



BRIEFING NOTE FOR DECISION

Date: November 7, 2019

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

Title: Community Gaming Grants “Renewed Funding” Application

Issue: The Community Gaming Grants Branch is exploring opportunities to simplify the Community Gaming Grant (CGG) application process and increase predictability for applicants.

RECOMMENDED OPTION:

- s.13
- **The Branch recommends replacing the existing ‘short form’ CGG application with a new, simplified ‘renewed funding’ application.**
- **The ‘renewed funding’ application will feature a simplified process that requires returning applicants to submit less information and supporting documentation than the existing ‘short form’ application.**
- **A ‘renewed funding’ application responds to the needs of the not-for-profit sector to reduce administrative burdens.**

BACKGROUND:

CGGs provides funding to eligible, not-for-profit organizations to support the delivery of programs in their communities. CGGs are awarded on an annual basis, subject to the overall availability of funding and are not intended to be used by organizations as core or ongoing operating funding.

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In response to feedback from the not-for-profit sector, the Branch has explored options to further simplify the application process and provide greater funding certainty for successful return applicants. In 2017/18, BC Stats conducted a survey of 11,000 not-for-profit organizations in BC, to provide input on improving the CGG program. s.13

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DISCUSSION:

In an effort to develop an improved application process that addresses the needs of the not-for-profit sector and government, the Branch has considered s.13

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proposed application will replace the existing 'short form,' with a simplified online form, which will auto-fill key information and require applicants to provide fewer responses and supporting documents.

The existing 'short form' requires applicants to provide twenty (20) responses and/or supporting documents, while the 'renewed funding' application will require only eleven (11) responses/support documents. Updated instructional language would also be incorporated into the 2020 CGG Program Guidelines to highlight the reduced applicant administration required in the 'renewed funding' application process. Most successful returning applicants, including organizations that are eligible to use the existing 'short form,' will be eligible to submit 'renewed funding' applications in each of the next two consecutive years, following the submission of at least one successful 'regular' application (see **Attachment 1** for comparison of application requirements). As with the 'short form,' the Branch will retain the right to restrict organizations from utilizing the 'renewed funding' application. If implemented as proposed, the Branch is committed to ongoing review and improvement of the 'renewed funding' application process, to further streamline and simplify the application process, while maintaining applicant accountability.

Over the past three fiscal years, the Branch has received an average of 1,241 'short form' applications per year (22% of all applications received). Of the 'short forms' received, 98% have been approved for an annual average of \$39.8 million. s.13

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The Branch relies upon information technology and systems resources from the Gaming Policy and Enforcement Branch (GPEB), within the Ministry of Attorney General, for all changes to the online application system (Gaming Online Service - GOS). As such, the proposed format of the 'renewed funding' application is subject to the capacity of GPEB IT resources and the functionality of the GOS system. However, based on recent consultation with GPEB, there are no anticipated issues with the implementation of the updates to GOS that would hinder the release of the 'renewed funding' application in 2020.

FINANCIAL IMPLICATIONS:

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OPTIONS:

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RECOMMENDATION:

- s.13

APPROVED (OPTION 1) / NOT APPROVED

Honourable Selina Robinson

November 25, 2019

Date

Attachments:

1. Comparison of Existing Application Types with s.13
2. BC Stats 2017/18 CGG Survey – Summary of Qualitative Results

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APPROVED BY:

David Curtis, ADM
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Kaye Krishna, Deputy Minister

DATE APPROVED:

November 4, 2019

November 7, 2019



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ATTACHMENT 1: Comparison of Existing Application Types with ^{s.13}
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ATTACHMENT 2: BC Stats 2017/18 CGG Survey^{s.13}

In March 2018, the Community Gaming Grants Branch commissioned BC Stats to conduct a survey of 11,500 B.C. not-for-profit organizations. The survey was initiated to seek not-for-profit sector feedback on the CGG program and to inform the ministry's response to recommendations included in a December 2016 Office of the Auditor General report. The Branch received the final survey report in September 2018 and has incorporated its findings into its short and long term policy development plan.

- The most prominent theme in all comments, across all questions, related to “dissatisfaction with the overall application process,” with respondents expressing “a desire for improving and simplifying the process for applicants.” (Section 1.2)
 - **40%** of respondents who experienced barriers in accessing CGG funding indicated the most significant barrier was the whole application process, with many finding it “time-consuming, complex and onerous.” (Section 5.4)
 - **One-third** (1/3 or 33.3%) of the respondents who indicated that the application process had placed an unreasonable burden on their organization, indicated that the greatest burden was the “time-consuming work required in compiling supporting documentation.” (Section 5.12)

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BRIEFING NOTE FOR DECISION

Date: November 7, 2019

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

Title: Incorporating GBA+ into the Community Gaming Grant Program

Issue: Opportunities to incorporate stronger GBA+ policies into the Community Gaming Grant (CGG) application process for the 2020/2021.

RECOMMENDED OPTION:

- **The Community Gaming Grants Branch (the Branch) recommends incorporating new GBA+ language and policies into the CGG application process for February 2020.**
- **The Branch further recommends a new 'Yes/No' self-identification question in the online application, to ask organizations whether they limit access to their programs based upon any of the key identity factors considered in the GBA+ model. Organizations that limit access to their programs will be given an opportunity to explain the rationale for these limitations.**
- **Both the Gender Equity Office and the Branch's key stakeholder, the British Columbia Association for Charitable Gaming (BCACG), have been consulted on the proposed changes and support the Branch's recommended approach.**

BACKGROUND:

The Branch implemented explicit GBA+ policies into the \$5M Capital Projects (CP) grant application process in 2019 and now seeks to add similar policies to the \$135M CGG program for 2020. Updates in the 2019 Capital Project grant program included new language in the sector guide and application to emphasize inclusiveness, and a "Yes/No" self-identification question to determine if an applicant limits access to their facilities or services based on identify factors (sex, gender identity and expression, sexual orientation, race, indigeneity, ethnicity, religion, age, and mental or physical disability).

The Capital Projects sector accepted applications until July 31, 2019, and final decisions will be communicated to applicants by October 31, 2019. Results from the 2019 Capital Projects Grant applications highlight how applicants are providing valuable detail regarding program and facility accessibility and inclusiveness than in previous years. Furthermore, many organizations are incorporating GBA+ aligned language and principles into their policies and programs. Staff in the Gender Equity Office believes the GBA+ data collected in the Capital Project application could be used as a future government case-study on GBA+ policies.

DISCUSSION:

Currently, the CGG Program Guidelines encourage applicants to provide information on "accessibility and inclusiveness," which may include:

- "Providing opportunities for anyone to participate in the program regardless of age, ability, ethnicity, gender, religion, income, or sexual orientation, wherever possible;"
- "Highlighting additional access for people with a disability, persons identifying as LGBTQ2S+, Indigenous communities, or other opportunities for marginalized groups."



The existing application's "Accessibility and Inclusiveness" section is optional, and applicants are only encouraged to include this information in the broader Program Description section of the application. There is no mandatory location for an applicant to self-identify if they limit access for any reason, or a logical place to explain why a limitation to program access may exist. As such, organizations may be able to wilfully avoid disclosing discriminatory practices in their application. Under the proposed disclosure rules, applicants that disclose or fail to disclose discriminatory practices may be subject to sanctions such as loss of future funding, requirement to re-pay past funds, or possibly permanent ineligibility.

In consultation with the Gender Equity Office and BCACG, the Branch has developed the following policy options to incorporate a stronger GBA+ lens into the CGG program:

1. Add a new 'Yes/No' button to the online application to require organizations to self-identify any access limitations:

"Does your organization limit access to any of its programs, services, or facilities for any individuals or groups? (If yes, the reason for the limitation must be explained in the relevant Program Description).

To support equity, diversity, and inclusion, we support applications from organizations whose programs are open and accessible to people regardless of their sexual orientation, gender identity, and gender expression (LGBTQ2S+); sex; age; ability; race; ethnicity; culture; religion; language; education; income; or, geography, except in instances where the exclusion of some individual or group is required for another individual or group to be effectively served."

2. Add new language to the Program Guidelines to make it mandatory for applicants to provide details on the "accessibility and inclusiveness" of their program(s), as it relates to GBA+ principles, in the application:

"Accessibility and inclusivity: The application must highlight how the program demonstrates accessibility and inclusivity for people regardless of their sexual orientation, gender identity, and gender expression (LGBTQ2S+); sex; age; ability; race; ethnicity; culture; religion; language; education; income; or, geography, except in instances where the exclusion of an individual or group is required for another individual or group to be effectively served. If the organization limits individual or group access to its program(s), please explain why."

These proposed policy changes communicate Government's strong commitment to GBA+ to the not-for-profit sector. They can be implemented in time for release of the 2020 Program Guidelines, with minimal Branch staff resources, and will provide the Branch with the information needed to assess whether an organization discriminates unnecessarily against individuals or groups.^{s.13}

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RECOMMENDATION:

- Option 1

APPROVED (OPTION 1) / NOT APPROVED


Honourable Selina Robinson

November 25, 2019
Date

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APPROVED BY:

David Curtis, ADM
Community and Legislative Division

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 4, 2019

November 5, 2019



BRIEFING NOTE FOR DECISION

Date: November 7, 2019

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

Title: Community Gaming Grant Policy on Social Enterprise Organizations

Issue: Clarifying the Community Gaming Grant (CGG) program's eligibility criteria with respect to not-for-profit organizations that operate a "social enterprise" for 2020.

RECOMMENDED OPTION:

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BACKGROUND:

"Social enterprise" is a general term used to describe a range of organizations that generate revenue to fund a social mission. An agreed upon definition of a social enterprise does not exist and it is not defined within Canada's *Income Tax Act*. Social enterprise organizations do not adhere to a single legal structure and may include non-profit organizations, registered charities, and even for-profit businesses.

Social enterprises often use a market-based approach (e.g., selling goods or services) to generate revenue. Their goal is to be financially self-sufficient to support themselves and raise funds for other purposes. For example, a thrift store may be considered a social enterprise, as their goal is to sell goods to raise money for social purposes (e.g., purchase medical equipment for a hospital).

Since August 2014, the CGG Program Guidelines have excluded social enterprise organizations from eligibility for a CGG, on the basis that they operate with the intent to generate profit, and therefore do not demonstrate a financial need. Notably, the existing Guidelines establish the (in) eligibility at the organizational level and do not include provisions for funding programs or operations within the organization that may otherwise be eligible.

By their nature, social enterprises are generally intended to be financially viable enough to cover their own expenses. It is exceedingly difficult for a grant program to assess the financial need of a social enterprise organization; profitable organizations do not need additional funds, and unprofitable organizations may be losing money for a variety of reasons (e.g., rent or wages are too high; commercial venture is not in demand; etc.).

Section 3.2 ("Ineligible Organizations") of the current Program Guidelines states that:

- "an organization is permanently ineligible for a Community Gaming Grant if it is a social enterprise whose sole purpose is to generate profit to fund the organization."

As the term "social enterprise" may describe a broad range of organizations or activities, the Community Gaming Grant Branch's (the Branch) current policy towards social enterprise organizations is not clear for applicants or internal staff. Accordingly, the policy on social enterprises has been re-examined



to assess whether it aligns with the goals of the CGG program to support not-for-profit organizations with a demonstrated financial need.

DISCUSSION:

CGGs are intended to provide a portion of an applicant's revenue, so all applicants are expected to seek out other sources of funding for their community programs. Currently, many CGG applicants generate revenue to fund their programs by selling goods or services. For example, a museum may operate a gift shop, or a soccer club may sell merchandise, with all revenues being used to support eligible programs. This type of revenue generating activity can also be considered a "social enterprise" activity.

The broad language in the Guidelines, which currently excludes any organization that is a social enterprise, poorly explains the differences between organizations whose primary or sole purpose is to generate revenue (e.g., a thrift store) from those organizations that have a social enterprise component in addition to other eligible programs. This creates confusion with applicants and potential applicants resulting in denied applications or no application at all.

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Guideline 4.5 lists a number of ineligible programs including:

- vocational training, such as employment programs and professional development;
- economic development programs;
- programs that do not deliver an immediate direct service to the community, such as research or capacity building;
- volunteer training that is not part of an eligible program; and
- fundraising programs.

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s.13 The Branch also consulted with a key stakeholder, the BC Association of Charitable Gaming (BCACG), which supports the proposed amendment. s.13

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OPTIONS:

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RECOMMENDATION:

- Option 1

APPROVED (OPTION 1) / NOT APPROVED


Honourable Selina Robinson

November 25, 2019
Date

Attachments:

1. Community Gaming Grants Ineligible Programs

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David Curtis, ADM
Community & Legislative Services Division

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 4, 2019

November 5, 2019



Attachment 1 – Ineligible Programs

Under section 4.5 of the Community Gaming Grant Guidelines, the following programs are ineligible for a grant:

- programs that generally provide services exclusively to an organization's membership;
- programs that provide direct financial assistance to individuals;
- fundraising programs;
- programs whose beneficiaries are outside of British Columbia;
- programs whose beneficiaries are exclusively other organizations;
- subsidized housing programs;
- vocational training, such as employment programs and professional development;
- alumni associations programs;
- advancement of religion programs;
- economic development programs;
- tourism programs;
- programs delivered on contract, or programs delivered under a funding agreement;
- programs that do not deliver an immediate direct service to the community, such as research or capacity building; or
- volunteer training that is not part of an eligible program.



BRIEFING NOTE FOR DECISION

Date: November 7, 2019
Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Title: Community Gaming Grant Funding for Provincial-Level Organizations
Issue: s.13

RECOMMENDED OPTION:

s.13; s.17

BACKGROUND:

The Community Gaming Grant (CGG) program provides funding for not-for-profit organizations in British Columbia that deliver eligible programs in either a community, region, or across the province. The CGG program has maximum funding levels based on the size and scope of the programming and demonstrated financial need: local organizations may receive up to \$100,000; regional organizations may receive up to \$225,000 and provincial organizations may receive up to \$250,000. See Attachment 1 – Determination of Program Delivery Level (Local, Regional, and Provincial).

Under the current CGG Program Guidelines, a provincial organization may be eligible to receive grant funding to support eligible programming that it directly delivers to communities throughout BC. For example, the Alzheimer Society of B.C. receives \$250,000 to support the delivery of both a 'Peer Support Group' program and an 'Alzheimer Resource Centre' program in communities throughout the province.

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DISCUSSION:

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OPTIONS:

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s.13; s.17

RECOMMENDATION:

- OPTION 1

APPROVED (OPTION 1) / NOT APPROVED


Honourable Selina Robinson

November 25, 2019
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Attachments:

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DATE APPROVED:

November 4, 2019

November 5, 2019

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Withheld pursuant to/removed as

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BRIEFING NOTE FOR INFORMATION

Date: November 6, 2019
Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Title: Community Gaming Grant Program
Issue: s.13

Meeting With: Michael McKnight, President and CEO, The United Way on November 12, 2019.

KEY MESSAGES:

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- **The CGG Branch actively engages with the not-for-profit sector through a variety of channels to ensure the CGG program maximizes its support to community organizations, within the context of defined eligibility criteria.**
- **The Branch has a formal assessment and adjudication processes to ensure funds support community-identified needs while maintaining financial accountability for government resources.**
- **The 2016 Office of the Auditor General (OAG) Report on the CGG program found the framework to be suitable and the Branch has since implemented new policies to address nearly all of the OAG's recommendations to improve the Program.**

BACKGROUND:

The Community Gaming Grant program provides a transparent and equitable mechanism to transfer gaming revenues to non-profit organizations throughout British Columbia. Grant funds are provided to support the delivery of programs that benefit, and meet the needs of, the community. This community-centred approach, which is rooted in a historical funding relationship between local gaming facilities and not-for-profit organizations, ensures that grant funding is directed to programs and initiatives that are responsive to the unique needs of communities across the province's diverse regions.

The CGG program funds approximately 5,000 organizations across six broad sectors: Arts and Culture; Sports; Public Safety; Environment; Human and Social Services; and, Parent Advisory Councils and District Parent Advisory Councils. Results from a 2018 BC Stats CGG Survey of 11,000 not-for-profit organizations indicate that over 96% of respondents identify in one of these six broad sectors.

Each year, the Branch publicly releases Program Guidelines that outline the CGG eligibility criteria and assessment processes. The Guidelines are updated annually, and the Branch works with its key stakeholder, the BC Association of Charitable Gaming (BCACG), to improve the Guidelines and to ensure that applicants understand program requirements.

The Branch uses a comprehensive and transparent assessment process to ensure funding is provided to eligible not-for-profit organizations that directly deliver programs which benefit their community and that display adequate financial accountability practices. This is codified in the publicly available Guidelines,



which are updated annually for developments in the not-for-profit sector, such as the addition of GBA+ policies. Grant analysts conduct a rigorous review of each application, including a review of the organization's constitution and bylaws, membership, financial statements, and program statistics, to determine the level of funding an organization should receive.

CGG Funding for the United Way

The United Way is a not-for-profit organization with a national, provincial and local bodies. Currently, three local United Way chapters receive CGG funding for programs they deliver directly to their community. The United Way also operates their own granting program and provide capacity-building services to the sector, which are ineligible for CGG funding. The Branch has been working directly with the United Way of BC over the last year to explore funding opportunities for programs they directly deliver to communities, including the "211 Program" (telephone referral service for social resources) and the "Men's Shed Program" (community building for senior men),

Opportunities to Engage with United Way

The Branch practices a continuous-improvement model, including annual updates to the program Guidelines, to ensure the CGG program is responsive to diverse organizations across the Province. The Branch is available to consult with all stakeholders, including the United Way, to discuss policy ideas to improve the program, CGG eligibility criteria, and other issues and trends in the not-for-profit sector. The Branch has already met directly with the United Way on numerous occasions over the last two years, but is receptive to meeting later this year to discuss opportunities for the CGG program in 2020/2021.

DISCUSSION:

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#1 - Review the purpose and methodology of the Community Gaming Grants program to ensure it meets the evolving needs of communities.

- The Community Gaming Grants program annually reviews the program's design and Guidelines to enhance the effective and efficient allocation of gaming funds to not-for-profit organizations that respond to community-identified needs.
- The current review has benefited from ongoing engagement with the BC Association of Charitable Gaming as well as feedback from 11,000 not-for-profit organizations in a recent 2018 BC Stats survey.

¹ The BC Alliance for Arts and Culture; ProArt Alliance of Greater Victoria; Capital Theatre Restoration Society
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- Information and recommendations from the Select Standing Committee are an important contribution to these efforts and continued evolution of the CGG program.
- Each year the program supports approximately 5,000 organizations across a wide variety of communities and sectors. And, any significant shift in program design or eligibility need to be well understood to avoid inadvertent and adverse impacts to organizations, which may experience difficulties finding other government and non-government grant sources.
- It is also important to note that nearly 90% of applicants received a grant in 2018/2019 and the 2018 BC Stats Survey found that:
 - 92% of applicants agree or strongly agree that the Community Gaming Grant program provides positive contributions to communities in British Columbia.
 - 95% of applicants agree or strongly agree that as a result of receiving a Community Gaming Grant, their organization provided a positive contribution to the community.
 - 89% of respondents agree, strongly agree, or feel neutral that the framework for the administering the Community Gaming Grant program is suitable.
 - 50% of applicants received the full amount of the Community Gaming Grant they requested.
 - **Branch comment:** Internal statistics show that 60% of all approved applications (including PACS) receive 100% of their request and 17% receive 75-99% of their request.

#2 – Inconsistency with how the eligibility criteria are assessed, particularly for Arts and Culture organizations.

