



BRIEFING NOTE FOR INFORMATION

Date: January 3, 2019

Prepared For: Honourable John Horgan, Premier

Title: Municipal lobbyist registry and s.13 elections to electoral systems in local

Issue: This Information Note addresses various potential topics of interest that may be raised at meetings with Mayor Kennedy Stewart and Mayor Doug McCallum

Meeting With: Mayor Kennedy Stewart, City of Vancouver
Mayor Doug McCallum, City of Surrey
Meeting dates/locations TBD

SUMMARY:

Municipal lobbyist registration:

- The Province believes in openness and transparency. This is why a provincial lobbyist registry was created in 1996.
- Currently, local governments can take a number of voluntary approaches to this issue and are encouraged to do so if they are interested. The City of Surrey has already established a voluntary lobbyist registry in its jurisdiction.
- Some local governments have expressed interest in mandatory local lobbyist registries with accompanying enforcement of their rules on a local level.
- The Province is willing to discuss the matter further with interested local governments, recognizing that developing a framework for mandatory registration would work in any local government in British Columbia (BC) and as such would require time and consultation with the Union of BC Municipalities (UBCM).

Local electoral systems:

- The Province is always willing to listen to ideas for making changes to the local electoral system in ways that work for communities.
- Local government legislation currently allows the City of Vancouver and other local governments to implement an electoral framework based on wards with provincial approval.
- Local governments interested in a ward system need to have a clear understanding of their community's perspectives on the issue, undertake the work necessary to explore the full range of implications and design details, and ensure that their processes are credible and transparent.
- Developing other forms of electoral system change for local governments would first require greater clarity on the types of changes being proposed, significant time as well as consultation with UBCM.

If other legislative change issues are raised:

- *Surrey Charter* -- The *Community Charter* is a broad enabling Act which provides flexibility for different local governments throughout BC; if a local government has identified a specific gap or barrier within that framework, that specific issue should be brought to the Province's attention and/or raised with other local governments through the UBCM's resolutions process.



- ***Any other requests for legislative change – thank you for advising me of your interest in that change; I would encourage you to bring your concern to the attention of the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, and/or raise it with other local governments through the UBCM’s resolutions process.***

BACKGROUND

Municipal lobbyist registry

In 1996, a provincial lobbyist registry was created under the provincial *Lobbyist Registration Act* (LRA). The provincial lobbyist registry does not apply to local governments nor do local governments have specific legal authority to establish mandatory lobbyist registries and enforce local rules.

Currently, local governments can take a number of voluntary approaches to this issue. For example, they can establish a voluntary lobbyist registry in their community (as the City of Surrey has), or they can ensure staff are trained to provide former council members or former staff members no greater information than any other member of the public can access. Additionally, there are legislated restrictions on the use of insider information and requirements for contract disclosure that also apply to former council members. Some provinces, such as Quebec and Ontario, specifically provide for municipal lobbyist registries in their legislation.

Local governments have expressed interest in mandatory lobbyist registries and their enforcement through a 2017 UBCM resolution “Municipal Lobbyist Registry” (B99). In the resolution, UBCM asks the Province to provide municipalities with the ability to register lobbyists, create rules for their conduct in interactions with elected officials and public servants, and the ability to enforce these rules. In the resolution response provided to UBCM the Province indicated that it is willing to discuss the matter further recognizing that developing a framework for mandatory registration would work in any local government in BC and as such would require time and consultation.

Electoral system in local elections

The City of Vancouver has expressed some interest in considering changes to the electoral system, including electing councillors based on a ward system, or exploring ideas for a proportional representation system at the local level.

The *Vancouver Charter* (the Charter) and the *Local Government Act* (LGA) allow the City of Vancouver and other municipalities, respectively, to establish an electoral system based on a ward system¹ by way of a bylaw. The bylaw is required to establish the areas that would make up each ward, and rules to ensure an effective transition from the current “at-large” system to a ward system. A bylaw to establish a ward system must be approved by Cabinet. The District of Lake Country is currently the only municipality that elects councillors based on a ward system in BC (this system was established as a condition of its incorporation).

Mayor Kennedy Stewart and some other newly-elected officials to City of Vancouver council have also expressed some interest in a proportional representation system. This issue was also a topic of interest of City of Vancouver’s previous council, which established an Independent Election Task Force (Task Force) in 2016 to consider various issues related to municipal elections.

¹A ward is also known as a “neighbourhood constituency” (this term used in the *Vancouver Charter* and *Local Government Act*).



The Task Force recommended a proportional representation system for the City of Vancouver and that a Citizens' Assembly be established to develop options for potential frameworks. City of Vancouver staff recommended that the issue be considered after the 2018 general local elections, should the new council choose to do so. Amendments to the Charter (and LGA) would be required to allow the City of Vancouver (and other local governments) to establish a proportional representation system.

Ministry staff are not aware of other Canadian jurisdictions that have mandated a proportional representation system at the local level; however, as of 2018, municipalities in Ontario may implement a ranked ballot system by bylaw.²

DISCUSSION:

Municipal lobbyist registry

In general, lobbyist registries are intended to provide openness and transparency for interactions between public servants, elected officials and lobbyists. Lobbyist registries ensure that these interactions are a matter of public record and are publicly accessible.

In December 2018, the City of Vancouver sent a letter to Honourable Selina Robinson, Minister of Municipal Affairs and Housing that asks for the Province's support respecting Vancouver's objective to regulate municipal lobbyists in the City of Vancouver. Vancouver is proposing to either amend the provincial LRA to extend the provincial lobbyist registry to interested municipalities or to amend the *Vancouver Charter* to allow Vancouver to establish its own registry and enforce its rules.

In response to the UBCM resolution and Vancouver's letter, ministry staff are currently conducting policy research and looking into potential options on the issue.

Electoral system in local elections

Ward system

There are a variety of issues to consider if the City of Vancouver wishes to implement an electoral system based on wards. For example, although not required by legislation, it would be important for the City of Vancouver to determine whether residents would support a change in electoral system. The community's perspectives could be obtained through a referendum or some other way. A referendum would provide council with a clear mandate for moving forward with the changes if there was enough support, as moving to a ward system would change how residents are represented on city council and would also come with costs associated with implementing the new system.

Key to moving to a ward system is establishing the geographic areas for which councillors would be elected. The City of Vancouver would need a process for determining the specific boundaries – and populations – of each ward, as only individuals who meet the legislated residency requirements of a ward would be permitted to vote for particular councillors. The City of Vancouver would most likely need to establish a third-party process (e.g. an electoral commission) to undertake this and other work to ensure the process for establishing boundaries is credible and transparent.

² Ontario municipalities must pass a bylaw if they want to implement a ranked ballot voting system. There are comprehensive requirements sent out in provincial legislation (via a regulation) respecting various matters, including information required to be provided about the proposed bylaw; how to conduct a ranked ballot election; ballots and how to determine ranking; the process for counting the votes (including resolution of a tie vote); and reporting information about election results.



While council can pass a bylaw to establish a ward system, the bylaw must be approved by Cabinet. In considering the bylaw, the Province would have an interest in ensuring that a change to a different electoral system is supported by residents and is the product of a fair and transparent process.

Proportional representation

It is currently not clear what proportional representation would look like in a local government context. There are a wide range of changes that may be captured under the “proportional representation” label, including ranked ballots and other models; as such, many complex and detailed questions and considerations would need to be explored in considering any legislative change that would apply to how local governments are elected.

