



Notice of Meeting and Meeting Agenda Hospitals and Housing Committee

Wednesday, November 1, 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. [23-812](#) Minutes of the October 4, 2023 Hospitals and Housing Committee Meeting

Recommendation: That the minutes of the Hospitals and Housing Committee meeting of October 4, 2023 be adopted as circulated.

Attachments: [Minutes - October 4, 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.** [23-747](#) Revenue Anticipation Borrowing Resolution for Current Capital Regional Hospital District Operating Expenditures
- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional Hospital District Board:
That the Revenue Anticipation Resolution be adopted to allow the temporary borrowing of up to \$11 million for current Capital Regional Hospital District operating expenditures.
- Attachments:** [Staff Report: Revenue Anticipation Resolution CRHD](#)
 [Appendix A: Revenue Anticipation Resolution CRHD](#)
- 6.2.** [23-808](#) Heron Cove Mortgage Renewal
- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:
1. That the resolution required by BC Housing Management Commission to renew the mortgage for Heron Cove through the Canada Mortgage and Housing Corporation Direct Lending Program for a term of 4 years and 10 months be approved; and
2. That Edward Robbins, Chief Administrative Officer, or Nelson Chan, Chief Financial Officer, or their duly authorized delegates, together or with any one officer or director of the Borrower for and on behalf of the Borrower be authorized to sign any documents related to the mortgage renewal.
- Attachments:** [Staff Report: Heron Cove Mortgage Renewal](#)
 [Appendix A: Resolution of Directors](#)
- 6.3.** [23-806](#) Previous Minutes of Other CRD Committees and Commissions for Information
- Recommendation:** There is no recommendation. The following minutes are for information only:
a) Regional Housing Advisory Committee minutes - May 23, 2023
b) Tenant Advisory Committee minutes - June 26, 2023
- Attachments:** [Minutes: Regional Housing Advisory Committee - May 23, 2023](#)
 [Minutes: Tenant Advisory Committee - June 26, 2023](#)

7. Notice(s) of Motion

- 7.1.** [23-740](#) Motion with Notice: Reaching Home Program in Electoral Areas Advocacy (Director Holman)
- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:
That the CRD Board request the federal government to include electoral areas in the CRD in the Reaching Home Program within the region.

8. New Business

9. Adjournment

The next meeting is December 6, 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, October 4, 2023

1:30 PM

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

PRESENT

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

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

1. Territorial Acknowledgement

Director Kobayashi provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Kobayashi, **SECONDED** by Director Caradonna,
That the agenda for the October 4, 2023 Hospitals and Housing Committee
meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [23-706](#) Minutes of the September 6, 2023 Hospitals and Housing Committee Meeting

MOVED by Director Kobayashi, **SECONDED** by Director Caradonna,
That the minutes of the Hospitals and Housing Committee meeting of September
6, 2023 be adopted as circulated.
CARRIED

4. Chair's Remarks

Chair Murdoch remarked that he looked forward to discussions related to the substantial agenda items.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [23-691](#) Service Planning 2024 - Housing & Health Community Need Summary

K. Lorette spoke to Item 6.1.

Discussion ensued regarding:

- the percentage of the Community Need Summary being allocated by requisition
- clarification on the Rural Housing Strategy initiative
- the funding source for the Healthy Communities Planner initiative
- the work being done through the Reaching Home program and the CRD's role in relation to homelessness in the region

**MOVED by Director Caradonna, SECONDED by Director Szpak,
The Hospitals and Housing Committee recommends the Committee of the Whole
recommend to the Capital Regional District Board:
That Appendix A, Community Need Summary - Housing & Health, be approved as
presented and form the basis of the Provisional 2024-2028 Financial Plan.
CARRIED**

6.2. [23-689](#) Relocation of the Mental Health and Substance Use Assertive Community Treatment Teams - Approval of a Capital Bylaw

K. Lorette spoke to Item 6.2.

**MOVED by Director Caradonna, SECONDED by Director Brice,
The Hospitals and Housing Committee recommends to the Capital Regional
Hospital District Board:
1) That Capital Regional Hospital District (CRHD) funding in the amount of
\$600,000 be approved for the Relocation of the Mental Health and Substance Use
Assertive Community Treatment Teams;
2) That CRHD Bylaw No. 418, "Capital Regional Hospital District Capital Bylaw No.
188, 2023", be introduced and read a first, second, and third time; and
3) That CRHD Bylaw No. 418 be adopted.
CARRIED**

6.3. [23-688](#) Capital Region Housing Corporation Operational Update, Third Quarter, 2023

K. Lorette presented Item 6.3. for information.

6.4. [23-690](#) Major Capital Plan Status Report, Third Quarter 2023

K. Lorette presented Item 6.4. for information.

Discussion ensued regarding the tenant relocation process during redevelopment.

