronic homelessness nationally by 50% by fiscal year 2027 to 2028.

In March 2019, the CRD entered into two agreements with the Government of Canada to fulfill the role of Community Entity (CE) in administering the RHP for the Designated Communities and Indigenous Homelessness funding streams. As the CE, the CRD is responsible for the administration of funding and provision of financial contributions through sub-project funding agreements to local organizations, including non-profits and First Nations. Local priorities are set out in the 'Community Plan to End Homelessness', which is approved by a Community Advisory Board (CAB). Appendix A, attached, contains a summary overview of the range of sub-projects currently supported through the RHP.

The CAB supports the CRD, as CE, in implementing the RHP by undertaking the following activities:

- Provides advice to the CE in its actions directed toward fulfillment of its roles and responsibilities directed through the RHP;
- Provides advice to the Greater Victoria Coalition to End Homelessness (GVCEH) on CE responsibilities delegated to the GVCEH. The GVCEH is now known as the Alliance to End Homelessness in Greater Victoria (AEH);
- Collaborates with the Indigenous Homelessness Community Advisory Board (ICAB) to ensure effective coordination of funding for the purpose of service delivery in the community;
- Develops an engagement strategy that includes detail on how it will achieve and sustain broad and inclusive representation;
- Provides approval of a Community Plan that includes outcomes and indicators to be used to guide action and monitor progress toward effectively addressing issues related to homelessness in the Greater Victoria area;
- Provides assessments and recommendations for projects and funding;
- Represents broad and inclusive community viewpoints and perspectives;
- Supports the CRD and its partners in the planning and implementation of Coordinated Access and Assessment (CAA); and
- Approves Community Progress Reports.

The Greater Victoria AEH responsibilities, as related to the RHP, are outlined in the CAB Terms of Reference, and include the following:

- Coordinating government agencies, non-profits, health services and community organizations around the delivery of housing and services directed toward efforts to reduce homelessness in the region, and report to the CAB through the AEH Executive Director;
- Supporting engagement in the development of a Community Plan that includes outcomes and indicators to be used to guide action and monitor progress toward effectively addressing issues related to homelessness in the capital region;
- Engaging with key community organizations and individuals, including Indigenous, in the community beyond the homeless serving sector and gather all available information related to the community's local homelessness priorities, and develop a coordinated approach to addressing homelessness in the region;
- Receiving and reporting on quantitative and qualitative data that outlines progress toward the achievement of the goals of the regional Community Plan to End Homelessness; and
- Providing advice and feedback on any plans or strategies required by the Government of Canada related to the CE's delivery of the RHP.

Appendix B, attached, depicts the RHP governance structure.

IMPLICATIONS

Social Implications

The RHP Designated Communities funding supports several community outputs and is funding 17 sub-projects with work underway. Appendix A includes details on funding amounts for each project for 2022-24 and a brief description of activity areas. Projects are identified through open Calls for Proposals (CFPs) with priorities guided by the 'Community Plan to End Homelessness' and specific focuses recommended by the CAB. Upon receipt of applications for funding, CE staff screen applications for eligibility and then distribute to CAB members for evaluation and scoring which results in a list of project recommendations,

Governance

As an outcome of consultation with Indigenous stakeholders, the Government of Canada convened the first meeting of an Indigenous CAB on May 28, 2021. The CRD acted in the role of Indigenous Homelessness CE from 2019-22, administering a total of \$1,150,632 through the three-year agreement. In August 2021, the Indigenous CAB recommended that the Victoria Native Friendship Centre (VNFC) assume the responsibility of the Indigenous Homelessness CE. In March 2022, the VNFC assumed the role of the CE for Indigenous Homelessness Funding. The CRD and VNFC, as local CEs, are actively identifying areas of possible collaboration including working together on upcoming Community Homelessness Reports required by the Government of Canada.

The CRD, as CE for Designated Communities, organizes quarterly CAB meetings, with meetings in 2022 occurring in February, June, September and December. Each meeting included an update on administrative activities undertaken by the CE in the previous quarter, progress updates on coordinated access and assessment (CAA)/Homeless Individuals and Families Information System (HIFIS) implementation and the following important decision-making activities:

February

- CAB members provided the CE recommendations towards new projects to be funded based on applications received from a CFP advertised in December 2021. This resulted in three new projects being funded in 2022-24.

June

- With the Government of Canada indicating additional funding was becoming available, the CAB recommended an updated Investment Plan. The updates increased investment towards Coordination of Resources and Data Collection activities.
- Supported by the updated Investment Plan, the CAB recommended a strategy for a CFP to be advertised in July 2022, and that funds be made available to conduct a Point-in-Time Count in 2023. Priorities for the CFP recommended by the CAB included programs to support Indigenous people experiencing homelessness, women fleeing violence and youth.

September

- CAB members provided the CE recommendations towards new projects to be funded based on applications to the CFP. This resulted in four existing projects receiving budget increases and seven new projects.

December

- The CAB endorsed the Community Homelessness Report as presented by the CE. This report was then submitted to the Government of Canada.

Financial

As the CE, the CRD is administering a total of \$11.6M in Designated Communities funding between 2019 and 2024. As part of the Federal Budget 2021, the Government of Canada announced incremental funding for the RHP. Table 1 shows the total provided by the Government of Canada by fiscal year.

Table 1: Designated Communities (DC) Funding by Year

Designated Communities	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	5 Year Total
Administrative Funding	\$132,488	\$130,613	\$511,759	\$484,127	\$479,181	\$1,738,158
Sub-Project Funding	\$750,765	\$740,140	\$2,899,913	\$2,743,385	\$2,715,359	\$9,849,562
TOTAL:	\$883,253	\$870,753	\$3,411,672	\$3,227,512	\$3,194,540	\$11,587,720

The RHP includes several activities providing financial oversight. Quarterly, the CE submits claims to the Government of Canada based on actuals spent. This is in addition to an annual financial monitor conducted by the Government of Canada and an annual audit of program activities conducted by a third party.

Coordinated Access and Assessment (CAA)

Various iterations of CAA have been in place for several years beginning with the Island Health-led Centralized Access to Supported Housing (CASH) system in 2012. CAA is a process where individuals and families, who are experiencing or at risk of homelessness, are directed to community level access points to be assessed on depth of need, prioritized for housing support

services, and matched to available housing focused interventions. As the homelessness intervention landscape evolved and expanded and as additional research was undertaken to establish an evidenced-based foundation to support more effective approaches to connecting individuals experiencing chronic or episodic homelessness to supportive or supported housing programs, the efficacy of the CASH process was revisited in 2017 and 2018. On March 1, 2019, the CASH process was replaced by a CAA model that was developed in partnership between BC Housing, Island Health and the CRD. This process was built to streamline the access to approximately 1,600 units of supportive and supported housing across more than 46 buildings in the capital region. It is important to note that the 2019 CAA process was heavily impacted though the COVID-19 pandemic and is further impacted though the opening of a significant number of new supportive projects across the region. The partners continue to work collaboratively to build on existing systems and process where possible and are working to improve while also working to meeting the requirement of the RHP, which are outlined below.

Specific to the RHP, and to better support the transition to an outcomes-based approach, RHP-funded communities are required to implement a CAA process supported by a by-name list in their community. Designing and implementing a CAA process was initially required by March 31, 2022, which was subsequently extended to March 31, 2023. A Community Planner has been funded through the RHP to develop an enhanced process collaboratively with community, and more specifically, with BC Housing and Island Health with a CAA Advisory Group, that includes leadership from Island Health, BC Housing and the CRD, working together to advance this work. The intention of this working group is to develop and implement the next iteration of a CAA process that will better support people at-risk of or experiencing homelessness in the capital region. The CAA Advisory Group has developed a governance model, goals and principles and is currently working on a CAA model, all supported by the Community Planner.

Due to the dependency on the CAA requiring a fully functional HIFIS system (see section below), the CRD will not meet its March 31, 2023 timeline. Staff proactively engaged the Government of Canada throughout 2021 and 2022 to identify the criticality of developing a process that includes BC Housing and Island Health as CAA is expected to cover access, assessment, prioritization, and a matching of the referral to housing and social/clinical services where required. As the CRD is making demonstrable progress and is working collaboratively with BC Housing, Island Health as well as the myriad of housing and support service entities active in the capital region, the Government of Canada has not expressed concern related to the CRD's revised timelines. It is expected that work toward CAA will continue through 2023 with an anticipated launch ahead of March 31, 2024, which is the anticipated expiry of the 2019 – 2024 Contribution Agreement that provides the funds for RHP activities.

Homeless Individuals and Families Information System (HIFIS)

HIFIS is a Homeless Management Information System (HMIS) and is a requirement of all Designated Communities where an equivalent system is not already in place. HIFIS is supported by Infrastructure Canada and licenses have been made available to communities at no cost. Further, HIFIS is critical in the design and implementation of a fully functioning CAA process as the data infrastructure built through HIFIS is needed to enable prioritization, matching and referral activities. In BC, BC Housing holds the HIFIS license for the entire province has deployed HIFIS to support its funded shelter and outreach programs with the underlying data architecture not originally intended to include non-BC Housing-funded programs, such as those supported through RHP. The current application of HIFIS in BC does not support a by-name list or outcomes-based approach. Starting in mid-2022, BC Housing began to explore deploying HIFIS to additional agencies and programs across the province, which will support coordination of service delivery and data collection on services and housing outcomes. This is expected to begin with one

community in BC in the spring of 2023 with others to follow. There is no timeline yet for the CRD to be included in this phased rollout, but staff continue to work closely with staff from BC Housing and are expecting to be onboarded before March 31, 2024, parallel to ongoing work related to CAA. Tangible progress is being made where in February 2023, BC Housing provided a draft Project Charter and Governance Model to RHP communities related to the expanded use of HIFIS in BC. The CAA Planner and RHP staff are regularly meeting with representatives from Infrastructure Canada, BC Housing, and other BC communities to advance HIFIS implementation to meet Reaching Home Program requirements. Specific next steps will include finalizing the Project Charter, engaging required expertise in support of data infrastructure, and reviewing governance and privacy items. Similar to work on CAA, CRD staff have been proactively meeting with staff from the Government of Canada and no concerns have been raised to-date related to the CRD's anticipated timeline for HIFIS implementation.

CONCLUSION

The CRD, as the CE, established a CAB to support the Reaching Home program and fulfil its obligations to the Government of Canada. The CAB provides recommendations on funding for sub-projects and priority areas. Supported by the CAB, the CRD is administering \$11.6M in RHP funding and working towards fulfilling its obligation regarding HIFIS and CAA implementation in the capital region.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Don Elliott, MUP, Senior Manager, Regional Housing
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Reaching Home Sub-Project Summary Chart
- Appendix B: Reaching Home Governance Model

Appendix A - Reaching Home Sub-Project Descriptions

DESIGNATED SUB-PROJECTS 2022-24					
Organization	Sub-Project Title	2022-23 Funding	2023-24 Funding	Total Funding 2022-24	Project Description
Pacifica Housing	Streets to Homes	\$289,065	\$297,737	\$586,802	The Streets to Homes Program is a community collaboration that moves chronically homeless adults into permanent housing while providing customized support. Using a Housing First approach, this program sets up a framework of support that assists clients to achieve independence.
Pacifica Housing	Community Connections	\$62,121	\$63,364	\$125,485	The Community Connections Program is a client-centred homeless prevention program that funds a Tenant Support Worker to proactively identify and provide immediate support services for vulnerable tenants struggling with independent-living within Pacifica's portfolio of subsidized and rent-geared-to-income (RGI) buildings. Tenants supported through Community Connections include those with a history of chronic and episodic homelessness, mental health and substance misuse concerns, and those who had previously participated in other housing programs.
Peers Victoria Resources	Housing Outreach and Support	\$160,059	\$214,133	\$374,192	Peers provides housing and case management services to people who may be from the sex industry. Housing outreach and support workers are providing assistance with eviction prevention, housing placements and life skills development. Their service model is harm reduction oriented and based on peer leadership.
Burnside Gorge Community Association	Supporting Families Transitioning to Permanency	\$136,529	\$136,871	\$273,400	Housing Outreach Workers are assisting families that are experiencing homelessness or precariously housed transitioning into stable, long-term housing. Qualified families will be able to access up to \$3,000 to cover costs associated with transitioning to permanent housing, including first months' rent, damage deposit, utility and service connections, furniture and basic needs supplies. Additional support will be offered by Housing Outreach Workers liaising with landlords and acquiring income assistance or other financial resources.
Threshold Housing Society	Youth Homelessness Prevention & Housing Stabilization	\$139,533	\$233,598	\$373,131	Threshold helps at risk youth aged 16-14 build self-reliance by providing transitional housing, life skills supports and life skills development. As youth become more self reliant, they graduate to more independent living situations supported by youth engagement liaisons.
John Howard Society - Victoria	Housing Access Team (HAT)	\$401,246	\$570,380	\$971,626	A collaborative, community-based program that will focus on moving individuals through the housing continuum and into suitable, permanent housing. Staff will work one on one with each client, removing as many barriers to housing as possible.
Victoria Cool Aid Society	Indigenous Tenant & Cultural Supports	\$145,167	\$150,880	\$296,047	The Victoria Cool Aid Society is providing housing and cultural supports to Indigenous people who are homeless or at risk of homelessness. The program funds an Indigenous Client Services worker and Elders, along with a rich variety of cultural activities, life skills education and support, contact with Elders, and supports to connect with clinical services.