For example, proportional representation is generally applied to electoral frameworks that are based on political parties. While civic political parties (referred to as “elector organizations”) exist in some communities – including Vancouver and other communities in the Lower Mainland – the local government framework is fundamentally based on individual (independent) candidates. So, the policy question remains as s.13

Additional questions that would need to be explored include: s.13; s.16

s.13; s.16

As with moving to a ward system, it would be important for the City of Vancouver to determine whether residents would support changing to a different electoral system. Determining interest for proportional representation would be especially important considering the outcome of the recent provincial referendum in which a majority of respondents voted to maintain the current first-past-the-post system at the provincial level.

The City of Vancouver may also wish to test the interest of other local governments (e.g. through UBCM’s resolutions process) respecting a proportional representation system at the local level, as continuing with a consistent electoral system framework across BC is important to the Province (i.e. to ensure all local governments are subject to the same basic democratic standards and all citizens have the same opportunities to “have their say” locally).

FINANCIAL IMPLICATIONS:

- None

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January 3, 2019

January 3, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 4, 2019

Prepared For: Honourable John Horgan, Premier

Title: Potential Memorandum of Understanding with BC Housing on social housing; review of Rental Housing Task Force recommendations; School Tax Increase

Issues: This Information Note addresses potential topics of interest that may be raised at a meeting with Mayor Kennedy Stewart

Meeting With: Kennedy Stewart, Mayor of Vancouver
Meeting date/location TBD

SUMMARY:

- s.13; s.16
- s.13; s.16 believes that the City can continue to be successful through BC Housing's standard procurement processes based on its strength of need, etc. That said, government encourages the City to continue discussions with BC Housing on mutually beneficial housing objectives.
- On a separate issue, government is reviewing the Rental Housing Task Force recommendations but it is premature to announce a timeline for decisions. Regarding pre-emptive decisions on renovictions, the *Residential Tenancy Act (RTA)* does not provide for this – an application for dispute resolution must occur before the RTB can be involved. However, government would be pleased to work with the City on the kinds of renovations allowable under a revised RTA.
- Finally, some members of Council are opposed to the increase in the School Tax for those with homes worth over \$3 million. In the City of Vancouver, the median amount of additional school tax owners of properties over \$3 million will pay \$1,792 for 2019, an amount that is deferrable.

BACKGROUND (on the MoU Concept):

- s.16
- s.16 The City of Vancouver has been an important partner with the Province on the affordable housing file. Their commitment to developing affordable housing in the region has resulted in the creation of a large number of social and affordable housing units.
- s.16
- At this time s.16 and nothing has been approved by BC Housing's Executive Committee nor Board of Commissioners as required.

DISCUSSION:

- s.16



- s.13; s.16

- It is expected that the City will still be successful in obtaining new BC Housing projects via the standard open procurement process, given its strength of need, availability of land, planning capacity, etc.

Rental Housing Task Force (RHTF) Issues

- Regarding a timeline for decisions on the Task Force recommendations, staff are reviewing the recommendations for consideration of the Minister, and government is committed to making decisions on them as soon as possible. s.13; s.16
s.13; s.16
- The Mayor may also enquire about the Residential Tenancy Branch's (RTB) ability to make pre-emptive decisions on renovations before a dispute resolution request is made. The RTB currently does not have the legislative authority to do so since the dispute resolution scheme is application-driven.
- More specifically, the RTB Director has the authority under Section 9 to help landlords and tenants resolve disputes if they've applied for dispute resolution. However, in many cases renovations will not come to the RTB for resolution either because the tenant(s) accepts a buy out or is not aware they can dispute an eviction. There is an element of lack of public education and landlords/tenants being not always aware of their rights. The Rental Housing Task Force prioritized public education as a major piece of work.s.13; s.16
- Finally, RTB staff have committed to work with the City to develop more detailed guidelines on the kinds of renovations that would be allowable under the *RTA*. This is a key priority for early 2019.

School (Property) Tax on Homes over \$3 million

- On Dec 12, 2018 council voted to write a letter "requesting that the Province withdraw the proposed surcharge on the provincial school tax as an incursion onto an established municipal land tax base." The Mayor opposed the motion as did some councillors. Note that the new tax rates are 0.2% on homes assessed over \$3 million and 0.4% on those over \$4 million, effective in 2019, and will raise about \$200 million annually for the Province. The median amount of additional school tax that owners of properties over \$3 million will pay is only \$1,792 for 2019, which can be deferred in many cases.

FINANCIAL IMPLICATIONS:

- None

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BRIEFING NOTE FOR INFORMATION

Date: January 3, 2019

Prepared For: Honourable John Horgan, Premier

Title: SkyTrain – Fraser Highway Project

Issue: The Premier will be meeting with Doug McCallum, Mayor, City of Surrey in early 2019. Possible discussion could include requests related to the SkyTrain along Fraser Highway Project.

SUMMARY:

Surrey

- **At their December 13th meeting, the Mayors' Council voted to proceed immediately with planning and project development work for SkyTrain on Fraser Highway.**
- **The resolution is subject to Surrey's agreement to compensate for all work plan costs unnecessarily expended to date. TransLink estimates those costs at \$56.6M.**
- **Mayor McCallum believes more than \$16M of those costs are TransLink's responsibility and says Surrey has no intention of providing financial compensation for the remaining \$40M; however, the City will look at land transfers as a form of compensation.**
- **Under the bilateral Public Transit Infrastructure Fund (PTIF) agreement, Canada may request the return of any funding it provided for cancelled or withdrawn projects. Canada has not yet decided if its contribution needs to be returned. The Province has not contributed to SNG LRT procurement readiness or early works.**
- **TransLink estimates a 2025 completion date for a line terminating at either Fleetwood or Clayton Heights, using the remaining \$1.58B of the original \$1.65B in Phase Two funding for Surrey rapid transit.**
- **Mayor McCallum believes the entire line can be built to Langley for the remaining \$1.58B if portions are built at grade; however, TransLink estimates \$2.9B for Surrey-to-Langley SkyTrain.**
- **Major projects are evaluated based on the province's Capital Asset Management Framework (CAMF), including the requirement for a detailed business case analysis. This framework will also apply to the Fraser Highway SkyTrain project.**

BACKGROUND:

The Mayors' Council's 10-Year Vision included building 27 kilometers of Light Rail Transit (LRT) in Surrey. Phase Two of the Vision included the 10.5 km, \$1.65 billion Surrey-Newton-Guildford LRT (SNG LRT) project, while Phase Three included 16.6 km of LRT along the Fraser Highway from Surrey to Langley, estimated to cost \$1.9 billion. The Province has committed to funding 40 per cent of the capital costs of all phases of the Vision. Provincial and federal funding has been committed to Phase Two of the plan. The Province was contributing \$2.5 billion towards Phase Two projects, including SNG LRT.

Following the 2018 municipal elections, the City of Surrey requested that the Mayors' Council direct TransLink to cancel SNG LRT and instead extend SkyTrain along Fraser Highway towards Langley.



The Mayors' Council passed a resolution at its December 13, 2018 meeting to proceed with planning and project development work for Fraser Highway SkyTrain, subject to Surrey's agreement to compensate for costs unnecessarily expended to date.

The resolution also included cancelling a planned B-Line on the Fraser Highway, and initiating a planning process to refresh the South of Fraser rapid transit strategy. The project development work plan and the transit strategy refresh will proceed concurrently, with the work plan (including a business case for senior government) estimated to take 15 months, and the transit strategy 8 months. The Province has not yet received an official request from TransLink seeking to cancel the SNG LRT project.