- This issue was raised by the BC Alliance for Arts and Culture Society (BCAACS), as many of their services do not meet CGG program eligibility.
 - The BCAACS is an arts advocacy organization that supports artists, advocates for the arts, and provides public information on arts events.
 - Many of the services offered by BCAACS are explicitly ineligible to receive CGG grant funding, including professional development, research, advocacy and capacity building.
 - The BCAACS received a \$10,000 CGG grant to support their public education work, ^{s.13; s.17; s.21} They currently receive \$15,000 from the BC Arts Council.
- The CGG program provided \$20,076,769 to 758 Arts and Culture organizations in 2018.
- The Program Guidelines provide clear guidance on the type of programming that is supported in the Arts and Culture sector:
 - “Organizations in this sector must deliver programs that provide public access to and/or preservation of the arts, heritage or culture. **Programs that primarily support artists or artistic development are not eligible.**” (Emphasis added)
 - These rules ensure CGG funding supports arts and culture events that provide a direct and immediate benefit to the community (e.g. opportunities for community members to experience an artistic activity or attend an event/performance).



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DATE APPROVED:

November 5, 2019

November 5, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 6, 2019

Prepared For: Geoff Meggs, Chief of Staff, Office of the Premier

Title: Update on Distance-Based TransLink Fares

Issue: TransLink is developing a business case for Compass technology upgrades required to adopt distance-based fares for SkyTrain and SeaBus. Those upgrades would also allow for the future integration of Compass cards with third-party modes of transportation.

BACKGROUND:

TransLink initiated a fare policy review in 2016. The review considered the feasibility of various fare structures (e.g., distance or time-based fares); fare products (e.g., discounts); and fare prices. In July 2018, after completing four phases of public engagement, TransLink released its final recommendations endorsed by the Mayors' Council. The recommendations included:

- Charging customers based on the number of kilometres they travel between SkyTrain and/or SeaBus stations;
- Maintaining flat, system-wide bus and HandyDART fares; and
- Maintaining premium and zone-based pricing for West Coast Express.

The report recommended keeping the maximum fare at the same rate as the existing three zone fare, ensuring people travelling the furthest pay no more than they do today.

Seventy-three per cent of respondents to TransLink's consultation preferred distance-based rapid transit and SeaBus fares, which would ensure that trips of the same length on the same mode of transit were priced the same across the region. This approach would result in higher costs for lengthy SkyTrain trips currently in a single zone; lower costs for short SkyTrain trips crossing a zone boundary; and lower costs for SeaBus.

Under the proposed distance-based fare structure, TransLink estimated that 66% of monthly pass users would see their monthly costs change by less than 10%, while 17% of monthly pass users would see an increase of more than 10% and 17% would see a decrease of more than 10%.

DISCUSSION:

The Mayors' Council endorsed the fare review recommendations at its July 2018 meeting, including the move to distance-based fares. TransLink says most of the recommendations can be delivered in the near-term with existing technology, and TransLink is looking at ways to implement the following:

- new flexible fare products;
- concession fares on HandyDART;
- time-of-day pricing; and



- further discounts for youth and the 45,000 low-income transit users who are currently ineligible for any discount as a long-term recommendation if funded by senior government.¹

s.13; s.17

Moving to an Account-Based System

TransLink's May 2019 Board meeting included a report noting that adopting distance-based fares would require upgrades to Compass technology. Compass currently uses a "card-based" system, with trip information and value stored on the card itself. Tracking distance-based fares would require moving to an "account-based" system that stores account information in a database that can be accessed online by an approved service. TransLink's "tap to pay" credit card service, for example, uses an account-based system.

s.17; s.21

In addition to supporting the transit fare review recommendations, TransLink says an account-based Compass system would advance other strategic business interests, including:

- Delivering commitments outlined in its 2018 Customer Action Plan, including a more customizable travel experience through personalized rewards, incentives, information, and alerts;
- Delivering on a 10-Year Vision commitment to enable integrated trip planning, ticketing, payment and account management functions for multiple service providers (Mobility-as-a-Service); and
- Ensuring Compass is aligned with industry trends and best practices, as most major transit agencies introducing or upgrading a smartcard system are account-based.

Mobility-as-a-Service

TransLink states that an account-based system would enable third-party mobility services to use Compass for access, payment and ticketing. That type of integration could facilitate seamless connections between different modes of transportation, such as car and bike share services and purchases in stores.

On October 25, 2019, TransLink launched a trial integrating existing Compass card technology with payments for Modo and Evo car share services and Mobi bike share. The trial will end in May 2020 and is limited to users at 14 Vancouver-based companies. If the trial is successful, TransLink may consider additional steps to move to an account-based system that can accommodate the integration of third-party mobility services across the Compass network.

¹ On April 24, 2019, the Mayors' Council received and endorsed a TransLink report that recommends expanding discounts to low-income residents, children, and youth on the basis that the Province pays all associated TransLink costs.



By facilitating Mobility-as-a-Service, an account-based system could help advance the provincial objective of seamless travel to and from Metro Vancouver.

Next Steps

s.13; s.16

s.17; s.21

Upgrading to an account-based system would take at least two years following business case approval and could be included in a future investment plan.

Attachments:

1. Transit Fare Review Implementation Update, May 24, 2019 (TransLink)

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APPROVED BY:

David Curtis, ADM
Community and Management Services

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 4, 2019

November 5, 2019

ATTACHMENT 1

TO: Board of Directors

FROM: Geoff Cross, Vice President, Transportation Planning & Policy

DATE: May 24, 2019

SUBJECT: Transit Fare Review Implementation Update

RECOMMENDATIONS:

That the TransLink Board of Directors endorse the work program to guide implementation of the Transit Fare Review recommendations described in the May 24, 2019 report titled "Transit Fare Review Implementation Update."

EXECUTIVE SUMMARY

The recommendations of the 2018 Transit Fare Review were intended to provide a long-term vision for fare policy in Metro Vancouver. Management now has a clearer sense of the requirements, costs, and work program needed for implementing the recommendations of the Transit Fare Review incrementally over the coming years, given available resourcing and technology. Most recommendations are feasible to deliver in the near-term with existing technology, and Management is currently working through how best to introduce new flexible fare products; Concession fares on HandyDART; finer-grained time-of-day pricing; as well as supporting the Province in discussions on how best to expand user discounts. If business cases are supported for any or all of these, then they will advance for funding consideration in a future Investment Plan. One recommendation from the Transit Fare Review, shifting to finer-grained distance-based fares on rapid transit, first requires some Compass technology upgrades to enable broader account-based processing. These upgrades could also enable delivery of additional long-term strategic objectives, including Mobility-as-a-Service functionalities where an unlimited number of third-party mobility services could use Compass for access, payment, ticketing and account management. Pending endorsement of the work program, Management will continue to provide the Board with updates as this work progresses.

PURPOSE

To provide the Board of Directors with a recommended work program and timelines for implementing the recommendations of the Transit Fare Review.

BACKGROUND

Recommendations in the Transit Fare Review provide a long-term vision for fare policy in Metro Vancouver

The completion of the Transit Fare Review in summer 2018 was the first comprehensive review of transit fare policy in Metro Vancouver since the early 1980s when the region switched to the current 3-zone system in advance of opening the Expo Line. In the intervening years, the transit system and the region both saw substantial growth and expansion. We also welcomed the launch of Compass smartcard

technology enabling us to consider changes to the fare system that we previously could not have accommodated. In light of these developments, TransLink undertook the Transit Fare Review to identify changes to the fare system that would address long-standing customer issues and promote an exceptional customer experience over the medium to longer term (see *Transit Fare Review: Final Recommendations (July 2018)*, available at:

https://www.translink.ca/-/media/Documents/plans_and_projects/transit_fare_review/phase_4/TFR-Final-Recommendations-Report.pdf)

Following extensive public engagement, analysis of policy, ridership and revenue impacts, and a concept-level assessment of implementation requirements – the Transit Fare Review advanced a series of key recommendations across five components of the fare system. The Mayors' Council on Regional Transportation endorsed these final recommendations at its public meeting on July 24, 2018.

DISCUSSION

The proposed implementation strategy is intended to outline the requirements, costs and timelines needed to deliver the recommendations of the Transit Fare Review

Staff have worked over the last 10-months to complete a detailed assessment of the implementation requirements for each of the recommendations and to develop an implementation strategy with timelines and technical requirements for consideration by the TransLink Board of Directors. Key activities to support development of the strategy included:

- Working with the Compass technology provider to determine Compass system and other business requirements to support recommended changes.
- Identifying costs and timelines for different recommendation components.
- Advancing dialogue with key stakeholders, including the Provincial government, on recommended changes that are of shared interests or require partnerships.

The proposed implementation strategy is informed by technical capabilities of Compass

TransLink's Compass system technology provider was engaged throughout the Transit Fare Review process during which they confirmed that implementing the recommended changes was possible with some upgrades. Following the July 2018 approval by the Mayors' Council of the long-term direction for fare policy, Management worked intensively with the technology provider to refine the project scope and cost estimates.

The current Compass system uses a combination of card-based and account-based processing to manage data and transactions. All Compass cards - including adult and concessions cards, program, and government-issued cards - currently use card-based processing, meaning that a card's value and transactions are updated as they are tapped on the card readers/validators and system functionalities are determined by card memory and speed and storage capacity of the card reader. The 'tap-to-pay' feature introduced a year ago with contactless credit cards makes use of account-based processing and stores customer account information in a remote database that can be accessed online by an approved service.

The combination of card-based and account-based technology works well with TransLink's existing fare structure and fare business rules, but our technology provider has confirmed that card-based processing

will be challenged to accommodate substantial new system complexity such as finer-grained distance increments or third-party services.

Considering the existing technical capabilities of Compass, Management has categorized implementation of the Transit Fare Review recommendations into two streams with different time frames and complexities: (1) moderate level of effort to implement and (2) higher level of effort to implement. The completion of business cases for each recommendation will better define the costs and benefits and assist prioritization efforts, which could include potential funding within a Phase Three Investment Plan in 2020 or subsequent Plan.

Recommendations requiring a moderate level of effort to implement may be deliverable via the existing card-based Compass technology

Table 1 outlines those recommendations requiring a moderate level of effort to implement. These recommendations have lower relative costs and shorter timelines to implement, approximately one to two years. TransLink will complete business cases for these items, and if the results are favourable, will advance them for funding consideration by the TransLink Board and Mayors' Council in an upcoming Investment Plan.

Table 1: Transit Fare Review Recommendations – Moderate Level of Effort

Approved Recommendation	Scope of Implementation Work and Requirements	Potential Timeline, Pending Business Case Results
Explore introducing new flexible products	Optimize fare tables (e.g. delete redundant or un-used legacy fare products) to maximize available physical capacity on current card-based Compass system to support additional fare products.	Finalized plan and cost estimates for new flexible products anticipated by end of 2019. Implementation could begin by 2020.
Accept Concession fares on HandyDART	Install Compass validators on HandyDART vehicles. This would remove the function of fare validation from operators and allow for acceptance of more varieties of fare media, including Compass Concession cards.	Finalized plan and cost estimates anticipated by end of 2019. Implementation could begin by 2020.
Develop business case for targeted discounts to help reduce overcrowding	Develop and obtain approval for strategic business case, which may include running experiments to test ridership responses to different prices at different times.	Throughout 2019
Explore expanded discounts for youth and low income through discussions with the Province	Continue to support Province in exploring funding for expanding rider discounts in context of existing funding for BC Bus Pass, U-Pass and HandyDART service. Scope also includes assessment of fare infraction fines and potential protocols for low-income residents. These are being reviewed with the Board Finance & Audit Committee.	Throughout 2019

Recommendations requiring a higher level of effort to implement will require upgrading the Compass account-based processing system

Table 2 outlines those recommendations requiring a higher level of effort to implement. Implementing these recommendations would have higher associated costs and require longer timelines, likely more than two years following any decision to upgrade the Compass account-based processing functions. TransLink will commence preliminary business-casing, but implementation decisions will be dependent upon ongoing technology assessments, funding and policy direction by the TransLink Board and/or Mayors' Council.

Table 2: Transit Fare Review Recommendations – Higher Level of Effort

Approved Recommendation	Scope of Implementation Work and Requirements	Potential Timeline, Pending Business Case Results
Finer-grained distance-based pricing (based on distance between stations or stops) on gated system (SkyTrain, SeaBus, West Coast Express)	Develop and obtain approval for strategic business case to upgrade Compass account-based system. This upgrade is required to support complementary corporate strategic objectives, such as more advanced Mobility-as-a-Service (MaaS) functionalities.	Finalized business case, including costs, anticipated in 2020. Implementation of technology changes anticipated to take at least 2 years after an approval.
Restructure prepaid monthly passes by distance, instead of zones	See above.	See above.

Upgrading the Compass account-based system in the future would position TransLink to deliver other strategic business interests that will enhance the customer experience

Upgrading the Compass account-based processing system could allow TransLink to advance multiple strategic business interests, in addition to supporting key recommendations from the Transit Fare Review. These include:

- Ability to deliver key commitments outlined in the 2018 Customer Action Plan, including a more customizable travel experience through personalized rewards, incentives, information, and alerts.
- Ability to deliver key commitment outlined in Mayors' 10-Year Vision to enable integrated trip planning, ticketing, payment and account management functions for multiple mobility service providers from a single platform (e.g., Mobility-as-a-Service).
- Ensure Compass technology remains aligned with industry trends and best practices. Nearly all major transit agencies currently introducing or upgrading their smartcard fare payment systems are using account-based processing.

The functionality of broader account-based processing technology is not constrained by available space on a physical card or processing capability at the reader/device, opening up more possibilities for finer-grained fare structures, account customization, personalized rewards, loyalty programs and notifications, and allowing payment and account management for an unlimited number of additional third-party mobility providers. The current understanding of the costs of such a move are greater than contemplated during the Transit Fare Review. With increased understanding of the magnitude of effort and resources required, staff believe that accelerating a technology upgrade ahead of regular anticipated refresh timelines would not be warranted for the full complement of Transit Fare Recommendations; however,

in combination with the other strategic priorities, it warrants developing a business case. Evaluating the full range of benefits, costs and risks will be part of that assessment.

NEXT STEPS

Pending endorsement, Management will advance the workplan and regularly update the Planning and Stakeholder Relations Committee and Board of Directors as progress is made over the coming months.



Ministry of
Municipal Affairs
and Housing

BRIEFING NOTE FOR INFORMATION

Date: November 7, 2019

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

Title: s.12; s.13

Issue:

s.12; s.13

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Withheld pursuant to/removed as

s.12; s.13



BRIEFING NOTE FOR INFORMATION

Date: November 8, 2019
Prepared For: Premier John Horgan
Title: Enhanced Revitalization Tax Exemption (RTE) Program Financial Modelling
Issue: s.12; s.13

BACKGROUND:

s.12; s.13

Overview of Current RTE Program

Currently, RTE legislation allows for municipalities to identify one or more properties, individually or by area, to be eligible for an RTE on the actual value of the property for up to 10 years. Local governments determine the percentage of the total property value to be exempt (land and/or improvements) and for how long. No municipality uses this approach at this time. However, in 2011, as a result of a spike in property values due to the 2010 Olympic Winter Games and other market forces (e.g., Canada Line), the Province authorized the City of Richmond to mitigate the assessment shocks for three years in a method similar to a RTE, with the addition of a flow-through to provincial school tax up to 40 percent of the value of the land.

Although the initiative was successful in achieving the intended purpose of providing property tax relief to existing businesses in an area transitioning to a higher density use, the City of Richmond noted that it required significant resources for the municipality to implement the program, despite granting RTEs to less



than 40 properties per year within the five-year timeframe (Attachment 1 provides further details on the current RTE program).

s.13

s.13



Ministry of
Municipal Affairs
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s.13

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David Curtis, Assistant Deputy Minister
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Kaye Krishna, Deputy Minister

DATE APPROVED:

November 8, 2019

David Curtis obo

November 7, 2019



ATTACHMENT 1: Current RTE Program Process

The municipality:

- Must provide public notice of bylaw per legislative requirements for permissive exemptions.
- Must pass a bylaw by October 31 of the year preceding the tax year defining the rationale/objective of the program, the conditions and eligibility requirements of the program, and extent and term of tax exemptions available.
- May enter into an agreement with the property owners regarding conditions of or requirements for the exemption.
- Must issue a revitalization exemption certificate to each eligible property.
- The certificate must stipulate:
 - a) the extent of the tax exemption;
 - b) the amount of the tax exemption or the formula for determining the exemption;
 - c) the term of the tax exemption;
 - d) if applicable, the conditions on which the tax exemption is provided;
 - e) if applicable, that a recapture amount is payable if the exemption certificate is cancelled, and how that amount is to be determined.
- BC Assessment applies an exemption to the property on the assessment roll.



BRIEFING NOTE FOR INFORMATION

Date: November 14, 2019

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

Title: Community Gaming Grant Program Inquiries

Issue: On October 24, 2019, Coralee Oakes, MLA for Cariboo North, asked a series of questions about the Community Gaming Grants (CGG) Program and raised concerns about CGG recipients in her riding. The Branch has prepared responses to each of the MLA's statements.

Meeting With: MLA Coralee Oakes for Cariboo North on November 21, 2019.

KEY MESSAGES:

- **MLA Oakes' statements of the Community Gaming Grant Program were raised during Committee of the Whole House discussions on Bill 36 – Gaming Control Amendment Act, 2019.**
- **MLA Oakes proposed an amendment to the funding formula for the CGG program, which was ruled "out of order" as it did not relate to Bill 36. Bill 36 provides for the sharing of annual provincial gaming revenue with the B.C First Nations Gaming Revenue Sharing Limited Partnership.**
- **The Branch prepared responses to all of issues raised by MLA Oakes.**

BACKGROUND

On Thursday October 24th, MLA Coralee Oakes made a number of statements regarding the Community Gaming Grants program. The MLA's comments were made in relation to new legislation that commits Government's to provide First Nations with a portion of commercial gaming net revenues.

MLA Oakes' raised concerns about not-for-profits in the riding of Cariboo North that allegedly experienced challenges with their CGG application. MLA Oakes was also concerned about the regional distribution of CGG funding.

Lastly, MLA Oakes' proposed an amendment to the *Gaming Control Act* that would provide annual increases to the CGG program, by tying the CGG program's budget to a "minimum percentage of actual net income of the lottery corporation for each fiscal year."

The Community Gaming Grant program provides a transparent and equitable mechanism to transfer gaming revenues to non-profit organizations throughout British Columbia. Grant funds are provided to support the delivery of programs that benefit, and meet the needs of, the community. This community-centred approach, which is rooted in a historical funding relationship between local gaming facilities and not-for-profit organizations, ensures that grant funding is directed to programs and initiatives that are responsive to the unique needs of communities across the province's diverse regions.



DISCUSSION:

The Branch researched and prepared responses on all of the issues raised by MLA Oakes.

Reduction in \$140 Million CGG Budget as a Result of UNDRIP Legislation

Government has clearly stated that the \$140 million Community Gaming Grants budget will not be impacted as a result of a new agreement between the Province and First Nations whereby a portion of commercial gaming net revenues will be allocated towards First Nations. The Branch has done significant outreach to communicate this.

Overall Regional Distribution of CGG Funds

The Community Gaming Grants Program is a demand driven program that provides grants to all eligible organizations with eligible programs that apply. The Branch has compared regional funding distribution to regional population levels and has found that funding is evenly distributed to each region. The 2016 Office of the Auditor General Report came to the same conclusion. In 2018/2019, the Cariboo Region received a higher portion of CGG funds relative to their population. See "Attachment 1 – Regional Funding Distribution."

