



Notice of Meeting and Meeting Agenda Hospitals and Housing Committee

Wednesday, July 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. [23-463](#) Minutes of the June 7, 2023 Hospitals and Housing Committee Meeting

Recommendation: That the minutes of the Hospitals and Housing Committee meeting of June 7, 2023 be adopted as circulated.

Attachments: [Minutes - June 7, 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.

5.1. Presentations

5.1.1. [23-464](#) Presentation: Sylvia Ceacero, Alliance to End Homelessness (formerly GVCEH) re: GVCEH CRD Service Agreement Report 2022/23

Attachments: [Presentation: GVCEH CRD Service Agreement Report 2022/23](#)

6. Committee Business

6.1. [23-450](#) Capital Region Housing Corporation Operational Update - Second Quarter 2023

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

Attachments: [Staff Report: CRHC Operational Update - Second Quarter 2023](#)

6.2. [23-451](#) Major Capital Plan Status Report - Second Quarter 2023

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

Attachments: [Staff Report: Major Capital Plan Status Report, 2nd Quarter 2023](#)

6.3. [23-452](#) Previous Minutes of Other CRD Committees and Commissions for Information

Recommendation: There is no recommendation. The following minutes are for information only:

a) Tenant Advisory Committee minutes - April 17, 2023

Attachments: [Minutes: Tenant Advisory Committee - April 17, 2023](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is August 2, 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, June 7, 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 (1:36 pm) (EP), P. Jones, 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; K. Mah, Healthy Communities Planner, Health and Capital Planning Strategies; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors D. Kobayashi, C. McNeil-Smith, C. Plant

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

1. Territorial Acknowledgement

Director Brice provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Alto, **SECONDED** by Director Brent,
That the agenda for the June 7, 2023 Hospitals and Housing Committee meeting
be approved as amended to allow Alternate Director Wagner to participate
without vote.
CARRIED

3. Adoption of Minutes

3.1. [23-383](#) Minutes of the May 3, 2023 Hospitals and Housing Committee Meeting

MOVED by Director Brice, **SECONDED** by Director Brent,
That the minutes of the Hospitals and Housing Committee meeting of May 3, 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. [23-378](#) 2023 Minor Capital Projects and Equipment - Approval of Capital Bylaw

K. Lorette introduced staff in attendance and spoke to Item 6.1.

**MOVED by Director Alto, SECONDED by Director Caradonna,
The Hospitals and Housing Committee recommends to the Capital Regional
Hospital District Board:**

1. That the recommended 2023 Minor Capital Projects totalling \$3,750,000 be approved and expensed from the 2023 requisition;
2. That the recommended 2023 equipment grants of \$30,000 to Mount St. Mary Hospital and \$2,925,000 to Island Health be approved and expensed from the 2023 requisition;
3. That Bylaw No. 417, "Capital Regional Hospital District Bylaw No. 187, 2023", be introduced and read a first, second and third time; and
4. That Bylaw No. 417 be adopted.

CARRIED

6.2. [23-379](#) CRD Participation in a Regional Community Safety and Wellbeing Plan and Council

K. Lorette spoke to Item 6.2.

Discussion ensued regarding:

- implications to amending the 2023 budget to include this item in the 2023 work plan
- the consultant's scope of work
- other municipalities doing similar work

**MOVED by Director Alto, SECONDED by Director Szpak,
The Hospitals and Housing Committee recommends to the Capital Regional
District Board:**

That staff be directed to include \$50,000 in funding in the 2024 Provisional budget to support work towards establishing a Regional Community Safety and Wellbeing Plan and Council.

CARRIED

7. Notice(s) of Motion

7.1. [23-359](#) Motion with Notice: Request for Island Health Presentation on Safe Supply (Director Holman)

MOVED by Director Holman, **SECONDED** by Director Alto,
The Hospitals and Housing Committee recommends to the Capital Regional District Board:

To request Island Health present to the Hospitals and Housing Committee regarding measures to scale up the safe supply of opioids and related toxic drugs, and the possible role of the Capital Regional District and local governments in supporting such measures.

MOVED by Director Murdoch, **SECONDED** by Director Holman,
That the main motion be amended to add the wording "and other initiatives related to harm reduction, drug use reduction or addiction treatment" after the wording "toxic drugs,".