Appendix A - Reaching Home Sub-Project Descriptions

Victoria Cool Aid Society	Positive Flow Client Service Worker	\$98,978	\$103,811	\$202,789	The Victoria Cool Aid Society is being funded for a Client Service Worker to assist clients who are ready to move from supportive housing into more independent, affordable rental housing in the CRD. This will free up supportive housing for people experiencing homelessness in the community.
Beacon Community Association	Homelessness Prevention Fund (HPF)	\$146,139	\$210,429	\$356,568	The HPF is a partnership between eight organizations working together to provide emergency assistance to individuals and families who are in financial crisis and at imminent risk of losing their housing through provision of non-repayable subsidies to cover rent or utilities.
CRD	Community Planner	\$165,737	\$137,887	\$303,624	Tasked with developing the local Coordinated Access and Assessment process and use of the Homelessness Individuals and Families Information System in Greater Victoria, the CRD Community Planner will be key in the CRD meeting the requirements of the Reaching Home Program.
Community Social Planning Council	2023 PiT Count	\$71,026	\$45,774	\$116,800	The Community Social Planning Council of Greater Victoria coordinated the 2023 Point-in-Time Count in March 2023 and will be reporting results later in the year. Activities include working closely with the Aboriginal Coalition to End Homelessness and Volunteer Victoria to ensure success of the survey implementation and production of a comprehensive report on their findings.
Elizabeth Fry Society	Victoria Collaborative -A Way Home	\$145,693	\$342,139	\$487,832	A Way Home is a collaboration between the Elizabeth Fry Society (EFry) and Lookout. The objective is to place individuals into housing, provide prevention and diversion support services, as well as discharge planning from institutions. This collaborative reaches some of the most precariously housed in the community supporting individuals experiencing challenges related to addiction and mental health.
Tsawout First Nation	Reconciling On-Reserve Housing Injustices	\$144,068	\$384,923	\$528,991	Tsawout First Nation is building a responsive community of care ensuring Indigenous families receive housing security through eviction prevention services. This program aims to bridge the jurisdictional gap between Indigenous People experiencing homelessness on and off reserve by providing wraparound housing services and financial support to those in rent arrears.
Victoria Women's Transition House Society	Homelessness Prevention Project	\$87,982	\$201,943	\$289,925	The Homelessness Prevention Project assists women who are survivors of intimate partner violence and abuse to secure safe, stable housing for themselves and their children. This will be accomplished through temporary financial support for maintaining housing, including covering expenses such as utility bills, moving and storage fees, rent and security deposits.
Victoria Youth Clinic	Family Reconnect Program	\$86,826	\$276,837	\$363,663	The Family Reconnect Program supports youth aged 14-24 who are experiencing homelessness in stabilizing their housing situations. This will be accomplished through wraparound support services as well as supporting individuals in re-establishing supportive relationships with their families.

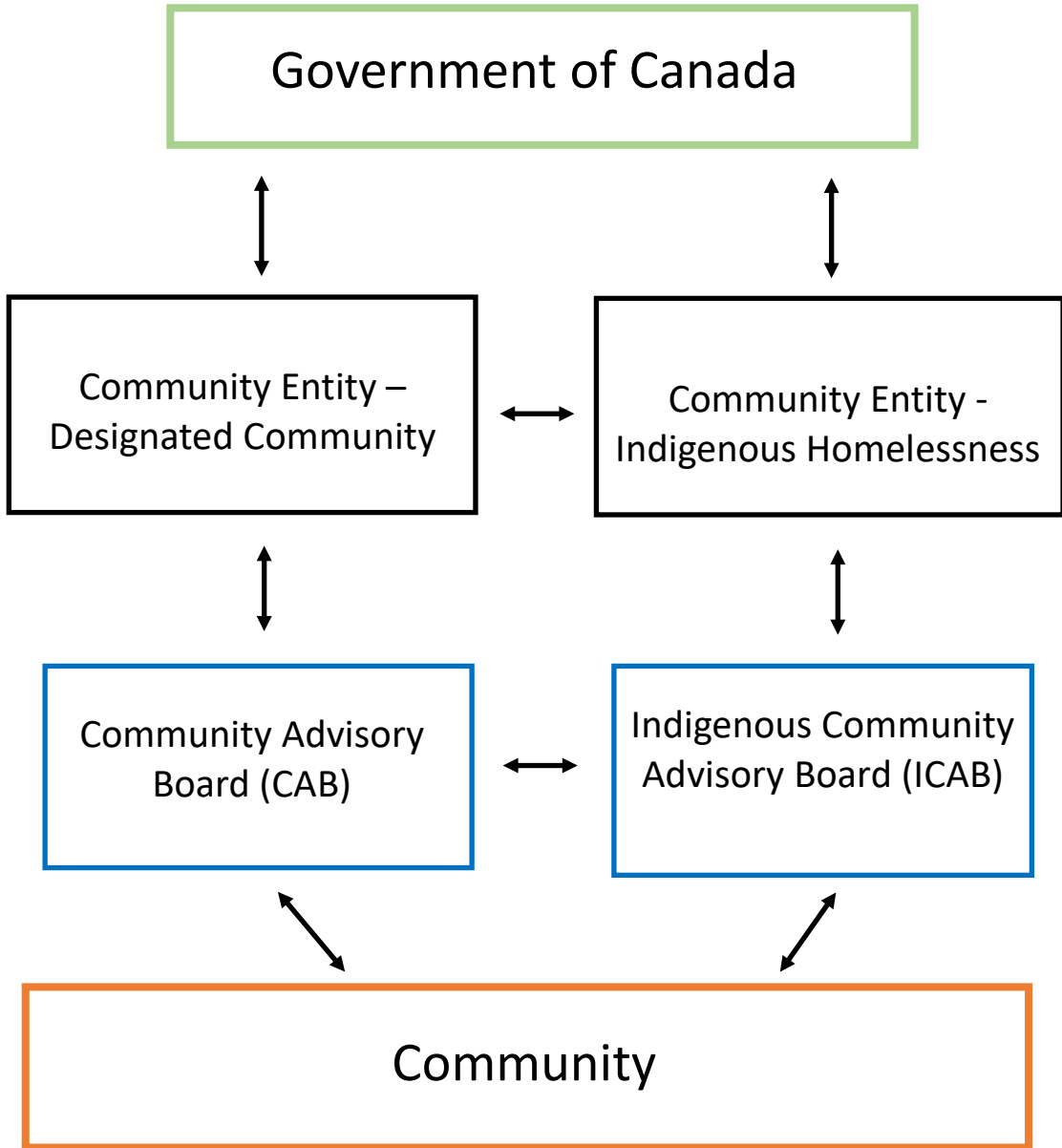
Appendix A - Reaching Home Sub-Project Descriptions

<p>The Alliance to End Homelessness in the Capital Region</p>	<p>Micro-credentials</p>	<p>\$33,410</p>	<p>\$141,473</p>	<p>\$174,883</p>	<p>The Alliance is working collaboratively with the University of Victoria to develop six free online micro-credentials for people working in the Homelessness Serving Sector. Pilot classes will be offered in 2023 with the University of Victoria committing to host the online courses for three years past their development. The aim of these classes is to increase expertise and resiliency in the homelessness serving sector.</p>
<p>Sooke Shelter Society</p>	<p>Outreach Team</p>	<p>\$64,240</p>	<p>\$247,590</p>	<p>\$311,830</p>	<p>Sooke Shelter Society will be providing housing support services, including prevention and housing set-up support to Sooke residents who are experiencing or at risk of homelessness. This program will also address gaps in residents basic needs, including around food security.</p>

Updated:

22/03/2023

Appendix B – Reaching Home Program Governance





Making a difference...together

REPORT TO HOSPITALS AND HOUSING COMMITTEE MEETING OF WEDNESDAY, APRIL 05, 2023

SUBJECT **Regional Housing First Program: Project Update, First Quarter, 2023**

ISSUE SUMMARY

To provide the Hospitals and Housing Committee (HHC) with a quarterly update on the implementation of the Regional Housing First Program (RHFP).

BACKGROUND

The RHFP was established to help address chronic homelessness and generate new rental housing options on southern Vancouver Island and surrounding Gulf Islands. The program aims to meet a broad range of housing needs while moving at-risk individuals into long-term, tenant-based, affordable housing to enable continued recovery and integration into society.

The RHFP is based on Housing First, a recovery-oriented approach to ending homelessness that centers on quickly moving people experiencing homelessness into independent and permanent housing and then providing additional supports and services as needed. The basic underlying principle of Housing First is that people are better able to move forward with their lives if they are first housed.

The RHFP was formed in 2016 through an innovative partnership between the Capital Regional District (CRD), BC Housing Management Commission (BC Housing) and the Canada Mortgage and Housing Corporation (CMHC). Each partner committed \$30 million (M) to develop and acquire new affordable housing units to be owned by the CRD or Provincial Rental Housing Corporation (PRHC).

In 2020, the CRD, BC Housing and CMHC committed to increasing their contributions by \$10M each to address escalating land acquisition and construction costs. Increasing the total capital funds now to \$120M, better positioned the program to achieve its target of up to 2,000 Affordable Rental Units, with up to 400 of those units having rents set at Shelter Rate. Overall, the program is expected to leverage the development of approximately \$600M in capital development.

Through the RHFP, BC Housing, Island Health and the CRD work with community partners to create a coordinated and more efficient system to address homelessness in the region. The mixed market model housing avoids the need for dedicated support programs in specific locations. Instead, flexible, mobile services are delivered within the housing units located throughout the region. Decentralization helps empower individuals, reduce stigmatization and creates more options for individuals seeking supported housing. Greater efficiencies will also increase the flow of clients through the overall system and thereby support more stable housing outcomes. Residents benefit through increased quality of life.

Key components of the program model include:

- Projects located across the capital region, but required to be close to transit and local services;
- Flexible, mobile services are delivered within the housing units located, where required;
- 20% of all units having rent levels set at the Province of BC's Income Assistance Rate Table Shelter Maximum (Shelter Rate) and the remaining 80% of units being Affordable Rental Units (ARU);
- Units operated by successful project proponents or non-profit partners; and

- Establishing partnership opportunities to further increase the supply of affordable rental housing within the capital region.

IMPLICATIONS

A significant number of units have and will be created through RHFP due to the financing model. By purchasing 20% of units up-front, the CRD and BC Housing have reduced the proponents' need for debt financing of those units, which frees up funds that can go toward operating costs. Proponents are also able to access low-interest construction financing via BC Housing or CMHC. Revenue from units is required to support the ongoing operating and maintenance costs as there is no subsidy provided. The program, though built around ensuring that approximately 20% of units are rented to those experiencing or at-imminent risk of homelessness at Shelter Rate, seeks to benefit households across the region through providing a variety of housing needs with units rented at the provincial income assistance rate, affordable market units and near-market units.

Program Delivery

Appendix A (attached) summarizes the progress in the development of 13 RHFP capital projects that have received approval from the CRD Board. These projects represent a total of 1,325 units with 292 to be rented at Shelter Rate.

One new project, Village on the Green located in the City of Victoria, was added to the summary. This project was approved by the CRD Board through an initial approval in March 2022 and a revised concept and budget increase approved in October 2022. This project was also included in the CRHC's 2023 – 2027 Major Capital Plan, approved by the CRHC Board in December 2022.

Financial

These projects have been approved to receive a total of \$95.1M in RHFP funding, with \$24.9M remaining, and represent a total capital cost of approximately \$416.5M.

CONCLUSION

The Project Summary provides the Hospitals and Housing Committee with an update on the status of program implementation and high-level details of the 13 approved projects.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Don Elliott, MUP, BA, Senior Manager, Regional Housing
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A – Regional Housing First Program: Capital Project Summary, April 2023