TransLink's enabling legislation also requires broad consultation on investment plans, including with the public, Metro Vancouver and affected municipalities and organizations. Any changes to the investment plan will trigger new public and stakeholder consultation.

DISCUSSION:

The approved Mayors' Council resolution from their December 13th meeting says Surrey will provide compensation for all "work plan costs unnecessarily expended to date." TransLink staff estimate those costs at \$56.6M including \$16.8M for PTIF 1 early works, (i.e. Bear Creek Bridge).

Mayor McCallum supported the December 13th motion; however, he believes the more than \$16 million in Bear Creek bridge costs are TransLink's responsibility and were needed to support TransLink's B-Lines. Furthermore, he says Surrey has no intention of providing financial compensation for the remaining \$40M; however, the city will look at land transfers as a form of compensation.

The proposed alignment concept for SkyTrain along Fraser Highway includes: 16 km of elevated SkyTrain, 8 stations (+1 future station), bus exchanges at Willowbrook and Langley Centre, 55 SkyTrain cars and allowance for new/expanded operations and maintenance facility.

While the current estimate for a SkyTrain line from Surrey to Langley is \$2.9 billion, Mayor McCallum believes it can be built using the remaining funding for SNG LRT, \$1.58 billion. TransLink maintains that the project would require two phases. The first phase would use available funding and would not reach Langley.

Density and Housing on Fraser Highway SkyTrain

s.13; s.16

Media

In a recent media article, Mayors' Council executive director Mike Buda and Mayors' Council Chair, Jonathan Cote emphasized their focus on continuing to strengthen the regional relationship with the Province to further regional priorities. These priorities include providing discounted fares for people with low incomes and youths and getting provincial funding for HandyDART.

s.13; s.16

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s.13; s.16



BRIEFING NOTE FOR INFORMATION

Date: January 7, 2019
Prepared For: Honourable John Horgan, Premier
Title: Transit from Broadway and Arbutus to UBC
Meeting With: Mayor Kennedy Stewart, City of Vancouver

SUMMARY:

- **The Phase Two plan includes funding for project development for rapid transit from Broadway and Arbutus to University of British Columbia (UBC) but does not include project construction.**
- **The City is advocating for SkyTrain from Arbutus to UBC. Preliminary cost estimates range from \$2.6B to \$4.2B; a regional funding share could range from \$702 million to \$1.134 billion.**
- **Construction of SkyTrain to UBC would require a new TransLink investment plan and funding before the project could proceed.**
- **TransLink is completing a Beyond Arbutus Rapid Transit (BART) study, assessing alternatives to extend rapid transit to the University of British Columbia (UBC) Point Grey campus. Results will be presented to the Mayors' Council in mid-January.**

BACKGROUND:

The Phase Two investment plan includes building the Millennium Line Broadway Extension to bring SkyTrain from VCC-Clark to Broadway and Arbutus. The Phase Two plan also includes funding for project development for rapid transit from Broadway and Arbutus to UBC. The City and Mayor Kennedy Stewart are publicly advocating for a SkyTrain extension to UBC.

In April 2018, UBC's Board of Governors passed a motion in support of bringing rapid transit to UBC. UBC's motion included a commitment to explore a contribution to the regional share of project costs, possibly through land or through charges collected from developers.

In December 2018, Mayor Stewart told the media he has had positive conversations about a UBC SkyTrain project with federal Minister of National Defence Harjit Sajjan, federal Minister of Transport Marc Garneau, UBC president Santa Ono and Musqueam Chief Wayne Sparrow. An October 2018 online poll by Research Co. found that 87 per cent of Metro Vancouver residents support extending SkyTrain to UBC.

DISCUSSION:

Preliminary cost estimates for a SkyTrain extension to UBC, prepared by McElhanney consulting, range from \$2.6B to \$4.2B. Of the options reviewed by the consultants on behalf of TransLink, the City of Vancouver and UBC, SkyTrain is projected to have the highest ridership and ridership growth.

The BART study assessed four alternatives to connect from Arbutus to UBC: existing B-Line bus service, Light Rail Transit (LRT) from Arbutus or from Main Street; and a further SkyTrain extension. Summary findings were that B-Line bus service does not have enough capacity, that demand will exceed capacity of a single LRT line sometime after 2045, and that SkyTrain has the highest reliability, shortest trip times, least impact on surface transportation, and capacity to meet demand over the next 75-100 years.

TransLink intends to present study results to the Mayors' Council in mid-January, at which point findings could become public. Depending on feedback from the Mayors' Council, the next step would be for



Ministry of
Municipal Affairs
and Housing

TransLink to incorporate the BART study findings into the development of its next regional transportation strategy during 2019.

s.13; s.16; s.17

Media

In a recent media article, Mayors' Council executive director Mike Buda and Mayors' Council Chair, Jonathan Cote emphasized their focus on continuing to strengthen the regional relationship with the Province to further regional priorities. s.13; s.16
s.13; s.16

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January 3, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 7, 2018
Prepared For: Honourable John Horgan, Premier
Title: Permanent Supportive Housing in Surrey
Meeting With: Mayor Doug McCallum, City of Surrey

SUMMARY:

- **The Province is currently working with the City of Surrey to identify multiple sites to develop permanent supportive housing. These sites will create 250 new supportive housing units for people experiencing or at-risk of homelessness.**

BACKGROUND:

BC Housing is working with the City of Surrey (City) to identify sites that are suitable for permanent supportive housing. These sites will replace three temporary modular housing sites that opened in June 2018 to house people living on 135A Street in Surrey and create additional permanent supportive housing units for people experiencing or at-risk of homelessness.

The three temporary sites, totalling 161 units, are currently leased by the City from developers who own them. These leases will expire between December 2019 and December 2020. BC Housing subleases these sites from the City.

DISCUSSION:

Permanent Supportive Modular Housing

In December 2018, BC Housing staff met with the City's planning department who identified eight City-owned sites for permanent supportive housing. From this selection, BC Housing prioritized four sites based on the locations and shortest acquisition time.

BC Housing and City staff will be recommending a total of five sites to move forward on building permanent supportive housing at an in-camera council meeting in January 2019. This includes the four City-owned sites and one site (Peterson Place) that is owned by the Provincial Rental Housing Corporation (PRHC). The in-camera council meeting has not yet been scheduled. All five sites require rezoning.

Details about the four proposed City-owned sites will remain private until they are presented to City Council.

The fifth site is the PRHC-owned Peterson Place (13245 King George Boulevard) which is a 1.57-acre site located in the Surrey Town Centre area. There are currently 56 units of supportive housing being operated by the Fraserside Community Services Society on the site, including 17 units that are reserved for dual diagnosis clients (mental health and substance use issues) who are supported by Fraser Health.

Earlier in 2018, BC Housing submitted a rezoning application for the Peterson Place site. The application was put on hold by the City of Surrey. If approved by the Mayor and Council, city staff would like to move forward on the rezoning which will make the site and project public.



Surrey Green Timbers Project

In addition to aforementioned supportive housing, the City of Surrey approved a development permit in December 2018 to build 96 units of supportive housing and 27 transitional accommodation units at 14150 Green Timbers Way. The 27 transitional units will be individual self-contained rooms, providing additional privacy; they will not be group-style shelter beds.

Depending on when the City approves the building permit, construction is estimated to begin in spring 2019 with occupancy for fall 2020. The building permit has already been submitted.

