METRO VANCOUVER REGIONAL DISTRICT (MVRD)
BOARD OF DIRECTORS

BOARD MEETING
Friday, July 28, 2023
9:00 am
28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia
Webstream available at https://www.metrovancouver.org/

Membership and Votes

REVISED AGENDA[1]

A. ADOPTION OF THE AGENDA

1. July 28, 2023 Meeting Agenda
That the MVRD Board adopt the agenda for its meeting scheduled for July 28, 2023 as circulated.

B. ADOPTION OF THE MINUTES

1. June 30, 2023 Meeting Minutes *pg. 7*
That the MVRD Board adopt the minutes for its meeting held June 30, 2023 as circulated.

C. DELEGATIONS

D. INVITED PRESENTATIONS

E. CONSENT AGENDA
Note: Directors may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

[1] *Note: Recommendation is shown under each item, where applicable. All Directors vote unless otherwise noted.*

1. REGIONAL PARKS COMMITTEE REPORTS

1.1 Contribution Funding Request – Derby Reach Brae Island Parks Association *pg. 14*

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

1.2 Contribution Funding Request – Minnekhada Park Association *pg. 29*

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Minnekhada Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

1.3 Contribution Funding Request – Burnaby Lake Park Association *pg. 43*

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Burnaby Lake Park Association for a three-year term in the aggregate amount of $36,000 ($6,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

1.4 Contribution Funding Request – Colony Farm Park Association *pg. 58*

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Colony Farm Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

1.5 Regional Park at Cape Roger Curtis – Park Planning and Municipal Update *pg. 73*

That the MVRD Board receive for information the report dated June 21, 2023, titled "Regional Park at Cape Roger Curtis - Park Planning and Municipal Update".

2. CLIMATE ACTION COMMITTEE REPORTS

2.1 Annual Regional Greenhouse Gas Emissions for Onroad Transportation and Buildings *pg. 232*

That the MVRD Board receive for information the report dated June 23, 2023, titled "Annual Regional Greenhouse Gas Emissions for Onroad Transportation and Buildings".

2.2 Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia *pg. 243*

That the MVRD Board:

a) send letters to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, and the Minister of Energy, Mines and Low Carbon Innovation, in response to Richmond City Council's request for support, asking the Government of British Columbia to reform the British Columbia Utilities Commission in the context of a changing climate and urgently enact legislation that regulates greenhouse gas emissions from gas utilities, in alignment with the strategies and actions in the *Climate 2050 Energy Roadmap*; and

b) request meetings between Metro Vancouver staff and the appropriate provincial ministries, to discuss the issues raised in the letters.

2.3 Phase 2 Engagement Summary and Next Steps on Managing Emissions from Cannabis Production and Processing *pg. 275*

That the MVRD Board:

a) send a letter to the Ministers of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General requesting collaboration with Metro Vancouver on developing a concerted approach for managing emissions from cannabis production and processing in the Metro Vancouver region in a manner that protects public health and regional economic prosperity; and

b) direct staff to continue developing options to manage emissions from cannabis production and processing as described in the report dated June 23, 2023, titled "Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing".

3. FINANCE COMMITTEE REPORTS

3.1 Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project *pg. 297*

That the MVRD Board approve the proposed scope change to TransLink's January 29, 2021 Greater Vancouver Regional Fund application as set out in the report dated June 21, 2023, titled "Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project".

3.2 Greater Vancouver Regional Fund – 2022 Annual Report *pg. 317*

That the MVRD Board receive for information the report dated June 19, 2023, titled "Greater Vancouver Regional Fund – 2022 Annual Report."

3.3 Greater Vancouver Regional Fund – Program Overview and Renewal Process *pg. 331*

That the MVRD Board direct staff to organize an MVRD Board workshop in September 2023 to review options for the renewal of the Greater Vancouver Regional Fund program.

3.4 Sasamat Fire Protection Service – Communication Upgrades *pg. 350*

That the MVRD Board approve the release of up to $30,000 from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to be used for communication upgrades at Belcarra and Anmore Fire Halls.

(Only Anmore and Belcarra may vote)

4. INVEST VANCOUVER MANAGEMENT BOARD REPORTS

4.1 Water Tech Cluster Initiative Update *pg. 352*

That the MVRD Board receive for information the report dated June 30, 2023 titled "Water Tech Cluster Initiative Update".

4.2 Investment Attraction Update – Second Quarter 2023 *pg. 355*

That the MVRD Board receive for information the report dated July 4, 2023 titled "Investment Attraction Update – Second Quarter 2023".

4.3 Invest Vancouver Communications Update *pg. 362*

That the MVRD Board receive for information the report dated June 6, 2023 titled "Invest Vancouver Communications Update".

5. CAUCUS OF COMMITTEE CHAIRS REPORTS

5.1 Invest Vancouver Update *pg. 368*

That the MVRD Board receive for information the report dated July 12, 2023, titled "Invest Vancouver Overview and Update".

Revised

5.2 2022-2026 Board Strategic Plan *pg. 385*

Note: The 2022-2026 Board Strategic Plan was revised with copy editing changes.

That the MVRD Board approve the *2022-2026 Board Strategic Plan* as presented in the report dated July 12, 2023 titled "*2022-2026 Board Strategic Plan*".

5.3 Due Diligence Improvements for Major Projects

That the MVRD Board receive for information the report dated July 10, 2023, titled "Due Diligence Improvements for Major Projects." *pg. 431*

F. ITEMS REMOVED FROM THE CONSENT AGENDA

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

1. FINANCE COMMITTEE REPORTS

1.1 MFA Fall 2023 Borrowing for Village of Anmore - MVRD Security Issuing Bylaw No. 1367, 2023 *pg. 444*

That the MVRD Board:

a) give consent to the request for financing from the Village of Anmore in the amount of $2,500,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter*;

b) give first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023* being a bylaw to authorize the entering into an Agreement respecting financing between the Metro Vancouver Regional District and the Municipal Finance Authority of British Columbia; and

c) pass and finally adopt *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023* and forward it to the Inspector of Municipalities for Certificate of Approval.

2. CHIEF ADMINISTRATIVE OFFICER REPORTS

2.1 Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley *pg. 494*

That the MVRD Board:

a) receive for information the comments from the affected local governments and agencies as presented in the report dated July 10, 2023, titled "Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley";

b) adopt *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023;* and

c) accept the Township of Langley's amended, and corresponding, Regional Context Statement showing, for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, amended from an "Agricultural" to "Industrial" regional land use designation.

2.2 COVID-19 Vaccination Policy, Governance Group

That the MVRD Board receive for information the report dated July 18, 2023 titled "COVID-19 Vaccination Policy, Governance Group". *pg. 572*

Added **2.3 Public Engagement on Development Cost Charges** *pg. 576*

That the MVRD Board direct staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended in the report dated July 25, 2023 titled "Public Engagement on Development Cost Charges".

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

I. OTHER BUSINESS

1. MVRD Board Committee Information Items and Delegation Summaries

pg. 578

J. BUSINESS ARISING FROM DELEGATIONS

K. RESOLUTION TO CLOSE MEETING

Note: The Board must state by resolution the basis under section 90 of the Community Charter on which the meeting is being closed. If a member wishes to add an item, the basis must be included below.

That the MVRD Board close its meeting scheduled for July 28, 2023 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality; and
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

L. RISE AND REPORT (Items Released from Closed Meeting)

M. ADJOURNMENT/CONCLUSION

That the MVRD Board adjourn/conclude its meeting of July 28, 2023.

METRO VANCOUVER REGIONAL DISTRICT
BOARD OF DIRECTORS

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Board of Directors held at 8:00 am on Friday, June 30, 2023, in the 28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Delta, Chair, Director George V. Harvie
Anmore, Vice Chair, Director John McEwen
Belcarra, Director Jamie Ross
Burnaby, Director Pietro Calendino
Burnaby, Director Sav Dhaliwal
Burnaby, Alternate Director Joe Keithley for Mike Hurley
Coquitlam, Director Craig Hodge
Coquitlam, Director Teri Towner
Delta, Director Dylan Kruger
Langley City, Director Paul Albrecht
Langley Township, Director Eric Woodward
Langley Township, Alternate Director Misty vanPopta for Steve Ferguson
Lions Bay, Director Ken Berry
Maple Ridge, Director Dan Ruimy
New Westminster, Director Patrick Johnstone
North Vancouver City, Director Linda Buchanan
North Vancouver District, Director Lisa Muri
Pitt Meadows, Alternate Director Tracy Elke for Nicole MacDonald
Port Coquitlam, Director Brad West
Port Moody, Director Meghan Lahti*
Richmond, Director Malcolm Brodie
Richmond, Director Bill McNulty
Richmond, Director Chak Au*
Surrey, Director Harry Bains
Surrey, Director Mike Bose
Surrey, Director Gordon Hepner
Surrey, Director Pardeep Kooner
Surrey, Director Brenda Locke
Surrey, Director Rob Stutt
scəwaθən məsteyəxʷ (Tsawwassen First Nation), Director Laura Cassidy*
Vancouver, Director Adriane Carr
Vancouver, Director Lisa Dominato
Vancouver, Director Sarah Kirby-Yung*
Vancouver, Director Mike Klassen*
Vancouver, Alternate Director Peter Meiszner for Rebecca Bligh
Vancouver, Director Lenny Zhou*
West Vancouver, Director Mark Sager
White Rock, Director Megan Knight

MEMBERS ABSENT:

Bowen Island, Director Andrew Leonard
Electoral Area A, Director Jen McCutcheon
Vancouver, Director Ken Sim

STAFF PRESENT:

Jerry W. Dobrovolny, Chief Administrative Officer
Dorothy Shermer, Corporate Officer
Rapinder Khaira, Legislative Services Coordinator, Board and Information Services

* denotes electronic meeting participation as authorized by Section 3.6.2 of the *Procedure Bylaw*

A. ADOPTION OF THE AGENDA

1. June 30, 2023 Meeting Agenda

It was MOVED and SECONDED
That the MVRD Board amend the agenda for its meeting scheduled for June 30, 2023 by adding item C1 – Delegation – City of Surrey, Christopher Lumsden, Planner, and Christopher Atkins, Acting Planning Manager, Area Planning & Development – North Surrey.

CARRIED

It was MOVED and SECONDED
That the MVRD Board adopt the agenda for its meeting scheduled for June 30, 2023 as revised and address item K immediately.

CARRIED

K. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED
That the MVRD Board close its meeting scheduled for June 30, 2023 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (c) labour relations or other employee relations;
- (d) the security of the property of the municipality;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and

(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

It was MOVED and SECONDED
That the MVRD Board recess the open meeting of June 30, 2023.

CARRIED

8:05 am The MVRD Board recessed its open meeting**.**

8:27 am The MVRD Board reconvened its open meeting with Directors Bains, Berry, Carr, Knight, Kooner, Towner, and Alternate Director Elke.

B. ADOPTION OF THE MINUTES

1. June 2, 2023 Meeting Minutes

It was MOVED and SECONDED
That the MVRD Board adopt the minutes for its meeting held June 2, 2023 as circulated.

CARRIED

C. DELEGATIONS

1. City of Surrey, Christopher Lumsden, Planner, and Christopher Atkins, Acting Planning Manager, Area Planning & Development – North Surrey

Christopher Lumsden, Planner, and Christopher Atkins, Acting Planning Manager, Area Planning & Development – North Surrey, City of Surrey provided an outline of the City of Surrey's Regional Growth Strategy amendment proposal in relation to item G1.1 on the agenda.

Presentation material titled "Metro Vancouver 2050 Amendment" is retained with the June 30, 2023 MVRD Board agenda.

D. INVITED PRESENTATIONS

1. Darrell Mussatto, Municipal Representative to the Vancouver Fraser Port Authority Board of Directors
Duncan Wilson, Vice President, Environment and External Relations, Vancouver Fraser Port Authority

Darrell Mussatto, Municipal Representative to the Vancouver Fraser Port Authority Board of Directors, and Duncan Wilson, Vice President, Environment and External Relations, Vancouver Fraser Port Authority, provided an update on the Vancouver Fraser Port Authority, including Port of Vancouver's influence on the regional economy and its Municipal Engagement Program. The Board thanked them for their presentation and noted that a closed meeting will be set up in the future to allow the Board and the Vancouver Fraser Port Authority to discuss matters that should be closed to the public.

Presentation material titled "Presentation to Metro Vancouver Board of Directors" is retained with the June 30, 2023 MVRD Board agenda.

E. CONSENT AGENDA

At the request of the Directors, the following item was removed from the Consent Agenda, for consideration under Section F. Items Removed from the Consent Agenda:

3.1 Development Approval Process Review: Policy Implications

It was MOVED and SECONDED

That the MVRD Board adopt the recommendations presented in the following items as presented in the June 30, 2023 MVRD Board Consent Agenda:

1.1 Regional Parks 2022 Annual Report
1.2 Regional Park at Cape Roger Curtis – Park Planning, Municipal Rezoning and OCP Amendment Update
2.1 Air Quality Advisory Program and Preparedness for 2023
2.2 Manager's Report
3.2 Metro 2050 Implementation Guideline – Regional Context Statements
4.1 2022 Statement of Financial Information
5.1 Update on Metro Vancouver Engagement with the Love Food Hate Waste Canada Campaign for 2022-2023

CARRIED

The items and recommendations referred to above are as follows:

1.1 Regional Parks 2022 Annual Report

Report dated May 5, 2023, from Mike Redpath, Director, Regional Parks and Jamie Vala, Division Manager, Planning and Resource Management, Regional Parks, providing the MVRD Board the *Regional Parks 2022 Annual Report* for information.

Recommendation:
That the MVRD Board receive for information report dated May 5, 2023, titled "Regional Parks 2022 Annual Report".

Adopted on Consent

1.2 Regional Park at Cape Roger Curtis – Park Planning, Municipal Rezoning and OCP Amendment Update

Report dated May 17, 2023, from Jeffrey Fitzpatrick, Division Manager, Design and Development, Regional Parks, providing the MVRD Board an update on the park planning, municipal rezoning, and Official Community Plans amendment processes for the new regional park at Cape Roger Curtis, on Bowen Island.

Recommendation:
That the MVRD Board receive for information the report dated May 17, 2023, titled "Regional Park at Cape Roger Curtis - Park Planning, Municipal Rezoning and OCP Amendment Update".

Adopted on Consent

2.1 Air Quality Advisory Program and Preparedness for 2023

Report dated May 23, 2023, from Geoff Doerksen, Air Quality and Climate Change and Ken Reid, Superintendent, Air Quality and Climate Change, providing the MVRD Board information about Metro Vancouver's air quality advisory program wildfire smoke preparedness, and advisory planning activities for the 2023 summer advisory season.

Recommendation:

That the MVRD Board receive for information the report dated May 23, 2023, titled "Air Quality Advisory Program and Preparedness for 2023".

Adopted on Consent

2.2 Manager's Report

Report dated June 8, 2023, from the Climate Action Committee, and report dated June 1, 2023, from Conor Reynolds, Director, Air Quality and Climate Change, providing the MVRD Board with an update on the Climate Action Committee 2023 Work Plan, new requirements for open burning of vegetative debris, the 2023 Consultation Paper of the BC Medium - and Heavy-Duty Zero-Emission Vehicles Mandate, and the new E-bike Rebate Program launching June 1, 2023.

Recommendation:

That the MVRD Board write a letter to the Minister of Transportation and Infrastructure requesting an expansion to the E-bike Rebate Program and enhanced, stable funding for safe active transportation infrastructure networks.

Adopted on Consent

3.2 Metro 2050 Implementation Guideline – Regional Context Statements

Report dated May 16, 2023, from Jessica Jiang, Regional Planner and Victor Cheung, Senior Policy and Planning Analyst, Regional Planning and Housing, seeking MVRD Board endorsement for the *Metro 2050 Implementation Guideline – Regional Context Statements*.

Recommendation:

That the MVRD Board endorse the Metro 2050 Implementation Guideline - Regional Context Statements as presented in the report dated May 16, 2023.

Adopted on Consent

4.1 2022 Statement of Financial Information

Report dated June 5, 2023, from Linda Sabatini, Director, Financial Operations, seeking MVRD Board approval of the 2022 Statement of Financial Information as part of the reporting requirements of the *Financial Information Act.*

Recommendation:

That the MVRD Board approve the Statement of Financial Information for the year ended December 31, 2022.

Adopted on Consent

5.1 Update on Metro Vancouver Engagement with the Love Food Hate Waste Canada Campaign for 2022-2023

Report dated June 8, 2023, from Joanne Gauci, Senior Policy Advisor, Collaboration and Engagement and Alisha Drinkwater, Communications Specialist, Corporate Communications, External Relations, providing the MVRD Board with an update on the Love Food Hate Waste Canada behavior change campaign, which is delivered across Canada by Metro Vancouver through the National Zero Waste Council.

Recommendation:
That the MVRD Board receive for information the report dated June 8, 2023, titled "Update on Metro Vancouver Engagement with the Love Food Hate Waste Canada Campaign for 2022-2023".

Adopted on Consent

F. ITEMS REMOVED FROM THE CONSENT AGENDA

Items removed from the Consent Agenda for consideration under Section F. were considered in numerical order.

3.1 Development Approval Process Review: Policy Implications

Report dated June 9, 2023, from the Regional Planning Committee, and report dated May 17, 2023, from James Stiver, Division Manager, Regional Land Use Policy, Regional Planning and Housing, providing the MVRD Board with background and a summary of comments prepared by Metro Vancouver staff on the Province's Small Scale Multi-Unit Housing Initiative for information, and to seek endorsement and direction to forward them to the Ministry of Housing.

It was MOVED and SECONDED
That the MVRD Board:
a) endorse the comments as set out in the report dated May 17, 2023, titled "Development Approval Process Review: Policy Implications";
b) direct staff to forward comments to the Ministry of Housing staff for consideration when drafting the pending legislative changes for the Small Scale Multi-Unit Housing Initiative; and
c) add an additional comment that local governments with significant undeveloped land designated as General Urban in *Metro 2050* be excluded from the provincial Small Scale Multi-Unit Housing Initiative.

CARRIED

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

1.1 Metro 2050 Type 3 Proposed Amendment – City of Surrey (Fraser Heights)

Report dated May 29, 2023, from Victor Cheung, Senior Policy and Planning Analyst, Regional Planning and Housing, seeking MVRD Board initiation and first through third reading of the City of Surrey's request to amend *Metro 2050* to accommodate a 38-lot residential development through a Type 3 Regional Growth Strategy amendment.

It was MOVED and SECONDED

That the MVRD Board:

a) initiate the Metro 2050 amendment process for the City of Surrey's requested regional land use designation amendment from Industrial to General Urban for the lands located at 11420 – 157A Street;
b) give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1366, 2023"; and
c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.

CARRIED

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

No items presented.

I. OTHER BUSINESS

1. MVRD Board Committee Information Items and Delegation Summaries

J. BUSINESS ARISING FROM DELEGATIONS

No items presented.

L. RISE AND REPORT (Items Released from Closed Meeting)

No items presented.

M. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the MVRD Board adjourn its meeting of June 30, 2023.

CARRIED

(Time: 8:54 am)

CERTIFIED CORRECT

Dorothy Shermer, Corporate Officer

George V. Harvie, Chair

60825621 FINAL

To: MVRD Board of Directors

From: Regional Parks Committee

Date: July 5, 2023 Meeting Date: July 28, 2023

Subject: **Contribution Funding Request – Derby Reach Brae Island Parks Association**

REGIONAL PARKS COMMITTEE RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

At its July 5, 2023 meeting, the Regional Parks Committee considered the attached report titled "Contribution Funding Request – Derby Reach Brae Island Parks Association", dated June 13, 2023. Members were informed of a typographical error on page 3 of the report, in *Table A – 2024 Allocations*, which reflected allocation of $10,000 for Colony Farm which should reflect $15,000.

Staff have corrected the report, as attached. This matter is now before the Board for its consideration.

Attachment

"Contribution Funding Request – Derby Reach Brae Island Parks Association", dated June 13, 2023 *(as corrected)*

61112959

To: Regional Parks Committee

From: David Leavers, Division Manager – Visitor and Operations Services, Regional Parks

Date: June 13, 2023 Meeting Date: July 5, 2023

Subject: **Contribution Funding Request – Derby Reach Brae Island Parks Association**

RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

EXECUTIVE SUMMARY

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2023 for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes three-year funding of $15,000 in 2024, $15,000 in 2025 and $15,000 in 2026, for the Derby Reach Brae Island Parks Association. The proposed funding supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their volunteer programs and services.

PURPOSE

To seek MVRD Board approval to enter into a 3-year contribution agreement with the Derby Reach Brae Island Parks Association (Attachment).

BACKGROUND

This report has been prepared to renew the contribution agreement with the Derby Reach Brae Island Parks Association (the "Association") that expires on December 31, 2023. The MVRD and the Association have renewed its agreement annually since 2015. In 2023, the Derby Reach Brae Island Parks Association received $15,000 in funding.

The primary purpose of these funds is to provide a level of coordination for the park association and to provide capacity to serve the people and communities it reaches through its initiatives.

The range of key deliverables includes:

- enabling the Derby Reach Brae Island Parks Association's Board of Directors to achieve broader MVRD outcomes
- coordinating volunteer work parties
- managing volunteers

- providing administrative support to the Association's board of directors, including record keeping as appropriate
- coordinating the Association's communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups
- coordinating and/or conducting outreach including social media, displays and booths to increase community awareness
- coordinating and supporting events
- coordinating and supporting fundraising activities

PARK PARTNERSHIP PROGRAM

Regional Parks manage dedicated funds for capacity-building and support for park associations active in regional parks as part of a broader Park Partnership Program. The type and scope of programs and services vary among park associations based on each association's goals. Past funding of these associations has reflected the proposed use of funds, demonstration of need, and previous performance assessments.

The Park Partnership Program supports the Regional Parks Plan (2022) guiding principle of collaboration. *By working with others, we collectively care for the land to improve the region's livability and ecological health.* In addition, the Park Partnership Program helps Regional Parks to meet the 'Engage and Program' strategies of the plan to:

- provide diverse and meaningful learning and volunteer opportunities that deepen people's connection to nature (Strategy 12)
- tell stories about regional parks to connect the region's diverse population with nature and inspire its protection (Strategy 13) and
- learn and share knowledge (Strategy 14)

CONTRIBUTION AGREEMENT

The Derby Reach Brae Island Parks Association has fulfilled its prior year reporting requirements. The Association's 2022 Annual Report and its 2023 Regional Parks Contribution Funding Application are available for review upon request. The Derby Reach Brae Island Parks Association will submit annual reports to the MVRD over the term of this agreement.

Term

- The 3-year term of the proposed agreement commences January 1, 2024, and ends on December 31, 2026.
- There are provisions in the agreement for early termination in the event of bankruptcy, if the funds are being used in a manner contrary to the agreement or not in the public's interest, the park association is unable to meet its agreed obligations, on 90 days' written notice by MVRD, or if the Association makes changes to the plan or services under the agreement without the prior approval of MVRD.

Activities and Services

Derby Reach Brae Island Parks Association will use the funding to contribute to the employment of a part-time volunteer coordinator to enhance their capacity to perform activities such as:

- continually recruit, retain, and train a roster of volunteers for conservation and community outreach events
- coordinate the logistics for an annual series of free public walks and presentations in both parks on a range of themes and targeting different audiences
- publish a monthly e-newsletter
- some administrative duties, such as maintaining cloud storage for all files and the managing of the Association's website
- managing all promotional activities for events, liaising with other community groups, and assisting the Association's board of directors with special projects

ALTERNATIVES

1. That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

2. That the MVRD Board receive for information the report dated June 13, 2023, titled "Contribution Funding Request – Derby Reach Brae Island Parks Association" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan included an annual allocation for capacity-building support for park associations active in regional parks as part of a broader Park Partnership Program. Funding is to be used to support opportunities for citizens to help preserve, protect and enhance regional parks while advocating for greater public connectivity to nature.

This contribution agreement proposes a three-year funding amount of $15,000 in 2024, 2025 and 2026 for the Derby Reach Brae Island Parks Association. If the MVRD Board approves Alternative 1, the 2024 Regional Parks budget will continue to include a provision for this funding as a portion of the overall annual budget.

Table A – 2024 Allocations

Burnaby Lake	$6,000
Colony Farm	$15,000
Derby Reach / Brae Island	$15,000
KEEPS	$15,000
Minnekhada	$15,000
Pacific Spirit	$15,000
TOTAL	**$81,000**

Year one payment will be made to the Derby Reach Brae Island Parks Association by January 31, 2024.

CONCLUSION

Alternative 1 meets Metro Vancouver's requirements for the provision of contribution funds to the Derby Reach Brae Island Parks Association. Proposed funding supports the Derby Reach Brae Island Parks Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services. Staff recommends approval of Alternative 1.

Attachment

Contribution Agreement – Derby Reach Brae Island Parks Association

59904987

CONTRIBUTION AGREEMENT

THIS AGREEMENT made the ___ day of _____, 2023

BETWEEN:

METRO VANCOUVER REGIONAL DISTRICT
4515 Central Blvd.
Burnaby, BC
V5H 0C6

("**MVRD**")

AND:

DERBY REACH BRAE ISLAND PARKS ASSOCIATION
c/o 1558-200 Street
Langley, BC
V2Z 1W5

(the "**Recipient**")

WHEREAS:

A. The Recipient is a non-profit society. The purpose of the Recipient is to promote appreciation, understanding and enjoyment of Derby Reach and Brae Island Regional Parks, while preserving and enhancing their natural and historical features.

B. The Recipient has requested to receive, and MVRD has agreed to provide to the Recipient, funds for a purpose beneficial to the community or an aspect of the community; and

C. Section 263(1)(c) of the *Local Government Act* provides that MVRD may provide assistance for the purpose of benefitting the community or any aspect of the community.

NOW THEREFORE in consideration of the premises, terms and conditions contained in this Agreement (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

1.0 INTERPRETATION

In this Agreement the following terms have the following meanings:

"Agreement" means this agreement and the attached schedules, as may be amended from time to time**.**

"Funds" has the meaning set forth in Section 3.1.

"Plan" means the plan set out in Schedule A of this Agreement which sets out the specific purpose and/or activities for which the Recipient may use the Funds provided to the Recipient under this Agreement**.**

"Services" means the activities and/or services set out in the Plan.

"Term" has the meaning set forth in Article 2.0.

2.0 TERM

The term of this Agreement will commence on January 1, 2024**,** and end on December 31, 2026 (the "**Term**"), unless otherwise terminated as provided in this Agreement.

3.0 SERVICES

3.1 The Recipient will only use the funds provided in accordance with Article 4.0 (the "**Funds**") to provide Services in accordance with the terms and conditions of this Agreement.

3.2 The Recipient will, at MVRD's written request, provide all information required to enable MVRD to evaluate, using the criteria set out in Schedule B attached hereto, the Recipient's provision of the Services.

3.3 The Recipient will provide the Services under the terms of the Agreement subject to any applicable bylaws of MVRD and the local municipality, and applicable legislation and regulations and in a manner consistent with any applicable guidelines provided by MVRD.

3.4 MVRD must approve any changes to the Plan or Services in writing prior to the changes being made during the Term.

3.5 If the Recipient makes any changes to the Plan or Services without the prior approval of MVRD pursuant to Section 3.4, MVRD may, at its sole discretion, immediately terminate the Agreement. Upon termination by MVRD in accordance with this Section 3.5, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

4.0 FUNDING AND PAYMENT

4.1 MVRD has agreed to provide the Funds to support the Recipient's provision of the Services, in accordance with Section 4.3.

4.2 The payment of Funds is subject to MVRD being satisfied, in its sole and absolute discretion, that the Recipient will perform the Services in accordance with the Plan and all requirements under this Agreement.

4.3 For each year of the Term, MVRD will pay to the Recipient, by cheque or electronic funds transfer, the sum of $15,000 for the provision of the Services, on or before January 31 of the respective year, subject to the approval of all involved parties.

5.0 REPORTING

The Recipient will report to MVRD in accordance with the requirements of the reporting section of Schedule B attached hereto.

6.0 TAXES

It is the Recipient's responsibility to determine whether or not it has to be registered for GST and/or PST purposes. The amount of funding provided in this Agreement includes any GST and/or PST which may be payable by MVRD. Any liability for GST and/or PST required in respect of this Agreement will be the responsibility of the Recipient.

7.0 SEPARATE FUNDS AND FINANCIAL STATEMENTS

The books of account of the Recipient will be kept in accordance with Generally Accepted Accounting Practices.

8.0 RIGHT OF AUDIT

At any time, MVRD may give to the Recipient written notice that it desires its representative to examine the books of account of the Recipient, and the Recipient will produce for examination to such representative within ten (10) days after receipt of such notice, its books of account, and the said representative shall have a right of access to all records, documents, books, accounts and vouchers of the Recipient and shall be entitled to require from the directors and officers of the Recipient such information and explanations as, in their opinion, may be necessary to enable the representative to report to the board of directors of MVRD on the financial position of the Recipient.

9.0 INDEMNITY AND RELEASE

9.1 The Recipient shall indemnify and save harmless MVRD, its elected officials, appointed officers, employees and agents from and against all actions, causes of action, claims, liabilities,

damages, losses, costs, legal fees, fees, fines, charges or expenses which any or all of them may incur, be threatened by or be required to pay by reason of or arising out of the provision of the Services by the Recipient, the Recipient's use of any facility where the Services are provided, the breach by the Recipient of any term of this Agreement, or by the Recipient's contravention of any law, enactment or regulation of a federal, provincial or local government.

9.2 The Recipient hereby releases MVRD, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Recipient may have against any or all of them in respect of an act of MVRD in relation to this Agreement, except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of MVRD, its elected officials, appointed officers, employees, agents or contractors.

9.3 This Article 9.0 survives the expiry or earlier termination of this Agreement.

10.0 TERMINATION

10.1 MVRD may terminate this Agreement immediately without notice to the Recipient should:

(a) the Recipient fail to perform any of its obligations in the Agreement and such failure continues beyond thirty (30) days from delivery by MVRD to the Recipient of written notice specifying the failure and requiring its remedy;

(b) the Recipient make an assignment in bankruptcy or is declared bankrupt; or

(c) MVRD, in its sole discretion, determines that any of the Funds are being used in a manner contrary to the Plan or the public interest.

10.2 MVRD may terminate this Agreement for any reason whatsoever upon giving ninety (90) days' written notice to the Recipient.

10.3 If MVRD terminates this Agreement for any reason, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

10.4 The Recipient may terminate this Agreement upon giving thirty (30) days' written notice to MVRD should the Recipient, for any reason, be unable to meet its obligations with respect to the provision of the Services as set forth in this Agreement.

10.5 Upon termination by the Recipient, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

11.0 NOTICE

11.1 Unless otherwise specified in this Agreement, any notice required to be given under this Agreement by any party will be in writing and will be deemed to have been given if mailed by prepaid registered mail, sent by facsimile transmission, or delivered to the address of the other party as set forth below, or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, seventy-two (72) hours after the time of mailing or faxing, and if delivered by personal delivery, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice by personal delivery in order to ensure prompt receipt thereof.

To MVRD:
Mike Redpath, Director, Regional Parks
Metro Vancouver Regional District
4515 Central Blvd.
Burnaby, BC V5H 0C6

To the Recipient:
Terri Van Sleuwen, Secretary
Derby Reach Brae Island Parks Association
c/o 20453-91b Avenue
Langley, BC V1M 1B5

12.0 AUTHORIZATION

The Recipient represents and warrants that:

(a) it is and will remain duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized; and

(b) the execution and delivery of this Agreement and the completion of the transactions contemplated by this Agreement, if any, have been duly and validly authorized by all necessary corporate action of the Recipient, and this Agreement constitutes a legal, valid and binding obligation of the Recipient enforceable against the Recipient in accordance with its terms and the person signing this Agreement on the Recipient's behalf is duly authorized to do so.

13.0 TIME

Time is of the essence in this Agreement.

14.0 BINDING

In consideration of being granted the Funds, the Recipient agrees to be bound by the terms and conditions of this Agreement, and if the Recipient represents a group or organization, the Recipient agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement.

15.0 ASSIGNMENT

The Recipient may not assign this Agreement, in whole or in part, without the prior written consent of MVRD.

16.0 ENUREMENT

This Agreement will enure to the benefit of and be binding upon the parties to this Agreement and their respective heirs, administrators, executors, successors and permitted assignees.

17.0 RELATIONSHIP OF PARTIES

No provision of this Agreement will be construed to create a partnership or joint venture relationship, an employer-employee relationship, a landlord-tenant, or a principal-agent relationship between the parties. Neither party will represent or hold itself out to be an agent of the other party and neither party will have any authority to act for or assume any obligations or responsibilities, express or implied, on behalf of the other party.

18.0 WAIVER

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

19.0 AMENDMENTS

This Agreement may not be modified or amended except by the written agreement of the parties.

20.0 WHOLE AGREEMENT

The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed in this agreement.

21.0 LANGUAGE

Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

22.0 CUMULATIVE REMEDIES

No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

23.0 GOVERNING LAW AND JURISDICTION

This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia and the parties attorn to the exclusive jurisdiction of the courts of the Province of British Columbia.

24.0 COUNTERPARTS

This Agreement may be executed in counterparts with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement. Delivery of an executed signature page to this Agreement by a party by electronic transmission will be as effective as delivery of a manually executed copy of this Agreement by such party.

[Signature Page Follows]

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

For the METRO VANCOUVER REGIONAL DISTRICT

_____

Jerry W. Dobrovolny, P.Eng., MBA
Chief Administrative Officer

For DERBY REACH BRAE ISLAND PARKS ASSOCIATION

_____

Terri Van Sleuwen
Secretary

SCHEDULE 'A'
Derby Reach Brae Island Parks Association (Recipient)
2024 - 2026 Plan

The primary purpose of the Funds is to provide a level of coordination for the Recipient (Derby Reach Brae Island Parks Association), to provide capacity to serve the people and communities it reaches through its initiatives. The range of key deliverables includes:

- Enable the Recipient's board of directors to achieve broader MVRD outcomes;
- Coordinate volunteer work parties;
- Manage volunteers;
- Provide administrative support to the Recipient's board of directors, including record keeping as appropriate;
- Coordinate the Recipient's communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups;
- Coordinate and/or conduct outreach including social media, displays and booths to increase community awareness;
- Coordinate and support events; and
- Coordinate and support fundraising.

Derby Reach Brae Island Parks Association will use the funding to contribute to the employment of a part time volunteer coordinator to enhance their capacity to perform activities such as:

- continually recruit, retain, and train a roster of volunteers for conservation and community outreach events;
- coordinate the logistics for an annual series of free public walks and presentations in both parks on a range of themes and targeting different audiences;
- publish a monthly e-newsletter;
- some administrative duties, such as maintaining cloud storage for all files and the managing of the Recipient's website; and
- managing all promotional activities for events, liaising with other community groups, and assisting the Recipient's board of directors with special projects.

SCHEDULE 'B'

Evaluation

Oversight:

MVRD staff regularly interact with the Derby Reach Brae Island Parks Association board of directors, paid coordinators and staff/volunteers.

Reporting:

Derby Reach Brae Island Parks Association is required to provide:

- Records of volunteer hours, events, activities, participants and associated statistics annually to MVRD at the beginning of January (for previous year). These statistics are included in MVRD Regional Park's annual report;
- A report outlining accomplishments for the year, such as funds raised, Board development, new initiatives, number of members, new partnerships, awards and recognition, anecdotal success stories, etc.; and
- A member of the Derby Reach Brae Island Parks Association must make a presentation to the Regional Parks Committee summarizing achievements during, or at the end of the Term.

To: Regional Parks Committee

From: David Leavers, Division Manager – Visitor and Operations Services, Regional Parks

Date: June 13, 2023 Meeting Date: July 5, 2023

Subject: **Contribution Funding Request – Minnekhada Park Association**

RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Minnekhada Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

EXECUTIVE SUMMARY

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2023 for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes three-year funding of $15,000 in 2024, $15,000 in 2025 and $15,000 in 2026, for the Minnekhada Park Association. The proposed funding supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their volunteer programs and services.

PURPOSE

To seek MVRD Board approval to enter into a three-year contribution agreement with the Minnekhada Park Association (Attachment).

BACKGROUND

This report has been prepared to recommend the renewal of the contribution agreement with Minnekhada Park Association ("Association") that expires on December 31, 2023. MVRD and the Minnekhada Park Association have renewed its agreement annually since 2015. In 2023, Minnekhada Park Association received $15,000 in funding. The primary purpose of these funds is to provide a level of coordination for the Association and to provide capacity to serve the people and communities it reaches through its initiatives.

The range of key deliverables includes:

- enabling the Minnekhada Park Association board of directors to continue its growth and capacity to add to their achievements
- coordinating volunteer work parties
- providing administrative support to the Association's board of directors, including record keeping
- coordinating society communications with the Association's board of directors, committees, society members, volunteers, MVRD staff, public and partner groups

- coordinating and/or conducting outreach including social media, displays and booths to increase community awareness
- coordinating and supporting events
- coordinating and supporting fundraising activities

PARK PARTNERSHIP PROGRAM

Regional Parks manage dedicated funds for capacity-building and support for park associations active in regional parks as part of a broader Park Partnership Program. The type and scope of programs and services vary among park associations based on each association's goals. Past funding of these associations has reflected the proposed use of funds, demonstration of need, and previous performance assessments.

The Park Partnership Program supports the Regional Parks Plan (2022) guiding principle of collaboration. *By working with others, we collectively care for the land to improve the region's livability and ecological health.* In addition, the Park Partnership Program helps Regional Parks to meet the 'Engage and Program' strategies of the plan to:

- provide diverse and meaningful learning and volunteer opportunities that deepen people's connection to nature (Strategy 12)
- tell stories about regional parks to connect the region's diverse population with nature and inspire its protection (Strategy 13) and
- learn and share knowledge (Strategy 14)

CONTRIBUTION AGREEMENT

The Minnekhada Park Association has fulfilled its prior year reporting requirements. The Association's 2022 Annual Report and its 2023 Regional Parks Contribution Funding Application are available for review upon request. Based upon the three-year work program that Minnekhada Park Association has provided, it is being recommended that the Committee approve a three-year term of agreement. The Minnekhada Park Association will submit an annual report to MVRD over the term of the agreement.

Over the term of the recommended agreement, the Minnekhada Park Association has indicated that their focus will be:

- To educate and raise awareness about the natural and cultural heritage of Minnekhada Regional Park
- To advocate for and provide opportunities for people to connect with nature
- To actively preserve and protect Minnekhada Regional Park
- To foster and encourage public input and ideas
- To inspire others to value and care about nature and Minnekhada Regional Park

Term

- The term of the proposed agreement commences January 1, 2024 and ends on December 31, 2026.
- There are provisions in the agreement for early termination in the event of bankruptcy, if the funds are being used in a manner contrary to the agreement or not in the public interest, the park association is unable to meet its agreed obligations, on 90 days' written notice by MVRD,

or if the park association makes change to the plan or services under the agreement without the prior approval of MVRD.

Activities and Services
Minnekhada Park Association will use the funding to contribute to the employment of a part-time volunteer coordinator to enhance their capacity to perform activities such as:

- bat monitoring and related stewardship
- citizen science including western toad monitoring
- collaboration on the coastal painted turtle project
- nature education and appreciation
- wildfire recovery
- outreach and community engagement

ALTERNATIVES
1. That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Minnekhada Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

2. That the MVRD Board receive for information the report dated June 13, 2023, titled "Contribution Funding Request – Minnekhada Park Association" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS
The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan included an annual allocation for capacity-building support for park associations active in regional parks as part of a broader Park Partnership Program. Funding is to be used to support opportunities for citizens to help preserve, protect and enhance regional parks while advocating for greater public connectivity to nature.

This contribution agreement proposes a three-year funding amount of $15,000 in 2024, 2025 and 2026 for the Minnekhada Park Association. If the MVRD Board approves Alternative 1, the 2024 Regional Parks budget will continue to include a provision for this funding as a portion of the overall annual budget.

Table A – 2024 Allocations

Burnaby Lake	$6,000
Colony Farm	$15,000
Derby Reach / Brae Island	$15,000
KEEPS	$15,000
Minnekhada	$15,000
Pacific Spirit	$15,000
TOTAL	**$81,000**

Year 1 payment will be made to the Minnekhada Park Association by January 31, 2024.

CONCLUSION

Alternative 1 meets Metro Vancouver's requirements for the provision of contribution funds to the Minnekhada Park Association. Proposed funding supports the Minnekhada Park Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services. Staff recommends approval of Alternative 1.

Attachment

Contribution Agreement – Minnekhada Park Association

59906691

ATTACHMENT

CONTRIBUTION AGREEMENT

THIS AGREEMENT made the ___ day of _____, 2023

BETWEEN:

METRO VANCOUVER REGIONAL DISTRICT
4515 Central Blvd.
Burnaby, BC
V5H 0C6

("**MVRD**")

AND:

MINNEKHADA PARK ASSOCIATION
c/o 9146 Avalon Avenue
Burnaby, BC
V3N 4G8

(the "**Recipient**")

WHEREAS:

A. The Recipient is a non-profit society. The purpose of the Recipient is to preserve, protect and enhance the natural environment of Minnekhada Regional Park, while furthering respect, appreciation and enjoyment of the Park's natural and historical attributes as well as recreational resources.