CARRIED

The question was called on the main motion as amended:

The Hospitals and Housing Committee recommends to the Capital Regional District Board:

To request Island Health present to the Hospitals and Housing Committee regarding measures to scale up the safe supply of opioids and related toxic drugs, and other initiatives related to harm reduction, drug use reduction or addiction treatment and the possible role of the Capital Regional District and local governments in supporting such measures.

CARRIED

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Alto, **SECONDED** by Director Brice,
That the June 7, 2023 Hospitals and Housing Committee meeting be adjourned at 2:10 pm.

CARRIED

CHAIR

RECORDER



ALLIANCE TO END
HOMELESSNESS
IN THE CAPITAL REGION

Greater Victoria Coalition to End Homelessness

CRD Service Agreement Report 2022/23

Prepared by:

Sylvia Ceacero, MBA, MA, MCRM
Executive Director





Vision

A region, a province, and a country where everyone has a safe place to call home.



Mission

To ensure experiences of homelessness in the Capital Region by 2030 are rare, brief, and non-recurring, and that housing and supports are culturally adaptive, creative, caring, and person-centered.

Guiding Principles



Person-Centered

People come first. We will provide housing and supports in ways that best meet the needs of people experiencing homelessness rather than organizing based on our efficiencies or expertise.



Adaptability & Innovation

People will be supported along their continuum of care, as needed; care and support will be individualized to people's needs, with an emphasis on integration into the community.

We embrace innovation and seek to learn from our actions and share that learning with the community.



Community Engagement

We build a broad range of support for our work and engage all community members in finding and implementing appropriate solutions.



Prevention

Identifying, mitigating, and advocating for systemic change that addresses the root causes of homelessness will be key components of our prevention work.

Five Strategic Goals Supporting Community Plan Outcomes



Core Functions & Objectives

01

Regional Planning and Coordination

Objective: Ensure plans and initiatives developed and implemented by the Greater Victoria Coalition to End Homelessness have a region-wide focus and that housing and services are well coordinated and integrated.



02

Ongoing Research

Objective: Conduct research in support of evidence-based strategies and policies to end homelessness, including effective practices used in other jurisdictions.



03

System Monitoring

Objective: Develop and implement a monitoring framework to ensure efforts to address homelessness are effective and are providing necessary outcomes for the region.



04

Communications and Engagement

Objective: Implement community engagement and awareness strategies to ensure the underlying contributing factors of homelessness, the extent of homelessness in the region and solutions to ending homelessness are better understood by interested and affected parties (partners) and the general public.