The intention of this project is to replace the Gateway shelter from its current location in line with the City's desire to spread services and supportive housing throughout the city rather than having them concentrated within the city centre.

RainCity Housing and Support Society will be the operator of this project. Fraser Health is also a partner and will provide clinical services onsite.

The Province, through BC Housing, is funding all capital and operating costs for the Green Timbers project. Preliminary figures suggest the project will cost approximately \$26.2 million in capital and \$2 million in annual operating funds. Fraser Health will provide staffing support for their clients.

FINANCIAL IMPLICATIONS:

- N/A

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January 3, 2019

January 3, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 14, 2019

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Title: Working Group on Responsible Conduct (WGRC) – Update on Development of Code of Conduct Framework

Issue: Outlines WGRC’s general approach and key considerations in moving forward with the development of a code of conduct framework for local governments

SUMMARY:

- **The joint staff-level WGRC has been undertaking research, policy work and education to advance the understanding of issues related to responsible conduct as well as to analyze potential policy approaches to these issues.**
- **A key priority of the WGRC is to develop a code of conduct framework, in phases, including potential approaches for enforcing a code of conduct.**
- **Striking the right balance between set rules and flexibility for local customization is a key issue in developing a code of conduct framework.**

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BACKGROUND:

The WGRC is a collaborative initiative between the Union of BC Municipalities (UBCM), the Local Government Management Association (LGMA) and the Ministry of Municipal Affairs and Housing (the Ministry). Since its formation in 2016, the WGRC has been working to explore issues related to responsible conduct, including the benefits and challenges of various approaches to strengthening responsible conduct as they support the collective goal of effective local governance.

In 2018, the WGRC released key foundational principles (integrity; accountability; respect; and leadership and collaboration) to support responsible conduct. It also published a “model code of conduct” that set out general standards of conduct for use by local elected officials to establish a shared set of expectations for behaviour. The “model code of conduct”, along with a “companion guide”, were published to facilitate conversations as councils/boards go through the process of developing their own code of conduct.

Since the 2018 general local elections, many new and returning elected officials (and local government staff) have been using the WGRC’s resources to begin conversations around developing/revisiting their own local governments’ codes of conduct. For example, Nanaimo, which has previously faced a range of responsible conduct issues, is using the WGRC’s materials to establish a new code of conduct. The Fraser Valley Regional District has also adopted a ‘code of responsible conduct’ based on the foundational principles.



The WGRC's focus is now on exploring approaches for the broader code of conduct framework (framework), including developing an enforcement model. This work involves several wide-ranging considerations and detailed design questions that require careful balancing.^{s.13}

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DISCUSSION:

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Getting started on the overall approach (phase 1):

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s.13 the WGRC intends to begin consulting with UBCM and LGMA members at upcoming Area Association meetings, seminars for newly elected officials and other opportunities. Ministry staff and WGRC members will continue to undertake necessary policy work and analysis to inform the framework, including incorporating feedback from the experiences of councils/boards that have been developing codes of conduct since the 2018 general local elections.

FINANCIAL IMPLICATIONS:

- s.13

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BRIEFING NOTE FOR INFORMATION

Date: January 14, 2019

Prepared For: Honourable Selina Robinson, Minister Municipal Affairs and Housing

Title: George Massey Tunnel Report and the Mayors' Council

Issue: The Mayors' Council has requested that TransLink staff, in consultation with Metro Vancouver, provide input to the Province on a replacement for the George Massey Crossing.

SUMMARY:

- **On December 17, 2018, the Province publicly released an independent technical review and announced next steps for the George Massey Crossing.**
- **The review concluded that the 10-lane bridge proposed by the previous government did not fully address a number of key considerations such as community alignment, livability and cost.**
- **One of the recommendations in the review is for the new crossing to better align with regional transit and transportation priorities.**
- **As part of TransLink's Regional Transportation Strategy (RTS) endorsed by the Mayors' Council, the region will work with the Province to ensure a replacement of the Massey Tunnel is integrated with the regional network in a way that is consistent with the Regional Growth Strategy (RGS) and the RTS.**
- **From January until March 2019, the Province will begin engagement with regional municipalities and First Nations to identify new criteria and goals for a South Fraser crossing.**

BACKGROUND:

The George Massey Tunnel Replacement Project has been in pre-development, planning and procurement since 2012 (see attachment for map). On September 6, 2017, the project was suspended, and the Province announced an independent technical review of this project. The review, released to the public in December 2018, found that the previously proposed 10-lane bridge did not address a number of key considerations. In addition, the review found that:

- A smaller six to eight lane bridge would accommodate the majority of traffic predicted by 2045;
- An immersed tunnel crossing of up to eight lanes is likely feasible for a new crossing and could be less expensive with fewer negative impacts;
- Retrofitting the existing tunnel to use in tandem with a new crossing may be possible;
- The existing shoulder bus lanes work well and could be expanded as necessary;
- Highway improvements are equally important to reducing congestion; and,
- A realignment could further reduce the project's scale, complexity and cost.

In January 2019, the Province will engage with regional municipalities and First Nations to identify new criteria and goals for a South Fraser crossing that better align with regional plans, particularly Metro Vancouver and Mayors' Council priorities. This will inform further engineering to assess appropriate bridge and tunnel options that are more in scale with community preference, with a new business case to be developed by fall 2020.



In the meantime, the Province will work on additional safety enhancements to the existing crossing and begin scoping work for improvements to the Steveston interchange to reduce congestion along the corridor, as well as improvements on the Delta side of the traffic network.

The Province has spent approximately \$50 million to date, including the two construction projects, property acquisition, and project management and engineering. Work completed to date is expected to be utilized regardless of which option is chosen. BC Hydro spent approximately \$25 million on its transmission relocation project but has deemed this to be separate from the tunnel replacement project.

DISCUSSION:

In October 2017, the Mayors' Council requested that TransLink staff, in consultation with Metro Vancouver, provide input to the province on the George Massey Crossing.

TransLink's mandate is to provide a regional transportation system to move people and goods, and support regional objectives as outlined in Metro Vancouver's RGS and the Regional Goods Movement Strategy (RGMS). To do so, TransLink's RTS sets out long-term (30 year) goals, targets and directions for the regional transportation system and describes the key strategies and actions needed to achieve this.

These policy documents, along with the Mayors' Council Ten-Year Vision, provide the proposed criteria for TransLink's review of future crossing options, network considerations and project timing and prioritization.

The RTS and the Vision both identify the George Massey crossing as a planned provincial highway investment, but **do not** highlight the replacement of the tunnel as a regional priority. However, it does have an impact on other regional priority policies such as: demand management; the movement of people; transit planning; pedestrians and cyclists; goods movement; and regional growth and land-use objectives.

Based on TransLink's current policies, they will be examining the provincial report on the George Massey Crossing from several perspectives including:

- **Use of demand management:** To ensure that major new road capacity investments improve and enhance travel time reliability for people and goods movement and are not taken over by encouraging more single occupant vehicle trips, some form of pricing to manage demand is anticipated to be considered.
- **Transit facilities:** Although the Highway 99 corridor does not currently experience any major transit speed and reliability issues due to the transit priority in place on either side of the tunnel, there is an opportunity to better serve transit demand in this area of the region by providing additional transit priority measures and improved transit connections on the corridor. A direct ramp allowing buses to exit and enter the Highway 99 median transit / HOV lanes to and from Bridgeport exchange, with minimal delay from the anticipated congestion near the Oak Street Bridge, would be key to the success of the median transit / HOV lanes.
- **Active transportation:** The current tunnel presents a significant barrier to pedestrian and cycling connections in this area and the potential inclusion of a multi-use path would provide an opportunity to increase walking and cycling conditions.
- **Goods movement:** A bridge would alleviate certain truck restrictions, improving the movement of goods. The network connections to the crossing and corridor will also impact the efficiency of goods movement.