B. The Recipient has requested to receive, and MVRD has agreed to provide to the Recipient, funds for a purpose beneficial to the community or an aspect of the community; and

C. Section 263(1)(c) of the *Local Government Act* provides that MVRD may provide assistance for the purpose of benefitting the community or any aspect of the community.

NOW THEREFORE in consideration of the premises, terms and conditions to be hereinafter contained (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

1.0 INTERPRETATION

In this Agreement the following terms have the following meanings:

"Agreement" means this agreement and the attached schedules, as may be amended from time to time**.**

"Funds" has the meaning set forth in Section 3.1.

"Plan" means the plan set out in Schedule "A" of this Agreement which sets out the specific purpose and/or activities for which the Recipient may use the Funds provided to the Recipient under this Agreement**.**

"Services" means the activities and/or services set out in the Plan.

"**Term**" has the meaning set forth in Section 2.0.

2.0 TERM

The term of this Agreement will commence on January 1, 2024**,** and end on December 31, 2026 (the "**Term**"), unless otherwise terminated as provided in this Agreement.

3.0 SERVICES

3.1 The Recipient shall only use the funds provided in accordance with Article 4.0 (the "**Funds**") to provide Services in accordance with the terms and conditions of this Agreement.

3.2 The Recipient will, at MVRD's written request, provide all information required to enable MVRD to evaluate, using the criteria set out in Schedule B attached hereto, the Recipient's provision of the Services.

3.3 The Recipient will provide the Services under the terms of the Agreement subject to any applicable bylaws of MVRD and the local municipality, and applicable legislation and regulations and in a manner consistent with any applicable guidelines provided by MVRD.

3.4 MVRD must approve any changes to the Plan or Services in writing prior to the changes being made during the Term.

3.5 If the Recipient makes changes to the Plan or Services without the prior approval of MVRD pursuant to Section 3.4, MVRD may, at its sole discretion, immediately terminate the Agreement. Upon termination by MVRD in accordance with this Section 3.5, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

4.0 FUNDING AND PAYMENT

4.1 MVRD has agreed to provide the Funds to support the Recipient's provision of the Services, in accordance with Section 4.3.

4.2 The payment of Funds is subject to MVRD being satisfied, in its sole and absolute discretion, that the Recipient will perform the Services in accordance with the Plan and all requirements under the Agreement.

4.3 For each year of the Term, MVRD shall pay to the Recipient, by cheque or electronic funds transfer, the sum of $15,000 for the provision of the Services, on or before January 31 of the respective year, subject to the approval of all involved parties.

5.0 REPORTING

The Recipient shall report to MVRD in accordance with the requirements of the reporting section of Schedule "B" attached to this Agreement.

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9.2 The Recipient hereby releases MVRD, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Recipient may have against any or all of them in respect of an act of MVRD in relation to this Agreement, except insofar as such claim, right, remedy,

action, cause of action, loss, damage, expense, fee or liability arises from the gross negligence of MVRD, its elected officials, appointed officers, employees, agents or contractors.

9.3 This Article 9.0 survives the expiry or sooner termination of this Agreement.

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To MVRD:
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Metro Vancouver Regional District
4515 Central Blvd.
Burnaby, BC V5H 0C6

To the Recipient:
Celia DeLuca, Chair
Minnekhada Park Association
c/o 9146 Avalon Avenue
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12.0 AUTHORIZATION

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(a) it is and will remain duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized; and

(b) the execution and delivery of this Agreement and the completion of the transactions contemplated by this Agreement, if any, have been duly and validly authorized by all necessary corporate action of the Recipient, and this Agreement constitutes a legal, valid and binding obligation of the Recipient enforceable against the Recipient in accordance with its terms and the person signing this Agreement on the Recipient's behalf is duly authorized to do so.

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This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia and the parties attorn to the exclusive jurisdiction of the courts of the Province of British Columbia.

24.0 COUNTERPARTS

This Agreement may be executed in counterparts with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement. Delivery of an executed signature page to this Agreement by a party by electronic

transmission will be as effective as delivery of a manually executed copy of this Agreement by such party.

[Signature Page Follows]

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

For the METRO VANCOUVER REGIONAL DISTRICT

_____

Jerry W. Dobrovolny, P.Eng., MBA
Chief Administrative Officer

For MINNEKHADA PARK ASSOCIATION

_____

Celia DeLuca
Chair

SCHEDULE ”A”
Minnekhada Park Association (Recipient)
2024 – 2026 Plan

The primary purpose of the Funds is to provide a level of coordination for the Recipient (Minnekhada Park Association), to provide capacity to serve the people and communities it reaches through its initiatives. The range of key deliverables includes:

- Enable the Recipient’s board of directors to achieve broader MVRD outcomes;
- Coordinate volunteer work parties;
- Manage volunteers;
- Provide administrative support to the Recipient’s board of directors, including record keeping as appropriate;
- Coordinate society communications with the Recipient’s board of directors , committees, society members, volunteers, MVRD staff, public and partner groups;
- Coordinate and/or conduct outreach including social media, displays and booths to increase community awareness;
- Coordinate and support events; and
- Coordinate and support fundraising.

Minnekhada Park Association will use the funding to contribute to the employment of a volunteer coordinator to enhance their capacity to perform activities such as:

- Bat monitoring and related stewardship;
- Citizen science including western toad monitoring;
- Collaboration on the coastal painted turtle project;
- Nature education and appreciation;
- Health and wellness;
- Wildfire recovery; and
- Outreach and community engagement.

SCHEDULE 'B'

Evaluation

Oversight:

MVRD staff regularly interact with the Minnekhada Park Association board of directors, paid coordinators and staff/volunteers.

Reporting:

Minnekhada Park Association is required to provide:

- Records of volunteer hours, events, activities, participants and associated statistics annually to MVRD at the beginning of January (for previous year). These statistics are included in MVRD Regional Park's annual report;
- A report outlining accomplishments for the year, such as funds raised, Board development, new initiatives, number of members, new partnerships, awards and recognition, anecdotal success stories, etc.; and
- A member of the Minnekhada Park Association must make a presentation to the Regional Parks Committee summarizing achievements during, or at the end of the Term.

To: MVRD Board of Directors

From: Regional Parks Committee

Date: July 5, 2023 Meeting Date: July 28, 2023

Subject: **Contribution Funding Request – Burnaby Lake Park Association**

REGIONAL PARKS COMMITTEE RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Burnaby Lake Park Association for a three-year term in the aggregate amount of $36,000 ($6,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

At its July 5, 2023 meeting, the Regional Parks Committee considered the attached report titled "Contribution Funding Request – Burnaby Lake Park Association", dated June 13, 2023. Members were informed of a typographical error on page 3 of the report, in *Table A – 2024 Allocations*, which reflected allocation of $10,000 for Colony Farm which should reflect $15,000.

Staff have corrected the report, as attached. This matter is now before the Board for its consideration.

Attachment

"Contribution Funding Request – Burnaby Lake Park Association", dated June 13, 2023 *(as corrected)*

61112979

To: Regional Parks Committee

From: David Leavers, Division Manager – Visitor and Operations Services, Regional Parks

Date: June 13, 2023 Meeting Date: July 5, 2023

Subject: **Contribution Funding Request – Burnaby Lake Park Association**

RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Burnaby Lake Park Association for a three-year term in the aggregate amount of $36,000 ($6,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

EXECUTIVE SUMMARY

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2023 for six park associations active in regional parks. Funding is used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes three-year funding of $6,000 in 2024, $15,000 in 2025 and $15,000 in 2026, for the Burnaby Lake Park Association. The proposed funding supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their volunteer programs and services.

PURPOSE

To seek MVRD Board approval to enter into a three-year contribution agreement with the Burnaby Lake Park Association (Attachment).

BACKGROUND

This report has been prepared to recommend the renewal of the contribution agreement with Burnaby Lake Park Association that expires on December 31, 2023. MVRD and the Burnaby Lake Park Association (the "Association") have renewed its agreement annually since 2005. The primary purpose of these funds is to provide a level of coordination for the park association and to provide capacity to serve the people and communities it reaches through its initiatives.

The range of key deliverables includes:

- enabling the Burnaby Lake Park Association board of directors to achieve broader MVRD outcomes
- coordinating volunteer work parties
- managing volunteers
- providing administrative support to the Association's board of directors, including record keeping as appropriate

- coordinating the Association's communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups
- coordinating and/or conducting outreach including social media, displays and booths to increase community awareness
- coordinating and supporting events
- coordinating and supporting fundraising activities

PARK PARTNERSHIP PROGRAM

Regional Parks manage dedicated funds for capacity-building and support for park associations active in regional parks as part of a broader Park Partnership Program. The type and scope of programs and services vary among park associations based on each association's goals. Past funding of these associations has reflected the proposed use of funds, demonstration of need, and previous performance assessments.

The Park Partnership Program supports the Regional Parks Plan (2022) guiding principle of collaboration. *By working with others, we collectively care for the land to improve the region's livability and ecological health.* In addition, the Park Partnership Program helps Regional Parks to meet the 'Engage and Program' strategies of the plan to:

- provide diverse and meaningful learning and volunteer opportunities that deepen people's connection to nature (Strategy 12)
- tell stories about regional parks to connect the region's diverse population with nature and inspire its protection (Strategy 13) and
- learn and share knowledge (Strategy 14)

CONTRIBUTION AGREEMENT

The Burnaby Lake Park Association has fulfilled its prior year reporting requirements. The Association's 2022 Annual Report and its 2023 Regional Parks Contribution Funding Application are available for review upon request. Based upon the three-year work program that Burnaby Lake Park Association has provided, it is being recommended that the Committee approve a three-year term of agreement. The Burnaby Lake Park Association will submit an annual report to MVRD over the term of the agreement.

Term

- The three-year term of the proposed agreement commences January 1, 2024, and ends on December 31, 2026.
- There are provisions in the agreement for early termination in the event of bankruptcy, if the funds are being used in a manner contrary to the agreement or not in the public interest, the park association is unable to meet its agreed obligations, on 90 days' written notice by MVRD, or if the Association makes changes to the plan or services under the agreement without the prior approval of MVRD.

Activities and Services

Over the term of the recommended agreement, the Burnaby Lake Park Association has indicated that their focus will be:

- To offer innovative programs and initiatives to new audiences as well as seasoned park volunteers
- To facilitate people's engagement in activities such as public work parties to remove invasive plants, maintaining nest boxes, wildlife monitoring or citizen science programs thereby increasing their knowledge about the importance of the park and inspiring feelings of attachment to the park
- To continually increase the numbers and diversity of their volunteer base
- To increase public awareness about the park
- To host events in the park such as Earth Day Celebration, World Migratory Bird Day, Birds of Burnaby Lake, Salmon Sunday at Cariboo Dam, and Snap & Share iNaturalist program
- To collaborate with other groups and individuals in the community
- To support resource management by assuming responsibility for the delivery of programs

ALTERNATIVES

1. That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Burnaby Lake Park Association for a three-year term in the aggregate amount of $36,000 ($6,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

2. That the MVRD Board receive for information the report dated June 13, 2023, titled "Contribution Funding Request – Burnaby Lake Park Association" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan included an annual allocation for capacity-building support for park associations active in regional parks as part of a broader Park Partnership Program. Funding is to be used to support opportunities for citizens to help preserve, protect and enhance regional parks while advocating for greater public connectivity to nature.

This contribution agreement proposes a three-year funding amount of $6,000 in 2024, and $15,000 in 2025 and 2026 for the Burnaby Lake Park Association. If the MVRD Board approves Alternative 1, the 2024 Regional Parks budget will continue to include a provision for this funding as a portion of the overall annual budget.

Table A – 2024 Allocations

Burnaby Lake	$6,000
Colony Farm	$15,000
Derby Reach / Brae Island	$15,000
KEEPS	$15,000
Minnekhada	$15,000
Pacific Spirit	$15,000
TOTAL	**$81,000**

Year one payment will be made to the Burnaby Lake Park Association by January 31, 2024.

CONCLUSION

Alternative 1 meets Metro Vancouver's requirements for the provision of contribution funds to the Burnaby Lake Park Association. Proposed funding supports the Burnaby Lake Park Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services. Staff recommends approval of Alternative 1.

Attachments

Contribution Agreement –Burnaby Lake Park Association

59907099

Attachment

CONTRIBUTION AGREEMENT

THIS AGREEMENT made the ___ day of _____, 2023

BETWEEN:

METRO VANCOUVER REGIONAL DISTRICT
4515 Central Blvd.
Burnaby, BC
V5H 0C6

("**MVRD**")

AND:

BURNABY LAKE PARK ASSOCIATION
c/o 9146 Avalon Avenue
Burnaby, BC
V3N 4G8

(the "**Recipient**")

WHEREAS:

A. The Recipient is a non-profit society. The goal of the Recipient is to protect and care for, in perpetuity, Burnaby Lake Regional Park, while upholding the principles of the Land Use Plan. The Recipient works to protect and enhance the wildlife areas of the park while maintaining recreational and agricultural opportunities in the park that are in harmony with nature, and to promote public knowledge and stewardship of the park's natural and agricultural areas.

B. The Recipient has requested to receive, and MVRD has agreed to provide to the Recipient, funds for a purpose beneficial to the community or an aspect of the community; and

C. Section 263(1)(c) of the *Local Government Act* provides that MVRD may provide assistance for the purpose of benefitting the community or any aspect of the community.

NOW THEREFORE in consideration of the premises, terms and conditions contained in this Agreement (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

1.0 INTERPRETATION

In this Agreement the following terms have the following meanings:

"Agreement" means this agreement and the attached schedules, as may be amended from time to time**.**

"Funds" has the meaning set forth in Section 3.1.

"Plan" means the plan set out in Schedule "A" of this Agreement which sets out the specific purpose and/or activities for which the Recipient may use the Funds provided to the Recipient under this Agreement**.**

"Services" means the activities and/or services set out in the Plan.

"**Term**" has the meaning set forth in Article 2.0.

2.0 TERM

The term of this Agreement will commence on January 1, 2024**,** and end on December 31, 2026 (the "**Term**"), unless otherwise terminated as provided in this Agreement.

3.0 SERVICES

3.1 The Recipient will only use the funds provided in accordance with Article 4.0 (the "**Funds**") to provide Services in accordance with the terms and conditions of this Agreement.

3.2 The Recipient will, at MVRD's written request, provide all information required to enable MVRD to evaluate, using the criteria set out in Schedule B attached hereto, the Recipient's provision of the Services.

3.3 The Recipient will provide the Services under the terms of the Agreement subject to any applicable bylaws of MVRD and the local municipality, and applicable legislation and regulations and in a manner consistent with any applicable guidelines provided by MVRD.

3.4 MVRD must approve any changes to the Plan or Services in writing prior to the changes being made during the Term.

3.5 If the Recipient makes any changes to the Plan or Services without the prior approval of MVRD pursuant to Section 3.4, MVRD may, at its sole discretion, immediately terminate the Agreement. Upon termination by MVRD in accordance with this Section 3.5, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

4.0 FUNDING AND PAYMENT

4.1 MVRD has agreed to provide the Funds to support the Recipient's provision of the Services, in accordance with Section 4.3.

4.2 The payment of Funds is subject to MVRD being satisfied, in its sole and absolute discretion, that the Recipient will perform the Services in accordance with the Plan and all requirements under this Agreement.

4.3 For each year of the Term, MVRD will pay to the Recipient, by cheque or electronic funds transfer, the sums of $6,000 (2024) and $15,000 (2025, 2006) for the provision of the Services, on or before January 31 of the respective year, subject to the approval of all involved parties.

5.0 REPORTING

The Recipient will report to MVRD in accordance with the requirements of the reporting section of Schedule "B" attached to this Agreement.

6.0 TAXES

It is the Recipient's responsibility to determine whether or not it has to be registered for GST and/or PST purposes. The amount of funding provided in this Agreement includes any GST and/or PST which may be payable by MVRD. Any liability for GST and/or PST required in respect of this Agreement will be the responsibility of the Recipient.

7.0 SEPARATE FUNDS AND FINANCIAL STATEMENTS

The books of account of the Recipient will be kept in accordance with Generally Accepted Accounting Practices.

8.0 RIGHT OF AUDIT

At any time, MVRD may give to the Recipient written notice that it desires its representative to examine the books of account of the Recipient, and the Recipient will produce for examination to such representative within ten (10) days after receipt of such notice, its books of account, and the said representative shall have a right of access to all records, documents, books, accounts and vouchers of the Recipient and shall be entitled to require from the directors and officers of the Recipient such information and explanations as, in their opinion, may be necessary to enable the representative to report to the board of directors of MVRD on the financial position of the Recipient.

9.0 INDEMNITY AND RELEASE

9.1 The Recipient shall indemnify and save harmless MVRD, its elected officials, appointed officers, employees and agents from and against all actions, causes of action, claims, liabilities, damages, losses, costs, legal fees, fees, fines, charges or expenses which any or all of them may incur, be threatened by or be required to pay by reason of or arising out of the provision of the Services by the Recipient, the Recipient's use of any facility where the Services are provided, the breach by the Recipient of any term of this Agreement, or by the Recipient's contravention of any law, enactment or regulation of a federal, provincial or local government.

9.2 The Recipient hereby releases MVRD, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Recipient may have against any or all of them in respect of an act of MVRD in relation to this Agreement, except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of MVRD, its elected officials, appointed officers, employees, agents or contractors.

9.3 This Article 9.0 survives the expiry or earlier termination of this Agreement.

10.0 TERMINATION

10.1 MVRD may terminate this Agreement immediately without notice to the Recipient should:

(a) the Recipient fail to perform any of its obligations in the Agreement and such failure continues beyond thirty (30) days from delivery by MVRD to the Recipient of written notice specifying the failure and requiring its remedy;

(b) the Recipient make an assignment in bankruptcy or is declared bankrupt; or

(c) MVRD, in its sole discretion, determines that any of the Funds are being used in a manner contrary to the Plan or the public interest.

10.2 MVRD may terminate this Agreement for any reason whatsoever upon giving ninety (90) days' written notice to the Recipient.

10.3 If MVRD terminates this Agreement for any reason, the Recipient shall immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

10.4 The Recipient may terminate this Agreement upon giving thirty (30) days' written notice to MVRD should the Recipient, for any reason, be unable to meet its obligations with respect to the provision of the Services as set forth in this Agreement.

10.5 Upon termination by the Recipient, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

11.0 NOTICE

11.1 Unless otherwise specified in this Agreement, any notice required to be given under this Agreement by any party will be in writing and will be deemed to have been given if mailed by prepaid registered mail, sent by facsimile transmission, or delivered to the address of the other party as set forth below or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, seventy-two (72) hours after the time of mailing or faxing, and if delivered by personal delivery, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party

sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice by personal delivery in order to ensure prompt receipt thereof.

To MVRD:
Mike Redpath, Director, Regional Parks
Metro Vancouver Regional District
4515 Central Blvd.
Burnaby, BC V5H 0C6

To the Recipient:
Irene Lau, Chair
Burnaby Lake Park Association
c/o 9146 Avalon Avenue
Burnaby, BC V3N 4G8

12.0 AUTHORIZATION

The Recipient represents and warrants that:

(a) it is and will remain duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized; and

(b) the execution and delivery of this Agreement and the completion of the transactions contemplated by this Agreement, if any, have been duly and validly authorized by all necessary corporate action of the Recipient, and this Agreement constitutes a legal, valid and binding obligation of the Recipient enforceable against the Recipient in accordance with its terms and the person signing this Agreement on the Recipient's behalf is duly authorized to do so.

13.0 TIME

Time is of the essence in this Agreement.

14.0 BINDING

In consideration of being granted the Funds, the Recipient agrees to be bound by the terms and conditions of this Agreement, and if the Recipient represents a group or organization, the Recipient agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement.

15.0 ASSIGNMENT

The Recipient may not assign this Agreement in whole or in part without the prior written consent of MVRD.

16.0 ENUREMENT

This Agreement will enure to the benefit of and be binding upon the parties to this Agreement and their respective heirs, administrators, executors, successors and permitted assignees.

17.0 RELATIONSHIP OF PARTIES

No provision of this Agreement will be construed to create a partnership or joint venture relationship, an employer-employee relationship, a landlord-tenant, or a principal-agent relationship between the parties. Neither party will represent or hold itself out to be an agent of the other party and neither party will have any authority to act for or assume any obligations or responsibilities, express or implied, on behalf of the other party.

18.0 WAIVER

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

19.0 AMENDMENTS

This Agreement may not be modified or amended except by the written agreement of the parties.

20.0 WHOLE AGREEMENT

The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed in this agreement.

21.0 LANGUAGE

Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

22.0 CUMULATIVE REMEDIES

No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

23.0 GOVERNING LAW AND JURISDICTION

This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia and the parties attorn to the exclusive jurisdiction of the courts of the Province of British Columbia.

24.0 COUNTERPARTS

This Agreement may be executed in counterparts with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement. Delivery of an executed signature page to this Agreement by a party by electronic transmission will be as effective as delivery of a manually executed copy of this Agreement by such party.