05

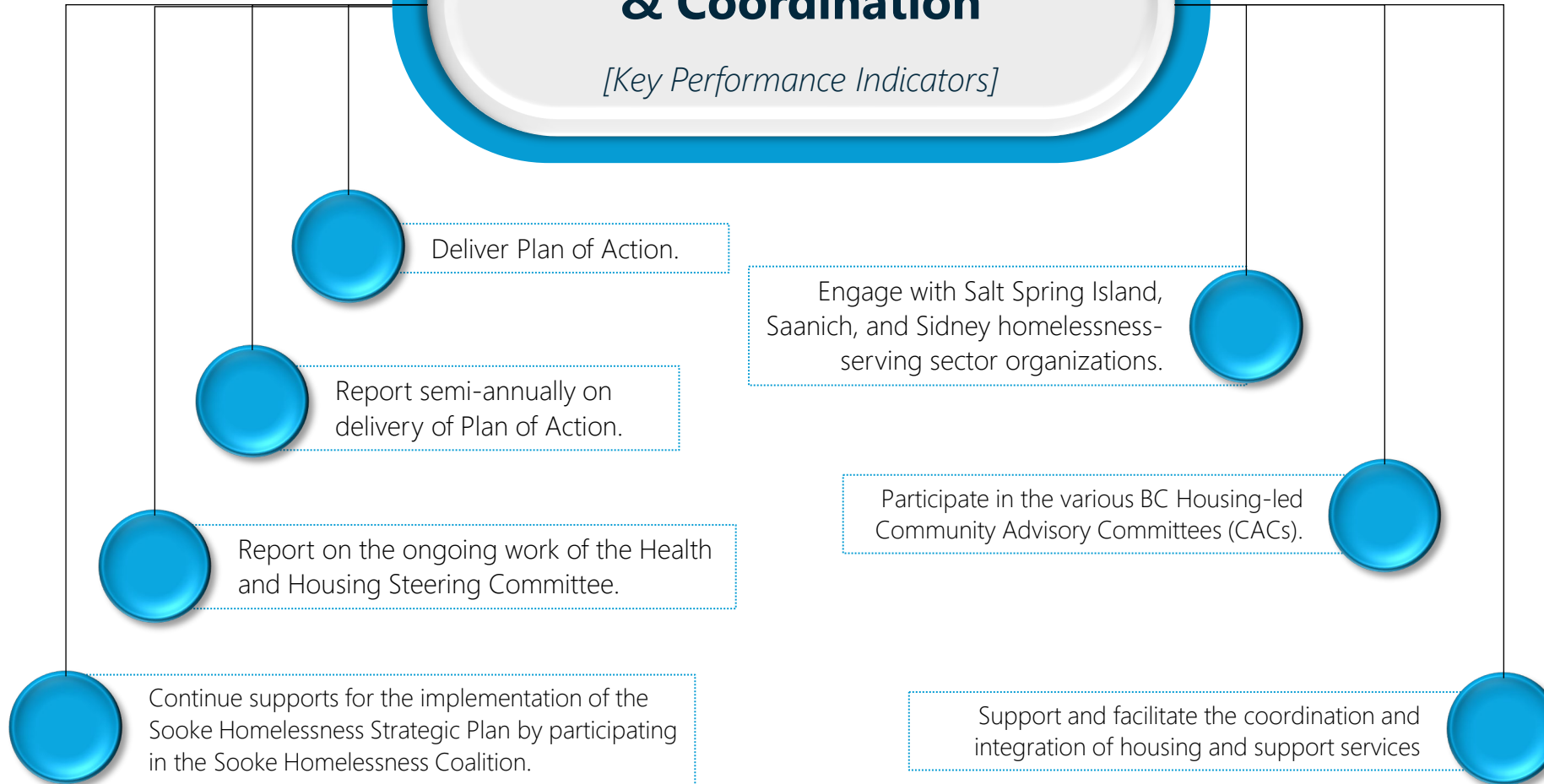
General Administration

Objective: Perform administrative functions required to support the Board and Committee activities, including overall day-to-day operations, annual business planning, and reviews of the long-term strategic plan as needed.



Regional Planning & Coordination

[Key Performance Indicators]



SUPPORTING WORKS

- Salt Spring Island support with best practice knowledge to support integration with CAA model:
- Name changed to the Alliance to End Homelessness in the Capital Region (AEHCR); inclusion of 3 regional representatives to ensure regional service accountability.
- Develop Relational Practice standards through micro-credential training.

Ongoing Research & System Monitoring

[Key Performance Indicators]

Phase 1: Development of system-wide Data Dashboard housing inventory and monitoring of progress toward quantitative housing unit Functional Zero.

Community Data Dashboard Working Group – convene and chair 7 meetings or more, as needed

Meet individually with all members of the Community Data Dashboard Working Group to discuss data collection (2022-23).

Present Community Data Dashboard Version 1 to the HHSC December 2022 (2022-23).

Support Point in Time Count 2023, as agreed with the partnering agency (2022-23).

Support CAA Working Group

Support HIFIS Working Group

Support BC Housing Project HIFIS Lead

Engage the community around CAA and HIFIS processes as required.

Quarterly meetings between the director of research and data analysis (GVCEH) and the community planner (HIFIS project)

SUPPORTING WORKS

- Establishment of 6 CACs
 - Tiny Homes CAC established.
 - Travel Lodge CAC established.
- Hiring of Inclusion Coordinator completed through Strengthening Communities Grant to support establishing CACs for new Supportive Housing locations.
- Surfacing Our Strengths Final report

Communications & Engagement

[Key Performance Indicators]

Convene and support the work of the Lived Experience Council

Municipal engagement of the Communications, Education, and Awareness initiative, with an effort to engage all municipalities.