- **Efficient movement of people:** Examining how any significant new road capacity investments may impact travel time reliability for people and goods movement, single occupant vehicle trips, and accessibility to jobs and services.

As part of TransLink's 2019 Regional Transportation Planning Committee, they will work with the Mayors' Council and an advisory working group of senior local government staff to provide input to the George Massey Crossing technical review.

Media

In a recent media article, Delta Mayor George Harvie voiced concerns in December 2018 on the proposed timeline for a new crossing. According to the mayor, the timeline appears to have a new crossing ready by 2030 at the earliest, eight years after the 10-lane bridge would have been completed. Mayor Harvie noted that he has spoken with Surrey Mayor Doug McCallum, White Rock Mayor Darryl Walker and Richmond Mayor Malcolm Brodie, as well as the Tsawwassen and Musqueam First Nations and plans to meet with them in late January 2019 to discuss the best option for the tunnel's replacement.

Previously, Richmond Mayor Malcom Brodie and former Delta Mayor Lois Jackson disagreed on the replacement of the tunnel. Mayor Brodie supported twinning the tunnel, while Mayor Jackson was the only Metro Vancouver mayor to support the 10-lane bridge.

Attachments

1. Map of Previous George Massey Tunnel Project

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Jacqueline Dawes, Deputy Minister

DATE APPROVED:

January 12, 2019

January 14, 2019



BRIEFING NOTE 282776

Ottawa

Briefing Note

What:

Status Update on Joint Provincial/Federal Transit Projects

Who:

Geoff Meggs, Chief of Staff

Executive Summary:

- B.C. is partnering with the federal government on transit projects through the Investing in Canada Program (ICIP), the previous stand-alone Public Transit Infrastructure Fund (PTIF), and through the final phase of the previous federal program, the Building Canada Fund (BCF).
- Transit projects remain key to meeting transportation needs across the province.
- Particularly in the growing Metro Vancouver region, projects which help reduce congestion and get people and goods moving faster, are critical to unlocking our economic growth, while making communities more affordable, accessible and clean.
- B.C. is appreciative of the substantial lower mainland funding, enabling the Broadway Subway project to get underway. In response to the recent shift in priorities expressed by the lower mainland Mayors' Council, the province looks forward to engaging with Canada on the proposed extension of Skytrain toward Langley, a shift from the previously supported Surrey LRT project, once we receive a business case from the region.
- B.C. looks forward to continuing our work with the federal government and delivering projects within federal timelines and budgets.

Background:

- The Ministry of Transportation & Infrastructure (TRAN) is the primary provincial liaison with the federal government on infrastructure funding agreements related to transit, along with the Ministry of Municipal Affairs and Housing (MAH) on TransLink investments.
- There have been three major funding agreements:
 - Investing in Canada Infrastructure Program (2018-2027), which provides \$2.7B federally to the Public Transit Infrastructure Fund;
 - The Public Transit Infrastructure Fund (2016-2019), \$460M in federal funding; and

BRIEFING NOTE 282776

Ottawa

- The Building Canada Fund (2010-2019) with two final projects forecast to be completed in January.

Discussion:

Broadway Subway Project

- A 6 km extension of the existing Millennium Line SkyTrain with six stations, from VCC–Clark to Arbutus Street, tunneled beneath Broadway. The estimated cost is \$2.8B.
- A request for qualifications (RFQ) will be issued in 2019, with the request for proposals (RFP) to follow.
- Construction is expected to begin in 2020 with service commencing in 2025.
- It is estimated that this project will result in 7,190 direct jobs and 5,270 indirect jobs and support economic and urban development within the region.

Surrey Rapid Transit

- In response to the City of Surrey's Mayor, the Mayors' Council suspended the previously supported LRT project, and is proceeding with planning and project development for SkyTrain on Fraser Highway in Surrey.
- Canada has not decided if its prior contribution for LRT planning and early works needs to be returned.
- TransLink estimates a 2025 completion date for a Fraser SkyTrain line terminating at either Fleetwood or Clayton Heights, using the remaining \$1.58B of the original \$1.65B in project funding, which includes ICIP funding, for Surrey rapid transit.

Expo Millennium Upgrades Project

- Comprises acquisition of 203 new SkyTrain cars, a new vehicle storage facility, expansion of the existing maintenance facility, as well upgrades to and expansion of power, communications and other systems at an estimated cost of about \$1.3B.
- A project application is being reviewed by Canada (Treasury Board) with a decision expected in early 2019.

BRIEFING NOTE 282776

Ottawa

Other TransLink Projects

- Includes upgrades to and expansion of SkyTrain stations, transit facilities, and bus reliability infrastructure at an estimated cost of up to \$400M.
- Project applications are expected to be submitted to Canada during 2019.

BC Transit Projects

- Includes the acquisition of buses, bus communications technology, and upgrades to and replacement of transit maintenance facilities, exchanges, park-and-rides, bus lanes and transit priority measures, transit passenger facilities at an estimated total cost of over \$1B.
- Five projects have been approved by Canada (new buses, bus major refurbishment, bus fare and real-time communications technology, standby generators at bus facilities, and passenger shelters) and additional applications are expected to be submitted during 2019.

Future Projects

Broadway Extension to UBC

- Vancouver is advocating for SkyTrain from Arbutus to UBC. Preliminary cost estimates range from \$2.8B to \$3.7B. Funding commitments from federal, provincial and regional governments would be required before a project could proceed.

SFU Gondola

- Simon Fraser University is advocating for a high-speed gondola from Production Way SkyTrain in Burnaby to the top of Burnaby Mountain, to replace current bus services and thereby increase capacity, improve reliability, and reduce GHG emissions.
- Costs for the preferred alignment is almost \$200M. A decision on implementation has not been made nor has funding been identified.



BRIEFING NOTE FOR INFORMATION

Date: January 19, 2019
Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Title: Rental Housing Task Force Recommendations
Issue: Analysis of Rental Housing Task Force Recommendations
Briefing Date: January 22, 2019

SUMMARY:

- **The Rental Housing Task Force has delivered its final report to the Minister and Premier**
- **Staff are currently analyzing the recommendations and working to develop a proposal for Minister consideration which determines priority recommendations for implementation**
- **Many of the recommendations have resource implications for the Residential Tenancy Branch**

BACKGROUND:

In April 2018, Premier John Horgan appointed a Rental Housing Task Force to advise on how to improve security and fairness for renters and rental housing providers throughout the province.

The task force was led by Vancouver-West End MLA Spencer Chandra Herbert, who serves as the Premier's advisor on residential tenancy. Chandra Herbert worked alongside MLAs Adam Olsen and Ronna-Rae Leonard on the three-member task force.

On December 12, 2018, the Rental Housing Task Force completed their final report and presented their 23 recommendations to modernize the policies and the laws that govern residential tenancy in British Columbia.

One recommendation, the rent increase formula, has already been implemented. Six of the recommendations involve other Ministries or fall outside the jurisdiction of the Residential Tenancy Branch.

