

# City Council Report

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**REPORT NUMBER** 287-2025-Growth-Strategy & Engagement

**DATE**

**PREPARED**

September 17, 2025

**FILE**

**CITY COUNCIL  
MEETING DATE**

October 7, 2025

**SUBJECT**

Budget Appropriation – Encampment Response Team Fleet Vehicle

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## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 287-2025, we recommend that Appropriation 22-2025, to create a capital project in the amount of \$60,000 for Encampment Response Team fleet vehicle, funded through the Health Canada grant, be approved;

AND THAT any necessary by-laws be presented to City Council for ratification.

## **EXECUTIVE SUMMARY**

This report seeks approval to create a new capital project, related to Encampment Response Team fleet, representing a portion of the \$237,960 in funding awarded to the City through Health Canada's Emergency Treatment Fund.

City Council approved accepting the full grant in February 2025, wherein \$60,000 was identified for the purchase of a fleet vehicle to support the City's Encampment Response Team daily operations.

## **DISCUSSION**

In November 2024, Administration submitted a funding application totaling \$237,960 to Health Canada's Emergency Treatment Fund program. In February 2025, Administration was advised of a successful application, and Council subsequently approved entering into a Service Agreement.

The Service Agreement identified that \$60,000 of the grant would be used to procure a fleet vehicle to support the City's Encampment Response Team daily operations. The fleet vehicle will be a small truck, providing the Encampment Response Team with the mobility to attend

both existing and newly identified encampments, respond quickly to issues raised by the community, and support relocations as part of Council's approved *Enhanced Encampment Response 10-Part Human-Rights Based Action Plan*.

A fleet vehicle is considered a tangible capital asset and, therefore, must be included in the City's Capital Budget. As this project was not identified in the approved 2025 Capital Budget, in accordance with the Budget Policy 05-02-01, City Council approval is required to create a new project. The attached Budget Appropriation 22-2025 would create the capital project and appropriate the external grant funding to allow for the procurement of this asset.

### **FINANCIAL IMPLICATION**

Administration is recommending the approval of Budget Appropriation 22-2025 to create a new capital project related to Encampment Response Team fleet, fully funded by the Health Canada Emergency Treatment Fund grant.

### **CONCLUSION**

It is concluded that Appropriation 22-2025 should be approved to create a new capital project related to Encampment Response Team fleet. This project would be fully funded by Health Canada grant.

### **BACKGROUND**

October 11, 2024, Health Canada issued the Emergency Treatment Fund Call for Proposals.

November 8, 2024, Administration applied to the Emergency Treatment Fund.

February 3, 2025, Health Canada notified Administration of a successful application.

February 10, 2025, City Council authorized entering into a Service Agreement with Health Canada that included the procurement of a fleet vehicle.

February 26, 2025, Administration signed the Service Agreement.

### **REFERENCE MATERIAL ATTACHED**

Appendix A – Appropriation 22-2025

***REPORT PREPARED BY***

Rilee Willianen, Encampment Response Lead

***REPORT SIGNED AND VERIFIED BY***

Kerri Marshall, Commissioner - Growth

Date (09/29/2025)