Appendix A - Regional Housing First Program: Capital Project Update, April 2023

Description	Total Estimated Project Cost	RHFP Contribution	Partner Agency Funding RHFP	RHFP Units	Total Units	Operator	Funding Sources		HHC Approval Date	CRD Board Approval Date	Year Completed	Update
Cedar Grove (Victoria)	\$19,318,000	\$9,000,000	BC Housing	30	72	Victoria Cool Aid Society (VCAS)	BC Housing	Regional Housing Trust Fund \$600,000 (used to support 42 affordable units)	n/a	March 8, 2017 & November 13, 2019 (increase)	2022	Project completed. Construction was completed and occupancy permit received Nov 2022. Move-in of tenants commenced late Nov 2022 and is currently underway, with only a few Affordable units remaining to be filled.
Croftonbrook (Salt Spring)	\$22,116,905	\$3,300,000	BC Housing	11	56	Islanders Working Against Violence	BC Housing	Regional Housing Trust Fund \$408,000 (used to support 34 affordable units)	n/a	March 8, 2017 & November 13, 2019 (increase)	2020 and 2022	Project completed.
Drennan and Sooke (Sooke)	\$45,622,950	\$10,200,000	BC Housing	34	170	M'akola Housing Society	BC Housing	Regional Housing Trust Fund \$765,000 (used to support 51 affordable units)	June 13, 2018	June 13, 2018 & November 13, 2019 (increase)	2023	<p>Construction is at 70% completion. Work is progressing at a reasonable rate but delayed by a month. Expected completion date is December 2023.</p> <p>Framing has been completed and siding is nearing completion. Interior work (drywall and painting) is underway.</p> <p>Some areas of the North building already have finished flooring, heat recovery units, and cabinets installed. One of the elevators is being installed.</p> <p>Site retaining wall is complete. Excavation for rain garden is complete.</p>
Charters (formerly called Throup) (Sooke)	\$20,917,220	\$3,375,000	BC Housing	15	75	M'akola Housing Society	BC Housing	Regional Housing Trust Fund \$330,000 (used to support 22 affordable units)	June 13, 2018	June 13, 2018	2022	Project Completed. Occupancy Permit obtained in December 2022. Tenant move-in started, February 2023.
Spencer Road (Langford)	\$38,263,972	\$7,800,000	CMHC	26	130	CHRC	CMHC \$7,800,000	n/a	June 13, 2018	June 13, 2018	Nov 2020	Project completed.
Millstream Ridge (Langford)	\$45,215,533	\$9,000,000	CMHC	30	132	CRHC	CMHC \$9,000,000	n/a	n/a	November 14, 2018	2019	Project completed.

Appendix A - Regional Housing First Program: Capital Project Update, April 2023

Description	Total Estimated Project Cost	RHFP Contribution	Partner Agency Funding RHFP	RHFP Units	Total Units	Operator	Funding Sources		HHC Approval Date	CRD Board Approval Date	Year Completed	Update
Hockley (Langford)	\$32,775,610	\$7,200,000	CMHC	24	120	CHRC	CMHC \$7,200,000	n/a	n/a	November 14, 2018	Mar 2021	Project completed.
West Park Lane (View Royal)	\$41,673,485	\$10,200,000	CMHC	34	152	CRHC	CMHC \$10,200,000	Regional Housing Trust Fund \$660,000 (used to support 44 affordable units)	May 1, 2019	May 8, 2019	Nov 2020	Project completed.
Michigan Square Building 1 (Victoria)	\$20,392,850	\$4,500,000	CRHC	15	53	CRHC	CRHC \$4,500,000	Regional Housing Trust Fund \$570,000 (used to support 38 affordable units)	July 29, 2020	August 12, 2020	2023	Structural upgrades to the existing parkade complete in February 2023. Framing of West building complete in January 2023, followed by installation of roof membrane, building air and vapor barrier, and windows which allow for mechanical and electrical rough-in work to commence. Wood framing of East building underway and will complete in Q2 2023. Construction on track for Occupancy Permit in December 2023.
Michigan Square Building 2 (Victoria)	\$16,630,070	\$4,667,960	BC Housing	9	44	CRHC	BC Housing \$4,667,960	Regional Housing Trust Fund \$525,000 (used to support 35 affordable units)	N/A	December 8, 2021	2023	
Prosser Road (Central Saanich)	\$19,337,003	\$4,000,000	CMHC	10	51	CRHC	CMHC \$3,000,000 BC Housing \$3,250,000	Regional Housing Trust Fund \$615,000 (used to support 41 affordable units)	N/A	April 14, 2021 & October 12, 2022 (increase)	2022	Occupancy Permit received March 3, 2023. CRHC staff, BC Housing staff and consultants currently performing final deficiency reviews in anticipation of the CRHC taking possession of building April 17, 2023. CRHC will acquire the turnkey building through a lease agreement with the CRD.
Campus View (Saanich)	\$40,981,210	\$9,600,000	CRD CMHC	24	119	CRHC	CMHC \$1,800,000 CRD \$7,800,000	Regional Housing Trust Fund (Intend to request \$1,425,000 to support 95 affordable units)	N/A	December 8, 2021 & October 12, 2022 (increase)	2026	Rezoning and Development Permit Application submitted to the District of Saanich April 2022. Saanich staff comments received and Rezoning and Development Permit Application has been updated to reflect comments. Next step in the process is for the application to be reviewed by Saanich's ADP. ADP meeting date TBD. Review anticipated by Q2 2023.

Appendix A - Regional Housing First Program: Capital Project Update, April 2023

Description	Total Estimated Project Cost	RHFP Contribution	Partner Agency Funding RHFP	RHFP Units	Total Units	Operator	Funding Sources		HHC Approval Date	CRD Board Approval Date	Year Completed	Update
Village on the Green (Victoria)	\$53,295,667	\$12,300,000	CRD	30	151	CRHC	CRD \$12,300,000	Regional Housing Trust Fund (Intend to request \$1,815,000 to support 151affordable units)	N/A	March 9, 2022; & October 12, 2022 (increase)	2025	Initial feasibility concept conceptualized 151 one & two bedroom units. Upon further analysis by CRHC staff and project architect, a revised concept was developed for approximately 140 units, including 10-15 net-new three-bedroom units. Revised concept maintains previously approved 30 RHFP shelter rate units. Project meets criteria for the City of Victoria's Rapid Deployment of Affordable Housing (RDAH) intake stream. Development Permit Application to be submitted through the RDAH in Q3 2023.
Total RHFP Units				292	1,325							
Total RHFP Investment	\$416,540,475	\$ \$95,142,960										

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, APRIL 05, 2023**

SUBJECT **Capital Region Housing Corporation Operational Update - First Quarter 2023**

ISSUE SUMMARY

To provide the Capital Region Housing Corporation (CRHC) Board with a quarterly update on operations, Tenant Engagement, the Routine Capital Plan 2020 – 2024 and performance in the areas of turnover, vacancy, and move-ins up to and including March 10, 2023.

BACKGROUND

The CRHC is a wholly owned subsidiary of the Capital Regional District (CRD) with the mandate to develop and manage affordable housing to meet the needs of individuals and families residing within the capital region. In working to fulfill its mandate, the CRHC owns and operates 50 properties totalling almost 1,900 units of housing providing homes to approximately 4,000 residents of the capital region with low to moderate incomes. In addition, CRHC manages a further four properties totalling 114 units on behalf of third parties to bring the CRHC's total units in operation to almost 2,000.

DISCUSSION

Operations Update

The almost 2,000 units of housing across 54 properties that are currently managed by CRHC are supported by the work of approximately 50 full-time equivalencies (FTE). Of the 50 FTEs, 10 are currently vacant, with three being backfilled by auxiliary staff. Staff are actively working to recruit for these positions and there are signs of improved interest in full time work. The action taken in 2022 to support caretaker shortages by contracting out common area cleaning has been reduced now to only include the larger apartment buildings in the Westshore. Unit cleaning support has been utilized in some cases to ensure vacancy loss is minimized when caused by staff capacity.