DISCUSSION:

s.12; s.13

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s.12; s.13

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s.13; s.12



BRIEFING NOTE FOR INFORMATION

Date: January 22, 2019

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Title: BC Chamber's 2018 Policy Resolutions – Progressive Housing Solutions to Address Workforce Challenges

Issue: BC Chamber of Commerce is recommending five ways that the Province can work with local governments to address housing challenges.

SUMMARY:

- **BC Chamber of Commerce sent its policy resolutions on housing, which included five recommendations.**
- **Many of their recommendations are already implemented and work is underway to address other issues the Chamber has raised, for example:**
 - **The Province is working with TransLink and local governments in Metro Vancouver to increase density and increase affordable housing around transit stations.**
 - **Local governments already have the authority to exchange bonus density for amenities or affordable housing, by including density bonus provisions in their zoning bylaw.**
 - **To encourage housing diversity, since June 2018, local governments have also had the authority to zone for residential rental tenure (i.e. rental housing).**
 - **To strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, new legislation will soon require local governments to prepare and publish housing needs reports on a regular basis.**
 - **The Province is currently undertaking a multi-stakeholder consultation process to inform a review of the local government development approvals process. The Chamber is welcome to provide comments into that process, as an invited member of the Development Approvals Working Group (note a Chamber representative was unable to attend the first meeting at the last minute).**
- **Many local governments already encourage higher density development through zoning and various incentives.^{s.13}**

s.13

BACKGROUND:

In November 2018, the BC Chamber of Commerce (Chamber) wrote to Minister Robinson with its policy resolutions on socio-economic topics including housing. It emphasised the importance of providing adequate and affordable housing to attracting and retaining labour, in order to support the Province's economic productivity and competitiveness.



The Chamber makes five recommendations for housing:

1. Set density requirements for development;
2. Pre-zone for transit-oriented development during planning for new rapid transit;
3. Implement density bonus zoning wherever possible to encourage diversity and density;
4. Prioritize and mandate the collection of information; and
5. Reduce development timelines.

DISCUSSION:

The Province and LGs are already implementing or working to address most of the Chamber's recommendations.

1. Set density requirement for development.

Many LGs already encourage higher density development through zoning and various forms of incentives.
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Alternatively, by requiring LGs to collect information and prepare housing needs reports, the Province is strengthening their ability to understand local needs and make planning and land use decisions that will deliver housing to best meet local needs.

2. Pre-zone for transit-oriented development.

As a full partner in the Metro Vancouver Mayors' Council vision for improved transit and transportation across the region, the Province is working with TransLink and LGs in Metro Vancouver to increase density and improve the availability of affordable housing around transit stations. This will allow residents to live, work and play in complete communities, and reduce transportation costs for families.

3. Implement density bonus to encourage diversity and density.

Under legislation, LGs already have the authority to exchange bonus density for amenities or affordable housing, by including density bonus provisions in their zoning bylaw. Since June 2018, LGs have also had the authority to zone for residential rental tenure (i.e. rental housing) in areas where multi-family residential is permitted. This aims to give greater ability to preserve and increase the overall supply of rental housing, and thereby help increase housing choice and affordability.

More generally, many local governments, through policies and goals in regional growth strategies and official community plans, are working to diversity housing options and provide more affordable housing. For example, most local governments in British Columbia allow some form of accessory dwellings, such as garden suites and secondary suites, in residential areas.

4. Prioritize and mandate the collection of information.

New legislation will require LGs to prepare and publish housing needs reports, at least every 5 years. LGs will also be required to consider this information when developing and amending official community plans and regional growth strategies. This will help ensure that local policies, plans and development decisions are based on recent evidence and responsive to current and future housing needs. These new requirements will come into force when the applicable regulations are adopted.



This information can be collected, analyzed and coordinated at a regional level as well while still being reported at the municipal level.

5. Reduce development timelines.

Through their authorities for land use planning, LGs are well positioned to help advance the development of new homes. Provincial legislation provides those authorities, as well as, those relating to development approvals processes.

The Ministry of Municipal Affairs and Housing has initiated a review of the LG Development Approvals (DA) process. Through a multi-stakeholder consultation process involving LGs, developers, not-for-profit organizations, academia and other key stakeholders, the review aims to clarify what challenges exist and what the opportunities are to increase the overall efficiency and effectiveness of the DA process. The review will consider all stages of the DA process used in the local government system from concept to occupancy, including subdivision, rezoning, development and building permits, and key aspects of those stages, including submission requirements, public hearings and education.

The Chamber is an invited member of the Development Approvals Working Group^{s.13}

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DATE APPROVED:

January 10, 2019

January 10, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 22, 2019

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Title: New Building Canada Fund – Small Communities Fund: Remaining Allocation

Issue: Submitting final list of projects to Infrastructure Canada to maximize program allocation.

SUMMARY:

- **There is \$3,950,416 of remaining funding within the New Building Canada Fund – Small Communities Fund (SCF) as a result of projects being withdrawn or completed under approved budgets. Infrastructure Canada (INFC) would like to ensure remaining funds are committed by March 31, 2019**
- **The ministry is submitting 4 projects to INFC for approval under SCF in order to maximize the use of the remaining allocation.**

BACKGROUND:

Canada and British Columbia launched the New Building Canada Fund – Small Communities Fund (NBCF-SCF) Program in October 2014. Since then, officials overseeing the application-based fund have approved 80 infrastructure projects in communities throughout British Columbia for approximately \$212 million in program funding (total combined funding was \$218m less the federal/provincial administration fee less the \$3.95m in available funding equals the \$212m in approved projects).

Under the NBCF-SCF program, the provincial and the federal governments each allocated approximately \$109 million to support infrastructure projects in communities with a population of less than 100,000 people. This 10-year funding program runs from 2014 to 2024 and provides 2/3 program funding (federal/provincial) to 1/3 local government funding for projects.

The SCF program was administered through two application intakes with project approvals in 2015 for 55 projects and 2017 for 25 projects. Now, at the mid-point in the program, projects are at various stages of progress, with some projects having completed.

DISCUSSION:

The SCF program was fully allocated by March 2017. Since then two approved projects have been withdrawn from the program and several other completed projects have come in under-budget resulting in funding de-commitments. The combined withdrawals and de-commitments leave \$3,950,416 in SCF program funds available for re-allocation. The ministry proposes to approve three new projects and to modify an existing project. Re-allocations must occur from within the original SCF application pool.

Discussions have occurred between Ministry of Transportation and Infrastructure and the Ministry of Municipal Affairs and Housing (MAH) to determine potential projects. Projects were selected from past applications to programs. Table 1 below provides more project information on each project. The three new projects are:

1. District of Wells - Water Treatment Upgrade
2. Sechelt Indian Government District - Sinku Drive Wastewater Project
3. District of Port Edward – Road Improvement Project



The fourth project is a modification to an existing project:

4. City of Grand Forks – modification of existing wastewater project to address equipment and system damage resulting from 2018 floodingⁱ. The four projects will utilize \$3,894,120 of the remaining allocation. This leaves a residual of \$56,296. SCF is considered an Infrastructure Canada legacy program. For legacy programs the federal portion of the residual (50 percent) and any further project de-commitments will be re-distributed to the federal Gas Tax Fund in future years and support local government projects. The provincial portion of the residual will be returned to general revenue fund.

Projects were selected from applications made through the second intake of SCF. Proposed projects had to be submitted to INFC by March 31, 2018. Continued eligibility needed to be confirmed; projects that had commenced are no longer eligible under program criteria.

Table 1

Proponent	Project Title	Project Description	Total Project Costs	Program Funding (federal/provincial)
District of Port Edward	Road Improvement Project	Improve key roads including the addition of curbs and sidewalk and sanitary and storm sewers replacement.	\$3,000,000	\$2,000,000
District of Wells	Water Treatment - Filtration	Install of an additional water filtration unit at the water treatment plant to increase capacity.	\$639,860	\$426,573
Sechelt Indian Government District	Sinku Drive Wastewater Project	Install sewer service on Sinku Drive. Including upgrades to the drinking water service and road drainage improvements.	\$2,021,320	\$1,347,547
City of Grand Forks	Wastewater Treatment Plant (WWTP) Ultra-Violet Disinfection	Reconfigure location of building and install UV disinfection.	\$180,000*	\$120,000
Total Program Funding:				\$3,894,120

*Represents the total additional costs to the City of Grand Forks project. Existing approval is for \$306,666 based on \$460,000 in eligible costs. New total eligible costs will be \$640,000 with a total program funding commitment of \$426,666.

ⁱ The May 2018 flood significantly impacted the chlorination building and contact tank of the wastewater treatment plant rendering them in-operable. This building and tank were going to be re-purposed, with the originally approved funding, as the location for the new ultra violet disinfection equipment that was being installed to replace the effluent de-chlorination process. In order to mitigate against future flood events, the project is being reconfigured to situate the UV equipment in a new location that is above the 200-year flood level.



Ministry of
Municipal Affairs
and Housing

FINANCIAL IMPLICATIONS:

The provincial share of funding for the SCF program has been previously approved by Treasury Board. These four project approvals are within the initial \$109M allocation to the program. Of the \$3,894,120 being advanced for re-allocation approval, \$1,947,060 represents the provincial contribution and would impact the 2020/21, 2021/22 and 2022/23 fiscal years.

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DATE APPROVED:

January 21, 2019

January 22, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 22, 2019
Prepared For: Honourable John Horgan, Premier
Title: Integrated Housing and Health Care Services for Vulnerable Population
Meeting With: Lyn Hall, Mayor of Prince George

SUMMARY:

- **BC Housing is working with the City of Prince George and the Northern Health Authority on an Integrated Housing and Health model.**
- **Discussions to date have included strong support from Northern Health Authority, and BC Housing will continue to work with Prince George to further this project.**
- **There is one project under consideration - if the project proves viable, BC Housing will pursue funding opportunities through the Supportive Housing Fund and the Indigenous Housing Funds.**

BACKGROUND:

Prince George has indicated that the supportive housing model, represented by the Province's Rapid Response to Homelessness Program, Supportive Housing Program and Indigenous Housing Fund, aligns well with its interest in an integrated health and housing model.

Prince George was initially seeking provincial partnerships including capital funds to contribute toward a portion of the land purchase price, and capital and operating funds from Northern Health Authority. In response, BC Housing engaged with the City about the potential for 52 units of modular housing under the Rapid Response to Homelessness (RRH) initiative. However, Prince George was unable to formally submit a proposal to the Province when the RRH was announced in September 2017, and all RRH allocations have now been made.

BC Housing continues to work with the City and the Northern Health Authority to further develop their proposal. Discussions have been in relation to Northern Health Authority's space requirements and the potential for clinical space within the building.

DISCUSSION:

Prince George has identified a potential site ^{s.13} and is offering to purchase the land as their partnership equity to the proposed model of housing.

Prince George is seeking to provide approximately 100 units of housing at this site, through potential applications for 50 units under the Supportive Housing Fund and 50 units under the Indigenous Housing Fund.

Funding for this project could potentially be partly provided through the Supportive Housing Fund. Recognizing that the Supportive Housing Fund Expression of Interest (EOI) is only open to non-profit housing providers, BC Housing would need to work with a non-profit housing provider to advance the proposal for 50 units of supportive housing. ^{s.13}

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Ministry of
Municipal Affairs
and Housing

BC Housing has reviewed the draft Prince George Integrated Health and Housing Development Framework Agreement recently provided by the City of Prince George. A conference call has been scheduled for January 24, 2019 with BC Housing and Prince George to further discuss the proposed agreement. Once the agreement has been signed, Prince George will provide a letter of intent to s.13 regarding their interest in purchasing the site. s.13

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DATE APPROVED:

January 22, 2019

January 22, 2019



BRIEFING NOTE FOR INFORMATION

Date: January 24, 2019
Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Title: s.13 Community Gaming Grants
Meeting With: Spencer Chandra-Herbert, MLA for Vancouver-West End on January 25, 2019

SUMMARY:

- **The Ministry of Municipal Affairs and Housing (Ministry)**^{s.13}
s.13
- **The Community Gaming Grants Branch (Branch)**'s model is aligned with recommendations from the Auditor General regarding timely performance monitoring and strict accountability as well Treasury Board direction with respect to annualized grant approvals.
- **In 2012 the Branch implemented a "short form" process, which in most cases allows returning applicants to choose a less onerous application process for two years following a regular application.**
- **The Branch regularly reviews its service delivery model and policy frameworks based on input from the not-for-profit sector.** s.13
s.13
-

BACKGROUND:

The Community Gaming Grants program provides grants to not-for-profit organizations in British Columbia for the direct delivery of approved programs to their communities.^{s.13}
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Guidelines clearly state that the grants are not intended to be used for organizations' core funding. Although there is a high degree of funding consistency amongst repeat applicants year-over-year, it is still expected that groups would be able to continue to operate in the absence of a year of funding or at a reduced level of funding.

DISCUSSION:

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In 2016 the Branch was audited by the Office of the Auditor General. The audit report recommended an enhanced focus on timely reporting by grant recipients to ensure that public funds are used as intended. s.13 supports this OAG recommendation as it significantly reduces the potential for misallocated or ineffectively utilized gaming grants.

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s.13 form" process was implemented in 2012. The short form enables returning applicants to utilize a less onerous application process, requiring fewer supporting documents and less time to complete. In most cases, the "short form" can be used for two years following a regular application. This solution alleviated the administrative burden for applicants s.13

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As the program is an important source of funding for not-for-profit organizations in virtually every community in British Columbia, any policy changes must be considered very carefully and after significant stakeholder consultation. In March 2018 the Branch commissioned BC Stats to conduct a survey of 11,500 B.C. not-for-profit organizations to solicit input to guide program policy development for 2019. The survey

s.13

is presently using the survey data to identify other opportunities to improve the program and streamline the application process.

FINANCIAL IMPLICATIONS:

s.13

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DATE APPROVED:

January 24, 2019

January 24, 2019



BRIEFING NOTE FOR INFORMATION

Date: February 4, 2019

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Title: Rental Housing Task Force Report Recommendations

Issue: To discuss the recommendations in the Rental Housing Task Force Report, the Minister's plans regarding those recommendations, and how LandlordBC and other Landlord groups can collaborate with her moving forward

Meetings: Three separate meetings are scheduled for February 4, 2019:
s.12; s.13

SUMMARY:

- The Rental Housing Task Force (RHTF) has completed their final report and presented their 23 recommendations for potential ways to modernize the policies and the laws that govern residential tenancy in BC.
- The recommendations are under review by government and we will continue to find a balance between the needs of renters for safe, secure and affordable housing while allowing landlords the ability to invest in their properties and provide needed housing.
- The Ministry of Municipal Affairs and Housing is committed to continue working with Landlords on determining the criteria for above inflation rent increases.
- We also welcome feedback on the other recommendations and their impact on landlords and the rental industry in BC.
- The Task Force identified public education as an area of improvement. This is another opportunity where I hope we can work together to ensure that landlords and tenants understand their rights and responsibilities under the Residential Tenancy Act.