Meet with CRD to determine priority municipalities.

Present to the Mayor and Council of at least 5 identified priority municipalities.

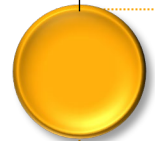
Leadership provided to support coordination and implementation of Community Planning Engagement activities informed, in part, by the CRD CAB

SUPPORTING WORKS

- Developed Strategic Communications Plan
- Rebranded AEHCR Communications collaterals and platforms (website and social media accounts)
- Sentiment Analysis - Report on social media/news posts on homelessness by tone (positive, neutral, and negative) using relevance and sentiment model.
 - Phase 1 & 2 completed. (Includes Twitter posts)
 - Phase 3 underway – will include Reddit posts
- Conduct a series of Face 2 Face with Stigma (F2F) workshops to educate, inspire empathy, and reduce fear toward people experiencing homelessness and/or substance use disorder.
- Proposal for consultation and community engagement process for the development of the 2025-2030 Community Plan.
- Facilitation of talking circles, resident advisory committees, and other meetings amongst peers and community members who live in supportive housing and people with lived experience of homelessness.

General Administration

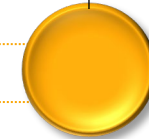
[Key Performance Indicators]



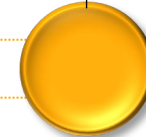
Facilitate, chair, or otherwise support Working Groups/ monthly meetings and provide notes or minutes, as appropriate, for the following committees:

1. Health and Housing Steering Committee & Health and Housing Steering Committee Leadership
2. System Transformation Working Group
3. Community Engagement & Communications Working Group
4. Youth Task Force (Prevention of Homelessness)
5. BC Coalition to End Youth Homelessness

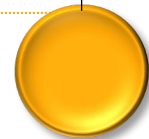
Annual Report



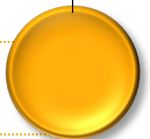
Annual General Meeting



Convening quarterly funder meetings with BC Housing, Island Health, CRD & the City of Victoria to update on progress towards shared deliverables.



Convening meetings of the Executive to discuss emerging issues– as required





THANK YOU!

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

SUBJECT **Capital Region Housing Corporation Operational Update – Second Quarter 2023**

ISSUE SUMMARY

To provide the Capital Region Housing Corporation (CRHC) Board with a quarterly update on operations, Tenant Engagement (TE), the Routine Capital Plan 2020 – 2024 and performance in the areas of turnover, vacancy, and move-ins up to and including June 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 more than 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 more than 2,000.

DISCUSSION

Operations Update

The 2,007 units of housing across 54 properties that are currently managed by CRHC are supported by the work of approximately 52 full-time equivalencies (FTE). Staffing continues to require attention due to unanticipated absences, and the movement of staff into various roles within CRHC operations. The CRHC, working collaboratively with Human Resources, has made considerable gains in filling operational vacancies that include roles across the Caretaker workgroup, Property Management staff, as well as both Property and Tenant Assistants.

Tenant Engagement (TE)

The 'Seedling' distribution – over 1200 seedlings went out to 80 individuals, families and collectives. This project has grown exponentially from 80 plants going to 19 tenants in 2020. The whole TE team worked for two days to get the plants to their new homes.

The Summer Newsletter this quarter focused on recycling. This is an ongoing issue for tenants, CRHC staff, the local community and the environment. As part of a wider initiative, TE is working with other CRD departments on new signage and providing good data on overages and spoilage to try to measure any change in tenant behaviour.

TE continues to develop and refine policy and practice around issues related to hoarding, parking, and smoking. Further, efforts to continue developing sector-leading practice in areas of tenant conflict continues to be an important aspect of the work undertaken by TE.

The team supports many challenging tenancies. Focus has been on sharing skills and knowledge to better serve all tenants. The balance between housing people whose housing history may have been difficult and neighbours who have the right to safe and secure tenancies is always our primary focus.

