

**DATE:** April 27, 2020**FILE:** 1700-02/2020/451**TO:** Chair and Directors  
Committee of the Whole**FROM:** Russell Dyson  
Chief Administrative OfficerSupported by Russell Dyson  
Chief Administrative Officer***R. Dyson*****RE: Reallocation Request – Function 451 Connect Warming Centre****Purpose**

The purpose of this report is to provide the Comox Valley Regional District (CVRD) Board with a request from the Coalition to End Homelessness regarding the reallocation of approved funding from the permanent drop-in centre project to the Connect Warming Centre.

**Recommendation from the Chief Administrative Officer:**

THAT \$10,000 of the \$60,000 allocated for the permanent drop-in centre project in 2019 be reallocated to the Connect Warming Centre;

AND FINALLY THAT the re-allocation be reflected as an addendum to the Comox Valley Coalition to End Homelessness five year action plan (2020 – 2024).

**Executive Summary**

- Participants in the service are the City of Courtenay, the Village of Cumberland, Vancouver Island portion of Baynes Sound – Denman / Hornby Islands (Electoral Area A), Lazo North (Electoral Area B) and Puntledge – Black Creek (Electoral Area C).
- The 2020-2024 financial plan includes an allocation of \$60,000 (as carry forward from 2019) to be put towards the creation of a permanent drop-in centre for unhoused and precariously housed citizens. The centre is intended to provide support and access to resources.
- The Connect Warming Centre, established in 2020, in a City of Courtenay provided facility is operated by the Comox Valley Transition Society (CVTS), in partnership with the Coalition to End Homelessness. The Centre is a refuge for vulnerable citizens in cold weather months as well as an important resource for citizens to connect with outreach workers and obtain peer support. While not “permanent” the CVTS has secured an agreement with the City of Courtenay to continue use of the space until June 30, 2020.
- The Comox Valley Transition Society has covered necessary upgrades/fitting costs within the space to make it suitable for the use (e.g. furniture, alarm system, water dispenser, etc.).
- The Coalition seeks to reimburse the CVTS for its expenditure on outfitting the space and requests that the CVRD Board approve reallocation of \$10,000 earmarked for a permanent drop-in centre (Appendix A).
- Through the COVID-19 pandemic, volunteers and staff have seen continued use of the Centre and have been able to provide support and COVID-related education and resources to citizens accessing the Warming Centre’s services.
- The remaining \$50,000 allocated for a permanent drop-in centre will remain.

Prepared by:

Concurrence:

**A. Mullaly**

**S. Smith**

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Alana Mullaly, RPP, MCIP  
Senior Manager Sustainability and  
Regional Growth Strategy Planning

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Scott Smith, RPP, MCIP  
General Manager of Planning and  
Development Services Branch

**Government Partners and Stakeholder Distribution (Upon Agenda Publication)**

Comox Valley Coalition to End Homelessness	✓
City of Courtenay	✓
Village of Cumberland	✓

Attachments: Appendix A – “Coalition’s Request Letter”



Alana Mullaly  
Senior Manager of Sustainability and RGS Planning  
Comox Valley Regional District  
770 Harmston Ave  
Courtenay, BC V9N 0G8

April 16<sup>th</sup>, 2020

Dear Alana,

I am writing to you regarding the Homelessness Supports Service fund totalling \$60,000 that was earmarked for renovations of a permanent drop-in centre for people experiencing or at risk of homelessness. As you know, the Coalition in partnership with the Comox Valley Transition Society (CVTS) has been operating the Connect: Warming Centre since January 16<sup>th</sup>, 2020. While we realize this space is not considered 'permanent' we do recognize the many benefits this space has provided in such a short period of time – especially during this COVID-19 pandemic. It is our goal to continue to operate Connect at 685 Cliffe Avenue with the continued support of the City of Courtenay. The City of Courtenay has temporarily extended the lease until June 30<sup>th</sup>, 2020 and we will be requesting a one year lease extension at that time.

Since the opening of the Connect Warming Centre, the Comox Valley Transition Society has paid for capital costs related to the building such as: a security camera system, signage, locksmith, panic buttons, water dispenser, building materials, kitchenware, furnishings, labour for repairing donated furniture, and building improvements such as shelving, painting etc. CVTS continues to provide funding upfront from their own fundraising efforts to go towards additional upgrades to the space such as an outdoor smoking area alcove and bike racks. The total cost incurred by CVTS thus far has been \$7945.08.

At our March 4<sup>th</sup>, 2020 General Coalition meeting a recommendation was made that the Coalition requests a total of \$10,000 of the \$60,000 allocated to a permanent drop-in centre to be distributed to the Comox Valley Transition Society to cover costs incurred as well as other upcoming capital costs. Coalition members unanimously agreed that they would like to see \$10,000 of the original \$60,000 of the funds diverted to CVTS.

Please let me know if you want to discuss our recommendation further, or if there are details that myself or the Comox Valley Transition Society can provide, and please advise or direct us to any formal request processes. As always, we thank you for your ongoing support and collaboration – especially during these unprecedented times.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Cupelli", written over a horizontal line.

Andrea Cupelli  
Coordinator, Comox Valley Coalition to End Homelessness