BACKGROUND:

s.12; s.13

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s.12; s.13

BRIEFING NOTE FOR INFORMATION

Date: January 29, 2019

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Title: Union of British Columbia Municipalities' (UBCM) Recommendations on Alternate Electoral Area Directors

Issue: Initial assessment and potential next steps on the recommendations proposed by the UBCM's Ad-Hoc Committee on Alternate Unelected Electoral Area Directors.

SUMMARY:

- **Appointment of alternate directors is a multi-faceted, long standing issue within the regional district system, with many different perspectives and opinions on both the actual nature of the problem and possible solutions.**
- **Recommendations from the UBCM's Ad-Hoc Committee on Alternate Unelected Electoral Area Directors mark the first time that UBCM has articulated a formal position on the issue. All but one of its recommendations would require legislative changes.**
- **An initial assessment indicates that many of the Committee's recommendations are complex and have potentially significant implications for the regional district system (e.g. changing quorum requirements, establishing appeals to the Minister); it is also not fully clear how the recommendations align with one another or the extent to which they would assist regional districts in addressing their practical issues.**
- **This note outlines considerations in proceeding with a number of the Committee's recommendations, as well as potential areas for further work and next steps, including:**
 - **That the ministry, in consultation with UBCM, undertake its own follow-up research and exploration through direct engagement with regional districts to gather evidence which could then better inform any potential solutions.**
 - s.13

BACKGROUND:

In January 2018, the UBCM Ad-Hoc Committee on Alternate Unelected Electoral Area Directors (Committee) produced a discussion paper titled "*Role and Implications of Alternate Unelected Electoral Area Directors*" (discussion paper).

On May 18, 2018, UBCM Executive endorsed the discussion paper, which was intended to address situations where electoral area directors are absent for an extended period, not occasional absences. On s.13 . Following the meeting, ministry staff undertook an initial assessment of the Committee's recommendations as summarized in this briefing note (*details can be provided if desired/upon request*).

Existing Rules

Under existing rules in the *Local Government Act* (LGA), each electoral area of a regional district is represented on the regional district board by one Electoral Area (EA) director who is directly elected during local government elections. Each EA director is required to appoint an alternate director (alternate) to act in place of the EA director during their absence; an alternate must have the qualifications necessary



to be nominated as an EA director, and when an EA director is absent, an alternate has all the authority of the EA director including full participation in discussions and voting at the board table.

Appointing alternate directors in EAs is necessary to ensure that an area has ongoing representation at the regional district board during an EA director's absence. In any EA, there is only one EA director who in turn appoints one alternate; by contrast, in a municipality there are several council members who are available to be appointed to the regional district board as alternate municipal directors if the council member appointed as municipal director is unable to act.

Varied Perspectives on the Issue

Over the years, some concerns have been raised around the role of alternate directors serving for an extended period. Some UBCM members have raised various perceived challenges with the existing rules for alternate directors while others have continued to support these same rules. To date, there has been no consensus among EA directors or the broader UBCM membership on the full extent of the issue or around potential solutions for addressing concerns. For instance:

- the 2010 Regional District Task Force (with representation from EA and Municipal directors) closely examined the issue and s.13
- past UBCM resolutions proposed targeted solutions to the issue -- e.g. Kootenay Boundary Regional District (2014) sought legislative clarity and qathet Regional District (2016) sought more discretion to manage extended absences due to illness/injury. Debate on the issues ranged widely from some supporting the need to provide regional districts with more powers and others concerned with democratic, human rights and other implications of such proposals
- at the EA Directors Forum during the 2018 UBCM Convention, it was clear that while there was appreciation for the Committee's work in advancing discussion on the issue, there was no consensus on the recommendations
- s.13

Committee Recommendations

The Committee has recommended the following to address the concerns around unelected alternates (five legislative changes and the last, a best practice recommendation):

- Remove the requirement to appoint an alternate director (making it optional)
- Require that a by-election be held if a director does not attend meetings for six months due to illness/injury
- Permit an appeal to the Minister should a 2/3 majority of the board feel more time should be given to the director beyond the six months
- Establish a quorum for regional district board meetings that requires a 2/3 majority of elected officials, thereby eliminating the situation where unelected alternate board members make up the majority and are able to make decisions binding the regular Board members



- Align regional districts with municipalities in regard to filling elected official vacancies so that a by-election is not necessary if the vacancy occurs in the year of general local election
- Stipulate within regional district remuneration bylaws that only an elected official can receive the director's stipend thereby eliminating the potential compensation of two directors for an area when the elected director is ill or injured (i.e. an alternate is compensated only for meetings attended and related expenses, such as mileage; EA director's stipend is deducted to compensate an alternate fully acting in place of EA director who is ill or injured).

DISCUSSION:

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The breadth of recommendations put forth by the Committee span several areas, from altering quorum rules, to changing frequency of by-elections to removing the requirement to appoint alternates altogether.

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Broader Considerations in Assessing the Recommendations/Determining Next Steps

Nature and extent of issue not fully known: the discussion paper acknowledges that many EA directors support and see the value in appointment of alternates, and that there have only been occasional problem situations. s.13

s.13

Complex issue with many perspectives and no consensus on 'solutions': there are a multiplicity of perspectives on the topic and previous efforts to address issues have not resulted in any consensus among UBCM members or EA directors s.13

s.13 previous inconsistent UBCM resolutions). The discussion paper also acknowledges that there may not be one solution or legislative amendment that can address the many possible situations that regional districts may face regarding alternates and suggests other tools, such as guidance documents, could be of benefit to assist regional district boards.



Complex recommendations with potential for unintended consequences: s.13

s.13

Many new and returning elected officials following 2018 local elections: this provides opportunities to reassess whether the issue remains a true concern and to consider education and support needs.

Legislative resource limitations and competing priorities: all s.13

s.13

Areas for Further Work/Research

Determining a path forward on this issue requires balancing several considerations: flexibility of alternates representing their communities when EA directors are absent; practical operational needs of regional districts; and ongoing representation for communities. Given the broader considerations and above-noted initial assessment, it is clear that further research is needed to fully understand the nature and extent of the issue.. Further research and direct engagement (e.g. surveys; consultations) with regional districts would assist the Ministry to gather evidence which could then better inform any potential solutions.

In the short term, this further research and exploration would help inform work s.13

s.13

s.13 This could include surveying regional districts to determine best practices and working with UBCM to find ways to encourage regional districts to amend or develop existing policies/bylaws around remuneration of alternate directors, including promoting or showcasing existing examples of good remuneration policies/bylaws for alternates.

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Next Steps:

After initial staff-level discussion with the UBCM Executive Director, the Minister could send a letter to the UBCM President responding to the Committee's recommendations and informing UBCM of the ministry's intention to undertake further research and exploration s.13 subsequently:

- Ministry staff to undertake research and exploration directly with regional districts to better understand the nature and extent of the issue (e.g. surveys; engagement; consultations); and
- s.13



Ministry of
Municipal Affairs
and Housing

FINANCIAL IMPLICATIONS:

- None

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Withheld pursuant to/removed as

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