Funding Reductions for Not-For-Profit Organizations in Cariboo North

MLA Oakes raised concerns about 10 not-for-profit organizations in her community that she believed had CGG funding reduced or cancelled. The Branch researched the history of each organization to ensure the CGG program Guidelines and internal processes were applied correctly in each instance. See "Attachment 2 – CGG Funding to Organizations in Cariboo North" for a full summary. A brief summary is below:

- 1) **Baker Creek Enhancement Society:** Organization received a 10% increase in 18/19; 19/20 application has not been processed yet.
- 2) **Literacy Quesnel:** Organization was denied funding ^{s.13; s.17}
s.13; s.17
- 3) **Quesnel and District Community Arts Council:** Organization was denied in 18/19 ^{s.13; s.17}
s.13; s.17 Organization received \$9,000 in 19/20.
- 4) **Quesnel Figure Skating:** Organization was denied funding in 19/20 ^{s.13; s.17}
s.13; s.17
- 5) **Quesnel Lions Club:** Organization received same level of funding for the past three years.
- 6) **Quesnel Women's Resource Centre Society:** Organization received \$82,000 in 16/17 and 17/18, but was reduced to \$80,000 in 18/19 due to exceeding the 75% government funding limit.
- 7) **Rotary Club of Quesnel:** Organization received the same funding levels for the past three years.
- 8) **Scouts – 1st Baker Creek:** Organization only applied once and received \$5,600; no reduced funding.
- 9) **Scouts - 9th Red Bluff:** Organization only applied once and received \$1,000; no reduced funding.
- 10) **North Cariboo Metis Healthy Relationship Program:** Organization has never received funding from the CGG program. Organization is funded through the Ministry of Children and Family Development.



The Branch assists applicants over the phone and through e-mail. The Branch's Manager of Policy and Community Outreach is available to work one-on-one with any applicants who have experienced challenges with the CGG application. Furthermore, the Branch provides funding to the Northern Interior Community Association (<http://www.northernica.org/>) to provide direct support to all CGG applicants in the Interior/Cariboo region. The Branch also delivered a series of in-person workshops in the Cariboo in May 2019, including workshops in Kamloops, Ashcroft, 100 Mile House, Williams Lake, Quesnel and Prince George.

Delayed Notifications for the Arts and Culture and Sports Sector

The Community Gaming Grants Branch has been challenged to meet 100% on-time notification by the publicized deadlines for the Arts and Culture and Sports sectors for several years. Applications are generally processed in date received order and grant decisions are issued on a rolling basis. While many applicants under the Arts and Culture and Sports sectors receive notification prior to the public deadlines, the Branch has been unable to complete these sectors on time for the past four years.

Linking the \$140 Million CGG Budget to BCLC Gambling Revenues

The CGG Branch administers the \$140 million program budget to ensure that all eligible organizations receive funding up to the maximum eligibility. The Program budget was increased by \$5 million dollars in 2017 with the addition of the Capital Project Grants Program. Management closely monitors program expenditures throughout the year to ensure all eligible returning applicants can be funded and that funding remains available for new successful applicants.

ATTACHMENTS:

- 1) Regional Funding Distribution
- 2) CGG Funding to Organizations in Cariboo North

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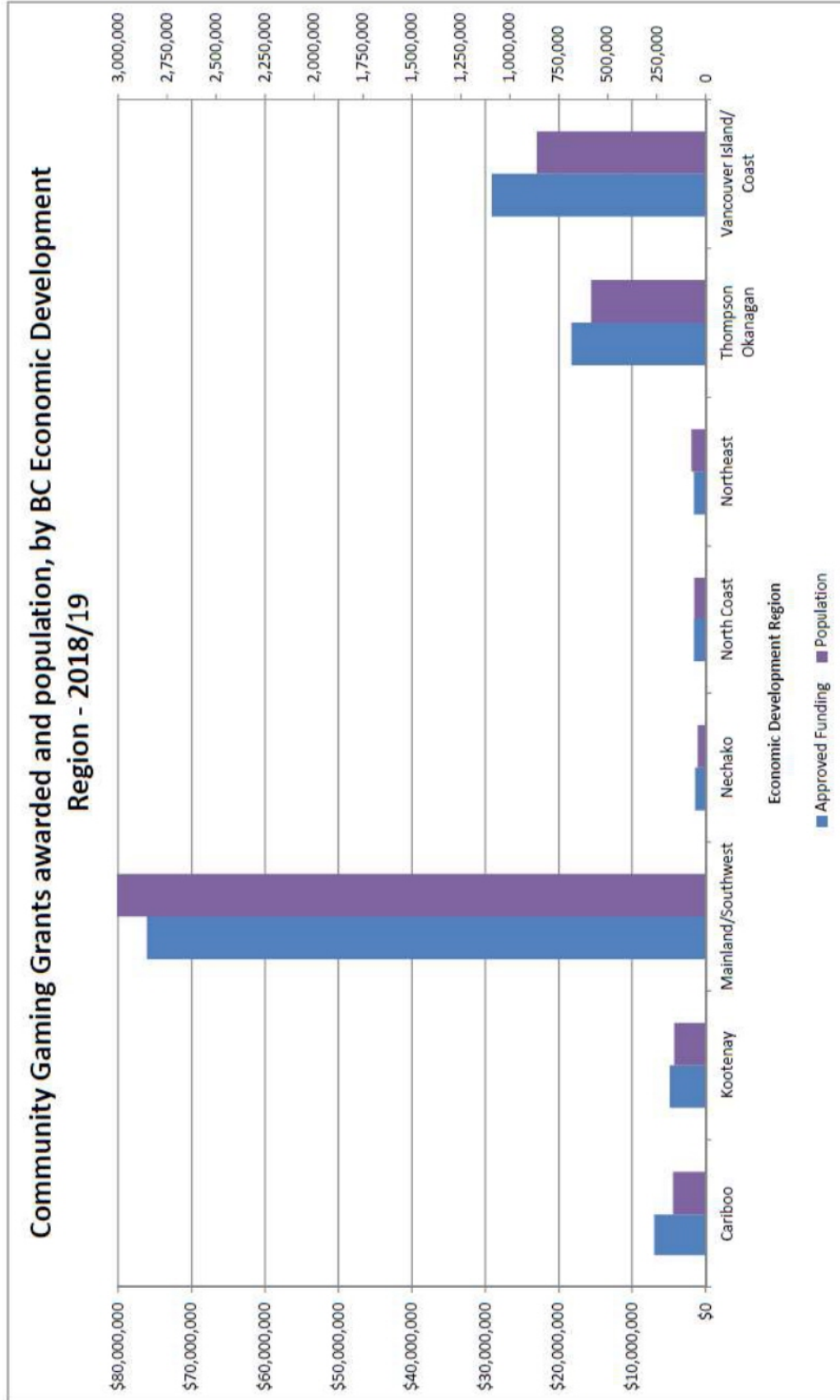
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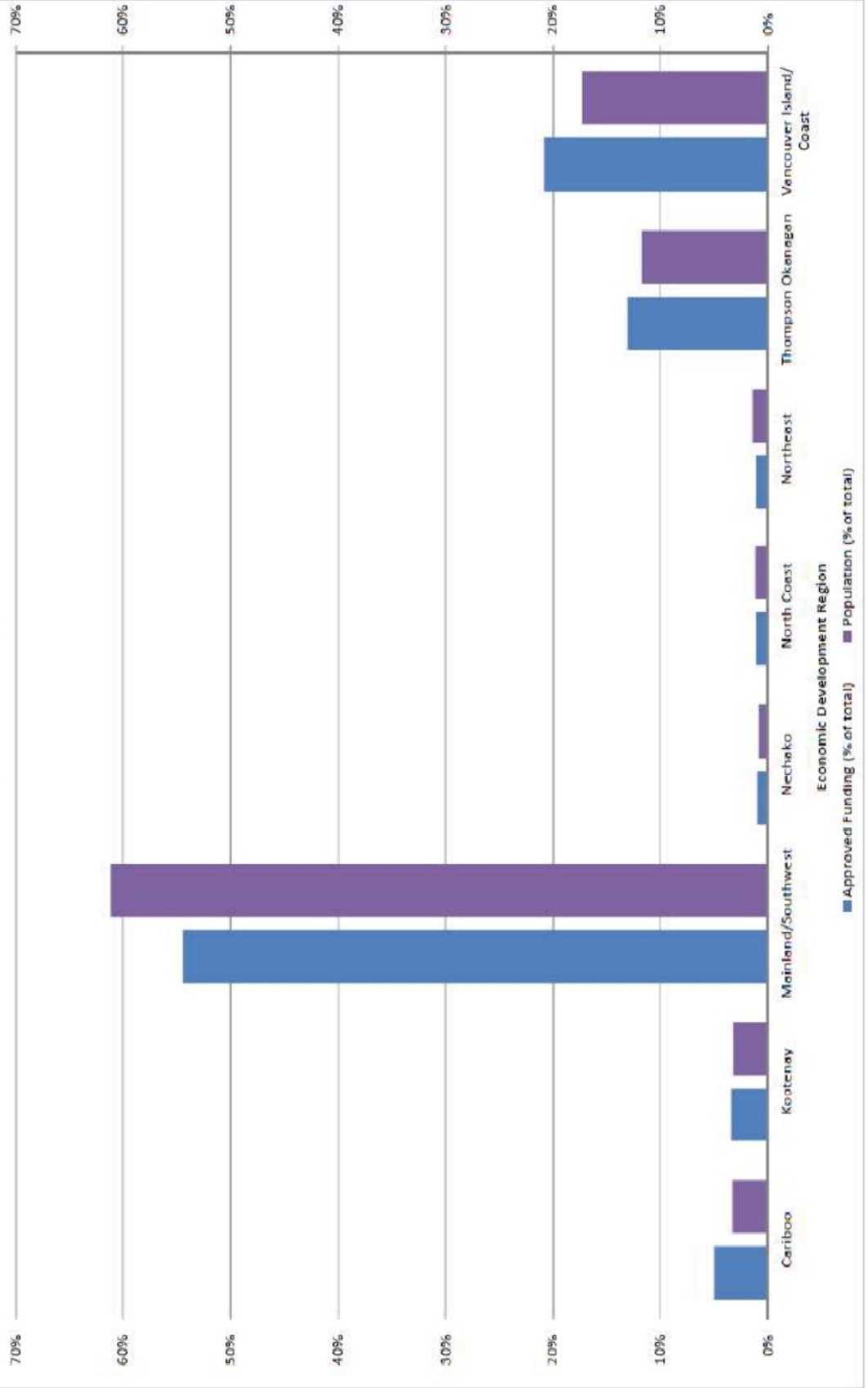
DATE APPROVED:

November 14, 2019
David Curtis obo
November 14, 2019

ATTACHMENT 1: Regional Funding Distribution



Community Gaming Grants awarded and population, by BC Economic Development Region - 2018/19





ATTACHMENT 2: CGG Funding to Organizations in Caribou North

Organization	2019/2020	2018/2019	2017/2018	2016/2017	Notes
Baker Creek Enhancement Society	Application in progress.	\$44,000	\$40,000	\$40,000	MLA Oakes quote: "The Baker Creek Enhancement Society — last year, \$44,000; this year, nothing, and they're important." Branch response: This organization has applied for the past three years. The Organization received a 10% increase in 18/19. The Organization submitted most recently application on August 27th, 2019 and this application will be processed by November 30, 2019.
Literacy Quesnel	Have not applied to date.	Did not apply	\$0	\$0	MLA Oakes quote: "Literacy Quesnel, a critically important funding for our community, impacts a lot of Indigenous First Nations and non-Indigenous in our community." Branch response: This organization has applied twice for CGG was denied both times (2016/17 and 2017/18) ^{s.13; s.17} Current "Human and Social Service Sector" open until November 30th.
Quesnel and District Community Arts Council	\$9,000	\$0	Did not apply	Did not apply	MLA Oakes quote: "Quesnel arts council put in for. In 2018, they received \$11,500. This year, they received \$6,000" Branch response: This organization was originally denied in 2018/2019 ^{s.13; s.17}
Quesnel Figure Skating	\$0	\$28,000	\$28,000	\$31,300	MLA Oakes quote #1: "The Quesnel Figure Skating Club traditionally receives \$28,000. This year they received nothing;" MLA Oakes quote #2: "For years, they received \$28,000. This year, they received nothing, Organization has received funding for the last 5 years;" Branch response: Organization was denied funding in 2019/2019 ^{s.13; s.17}

Quesnel Lions Club	Have not applied to date.	\$20,000	\$20,000	\$20,000	MLA Oakes quote: "How about the Lions Club? The Lions do excellent work in supporting seniors in our community. Last year — \$29,058. This year, 2019, they received \$20,000." Branch response: Organization has received funding for the past 3 years. Organization has not yet applied in 2019/2020.
Quesnel Women's Resource Centre Society	Have not applied to date.	\$82,000	\$82,000	\$80,500	MLA Oakes Quote #1: "The Quesnel Women's Resource Centre went from \$122,000 down to \$80,500. [3:25 p.m] So women's groups, First Nations groups, public safety groups, sports groups and arts groups have all seen a decline in community gaming grant funding into our community" MLA Oakes Quote #2: "The Quesnel Women's Resource Centre: 2017, \$122,000; under this NDP government, under this community gaming grant program, it is now down to \$80,500." -Org. received the very minor reduction in 2018/19 due to exceeding the 75% government funding limit for one of the programs. Current "Human and Social Service Sector" open until November 30th.
Rotary Club of Quesnel	Have not applied to date.	\$20,000	\$20,000	\$20,000	MLA Oakes quote: "How about Quesnel Rotary? Last year, Quesnel Rotary received \$32,235. This year they received \$20,000." Branch response: Organization has received funding for the past 3 years. Organization has not yet applied in 2019/2020. Current "Human and Social Service Sector" open until November 30th.
Scouts - 1st Baker Creek BSPA Scouting Group	Have not applied to date	\$5,600	Did not apply	Did not apply	MLA Oakes quote: "How about the Scouts? Let's see what the Scouts group got? In 2018, they received \$7,700. This year they received \$5,600" Branch response: Organization has not yet applied in 2019/2020. Current "Human and Social Service Sector" open until November 30th.
Scouts - 9th Red Bluff BSPA Scouting Group	Have not applied to date	Did not apply	\$1,000	Did not apply	MLA Oakes quote: "How about the Scouts? Let's see what the Scouts group got? In 2018, they received \$7,700. This year they received \$5,600" Branch response: Organization has not yet applied in 2019/2020. Current "Human and Social Service Sector" open until November 30th.

<p>North Caribou Metis Health Relationship Program</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>	<p>MLA Oakes quote #1: "When the north Caribou Métis society, their healthy relationships, which is critically important.... Again, by the North Caribou Métis Association that puts in for victim services.... We were not successful in getting those funds"</p> <p>MLA Oakes quote #2: "Victim services through the North Caribou Métis Healthy Relationship Program — cut. No funding. So I have a very difficult time</p> <p>Branch response: Cannot find this organization in our system. Does not appear they have ever applied for a Community Gaming Grant. Current "Human and Social Service Sector" open until November 30th.</p>
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BRIEFING NOTE FOR INFORMATION

Date: November 14, 2019

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

Title: Prescribed Values for BC Ferry Services (BCFS) and Nav Canada (NavCan) Properties

Issue: Updates the Restricted-use Property Valuation Regulation to:

- Prescribe 2020 values for 48 BCFS terminal properties and incorporate the valuation methodology into the Regulation; and
- Provide authority to designate 18 NavCan control tower properties as restricted-use and prescribe their 2020 values.

BACKGROUND:

Authority for Restricted-use Properties

In 2016, the *Assessment Act* was amended to add Section 20.5, which provides authority for the Lieutenant Governor in Council to prescribe assessed values for qualifying restricted-use properties by regulation. BCFS and NavCan properties meet the criteria for the regulation of assessed values. In general, a restricted-use property provides a service to the public that is at least partially funded by public monies and has restrictions limiting the property to a defined use. The Regulation was applied for the first time in late 2017 to prescribe values for BCFS properties for the 2018 tax year.

DISCUSSION:

BCFS

If approved, this Order in Council (OIC) will prescribe the 2020 values for 48 BCFS terminals and associated properties and amend the Regulation (pursuant to section 20.5 of the *Assessment Act*) to include the methodology that is currently detailed in the BCFS/BC Assessment (BCA) Agreement, renegotiated in 2017.

BCFS values are prescribed under the Regulation, which is intended to provide greater certainty and stability for stakeholders and prevent costly and time-consuming appeals. BCA and BCFS have jointly requested that government include the methodology in the Regulation to increase transparency and certainty regarding the annual adjustments (Attachment 1 details the methodology).

NavCan

If approved, this OIC will also identify NavCan as an “eligible person”, authorizing BCA to prescribe assessed values for 18 NavCan control towers for the first time. The 2020 values will be based on the agreed to 2019 base values and adjusted with a methodology similar to the one used for BCFS (as outlined below). The NavCan valuation methodology will not be included in the Regulation for 2020.

NavCan is a non-profit corporation exclusively contracted to the federal government to provide aircraft safety and guidance services to airports across the country. Although most airport operations are exempt from property tax, third-party occupiers of leased airport properties such as NavCan are subject to taxation.



NavCan appealed the 2011 and 2012 assessments of its control tower properties. The Property Assessment Appeal Board (PAAB) considered the control towers in four municipalities (North Saanich, Penticton, Castlegar and Pitt Meadows) as test cases in the appeal.

Referencing the restrictive nature of the NavCan service contract and land leases, in 2013 the PAAB reduced the 2011 and 2012 assessments on the four control tower properties to nominal values of \$20. BCA appealed this PAAB ruling to the Supreme Court, which upheld the PAAB decision in Fall 2014. BCA then took the case to the BC Court of Appeal, which reversed the BC Supreme Court decision in 2015 and instead affirmed that control towers have value – is now reliable in law and followed in its entirety by BCA.

NavCan has repeatedly stated it is not opposed to paying its fair share of taxes but wants the restricted nature of the properties occupied by the control towers to be reflected in assessed values. In order to eliminate the potential for future appeals, BCA and NavCan, facilitated by Property Assessment Services staff, negotiated and agreed to the 2019 base values for 18 NavCan control towers.

Impacted municipalities will be advised of the changes through BCA's routine roll release briefing process. No municipality expressed any concerns with the 2019 NavCan assessments, which will be the base for the prescribed values. The only municipality that has expressed concern in recent years regarding NavCan's assessments has been the District of North Saanich. PAS staff advised the District's Chief Administrative Officer (CAO) of the proposed new methodology for 2020 and the CAO had no issues with the approach.

FINANCIAL IMPLICATIONS:

For both BCFS and NavCan properties, assessed values will be adjusted based on the average change for the class. Unless there have been alterations to the land or improvements since 2019, the impact is likely to be nominal. Tax increases/decreases will vary by location and the tax rate allocated to the class.

Attachments:

1. Details of the Current BCFS/BCA Agreement Methodology
2. 2019/2020 BCFS Terminal Valuation Comparison
3. 2019/2020 NavCan Control Tower Valuation Comparison

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David Curtis obo
November 14, 2019



ATTACHMENT 1: Details of the Current BCFS/BCA Agreement Methodology

- The 2017 assessed values are the base for determining adjustments and changes.
- The assessed values may also be adjusted, as required, to take into account the addition or demolition of improvements, increase or decrease in land area, changes in occupancy, and any other changes in the permitted use and physical condition of the land and improvements.
 - BCFS will provide a list of Annual Planned Construction with reported and projected costs to BCA in the spring and fall (no later than September 30 of each year).
- In addition to accounting for physical changes to the improvements and land noted above, the total assessed value for each of the 48 terminal properties will change by the same amount as the average change for the respective property classes in each of the jurisdictions.
 - Land values will be adjusted by the same amount as the average change for the property class.
 - Improvement values will first be depreciated, then adjusted by the same amount as the average change for the property class.
 - This will result in a total change somewhat less than the average change for the property class (due to depreciation adjustment).
- BCA will estimate the average change for the respective property classes by November 5 each year and refine it if necessary prior to the completed roll.
- Upland improvements will be valued using the most current version of Marshall & Swift cost manuals in relation to the BCA valuation date of July 1 of each year.
- Marine improvements are valued applying existing berth rates for single and double berths.


ATTACHMENT 2: 2019/2020 BCFS Terminal Valuation Comparison

BCA Folio Number (Area, Jurisdiction, Roll Number)	Facility Name	2019	2020
01302311834001	BRENTWOOD BAY TERMINAL	\$1,277,000	\$1,400,000
0133221400001	QUONSET HUT IN WORKS YARD	\$623,800	\$676,000
0133221452010	SWARTZ BAY TERMINAL	\$42,856,000	\$46,074,000
0176408630020	VACANT LAND	\$161,000	\$169,000
0176401049030	VESUVIUS (UPLAND) SALTSPRING TERMINAL	\$307,700	\$323,400
0176412999239	LYALL HARBOUR SATURNA TERMINAL	\$939,000	\$965,000
0176401800168	VESUVIUS SALTSPRING TERMINAL	\$761,000	\$800,000
0176402061001	STURDIES BAY GALIANO TERMINAL	\$1,484,000	\$1,549,000
0176413039014	OTTER BAY PENDER TERMINAL	\$1,675,000	\$1,761,000
0176401800485	FULFORD SALTSPRING TERMINAL	\$1,782,000	\$1,873,000
0176405162064	VILLAGE BAY MAYNE TERMINAL	\$2,725,000	\$2,864,000
0176400877005	LONG HARBOUR SALTSPRING TERMINAL	\$3,760,000	\$3,978,000
0425084746001	NANAIMO TERMINAL	\$1,396,000	\$1,438,000
0425016182640	DUKE POINT TERMINAL	\$16,065,000	\$16,691,000
0425089058000	DEPARTURE BAY TERMINAL	\$21,879,000	\$22,507,000
0431513978000	CROFTON TERMINAL	\$478,000	\$508,000
0431517994000	CHEMAINUS TERMINAL	\$476,000	\$506,000
0476504586001	VACANT LAND	\$2,700	\$3,000
0476504587001	VACANT LAND	\$3,200	\$3,500
0476518464011	VACANT LAND	\$5,100	\$5,700
0476504586000	THETIS ISLAND TERMINAL	\$530,000	\$614,000
0476504587000	KUPER ISLAND TERMINAL	\$398,000	\$445,000
0476518464010	MILL BAY TERMINAL	\$566,000	\$633,000
0476813919141	VACANT LAND	\$8,200	\$8,700
0476813919140	GABRIOLA ISLAND TERMINAL	\$425,000	\$454,000
063303906200	WESTVIEW POWELL RIVER TERMINAL	\$1,407,000	\$1,478,000
0633402600000	BEAR COVE PORT HARDY TERMINAL	\$1,291,000	\$1,394,000
0633608751002	CAMPBELL RIVER TERMINAL	\$1,375,000	\$1,536,000
0650200150100	ALERT BAY (JUR 502) TERMINAL	\$517,000	\$514,000
0656302025000	PORT MCNEILL TERMINAL	\$963,000	\$964,000
0674727150101	VACANT LAND	\$5,900	\$6,300
0674718951551	BLUBBER BAY TEXADA ISLAND TERMINAL	\$474,000	\$538,000
0674727150100	SALTERTY BAY TERMINAL	\$1,488,000	\$1,591,000
0677127113951	VACANT LAND	\$3,300	\$3,500
0677127113956	VACANT LAND	\$11,600	\$12,400
0677127113953	VACANT LAND	\$59,500	\$63,700
0677127113150	DENMAN ISLAND EAST TERMINAL	\$648,000	\$690,000
0677127110150	HORNBY ISLAND TERMINAL	\$637,000	\$679,000
0677127113950	DENMAN ISLAND WEST TERMINAL	\$1,808,000	\$1,890,000
0677127113955	BUCKLEY BAY TERMINAL	\$2,023,000	\$2,111,000
0677127116150	LITTLE RIVER COMOX TERMINAL	\$3,618,000	\$3,849,000
0677227388111	VACANT LAND	\$10,100	\$10,900
0677227388101	HERIOT BAY QUADRA ISLAND TERMINAL	\$387,000	\$417,000
0677227388090	WHALETOWN CORTES ISLAND TERMINAL	\$694,000	\$748,000
0677227388110	QUATHIASKI COVE-QUADRA ISLAND TERMINAL	\$1,252,000	\$1,336,000
0678527250701	VACANT LAND	\$1,800	\$1,800
0678514868501	VACANT LAND	\$3,900	\$3,900



0678527250700	SOINTULA MALCOLM ISLAND TERMINAL	\$775,300	\$763,700
0678527257150	SOINTULA TERMINAL	\$515,600	\$522,800
0678514868500	ALERT BAY (JUR 785) TERMINAL	\$2,757,900	\$2,691,600
0832106719400	SNUG COVE TERMINAL	\$798,000	\$814,000
08328010577002000	HORSESHOE BAY TERMINAL - OFFICE	\$6,967,000	\$6,794,000
08328010302100000	VACANT LAND	\$1,260,000	\$1,239,000
08328010302110000	VACANT LAND	\$47,900	\$47,100
08328010302115000	VACANT LAND	\$56,900	\$55,900
08328010302120000	VACANT LAND	\$473,000	\$465,000
08328010302125000	VACANT LAND	\$65,700	\$64,600
08328010302130000	VACANT LAND	\$7,600	\$7,400
08328010302135000	VACANT LAND	\$237,000	\$233,000
08328010302140000	VACANT LAND	\$29,400	\$28,900
08328010577001000	HORSESHOE BAY TERMINAL	\$47,189,000	\$45,900,000
08328010577005000	VACANT LAND	\$31,500	\$30,900
08328010577006000	VACANT LAND	\$7,600	\$7,400
08328010577013000	VACANT LAND	\$13,300	\$13,000
08328010583006000	VACANT LAND	\$2,959,000	\$2,910,000
08328030092004005	VACANT LAND	\$63,800	\$62,700
08328030093010000	VACANT LAND	\$602,000	\$592,000
08328270008001000	VACANT LAND	\$19,700	\$19,300
08328270008002000	VACANT LAND	\$210,000	\$206,000
08328270008003000	VACANT LAND	\$143,000	\$140,000
08328270008015000	VACANT LAND	\$103,000	\$101,000
08328270008016000	VACANT LAND	\$47,600	\$46,800
08328270008017000	VACANT LAND	\$17,400	\$17,100
08328270008018000	VACANT LAND	\$18,500	\$18,100
08328270008020000	VACANT LAND	\$1,443,000	\$1,419,000
0874606606105	VACANT LAND	\$3,200	\$3,200
0874606606077	VACANT LAND	\$40,500	\$41,600
0874606873200	LANGDALE TERMINAL	\$375,000	\$383,000
0874606606000	EARLS COVE TERMINAL	\$926,000	\$953,000
0874603717005	VACANT LAND	\$1,264,000	\$1,301,000
0874606873100	LANGDALE TERMINAL	\$6,455,000	\$6,651,000
11306D410015000	TSAWWASSEN TERMINAL	\$64,013,000	\$73,449,000
2474908000259	VACANT LAND	\$900	\$900
2474908000314	VACANT LAND	\$900	\$900
2474908000874	VACANT LAND	\$900	\$900
2474908000316	VACANT LAND	\$900	\$900
2474903852100	SHEARWATER TERMINAL	\$323,700	\$320,700
2474908000226	MCLOUGHLIN BAY BELLA BELLA TERMINAL	\$617,700	\$614,700
2474904002300	BELLA COOLA TERMINAL	\$524,700	\$534,700
25227W000022000	PRINCE RUPERT TERMINAL	\$952,000	\$991,000
25227W000024300	PRINCE RUPERT TERMINAL	\$310,000	\$323,000
25227W000024100	PRINCE RUPERT TERMINAL	\$1,450,000	\$1,511,000
2552903122855	VACANT LAND	\$13,700	\$13,900
2552903122600	KWUNA SKIDEGATE QCI TERMINAL	\$139,700	\$141,000
2552903122850	SKIDEGATE QCI TERMINAL	\$395,900	\$407,200
2578003808000	OLD KLEMTU TERMINAL	\$197,300	\$206,300
2578000244100	NEW KLEMTU TERMINAL	\$2,502,000	\$2,513,800
2575003478150	ALLIFORD BAY QCI TERMINAL (PC01)	\$31,100	\$33,500



Ministry of
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and Housing

2575003478150	ALLIFORD BAY QCI TERMINAL (PC06)	\$589,300	\$570,700
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ATTACHMNET 3: 2019/2020 NavCan Control Tower Valuation Comparison

BCA Folio Number	Control Tower Name	2019	2020
15-313-9700007240	Abbotsford International	\$1,479,000	\$1,664,000
11-306-D074920220	Boundary Bay	\$2,433,000	\$2,789,000
06-336-08707160	Campbell River	\$1,884,300	\$1,986,600
01-234-02101330	Capital Inner Harbour	\$1,886,500	\$1,943,100
21-201-03000330	Castlegar	\$226,200	\$227,300
22-205-01001080	Cranbrook	\$445,100	\$452,200
27-206-000010120	Dawson Creek	\$64,100	\$67,800
27-760-008246080	Fort St. John	\$1,510,900	\$1,499,200
19-217-09521001	Kelowna	\$2,323,000	\$2,320,000
15-311-0101511017	Langley Regional	\$332,200	\$364,700
04-768-02030203	Nanaimo	\$417,200	\$446,900
27-255-041805607	Northern Rockies Regional	\$153,700	\$144,700
17-222-17050430	Penticton	\$164,700	\$170,100
06-334-03001166	Port Hardy	\$457,200	\$494,500
26-226-9006300002	Prince George	\$713,500	\$758,800
25-478-7000901	Smithers Airport	\$650,600	\$666,100
01-332-22000012	Victoria International (Capital Saanich North)	\$2,003,000	\$2,152,000
11-320-R136467601	YVR	\$9,295,000	\$9,053,000



BRIEFING NOTE FOR INFORMATION

Date: November 26, 2019

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

Title: Update on TransLink's Regional Transportation Strategy

Issue: To provide a status update on the development of TransLink's Regional Transportation Strategy for Metro Vancouver, as of November 2019.

BACKGROUND:

Work on TransLink's Regional Transportation Strategy (RTS), Transport 2050, was launched in May 2019 and is targeted for completion in late 2020. Transport 2050 is being developed through three phases of technical and engagement work:

- Phase One: Values, Vision & Ideas (Summer 2019);
- Phase Two: Trade-offs (Spring 2020); and
- Phase Three: Draft Strategy (Fall 2020).

Phase One concluded on September 22, 2019 and TransLink staff have since been collating the responses received into a public engagement report to be released in late 2019.

In Phase Two, TransLink will conduct more public consultations, building on what was heard through Phase One. As part of the engagement, TransLink will present a range of "packages" with opportunities and trade-offs for meaningful public dialogue. TransLink has been soliciting feedback from stakeholders, staff, executive and policy makers on several constraints and underlying assumptions that will help the region narrow the field of possible packages down to a few discrete and manageable choices to present to the public for their consideration. The Province has been involved through the Regional Agency Advisory Group, the Project Management Team (PMT), the Executive Steering Committee (ESC), the C-Suite Committee and the Policymakers Coordination Forum (PCF).

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DISCUSSION:

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Ministry of
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and Housing

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DRAFTER:

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Community and Management Services Division

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 25, 2019

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November 25, 2019

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Withheld pursuant to/removed as

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BRIEFING NOTE FOR INFORMATION

Date: November 29, 2019

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

Topic: Use of Community Gardens (Class 8) to Reduce Property Taxes

Issue: City of Vancouver (CoV) requested that the Province proceed with limiting Class 8 to publicly-owned lands for 2020.

BACKGROUND:

Some private property owners, primarily in Metro Vancouver, are benefitting from the lower Class 8 (Recreational/Non-profit) tax rate by allowing temporary community gardens on vacant commercial and residential land zoned for development. The Class 8 designation generally provides substantial property tax savings over the higher Class 6 (Business and Other) rates that would otherwise apply and allows for properties in Class 1 (Residential) to avoid speculation and vacancy tax, as well as the additional school tax.

There are 82 privately-owned properties in the province zoned for development that are now classified partially or fully as Class 8, as the property owners have allowed a combination of container gardens, parks or green space to be established temporarily on the properties (41 in Metro Vancouver).

In recent years the CoV has requested that the Province consider limiting Class 8 to publicly-held lands and implement a regulatory change (Prescribed Classes of Property Regulation) to achieve this objective. The most recent request came in early October 2019 from CoV staff for a 2020 implementation.

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DISCUSSION:

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- Overall, most local governments appear to be supportive of the gardens themselves, and it is unclear whether property owners who lose the tax benefit would continue allowing these activities on their property. If any local governments are opposed to existing community gardens, they have the option to prohibit them through zoning. In addition, it was noted that many anti-poverty groups would not be supportive of the change.

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FINANCIAL IMPLICATIONS:

The Class 8 designation for privately owned lands reduces the Class 6 and Class 1 tax base, which results in a redistribution of the tax burden within these classes, and potentially among other classes.

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Kaye Krishna, Deputy Minister

DATE APPROVED:

November 28, 2019
David Curtis OBO
November 28, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 7, 2019

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

Title: Development Approvals and Financing

Meeting With: Linda Buchanan, Mayor, and Leanne McCarthy, Chief Administrative Officer, City of North Vancouver, on November 13, 2019.

KEY MESSAGES:

- **Thank you for the City of North Vancouver's active participation in the Development Approvals Process Review (DAPR). I appreciate your commitment to improving development approval processes in your City and across British Columbia.**
- **The final report of the DAPR consultation includes a list of informed and innovative ideas from stakeholders on how to make the development approvals process more effective and efficient.**
- **We are committed to ensuring that this report and the ideas identified by participants do not sit on a shelf.**
- **The Ministry is evaluating those opportunities and planning on how best to take action in the short and long term.**
- **One of the key priorities identified by stakeholders is to improve the efficiency and effectiveness of the process itself – from the moment a developer starts to prepare a development application to when it is ready for decision.**
- **The topic of development finance was also one of the key areas raised by stakeholders during the DAPR consultation.**
- **The Ministry is committed to ensuring that the work undertaken to implement the ideas emerging from DAPR is fully informed by the knowledge and experience of local governments, including the City of North Vancouver**

BACKGROUND:

The City of North Vancouver (City) has requested a meeting to discuss development approvals reform, approval review processes and financing growth.^{s.13}

The topics above clearly relate to the work being done as part of the Development Approvals Process Review (DAPR). Michael Epp, Director of Planning for the City was an active participant in the DAPR consultation meetings, which took place from December 2018 to May 2019. The final report from the DAPR stakeholder consultations was released in September 2019 and announced at the UBCM convention.



DISCUSSION:

Ministry staff are now reviewing and analyzing the opportunities presented by stakeholders and determining the next steps for DAPR. ^{s.12; s.13}

s.12; s.13

City of North Vancouver Action on Development Finance Transparency

The City has worked extensively on their development finance tools. For example, in 2013, the City commissioned a review of its development finance practices. The report states that the City wanted to determine if their development finance processes were transparent, predictable and fair - as their practices of achieving amenities in exchange for density had raised some questions in the community. In 2019, the City updated their policy regarding density bonusing, whereby a zoning bylaw can include the clear option of additional density subject to specific conditions, including providing amenities. Provincial policy favours density bonusing over the use of CACs, which are negotiated between the developer and local government on a case-by-case basis as part of a rezoning process and are not defined in legislation.

PREPARED BY:

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Kaye Krishna, Deputy Minister

DATE APPROVED:

November 6, 2019

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November 6, 2019

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Withheld pursuant to/removed as

s.12; s.13

BRIEFING NOTE FOR DECISION

Date: November 12, 2019

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

Title: Local Elected Officials Charged with Criminal Offences

Issue: s.13 of local elected officials charged with criminal offences while holding office.

RECOMMENDED OPTION:

- s.13

BACKGROUND:

Concerns have been raised regarding the ability of local governments to address situations where local elected officials have been charged or convicted of criminal offences. These concerns arose in relation to three high profile incidents of local elected officials being charged and tried for sexual offences.

1. Conviction with delayed sentencing: In October 2017, a member of the City of Pitt Meadows council, was convicted of an historic sexual assault involving a minor and sentenced to nine months in prison in March 2018. s.13; s.22
s.13; s.22 however, he voluntarily vacated his seat in October 2017.
2. Charges, trial, and verdict (acquittal): In 2017, an Electoral Area Director on the Cariboo Regional District (CRD) Board, was charged with sexual interference with a person under the age of 16. He was acquitted in Fall 2018. s.13; s.22
s.13; s.22
3. Charges, court date pending: In March 2019, the Mayor of Port Moody was charged with sexual assault in connection with an incident that allegedly took place in 2015. The Mayor commenced a paid leave of absence upon the laying of charges, and later continued on an unpaid leave. He returned to his duties as Mayor in September 2019. s.13; s.22
s.13; s.22

s.13; s.22

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Withheld pursuant to/removed as

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BRIEFING NOTE FOR DECISION

Date: November 12, 2019

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

Title: Options to Strengthen the Responsible Conduct of Local Elected Officials

Issue: Seeking a decision on options to strengthen responsible conduct of local elected officials through education^{s.13}

RECOMMENDED OPTION:

- s.13

BACKGROUND:

The WGRC is a collaborative initiative between the Union of British Columbia Municipalities (UBCM), the Local Government Management Association (LGMA) and the Ministry of Municipal Affairs and Housing (Ministry). Since its formation in 2016¹, the staff-level WGRC has been working to explore issues related to responsible conduct, including the benefits and challenges of various approaches to strengthening responsible conduct to support the collective goal of effective governance.

Responsible conduct broadly refers to how local elected officials conduct themselves with their colleagues, with staff and with the public.

Issues related to responsible conduct include conflict among local elected officials on councils/boards, inappropriate behaviour towards staff, questionable behaviour at council/board meetings or interactions with the public, conflict of interest violations and alleged breaches of other procedures/rules such as open meetings.

Given the sensitivity, complexity and multi-faceted nature of these kinds of issues, the WGRC was formed to explore approaches to deal with the spectrum of conduct-related matters that occur primarily 'while elected officials are at the council/board table' and carrying out their duties of office.^{s.12; s.13}

In 2017, the WGRC made several recommendations to strengthen the responsible conduct of local elected officials, with a key priority being to explore options for a broader CofC framework. The WGRC developed a range of educational resources to support the implementation of its recommendations (see Attachment 1), notably, the development of foundational principles meant to guide responsible behaviour, and a model code of conduct to support dialogue on codes of conduct among councils/boards. Many council and boards have begun developing their own codes and the WGRC's materials are showing promise as useful resources for local governments.

¹ The WGRC was created in response to a 2016 UBCM resolution calling on the Province to empower local governments to appoint a local Integrity Commissioner "who would serve the public and elected advisory, educational and investigative role in the application and enforcement of Codes of Conduct".

This note provides options on how to strengthen responsible conduct framework at this time (including a CofC framework), based on the outcomes from consultations, the WGRC's own discussions, and other key considerations.

DISCUSSION:

A CofC is a written document that sets shared expectations for conduct or behavior; it is a proactive, responsible conduct tool that British Columbia (B.C.) local governments can, if they choose, develop voluntarily within the existing legislative framework. A "code" framework is collectively all the elements around the code itself, such as the processes for its development, adoption and maintenance and its enforcement (e.g. the complaints process, investigations of breaches, sanctions/penalties).

There are a variety of choices to be made in developing a CofC framework. For example, in some jurisdictions, an integrity (ethics) commissioner is appointed to enforce a code. Though the idea of an integrity (ethics) commissioner continues to be raised by some as a solution to address conduct-related issues that arise at the local level, appointing an integrity commissioner to carry out these functions is simply one way of enforcing a code.² Nearly universally across Canada, integrity commissioners do not relieve councils/boards of the need to make a decision on whether and how to enforce a code breach.

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Consultation Outcomes and Other Considerations

In April/May 2019, the WGRC undertook consultations via presentations at LGMA chapter meetings, UBCM area association meetings, and an online survey. s.13

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the WGRC also recognized the following:

² In other Canadian jurisdictions where legislation sets out a mandatory CofC framework for local governments, there are varying approaches to enforcement from a legislated requirement to have a complaints and investigation process to an independent third-party carrying out investigations and recommending sanctions to council (such as integrity commissioner).

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ATTACHMENT 1: Resources published by (or with involvement from) the WGRC

<i>Resources for prospective candidates</i>	Guidance and resources for anyone considering running in the 2018 local elections were developed by the Ministry with support from LGMA and UBCM. They included a series of informative videos with a number of local elected officials discussing their roles and responsibilities.
<i>Orientation resources toolkit / building strong relations</i>	Produced by the LGMA in consult with the Ministry and UBCM, these resources were designed to help staff develop and execute a well-planned and comprehensive program of orientation and learning for their elected officials, and to help foster and build positive elected-staff relations.
<i>Local government consultants / other resources database</i>	An internal database of skilled practitioners in various areas (e.g. conflict/dispute resolution; elected official and administrative staff coaching; facilitation and strategic planning) developed for use (currently on a test basis). WGRC members will use the database to coordinate responses to requests from local governments requesting assistance in these areas.
<i>Foundational principles</i>	The WGRC defined and published four foundational principles (integrity; accountability; respect; and leadership and collaboration) to help guide the conduct of local government elected officials. The principles were integrated into a variety of education, presentation and other materials, including education materials for the 2018 general local elections.
<i>Model code of conduct (and companion guide)</i>	The WGRC published a “model CofC” that sets out general standards of conduct for use by local elected officials to establish a shared set of expectations for behaviour. The model code along with a companion guide, were published to support and facilitate conversations for councils/boards in developing their own code of conduct.

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1. Comparison of LG Notice Provisions by Province

Tara Faganello obo
November 22, 2019



ATTACHMENT 1: Comparison of Local Government Notice Provisions by Province

Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
Alberta	<p>Section 606 of the <i>Municipal Government Act</i> (MGA) outlines the requirements for public notice. The default is that notice must be:</p> <ul style="list-style-type: none"> a) Published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the bylaw relates, b) mailed or delivered to every residence in the area, or c) given by a method provided for in a bylaw under section 606.1 	<p>Section 606.1 provides the option for a council to, by bylaw, provide for one or more methods (including by electronic means) for advertising proposed bylaws, resolutions, meetings, public hearings or something else to be advertised by the municipality.</p> <p>Before making a bylaw, council must be satisfied that the method the bylaw would provide for is likely to bring the notice to the attention of substantially all of the residents in the area to which the matter relates.</p>	<p>The <i>Local Authorities Election Act</i> sets out the requirements for municipal elections.</p> <p>Sections 26 and 35 specify that nomination and election day notices must be published at least once each week for two consecutive weeks in a newspaper or other publication circulating in the area or by mail to every residence in the local jurisdiction.</p>	<p>Section 692 of the MGA requires council to hold a public hearing before enacting changes to land use bylaws, municipal development plans, and other types of planning documents. Council must give notice of the hearing in accordance with section 606.</p>	<p>No notice requirements for financial statements or annual organizational meetings.</p>	<p>Section 421 of the MGA specifies that a municipality must advertise public auction in the Gazette and in one issue of a newspaper having general circulation in the municipality.</p>



Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
New Brunswick	<p>Under section 70 of the <i>Local Governance Act</i>, if a local government is required to give public notice, the notice may be given by:</p> <ul style="list-style-type: none"> a) publishing the notice in a newspaper, b) broadcasting on radio or television, or c) by publishing on the local government's website. 	Limited local choice – the local government can choose between three options prescribed in legislation.	<p>The <i>Municipal Elections Act Regulation</i> (MEAR) sets out the requirements for municipal elections.</p> <p>Section 4 specifies that when notice is required under MEAR, notice must be given in a newspaper that is published or circulated in the municipality.</p>	<p>The <i>Community Planning Act</i> sets out requirements for land-use planning.</p> <p>Section 111 specifies that if a local government intends to adopt a bylaw under the Act (e.g. zoning bylaw) they must hold a public hearing. Notice of the hearing must be provided by:</p> <ul style="list-style-type: none"> a) publishing in two issues of a newspaper having general circulation in the local government, or b) publishing on the local government's website. 	Section 105 of the <i>Local Governance Act</i> specifies that local governments must post their annual reports on the local government's website.	<p>Tax sales are administered by the provincial government under the <i>Real Property Tax Act</i>. Local governments do not play a role in the sale.</p> <p>The requirements for the Minister to provide notice are to mail to the owner and then publish notice of sale in two consecutive weeks of a newspaper and in <i>The Royal Gazette</i>.</p>



Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
Ontario	Section 270 of the <i>Municipal Act</i> (MA) requires local governments to adopt and maintain a policy for the circumstances in which the municipality shall provide public notice and, if notice is to be provided, the form, manner, and times notice shall be given.	The default and only option is local choice for most public notices.	<p>The <i>Municipal Election Act</i> sets out the requirements for municipal elections.</p> <p>Section 13 specifies that any notice required by the Act must be given in a form and manner and at a time the clerk considers adequate to give reasonable notice or convey the information.</p>	<p>The <i>Planning Act</i> (PA) and <i>Official Plans and Plan Amendments</i> regulation set out requirements for land-use planning.</p> <p>Section 34 (13) of the PA specifies that before enacting or amending a zoning bylaw, public notice must be given to the prescribed persons and public bodies in the prescribed manner and must be accompanied by the prescribed information.</p> <p>Section 3 of the regulation state that notice of OCP public hearings and open houses must be given <u>either</u> by posting on affected properties and notifying property owners within 120 meters of the affect land <u>or</u> by publishing in a newspaper that, in the opinion of the clerk of the municipality or the secretary is of sufficiently general circulation in the area to which the proposed plan or plan amendment would apply.</p>	Section 295 of the MA specifies the treasurer must publish in a newspaper having general circulation in the municipality either the financial statements themselves or notice that the statements are available for inspection.	<p>Under section 379(2) of the MA, if land is offered for public sale, the treasurer must advertise the land for sale in accordance with the regulations.</p> <p>The <i>Municipal Tax Sale Regulation</i> section 5(2) requires that the treasure advertise the land for sale in the Ontario Gazette and once a week for four weeks in a newspaper that, in the opinion of the treasurer, has such circulation within the municipality.</p>



Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
Quebec	<p>Two main statutes apply to local governments in Quebec. The <i>Municipal Code of Quebec</i> (MCQ) and the <i>Cities and Towns Act</i> (CTA). Some municipalities also have their own Charters.</p> <p>Section 431 of the MCQ has as the default that notice must be posted in 2 different places in the municipality.</p> <p>Section 345 of the CTA has as the default that public notice must be posted in the office of the municipality and published in a newspaper in the municipality.</p>	<p>Both the MCQ s. 433.1 and the CTA s. 345.1 provide the option for a municipality to adopt a bylaw to determine the terms governing publication of its public notices.</p> <p>The bylaw can specify different terms for each type of notice, but the bylaw must require publication on the internet. If a bylaw is adopted, it takes precedence over the default in the MCQ or CTA.</p> <p>Section 433.3 of the MCQ and 345.3 of the CTA provide for the Government to set minimum standards relating to publication of public notices. The regulation also allows the Government to require certain municipalities to adopt a public notice bylaw.</p>	<p>The <i>Act Respecting Elections and Referendums in Municipalities</i> sets out the requirements for municipal elections.</p> <p>There are many instances where the returning officer must give 'public notice' of an election related event, but public notice is not defined in the Act. We think this means it would default to the requirements in either the MCQ or CTA.</p> <p>Section 173 requires the returning officer to distribute to every person whose name is entered on the list of electors a reminder of the poll if the municipality has a population of 20,000 or more.</p>	<p>The <i>Act Respecting Land Use Planning and Development</i> sets out requirements for land-use planning.</p> <p>Section 126 requires that at least seven days before holding a public hearing on a zoning bylaw, the clerk or secretary treasurer must publish notice in a newspaper circulated in its territory.</p>	<p>Section 956 of the MCQ requires the secretary treasurer to give public notice of the annual budget.</p> <p>The public notice requirement or local choice option would apply.</p>	<p>Section 1027 of the MCQ specifies that each municipalities tax sale list must be advertised twice in a newspaper circulated in the municipality.</p>



Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
Saskatchewan	<p>Saskatchewan has three main statutes governing local governments. The <i>Cities Act</i> (CA) applies to cities. The <i>Municipalities Act</i> (MA) applies to other municipalities (e.g. towns, villages, summer villages). The <i>Northern Municipalities Act</i> (NMA) applies to northern municipalities.</p> <p>All three Acts require local governments to, by bylaw, establish a public notice policy that includes: minimum notice standards; methods of notice and any matters prescribed by regulation. Unless otherwise specified, notice must be given at least 7 days before the matter is considered.</p> <p>The sections dealing with public notice are s.102 of the CA, s.128 of the MA, and s. 146 of the NMA.</p>	The default and only option is local choice for most public notices.	<p>The <i>Local Government Election Act</i> sets out the requirements for municipal elections.</p> <p>Section 9 specifies that any notice required by the Act must be published in at least one issue of one or more newspapers having general circulation in the local government.</p>	<p>The <i>Planning and Development Act</i> (PDA) sets out the requirements for municipal elections.</p> <p>Section 24 of the PDA parallels the 'local choice' provisions in the CA & MA.</p>	Section 155 of the CA and section 185 of the MA, specifies that the local government must "publicize the statements in any manner the council considers appropriate."	Under section 31 of the <i>Tax Enforcement Act</i> , before a municipality can offer unredeemed property for sale, it must give notice by publishing at least one advertisement where the lands are located.



Province	Main Notice Provisions	Option for Local Choice?	Election Notice Provisions	Planning Notice Provisions	Annual Reporting Notice Provisions	Tax Sale Notice Provisions
British Columbia	<p>Section 94 of the <i>Community Charter</i> (CC) specifies that if the section applies, notice must be:</p> <ul style="list-style-type: none"> a) Posted in the public notice posting places, and b) Published in accordance with this section. <p>Notice must be published once each week for 2 consecutive weeks in a newspaper distributed at least weekly in the area affected. If publication in a newspaper is not practicable, alternative means can be used.</p> <p>Schedule 4 of the <i>Local Government Act</i> (LGA) links any requirement to publish in a newspaper to section 94(1)(b) of the CC.</p>	No local choice option but does allow for alternative means if it is not practicable to publish in a newspaper.	Under section 50 of the LGA, if notice is required under Part 3 [Electors & Elections], notice must be given by publication in a newspaper in accordance with Schedule 4 of the LGA.	<p>Under section 466 of the LGA, a public hearing must be held before the adoption of most planning and land use bylaws. Notice of the public hearing must be published in accordance with section 94(1)(b) of the CC.</p> <p>Section 466 includes an additional requirement in specific circumstances to mail notice to neighbouring properties.</p>	Under section 99 of the CC and 376 of the LGA, municipalities and regional districts must hold an annual meeting to present financial statements and other information. Notice of the annual meeting must be published in accordance with section 94(1)(b) of the CC.	Section 647 requires local governments to give notice of tax sales in accordance with section 94 of the CC.



BRIEFING NOTE FOR INFORMATION

Date: November 22, 2019

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

Topic: Publishing of Administrative Penalties

Issue: Publishing Administrative Penalties **s.13**

BACKGROUND:

The Compliance and Enforcement Unit (CEU) was established within the Residential Tenancy Branch (RTB) and became fully operational in January 2019. The purpose of the CEU is to conduct investigations of repeated or serious and deliberate non-compliance with the tenancy laws, decisions or orders. The CEU can administer administrative monetary penalties when a landlord or tenant has contravened a provision in the Residential Tenancy Act (RTA) or the Manufactured Home Park Tenancy Act (MHPTA). Since their establishment the unit has assessed over 70 cases of serious non-compliance and issued five administrative penalties.

In 2017, legislative amendments were introduced to strengthen the administrative penalty framework. To reinforce the deterrent effect, the amendments included allowing the director to publish administrative penalty decisions.

Section 9(5) of the RTA and the MHPTA give the director power to publish or otherwise make public decisions, orders or penalty payment status or provide summaries of them. **s.13**

s.13

s.13



Ministry of
Municipal Affairs
and Housing

s.13

PREPARED BY:

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Residential Tenancy Branch
(250) 882-4627

APPROVED BY:

Greg Steves, Assistant Deputy Minister
Office of Housing and Construction Standards

Greg Steves A/Deputy Minister

DATE APPROVED:

November 22, 2019

November 22, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 4, 2019

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

Title: Multi-Sector Collaborative Housing Model

Issue: The John Howard Society of BC is presenting their multi-sector collaborative housing model

Meeting With: Mark Miller, Executive Director, John Howard Society of BC on November 12, 2019

KEY MESSAGES:

- **The John Howard Society of BC (JHSBC) is a valued partner in the delivery of housing and support programs in communities across the province. In addition to the housing and services they provide, the JHSBC has developed a multi-sector collaborative housing model which aims to improve complex service delivery to vulnerable populations in BC.**
- **BC Housing staff have met with representatives from JHSBC on a number of occasions to discuss their multi-sector collaborative housing model and possible future supportive housing opportunities.**
- **BC Housing has agreed to sponsor and support JHSBC's one-day forum on May 26, 2020 ("A Dialogue on Complex Service Delivery to Vulnerable Populations in BC") which will bring together various potential partners and stakeholders to discuss ways to improve cross-mandate coordination of services.**

BACKGROUND:

The John Howard Society of British Columbia (JHSBC) is a valued non-profit partner that is instrumental in delivering housing, shelter and outreach services to individuals in a number of communities across BC. Specific local offices include the Lower Mainland, Victoria, Nanaimo, North Island, Central & South Okanagan, Thompson Region and the North.

JHSBC has a strong history of helping individuals who are involved in, or at risk of involvement in, the criminal justice system, and their goal is to contribute to public safety by offering services that lead people to be contributing citizens within their communities, supporting clients in a number of areas, including housing, support with mental health and addictions, and assistance with community reintegration.

In 2018/19, BC Housing provided just over \$3.4 million in operating subsidy for JHSBC's supportive housing and outreach programs. Their 2019/20 operating budgets total \$4.95 million with the addition of two supportive modular housing projects which have recently opened: Hearthstone in Kelowna and The Junction in Courtenay.

In addition to the projects they are partnering on with BC Housing, JHSBC has developed a multi-sector collaborative housing model which they have been discussing with a number of other agencies, including regional and provincial health authorities, provincial and federal Corrections, Community Living BC and the ministries of Social Development and Poverty Reduction and of Children and Family Development. To further facilitate the interest in multi-sector collaboration, JHSBC is holding a one-day forum on May 26, 2020 in Kamloops to facilitate "a dialogue on complex service delivery to vulnerable populations in BC."

The Province, through BC Housing, has committed to financially supporting this forum, which will bring together invited representatives of non-profit service agencies, social sector ministries, health authorities,



Indigenous and other community organizations, and the voices of those with lived experience in a facilitated conversation. Following the event, a report recommending a course of action will be reviewed by attendees before being finalized for distribution to stakeholders.

DISCUSSION:

JHSBC submitted a multi-community submission to BC Housing's Supportive Housing Fund Expression of Interest. When staff met with JHSBC to discuss the submission, they indicated that BC Housing's preference was for a target community approach rather than a provincial/multi-community proposal.

JHSBC already delivers housing programs and support services throughout the province, and BC Housing staff continue to explore options for additional partnerships, particularly in the Fraser Valley where need is acute. At present, staff are working on a potential site and partnership with John Howard in Kamloops, and the multi-sector project is one of the options being considered for the site.

Below is a list of projects currently in development with John Howard Society:

PROJECT NAME	FUNDING PROGRAM DESCRIPTION	COMMUNITY	HOUSING PROVIDER	UNIT COUNT	TOTAL CAPITAL BUDGET
280 McIntosh Rd, Kelowna	Homelessness Action Plan	Kelowna	John Howard Society of the Central and South Okanagan	50	\$ 15,581,000.00
503-519 St Paul St, Kamloops - City of Kamloops MOU Project	Provincial Investment in Affordable Housing	Kamloops	John Howard Society of the Thompson Region	40	TBD
2025 Agassiz Road Kelowna	Rapid Response to Homelessness	Kelowna	John Howard Society of the Central and South Okanagan	51	\$ 15,028,000.00

s.17

Attachment:

1. Incoming Correspondence from John Howard Society, dated August 8, 2019

PREPARED BY:

E. McNabb, Advisor Ext Relations
BC Housing
(604) 439-4703

APPROVED BY:

Greg Steves, Assistant Deputy Minister
Office of Housing and Construction Standards

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 4, 2019
Vanessa Gedney obo
November 4, 2019



August 8, 2019

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister,

Re: Multi-Sector Collaborative Housing Model

On behalf of the John Howard Society of British Columbia and our regional societies across the province, I would like to thank you for reaching out to let us know about the exciting partnership opportunities available that will help to increase the supply of affordable housing across B.C.

The John Howard Society of British Columbia (JHSBC) has been pre-approved by BC Housing as a housing provider across the province through the *Building BC: Supportive Housing Fund*. Having met with the Regional Development Directors in each region of the province, we were encouraged to request a meeting with you to further discuss how our experience, expertise, and capacity to deliver housing projects across the province can support your mandate of increasing the supply of affordable housing across B.C.

Over the past 6 months, JHSBC has been working on a multi sector collaborative housing model that builds upon BC Housing's supportive housing projects. Our community engagement on this initiative has been significant, resulting in formal partnerships and financial commitments for a housing model from Regional Health Authorities, the Provincial Health Authority, Community Living BC as well as various other Provincial and Federal Ministries. Please find enclosed with this letter JHS's community engagement list for context on the provincial reach in discussion. We would be pleased to present you this innovative and unique model of housing that would build on the success of BC Housing's supportive housing model. As a current housing operator, our organization has not seen a project and program as comprehensive of this kind in the province. This feedback was also echoed by senior BC Housing staff in our multiple presentations over the past few months.

JHSBC is a non-profit organization with regional affiliates serving communities across British Columbia. Since 1932, we have been a trusted voice on social, health, and criminal justice issues in B.C., providing assistance with housing, life-skills, and community-based support. Our breadth of programming strives to help us achieve our vision of *safe, healthy, and inclusive communities in British Columbia*. Based on this vision and the interest in multi-sector collaboration, JHS has committed to organizing and facilitating a one-day forum in the Spring of 2020, bringing together leaders from health and social services to discuss improving housing and support services for individuals with

complex needs by way of formal multi-sector involvement. We have attached a one-page flyer detailing this event, and will be reaching out to your office with a formal invitation in the coming months.

In addition to our extensive social, health, and criminal justice programs and services, JHSBC and our regional John Howard Societies provide a continuum of housing options which provide affordable housing to the most vulnerable people in our communities. We have a long history of supporting individuals who are homeless or at risk of homelessness, seniors, youth transitioning from care, those transitioning from the criminal justice system, and those facing multiple barriers to housing in the community. Throughout the province, we have strong, established partnerships with multiple levels of government and currently operate over 1000 housing units across B.C., including a number of BC Housing developments, and those owned by the Society. We work collaboratively across our regions, and with multi-sector partners to ensure that all British Columbians have access to safe and affordable housing.

I would appreciate the opportunity to meet with you soon to present in more detail on the initiatives mentioned above, as well as tell you more about the John Howard Society in B.C. and discuss how we may work together to bring more affordable and innovative housing to our communities.

Sincerely,



Mark Miller
Chief Executive Officer,
The John Howard Society of British Columbia



Lindsay Lord
Chief Executive Officer
The John Howard Society of the Thompson Region

John Howard Society National Conference 2020 Forum: A Dialogue on Complex Service Delivery to Vulnerable Populations in BC

John Howard Society of British Columbia
Thompson Rivers University, Kamloops, May 26th, 2020

The provision of supports and services to British Columbia's most vulnerable citizens is a significant focus of resources in the social service sector, both for government and for many non-profit service agencies. Supporting individuals with complex needs often requires overlapping services, and the assistance of a variety of government ministries and social service organizations. Despite differing service mandates and infrastructure, we know that risk or vulnerability in one area is a strong predictor for risk or vulnerability in other areas as well. In order to provide the best support for individuals facing multiple and intersecting barriers, stakeholders within the social service sector must engage in active and ongoing coordination, responding not only to the complex and changing needs of the people we serve, but also to new findings regarding service effectiveness. Given this complexity, delivering services in ways which are person-centered above all other considerations is a constant challenge.

Providing support and services to vulnerable populations is complex, and involves the collaboration of both government and civil society. It crosses many areas of the sector including health, education, poverty reduction, housing, justice, and child welfare, among others. Services involve a mix of public and charitable funds, and exhibits many different centers of accountability – to service users directly, to taxpayers and donors, across ministries, and amongst and between agencies working in partnership. Supporting multi-barriered populations involves many different kinds of expertise in different locations. And most importantly, services support people whose lives may have included significant trauma, marginalization, and aversive experiences, requiring direct service workers and agencies to maintain high levels of care, patience, and empathy in responding to complex and changing needs.

Despite the vital importance of this work, its coordination is anything but unitary. There are many different centres of authority, competency, and responsibility. The value of such diversity in service delivery arrangements can be felt in the quality of responses to individual clients with differing needs. There can be no “one size fits all.” However, it remains difficult for the social sector to consider coordination of responses more broadly, even when there is general agreement that doing so would be beneficial.

The John Howard Society vision is to build a safe, healthy, and inclusive community for all. To that end, JHS believes there may be great benefit to finding a mechanism for the different actors in the sector to meet on an equal footing for candid, constructive dialogue on how best to serve BC's most vulnerable populations, families, and individual citizens.

This event scheduled for May 26, 2020, sponsored by the JHS, asks whether BC could benefit from a regular, outcome-focused “continuous improvement” dialogue on improving cross-mandate coordination of services to vulnerable populations. The event will bring together invited representatives of non-profit service agencies, social sector ministries, health authorities, Indigenous and other community organizations, and the voices of those with lived experience in a facilitated conversation. Through the forum, attendees will consider foundational questions including whether there is interest in moving forward and contributing to an ongoing forum on improving response to vulnerable citizens in BC.

Key areas of discussion include a focus on:

- Addressing the over-representation of people with addictions, mental health issues, developmental disabilities, and Indigenous peoples in the health care, social, and criminal justice systems
- Multi-system coordination between health, social, and criminal justice serving agencies that provide support to people living with these complex issues

Following the event, a report recommending a course of action will be reviewed by attendees before being finalized for distribution to stakeholders. If recommended, preparations will begin for an initial substantive forum at an appropriate point.

Stakeholder Engagement and Partnership Commitments
JHSBC Supportive Housing Submission with BC Housing

BC Corrections:

Carrie McCulley
Provincial Director of Programs and Interventions

Kimberly McLean
Director of Provincial Operations

Letter of commitment to designate housing units with attached institutional and community staffing supports including probation officer, peer support and social worker within the building

Correctional Services Canada (CSC)

Lisa Bayne
A/Associate District Director Pacific Region

Barb Van Vugt
A/Assistant Deputy Commissioner Pacific Region

Letter of commitment to designate housing units with attached funding to JHS for specialized staffing (including outreach, clinical staff, and nursing)

Ministry of Social Development and Poverty Reduction:

Hovan Baghdassarian
Executive Director of Operations
WorkBC

Letter of commitment to provide staffing to deliver outreach, employment services and programming supports in the building

Raymond Fieltsch
Executive Director of Operations
Income Assistance

Letter of commitment to work collaboratively on site with JHS to ensure income assistance supports are in place for residents

Ministry of Children & Family Development:

Scott Johnston
Director of Operations
South Fraser Region

Letter of commitment to continue discussions around the model of support and the level of financial investment by the Ministry

Provincial Health Services Association (PHSA):

Connie Coniglio
Provincial Executive Director, Adult Mental Health and Substance Use at BC Mental Health and Substance Use Services (BCMHSUS).

Andrew MacFarlane
Executive Director, Correctional Health Services at PHSA

Angus Monaghan
Regional Director, Forensic Regional Clinics at PHSA

Kimberley Korf-Uzan
Director, e-Mental Health and Special Projects

Strong support to the program/housing model. Some regions (Kamloops, Kelowna, Nanaimo, Victoria) will have designated beds and associated FTE

Community Living BC (CLBC):

Lynn Davies
Vice President Regional Operations

Letter of support outlining provincial needs and how the program integrates with CLBC's current strategic plan

Anthony Opden Dries
Integrated Services Manager – Surrey

Letter of commitment to designate housing units with attached FTE and behavioral support to individuals residing in the building

Jody Stuart
Director of Regional Operations for the Northern Interior

Grant Huffman
Integrated Services Manager – Interior/North

Gwen Miller Watt
Integrated Services Manager - Interior

Interior Health Authority:

Tara Mochizuki
Manager of Mental Health and Substance Use – Kamloops

Letter of commitment for clinical services to the building and training for staff

Levels of Government:

Todd Doherty, M.P.
Cariboo-Prince George

Supporter of the expansion of JHS housing and programs in Northern BC, further meetings scheduled

Lyn Hall, Mayor
City of Prince George

Supporter of the expansion of JHS housing and programs in Prince George, further meetings around land opportunities scheduled

Kennedy Stewart, Mayor
City of Vancouver

Supporter of the expansion of JHS housing and programs in Vancouver



BRIEFING NOTE FOR INFORMATION

Date: November 1, 2019

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

Title: Housing Projects

Issue: To discuss proposed MOU and 6586 Sussex Avenue project

Meeting With: City of Burnaby Council and MLAs on November 7, 2019:
Councillors: Petro Calendino, Joe Keithley, Paul McDonnell, Sav Dhaliwal, James Wang
MLAs: Katrina Chen, Anne Kane, Janet Routledge, Raj Chouhan

KEY MESSAGES:

- **Progress is continuing as scheduled at the 125-unit affordable rental housing project being developed at 6586 Sussex Avenue; estimated time frame for completion is spring/summer 2021.**
- **The City of Burnaby and the Province have a shared goal to provide homes for all residents on the housing continuum and are working on a draft Memorandum of Understanding which would outline a partnership to develop up to 1,300 homes over the next 5-10 years.**

DISCUSSION:

6586 Sussex/The New Vista Society

6586 Sussex Avenue is an affordable rental housing project currently in development and is a partnership with New Vista Society and the City of Burnaby. The property was acquired by the City of Burnaby from Thind Properties as part of a rezoning requirement/community contribution for Thind's market development located nearby.

The New Vista Society has developed a 125-unit affordable rental housing project on the site; BC Housing is facilitating land tenure and funding for the project and the City is providing a 99 year long term lease to the Provincial Rental Housing Corporation (PRHC) at nominal value.

The 14-storey apartment building will provide affordable housing to low- and moderate-income families and people living in Burnaby. 25 units will be accessible and adaptable for people with disabilities. The non-market housing is part of a larger redevelopment that includes 324 units of market housing being developed by Thind Properties Ltd.

The Province is providing \$17 million in capital funding and the City of Burnaby is contributing \$7 million for the affordable housing building.

Final project approval was granted by BC Housing in December 2018. In July 2019, BC Housing and the PRHC Board approved registration of a standard Licensing & Consumer Services rental covenant on PRHC's ground lease with the City of Burnaby for the 125-unit project.

At present, the project is progressing as expected and the site is currently under excavation. It is estimated that the building will be complete and ready for occupancy in spring or summer of 2021.

Memorandum of Understanding:



A draft memorandum of understanding is being finalized between BC Housing and the City of Burnaby to deliver approximately 1,300 social, co-op, affordable, and supportive homes on seven sites all located in the City of Burnaby over the next five to ten years. The sites would be provided through long-term leases.

The intention is that BC Housing would be generally responsible for funding and financing development and operating subsidies (if required) of the new housing projects, while the City would be responsible for making the sites available for long-term lease at nominal cost. The delivery approach may be led by a sponsor which could be a non-profit society, housing co-operative, municipality or government housing entity. The City would be solely responsible for regulating development, including the development of these homes; however, the City's ownership and regulatory roles are separate and independent.

Proposed MOU sites:

	Project / Address	Owner	Initial Project Sponsor	Potential Unit Estimate
1	Royal Oak and Imperial 6857 and 6875 Royal Oak Avenue	Burnaby	Burnaby	156
2	Sunset/Kincaid 5912, 5924, 5938, 5946, 5958, 5968, 5978, 5988 Sunset Street, and 5907, 5919, 5931, 5941, 5951, 5969, 5979, 5989 Kincaid Street	Burnaby	Burnaby	243
3	Byrnepark 6488 Byrnepark Drive	Burnaby	Burnaby	204
4	Kingsway and 16th 7510, 7516, 7526, 7536 Kingsway; 7390, 7398 16th Avenue; 7411 15th Avenue	Burnaby	Burnaby	177
5	Kitchener 7285 Kitchener Street	Burnaby	Burnaby	141
6	Portion of Bevan Lands 6365 Stride Avenue, and portions of 6370, 6380, 6428, 6448 Stride Avenue and 7514 Bevan Street	Burnaby	Burnaby	108
7	Sussex 6025 Sussex Avenue	Federal	TBD	300

Note that one of the initial projects under this agreement involves a Federal Crown Land parcel, and its availability for redevelopment is still pending detailed review. However, this site is included in this memorandum of understanding in order to provide clarity on the City's and BC Housing's roles should the federal government engage as a partner at a later date.

PREPARED BY:

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BC Housing
(604) 439-4703

APPROVED BY:

Greg Steves, Assistant Deputy Minister
Office of Housing and Construction Standards

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 1, 2019
Greg Steves obo
November 1, 2019



MEETING BRIEFING NOTE

Date: November 8, 2019

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

Title: Ongoing Housing Policy Projects

Issue: Additional Rent Increase process status, Residential Rental Tenure Zoning, BC Assessment and impact of highest and best use on purpose-built rental, and the proposed Alterations for Existing Buildings Project.

Meeting With: Dave Hutniak, CEO, LandlordBC on November 19, 2019

KEY MESSAGES:

- The Residential Tenancy Branch (RTB) values the relationship that has developed with Landlord BC and appreciates their ongoing feedback. We look forward to continued collaboration on the process for landlords to apply for rent increases above the allowable limit.
- The development of alteration requirements for existing buildings will ensure that buildings and communities are more resilient to climate and seismic risks.
- The Alterations to Existing Buildings Project is aimed at increasing clarity and consistency around energy efficiency and seismic requirements for existing buildings.
- The Project will identify key issues and opportunities for BC stakeholders such as Landlord BC and ensure those perspectives are reflected in the development of building codes.
- The Ministry will consult a broad range of stakeholders in three phases to the end of 2020.
- The Ministry will work to ensure housing affordability through lower energy bills.
- Even though Highest Best Use (HBU) is an industry-standard appraisal principle and the basis for market valuation, we understand that valuations based on HBU can have dramatic impacts on land values and property taxes in an active real estate market, particularly where speculation and densification efforts are driving up prices.
- Though we have been focusing recently on the impact of increased values and property taxes on small businesses, we are also aware of other areas in which this has been of concern and welcome your feedback as it relates to purpose-built rental housing.
- As you are aware, housing affordability is a priority for this government, and hearing from stakeholders is an important part of gaining a comprehensive understanding of what the key issues are when it comes to meeting the housing needs of British Columbians.

BACKGROUND:

In response to an early recommendation by the Rental Housing Task Force, government amended the rent control formula in 2018 and committed to working with landlord advocacy groups on expanded circumstances under which landlords can apply to the RTB for an additional rent increase for maintenance costs.

In response, ministry staff are developing a new process that will allow landlords to apply to the RTB for an additional rent increase for capital expenditures incurred in the previous 18 months.



The new system is expected to be ready for summer 2020.

The BC Building Code (Code) is designed primarily for the purposes of new construction which results in a lack of clarity and consistency in the application of the Code to existing buildings. By 2030, existing buildings will account for 70 percent of the Province's building stock. Many of these buildings were constructed before modern energy efficiency and seismic standards.

To achieve the Province's greenhouse gas reduction targets of 40 percent below 2007 levels by 2030, CleanBC committed to developing a code for alterations to existing buildings to bring them to modern standards for energy efficiency and comfort.

The majority of British Columbians live in regions considered high earthquake hazard zones. Seismic events in these areas could result in compromised structural safety in buildings, personal injury and loss of life, as well as economic impacts. Several building types, such as those with unreinforced masonry, a "soft-storey" at the ground level, and non-ductile concrete buildings, are at heightened risk of collapse.

The Alterations to Existing Buildings Project is aimed at increasing clarity and consistency around energy efficiency and seismic requirements for existing buildings. The Ministry will establish the code by 2024, making requirements available in 2022 to allow for early adoption and facilitate market transformation.

Although it is not entirely clear from the meeting request, Property Assessment Services (PAS) staff believe that the request to discuss "BC Assessment and the impact of highest and best use on purpose-built rentals" relates to the interconnection between increased values and property taxes due to changes in HBU and rent control provisions in the Residential Tenancy Act, which would result in higher holding costs for landlords.

DISCUSSION:

s.12; s.13

The Building and Safety Standards Branch is currently in the first phase of stakeholder engagement on the Alterations to Existing Buildings Project. Staff are consulting with a broad range of stakeholders, including: building owners, renovation and building industry associations, financial and insurance institutions, non-governmental organizations, local governments as well as Indigenous communities and partners. Staff will be meeting with LandlordBC to discuss the Alterations to Existing Buildings Project on Wednesday November 20, 2019.

The intent of the first phase of consultations is to gather information to understand the current values, opportunities and challenges that specific stakeholders face with respect to existing buildings. These discussions will inform the development of policy options for the alterations code to existing buildings. Once developed, the Building and Safety Standards Branch will present the proposed options to stakeholders in Spring 2020 for further input and refinement.



Prior to the consultations with LandlordBC, David Hutniak provided early comments on the Project. The organization is significantly concerned about the retention of the existing building stock and promoting housing affordability. Specific concerns relate to the revised rent control formula, increasing expenses imposed by government, the risk of vacancy control, and government regulation shortening or ending the economic life of existing buildings.

Throughout the consultations to-date cost and impact on the availability of affordable housing has been raised. As staff develop policy options, consideration will be given to affordability and the level of flexibility that building owners have as it provides time to plan future investments in building alterations. Staff will explore funding options available to reduce the upfront cost of alterations.

With a higher and better use increasing land values, and limits to how much rent can be increased year over year, landlords of purpose-built rental housing may be motivated to develop rather than maintain rental housing stock; this would impact the availability of rental housing and potentially lead to further increases in rent prices.

It may also be possible that LandlordBC wishes to discuss how HBU valuations are driving up land prices and preventing developers from being able to build rental stock and cover holding costs.

FINANCIAL IMPLICATIONS:

s.13

PREPARED BY:

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Building and Safety Standards Branch
(778) 974-5044

APPROVED BY:

Greg Steves, Assistant Deputy Minister
Office of Housing and Construction Standards

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 8, 2019
Greg Steves obo
November 8, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 7, 2019

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

Title: Affordable Housing and Official Community Plan

Issue: Whistler is seeking continued support to invest in workforce housing and wants to provide an update and discuss the timeline for approval of their new Official Community Plan.

Meeting With: Resort Municipality of Whistler on November 13, 2019:

- Mayor Jack Crompton; and
- Councillors: John Grills, Jen Ford, Ralph Forsyth, Cathy Jewett, Arthur De Jong, Duane Jackson

KEY MESSAGES:

Housing Initiatives

- I understand the Resort Municipality of Whistler (Whistler) recently met with BC Housing to discuss how to further the partnership on workforce housing in the Cheakamus Crossing Neighbourhood and will be exploring potential ways BC Housing may be able to assist.

Strata Wind-Up Issue

s.21

- s.21 There are deliberate protections in the legislation against unfair treatment by someone who has more than 50 percent of the votes.
- We would be happy to take a look at any suggestions for specific provisions in the Strata Property Act they feel should be amended.

Official Community Plan (OCP) and Removal of Ministerial Approval

- I would like to congratulate you on giving third reading to your official community plan (OCP). This is a significant achievement after many years of hard work and collaboration with the Squamish and Lil'wat Nations (the Nations), the Province and Vail Resorts.
- I understand that the OCP makes significant strides in addressing the issues raised by the Nations, as well capturing the pressing needs and future vision of Whistler.
- I was also very pleased that earlier this year, the Legislature passed the legislative amendment to remove the requirement for ministerial approval of the OCP. As you are aware, however, this amendment must still be brought into force.

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BACKGROUND:

Meeting Request

Workforce housing: Whistler says that they deliver 25 percent of B.C.'s total tourism export revenues and generate over \$40 million a year in provincial taxes. Provincial funding support has been foundational to its ability to invest in infrastructure and programs that help ensure Whistler delivers a unique, quality experience to visitors. Whistler states it has invested substantially in workforce housing, including projects that will double its rental inventory, and are seeking continued support from BC Housing.

Official Community Plan: For several years, Whistler has been working with local partners including the Lil'wat Nation, Squamish Nation, Vail Resorts and the Province toward updating its OCP. It wishes to thank the Province for the collaborative work to date, as well as toward the removal of the requirement for future Ministerial approval. The plan has received third reading from Council and is ready to be sent to the Minister. They would like to provide an update and discuss the timeline for the Minister's approval of the OCP and timeline for finalization of removal of the requirement to seek Ministerial approval of the OCP.

Whistler Housing Pressures

In 1997, the Whistler Housing Authority (WHA) was created to oversee and assist development of resident restricted housing. Today, it manages 2,034 units with 6,500 beds, of employee-restricted affordable housing, and another three large WHA owned rental apartments under construction. The WHA affordable housing stock has in part contributed to enabling 81 percent of the community's workforce to live in Whistler in close proximity to their place of work and daily needs.

However, there has still been a decrease in overall available housing and increased prices, due largely to 20 percent population growth since 2010. Since most residents work in the service sector and have modest incomes, appropriate housing options remain out of reach. Local media have reported about the ongoing challenges in housing workers, of businesses not being able to staff positions, and short-term rentals decreasing long-term rental stock.

Task Force on Housing and Cheakamus Crossing

To address the shortage of housing, in 2016 Whistler created the Mayor's Task Force on Housing to look at ways to maximize current housing supply, and the resulting recommendations are a plan to create 1,000 new units over five years. The Task Force also recommended that Whistler develop employee-restricted housing on the municipally-owned lands in the Cheakamus Crossing Neighbourhood.

Short-Term Rentals

Whistler limits short-term rentals (STRs) to specific zones and has a \$1,000 a day fine. ^{s.16}

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Strata Wind-up Issue

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The legislative change in 2016 – from requiring a unanimous vote to an 80 percent vote in order to wind up a strata corporation – is obviously not any less appropriate in a mixed-use strata than in a residential strata. It is the nature of strata governance that decisions are made democratically and that not all owners will agree. The Act's requirement to also obtain court approval for a winding up is there specifically to provide a safeguard against "significant unfairness" to owners in the minority.

The Strata Property Act also allows a strata owner to apply to court or the Civil Resolution Tribunal "to prevent or remedy a significantly

(a) unfair action or threatened action by, or decision of, the strata corporation including the council, in relation to the owner or tenant, or

(b) exercise of voting rights by a person who holds 50 percent or more of the votes.

OCP and removal of ministerial approval

In June 2014, a new Whistler OCP bylaw that had been approved in 2011 by the then minister was struck down by the BC Supreme Court after the Nations launched a judicial review. The Nations challenged the bylaw over the concern that it could adversely affect their economic interests in their traditional territory, and that the Province did not adequately consult.

Since October 2017, the Nations, the Province and Vail Resorts (collectively the parties) have been in negotiations on key interests related to economic development opportunities for the Nations and land use planning within the Whistler boundaries, including the Nations' support for an updated OCP.

On January 9, 2019, the parties signed a non-binding term sheet that sets out the framework for further, more detailed negotiations on the legal agreement that will be required to make the agreements in the term sheet take effect.

On March 25, 2019, an amendment to the Resort Municipality of Whistler Act to remove the requirement for ministerial approval of the OCP received Royal Assent. The amendment must be brought into force by regulation.

The Whistler Council gave third reading to the Official Community Plan Bylaw No. 2199, 2018 on July 23, 2019. Whistler's engagement with the Nations on the OCP has resulted in updates that reference the importance of the Nations, Whistler's growing relationship with the Nations as well as the potential for future development of the resort, which, if it were to occur, would result in economic benefits to the Nations.

The OCP has been referred to the Board of the Squamish-Lillooet Regional District (SLRD), which must accept the OCP's regional context statement; that regional context statement is meant to show how the OCP aligns with SLRD's regional growth strategy. Once approved, Whistler intends to submit the OCP for consideration of approval by the minister.

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DISCUSSION:

BC Housing Activities

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Recently Completed:

- BC Housing contributed \$2 million to the Whistler Housing Authority's 27-unit workforce housing project at 1310 Cloudburst Dr.
- BC Housing funded \$2 million toward a 20-unit seniors housing project with the Whistler Housing Authority at 8350 Bear Paw Trail (planned occupancy in October 2019).

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OCP and Removal of Ministerial Approval

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Ministry of
Municipal Affairs
and Housing

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November 6, 2019

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November 6, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 22, 2019

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

Topic: Vancouver's Approach to Rental Zoning

Purpose: Updates on the potential usage of Residential Rental Tenure Zoning by the City of Vancouver

BACKGROUND:

The Local Government Act and Vancouver Charter were amended in Spring 2018 to allow local governments to require new housing in multi-family residential areas to be developed as rental units or preserve existing rental in residential areas through their zoning bylaws.

A growing number of local governments have now used this new rental zoning authority or are considering it, including Ladysmith, New Westminster, Squamish, Victoria, Burnaby, Richmond and Saanich (see Appendix A for more details). Though the details or their approaches differ, local governments appear to be using rental zoning in two broad ways:

- Applying rental zoning to existing rental properties, through local government-initiated planning processes, to preserve rental status if redevelopment occurs.
- Applying rental zoning to new projects, because of a developer-initiated rezoning and redevelopment application.

City of Vancouver:

At the direction of Council, City of Vancouver staff have been developing an approach to implementing rental zoning as part of an updated Secured Rental Housing Policy to address the shortage of rental housing in the City. A staff report, for consideration at the November 26 Council meeting, was released on November 20, outlining the proposed approach. If approved, City staff will work on implementation of the policy, with the aim of bringing necessary bylaw amendments to Council for approval in Spring 2020.

Vancouver's proposed approach focuses on the creation of net new rental residential units, rather than the preservation of existing units (for which Vancouver already feels it has adequate mechanisms in place). The proposed approach includes two mechanisms:

1. Amending the rules for existing commercial areas (shopping corridors like 4th Ave. that cover about 50 percent of the City) to limit residential dwelling units in commercial buildings greater than four storeys to 100 percent residential rental tenure. This would not require a rezoning process.
2. Create a series of new pre-configured rental zones that can be applied to a range of parcels across the City (often single-family homes) and which owners can seek through a re-zoning. In such cases, extra density would be unlocked if the property is changed to rental only.

Both mechanisms leave it to land owners to determine whether they want to access the extra density in return for rental zoning (i.e. it is voluntary).



DISCUSSION

As the largest city in the Province, and one of the local governments that originally requested authority to zone for rental, Vancouver's approach to rental zoning could have important implications for rental supply in the City and the overall region and serve as a model for other communities. ^{s.13}

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City of Vancouver staff advise that the approach was developed through extensive policy and research work, including engagement with the development community. ^{s.13}

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Housing agreements and covenants will be secured as a condition of accessing the additional density, in order to backstop the zoning to ensure residential rental tenure of the units. Such tools will also be used to address matters such as rents and leases, and administration and management of the housing units. Moreover, building owner compliance with rental zoning is expected to be high given that this approach centres on an opt-in model.

The Broadway Corridor and other areas where separate City-led planning processes are underway will not be covered by the proposed approach. ^{s.13}

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Ministry staff have been responding to periodic questions from local government staff from across the Province about the legislative framework for rental zoning and will continue to monitor the use of the tool and its effectiveness.

Attachments:

1. Local Governments in BC Using or Considering Rental Zoning
 2. Vancouver Staff Report and Relevant Appendices (A+C) - Rental Incentives Review Phase II Report
- Back

- Full report available here: <https://council.vancouver.ca/20191126/documents/p1.pdf>

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DATE APPROVED:

November 22, 2019

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November 22, 2019



Attachment 1: Local Governments in British Columbia Using or Considering Rental Zoning

In addition to the work being done in Vancouver, MAH staff are aware of several other local governments using or considering rental zoning:

- Ladysmith has applied rental zoning to the site of a proposed affordable and special needs rental building (partially funded by B.C. Housing).
- New Westminster has applied rental zoning to 12 municipal sites, plus six purpose-built rental buildings.
- Squamish has applied rental zoning to 12 purpose-built rental buildings and is looking at other situations in which to apply it.
- Victoria has applied rental zoning to one proposed purpose-built rental so far and is considering applying it to hundreds of existing purpose-built rental buildings.
- Burnaby has included the rental zoning provisions in its zoning bylaw. It is considering applying the provisions to hundreds of existing purpose-built rental buildings, as well as making it available for residential development of unused density above commercial zones.
- Richmond is considering applying rental zoning to existing purpose-built rental buildings.
- Saanich is proposing rental zoning above mix-use/light industrial next to Galloping Goose Trail near Uptown.



MEETING BRIEFING NOTE

Date: November 15, 2019

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

Title: BC Poverty Reduction – Diversity and Expertise Moving Forward

Issue: The BC Poverty Reduction Coalition would like to build on previous conversations to offer their diversity and expertise on poverty reduction.

Meeting With: Trish Garner, Community Organizer, BC Poverty Reduction Coalition on November 20, 2019.

KEY MESSAGES:

- The Province recognizes the need for more affordable housing for people in need and people at risk of or experiencing homelessness.
- That is why government is investing more than \$7 billion over 10 years to build and support new and existing affordable housing for people across BC. This investment includes:
 - Affordable rental homes for people with low and moderate incomes.
 - New rental homes for seniors so they can stay in their communities.
 - New homes for Indigenous peoples.
 - New housing for women and children fleeing violence.
 - New homes with 24/7 support for people who are homeless or at-risk of homelessness.
- Government is also exploring opportunities to grow and support housing co-operatives as an important form of affordable housing and investments in repairing and creating new co-ops with affordable spaces for individuals and families have already begun.
- Since 2017, government has also committed to 4,700 units of new supportive housing in BC and in just over two years, we have opened approximately 1,900 supportive homes, with 800 more in progress.
- Budget 2019 saw the creation of a new Office of Homelessness Coordination at the Ministry of Social Development and Poverty Reduction. This new branch is working across ministries and is looking at longer measures to reduce and prevent homelessness and help other ministries better coordinate their efforts.
- Recent provincial budgets also expanded the Rental Assistance Program (RAP) and Shelter Aid for Elderly Renters (SAFER) program to help individuals, seniors and families in need.
- In terms of rental housing, in 2018, the Province established the Rental Housing Task Force to modernize rental housing by improving security and fairness. The task force conducted consultations with renters and landlords and delivered 23 recommendations. The Province announced decisions on several of the recommendations in May 2019, including improved compliance and enforcement, and decisions on the remainder are expected in 2020.



- **In fact, in 2018, the Province acted on one of the Task Force’s early recommendations, which reduced the annual allowable rent increase to 2.5 percent to match inflation as of 2019, removing the former additional 2 percent allowable annual rent increase.**

BACKGROUND:

The BC Poverty Reduction Coalition requested to meet with Minister Robinson regarding their diversity, expertise and poverty reduction in the province. The coalition’s goal is to raise awareness about poverty and inequality, and improve the health and well-being of British Columbians. The coalition consists of 400 organizations across the province, including community and non-profit groups, faith groups, health organizations, First Nations and Aboriginal organizations, businesses, labour organizations, and social policy groups. According to their website they “advocate for accountable, bold and comprehensive measures in the provincial government’s poverty reduction plan to significantly reduce poverty, inequality, and homelessness in BC.”

The coalition has published its own [poverty reduction plan](#) for BC. The plan includes the coalition’s priority actions in seven different areas, including housing. Their priority actions on housing are:

- Recommit to building thousands of new social and co-op housing units per year. It believes that BC should be bringing on stream 10,000 such units per year;
- Introduce stronger tenant protections including tighter limits on annual rent increases, and tying rent control to the unit (not the tenant);
- Adequately enforcing the Residential Tenancy Act and the Manufactured Home Park Tenancy Act; and,
- Extending tenant rights to include all non-profit social housing currently exempt from the Residential Tenancy Act.

DISCUSSION:

In October 2018, Coalition Community Action Network leaders travelled to Victoria ^{s.12}

. Coalition members had hoped to meet with Minister Robinson at the workshop, but she was not available, so they are “hoping this will be a “great opportunity to connect with her.”

The coalition’s poverty reduction plan for BC can be found at <http://bcpovertyreduction.ca/learn-more/plan-for-bc/>.

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Kaye Krishna, Deputy Minister

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November 15, 2019



BRIEFING NOTE FOR INFORMATION

Date: November 20, 2019

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

Title: Homeless Encampment Response Strategy and Guidelines

Issue: The Encampment Response Strategy includes Homeless Encampment Response Guidelines for Ministries, developed at the request of ministries with opportunity for further application and engagement

SUMMARY:

- **Public homelessness and encampments are growing in number and complexity each year, leading to more camps that are, or are at risk of, becoming entrenched as well as legal cases in some instances, in both urban and rural areas.**
- **The Ministry of Municipal Affairs and Housing (MAH) leads the cross-ministry coordination in responding to encampments and liaises with BC Housing, which leads the operational responses-including outreach, site management and housing. The Ministry of Social Development and Poverty Reduction (SDPR) may also have some income assistance outreach response and the Office of Homelessness Coordination is a key ministry partner but does not have a direct response role.**
- **Partner ministries, namely those with land to manage, requested through a cross-ministry issues management group, a succinct and easy-to-use resource for best practices to respond to homeless encampments and to help people experiencing homelessness.**
- **The attached Homeless Encampment Response Guidelines for Ministries were developed in part through cross-ministry working sessions held in December 2018 with land ministries and in June 2019 with social ministries, and through ongoing consultation with partner ministries and BC Housing. The approved Guidelines will be shared with these partners.**
- **Ministry staff seek direction to and feedback for planned next steps, which include engaging local governments and community partners to create an additional best practice resource to better partner and respond to encampments - including when transitioning people into housing and services when an encampment faces imminent closure.**
- **As the Encampment Strategy is part of the Homelessness Action Plan implemented by the Office of Homelessness Coordination SDPR, Minister Shane Simpson has requested a briefing update on the strategy and guidelines work.**

BACKGROUND:

Current State

In 2018, the Ministry responded to requests regarding more than 15 encampments with up to 900 people experiencing homelessness. Most of these encampments occurred or grew in the summer months when winter shelters close and the weather is more amenable to staying outdoors.

So far in 2019, there have been responses to, or notice of, more than 1,000 people in 40 encampment areas – with several still active. These include larger urban camps, like Oppenheimer Park in Vancouver and others in Maple Ridge and Surrey, as well as clusters of small rural encampments, which could also grow and become entrenched.



For example:

- In the Vernon area, the Ministry of Transportation has responded to and requested help with four small camps (one to four people) on highway right of ways and one somewhat larger camp on a construction site (four to six people), following the removal of three to six camps along the highway last fall. In June, the Ministry of Forest, Lands, Natural Resource Operations and Rural Development (FLNRORD) frontline staff alerted MAH to a spike in homeless camps on trail and recreation sites and Crown land in the area – with a concern about fire risk and environmental damage.
- In the Fraser Valley, FLNRORD staff, local governments and others have reported multiple camps, including 15 to 20 tents or structures along the railway tracks in Abbotsford and Mission and at multiple recreation sites along the Vedder River in Chilliwack.
- In the Cowichan Valley and North Shore, local governments and MLAs have expressed concerns about increasing homeless camps in wooded and rural areas, with estimated numbers of 150 and 80 people respectively. Some of these seem to be people who are working poor, living in RVs and cars as well as tents and structures.

At the 2019 Union of BC Municipalities Conference in September, Minister Selina Robinson and executive staff met with about 20 communities that brought up issues with homelessness and encampments. The concerns raised ranged from requests for rural and tent city response strategies to new or increased shelter and services, as well all supports for the hardest to house.

Encampment Response Strategy

In 2018, the development of a homeless encampment response strategy was endorsed by cabinet as part of the Homelessness Action Plan. SDPR is coordinating implementation of the actions in the plan in collaboration with MAH, which continues to lead the cross-ministry coordination and response to encampments, as well as housing responses through its crown agency, BC Housing.

DISCUSSION:

Strategy Constraints

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Homeless Encampment Response Guidelines

The attached Homeless Encampment Response Guidelines for Ministries is a draft document aimed initially at ministries responsible for operational responses – such as landowning ministries and those providing outreach services – but further applications and collaboration are planned.



On June 28, MAH staff hosted a working session to discuss the guidelines and responses to homeless encampments with social sector ministries and agencies. These included the Ministries of Social Development and Poverty Reduction, Health, Children and Families, Mental Health and Addictions, Public Safety and Solicitor General (including Corrections), Indigenous Relations and Reconciliation, and Attorney General, as well as Government Communications and Public Engagement, BC Housing, Fraser Health, Island Health and the First Nations Health Authority.

The social ministries session echoed a common theme: A need for a coordinated and integrated encampment response at the ministry and operational levels. It was recognized that each camp is unique and therefore there cannot be a rigid approach, but it is important to have a framework, so that integrated responses can be deployed when appropriate. It is also important to incorporate an Indigenous lens in both policy and operations, which both Ministry of Indigenous Relations and Reconciliation and First Nations Health Authority offered to assist with.

Upon approval, this version of the Guidelines will be shared with partner ministries, to fulfill the commitment by MAH to provide a succinct and easy-to-use resource for best practices to respond to homeless encampments and to help people experiencing homelessness.

Next Steps

Local government and agency response to an encampment can vary based on political will, resources, organization and community sentiment. Staff intend to further engage local governments, agencies and public health for further application of the Guidelines, with a focus on partnerships, best practices and protocols at the community-level.

MAH staff have already engaged with some local governments, and others have reached out with interest, regarding a strategic approach to responding to encampments. These include: City of Vancouver, North Vancouver, Kelowna, Fraser Valley, Thompson-Nicola Regional District, Courtenay and Cowichan Valley.

MAH staff also continue to engage with the health authorities on a public health response to encampments document.

Staff propose further engagement regarding encampment response with local governments and UBCM. Staff have met with the Local Government Division on engagement plans and in connecting with UBCM regarding this approach. The intent is to create a resource for local governments and community partners to assist in coordinating responses to homelessness in encampments.

Attachments:

1. Draft Homeless Encampment Response Guidelines for Ministries

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APPROVED BY:

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DATE APPROVED:

November 7, 2019

Liam Edwards obo
November 13, 2019

Greg Steves obo
November 19, 2019

Homeless Encampment Response Guidelines for Ministries

Introduction

This *Homeless Encampment Response Guidelines for Ministries* document was created at the request of ministries that respond to homelessness and encampments. It has evolved to include input and tools for ministries that manage land where encampments arise and exist, as well as social ministries and agencies that respond to homelessness in encampments and is a “living” document that will change and be updated regularly. The purpose of the Guidelines is to offer best practices and resources to help people in encampments stay safe, healthy and become stably housed.

Included are:

- A strategic framework for responding to homelessness – [Page 1](#)
- Cross-ministry coordination: Roles and responsibilities, key contacts and next steps timeline – [Pages 2 to 4](#)
- Homeless Encampment Response Process Map – Appendix 1 – [Page 5](#)
- Early alert and outreach request template – Appendix 2 – [Page 6](#)
- Quick Reference for Front-Line Staff and campers – Appendix 3 – [Pages 7 to 9](#)
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Strategic Framework

Homeless encampments are increasing in both numbers and complexity in B.C. While encampments, or tent cities, can offer vulnerable people a sense of community and security, they are not a suitable or desirable form of long-term housing. Encampments, especially those that become entrenched through protest and court actions, can be dangerous for people experiencing homelessness. Camp occupants experience risks related to fire safety, health and sanitation, and barriers to access to health services. Occupants requiring addictions and mental health support, youth, women, and Indigenous Peoples, all of whom represent a disproportionate percentage of people experiencing homelessness, are especially vulnerable. A timely and coordinated response to an encampment ensures people can be connected to housing and support services and stay safe and healthy during their time in an encampment. This response ultimately benefits both the people experiencing homelessness, the local community and the authorities involved. Many of the responses to small encampments will continue to be managed by staff who encounter them such as bylaw and natural resource officers and outreach workers, and not all will result in decampment. These guidelines serve as a resource for situations where greater efforts and coordination are needed.

The Strategic Framework of the Encampment Response Resource acknowledges:

- Safe and secure shelter and housing are preferable to people living in encampments;
- The Province takes a Housing First approach to homelessness, which is recognized, used and successful around the world;
- The basic underlying principle of Housing First is that people are better able to move forward with their lives if they are first housed, and can then access the supports they need to move forward in their lives;
- Encampments and public homelessness are key points of contact for the Province to offer people the housing, shelter and support options they need;

- Encampment prevention and response is best served through a collaborative and coordinated inter-ministry and inter-agency approach. This includes landowner and operations ministries and agencies, social service ministries and agencies and legal services; and
- People experiencing homelessness in encampments and public spaces have legal and human rights, and the right to be treated as any other citizen. Some people may be physically, mentally or emotionally vulnerable and, as such, should always be provided with supportive, informative and non-judgmental assistance. They should also have input into suitable housing solutions.

Objective

To better prevent and respond to homeless encampments, through coordinated outreach and a Housing First approach:

- Coordinated responses to encampments;
- Information-sharing;
- Health and safety, including cultural safety, approaches;
- Discussion of roles and responsibilities;
- Partnership and relationship building;
- Definitions of Encampment response triggers; and
- Resources for responding ministries and agencies.

Roles and Responsibilities

First Point of Contact:

- Ministry of Municipal Affairs and Housing (Housing Policy Branch): Lead cross-ministry coordination, communications, encampment strategy resources and enactment, crown liaison and oversight.
- BC Housing: Operational and housing responses, policy research.

Partner Ministries/Agencies:

- Attorney General (Legal Services Branch): Legal advice, best practices related to encampments.
- SDPR (Office of Homeless Coordination): Coordination and strategy partner, lead homelessness engagement, collaborate on encampment engagement and outreach. Coordinate bi-annual homeless counts with BCH.
- Land: Ministry of Transportation and Infrastructure, Ministry of Citizens' Services, Ministry of Forests, Lands, Natural Resources and Rural Development, Ministry of Environment.
- Social: Ministry of Health (including Public Health), Ministry of Mental Health and Addictions, Ministry of Indigenous Relations and Reconciliation, Ministry of Children and Families, Ministry of Public Safety and Solicitor General.

Stakeholders

- Encampment residents
- Local governments and First Nations
- Non-profit service providers (incl. Indigenous)
- Law enforcement
- Community groups (incl. Indigenous)

Prevention and Response Process

Background: A December 2018 cross-ministry working session brought together executive directors and delegates from land ministries, housing, social development and mental health and addictions, with BC Housing, to discuss coordinating responses to homeless encampments. This group requested a guide to use as a resource for staff when responding to encampments that included consideration of legal land use but also resources for outreach, social supports, housing and human rights.

Triggers: The group expressed a need to define when an Encampment Strategy response would be needed beyond the normal and manageable responses of staff. Several triggers were identified, including: Beyond normal or legal use of the property, multiple tents, structures or vehicles, high-profile or activist driven camps, legal issues, entrenchment, environmental impacts, wildfire risks, the presence of children and vulnerable youth, and safety and health risks.

If an Encampment Strategy response were triggered, the path and extent of the response would depend on land ownership, outreach need and other factors. To help determine this, the below Process Map was created collaboratively.

Best Practices:

- **Evaluate:** If no triggers are present, an encampment response may not be necessary. If there are triggers and homelessness may be an issue, note the number of people, health and safety risks, any vulnerable people, presents and mental health or addictions issues.
- **Escalate:** Notify BC Housing and MAH encampment response for outreach resources (such as local non-profits able to respond to specific needs) and best practices in sticky situations (such as community concern or entrenchment risk).
- Determine who needs to be informed of encampments, how and when.
- **Educate:** Inform and notify any campers of standard use of the area and property, including rules and ask if they need help/outreach.
- Review legal best practices and charter rights.
- Prior to any decampment plans or trespass notices, connect or inform outreach.
- **Empower:** Provide campers with outreach information and, if possible, any supplies or assistance to address immediate health and safety concerns during the notice period and while housing options are explored.
- Communicate plans clearly to the people in the camp, as well as responding agencies.
- Ministry staff responding to media should refer all comments related to homelessness and supports to MAH Encampment Response team. Standard messaging is also available.
- **Note:** It is much easier to move people from an encampment when there are a range of suitable housing and shelter options to move them to, as well as a clear, coordinated transition plan.

Encampment Strategy Response:

- In all scenarios, BC Housing and MAH are informed of the encampment and outreach/housing needs – this includes communications coordination. * See Appendix: Early warning template.
- MAH responds to all cross-ministry requests for coordination, information and outreach to encampments, and tracks these requests and responses.
- BC Housing is the operational lead for outreach and services to encampments, as well as housing and support needs. This includes operational coordination with community and local government partners.

- Where provincial and/or federal land are involved, MAH provides leadership in the response. This includes cross-ministry coordination, legal best practices and internal/external communications.

Contacts:

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Cross-Ministry Coordination and Communications:

- **Municipal Affairs and Housing -- Lead**

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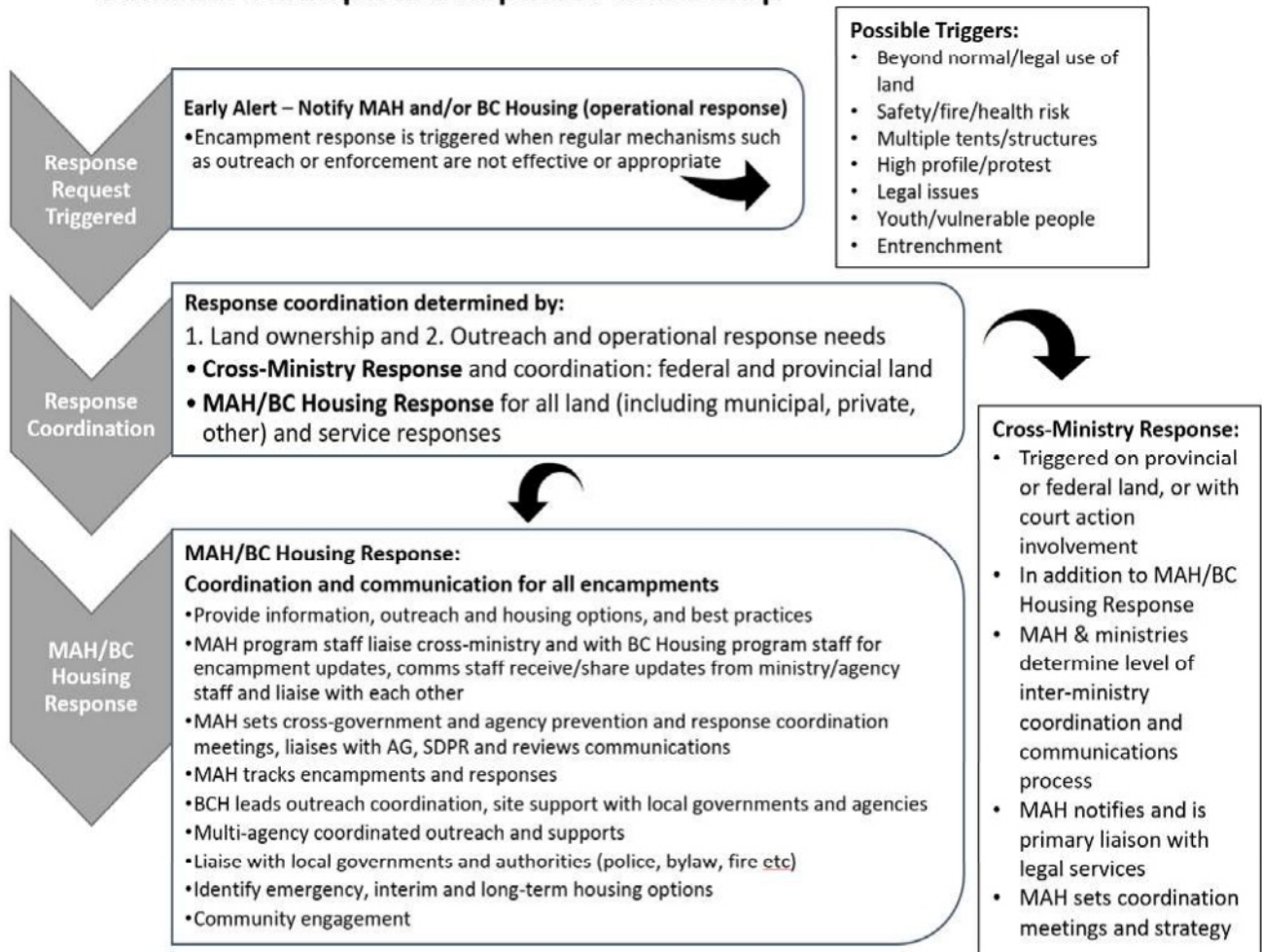
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Timeline and Next Steps

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Homeless Encampment Response Process Map



Encampment Response Best Practice: A people-centred coordinated approach and communication of roles and plans with all partners.



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Homeless Encampment Response Guidelines for Ministries

Quick Reference: Resources for Front-Line Staff

Responding to homelessness in encampments:

- Safe and secure shelter and housing are preferable to and people living in encampments;
- The Province takes a Housing First approach to homelessness, which is recognized, used and successful around the world;
- The basic underlying principle of Housing First is that people are better able to move forward with their lives if they are first housed, and can then access the supports they need to move forward in their lives;
- Encampments and public homelessness are key points of contact for the Province to offer people the housing, shelter and support options they need;
- Encampment prevention and response is best-served through a collaborative and coordinated inter-ministry and inter-agency approach. This includes landowner and operations ministries and agencies, social service ministries and agencies and legal services; and
- People experiencing homelessness in encampments and public spaces have legal and human rights, and the right to be treated as any other citizen. Some people may be physically, mentally or emotionally vulnerable and, as such, should always be provided with supportive, informative and non-judgmental assistance. They should also have input into suitable housing solutions.

Contact:

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Key Questions and Answers:

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Key Messages:

- **We are aware of the issue/camp and the appropriate authorities have been informed of the situation.**
- **We have reached out to our partner ministries to help provide housing and support outreach to anyone experiencing homelessness.**
- **Please contact the Ministry of Municipal Affairs and Housing for further questions regarding responses to homelessness and/or the Office of Homelessness Coordination at the Ministry of Social Development and Poverty Reduction**

Standard Key Messages provided by MAH:

- Public homelessness and encampments demonstrate the severity of the housing crisis across the province and its impact on people of all ages.
- The Province is taking a cross-ministry approach and working with all levels of government to respond to the needs of people and communities experiencing homelessness.
- The Province will work with local governments and frontline organizations to build relationships, coordinate resources, and begin to address the core issues around homelessness. That includes housing, services, and how we can respond quickly to support people in the community.
- The Province is focused on prevention – to make sure that people don't become homeless in the first place.
- The Province also want to make sure that if someone does become homeless, they can be helped quickly and to make sure their experience is brief.

Resources for people experiencing homelessness in encampments:

If you are at risk of or experiencing homelessness and sheltering in an encampment, you may be asked to move if the use of land is not permitted, if there are safety or fire risks, if frontline staff are concerned about vulnerable people (such as youth or children) or if there is risk of environmental damage. There are resources to help you remain safe and to find the secure shelter, housing and supports you need:

Outreach Services: BC Housing's Homelessness Outreach Program provides up-to-date shelter information by location and outreach worker contact information, including those for youth and Indigenous people.

<https://www.bchousing.org/housing-assistance/homelessness-services/homeless-outreach-program>

- Outreach services can also help connect you and others with income assistance, health and harm reduction supports, mental health assistance, rental assistance programs and housing assistance.

Homelessness prevention and income assistance supports: Available by request, with referrals to the Office of Homeless Coordination at the Ministry of Social Development and Poverty Reduction.

Harm Reduction Safety:

- Don't use drugs alone or mix drugs and alcohol. Do drink water and eat.
- Have harm reduction supplies on site such as clean sharps, Naloxone and sharps containers for safe disposal.
- Before using drugs or alcohol, secure access to a phone to call 911 if needed.

Fire Safety:

- Tents should be separated at least one metre apart. Have a clear evacuation path from the tents to a safe area.
- Non-flammable tarps should be used to cover tents if tarps are in use.
- No open flames should be used inside tents for heating, lighting or cooking (i.e.: candles, propane stoves, propane heaters). Battery powered lanterns should be used whenever possible. No smoking in tents.
- Have a central cooking area with adequate safety measures and clearance from combustibles.
- Ensure any open fires are downwind and have adequate separation from a tent or combustibles and be sure to fully extinguish fires before leaving a campsite or before retiring for the night (no open fires is optimal).
- For use of generators, ensure adequate clearance from combustibles and adequate air circulation to avoid carbon monoxide buildup in or near the tent.

Sanitation:

- To remain safe and healthy, it is important to have access to clean water for food preparation and handwashing to prevent illness and communicable diseases. Camps should also be clean and clear of sewage, crowded/hazardous materials to prevent dangers and pest infestation.

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Withheld pursuant to/removed as

s.14

Additional resources: For additional resources regarding outreach options, legal issues, cross-ministry, community concerns, local government and agency co-ordination, please contact MAH.

DRAFT



MEETING BRIEFING NOTE

Date: November 22, 2019

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

Title: ChargePoint, Inc.

Issue: Right to Charge Legislation in Existing Strata Housing

Meeting With: Suzanne Goldberg, Director of Policy, ChargePoint, Inc. on November 27, 2019

KEY MESSAGES:

- **Housing and climate change are top priorities for the Province. The [CleanBC Plan](#) and the [Zero-Emissions Vehicles Act](#) set the target that all new light-duty motor vehicles sold or leased in British Columbia will be zero-emission vehicles by 2040.**
 - MAH recognizes the importance of helping to ensure that all British Columbians have the ability to access electric vehicle charging at home in order to meet these targets.
 - MAH recognizes that British Columbians living in stratas and other forms of multi-unit residential housing face unique challenges in charging electric vehicles at home.
- **The Province has already taken steps to support electric vehicle charging in stratas.**
 - In 2018, the Strata Property Regulation was amended to promote access to electric vehicle charging infrastructure in stratas. [Section 6.9 of the Regulation](#) now expressly provides that strata corporations may impose reasonable, consumption-based user fees for the use of common property or common assets (such as electric vehicle chargers).
- **The Ministry continues to explore ways to further support electric vehicle charging in existing stratas.**
 - On November 5, Ministry staff led a roundtable with key experts/stakeholders on electric vehicle charging in existing stratas.
 - Suzanne Goldberg participated in the roundtable on behalf of ChargePoint, Inc.

BACKGROUND:

[ChargePoint](#) is an international maker and provider of electric vehicle charging systems and related billing and energy management software.

CleanBC and the Zero-Emission Vehicles Act

The Province's [CleanBC Plan](#) and [Zero-Emissions Vehicles Act](#) aim to reduce climate pollution while creating more jobs and economic opportunities for British Columbians. The [Zero-Emissions Vehicles Act](#) established the legislative target that all sales of new light-duty cars and trucks will be zero-emission vehicles by 2040. The CleanBC Plan promises to explore ways to help make sure that people in strata housing and other forms of multi-unit residential housing (MURBs) can charge electric vehicles at home. Grants are available to MURBs wishing to install EV chargers.



Electric Vehicles Charging in Existing Strata Housing

Stratas owners face unique challenges in accessing electric vehicle (EV) charging at home due to collective strata governance and property ownership structures, as well as physical building and parking constraints, that may present barriers to approving, installing, financing and operating EV charging infrastructure.

The Strata Property Act (“the Act”) does not currently require strata corporations to approve, accommodate or facilitate the installation or use of EV charging systems or infrastructure. The Act and regulations also contain provisions that may hinder owners or corporations from installing or accessing EV charging. The need to adopt or amend strata bylaws or rules may present additional barriers to EV use in stratas.

“Right to Charge” Legislation

Ontario and several other U.S. jurisdictions have introduced “Right to Charge” legislation to support EV charging in existing stratas. Right to Charge legislation generally gives EV owners the presumptive right to install and use EV charging equipment in stratas (subject to some narrow exceptions). While this helps smooth the way for early EV adopters, it doesn’t address a property’s finite capacity to add charging stations and can create unfairness for residents who want to buy and charge EVs in the future.

ChargePoint, Inc. and other clean energy stakeholders sent correspondence to the Honourable Selina Robinson in June 2019 advocating for Right to Charge legislation in B.C. strata housing (**Attachment 1**).

UBCM has also endorsed two resolution relevant to electrical vehicle charging in existing stratas:

- A [2017](#) resolution advocated for strata corporations and councils to accommodate reasonable requests from residents to access existing or install new outlets and/or electric vehicle charging infrastructure.
- A [2019](#) resolution encouraged the Province to enact Right to Charge legislation in all MURBs.

DISCUSSION:

HPB Policy Work and Stakeholder Engagement

HPB staff are currently exploring several policy tools, including ^{s.13} that could further support EV charging in existing stratas. A DBN is currently being drafted to provide options and recommendations on this issue for Ministerial direction.

Ministry staff held a roundtable with key stakeholders on November 5, 2019 to assess opportunities and barriers to EV charging and identify potential policy tools that could support EV charging in existing strata housing. Suzanne Goldberg participated in the session on behalf of ChargePoint, Inc.

Other Considerations:

This note addresses MAH’s policy work on existing strata housing only. However, ChargePoint may wish to raise other Right to Charge issues such as:

- The “Right to Charge” in newly built stratas or MURBs, which is out of scope of the BC Building Code and currently being address by local governments.
- The “Right to Charge” in MURBs more generally, including:
 - Rentals, which face similar physical challenges to existing stratas but none of the governance issues—landlords will likely respond to market demand over time.



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and Housing

- Housing co-operatives, which face similar physical challenges and different governance issues—because residents tend to have low to moderate incomes, significant demand for EV charging is expected to be somewhat delayed.
- The Housing Policy Branch is keeping the Residential Tenancy Branch and Ministry of Finance (responsible for co-operative legislation) informed as its policy work on stratas progresses.

Attachment:

1. Right to Charge Correspondence

PREPARED BY:

Roxanne De Souza
Housing Policy Branch
(236) 478-1387

APPROVED BY:

Greg Steves, Assistant Deputy Minister
Office of Housing and Construction Standards

Kaye Krishna, Deputy Minister

DATE APPROVED:

November 22, 2019

Greg Steves obo
November 22, 2019

June 19, 2019

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2
c/o:Christine.White@gov.bc.ca

Dear Minister Robinson,

RE: “Right-to-Charge” policy – removing barriers to installing electric vehicle charging stations in stratified multi-unit residential buildings

On behalf of the undersigned, we would like to bring the following issue to the attention of the Ministry of Municipal Affairs and Housing. Informed by successful experience in other jurisdictions, we are recommending that the *Strata Property Act* (Strata Act) be amended to remove barriers for homeowners and strata boards wishing to install electric vehicle charging stations in stratas.

Having reliable access to electric vehicle (EV) charging is critical to achieving the Province’s 100% zero-emissions vehicle sales goals specified in the recently passed *Zero-Emission Vehicles Act*.^{1,2} However, installing EV charging stations in multi-unit residential buildings can be especially challenging due to onerous strata governance policies and processes required to amend and use common property.

At present, over 40% of BC’s population lives in multi-unit residential buildings,³ and the majority of these individuals live in municipalities with relatively high EV adoption rates and EV-ready building bylaws (which provide basic electrical connections for EV charging).⁴ However, the majority of current and prospective EV drivers living in multi-unit residential buildings have experienced significant challenges with installing EV charging infrastructure in stratas, and many have been unreasonably denied the right to install, largely due to a lack of a clear right to install EV charging equipment, and a clear process for requesting installation.⁵

To remedy this situation, and in support of the aims of CleanBC and related provincial EV goals, BC needs a policy preventing homeowners or strata boards from being unreasonably denied the right to install EV charging stations. More specifically, amendments to the Strata Act that outline the conditions under which the installation and management of charging can occur and that set out the rights and responsibilities for EV charging installations will help facilitate EV charging installations. It will also protect the rights of, and set clear expectations for, all strata residents. Such amendments and legislation are commonly referred to as “Right-to-Charge” policy.

The amendments we are proposing reflect a structure that has worked effectively in over 10 jurisdictions in North America and Europe (e.g. Ontario, California, Oregon, France and Spain).⁶ These regions have demonstrated that right-to-charge policy removes barriers and facilitates access to EV charging for homeowners living in stratas, while respecting the underlying principles of fairness that underpin strata governance.

The undersigned organizations encourage the Ministry to consider changes to the Strata Act that will reduce barriers to installing EV charging in stratas, and provide homeowners and stratas with a clear framework and timelines to approve charging installation requests. This will make it easier for EV drivers living in stratas to charge at home. As noted above, these changes are critical to

| 1

meeting the Province's zero-emissions vehicle sales goals specified in the *Zero-Emission Vehicles Act* and achieving the government's CleanBC targets. We look forward to continued engagement on the topic and would welcome the opportunity to meet with you to share our organizations' experience.

Yours sincerely,

Suzanne Goldberg
Director, Public Policy - Canada
ChargePoint



Dan Woynillowicz
Policy Director
Clean Energy Canada



Ian Bruce
Director, Science & Policy
David Suzuki Foundation



Farid Poursoltani
Director of Programs
Electrical Joint Training Committee



Deborah Cahill
President
Electrical Contractors Association of BC



Marc Monbouquette
Senior Manager, Regulatory & Government Affairs
eMotorWerks



Travis J. Allan
VP Public Affairs & General Counsel
Flo



Michael Leyland
Manager, Innovative Initiatives
Fortis BC



Thomas Ashley
Vice President, Policy
Greenlots



CC:
Minister Heyman
Minister Mungall
Deputy Minister Kaye Krishna

¹ Given that over 80% of EV charging occurs at home, having access to charging at home is critical to EV uptake and countless studies (e.g. Electrifying Vehicles: SFU's Canadian PEV Study and A Review of Consumer Preferences of and Interactions with Electric Vehicle Charging Infrastructure) demonstrate this link.

² <https://www.leg.bc.ca/parliamentary-business/legislation-debates-proceedings/41st-parliament/4th-session/bills/third-reading/gov28-3>

³ Stats Can (2016), *Occupied private dwellings by structural type of dwelling, 2016 counts, Canada, provinces and territories, 2016 Census – 100% data*, <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/hlt-fst/td-tl/Table.cfm?Lang=Eng&T=101&S=1&O=A>

⁴ Residential Electric Vehicle Charging: A Guide for Local Government, p.14 (see p. for a list of municipalities with EV-ready building codes)

⁵ As described in the “Right To Charge Backgrounder” prepared for the Ministry of Municipal Affairs and Housing by BC’s EV Owners Association on February 21, 2019. Included as an attachment to the email accompanying this letter.

⁶ E.g., California: CA Senate Bill SB209; Colorado: CO Senate Bill SB13-126; Oregon: 2015 ORS 94.762; Hawaii: HRS 196-7.5; Florida: HB 841; Ontario: O. Reg. 114/18, s. 8; Spain: Law n° 49/1960, Article 3.3; Catalonia: Law n° 5/2015, Article 553-36; Portugal: Decree n°39/2010, Article 29; France: law n°2014-366.