Tenant Engagement (TE)

As 2022 closed out and moved into Q1 2023, the TE team's attention has been focused on maintaining tenancies. Now that pandemic restrictions are lifted, there has been opportunity to run events at housing complexes, including a Halloween event at West Park Lane and a Christmas event at Amberlea. These give tenants the chance to meet, and staff the chance to get feedback while engaging people in a friendly environment. The tenants really appreciate Meet-the-Staff events and TE is planning more in 2023.

There has been a review of tenant selection and onboarding across the portfolios as it relates to filling the RHFP shelter rate units. This is in an effort to ensure the CRHC is a good fit for applicants and that they will experience a successful tenancy. Coordination is underway with BC Housing so that Regional Housing First Program (RHFP)/Coordinated Assessment and Access (CAA) tenants will have applications ready for selection at the new building, Prosser Place. TE is working on assessing support needs of prospective tenants to best support a recovery from homelessness while also working to support happy, safe, and stable communities within the CRHC's buildings.

As the CRHC is obligated under the *Residential Tenancy Act (RTA)* to ensure the protection of tenants’ right to quiet enjoyment, including items such as reasonable privacy, freedom from unreasonable disturbance, exclusive possession of the unit and use of common areas for reasonable and lawful purpose, there has been a particular focus on understanding any operational implications associated with the decriminalization of personal possession low quantities of illicit substances. After a thorough review, there are no significant implications associated with this legislative change by the Government of Canada. Out of an abundance of caution and in the interest of ensuring the CRHC continues to operate in accordance with the relevant legislation and its various agreements, staff continue to monitor this item and look for guidance/precedent from BC Housing and BC Non-Profit Housing Association (BCNPHA), and the guidelines being prepared by the BC Centre for Disease Control which will help inform the practices of non-profit housing societies across the province.

In December 2022, CRHC tenants were invited to submit their interest in joining the Tenant Advisory Committee (TAC). The current four vacant seats are for a two-year term and are open to tenants in good standing, who have lived with CRHC for a minimum of one year. A copy of the invitation provided is included as Appendix A. The final list of members will be provided to the CRD Board for appointments to be made in April 2023. Though the 2023 TAC Work Plan is still in development, staff anticipate that a key role for the TAC will be to help inform a CRHC Tenant Survey that is being planned for 2024.

Housing Registry Waitlist Statistics

Table 1: BC Housing Registry Waitlist Statistics

Category	January 2023	February 2023	As of March 10, 2023
Total Registry Units	3,723	3,875	3,875
Applicants			
Family	828	837	868
Seniors	1,185	1,175	1,210
Persons with Disabilities	638	640	652
Wheelchair Modified	139	141	145
Singles	190	189	202
Total	2,980	2,982	3,077

The BC Housing ‘Housing Registry’ (Registry) helps housing providers manage applicant lists and eliminate duplication among providers. The statistics provided above are for the CRD only with the highest distribution of need in Victoria (46%), followed by Saanich (17%), Langford (9%), Esquimalt (6%), with Salt Spring Island, Sooke and Colwood at (3-4%). The registry requires applicants to renew their applications every six months to remain active. This process can account for slight fluctuations in the numbers. Overall, the number of applicants requiring access to rent-geared-to-income units has increased over 2022. The October 2022 CRHC Operational Update reported a total of 2,861 households on the Registry and the data from March 2023 indicates an increase of 216.

Vacancy

Table 2: Vacancy Rate – Units Operating More than 12 Months

Year	Period	# Units Vacant	# Days Vacant	Average Days Vacant
2022	October - December	67	4,004	53
2023	As of March 10	52	3,404	65

As of March 10, there are 52 units reported vacant across housing that is owned and operated by the CRHC that has been in operation for more than 12 months. These vacancies total 3,404 days for an average of 65 days vacant. The number of days vacant figure has increased which is a trend shown since last year. This trend is attributed to the high turnover at the RHFP buildings and difficult supply chain, causing delays in turnovers. Staff continue to prioritize renting units that have been vacant longer to reduce the days vacant. It should be noted that prior to the COVID-19 pandemic, CRHC staff worked to an Average Days Vacant target of 30 days. The average during and post COVID, has been 45-60 days vacant, staff continue to look for ways to reduce the vacancy loss and maintain it at a lower level.

Table 3: Vacancy Rate – Units Operating Less Than 12 Months

Year	Period	# Units	# Unit Vacant	% Units Vacant
2022	October - December	58	19	33%
2023	January 1 - March 31	58	8	14%

2782 Spencer Road opened on October 27, 2022. As of March 31, there are eight vacant units remaining, including two Deep-Subsidy, five Rent-Geared-to-Income (RGI), and one Affordable Market. Six have never been occupied and two of these units are newly vacated, leaving '2782' 86% rented. The figure is in line with the rent up projections, and staff work to fill these remaining vacancies as quickly as possible.

Turnover

Table 4: Q1 Turnover Rate – All Units

Year	Period	# Turnovers Operating More Than 12 Months	# Turnovers Operating Less Than 12 Months	Total
2022	October - December	40	0	40
2023	January 1 - March 10	18	0	18

Turnover typically slows through the winter months impacted by seasonal celebrations, business closures, and inclement weather. Unit readiness and showings were impacted by supply chain issues and snow that affected road conditions and staff/ contractors' movements throughout the region. This has been an ongoing issue particularly with appliance replacements and labour shortages. CRHC's efforts to combat this through use of contracted cleaning services for unit turnover has helped support staff's efforts to provide unit readiness.

Building Commissioning & Rent Up

Staff are preparing to onboard a 51-unit building on East Saanich Road. Marketing and applicant screening of those on the waitlist for the upcoming RHFP building, *Prosser Place* has begun. The building is expected to be handed over on April 17, 2023.

Routine Capital Plan

The updated Five-Year Routine Capital Plan has a budget of \$4.7 million (M) in 2023. As this staff report is being advanced for end of Q1, the actuals will not be available until the books close and all invoices can be processed. These numbers will be included in the Q2 operational update.

An Invitation to Tender (ITT) to reroof the townhouses and heritage house at Pinehurst was posted in February, the submission review in March and an expected award in April for work in 2023. The ITT for reroofing at Kings Place is currently being prepared for posting. In addition, a specification is being created for deck and fence work at Olympic View by Read Jones Christofferson, a request for proposal (RFP) will follow. This work represents \$1.8 M of the 2023 capital budget.