[Signature Page Follows]

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

For the METRO VANCOUVER REGIONAL DISTRICT

_____

Jerry W. Dobrovolny, P.Eng., MBA
Chief Administrative Officer

For BURNABY LAKE PARK ASSOCIATION

_____

Irene Lau
Chair

SCHEDULE ”A”
Burnaby Lake Park Association (Recipient)
2024 – 2026 Plan

The primary purpose of the Funds is to provide a level of coordination for the Recipient (Burnaby Lake Park Association), to provide capacity to serve the people and communities it reaches through its initiatives. The range of key deliverables includes:

- Enable the Burnaby Lake Park Association Board of Directors to achieve broader MVRD outcomes;
- Coordinate volunteer work parties;
- Manage volunteers;
- Provide administrative support to the Recipient’s board of directors, including record keeping as appropriate;
- Coordinate the Recipient’s communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups;
- Coordinate and/or conduct outreach including social media, displays and booths to increase community awareness;
- Coordinate and support events; and
- Coordinate and support fundraising activities.

Over the term of the recommended agreement, the Burnaby Lake Park Association has indicated that they will continue to employ a part time contract coordinator with a focus to:

- offer innovative programs and initiatives to new audiences as well as seasoned park volunteers;
- facilitate people’s engagement in activities such as public work parties to remove invasive plants, maintaining nest boxes, wildlife monitoring or citizen science programs thereby increasing their knowledge about the importance of the park and inspiring feelings of attachment to the park;
- continually increase the numbers and diversity of their volunteer base;
- increase public awareness about the park;
- host events in the park such as Earth Day Celebration, World Migratory Bird Day, Birds of Burnaby Lake, Salmon Sunday at Cariboo Dam, and Snap & Share iNaturalist program;
- collaborate with other groups and individuals in the community; and
- support resource management by assuming responsibility for the delivery of programs.

SCHEDULE ”B”

Evaluation

Oversight:

MVRD staff regularly interact with the Burnaby Lake Park Association board of directors, paid coordinators and staff/volunteers.

Reporting:

Burnaby Lake Park Association is required to provide:

- Records of volunteer hours, events, activities, participants and associated statistics annually to MVRD at the beginning of January (for previous year). These statistics are included in MVRD Regional Park’s annual report;
- A report outlining accomplishments for the year, such as funds raised, Board development, new initiatives, number of members, new partnerships, awards and recognition, anecdotal success stories, etc.; and
- A member of the Burnaby Lake Park Association must make a presentation to the Regional Parks Committee summarizing achievements during, or at the end of the Term.

To: MVRD Board of Directors

From: Regional Parks Committee

Date: July 5, 2023 Meeting Date: July 28, 2023

Subject: **Contribution Funding Request – Colony Farm Park Association**

REGIONAL PARKS COMMITTEE RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Colony Farm Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

At its July 5, 2023 meeting, the Regional Parks Committee considered the attached report titled "Contribution Funding Request – Colony Farm Park Association", dated June 13, 2023. Members were informed of a typographical error on page 4 of the report, in *Table A – 2024 Allocations*, which reflected allocation of $10,000 for Colony Farm which should reflect $15,000.

Staff have corrected the report, as attached. This matter is now before the Board for its consideration.

Attachment

"Contribution Funding Request – Colony Farm Park Association", dated June 13, 2023 *(as corrected)*

61112988

To: Regional Parks Committee

From: David Leavers, Division Manager – Visitor and Operations Services, Regional Parks

Date: June 13, 2023 Meeting Date: July 5, 2023

Subject: **Contribution Funding Request – Colony Farm Park Association**

RECOMMENDATION

That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Colony Farm Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

EXECUTIVE SUMMARY

The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2023 for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

This contribution agreement proposes three-year funding of $15,000 in 2024, $15,000 in 2025 and $15,000 in 2026, for the Colony Farm Park Association. The proposed funding supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their volunteer programs and services.

PURPOSE

To seek MVRD Board approval to enter into a three-year contribution agreement with the Colony Farm Park Association (Attachment).

BACKGROUND

This report has been prepared to recommend the renewal of the contribution agreement with Colony Farm Park Association (the "Association") that expires on December 31, 2023. MVRD and the Association have renewed its agreement annually since 2016. The primary purpose of these funds is to provide a level of coordination for the park association and to provide capacity to serve the people and communities it reaches through its initiatives.

The range of key deliverables includes:

- enabling the Association's board of directors to achieve broader MVRD outcomes
- coordinating volunteer work parties
- managing volunteers
- providing administrative support to its board of directors, including record keeping as appropriate

- coordinating the Association's communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups
- advancing relationship-building and reconciliation with kʷikʷəƛ̓əm (Kwikwetlem First Nation) by expanding learning and understanding of the cultural history of the park's land base and the First Nation's connection to the land, water, and environment in and around the park
- coordinating and/or conducting outreach including social media, displays and booths to increase community awareness
- coordinating and supporting events
- coordinating and supporting fundraising activities

PARK PARTNERSHIP PROGRAM

Regional Parks manage dedicated funds for capacity-building and support for park associations, who are registered non-profit societies, active in regional parks as part of a broader Park Partnership Program. The type and scope of programs and services vary among park associations based on each association's goals. Past funding of these associations has reflected the proposed use of funds, demonstration of need, and previous performance assessments.

The Park Partnership Program supports the Regional Parks Plan (2022) guiding principle of collaboration. *By working with others, we collectively care for the land to improve the region's livability and ecological health.* In addition, the Park Partnership Program helps Regional Parks to meet the 'Engage and Program' strategies of the plan to:

- provide diverse and meaningful learning and volunteer opportunities that deepen people's connection to nature (Strategy 12)
- tell stories about regional parks to connect the region's diverse population with nature and inspire its protection (Strategy 13)
- learn and share knowledge (Strategy 14)

CONTRIBUTION AGREEMENT

The Association has fulfilled its prior year reporting requirements. The Association's 2022 Annual Report and its 2023 Regional Parks Contribution Funding Application are available for review upon request. Based upon the three-year work program that Association has provided, it is being recommended that the Committee approve a three-year term of agreement. The Association will submit an annual report to MVRD over the term of the agreement.

Term

- The three-year term of the proposed agreement commences January 1, 2024, and ends on December 31, 2026.
- There are provisions in the agreement for early termination in the event of bankruptcy, if the funds are being used in a manner contrary to the agreement or not in the public interest, the park association is unable to meet its agreed obligations, on 90 days' written notice by MVRD, or if the Association makes changes to the plan or services under the agreement without the prior approval of MVRD.

Activities and Services
The Association will use the funding to contribute to the employment of a part-time volunteer coordinator to enhance their capacity to perform activities such as:

- Develop a volunteer ambassador program that engages volunteers in diverse education initiatives
- Host long-standing special events and explore new events that connect and inspire people who are new to the park / nature
- Continue active monitoring and stewardship program and connect volunteers to deeper engagement
- Ensure Board sustainability and reinforce shared connection to the park
- Review and refine membership structure and process
- Maintain a strong social media presence
- Strengthen relationships with Metro Vancouver
- Strengthen relationships with kʷikʷəƛ̓əm (Kwikwetlem First Nation)
- Connect with community partners for cross-pollination and collaboration

ALTERNATIVES
1. That the MVRD Board approve the Contribution Agreement between Metro Vancouver Regional District and the Colony Farm Park Association for a three-year term in the aggregate amount of $45,000 ($15,000 in 2024, $15,000 in 2025 and $15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026.

2. That the MVRD Board receive for information the report dated June 13, 2023, titled "Contribution Funding Request – Colony Farm Park Association" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS
The 2023-2027 Metro Vancouver Regional Parks 5-year financial plan included an annual allocation for capacity-building support for park associations active in regional parks as part of a broader Park Partnership Program. Funding is to be used to support opportunities for citizens to help preserve, protect and enhance regional parks while advocating for greater public connectivity to nature.

This contribution agreement proposes a three-year funding amount of $15,000 in 2024, 2025 and 2026 for the Association. This reflects the maximum contribution and will allow for the hiring of a part time coordinator for the first time, as the Association looks to increase its activities in a post-Covid environment.

If the MVRD Board approves Alternative 1, the 2024 Regional Parks budget will continue to include a provision for this funding as a portion of the overall annual budget.

Table A – 2024 Allocations

Burnaby Lake	$6,000
Colony Farm	$15,000
Derby Reach / Brae Island	$15,000
KEEPS	$15,000
Minnekhada	$15,000
Pacific Spirit	$15,000
TOTAL	**$81,000**

Year one payment will be made to the Association by January 31, 2024.

CONCLUSION

Alternative 1 meets Metro Vancouver's requirements for the provision of contribution funds to the Colony Farm Park Association. Proposed funding supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services. Staff recommends approval of Alternative 1.

Attachment

Contribution Agreement – Colony Farm Park Association

59906688

CONTRIBUTION AGREEMENT

THIS AGREEMENT made the ___ day of _____, 2023

BETWEEN:

METRO VANCOUVER REGIONAL DISTRICT
4515 Central Blvd.
Burnaby, BC
V5H 0C6

AND:

COLONY FARM PARK ASSOCIATION
c/o 2000 Bow Drive
Coquitlam, BC
V3E 1Y3

(the "**Recipient**")

WHEREAS:

A. The Recipient is a non-profit society. The Recipient works to protect and enhance the natural areas of the park while maintaining recreational and agricultural opportunities in the park that are in harmony with nature, and to promote public knowledge and stewardship of the park's natural and agricultural areas;

B. The Recipient has requested to receive, and MVRD has agreed to provide to the Recipient, funds for a purpose beneficial to the community or an aspect of the community; and

C. Section 263(1)(c) of the *Local Government Act* provides that MVRD may provide assistance for the purpose of benefitting the community or any aspect of the community.

NOW THEREFORE in consideration of the premises, terms and conditions contained in this Agreement (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

1.0 INTERPRETATION

In this Agreement the following terms have the following meanings:

"Agreement" means this agreement and the attached schedules, as may be amended from time to time**.**

"Funds" has the meaning set forth in Section 3.1.

"Plan" means the plan set out in Schedule A of this Agreement which sets out the specific purpose and/or activities for which the Recipient may use the Funds provided to the Recipient under this Agreement**.**

"Services" means the activities and/or services set out in the Plan.

"**Term**" has the meaning set forth in Article 2.0.

2.0 TERM

The term of this Agreement will commence on January 1, 2024, and end on December 31, 2026 (the "**Term**"), unless otherwise terminated as provided in this Agreement.

3.0 SERVICES

3.1 The Recipient will only use the funds provided in accordance with Article 4.0 (the "**Funds**") to provide Services in accordance with the terms and conditions of this Agreement.

3.2 The Recipient will, at MVRD's written request, provide all information required to enable MVRD to evaluate, using the criteria set out in Schedule B attached hereto, the Recipient's provision of the Services.

3.3 The Recipient will provide the Services under the terms of the Agreement subject to any applicable bylaws of MVRD and the local municipality, and applicable legislation and regulations and in a manner consistent with any applicable guidelines provided by MVRD.

3.4 MVRD must approve any changes to the Plan or Services in writing prior to the changes being made during the Term.

3.5 If the Recipient makes any changes to the Plan or Services without the prior approval of MVRD pursuant to Section 3.4, MVRD may, at its sole discretion, immediately terminate the Agreement. Upon termination by MVRD in accordance with this Section 3.5, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

4.0 FUNDING AND PAYMENT

4.1 MVRD has agreed to provide the Funds to support the Recipient's provision of the Services, in accordance with Section 4.3.

4.2 The payment of Funds is subject to MVRD being satisfied, in its sole and absolute discretion, that the Recipient will perform the Services in accordance with the Plan and all requirements under this Agreement.

4.3 For each year of the Term, MVRD will pay to the Recipient, by cheque or electronic funds transfer, the sum of $15,000 for the provision of the Services, on or before January 31 of the respective year, subject to the approval of all involved parties.

5.0 REPORTING

The Recipient will report to MVRD in accordance with the requirements of the reporting section of Schedule "B" to this Agreement.

6.0 TAXES

It is the Recipient's responsibility to determine whether or not it has to be registered for GST and/or PST purposes. The amount of funding provided in this Agreement includes any GST and/or PST which may be payable by MVRD. Any liability for GST and/or PST required in respect of this Agreement will be the responsibility of the Recipient.

7.0 SEPARATE FUNDS AND FINANCIAL STATEMENTS

The books of account of the Recipient will be kept in accordance with Generally Accepted Accounting Practices.

8.0 RIGHT OF AUDIT

At any time, MVRD may give to the Recipient written notice that it desires its representative to examine the books of account of the Recipient, and the Recipient will produce for examination to such representative within ten (10) days after receipt of such notice, its books of account, and the said representative shall have a right of access to all records, documents, books, accounts and vouchers of the Recipient and shall be entitled to require from the directors and officers of the Recipient such information and explanations as, in their opinion, may be necessary to enable the representative to report to the board of directors of MVRD on the financial position of the Recipient.

9.0 INDEMNITY AND RELEASE

9.1 The Recipient shall indemnify and save harmless MVRD, its elected officials, appointed officers, employees and agents from and against all actions, causes of action, claims, liabilities, damages, losses, costs, legal fees, fees, fines, charges or expenses which any or all of them may incur, be threatened by or be required to pay by reason of or arising out of the provision of the Services by the Recipient, the Recipient's use of any facility where the Services are provided, the breach by the Recipient of any term of this Agreement, or by the Recipient's contravention of any law, enactment or regulation of a federal, provincial or local government.

9.2 The Recipient hereby releases MVRD, its elected officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability which the Recipient may have against any or all of them in respect of

an act of MVRD in relation to this Agreement, except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of MVRD, its elected officials, appointed officers, employees, agents or contractors.

9.3 This Article 9.0 survives the expiry or earlier termination of this Agreement.

10.0 TERMINATION

10.1 MVRD may terminate this Agreement immediately without notice to the Recipient should:

(a) the Recipient fail to perform any of its obligations in the Agreement and such failure continues beyond thirty (30) days from delivery by MVRD to the Recipient of written notice specifying the failure and requiring its remedy;

(b) the Recipient make an assignment in bankruptcy or is declared bankrupt; or

(c) MVRD, in its sole discretion, determines that any of the Funds are being used in a manner contrary to the Plan or the public interest.

10.2 MVRD may terminate this Agreement for any reason whatsoever upon giving ninety (90) days' written notice to the Recipient.

10.3 If MVRD terminates this Agreement for any reason, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

10.4 The Recipient may terminate this Agreement upon giving thirty (30) days' written notice to MVRD should the Recipient, for any reason, be unable to meet its obligations with respect to the provision of the Services as set forth in this Agreement.

10.5 Upon termination by the Recipient, the Recipient will immediately return any Funds that have not been spent on providing the Services. The Recipient will provide a full accounting of all Funds not returned.

11.0 **NOTICE**

11.1 Unless otherwise specified in this Agreement, any notice required to be given under this Agreement by any party will be in writing and will be deemed to have been given if mailed by prepaid registered mail, sent by facsimile transmission, or delivered to the address of the other party as set forth below or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, seventy-two (72) hours after the time of mailing or faxing, and if delivered by personal delivery, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party

sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice by personal delivery in order to ensure prompt receipt thereof.

To MVRD:
Mike Redpath, Director, Regional Parks
Metro Vancouver Regional District
4515 Central Blvd.
Burnaby, BC V5H 0C6

To the Recipient:
Jane Thomsing, Chair
Colony Farm Park Association
c/o 2000 Bow Drive
Coquitlam, BC V3E 1Y3

12.0 AUTHORIZATION

The Recipient represents and warrants that:

(a) it is and will remain duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized; and

(b) the execution and delivery of this Agreement and the completion of the transactions contemplated by this Agreement, if any, have been duly and validly authorized by all necessary corporate action of the Recipient, and this Agreement constitutes a legal, valid and binding obligation of the Recipient enforceable against the Recipient in accordance with its terms and the person signing this Agreement on the Recipient's behalf is duly authorized to do so.

13.0 TIME

Time is of the essence in this Agreement.

14.0 BINDING

In consideration of being granted the Funds, the Recipient agrees to be bound by the terms and conditions of this Agreement, and if the Recipient represents a group or organization, the Recipient agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement.

15.0 ASSIGNMENT

The Recipient may not assign this Agreement in whole or in part without the prior written consent of MVRD.

16.0 ENUREMENT

This Agreement will enure to the benefit of and be binding upon the parties to this Agreement and their respective heirs, administrators, executors, successors and permitted assignees.

17.0 RELATIONSHIP OF PARTIES

No provision of this Agreement will be construed to create a partnership or joint venture relationship, an employer-employee relationship, a landlord-tenant, or a principal-agent relationship between the parties. Neither party will represent or hold itself out to be an agent of the other party and neither party will have any authority to act for or assume any obligations or responsibilities, express or implied, on behalf of the other party.

18.0 WAIVER

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

19.0 AMENDMENTS

This Agreement may not be modified or amended except by the written agreement of the parties.

20.0 WHOLE AGREEMENT

The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed in this agreement.

21.0 LANGUAGE

Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

22.0 CUMULATIVE REMEDIES

No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

23.0 GOVERNING LAW AND JURISDICTION

This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia and the parties attorn to the exclusive jurisdiction of the courts of the Province of British Columbia.

24.0 COUNTERPARTS

This Agreement may be executed in counterparts with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same Agreement. Delivery of an executed signature page to this Agreement by a party by electronic transmission will be as effective as delivery of a manually executed copy of this Agreement by such party.

[Signature Page Follows]

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

For the METRO VANCOUVER REGIONAL DISTRICT

_____
Jerry W. Dobrovolny, P.Eng., MBA
Chief Administrative Officer

For COLONY FARM PARK ASSOCIATION

_____
Jane Thomsing
Chair

SCHEDULE "A"
Colony Farm Park Association (Recipient)
2024-2026 Plan

The primary purpose of the Funds is to provide a level of coordination for the Recipient (Colony Farm Park Association), to provide capacity to serve the people and communities it reaches through its initiatives. The range of key deliverables includes:

- enabling the Recipient's board of directors to achieve broader MVRD outcomes;
- coordinating volunteer work parties;
- managing volunteers;
- providing administrative support to the Recipient's board of directors, including record keeping as appropriate;
- coordinating the Recipient's communications with its board of directors, committees, society members, volunteers, MVRD staff, public and partner groups;
- advance relationship-building and reconciliation with kʷikʷəƛ̓əm (Kwikwetlem First Nation) by expanding learning and understanding of the cultural history of the park's land base and the First Nation's connection to the land, water, and environment in and around the park;
- coordinating and/or conducting outreach including social media, displays and booths to increase community awareness;
- coordinating and supporting events; and
- coordinating and supporting fundraising activities.

Over the term of the recommended agreement, the Colony Farm Park Association has indicated that they will continue to hire a part time volunteer coordinator to enhance their capacity to perform activities such as:

- conducting a minimum of five stewardship work parties annually;
- coordinating at least four annual Association events in the park including Spring Event, Partners in the Park, International Migratory Bird Day, Lazuli Bunting Walk, and Stories Under the Stars;
- supporting volunteer coordination for bird counts and bat counts;
- citizen science monitoring program along the Sheep Paddocks Trail;
- supporting Colony Farm Park Association's involvement in 4-6 community events in the region; and
- managing communications via social media and website;

SCHEDULE "B"
Evaluation

Oversight:

MVRD staff regularly interact with the Recipient's board of directors, paid coordinators and staff/volunteers.

Reporting:

The Recipient is required to provide:

- Records of volunteer hours, events, activities, participants and associated statistics annually to MVRD at the beginning of January (for previous year). These statistics are included in MVRD Regional Park's annual report;
- A report outlining accomplishments for the Term, such as funds raised, Board development, new initiatives, number of members, new partnerships, awards and recognition, anecdotal success stories, etc.; and
- A member of the Colony Farm Park Association must make a presentation to the Regional Parks Committee summarizing achievements during, or at the end of the Term.

To: Regional Parks Committee

From: Jeffrey Fitzpatrick, Division Manager, Design and Development, Regional Parks

Date: June 21, 2023 Meeting Date: July 5, 2023

Subject: **Regional Park at Cape Roger Curtis - Park Planning and Municipal Update**

RECOMMENDATION

That the MVRD Board receive for information the report dated June 21, 2023, titled "Regional Park at Cape Roger Curtis - Park Planning and Municipal Update".

EXECUTIVE SUMMARY

The purchase of 24 parcels of land at Cape Roger Curtis on Bowen Island has been finalized. Regional Park staff continue to work through the Bowen Island Municipality (BIM) rezoning and Official Community Plan (OCP) amendment process required to allow for supervised overnight tent camping in the park.

Additional submittals, requested by the municipality, were provided in June. A preliminary park concept was developed to communicate key values and the basic arrangement of protected areas and park activities on the landscape.