6.5. [23-692](#) Alliance to End Homelessness in the Capital Region - Funding Increase

Alternate Director Kim recused herself due to a conflict of interest and left the meeting at 2:30 pm.

K. Lorette spoke to Item 6.5.

Discussion ensued regarding:

- expected receipt of the ratified 2022 financial statements
- the deliverables earmarked to receive funding
- potential impacts to program delivery due to insolvency of the Alliance

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

- 1) That staff be directed to negotiate a one-time increase of \$120,000 from \$225,000 to \$345,000 in 2024;
- 2) That staff be directed to amend the 2024 Financial Plan to reflect the increase in funding; and
- 3) That staff work through the 2025 service planning cycle to revisit the allocation of resources between the Alliance and those dedicated directly to advancing the CRD Board and Corporate priorities.

CARRIED

OPPOSED: Kobayashi

Alternate Director Kim rejoined the meeting at 3:08 pm.

6.6. [23-693](#) Aboriginal Coalition to End Homelessness - Funding Extension

K. Lorette spoke to Item 6.6.

Discussion ensued regarding:

- clarification of the financial statement line items
- allocation of funding

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

- 1) That the Capital Regional District commits to three years of annual funding to support the Aboriginal Coalition to End Homelessness starting at \$155,250 (2024) and increased annually based on the consumer price index for Victoria; and
- 2) That staff be directed to amend the Financial Plan to reflect the extended Service Agreement funding commencing in 2024.

CARRIED

7. Notice(s) of Motion

- 7.1. [23-701](#) Motion with Notice: CRD Rural Housing Strategy (Director Holman)
- MOVED by Director Holman, SECONDED by Director Caradonna,
That the proposed CRD rural housing strategy include specific measures to
address homelessness in electoral areas, including the focus of programs funded
or administered by CRD.
CARRIED**
- 7.2. [23-714](#) Motion with Notice: Drake Road Supportive Housing Updates (Director Holman)
- This motion with notice was withdrawn.**
- 7.3. [23-745](#) Notice of Motion: Drake Road Supported Housing Advocacy (Director Holman)
- Director Holman provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:
- "That the CRD Board urge the BC Housing Minister to expedite completion of their Drake Rd. supported housing project, originally proposed by BC Housing in 2019."
- 7.4. [23-739](#) Notice of Motion: Secondary Suite Incentive Program in Electoral Areas Advocacy (Director Holman)
- Director Holman provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:
- "That the CRD Board request the BC Housing Minister to include CRD electoral areas in the Secondary Suite Incentive Program."
- 7.5. [23-740](#) Notice of Motion: Reaching Home Program in Electoral Areas Advocacy (Director Holman)
- Director Holman provided the following Notice of Motion for consideration at the next meeting of the Hospitals and Housing Committee:
- "That the CRD Board request the federal government to include electoral areas in the CRD in the Reaching Home Program within the region."

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director de Vries, SECONDED by Director Caradonna,
That the October 4, 2023 Hospitals and Housing Committee meeting be adjourned at
3:37 pm.
CARRIED**

CHAIR

RECORDER

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, NOVEMBER 01, 2023**

SUBJECT **Revenue Anticipation Borrowing Resolution for Current Capital Regional Hospital District Operating Expenditures**

ISSUE SUMMARY

Adoption of a Revenue Anticipation Borrowing Resolution (General Purpose) authorizing borrowing up to \$11 million if required prior to receipt of requisition and other revenues expected in 2024.

BACKGROUND

Under Section 31 of the Hospital District Act (HDA), regions are permitted to adopt a revenue anticipation borrowing resolution to secure short-term funding to meet financial obligations in advance of expected revenues. The section requires borrowed funds be repaid within nine (9) months from the date of borrowing.

Annually, the Capital Regional Hospital District (CRHD) receives multiple types of income such as requisition and lease revenue. While lease revenues are received monthly, requisition is received annually, typically in August. As a result of regular cash flow variations, the CRHD has potential borrowing requirements at various points during the year.

To minimize cash flow risk and continuity of CRHD operations, the use of revenue anticipation borrowing is recommended.

The proposed revenue anticipation resolution will authorize up to an average of four (4) months of expenditure outflows, ensuring uninterrupted operations and the lowest cost of financing. For 2024, based on current market interest rates and cashflow forecasts, the limit on the general borrowing is recommended to be \$11 million. The calculation for 2024, is equal to four-twelves (4/12) of the approved 2024 provisional operating budget of \$33 million.

When utilized, the CRHD will borrow funds by leveraging overdraft arrangements within current banking agreements or through the Municipal Finance Authority (MFA). Currently, Royal Bank of Canada's overdraft rate is 7.2% and MFA's short-term borrowing rate is 5.62% (both variable rates as of October 24, 2023).

ALTERNATIVES

Alternative 1

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

That the Revenue Anticipation Resolution be adopted to allow the temporary borrowing of up to \$11 million for current Capital Regional Hospital District operating expenditures.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Historically, staff have presented the revenue anticipation resolution as a fiscal risk management tool annually. The last time borrowing was exercised under this authority was July 2017 for \$1.1 million to cover short-term interest payments, which were repaid in August upon receipt of requisition revenue.

Under current economic conditions and in consideration of CRHD's growth, there is an opportunity to optimize this financial strategy. For this fiscal year, the CRHD plans to utilize revenue anticipation borrowing to enhance working capital management. Short-term borrowing ensures liquidity, particularly during periods of revenue fluctuations, it also stabilizes annual budget expenditures, enables quick access to capital projects financing and readies the CRHD for emergencies if required. Despite current high short-term interest rates, this method is more cost-effective due to the brief borrowing duration and payback requirements. Additionally, elevated short-term investment rates can make revenue anticipation borrowing advantageous by maintaining or potentially increasing interest revenue.

Effective January 1, 2024, the proposed revenue anticipation bylaw limit of \$11 million will allow the CRHD to leverage short-term borrowing, addressing working capital needs based on anticipated requisition and other revenue sources. These funds will only be accessed when necessary and will be repaid within nine (9) months of borrowing, in compliance with HDA Section 31.

While the CRHD historically only utilized the revenue anticipation borrowing bylaw once in recent history, it has been consistently presented for annual approval as a prudent fiscal risk management tool. In the upcoming fiscal year, adopting this bylaw permits a cost-effective borrowing mechanism to address revenue variations and optimally manage working capital.

CONCLUSION

This proposed resolution is brought forward annually for consideration. Adoption of the resolution is necessary to authorize borrowing to cover expenditures in 2024 if required, pending receipt of anticipated revenues.

RECOMMENDATION

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

That the Revenue Anticipation Resolution be adopted to allow the temporary borrowing of up to \$11 million for current Capital Regional Hospital District operating expenditures.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Revenue Anticipation Resolution

CAPITAL REGIONAL HOSPITAL DISTRICT

RESOLUTION

Victoria, BC, November , 2023

No. _____

WHEREAS, pursuant to Section 31 of the *Hospital District Act*, the Board may by resolution with the approval of the Minister of Health or a person authorized by him to act on his behalf, borrow money for purposes other than capital expenditures by temporary loan such sums as the Board may deem necessary to meet the current operating expenditures for the year, including the amounts required for principal and interest falling due within the year upon any debt of the Board;

AND WHEREAS pursuant to Section 25 of the said *Act*, member municipalities and the Province are not required to make payment from taxation revenues of amounts requisitioned by a Hospital District until August 1st of each year;

AND WHEREAS it is anticipated that a maximum of \$11,000,000 of borrowed funds will be required to meet 2024 current operating expenditures of the Board including the amounts required for principal and interest falling due within the year upon any debt of the Board;

NOW THEREFORE BE IT RESOLVED that the Board of the Capital Regional Hospital District borrow pursuant to Section 31 of the *Hospital District Act* a sum not exceeding \$11,000,000 for the purpose of paying the said current operating expenditures;

AND THAT the aforesaid monies or any part thereof may be borrowed for the purpose of aforesaid by means of bank overdrafts, bankers' acceptances, or promissory notes, bearing the Corporate Seal and signed by the Chair or Acting Chair and the Treasurer or Acting Treasurer. All monies borrowed pursuant to this resolution shall be repaid when anticipated revenues of the current year are received, or as much thereof as may be necessary.

AND THAT the Board of the Capital Regional Hospital District hereby pledges as security for liability incurred hereby, that part of current revenues necessary to fully satisfy any liability so created and the money borrowed shall be a first charge against current revenues received.

**REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, NOVEMBER 01, 2023**

SUBJECT Heron Cove Mortgage Renewal

ISSUE SUMMARY

BC Housing Management Commission (BCHMC) requires a resolution from the Capital Region Housing Corporation (CRHC) Board of Directors to renew the mortgage for Heron Cove.

BACKGROUND

The mortgage for Heron Cove, a 24-unit family townhome complex at 10542 McDonald Park Road in North Saanich is due for renewal on December 1, 2023. The building is owned and operated by the CRHC.

BCHMC intends to renew the mortgages through Canada Mortgage and Housing Corporation (CMHC) Direct Lending Program, which offers lower interest rates than other lenders. The rate for a five-year term as of October 2023 for CMHC Direct Lending is currently posted at 4.49%. At time of renewal the interest rate could differ from the posted rate as interest rates for renewals are set at the equivalent term Government of Canada benchmark bond yield plus no more than approximately 0.50% per annum compounded semi-annually.

Renewal details are shown in Table 1.

Table 1 – Mortgage Details

Building	Existing mortgage interest rate	Principal at renewal	Annual Subsidy	Remaining Term	Mortgage Maturity Date	Operating Agreement Maturity Date
Heron Cove	2.61%	\$595,491	\$63,582	4 yr.10 mo.	Oct. 1, 2028	Sept. 30, 2028

ALTERNATIVES

Alternative 1

The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:

1. That the resolution required by BC Housing Management Commission to renew the mortgage for Heron Cove through the Canada Mortgage and Housing Corporation Direct Lending Program for a term of 4 years and 10 months be approved; and
2. That Edward Robbins, Chief Administrative Officer, or Nelson Chan, Chief Financial Officer, or their duly authorized delegates, together or with any one officer or director of the Borrower for and on behalf of the Borrower be authorized to sign any documents related to the mortgage renewal.

Alternative 2

The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:

That staff be directed to review other financing options based on Capital Region Housing Corporation Board direction.

IMPLICATIONS

Financial Implications

If the Board approves the CMHC Direct Lending mortgage renewal, CRHC will continue to benefit from the preferential interest rates available through CMHC Direct Lending while also supporting the continuation of the annual rent subsidy assistance for Heron Cove until the expiry of the operating agreement.

A Board decision to not renew the mortgages under CMHC Direct Lending Program would necessitate securing a commitment for alternate financing through private lenders. Examples of current posted rates for a 5-year fixed term mortgage from Vancity is 5.56% and Scotiabank is 6.84%.

Prepayment of the outstanding loan balance is not a permitted option. Financing secured outside of CMHC’s Direct Lending Program will result in the federal housing subsidy to be based on the lesser of the Direct Lending interest rate and the outside lender’s interest rate.

An evaluation of borrowing rates shows the CMHC Direct Lending interest rate is the most cost-effective option and will ensure maximum annual rent subsidy assistance.

CONCLUSION

The mortgage for Heron Cove is due for renewal on December 1, 2023. The most cost-effective option is to renew through CMHC Direct Lending.

RECOMMENDATION

The Hospitals and Housing Committee recommends to the Capital Region Housing Corporation Board:

1. That the resolution required by BC Housing Management Commission to renew the mortgage for Heron Cove through the Canada Mortgage and Housing Corporation Direct Lending Program for a term of 4 years and 10 months be approved; and
2. That Edward Robbins, Chief Administrative Officer, or Nelson Chan, Chief Financial Officer, or their duly authorized delegates, together or with any one officer or director of the Borrower for and on behalf of the Borrower be authorized to sign any documents related to the mortgage renewal.

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

ATTACHMENT:

Appendix A: Resolution of Directors

CAPITAL REGION HOUSING CORPORATION

(the "Borrower")

CERTIFIED COPY OF RESOLUTION OF DIRECTORS

BE IT RESOLVED:

That the Borrower hereby irrevocably authorizes British Columbia Housing Management Commission ("BCHMC") to act on its behalf to renew the mortgage presently held by Canada Mortgage and Housing Corporation (the "Mortgage") for the project located at 10542 McDonald Park Road, North Saanich, BC (BCHMC File no. 13323 / 599 / CMHC# 18434522).

BE IT FURTHER RESOLVED:

That Edward Robbins, Chief Administrative Officer, or Nelson Chan, Chief Financial Officer, or their respective duly authorized delegates, together or with any one officer or director of the Borrower for and on behalf of the Borrower be and are hereby authorized to execute and deliver under the seal of the Borrower or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Mortgage assignment, renewal and amendment as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

I, Edward Robbins, THE UNDERSIGNED, Chief Administrative Officer of Capital Region Housing Corporation hereby certify the above to be a true copy of a resolution duly passed by the Directors of the Borrower at a meeting held on the ____ day of _____, 2023, and that such resolution has not been rescinded, amended or modified and is now in full force and effect.

WITNESS my hand this day of _____, 2023.

Witness

Edward Robbins
Chief Administrative Officer



Making a difference...together

Minutes of a Meeting of the Regional Housing Advisory Committee

May 23, 2023, 10:00am - 12:00 pm, Virtual Meeting (Microsoft Teams)

PRESENT: Kathy Witcher (Co-chair), Don McTavish, Carolyn Gisborne, Bill Brown, Luke Mari, Carley Friesen (alternate, Saanich), David Corey, Kerriann Coady, Sylvia Ceacero, Louisa Garbo (Islands Trust, invited guest)

STAFF: Don Elliott, Nadine Kawata, Noah Brotman, Jelena Putnik (recorder)

REGRETS: Kirsten Baillie, Stirling Scory, Andrea Hudson

Meeting called to order at 10:04 am.

1. Territorial acknowledgement and Welcome

Co-chair Kathy Witcher offered a territorial acknowledgement of the Indigenous communities in the Capital Region.

2. Approval of Agenda

MOVED by David Corey, **SECONDED** by Kerriann Coady,

That the agenda be approved.

CARRIED

3. Approval of Minutes: none

4. Introduction to RHAC and new members – will be done individually.

5. Selection of Chair and Co-chair

Jelena Putnik called for nominations for the position of Chair of the Regional Housing Advisory Committee (RHAC) 2023.

Kathy Witcher was nominated, and the nomination was accepted.

As there were no further nominations, Kathy Witcher was declared Chair by acclamation.

Jelena Putnik called for nominations for the position of Vice-Chair of the Regional Housing Advisory Committee (RHAC) 2023.

David Corey was nominated but declined.

Nominations were called for a second.

Pam Hartling was nominated, but not in attendance to accept/decline. Direction was given to staff to follow up with Pam Hartling after the meeting for acceptance/declination. Pam Hartling accepted via email following meeting and was declared Vice-Chair by acclamation.

6. Business Arising from the Minutes: none

7. Topics for Discussion:

- **CMHC Accelerator Fund Presentation– Carolyn Gisborne**

- Presentation provided summary of fund:
 - \$4 Billion investment of incentive funding, expected to result in permits issued for 100,000 more housing units in Canada. Projects completed by 2026-27
 - Incentive funding (not operational), intended to drive transformational change and create conditions for more housing supply:
 - Remove barriers to housing supply
 - Accelerate the growth of supply
 - Support development of equitable, affordable, low carbon and climate resilient communities
 - Program requirements:
 - Develop an Action Plan
 - Commit to Housing Supply Growth Targets that increase the average annual rate of growth by at least 10%
 - Complete or update Housing Needs Assessment
 - Criteria for evaluation of Action Plan
 - Commitment to increase of housing supply (exceeding minimum growth expectations)
 - Relevance of proposed initiatives to objectives of HAF
 - Effectiveness of proposed initiatives to increase supply of housing
 - Presence of current housing needs report (created or updated in last 2 years)
 - HAF funds can be:
 - Base funding
 - Top-up funding
 - Affordable housing bonus
- Carolyn provided further details on what HAF funding can be used for, key dates, and how to apply.