Housing Registry Waitlist Statistics

Table 1: BC Housing Registry Waitlist Statistics

Category	April 2023	May 2023	As at June 10, 2023
Total Registry Rent Geared to Income Units (Capital Regional Area)	3,875	3,852	3,881
Applicants as noted below			
Family	871	847	871
Persons with Disabilities	677	670	675
Seniors	1,236	1,238	1,233
Wheelchair Modified	144	149	152
Singles	222	231	236
Total	3,150	3,135	3,167

The BC Housing Housing Registry (the Registry) helps housing providers manage applicant lists and eliminate duplication among providers. The statistics provided above are for the CRD only with the highest representation of need in Victoria (46%), Saanich (17%), Langford (10%), Esquimalt (6%), Colwood and Sooke (4%) and View Royal (3%). The Registry requires applicants to renew their applications every six months to remain active. This process can account for slight fluctuations in the numbers however, overall, the number of applicants in Q2 remains fairly steady.

Vacancy

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

Year	Period	# Units Vacant	# Days Vacant	Average Days Vacant
2023	Jan - March 10	68	3,382	49
2023	April – June 30	97	4,548	47

As of June 30, there are 97 units reported vacant across CRHC's units which have all been in operation for more than 12 months. These vacancies total 4,548 days for an average of 47 days vacant. Staff continue to focus on turnover of units to a target of 30 days or less. However, as most units require capital work to occur in them, the turnover time continues to be impacted by contractor and material availability. Currently, wait times for scheduling works means a unit is vacant for a minimum of 45 days.

Turnover

Table 3: Q2 Turnover Rate – All Units

Year	Period	# Turnovers Operating More Than 12 Months	# Turnovers Operating Less Than 12 Months	Total
2023	January 1-March 10	24	1	25
2023	April – June 30	61	0	61

Turnover of units has increased from Q1, as expected. The reason for higher turnovers is partly due to improved weather, which allows individuals to make life choices about jobs and movement. Additionally, Hockley House which has been in operation for more than 12 months, saw the end to its initial 12-month term lease. This has allowed people to move without penalty. Portfolio representation of the 61 units that turned over is: RHFP – 51% (19% are first time occupancy of new units), Umbrella Operating Agreement (UOA) – 44%, No Operating Agreement (NOA) & Investment in Housing Innovation (IHI) - 5%.

Rent-Up

Staff have been turning their attention to the new 51 unit building, *Prosser Place* which was handed over in April 2023. Staff are actively working to follow up with those households who had previously expressed an interest in applying to CRHC-operated housing to determine their suitability and continued intent in pursuing a tenancy. As of June 10, 2023, a total of 31 of the 51 units are rented. The remaining 20 vacant units include seven that have applications in progress and five that await additional renovations to ensure accessibility standards are met. These will be marketed as soon as capital works are complete. Staff continue to actively market and show the remaining eight units.

Routine Capital Plan

The updated Five-Year Routine Capital Plan has a budget of \$4.73 million (M) in 2023. Typically, capital spending is its highest in Q3, with Q1 having the lowest spending due to inclement weather management, lower number of move outs and the focus to begin annual inspections. Q2 spending is progressing as expected with Requests for Proposals and Invitations to Tenders that have been executed and more in the review process for award.

Capital spending as of May 31, 2023 was \$1.05M across the five portfolios. A reroofing project is underway totalling \$986 thousand and there is \$2.07M of budgeted work being processed for award. Examples of work underway include reroofing, fencing, exterior painting, EV installation and decking. In total, at the end of Q2, a total of \$3.12M in routine capital works will be underway. Staff have worked hard to initiate and execute capital work projects and will continue to do so throughout the balance of Q3. New capital projects going to market will include perimeter fencing as well as common area painting and flooring.

Staff continue to address unit turnovers and conduct annual inspections. These inspections will provide details for capital planning and the opportunities to approve and assign tenant requested upgrades in occupied units.

CONCLUSION

Through Q2 2023, CRHC has been actively recruiting, interviewing, and onboarding staff as offers are accepted. The work in communities continues with considerable positive progress on renting up the recently opened Prosser Place. Management for various contracted services are all being addressed through appropriate procurement processes to ensure the contracts are updated regularly and that CRHC staff can continue to test the marketplace seeking the most qualified contractors identified through a fair and competitive process. In total, as of this report, \$1.05M of works has been undertaken through the Routine Capital Plan, with an additional \$2.07M in process.