CONCLUSION

Through Q1 2023, CRHC has been creatively working to ensure continued levels of service delivery despite ongoing labour shortages. This included utilizing auxiliary staff in the office and engaging contracted services to support unit turnovers, thereby enabling caretakers to focus on duties that involve interfacing with tenants and inclement weather responses.

A range of TE activities were underway through Q1 including meet and greets of neighbours and staff, onboarding of new tenants through the CAA process into RHFP buildings, and efforts to work with tenants requiring more supports to create a greater sense of “safety and security” in CRHC-operated buildings.

Much of CRHC’s housing portfolios continue to show resiliency. Capacity for turnovers, rent increases and general day-to-day operations requires close oversight to ensure work continues despite the challenges. Staff continue to work efficiently and collaboratively to address the changing demand and actively recruit prospective team members.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Don Elliott, MUP, Senior Manager, Regional Housing
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Tenant Advisory Committee Invitation to Join

Apply to Join the Tenant Advisory Committee!

We want you!

The Capital Region Housing Corporation (CRHC) is accepting applications from members of the CRHC tenant community to fill vacant Tenant Representative Seats on the Tenant Advisory Committee (TAC).



What is TAC?

The TAC was established by the Hospitals and Housing Committee (HHC). Its purpose is to promote effective communication, engagement & collaboration between CRHC and its tenants.

Am I eligible?

Those who have experience and knowledge of affordable housing issues and/or community development would be an asset. To be eligible, you must be a tenant in good standing.**



What's the commitment?

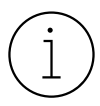
The commitment involves attending 4 to 6 meetings per year for a two-year term. Meetings are typically held during normal working hours (9:30am-5:30pm, M-F), in-person at CRHC HQ – 625 Fisgard Street.



What will we talk about?

2023 meeting topics may include:

- Orientation and Tenant Survey Preparation
- Construction Team: Introductions and Engaging TAC
- Housing, Planning & Policies (HIP) Team: Introductions and Engaging TAC
- Tenant Survey 2024 Launch



Want more info?

For more details about the committee, and the Terms of Reference, please visit crd.bc.ca

Apply today!

If you'd like to apply, please send a short resume outlining your related experience and previous involvement on Advisory Committees and/or non-profit Boards to Kyla Rushton via email at krushton@crd.bc.ca or by mailing to:

Capital Region Housing Corporation
Attn: Kyla Rushton
625 Fisgard Street
Victoria, BC V8W 1R7



Applications will be accepted until noon on Monday, February 27, 2023.

** defined as tenants who have lived with the CRHC for 12 consecutive months and have paid their rent on-time and in-full for the previous 6 months; have maintained their unit in good condition (no damage in excess of normal wear and tear); and, have ensured that the standard of conduct of themselves and/or their guests has not resulted in a warning letter from the CRHC.

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, APRIL 05, 2023**

SUBJECT **Major Capital Plan Status Report – First Quarter 2023**

ISSUE SUMMARY

To provide a quarterly update to the Hospitals and Housing Committee on the Capital Region Housing Corporation (CRHC) Major Capital Plan (2023-2027). This report is to complement the Capital Variance Report presented quarterly to the Capital Regional District (CRD) Board by the Chief Administrative Officer (CAO).

BACKGROUND

The CRHC is a wholly owned subsidiary of the CRD with the mandate to develop and manage affordable housing to meet the needs of individuals and families residing within the capital region. In working to fulfill its mandate, the CRHC owns and operates almost 1,900 units of affordable housing, providing homes to approximately 4,000 residents of the capital region with low-to-moderate incomes. In addition, the CRHC currently has 306 new units under construction and 439 units in pre-construction and development. This report contains projects that will receive grant funding through the following programs: Regional Housing First Program (RHFP), Regional Housing Trust Fund (RHTF), Building BC: Community Housing Fund (CHF), Investment in Housing Initiative (IHI), Deepening Affordability (DA), National Housing Co-Investment Fund (NHCF), Green Municipal Fund (GMF), Capital Replacement Fund (CRF), Community Works Fund (CWF) and Victoria Housing Reserve Fund (VHRF).

IMPLICATIONS

Prosser (RHFP, RHTF, IHI, & DA)

Prosser Place, a 51-unit affordable housing development in the District of Central Saanich received its final Occupancy Permit in March 2023. CRHC staff along with BC Housing staff and consultants are currently performing final deficiency reviews in anticipation of the CRHC taking possession of the building in mid-April 2023. The CRHC will acquire the turnkey building through a lease agreement with the CRD. The total project budget is \$18,928,091, including \$9,501,013 in equity contributions. On the closing date, the CRHC will lease the property from the CRD at a value of \$13,613,091, which includes \$9,427,078 as a repayable mortgage and \$4,186,013 as a forgivable mortgage. These values remain unchanged from the approved Major Capital Plan (2023-2027).

Michigan Square (RHFP, RHTF, & CHF)

The Michigan Square project, a 97-unit redevelopment in Victoria's James Bay neighbourhood, consists of two four-storey wood frame apartment buildings constructed on top of the existing underground parkade. The 53-unit West building is being constructed to meet Step 3 of the BC Energy Step Code (Step Code) and align with the City of Victoria's Building and Plumbing Regulation Bylaw. The 44-unit East building is being constructed to meet Step 4 of the Step Code which aligns with CHF funding requirements and exceeds the municipal requirement. As a condition of BC Housing's grant funding, a waste management plan was implemented by the Construction Manager to reduce the generation of demolition and construction waste as much as possible. The project must achieve a demolition and construction waste diversion target of 80%

of the total waste generated. Structural upgrades to the existing parkade were completed in February 2023. Framing of the West building was completed in January 2023, followed by installation of the roof membrane, building air and vapour barrier, and windows which allow for mechanical and electrical rough-in work to commence. Wood framing of the East building is underway and will be complete in Q2 2023. The project budget of \$34,252,658, with a total of \$10,882,960 awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027). Construction is on track to achieve a final Occupancy Permit in December 2023.

Caledonia (CHF, RHTF, & VHRF)

The Caledonia project is a 158-unit redevelopment in Victoria's Fernwood neighbourhood. The redevelopment will include five new multifamily residential buildings, consisting of two apartment buildings and three townhouse blocks. All five buildings are being constructed to meet Step 4 of the Step Code which aligns with CHF funding requirements and exceeds the municipal requirements. The Caledonia project will also be carried out with a waste management plan that will achieve a waste diversion target of 80%. On site, the concrete contractor is progressing with the placement of strip footings, pad footings, columns, and foundation walls. Structural work on the parkade will continue into Q3 2023 and the overall project remains on schedule to achieve a final Occupancy Permit in late Q1 2025. The project budget of \$70,989,386, with a total of \$19,540,000 awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

Carey Lane BER (CRF)

Carey Lane, a 22-unit townhouse complex that is owned and operated by CRHC, will undergo a full building envelope remediation (BER) as well as upgrades to the ventilation, heating, and cooling systems. Issue for Tender procurement documents have been finalized and contractor procurement is underway. Once the project has received final approval from BC Housing in Q2 2023, staff will return to the CRHC Board with a confirmed final budget. The project budget of \$3,871,182, with a total of \$3,271,182 awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

Pandora (CHF)

The Pandora project is a partnership between the City of Victoria, BC Housing and the CRHC to build non-market rental homes and create a new community space in the North Park neighbourhood. Once complete, the CRHC would lease an air-space parcel and operate approximately 158 affordable rental units. The affordable housing portion of the building will meet Step 4 of the Step Code which aligns with CHF requirements. A Development Permit Application was submitted to the City of Victoria under the Rapid Deployment of Affordable Housing (RDAH) intake stream in November 2022. The project moved forward through the City of Victoria's Advisory Design Panel (ADP) on January 25, 2023. The design consultants are currently updating drawings to reflect the comments received by the ADP. Once revisions have been captured and the Development Permit Application is resubmitted in Q2 2023, the project will be eligible to receive the Delegated Development Permit. The project budget of \$83,352,598 for the CRHC affordable housing component of this project, with a total of \$25,890,000 awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

161 Drake Road

In January 2022, it was announced that BC Housing would be providing up to 28 new permanent homes with supports, as well as a kitchen facility, common area, staff offices and an outdoor amenity space at 161 Drake Road on Salt Spring Island. This partnership will see the CRD lease the property to BC Housing to facilitate the development. As outlined in the lease agreement, if

BC Housing has not developed substantially all the land and does not have any plans to do so, the CRD is permitted to prepare a leasehold subdivision plan. The purpose of a leasehold subdivision plan would be to reduce the area of the lease to enable future development on the property.

In January 2023, the School District 64 (SD 64) Board of Trustees approved SD 64 staff to work with the CRD to establish an easement to access the proven well that is located on SD 64 land. At the same time, the SD 64 Board of Trustees also granted the CRD permission to continue groundwater exploration on SD 64 property. BC Housing's proposed development would utilize the available groundwater source on SD 64 property. The proven well could provide domestic water for BC Housing's proposed development but would not accommodate additional development on the site. Subsequently, in February 2023, the Province of British Columbia issued a Conditional Water Licence for use of the proven well. As part of the initial development, BC Housing will work to satisfy the conditions of the Water Licence.

The easement and Licence of Occupation that will allow for additional groundwater exploration, are in final form and awaiting execution from both parties. Once the Licence of Occupation has been fully executed, CRD staff will instruct the hydrogeologist and drilling contractor to commence with the additional groundwater feasibility work. This is anticipated to be carried out in Q2 2023. Based on findings, staff will report back to the Board with opportunities for future development. The 2022 budget of \$80,000, with all funds coming from CWF, remains unchanged from the CRHC Major Capital Plan (2023-2027).

Campus View (RHFP)

Campus View, an existing 12-unit CRHC townhouse complex located in the Gordon Head neighbourhood of Saanich, is a high priority redevelopment site which can accommodate 119 units of affordable housing. A Rezoning and Development Permit Application was submitted to the District of Saanich in April 2022. Saanich staff comments have been received and the Rezoning and Development Permit Application has been updated to reflect these comments. The next step in the process is for the application to be reviewed by Saanich's ADP. CRHC staff are currently awaiting confirmation of the date for the ADP meeting, but staff anticipate this review to be complete in Q2 2023.

The project is being designed to hit Step 3 of the Step Code, with the potential of meeting the Net-Zero Energy-Ready Standard, pending the availability of additional grant funding. The project budget continues to carry an equity gap and staff are actively pursuing all avenues for capital grant funding to close the gap, but at this time no new major grant funding sources have been identified. The project budget of \$52,014,357 with a total of \$22,738,100 funded through grants remains unchanged from the approved Major Capital Plan (2023-2027).

Village on the Green (RHFP)

Village on the Green, a CRHC owned complex located in Victoria's Fernwood neighbourhood, was identified as a property with significant redevelopment potential. Initial feasibility concepts indicated that redevelopment could accommodate approximately 151 units onsite. Upon further analysis by CRHC staff and the project architect, it was determined that to provide approximately 151 units, the redevelopment could not include any net-new three-bedroom family units. The current feasibility concept will provide approximately 140 units, including 10-15 net-new three-bedroom units in addition to maintaining the previously approved 30 RHFP shelter rate units. Under this design scheme, the project will meet the criteria to qualify for the City of Victoria's RDAH intake stream. Staff and the design consultants continue to refine conceptual plans with a target of submitting a Development Permit Application through the RDAH in Q3 2023.

Similar to the Campus View project, an equity gap remains within the project budget. Staff will continue to pursue all grant funding opportunities to close the equity gap on this project, but at this time no new major grant funding sources have been identified. The project budget of \$64,967,643, with a total of \$27,411,000 funded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

Environmental & Climate Implications

All CRHC development and redevelopment projects are primarily financed through BC Housing. As a condition of this financing, projects are required to adhere to the BC Housing Design Guidelines and Construction Standards (Design Guidelines). Within the Design Guidelines, there are defined targets for Building and Energy Performance relating to climate mitigation and adaptation, including Step Code, Greenhouse Gas Intensity (GHGI) and air leakage targets. The Design Guideline targets are aligned with the carbon pollution targets approved by several local governments within the capital region and in many cases exceed the minimum municipal Step Code requirements.

In January 2023, the Design Guidelines were amended to reduce the GHGI targets from 5.5 Kg CO₂/m² to 3.0 Kg CO₂/m². This is in line with the forthcoming Low Carbon Standard requirement that will come into effect in several municipalities within the capital region on July 1, 2024. Additionally, BC Housing staff have indicated that they anticipate the carbon performance targets to advance further as improved technology becomes available to support cost-effective implementation in multi-unit residential buildings. Further amendments to the Design Guidelines are anticipated to align with the Zero Carbon Ready Standard that several municipalities in the capital region will require as of July 1, 2025.

CONCLUSION

As part of staff's commitment to providing updates to the CRHC Board, the CRHC Major Capital Plan Status Report provides a snapshot of issues and items that have a potential to impact the Major Capital Plan. Despite the impacts from ongoing supply chain issues, global inflation, labour shortages and rising interest rates, CRHC major capital projects are within budget, on schedule and in alignment with the Major Capital Plan (2023-2027).

RECOMMENDATION

There is no recommendation. This report is for information only.

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