Questions and Discussion:

Bill Brown: How should base line be calculated?

Answer: Communities can use Stats Canada data or their own building permit data, recognizing last two years may have experienced substantial growth for communities.

Luke Mari: Not all indigenous communities have had Housing Needs Assessments done. Is there still funding for them to do these or do they need to find their own funding?

Answer: Housing Needs Assessment are required. To apply, however, communities just need to indicate that they intend to get a HNA done within 2 years. HAF money can be used to create that HNA.

Luke Mari: If you are an Indigenous community that has never built housing, what baseline should be used to measure 10% increase?

Answer: We have specialized team dealing with indigenous applicants and Carolyn will connect Luke with that team.

Carley Friesen: How strict is the deadline for expending of funds? - - In consideration of a potential larger infrastructure project?

Answer: The deadline is strict. All money must be expended by 2026-27.

Nadine Kawata: The per-unit funding amount you noted in the slide had an astrix. Is this because there is a different amount per size of unit?

Answer: No, there is only one amount but it is competitive funding and the per -door amount might shift slightly based on the amount and strength of applications received.

Kathy Whitcher: How are municipalities being informed about this fund?

Answer: Mixed approach: CMHC Outreach team reaching out to associations; Regional managers have had info sessions and individually reached out to municipalities/nations. Key message to get out is that this is mainly for new projects, but projects back to April 2022 could be accepted.

8. Roundtable:

Luke Mari: Has CRD had any engagement with Gov't of BC regarding upcoming changes under their Homes for People plan, and impact to internal and external CRD managed programs?

Nadine Kawata: Yes, we have had initial conversations, but since this program is still in development we do not have anything to report at this time.

Carley Friesen: Updated that Saanich has had two recent housing initiatives approved by Council: Small Apartment Infill Zone and Tenant Assistance Program. Both can be found on District of Saanich website.

Luke Mari: Pleased to see Saanich aligning income thresholds with provincial and federal funding and was wondering if there is any advocacy the CRD can do when developing programs to keep those thresholds aligned.

Nadine Kawata: Will review Saanich's income thresholds.

9. Next Meeting: TBD. CRD will send email prior to next meeting to solicit agenda ideas. Potential discussion: Changes stemming out of Homes for People Plan (i.e. Building code changes, etc.)

10. Adjournment

MOVED by Luke, **SECONDED** by Bill

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:49 am.

Tenant Advisory Committee (TAC)

Minutes of Meeting of June 26, 2023 (3:30 - 5:00pm) Room 652
625 Fisgard Street, Victoria, BC

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

Staff Present: D. Elliott, K. Lambert, K. Rushton

Regrets: A. Blasco, N. Sharma

The meeting was called to order at 3:31pm

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 June 26, 2023 meeting be approved.

CARRIED

3. Adoption of Minutes of April 17, 2023

- It was moved by G. Goodwin, and seconded by R. Loewen, that the minutes of the April 17, 2023 meeting be approved.

CARRIED

4. CRHC Overview Presentation

Christal Coughlin joined the meeting at 3:47pm.

5. CRHC Construction & Capital Planning Team Presentation

6. Heat Planning

- Information is currently being circulated on how to stay safe in heat waves/domes.
- AC units are being installed in amenity rooms across properties.
- Connecting with your community is important – ensure you know your neighbours and if you are concerned about a neighbour, reach out to Tenant Engagement.

7. Business Arising from the Minutes

- No questions were raised re: New Member Orientation Package

8. CRHC Website Redesign

- CRD is redesigning the entire website which presents an important opportunity between CRHC and its tenants. Should a tenant portal be introduced?
- Project scoping has started, implementation anticipated in 2024/25.

9. 2023 Workplan Overview

- The 2023 annual TAC Workplan was reviewed at a high-level.

10. Action Summary

- TAC Members to browse www.crd.bc.ca and email suggestions for website redesign prior to the September meeting. Items sent will be discussed at the September

meeting.

- Construction Team to provide feedback around fully accessible family (2-4BR) units.

11. Concluding Remarks & Adjournment

- Co-Chair Novak thanked all members for participating.

The meeting was adjourned at 4:56pm.