



**REPORT TO PLANNING, TRANSPORTATION AND PROTECTIVE SERVICES COMMITTEE  
MEETING OF WEDNESDAY, NOVEMBER 27, 2013**

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**SUBJECT**     **RENEWAL OF THE COMMUNITY ENTITY CONTRIBUTION AGREEMENT  
BETWEEN THE CAPITAL REGIONAL DISTRICT AND THE GOVERNMENT  
OF CANADA**

**ISSUE**

To obtain consent of the Capital Regional District (CRD) Board to enter into a five-year extension of the Community Entity Contribution Agreement.

**BACKGROUND**

Through Service Canada, the Federal Government provides funding under the Homelessness Partnering Strategy (HPS) program. In 2009, under the HPS program guidelines the Greater Victoria Coalition to End Homelessness (GVCEH) requested the CRD Housing Secretariat serve as the administrative agent (Community Entity) to administer HPS funds for eligible projects in the region. This required the Housing Secretariat to enter into a Memorandum of Understanding (MoU) with the GVCEH and a Community Entity Contribution Agreement with the Government of Canada. The current three-year Contribution Agreement will expire March 31, 2014.

Recently the Federal Government announced a five-year renewal of the HPS program, with the Capital Region eligible for \$625,023 annually (consistent with annual funding for the previous three years), for a total new funding commitment of \$3,125,115. This total funding is to be allocated at \$843,140 for the Aboriginal community and the remaining \$2,281,975 to other eligible projects. Detailed funding guidelines for the HPS program extension have yet to be finalized by the Government of Canada. In October 2013 the GVCEH Leadership Council resolved to extend the Community Entity appointment of the Housing Secretariat for a further five years, to align with the renewed HPS program.

**ALTERNATIVES**

That the Planning, Transportation and Protective Services Committee recommend to the CRD Board:

- 1 a. That the CRD Housing Secretariat enter into an extension of the Community Entity MoU with the GVCEH;
- b. That the CRD Housing Secretariat apply for a renewal of the HPS Community Entity Contribution Agreement; and
- c. That the General Manager, Planning and Protective Services act as the approval authority for the HPS program within the scope of the current CRD delegation bylaw.
  
2. That the CRD Housing Secretariat reject the appointment from the GVCEH Leadership Council to serve as the Community Entity and abstain from applying for renewal of the HPS Community Entity Contribution Agreement.

**FINANCIAL IMPLICATIONS**

Under Alternative 1, the CRD Housing Secretariat would receive approximately \$94,000 annually to administer the annual \$625,023 HPS funding to cover staffing and other operating costs. This is 15% of the total HPS allocation.

Under Alternative 2, the GVCEH Leadership Council would be required to find an alternate Community Entity. Given time constraints, application deadlines and the lack of alternate expertise available within the community to serve as Community Entity, the total HPS funding of \$3,125,115 could be put at risk for the region.

**CONCLUSION**

The GVCEH Leadership Council has requested the CRD Housing Secretariat continue to serve as the Community Entity for the region in the administration of the renewed HPS program. This involves working collaboratively with the GVCEH to maximize the benefit of the HPS program to secure affordable housing for the homeless and at risk population in the region.

**RECOMMENDATION**

That the Planning, Transportation and Protective Services Committee recommend to the Capital Regional District (CRD) Board:

- 1 a. That the CRD Housing Secretariat enter into an extension of the Community Entity Memorandum of Understanding with the Greater Victoria Coalition to End Homelessness;
- b. That the CRD Housing Secretariat apply for a renewal of the Homelessness Partnering Strategy (HPS) Community Entity Contribution Agreement; and
- c. That the General Manager, Planning and Protective Services act as the approval authority for the HPS program within the scope of the current CRD delegation bylaw.

**\*\*Original Signed\*\***

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Henry Kamphof  
Senior Manager Housing Secretariat

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Maurice Rachwalski, PhD  
Acting General Manager  
Planning and Protective Services  
Concurrence

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Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence