



## **CEDAR GROVE TENANT TRANSITION PLAN**

The redevelopment of Cedar Grove, a repurposed motel located at 210 Gorge Road E will require the relocation of 21 tenants with moderate to high support needs, many of whom are struggling with addiction.

### **Commitment**

Cool Aid has committed to work with residents to ensure they are suitably housed during the redevelopment; and that all will have the opportunity to return to the redeveloped building. It should be noted that while some of the existing units are designated as one bedroom, the units available in the repurposed building will all be studio units.

### **Timeline**

Our expectation at this point in time is that residents will not need to move before **March of 2019**.

### **Best case Solution**

Cool Aid is diligently pursuing opportunities to block lease a group of units at an existing market motel / transitional housing facility in Victoria where we could move all residents (who are interested) as a group. This would also require moving our staffing model with the residents and utilizing one of the leased units as a staff office. This scenario would also require that our support funding from Island health remain intact. Other considerations would include:

- Operating cost of the lease
- Ensuring that our health and safety procedures could be maintained
- Developing some shared protocols with the block lessor
- Minor capital improvements might be required, such as installing some cameras or modifying any existing systems to allow Cool Aid access

We are confident though our conversations with BC Housing that there would be funding available to cover these potential expenses.

We have presented this idea to a few motel operators. Only one so far has professed any interest and we will continue to work with them until we have a definitive answer.

### **Alternative Solutions**

BC Housing is actively seeking sites on which to build modular housing and Cool Aid responded to the EOI call last fall to operate modular housing. If a modular housing site could be acquired in a centrally located area to be operated by Cool Aid, a block of those units could be reserved for Cedar Grove residents.

It is our understanding that both BC Housing and the Capital Regional District are actively seeking opportunities to purchase buildings under development and nearing completion. If a suitable building was purchased within the right timeframe, we are hopeful that an operating agreement could be reached such that the necessary units required for the relocation of our Cedar Grove tenants could be arranged for the duration of the redevelopment project.

**Other Considerations**

Some tenants may not like any of the solutions proposed above. We will work with them individually to ensure that they are rehoused in other Cool Aid housing or housing operated by our partners.

*Victoria Cool Aid Society acknowledges the Lekwungen and WSÁNEĆ peoples of the Songhees and Esquimalt Nations, on whose traditional territories we build homes, lives, and community. HÍSWŨKE*

## TENANT ASSISTANCE APPLICATION FORM

*This form must be submitted with your rezoning or development application*

<b>Step 1:</b>	<b>BACKGROUND:</b> Understand your rights and responsibilities as a landlord. Please review the documents in the background section pertaining to relocating tenants and the City's rental replacement policies
<b>Step 2:</b>	<b>TENANT ASSISTANCE PLAN:</b> Complete application form and all requirements
<b>Step 3:</b>	<b>SUBMIT:</b> Save and return the completed form to City Staff for Feedback by email to <a href="mailto:housing@victoria.ca">housing@victoria.ca</a>

### STEP 1: BACKGROUND: Rights and Responsibilities of Landlords and Tenants

The rights and responsibilities of landlords and tenants are regulated by the Province and is set out in the [Residential Tenancy Act](#)

Please refer to the [Tenant Assistance Policy](#) for more information regarding the City of Victoria's rental housing policies.

### STEP 2: TENANT ASSISTANCE PLAN

#### a. SITE INFORMATION

SITE ADDRESS:	210 Gorge Rd., Victoria, BC, V9A 1L5
OWNER NAME:	Victoria Cool Aid Society
COMPANY NAME:	
TOTAL RENTAL UNITS:	21

#### b. CURRENT OCCUPANT INFORMATION & RENT ROLLS

Please attach the current tenant information and rent rolls as Appendix A. At this stage, please identify existing **vulnerable\*** tenants which will determine requirements within the Tenant Assistance Plan.

**\*Vulnerable tenants may include:**

- Long-term tenants who may be paying significantly below market-rent, and for whom entering the current market may present financial challenges
- Tenants with specific housing needs due to a disability
- Seniors, who may be long-term tenants and living on a fixed income
- Families with young children, who may have difficulty finding appropriate units





### c. TENANT ASSISTANCE PLAN

Tenant Assistance Plan Components	Draft Tenant Assistance Plan (to be completed with Rezoning application)		City Staff Comments (to be completed during application review)		Final/Revised Tenant Assistance Plan (to be completed before Rezoning Application submission)	
	Date:	28-09-2018	Date:	01-10-2018	Date:	01-10-2018
<b>Compensation by tenancy length:</b> <ul style="list-style-type: none"> <li>Up to 5 years: 3 months' rent</li> <li>5 to 9 years: 4 months' rent</li> <li>10-19 years: 5 months' rent</li> <li>20+ years: 6 months' rent</li> </ul>	No compensation as we are re-locating tenants to a new location with no moving costs or requirements of a new Security Deposit.		The Tenant Assistance Plans guidelines will be flexible for non-market and social housing developments, where tenants are relocated to alternative buildings within the portfolio.		No compensation as we are re-locating tenants to a new location with no moving costs or requirements of a new Security Deposit.	
<b>Notification:</b> <ul style="list-style-type: none"> <li>A minimum of 4 months notice to end tenancy</li> </ul>	Yes		Meets Policy		Yes	
<b>Moving Expenses:</b> <ul style="list-style-type: none"> <li>An insured moving company may be hired by the applicant, with all arrangements and costs covered</li> <li>Flat rates of \$500 bachelor or 1 BR or \$750 for 2+ BR</li> </ul>	Last Minute Movers has agreed to assist. The Ministry of Social Development has agreed that they have funding to cover moving costs at the request of the tenant. If the tenant is not support through MSD, BC Housing has confirmed they have a budget to assist		Meets Policy		Last Minute Movers has agreed to assist. The Ministry of Social Development has agreed that they have funding to cover moving costs at the request of the tenant. If the tenant is not support through MSD, BC Housing has confirmed they have a budget to assist	
<b>Relocation Assistance:</b> <ul style="list-style-type: none"> <li>Tenant Relocation Coordinator provided</li> <li>Three options provided comparable in size, location and rent amount (min. of one option in same neighbourhood)</li> </ul>	Victoria's Property Management Team will be working in conjunction with a CSW to ensure this is a smooth transition.		Meets Policy		Victoria's Property Management Team will be working in conjunction with a CSW to ensure this is a smooth transition.	
<b>Right of First Refusal:</b> <ul style="list-style-type: none"> <li>Offer to return to the building, with rent rates discounted by 10% of starting rates</li> </ul>	Yes, all current tenants will be offered the opportunity to move back to 210 Gorge. Their rental rates will remain at the same subsidized level.		Meets Policy		Yes, all current tenants will be offered the opportunity to move back to 210 Gorge. Their rental rates will remain at the same subsidized level	
<b>Vulnerable Tenants:</b> <ul style="list-style-type: none"> <li>Please identify additional assistance offered to vulnerable tenants</li> </ul>	Assistance with packing and moving as well as provision of boxes and packing tape. PM team will be available for any tenant concerns.		Meets Policy		Assistance with packing and moving as well as provision of boxes and packing tape. PM team will be available for any tenant concerns.	

**STEP 3: SUBMIT:** Please save and return the completed form to City Staff for Feedback by email to [housing@victoria.ca](mailto:housing@victoria.ca)