BIM Council convened a Committee of the Whole meeting on June 14, 2023 to discuss conditional requirements for rezoning and OCP amendment approval.

It is expected that BIM Council will receive the additional submittals, along with a draft list of conditional requirements for rezoning and OCP amendment approval, at the July 10 Council meeting and refer it to municipal advisory committees and public engagement at that time, in advance of an anticipated second reading in September 2023.

PURPOSE

The purpose of this report is to provide an update to the Metro Vancouver Board on the park planning, municipal rezoning, and OCP amendment processes for the new regional park at Cape Roger Curtis, on Bowen Island.

BACKGROUND

In July 2022, the Metro Vancouver Board approved the purchase of 24 parcels of land, totaling 97 hectares for the purpose of establishing a new regional park at Cape Roger Curtis, on Bowen Island.

In January 2023, Metro Vancouver submitted a rezoning and OCP amendment application to Bowen Island Municipality (BIM) proposing a passive park designation, with a variance to allow for supervised overnight tent camping of up to 100 sites. The land is currently zoned as rural residential (RR1).

On February 27, 2023 staff attended a BIM committee of the whole meeting to initiate the rezoning and OCP amendment process. BIM Council received the application and referred it to municipal advisory committees and external agencies. Phase 1 public engagement extended from February 10 to March 20, 2023. First Nation engagement is ongoing.

At the April 24 regular council meeting, BIM Council approved first reading of the rezoning and OCP amendment bylaws and directed staff to work with Metro Vancouver on a section 219 covenant to confirm phasing requirements. BIM staff recommended that Metro Vancouver provide additional submittals in advance of second reading.

On May 9, 2023, Metro Vancouver finalized the purchase of the 97 hectare proposed regional park at Cape Roger Curtis. At this time, the land is not open to the public for day or overnight use. Metro Vancouver has taken steps to secure and maintain the property while the park planning, municipal rezoning, and OCP amendment processes proceed.

PARK PLANNING, MUNICIPAL REZONING, AND OCP AMENDMENT UPDATE

Rezoning and OCP Amendment Submittals

Metro Vancouver staff continue to work closely with Bowen Island Municipality through the municipal rezoning and OCP amendment process. In early June, staff provided all of the additional submittals requested by BIM including:

- **Transportation Study** confirming sufficient road and ferry capacity to support park development and use
- **Visitor Management Plan** outlining sustainable management practices for the park
- **Updated Phasing Strategy** outlining phased park development
- **Hydrology Study** confirming water requirements for the park are sustainable
- **Emergency Management Overview** outlining Metro Vancouver's approach to emergency management
- **Draft Park Concept and Program** outlining key values and the basic arrangement of the protected areas and park activities on the landscape

The additional submittals are attached to this report for reference. Preliminary discussions with BIM continue on the proposed Section 219 covenant that was requested at the April 24 BIM Council meeting to confirm park development phasing.

BIM Committee of the Whole Meeting

BIM Council convened a Committee of the Whole meeting on June 14, 2023 to discuss conditional requirements for the proposed rezoning and OCP amendment. A BIM staff report recommended the following conditions:

- Provision of a cross Island bus shuttle service
- Metro Vancouver assuming ownership of BIM trails within the proposed regional park
- Divesture of title for municipal roads to Metro Vancouver within the proposed regional park

- Resolution of an unrelated land issue on the opposite side of the Island not associated with the rezoning at Mount Gardener
- Completion of passenger ferry feasibility study for the island
- Requirement for MVRD to contribute $5.6M towards the completion of the Cross Island Multi Use Path (MUP) crossing the Bowen

There have been no formal commitments made on the proposed conditions. Some are consistent with discussions on the project to date. Others are new, with additional information required for assessment.

As a next step, BIM staff will consolidate a final list of conditions, based on the discussion at the June 14 meeting, for Council's consideration and referral to advisory Committees at the July 10, 2023 Regular Council Meeting.

Once provided by BIM, Metro Vancouver staff will review the list of conditions and assess feasibility, cost, alignment with the draft park concept and regional parks mandate, and rationality considering the nature of land use proposed in the rezoning and OCP amendment application. A response to BIM will be developed in the next phase of park planning and shared with the Board in a future update.

Draft Park Concept and Program

The draft park concept, program, and guiding principles (Attachment 6) was developed to illustrate key values and a foundational park program, including environmental protection, restoration, and opportunities for day and overnight uses.

The draft concept, program, and guiding principles were informed by research, inventory, analysis, and engagement with First Nations, the public, stakeholders, and agencies during phase one of the park planning process.

The concept outlines the protection, restoration, and enhancement of the site's ecological values, and focuses on using previously cleared areas to support day and overnight uses, such as picnic areas and tent camping. Activity areas include trails, viewpoints, and areas for overnight use.

Sustainable access to the park, by shuttle or trail, is proposed along with some car access for accessibility. A quiet, pedestrian-focused experience will be created by limiting vehicles, converting sections of existing road to trails and public space, and establishing trail connectivity throughout the site.

Metro Vancouver is engaging First Nations to explore opportunities to work collaboratively over the long term and to incorporate traditional and current knowledge into this concept, ongoing park planning, programing, and management.

The second phase of public engagement will take place this summer, and will seek feedback on the draft park concept, program, and guiding principles. At that time, additional information will be

shared about technical studies on traffic and access, phasing, visitor management, and emergency planning.

BIM Rezoning and OCP Amendment Process Next Steps
It is expected that at the July 10, 2023 meeting, BIM Council will receive the additional submittals and refer the updated application, along with the BIM list of conditions for rezoning and OCP amendment approval, to municipal advisory committees and a public open house.

The BIM Committee referral process and Metro Vancouver public open house will occur through July and August. Metro Vancouver's traffic consultant will also be undertaking additional traffic monitoring during the summer of 2023.

It is anticipated that BIM staff will report back to Council with the outcomes of the referrals and open house in September, with a recommendation for second reading or an alternative course of action.

The rezoning and OCP amendment process is administered by BIM. The following outlines the remaining steps of the rezoning and OCP amendment process, with a potential timeline that is subject to change based on additional requests or other direction from BIM Council.

1. **July 2023** – BIM Council receives additional submittals, refers to advisory committees and public engagement
2. **July/Aug 2023** – BIM advisory committee referral meetings and public engagement
3. **Sept 2023** – BIM Council second reading and referral to public hearing
4. **Oct 2023** – Public hearing
5. **Oct 2023** – Third reading and Island Trust referral
6. **Nov 2023** – Fourth and final reading

Staff continue to advance discussions with Squamish Nation on the project to explore opportunities for engagement and collaboration through the immediate planning process and over the long term.

Monthly updates to the Regional Parks Committee and Metro Vancouver Board will be provided as the project moves forward.

ALTERNATIVES
This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS
There are no immediate financial implications to consider.

The interim land management measures are being implemented within existing budgets and planned staffing allocations.

Once a final list of conditions for rezoning and OCP amendment approval is provided by BIM, Metro Vancouver staff will assess the conditions, including financial implications. No formal commitments on the conditions have been made to date.

Public access, capital improvements, and ecological enhancements will follow successful completion of the park planning, municipal rezoning, and OCP amendment processes, subject to Board approval through the regular annual budget process.

CONCLUSION

The purchase of 24 parcels of land at Cape Roger Curtis on Bowen Island has been finalized and interim steps have been taken to secure and maintain the property. Metro Vancouver staff are working closely with Bowen Island Municipality on the municipal rezoning and OCP amendment process.

Additional submittals, requested by the municipality, were provided in early June. A preliminary park concept and program was developed to confirm key values and the layout of protected areas and park amenities.

BIM Council convened a Committee of the Whole meeting on June 14, 2023 to discuss conditional requirements for rezoning and OCP amendment approval.

It is expected that BIM Council will receive the additional submittals at the July 10 Council meeting, along with a draft list of BIM conditions for rezoning and OCP amendment approval, for referral to municipal advisory committees and public engagement, in advance of an anticipated second reading in September 2023.

Attachments

1. Transportation Study
2. Visitor Management Plan
3. Updated Phasing Strategy
4. Hydrology Study
5. Emergency Management Overview
6. Draft Park Concept and Program

References

Cape Roger Curtis – Metro Vancouver Website

60524343

TRANSPORTATION PLANNERS AND ENGINEERS

ATTACHMENT 1

Cape Roger Curtis

Transportation Impact Assessment

Version 3

Prepared for

Metro Vancouver

Date

June 22, 2023

Project No.

04-22-0272

June 22, 2023
04-22-0272

Jeffrey Fitzpatrick
Division Manager, Regional Parks, Design, and Development
Parks and Environment
Metro Vancouver

Dear Jeffrey:

Re: Cape Roger Curtis
Transportation Impact Assessment (TIA) – Version 3

This Transportation Impact Assessment has been prepared to support Meto Vancouver with the rezoning application for Cape Roger Curtis Regional Park on Bowen Island.

Our strategy focuses on the analysis of the ferry service impacts, and traffic analysis of the intersections within the study area whilst explaining the measure Metro Vancouver are seeking to achieve a reduced level of access via private vehicle.

We trust the outputs from this study can positively move forward the planning work of Cape Roger Curtis Regional Park whilst also assisting in providing an understanding of the overall impacts of the proposals.

Yours truly,

Bunt & Associates

Joseph Chow, P. Eng
Transportation Engineer

Hugo Johnston, B. Sc
Transportation Planner

cc: Lydia Mynott – Landscape Architect, MetroVancouver

CORPORATE AUTHORIZATION

Prepared By: Hugo Johnston, B. Sc – Transportation Planner
Joseph Chow, P. Eng – Transportation Engineer

Bunt & Associates Engineering Ltd.

1550-1050 West Pender Street

Vancouver, BC V6E 3S7

Canada

Reviewed By: Daniel Fung, M. Sc, P. Eng
Principal

Telephone: +1 604 685 6427
Facsimile: +1 604 685 6579

Date: 2023-06-21
Project No. 04-22-0272
Status Version 3

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1. INTRODUCTION

1.1 Study Purpose & Objectives

Bunt and Associates Engineering Ltd (Bunt) has been retained by Metro Vancouver to provide transportation consulting services to Metro Vancouver for the proposed Regional Park including day and overnight use, at Cape Roger Curtis (CRC) on Bowen Island. The proposed park is located in the southwest region of Bowen Island, British Columbia.

Metro Vancouver is currently in the preliminary design process of the park and the municipality requires that the current site is rezoned before approving the proposed park. As part of this rezoning process, Bowen Island Municipality (BIM) identified a Transportation Impact Assessment (TIA) as a requirement to support the application.

The key objectives of a TIA may include the following:

- Forecast the future traffic demand from the proposed development in addition to future background traffic.
- Determine if onsite and off-site improvements are needed to accommodate background traffic and the traffic from a proposed development.
- Demonstrate the traffic generation in accordance with the land uses.
- Review Parking and Loading requirements.
- Conduct a site design review assessing vehicle turning movements.
- Develop a transportation demand measures plan to support the reduction of single occupancy vehicular trips.

Given the purpose of the development, it will see its primary operational months within the summer peak. Therefore, the worst-case scenario has been analyzed, ensuring that when every service, ferry, traffic, and bus is at peak operational demand, the proposals should still operate with minimal impact on the residents and visitors to Bowen Island.

Appendix A includes the study's Terms of Reference which was approved by the municipality.

1.2 Study Outline

This study structure covers the following key components:

- **Section 2** describes the CRC's context within Bowen Island and the overall context of the nearby streets.

- **Section 3** assesses CRC's existing multi-modal accessibility.

- **Section 4** explains the proposed CRC development.
- **Section 5** estimates CRC's visitor arrival and travel patterns.
- **Section 6** examines the future impact on travel caused by the proposed CRC.
- **Section 7** undertakes a preliminary review of the access options for the proposed CRC site, including the day-use parking provision on-site.
- **Section 8** identifies Transportation Demand Management measures that could be implemented at the site to improve the connectivity and reliance on private vehicles. This includes the provision of a shuttle bus service to and from Snug Cove.
- **Section 9** summarizes the study's findings and provides recommendations.

1.3 Proposed Park

Metro Vancouver Board approved the purchase of 24 lots on April 29th, 2023. The first reading for the OCP Amendment was undertaken by BIM on April 24, 2023, under Bylaw No. 608. The OCP Amendment proposed to alter the wording to include the following:

'Objective 69 To support the creation of a Regional Park at Cape Roger Curtis that may include supervised overnight camping.'

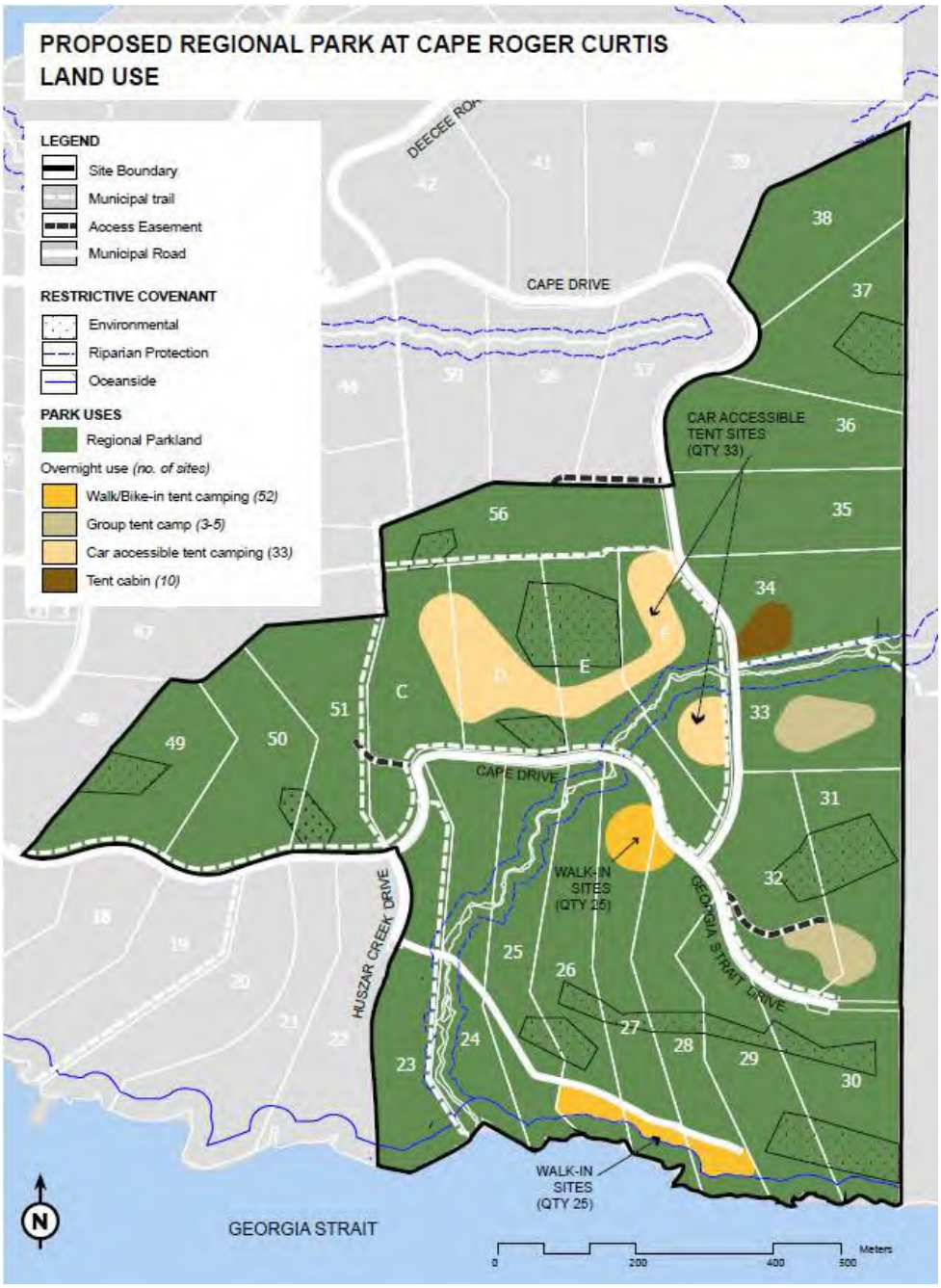
The lots purchased by Metro Vancouver are located to the east and southeast of Cape Roger Curtis, with a few lots facing the waterfront but it is yet the be determined if waterfront access is possible. Further to the east of the site is Fairy Fen Nature Reserve. There is no vehicle access through to Cowan Point and the Seymour Landing and the southeast of the island, from this location. Drivers would have to travel via Whitesails Drive.

Metro Vancouver has proposed to provide a total of 100 campsites, as outlined in **Table 1.1**. The overall park footprint is proposed to be approximately 97 Acres. The proposed land use plan of the complete site is set out in **Figure 1.1.**

Table 1.1: Proposed Land Uses

LAND USE	UNITS
Group Camping	5
Vehicle-accessible camping	35
Walk-In / Bike-In	50
Tent Cabins	10
Day-Use	97 Hectares
Total	100

Figure 1.1: Proposed Regional Park Masterplan



2. SITE CONTEXT

2.1 Context

The land use to which the Park will be situated, is currently zoned as rural residential, or RR1 (Rural Residential 1), with a minimum lot size of 4.0 hectares. The rezoning and Official Community Plan (OCP) amendment propose a park, with a variance to allow for supervised tent camping. This land use designation will allow for the creation of a regional park complete with conservation areas, and day-use amenities such as trails, picnic areas, viewpoints, tent camping, day-use amenities including trails, open space and interpretation areas will also be included in the park.

These amenities are not part of the rezoning and OCP amendment application and will be proposed following the rezoning process. Metro Vancouver will focus on day-use access through the proposed park shuttle, trail, and greenway connections, with some limited car parking areas.

Rural Residential 1 rezoning allows for the development of the following land uses:

- Dwellings
- Agriculture
- Horticulture
- Domestic Agriculture
- Stable; and
- Kennel.

Accessory uses of land, buildings, and structures for RR1 are as follows:

- Home Occupation – Five guest bedrooms on lots 2ha or greater
- Bed and Breakfast (BnB) use – No separate kitchens
- Portable Sawmill
- Mini storage; and
- Dwellings with a secondary suite.

The 24 lots included in the proposed Regional Park by Metro Vancouver are currently vacant. The site location is located in **Exhibit 2.1**.

Within the vicinity of the site, spread across the 32 privately owned lots, there are several single-family residential dwellings with the potential for Airbnb additional units, a distributed learning school and several trails and beach fronts. Further to the northwest of the site is Tunstall Bay, which has beach access, public sports facilities and BnBs.

The 24 lots included in the proposed Regional Park by Metro Vancouver are currently vacant.

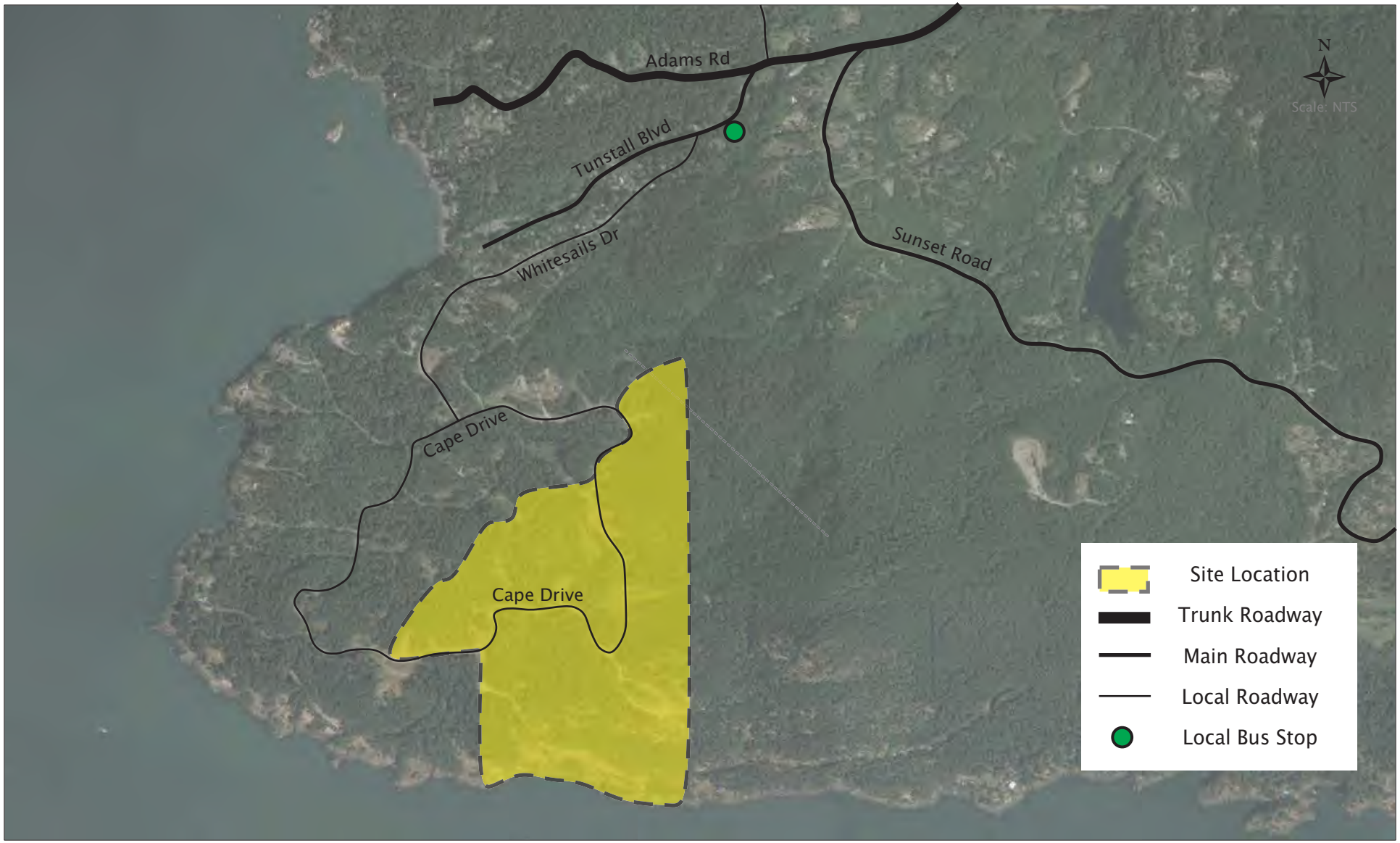


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Exhibit 2.1
Site Plan

04-22-0272

Cape Roger Curtis
June 2023

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2.2 Cape Roger Curtis

The Cape Roger Curtis Comprehensive Development Area is in the southwest corner of Bowen Island. The location of the park is set out in **Figure 2.1**.

