



Making a difference...together

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Attachment 1

September 18, 2019

File: 0400-50

Mayor Lisa Helps
City of Victoria
City Hall, 1 Centennial Square
Victoria BC V8W 1P6

Dear Mayor Lisa Helps:

Re: UBCM Housing Needs Reports Program Grant

On September 11, 2019, the Capital Region District (CRD) Board authorized CRD staff to apply to the Union of BC Municipalities (UBCM) for a grant under the *2019 Housing Needs Reports Program* and, if awarded, to provide overall grant management for a Regional Housing Needs Reports Project.

During recent DPAC meetings, the planning staff from eleven local government entities expressed interest in collaborating on this Project. A representative from your Municipality was among those who expressed interest in participating in the Regional Project and, in order for the CRD to meet UBCM grant requirements, a Council resolution supporting participation in the Project is needed from your Municipality. A draft sample resolution is provided below.

That the City of Victoria support the Capital Regional District to apply for, receive, and manage UBCM grant funding to complete a housing needs report in partnership with the City of Victoria.

Should your Council support such a resolution, please provide the CRD with a letter outlining this resolution, as well as a copy of the minutes where the resolution was discussed and approved.

CRD staff will submit these letters of approval along with the CRD's Housing Needs Reports Program Grant Application. The UBCM grant application deadline is November 29, 2019. A project description that includes a high level project timeline is attached for your information (Attachment 1).

We are excited for the opportunity to facilitate collaboration on this project and to work towards developing a sustainable and accessible data reporting approach to housing information in the region. Please contact John Reilly, Manager Housing Planning and Programs, at jreilly@crd.bc.ca or at (250) 360-3081, should you have any questions.

Sincerely,

Colin Plant
Chair, Capital Regional District Board

cc: Robert Lapham, Chief Administrative Officer

Attachment (1)