Staff continue to successfully re-rent units and are continuing to focus on efforts to decrease the average number of days vacant.

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

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

SUBJECT Major Capital Plan Status Report – Second 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 255 new units under construction and 559 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), 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 was acquired by the CRD and CRHC once the conditions of the Agreement of Purchase and Sale were satisfied on April 17, 2023. CRHC staff are currently coordinating outstanding deficiency repairs with the developer. As of May 1, 2023, tenant move-ins commenced.

Additionally, on June 1, 2023, the take-out mortgage was secured on a 10-year term at a fixed rate that is 0.99% below the projected rate. The forecasted annual debt servicing savings are approximately \$66,000 less than the projected rate. As of April 17, 2023, the CRHC is leasing the property from the CRD for \$13.6 million (M), which includes \$9.4M as a repayable mortgage and \$4.2M as a forgivable mortgage. These values remain unchanged from the approved Major Capital Plan (2023-2027).

Michigan Square (RHFP, RHTF, VHRF & CHF)

The Michigan Square project, a 97-unit redevelopment in Victoria's James Bay neighbourhood, was originally scheduled to be completed in December 2023. Due to on-going labour shortages that affect the speed of construction, the anticipated completion date has been pushed to February 2024. It is anticipated that the remaining contingency balance will be sufficient to cover any site overhead costs that result from this minor delay.

Wood framing of the 53-unit west building and 44-unit east building is now complete. Mechanical and electrical rough-ins are underway in the west building with drywall installation following behind. Roofing membrane and building envelope installations are underway on the east building. The project budget of \$34.3M, with a total of \$10.9M awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027). The project is expected to achieve a final Occupancy Permit in February 2024.

Caledonia (CHF, RHTF, & VHRF)

The Caledonia project is a 158-unit redevelopment in Victoria's Fernwood neighbourhood. The redevelopment will include five new multi-family residential buildings, consisting of two apartment buildings and three townhouse blocks.

On site, construction of the parkade is approximately 70% complete. The project received the full Building Permit from the City of Victoria in late-June. Issuance of the full Building Permit allowed the wood framing contractor to mobilized on site and commence with construction of the four-storey apartment building. Currently, the overall project remains on schedule to achieve a final Occupancy Permit in late Q1 2025. The project budget of \$71M, with a total of \$19.5 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 the CRHC, will undergo a full building envelope remediation (BER) as well as upgrades to its ventilation, heating, and cooling systems. Contractor procurement is scheduled to close on July 20, 2023. Following procurement, financial approvals through BC Housing will be carried out in August 2023 and CRHC staff will return to the Board in September 2023 with a confirmed final budget. The project budget of \$3.9M, with a total of \$3.3M 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 project qualified for a Delegated Development Permit through the City of Victoria's Rapid Deployment of Affordable Housing (RDAH) intake stream. The design consultants are currently addressing final review comments that will be incorporated into the updated Development Permit Application. With the forthcoming revisions to the BC Building Code 2023 (BCBC), relating to seismic requirements, additional time has been granted to the design consultants so they can gain a better understanding of the potential impacts to the proposed building design that may result from the updated BCBC.

The project budget of \$83.4M for the CRHC affordable housing component of this project, with a total of \$25.9M awarded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

161 Drake Road (CWF)

In April 2023, all agreements were finalized between the CRD and School District 64 to allow for further groundwater exploration on the neighbouring Phoenix Elementary School property. CRHC staff have secured a hydrogeologist and drilling and pumping contractor and are awaiting confirmation of the timeline to complete this work. It is anticipated that drilling will take place at the drilling contractor's earliest availability and that pump testing will occur in September 2023, during the driest time of year. Based on findings, staff will report back to the Board with opportunities for future development. The budget of \$80,000, with all funds coming from CWF, remains unchanged from the CRHC Major Capital Plan (2023-2027).

Campus View (RHFP, RHTF, GMF)

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 (Saanich) in April 2022 and the project was presented to Saanich's Advisory Design Panel (ADP) on June 7, 2023. The consultants are currently updating the design documents to reflect the comments received from the ADP. Once the design documents have been updated and resubmitted, the project can move forward for review by Saanich Council.

The project budget continues to carry an equity gap of \$6.8M. 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 \$52.0M with a total of \$22.7M funded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

Village on the Green (RHFP, RHTF)

Village on the Green, a CRHC owned complex located in Victoria's Fernwood neighbourhood, was identified as a property with significant redevelopment potential. The proposed redevelopment will see the number of units increase from 38 units to approximately 140 units, including 10 to 15 net-new three-bedroom units. With 30 RHFP shelter rate units, the project will meet the City of Victoria's criteria and qualify for the 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 of \$5.8M 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 \$65M, with a total of \$27.5M funded through grants, remains unchanged from the approved Major Capital Plan (2023-2027).

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 and in alignment with the Major Capital Plan (2023-2027).

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

Tenant Advisory Committee (TAC)

Minutes of Meeting of April 17, 2023 (3:30 - 5:00pm) Room 129
625 Fisgard Street, Victoria, BC, and remotely via Microsoft Teams

Present: Director Caradonna, D. Wallace, R. Loewen, C. Coughlin, C. Novak, A. Blasco, C. Miller, G. Goodwin, N. Sharma

Staff Present: K. Lambert, S. Grigg, K. Rushton

Regrets: D. Elliott

The meeting was called to order at 3:36pm

1. Territorial Acknowledgement

- Director Caradonna welcomed all and provided a Territorial Acknowledgement.

2. Approval of Agenda

- It was moved by R. Loewen, and seconded by D. Wallace that the Agenda for the April 17, 2023 meeting be approved.

CARRIED

3. Member Introductions

- Roundtable introductions were done.
- It was explained that the New Member Package should be reviewed outside of the meeting and members are to contact staff with any questions.
- NDA's can be signed electronically and emailed to Kyla Rushton or signed hard-copy at the end of the meeting.

4. CRHC Overview Presentation – Deferred to June 2023 TAC Meeting

5. Co-Chair Election

- C. Novak was the only member to put their hand forward for the Co-Chair position.
All in favour, none opposed.

6. Adoption of Minutes of December 2, 2022 Meeting

- It was moved by D. Wallace, and seconded by R. Loewen, that the minutes of the December 2, 2022 meeting be approved.

CARRIED

7. Business Arising from the Minutes (2022 Work Plan Carry-Over Items)

- Simple, easy to understand signage was added to inform tenants of how to properly compost, recycle and rid of household garbage. A cheat sheet will also be provided to each tenant. The CRD is working on before signage vs. after signage statistics to measure success. Conversation around why composting and recycling is important was had. It was noted that the why is included in the tenant handbook and perhaps a reminder should be included in the tenant newsletter.
- New tenant handbooks have been added to the lobbies/foyers of buildings that have them.

Christal Coughlin joined the meeting at 3:55pm.

8. 2022 Year-End Reporting

- Staff provided a summary on the 2022 TAC year-end reporting.

9. 2023 Workplan

- The 2023 annual TAC Workplan was presented at a high-level.
- Meeting topics were discussed, and TAC members had the opportunity to provide input.

The 2023 Workplan was approved as-is.

10. Tenant Survey Introduction

- Staff provided a high-level overview of the 2016 and 2018 tenant surveys, participation rates and findings.
- It was explained to members what kind of questions will be asked in order to receive the most useful information back.
- Conversation around incentives to participate, electronic vs. digital was had.
- Tenant Engagement team can work to create awareness around the 2024 tenant survey prior to launch date.
- It was noted that the tenant survey's purpose is to gain feedback on CRHC's operations and role as a Landlord ~~form useful information for CRHC operations~~, not to necessarily to guide new builds which are informed by provincial agreements, accessibility requirements and building code.

11. Action Summary

- Signed NDA's must be provided to Kyla Rushton prior to the next (June 26, 2023) TAC meeting.
- Members are to review the New Membership Package and advise staff of any questions or concerns.
- Members to think about tenant survey and send staff any thoughts/questions/concerns.

12. Concluding Remarks & Adjournment

- Director Caradonna thanked all members for participating.
- It was moved by G. Goodman and seconded by C. Coughlin that the meeting be adjourned.

CARRIED.

The meeting was adjourned at 5:02pm.