Figure 2.1: Cape Roger Curtis



The full Cape Roger Curtis masterplan area is comprised of 59 lots, a breakdown of the lot ownership and use is set out in **Table 2.1**.

Demonstrated in the table below, Metro Vancouver has purchased 24 of the 59 lots. The remaining 35 lots, not included within the Metro Vancouver purchase agreement, made up of 14 developed lots, 3 lots are used as a nature park and 18 are privately sold but undeveloped. The subject proposal will only have an impact on the 24 lots within Metro Vancouver's control.

Table 2.1: Masterplan Lot Breakdown

OWNERSHIP	NUMBER OF LOTS
Developed Lots	14 lots
Sold Lots (undeveloped or under development)	18 lots
Wildcoast Nature Refuge (nature park and sanctuary)	3 lots
Proposed Metro Vancouver Regional Park	24 lots
Total CRC RR1 Zone	**59 Lots**

Day-use amenities including trails, open space and interpretation areas will also be included in the park. The Day-use amenities currently exist within Bowen Island; therefore, the day use will be considered as an existing operation, only generating trips from those visitors already located on Bowen Island. Metro Vancouver will focus on day-use access through the proposed park shuttle, trail, and greenway connections, with some limited car access.

3. EXISTING CONDITIONS

3.1 Existing Transportation Network

3.1.1 Road Network

As previously shown in Figure 1.1, the site is accessed via Cape Drive, a circular route travelling around the interior of CRC, that connects to Whitesails Drive to the north via a stop control T junction. Cape Drive provides access to some residential units within CRC. All roads within the vicinity of the site have a single lane of travel in each direction. The road network within the vicinity of the site is set out in **Exhibit 3.1A & B**.

Further north, Whitesails Drive is a residential road that connects Tunstall Blvd, it is subject to a 30km/h restriction with the southern section, connecting to Cape Drive, increasing to 40km/h. No on-street parking is provided alongside either road. However, there are no restrictions situated on Whitesails Road, which results in a number of people parking on the apron of the roadway. Tunstall Blvd, also restricted to 30kph accesses Tunstall Bay and the public tennis facilities to the west and Adams Road to the east. A bus stop is located on Tunstall Blvd and is closest to the site.

Adams Road, which travels east-west across the island, merges with Grafton Road and ultimately provides access to Snug Cove. Snug Cove is the location of the BC Ferry terminal and retail/restaurant facilities. Local roads within the vicinity of the site have been set in **Table 3.1**.

Table 3.1: Existing Street Characteristics

STREET	CLASSIFICATION	NUMBER OF TRAVEL LANES	POSTED SPEED	PARKING FACILITIES
Cape Drive	Residential	2	30 kph	N/A
Whitesails Drive	Residential	2	30 kph	N/A
Tunstall Blvd	Main Roadway	2	40 kph	N/A
Adams Road / Grafton Road	Trunk Roadway*	2	40 kph	N/A

Source: Bowen Island Municipality Subdivision and Development Servicing – Bylaw No. 447, 2017

3.2 Existing Traffic Volumes

3.2.1 Traffic Data Collection Program

Intersection traffic counts were undertaken by Bunt & Associates for the study area on May 19th (Friday) & 20th (Saturday), 2023. The study area has been set out in **Exhibit 3.2 A & B** with the turning count movements. **Table 3.2** provides a summary of the traffic count data program and the peak hours associated with each period.

It should be noted that on Saturday 20th there was a disruption to BC Ferries' schedule, both in and out of Snug Cove. The cancellations of ferries started at 3:30 PM and therefore, could have caused a minimal impact on the levels of traffic witnessed on the island during the Saturday Peak. However, it is not deemed to be a significant issue for the intersections within the eastern study network.

Counts were undertaken during the Victoria Day long weekend on Friday and Saturday to represent summer weekday and weekend traffic conditions when traffic is expected to be highest more closely for the proposed campgrounds and park. Developments are typically observed against the typical weekday traffic. However, due to the project site characteristics and as agreed with Metro Vancouver, this time frame has been selected to represent the peak traffic conditions during a summer month, and therefore, seen as a worst-case scenario. At the request of BIM, MV also commissioned additional traffic surveys throughout the summer of 2023, which will survey as a future comparison to this report.

Table 3.2: Summary of Available and Counted Traffic Data

INTERSECTION	SOURCE	DATE OF COUNT	PEAK HOURS	
			Friday PM	Saturday
Tunstall Blvd / Whitesails Drive	Bunt	May 19th & 20th	2:30 PM - 3:30 PM	12:45 PM - 1:45 PM
Tunstall Blvd / Adams Road	Bunt	May 19th & 20th	2:30 PM - 3:30 PM	1:15 PM - 2:15 PM
Adams Road / Bowen Bay Road	Bunt	May 19th & 20th	12:00 PM - 1:00 PM	1:15 - 2:15 PM
Bowen Island Trunk Road / Dorman Rd / Miller Road	Bunt	May 19th & 20th	12:30 PM - 1:30 PM	11:15 AM - 12:15 PM
OVERALL STUDY PEAK			2:30 PM - 3:30 PM	1:15 PM - 2:15 PM

The PM Peak hour was found to occur between 2:30 PM - 3:30 PM for all study intersections. The overall Saturday peak was found to occur between 1:15 PM - 2:15 PM. Individual peaks of each intersection in the PM were more varied but the busier study intersection of Bowen Island Trunk Road / Dorman Road / Miller Road, which was most likely due to the ferry demand for returning commuter traffic.

3.2.2 Peak Hour Vehicle Traffic Volumes

The peak hour vehicle volumes are presented in **Exhibit 3.2 A & B**.

Table 3.3 presents a summary of the two-way peak-hour movements for the streets in the study area. This is based on the highest two-way location along each road link during the PM Peak and Saturday Peak hours, rounded to the nearest ten.

Table 3.3: Existing Peak Hour Roadway Link Volumes

ROAD LINK	TWO-WAY LINK VOLUMES (VEH/HR)	
	Friday PM Peak Hour	Saturday Afternoon Peak Hour
Whitesails Drive	85	60
Tunstall Blvd	110	125
Adams Road	140	155
Bowen Bay Road	110	115
Grafton Road	210	230
Bowen Island Trunk Road	330	495

Two-way traffic volume along Whitesails Drive was observed to be about 85 and 60 vehicles in the Friday PM and Saturday peak hours, respectively. Along Tunstall Blvd, two-way traffic volumes were found to be 110 and 125 in the Friday PM and Saturday peak hours, respectively, observed to the east of the intersection of Whitesails Road.

The roadway link volumes are generally higher during Saturday peak hour except for on Whitesails Drive. The higher volumes on Bowen Island Trunk Road, about 500 trips per hour, are likely due to the weekend traffic arriving from the ferry service in Snug Cove.

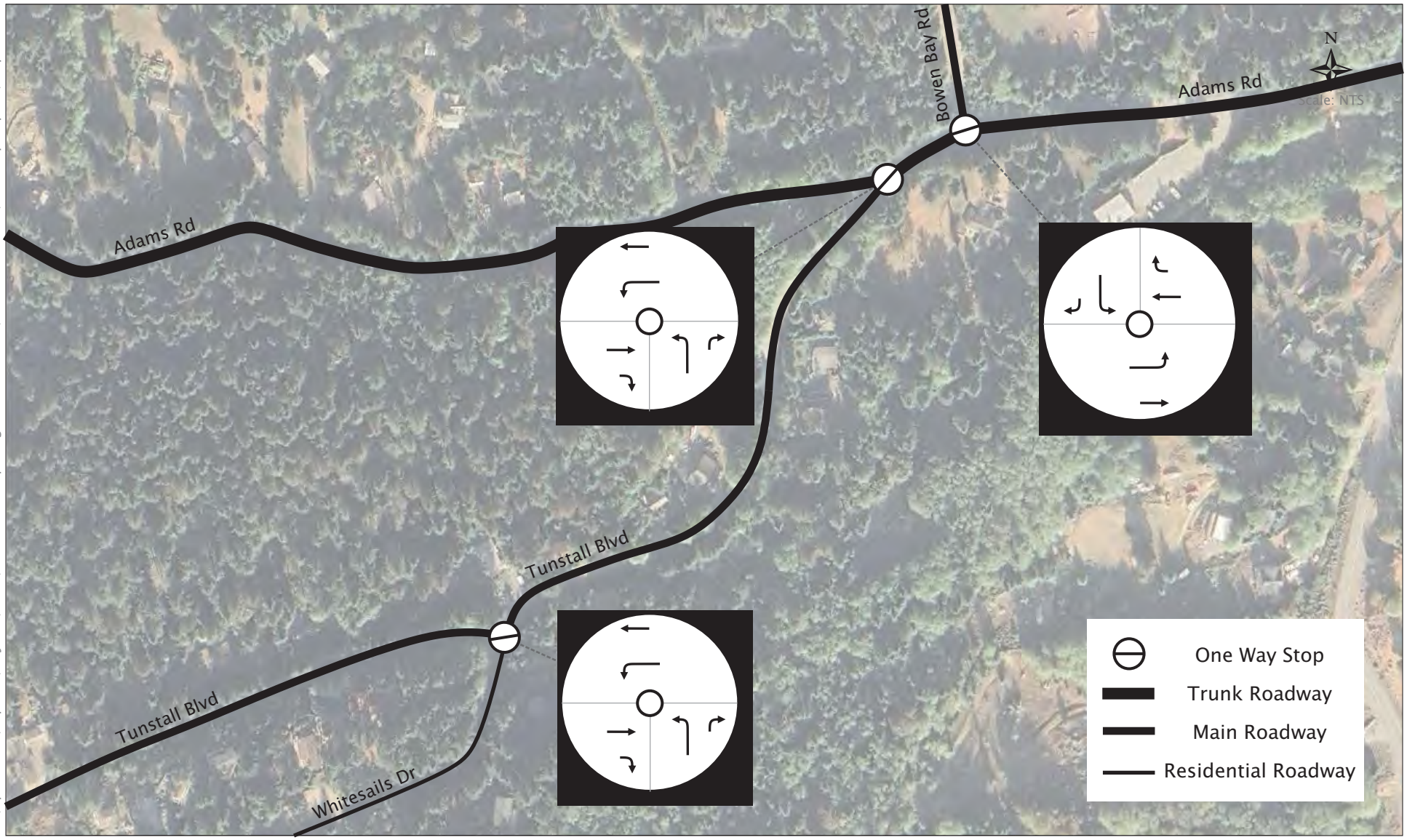

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Exhibit 3.1A

Existing Road Network - West

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Cape Roger Curtis
June 2023

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Exhibit 3.1B

Existing Road Network - East

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Cape Roger Curtis
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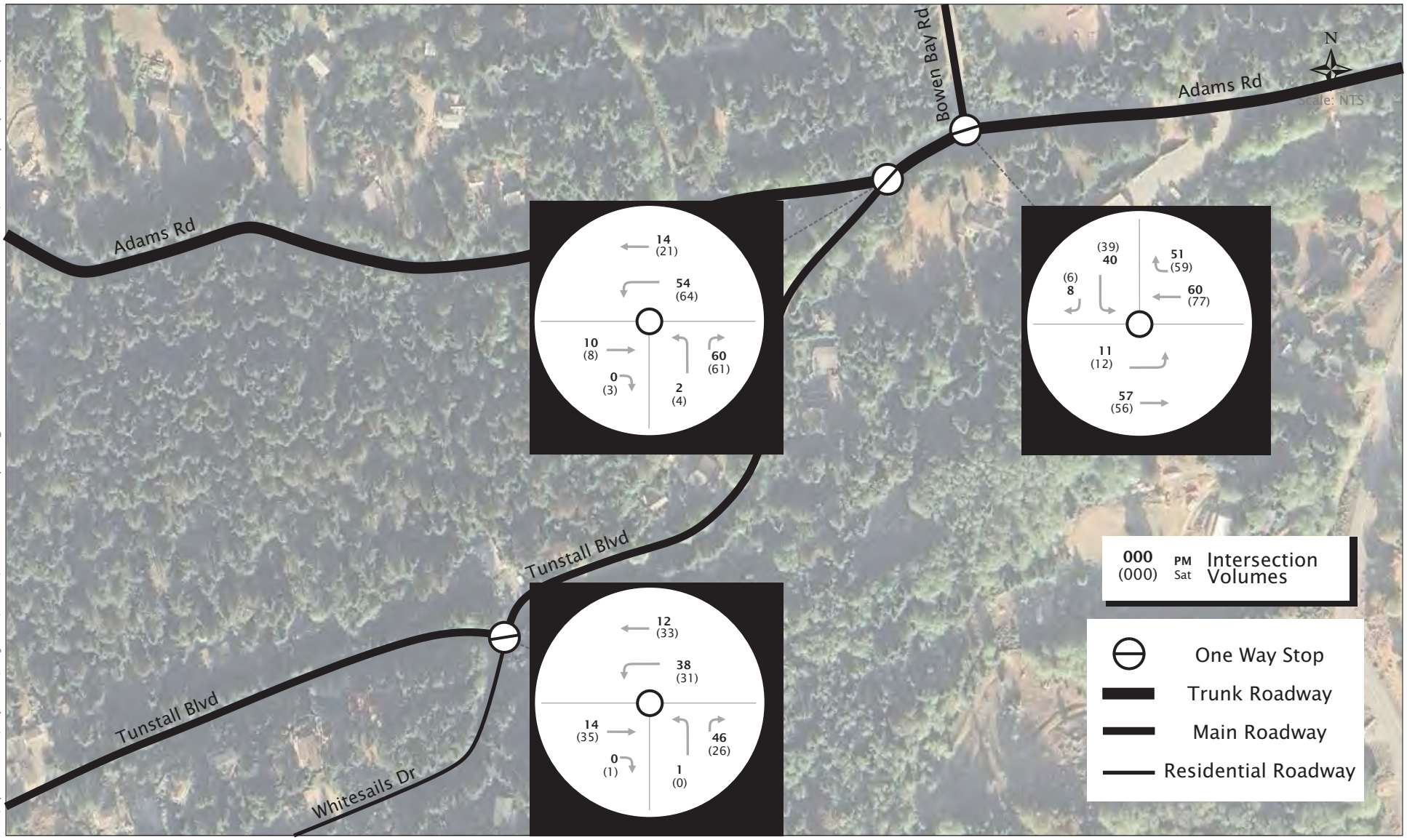

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Exhibit 3.2A

Existing Peak Hour Vehicle Traffic Volumes (West)

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Cape Roger Curtis
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Exhibit 3.2B

Existing Peak Hour Vehicle Traffic Volumes (East)

04-22-0272

Cape Roger Curtis
June 2023

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3.3 Existing Operations

3.3.1 Performance Thresholds

The existing operations of study area intersections and access points were assessed using the methods outlined in the 6th edition of the Highway Capacity Manual (HCM), using Synchro 11 & SimTraffic 11 analysis software. The traffic operations were assessed using the performance measures of Level of Service (LOS) and 95th percentile queues.

The LOS rating is based on average vehicle delay and ranges from "A" to "F" based on the quality of operation at the intersection. LOS "A" represents optimal, minimal delay conditions while LOS "F" represents an over-capacity condition with considerable congestion and/or delay. Delay is calculated in seconds and is based on the average intersection delay per vehicle.

Table 3.4 below summarizes the LOS thresholds for the six Levels of Service, for both signalized and unsignalized intersections.

Table 3.4: Intersection Level of Service Thresholds

LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)	
	SIGNALIZED	UNSIGNALIZED
A	≤10	≤10
B	>10 and ≤20	>10 and ≤15
C	>20 and ≤35	>15 and ≤25
D	>35 and ≤55	>25 and ≤35
E	>55 and ≤80	>35 and ≤50
F	>80	>50

Source: Highway Capacity Manual

The performance thresholds that were used to trigger consideration of roadway or traffic control improvements to support roadway or traffic control improvements employed in this study are listed below:

Unsignalized Intersections and Roundabouts:

- Individual movement Level of Service = LOS E or better unless the volume is very low, in which case LOS F is acceptable.

In interpreting the analysis results, note that the HCM methodology reports performance differently for various types of intersection traffic control. In this report, the performance reporting convention is as follows:

- For unsignalized intersections: For ease of reference, HCM 6 LOS, and 95th Percentile Queues (meters) are reported for critical lanes only. HCM 6 reports 95th percentile queues in units of vehicles for

unsignalized intersections and these have been converted to meters for consistency with signalized intersections assuming a Synchro standard of 7.6m per vehicle.

The performance reporting conventions noted above have been consistently applied throughout this document and the detailed outputs are provided in **Appendix B**.

3.3.2 Existing Conditions Analysis Assumptions

All the intersections within the study zones are unsignalized and therefore, no signal plans were required.

Synchro / SimTraffic Parameters

- Peak Hour Factor: Existing peak hour factors were informed by available counts.
- Pedestrian Volumes: pedestrian crossing demands were entered as per Bunt's counts.
- Heavy Vehicle Percentages: Most intersections use heavy vehicle percentages informed by existing counts, with low-volume intersections assuming a Synchro default of 2%.

3.3.3 Existing Operational Analysis Results

Table 3.5 summarizes the operational analysis for existing traffic conditions in the study area. Note that only critical movements are reported for unsignalized intersections. Results that exceed the thresholds noted in Section 3.3.1 are bolded.

Table 3.5: Existing Traffic Operations

INTERSECTION / TRAFFIC CONTROL	MOVEMENT	FRIDAY PM PEAK		SAT AFTERNOON PEAK	
		LOS	95TH Q (M)	LOS	95TH Q (M)
Whitesails Drive / Tunstall Blvd – *Unsignalized Stop Control*	EBRT	A	0	A	0
	WBLT	A	5	A	5
	NBLR	A	10	A	10
Tunstall Blvd / Adams Road – *Unsignalized Stop Control*	EBRT	A	10	A	10
	WBLT	A	0	A	0
	NBLR	A	0	A	0
Adams Road / Bowen Bay Road – *Unsignalized Stop Control*	EBLT	A	0	A	5
	WBRT	A	0	A	0
	SBLR	A	15	A	15
Miller Road / Bowen Island Trunk Road / Dorman Road / Grafton Road – *Unsignalized Stop Control*	EBLRT	A	5	A	10
	WBLRT	A	10	A	15
	NBLRT	A	15	B	20
	SBLRT	A	15	A	30

The table above demonstrates that every intersection and movement operate without issue in either of the peak hours. The 95th queue rarely exceeds 3 vehicles on the Friday peak or 5 vehicles during the Saturday peak.

3.4 Transit Network

A bus stop is located approximately 3km to the north of the site and is located on Tunstall Blvd. the location of the bus stop is shown in Exhibit 3.1A. The bus stop is served by service 280, which travels towards Bluewater before travelling east towards Snug Cove. This service operates 6 services in the AM and PM peak. In addition, there are a further 6 services across the day during the weekends and on Public Holidays. The details of the bus stop located to the north of the site and the services operating at this stop have been set out in **Tables 3.6** and **3.7**.

Table 3.6: Transit Stops within 800m Walking Distance of Site

STOP LOCATION	DIRECTION	STOP #	AMENITY	ROUTES SERVICED	WALKING DISTANCE
Tunstall Blvd @ Whitesails Dr	Eastbound	58011	No facilities	280	3.4km

Table 3.7: Existing Transit Service Frequency

ROUTE		STOP	WEEKDAY SERVICE SPAN		HEADWAY (MIN.)				
#	DIRECTION		START	END	AM	MID-DAY	PM	EVENING	WEEKEND
280	Bluewater	58011	5:00 AM	7:55 PM	60-65	120	65-70	65-70	105
	Snug Cove		5:35 AM	7:35 PM	60-70	120	65-70	65-70	105

As can be seen, a limited service is provided connecting the site to Snug Cove.

3.5 Local Cycling Network

Whilst there are no off-road cycling routes within the vicinity of the site, most roads are considered to be quiet routes, with relatively low speeds that are cyclist friendly. There are 6 primary routes identified within the '*Explore Bowen Island by Bike Guidebook*' hosted on the Tourism of Bowen Island website. Two of the routes identified are located to the north of the site. The first travels from the Roger Curtis Beaches in the west to Sung Cove, travelling via Cape Drive, and Whitesails Drive before continuing east on Adams Road before converging into Grafton Road. This route is approximately 18.6km in length with a varying slope. These gradients might not be suitable for all cyclists. The second route travels from Tunstall Bay towards Snug Cove, this route shares a similar direction to the Roger Curtis route. To the north of the site, Bowen Bay Road is considered acceptable for cyclists. Sunset Rd, travelling to Seymour Bay in the southeast, is also listed as a bicycle-friendly route.

3.6 Local Pedestrian Network

Walking is an everyday activity whether as a single-purpose journey or linked with transit and driving. Typically, people are willing to walk up to 10 minutes for certain activities (i.e., work, school, and recreational activities, which is circa 800m in distance. The pedestrian network surrounding the

development is primarily recreational routes with several routes dissecting the site and travelling in and around Cape Drive, with several travelling south towards the coastline, connecting east into the Fairy Fen Nature Reserve.

There are no pedestrian sidewalks provided alongside the local roads within the vicinity of the site. However, verges on the side of the roads are provided which provide a safe refuge for pedestrians to utilise. Due to the low number of pedestrians within the area, there are no crossing facilities required or provided throughout the site.

Walking and cycling facilities within the vicinity of the site have been set out within **Exhibit 3.3** and **Exhibit 3.4**, respectively**.**

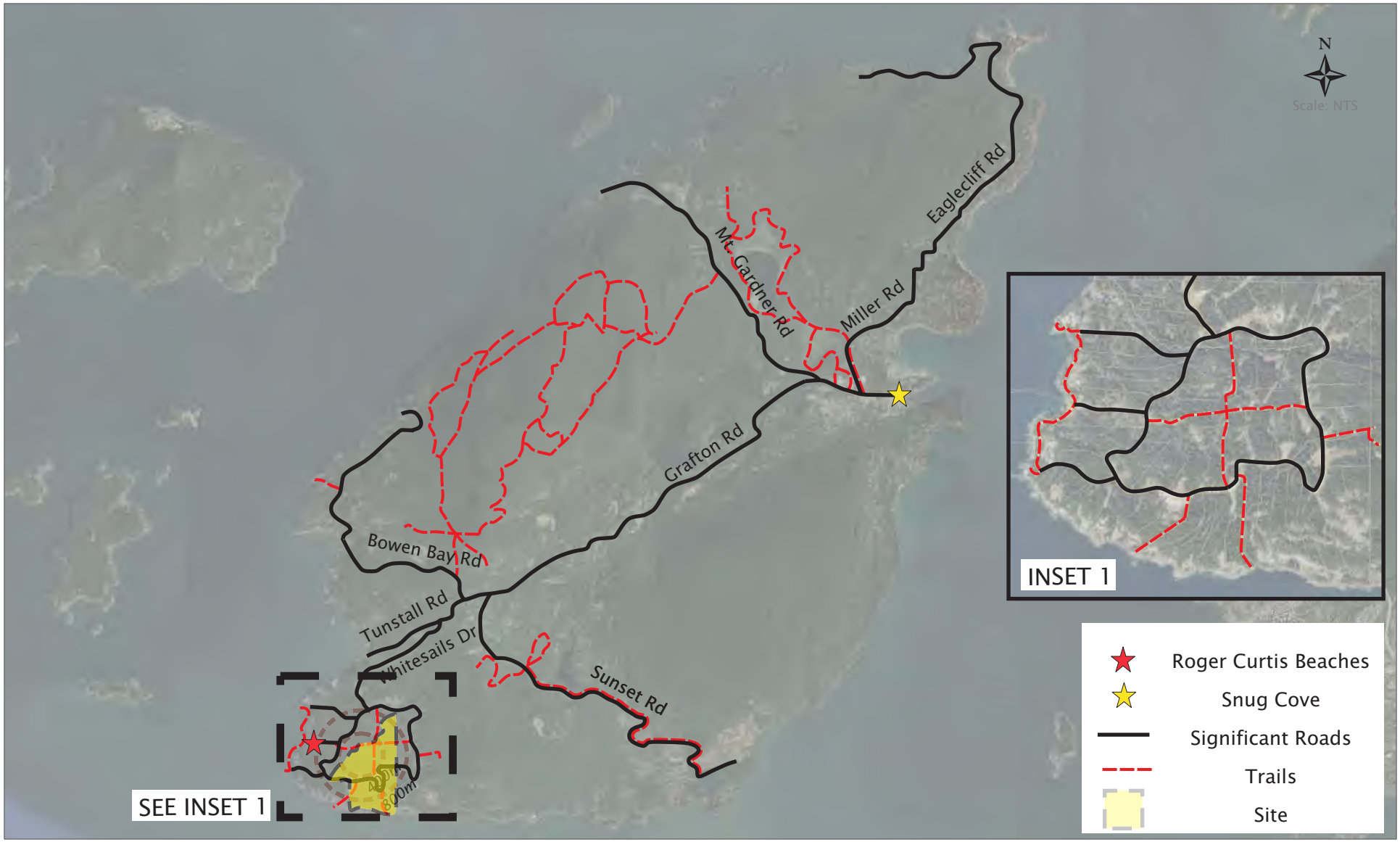

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Exhibit 3.3

Pedestrian Facilities

04-22-0272

Cape Roger Curtis
June 2023

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Exhibit 3.4

Cycling Facilities

04-22-0272

Cape Roger Curtis
June 2023

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3.7 Waterborne Access

3.7.1 BC Ferries

Currently, the only access to Bowen Island is via a BC Ferries service between Horseshoe Bay and Snug Cove. Snug Cove, located on the east coast of Bowen Island, is approximately 10km to the east of the site, accessed via Grafton Road / Bowen Island Trunk Road. The vessel operating on this route is the 'Queen of Capilano' which has a capacity of approximately 87 Automobile Equivalent Units (AEQ) or 427 passengers.

The Automobile Equivalent Unit (AEQ) is a way of balancing the number of vehicles that can board the vessel given the difference in size of each vehicle. In accordance with the BC Ferries calculation methodologies, the vehicle equivalents are as follows:

- 1 Bus = 3 AEQ.
- 1 Commercial Truck or Semi = 2.5 AEQ
- 1 Private Vehicle – Over Height = 1.5 AEQ; and
- 1 Private Vehicle – Under Height or Motorcycle = 1 AEQ.

One AEQ is 2.6 m X 6.1 m of deck space. It is not known which factor dictates the maximum capacity and this is not clear from the BC Ferries data. Therefore, in some circumstances more vehicles maybe able to access the crossing if the number of larger vehicles is lower, therefore, more 1 AEQ vehicles.

The weight is also a controlling factor, or the size of the car deck can also restrict the maximum capacity. The total number of passengers also includes those that travel in the private vehicles, they are not considered to be just made up of foot / cycling passengers. Another issue that BC Ferries are currently facing is staffing issues, this restricts the number of people that can access the services if there are less staff on board.

Several of assumptions and calculations have been made utilising data obtained of BC Ferries, however, the operations of the ferries are not always clear and serval details such as traffic management and what determines capacity are not clear.

Two lanes of queuing capacity are located on Grafton Road / Bowen Island Trunk Road, travelling approximately 800m along the southern side of the footway. This is sufficient space for approximately 290 vehicles to queue before embarking within affecting the travel lane along Grafton Road. A sign is located within queuing space that indicates if the vehicle will be likely to get onto the next service or not. If they are unable to get onto the current service, they will move forward in the queue and be the priority for the next service. The lanes are numbered 1 and 2 to dictate in which order the vehicles should go.

The duration of the voyage between Horseshoe Bay and Snug Cove is 20 minutes in length non-stop. The ferry service frequencies are set out in **Table 3.8**. A total of 16 services operate between Snug Cove to Horseshoe Bay with 15 services a day travelling in the other direction.

Table 3.8: Snug Cove - Horseshoe Bay Ferry frequency

ROUTE		WEEKDAY SERVICE SPAN		HEADWAY (MIN.)				
	DIRECTION	START	END	AM	MID-DAY	PM	EVENING	WEEKEND
Bowen Island to Vancouver	Snug Cove	5:50 AM	10:00 PM	60-70	65-70	65-70	60	60-75
	Horseshoe Bay	5:20 AM	10:30 PM	60-70	65-70	65-70	60	60-75

It should be noted, there are two services Wednesday 9:05 AM to Snug Cove and Wednesday 4:00 PM to Horseshoe Bay, that are labelled for Dangerous Goods services and therefore, those vehicles carrying items such as propane tanks are required to use this service.

Passenger Volumes

Two Freedom of Information (FOI) requests were submitted by individuals and Metro Vancouver to BC Ferries to request passenger volume information. These requests were completed in June and October 2022 and sought to obtain the passenger/vehicle statistics for the years 2000 to 2022. One request focused on July 2022 data, which was seen to be the most conservative travel time for BC Ferries as it combines the residents on the island and an increase in summer tourism.

The July 2022 data set out the overall passenger and vehicle capacity for each ferry service across the month for both routes. The passenger vehicle levels are inclusive of the number of passengers within the private motor vehicles, it is not possible to determine the levels of foot passengers only. The average passenger numbers for Horseshoe Bay to Snug Cove are in **Table 3.9** and the Snug Cove to Horseshoe Bay in **Table 3.10**.

Table 3.9: Horseshoe Bay -> Snug Cove Passenger Numbers – (July 2022)

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:50:00 AM	2	13	12	8	14	11	7
6:50:00 AM	18	91	103	83	97	77	31
8:00:00 AM	60	123	126	124	123	135	108
9:05:00 AM	147	127	157	32	125	152	245
10:10:00 AM	255	160	164	262	240	217	371
11:15:00 AM	290	196	219	236	223	263	381
12:40:00 PM	263	144	183	179	170	242	341
1:55:00 PM	213	161	176	188	199	238	295
3:20:00 PM	200	176	169	189	202	223	238
4:40:00 PM	142	183	197	168	198	201	211
5:45:00 PM	113	176	182	163	183	205	150
6:50:00 PM	115	136	143	129	170	159	110
7:50:00 PM	68	83	102	83	114	117	
9:20:00 PM	59	67	102	85	98	88	104
10:20:00 PM	36	25	34	37	34	48	35

Table 3.10: Snug Cove -> Horseshoe Bay Passenger Numbers – (July 2022)

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:20:00 AM		49	54	42	46	33	20
6:20:00 AM	35	112	142	93	110	66	33
7:20:00 AM	56	149	189	134	159	105	49
8:35:00 AM	92	146	158	127	160	122	104
9:35:00 AM	161	153	154	160	162	139	142
10:40:00 AM	195	171	149	171	174	141	129
12:05:00 PM	220	177	155	169	169	118	146
1:15:00 PM	221	135	132	172	119	129	121
2:40:00 PM	247	171	218	255	234	211	219
4:00:00 PM	281	216	241	59	236	208	295
5:10:00 PM	305	129	225	298	210	187	328
6:15:00 PM	266	132	148	202	159	163	333
7:20:00 PM	230	76	75	118	82	122	
8:50:00 PM	127	56	63	83	90	96	327
9:50:00 PM	100	31	35	42	37	33	102
10:50:00 PM	24	9	12	13	10	25	37

This was compared to the overall capacity for ferry passengers and as demonstrated in **Tables 3.11** and **3.12** respectively.

Table 3.11: Passenger % demand - Horseshoe Bay to Snug Cove

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:50:00 AM	1%	3%	3%	2%	3%	3%	2%
6:50:00 AM	4%	21%	24%	20%	23%	18%	7%
8:00:00 AM	14%	29%	29%	29%	29%	32%	25%
9:05:00 AM	35%	30%	37%	8%	29%	36%	57%
10:10:00 AM	60%	37%	38%	61%	56%	51%	87%
11:15:00 AM	68%	46%	51%	55%	52%	62%	89%
12:40:00 PM	62%	34%	43%	42%	40%	57%	80%
1:55:00 PM	50%	38%	41%	44%	47%	56%	69%
3:20:00 PM	47%	41%	40%	44%	47%	52%	56%
4:40:00 PM	33%	43%	46%	39%	46%	47%	50%
5:45:00 PM	26%	41%	43%	38%	43%	48%	35%
6:50:00 PM	27%	32%	33%	30%	40%	37%	26%
7:50:00 PM	16%	19%	24%	19%	27%	27%	
9:20:00 PM	14%	16%	24%	20%	23%	21%	24%
10:20:00 PM	8%	6%	8%	9%	8%	11%	8%

As can be seen above the highest observed passenger demands on service was observed on Saturday, with all services between 10:10 AM and 12:40 AM having at least 80% of the passenger capacity, the equivalent of a minimum of 341 passengers out of a possible 427. During the weekday period, the passenger demand did not surpass 60%. The services in the late afternoon/evening (beyond 3:20 PM) have a lower demand, with services rarely reaching 50% passenger capacity.

Table 3.12: Passenger % demand - Snug Cove to Horseshoe Bay

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:20:00 AM		11%	13%	10%	11%	8%	5%
6:20:00 AM	8%	26%	33%	22%	26%	15%	8%
7:20:00 AM	13%	35%	44%	31%	37%	25%	11%
8:35:00 AM	22%	34%	37%	30%	38%	29%	24%
9:35:00 AM	38%	36%	36%	37%	38%	33%	33%
10:40:00 AM	46%	40%	35%	40%	41%	33%	30%
12:05:00 PM	52%	41%	36%	40%	40%	28%	34%
1:15:00 PM	52%	31%	31%	40%	28%	30%	28%
2:40:00 PM	58%	40%	51%	60%	55%	49%	51%
4:00:00 PM	66%	51%	56%	14%	55%	49%	69%
5:10:00 PM	72%	30%	53%	70%	49%	44%	77%
6:15:00 PM	62%	31%	35%	47%	37%	38%	78%
7:20:00 PM	54%	18%	18%	28%	19%	29%	
8:50:00 PM	30%	13%	15%	20%	21%	22%	77%
9:50:00 PM	23%	7%	8%	10%	9%	8%	24%
10:50:00 PM	6%	2%	3%	3%	2%	6%	9%

Return services back to the mainland are seen to be busier in the PM peaks, with services in the AM peak and around midday, up until 1:55 PM, do not surpass 52% capacity demand. Again, the highest demand from passengers can be seen during the weekend peaks, with a maximum capacity of 78%, representing 22% spare passenger capacity. From these numbers, it can be assumed that the island sees a high number of day-trippers and weekend tourism.

This data is restricted, as mentioned, it includes the operators and passengers of private vehicles. Therefore, it is not possible to know if the passenger demand was limited due to the number of vehicles reaching capacity. However, it could be assumed that foot passengers and cyclists would probably be able to access all these services given there is at least 11% or more capacity on both routes and all services.

The passenger demand for the services in comparison to the overall provision is demonstrated in **Figures 3.1** and **3.2**, these provide a visual representation of the spare capacity for passengers on Friday, Saturday, and Sunday. The time periods are summarized as follows: Early Morning (5 am -7 am), Morning (7 am -11 am), noon (11 am – 3 pm), afternoon (3 pm – 7 pm), and evening (7 pm – 11 pm).

Figure 3.1: Horseshoe Bay -> Snug Cove Ferry Demand and capacity – Passenger (July 2022)

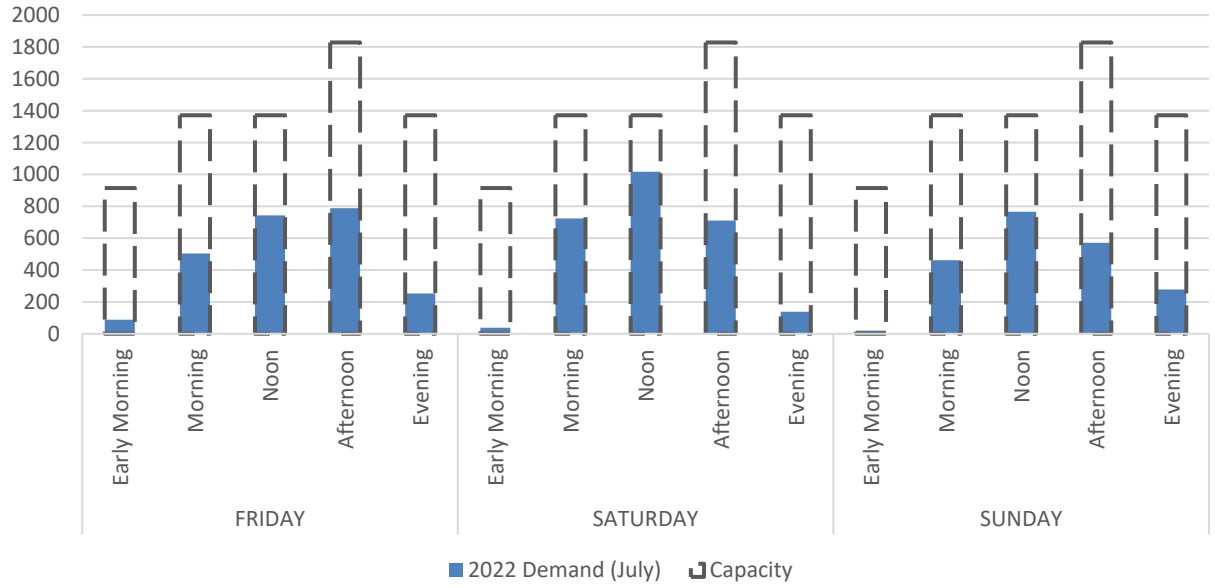
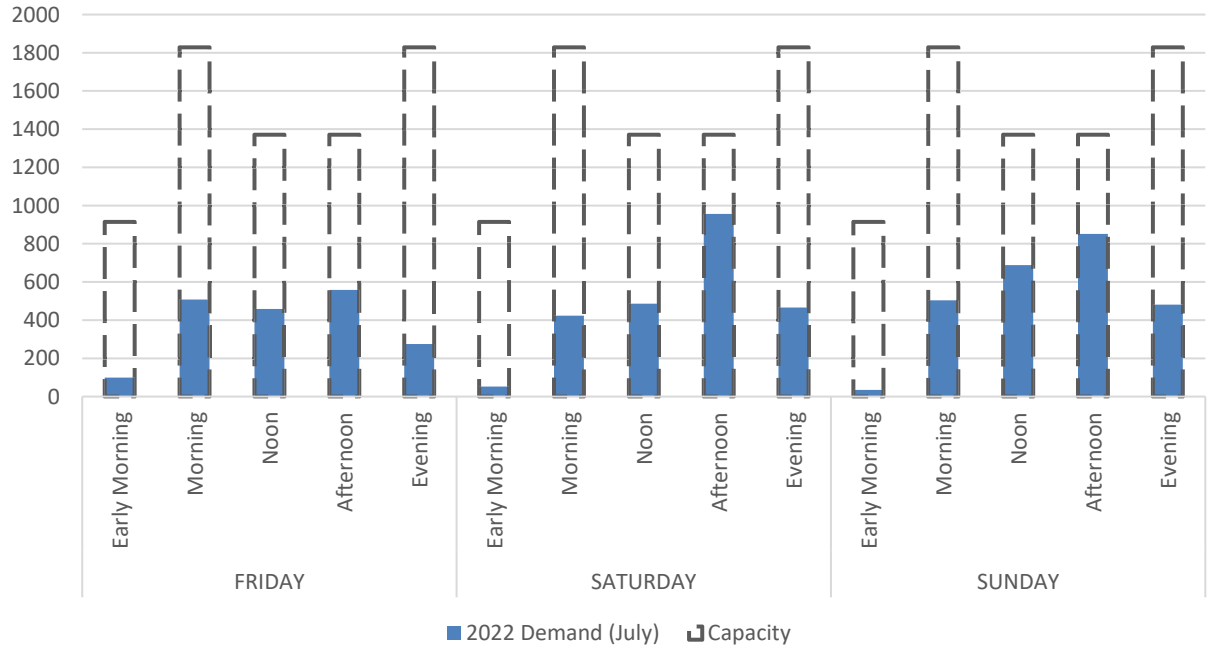


Figure 3.2: Snug Cove -> Horseshoe Bay Ferry Demand & Capacity - Passenger (2022 July)



As can be seen from the above chart, not one time period reaches the maximum available passenger capacity across the three days. As mentioned before, Saturday sees the greatest demand across the day, with Horseshoe Bay to Snug Cove busiest during the AM peak and Snug Cove to Horseshoe Bay in the PM peak. Given none of the services reach the peak capacity, this assumes that passenger capacity is far greater than demand and not restricted by space as much as vehicle capacities.

Vehicle volumes

As previously mentioned, the listed ferry capacity is 87 AEQ, however, as will be demonstrated below, there are several services that exceed this level.

The average vehicle demand for each service on the Horseshoe Bay to Snug Cove route for July 2002 is set out in **Table 3.13,** and the return service of Snug Cove to Horseshoe Bay is shown in **Table 3.14**.

Table 3.13: BC Ferries July 2022 Vehicle Demand Horseshoe Bay -> Snug Cove

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:50:00 AM	2	13	12	8	15	9	5
6:50:00 AM	9	71	80	63	72	53	15
8:00:00 AM	25	78	84	73	83	72	42
9:05:00 AM	42	53	72	15	64	59	70
10:10:00 AM	70	63	72	85	77	78	95
11:15:00 AM	77	74	81	80	81	89	94
12:40:00 PM	74	66	77	72	74	98	93
1:55:00 PM	72	74	70	79	89	95	94
3:20:00 PM	74	92	90	94	97	100	85
4:40:00 PM	60	97	99	91	99	92	87
5:45:00 PM	47	96	103	88	101	90	73
6:50:00 PM	48	70	77	71	91	75	48
7:50:00 PM	29	40	50	46	66	56	*
9:20:00 PM	29	37	50	44	55	45	48
10:20:00 PM	16	13	19	19	18	20	14

Table 3.14: BC Ferries July 2022 Vehicle Demand Snug Cove -> Horseshoe Bay

SERVICE	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:20:00 AM		32	33	29	30	24	11
6:20:00 AM	19	76	84	63	71	42	22
7:20:00 AM	30	92	99	81	95	56	29
8:35:00 AM	49	93	104	84	99	72	52
9:35:00 AM	72	94	89	92	99	76	67
10:40:00 AM	89	95	91	89	96	72	61
12:05:00 PM	92	93	98	94	90	64	62
1:15:00 PM	94	74	59	86	93	70	44
2:40:00 PM	90	62	89	97	87	79	54
4:00:00 PM	88	84	95	22	90	75	68
5:10:00 PM	88	79	81	97	94	61	72
6:15:00 PM	84	50	49	89	59	48	77
7:20:00 PM	76	31	25	40	27	29	
8:50:00 PM	47	22	21	29	24	28	86
9:50:00 PM	31	11	13	15	11	9	35
10:50:00 PM	9	3	3	5	4	8	9

The vehicle capacities for these routes have been set out in **Table 3.15** and **Table 3.16** for the Horseshoe Bay and Snug Cove routes respectively.

Table 3.15: Horseshoe Bay Vehicle Capacity % July 2022

	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:50:00 AM	2%	15%	13%	9%	17%	10%	6%
6:50:00 AM	10%	82%	92%	73%	83%	61%	18%
8:00:00 AM	29%	89%	96%	84%	96%	83%	48%
9:05:00 AM	48%	61%	83%	18%	73%	68%	80%
10:10:00 AM	81%	72%	83%	97%	89%	90%	109%
11:15:00 AM	89%	85%	93%	92%	93%	102%	108%
12:40:00 PM	85%	75%	88%	83%	85%	112%	107%
1:55:00 PM	83%	85%	80%	91%	102%	110%	108%
3:20:00 PM	86%	106%	103%	108%	111%	115%	98%
4:40:00 PM	69%	111%	113%	105%	113%	106%	100%
5:45:00 PM	54%	110%	118%	102%	116%	103%	84%
6:50:00 PM	55%	80%	88%	81%	105%	86%	56%
7:50:00 PM	34%	46%	57%	53%	76%	64%	
9:20:00 PM	33%	43%	57%	50%	64%	52%	55%
10:20:00 PM	18%	15%	21%	22%	20%	23%	16%

As can be seen from the above table, the capacity of services between 10:10 AM – 4:40 PM on Saturdays is all above 98%. There is capacity available during the AM and PM peak periods. Across the remainder of the week, the highest average capacity demand was 118%, which was observed on Tuesday at 5:45 PM.

The average capacity demand for all services between 3:20 PM -5:45 PM Monday to Friday was calculated at 98% or more. Therefore, with no spare capacity for vehicles. Typically, services, in the AM peak tend to have more vehicle capacity available.

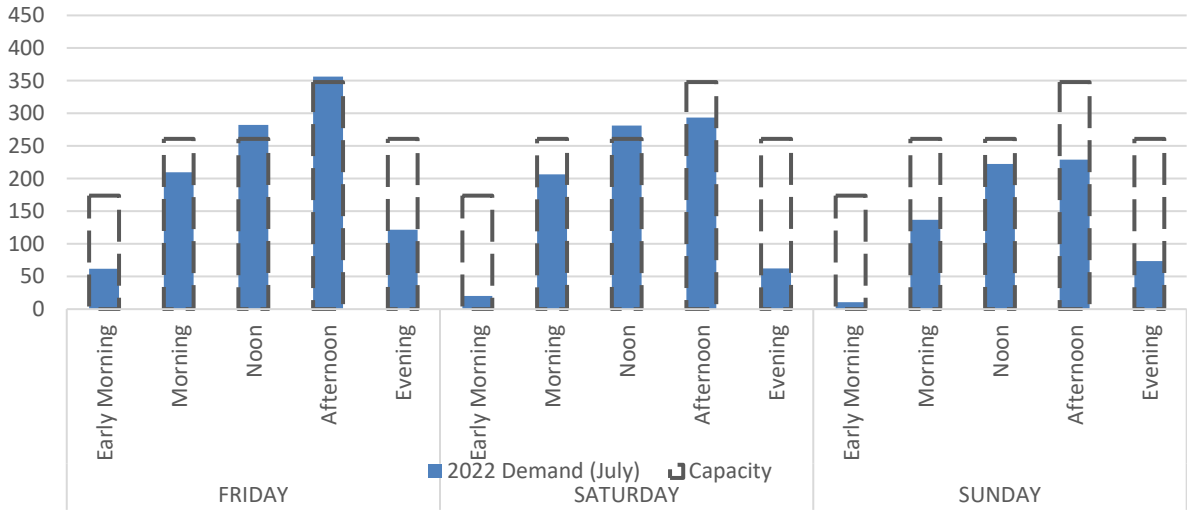
Table 3.16: Snug Cove Vehicle Capacity % July 2022

	SUN	MON	TUES	WEDS	THURS	FRI	SAT
5:20:00 AM		36%	38%	33%	34%	28%	13%
6:20:00 AM	22%	88%	97%	72%	81%	48%	25%
7:20:00 AM	35%	106%	114%	93%	109%	65%	33%
8:35:00 AM	56%	107%	120%	97%	114%	83%	59%
9:35:00 AM	82%	108%	102%	106%	113%	88%	77%
10:40:00 AM	102%	109%	105%	102%	110%	83%	70%
12:05:00 PM	105%	107%	113%	108%	104%	73%	71%
1:15:00 PM	108%	85%	68%	99%	107%	81%	50%
2:40:00 PM	103%	71%	103%	111%	100%	91%	62%
4:00:00 PM	101%	96%	109%	25%	103%	86%	79%
5:10:00 PM	101%	90%	93%	111%	108%	70%	83%
6:15:00 PM	97%	58%	56%	102%	68%	55%	88%
7:20:00 PM	87%	35%	28%	46%	32%	34%	
8:50:00 PM	54%	25%	24%	34%	28%	32%	98%
9:50:00 PM	36%	12%	14%	17%	12%	11%	40%
10:50:00 PM	11%	3%	3%	6%	4%	9%	10%

For services from Bowen Island to Horseshoe Bay, the busiest services are typically observed within the AM peaks, with a maximum demand of 120% at 8:35 AM. After 7:20 PM (except on a Saturday and Sunday) there is a minimum spare capacity of at least 50 % on all services. On Sunday, services between 10:40 AM – 5:10 PM, all services are above or at capacity, and there is between 13% to 89% spare capacity on all other Sunday services. No services on Friday are above capacity, with a minimum of 9% of spare capacity.

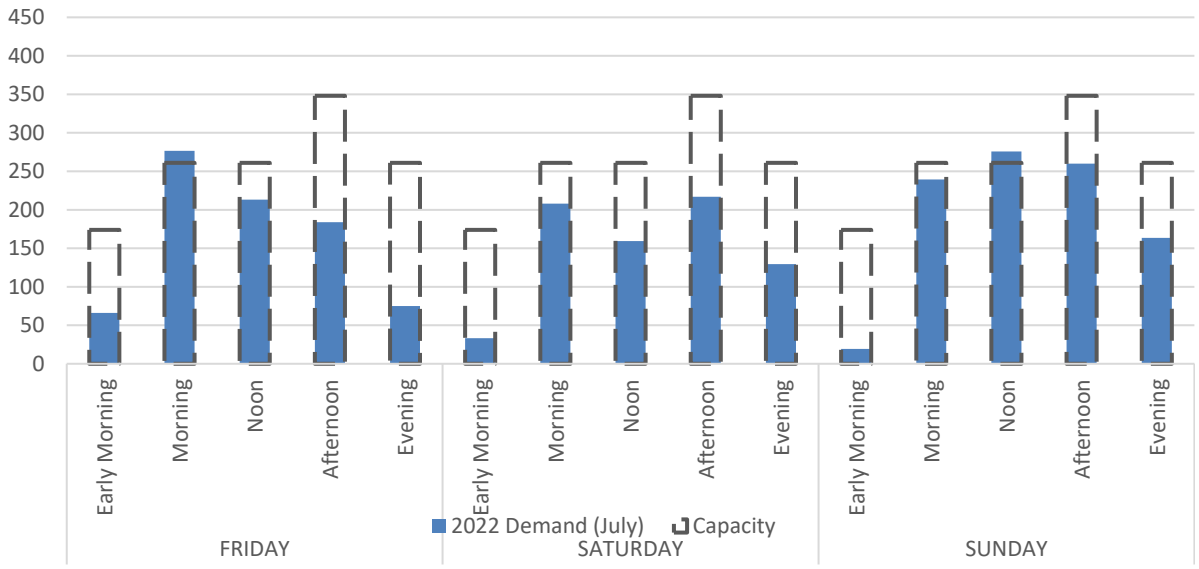
The graphs demonstrated in **Figure 3.3** and **Figure 3.4** show these demands against all the services during the peak times, Friday to Sunday. The time periods are summarized as follows: Early Morning (5 am -7 am), Morning (7 am -11 am), noon (11 am – 3 pm), afternoon (3 pm – 7 pm), and evening (7 pm – 11 pm).

Figure 3.3: Horseshoe Bay -> Snug Cove Ferry Demand and capacity – Vehicles (July 2022)



As the figure demonstrates, there is plenty of spare capacity when looking at all the services provided across the month, with three time periods reaching capacity across all services.

Figure 3.4: Snug Cove -> Horseshoe Bay Ferry Demand and capacity – Vehicles (July 2022)



Similarly, across all services in July, only two services are seen as overcapacity, on Friday morning and Sunday at noon. Saturday services are all under capacity.

Summary

The existing ferry demand demonstrates that whilst the ferry vehicle capacity is listed as 87 AEQs, there are several services that have AEQ levels above 87. This indicates that the demand during the midday Friday and Saturday services are all at or above capacity, however the backlog of demand is typically cleared by 7.00 PM. When observing the existing passenger demand, there is available capacity across all services, indicating the total number of passengers from vehicles and on foot or by bike are less than the maximum 427 capacity.

3.8 Current Relevant Policies & Plans

3.8.1 Bowen Island Parking Bylaw

The site is currently zoned RR1, which is included within BIM Land Use Bylaw 57, 2002 Section 5 of the off-street parking for motor vehicles and bicycles within Bowen Island. In addition, the bylaw sets out the requirements for the loading and unloading of motor vehicles and passengers.

Section 7 of the bylaw sets out The Cape Roger Curtis Development Permit Area, including all the required guidelines.

3.8.2 Bowen Island Municipality Official Community Plan

The Official Community Plan (OCP) was developed by BIM in 2010 and labelled as Bylaw No.282. Within the OCP, objective 40 focuses on Cape Roger Curtis Lands and Shoreline, defining the region as an area of sensitivity. Objective 68 is pertinent to Cape Roger Curtis Lands with the municipality promoting to the public the interest in CRC. Developments are encouraged to achieve the following:

- "conserve the majority of the coastline for eco-system protection, but especially the south-facing ecologically sensitive and unique coastal bluff.
- where there are no adverse ecological impacts, develop public, waterfront, walking trails along much of the coastline, connecting to the cross-island greenway.
- protect environmentally sensitive areas and rare species.
- cluster homes and any other structures in any new development to reduce land disturbance, maximize green space and the opportunity for trails, and facilitate transportation alternatives; and
- minimize and mitigate any negative impacts from Cape Roger Curtis development on the adjacent neighbourhoods and the island community as a whole."

As part of the objective, Policy 153 indicates that alterations/changes to the transportation accesses or rezoning requirements will require future master transportation planning exercises to be submitted to Bowen Island.

An OCP amendment submission and rezoning, of the 24 lots, was commenced with BIM in January 2023. The variant looked to rezone to Park Zone (Passive Park) 1 with overnight camping pitches.

3.8.3 Bowen Island Climate Action Strategy

Bowen Island is among many locations, cities and municipalities around the world, and the Metro Vancouver region in declaring a climate emergency and committing to reduce pollution. The Climate Action Strategy was approved by BIM in 2020 which contained several big shifts to reduce Bowen Island's transportation-related carbon pollution including:

- **Promote a shift from single occupancy vehicles to alternatives:** Developing residential dwellings near transportation hubs and adding an E-Bike rental fleet.
- **Bowen Island's Transportation Plan:** Accelerating investments in active travel and increasing the accessibility to multi-use transport options.
- **Zero Emission Transportation:** Developing homes with electrical charging facilities and further implementation of fast charging stations on Bowen Islands.
- **Transportation requirement reductions:** Developing and providing facilities to residents that reduce the need to travel further afield.

3.9 Metro Vancouver Regional Parks – Crippen

In addition to the proposed park, Crippen Regional Park (CRP) is another park located approximately 6.5km to the northeast of CRC and in 2022 attracted just over 355,565 annual visitors. There are several access points to CRP, from Doman Road, Orchard Lane, and Bowen Island Trunk Road. 3 parking lots make up the vehicle parking provision for CRP for a total of 81 spaces, 46 accessed via Dorman Road Entrance, 17 at Killarney Lake Roadside and a further 8 at the Miller Parking lot. The number of visitors accessing the park has been utilized to influence assumptions for CRC.

Metro Vancouver undertook park visitor surveys in 2013, 2019 and 2022 to understand the travel patterns and home address of the visitors to Crippen Park. These surveys have formed the basis of visitor projections and modal splits for CRC.

4. PROPOSED DEVELOPMENT

This section will set out the proposed development characteristics and anticipated access proposals for each element of the site, the location of the proposed parking lots and sustainable access provisions.

Primary access to the campgrounds and day use will be retained as per the existing scenario, with Cape Drive continuing through the site. Other municipal roads already provided, such as Huszar Creek Drive and Georgia Strait Drive will all be retained as part of the proposals. No additional connections will be provided, and all traffic will be required to travel through Whitesails Drive. The proposed land use plan of the complete site is set out in Figure 1.1.

4.1 Day Use

Across the 24 lots, the majority will be retained as regional parkland, with several municipal trails and access easements throughout. Sections of the proposed parkland will be restricted by environmental covenants. Visits to the park are typically from those residing or visiting the island as part of their wider plans. It is not seen as an attraction or destination for those living outside of Bowen Island.

4.1.1 Vehicle Parking

Two or three parking lots will be provided as part of the day-use provisions, the first will be located to the north of the site, in Lot 56, close to the access of the vehicle campgrounds and one of the municipal trails, this parking lot will be accessible to the west of Cape Drive.

The second parking lot will be in Lot 24, this parking lot will be accessible to the south of Cape Drive via Huszar Creek Drive. This lot will be located the alongside the driveway, in the centre of Lot 24, adjacent to the municipal trails and water source. The parking lot will be outside of the riparian protection area.

The total number of vehicle parking spaces will be provided in **Section 7** below. This will include a couple of accessible spaces as well.

4.1.2 Bicycle Parking

As part of the proposed development, short-stay cycle stands will be provided. The total number has yet to be determined but will be in line with anticipated demand. These will be in a visible and covered area to encourage visitors to the park to arrive by bicycle.

4.2 Campground

As previously mentioned, the campground will contain 100 campsites, including 5 group campsites provided across 12 of the 24 lots purchased by Metro Vancouver. The breakdown of campsites has been set out in **Table 4.1**. The campsites will be available by reservation only with campground facilities provided, such as toilet blocks and waste collection.

Table 4.1: Metro Vancouver's Proposed Camping Program

TYPE	# SITES	ACCESS TYPE
Walk-In/Bike-In	52	Bike/hike/shuttle
Group	**5**	**Shuttle/Van**
Tent Cabin	10	5 vehicles, 5 bike/hike/shuttle
Vehicle-Accessible Camp	33	1 vehicle per site
Total	**100**	

As demonstrated in the masterplan, Figure 1.1, the camping program will be broken down as follows:

- 52 Walk-in/Bike-in Campsites- These pitches will be accessible by sustainable modes only (Walk, Bike or Shuttle Bus). The 52 Walk-in / Bike-in sites will be split equally between two locations. The first half (26 spaces) will be located to the south of Cape Drive within lots 27 & 28. The second group of 26 campsites will be located to the south of the overall site and accessed via Huszar Creek Drive. These campsites will be spread across Lots 26, 27 & 28 adjacent to the Georgia Strait coastline.

- 33 Standard Car campsites - Accessible by all modes, including private vehicles. These campsites will be split across two locations, within lots C, D E & F. F. Both locations from Cape Drive and the primary campsite will be in the northern section, with a small campground located to the south of the creek running through the site. The split of the campsites across the two lots has not been defined.

- 5 Group Campsites – These pitches are split across two locations, the first is within Lot 33, to the east of Cape Drive, and a second area for group campsites will be split across Lots 32 and 31. An access easement from Georgia Strait Drive will be provided.

- 10 Tent Cabins - Located in Lot 34 and to the north of the creek. It is located to the east of Cape Drive.

As can be seen, a total of 100 camp pitches will be provided across 7 different campgrounds. Half of the tent cabins will also be accessible by private vehicles, therefore, resulting in 38 vehicle-accessible spaces. Access to the campsite will be restricted by gates during the evening and will be monitored by Metro Vancouver staff throughout the PM and evening peaks.

4.2.1 Vehicle Parking

No visitor parking will be provided as part of the campsite, those guests with a vehicle-accessible pitches will be able to accommodate their vehicle on their camp pitch, but no other vehicles will be able to access the campgrounds.

It is assumed that each standard campsite will accommodate one vehicle, while group pitches will have space for two vehicles.

4.2.2 Bicycle Parking

As several sites will be walk-in / bike-in, secure bike parking will be required and anticipated on a number of the campsites. These spaces will accompany each of the campsites.

5. CAPE ROGER CURTIS PARK PROJECTED VISITOR PROFILE

This section will set out the anticipated number of visitors to the site, both for the Day use and campground facilities. Due to the different land uses, two different methodologies have been utilized to calculate the anticipated trip demand. As part of the analysis, the day-use visitors and campground visitors will be combined to generate a total number of visitors to the overall site. This is to determine the overall visitors and trips that will be generated by all aspects of the site.

A memorandum demonstrating the comparison between the existing land use, potential buildout and the potential future development was submitted to BIM in March 2023.

5.1 Trip Generation

5.1.1 Day Use

Projected Visits

The estimated number of park visits to Cape Roger Curtis was generated by MV and is set out in **Table 5.1.** As described previously in **Section 2.2**, the Day-use amenities currently exist within Bowen Island; therefore, the day use will be considered as an existing operation, only generating trips from those visitors already located on Bowen Island. Metro Vancouver will focus on day-use access through the proposed park shuttle, trail, and greenway connections, with some limited car access. It is not anticipated that the Day use will generate any additional visits from off-island residents, in so doing, not impacting the BC Ferries patronage.

Table 5.1: Estimated Monthly Visits to CRC

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
4,167	5,009	5,331	5,578	6,827	7,117	8,836	8,741	7,331	6,262	4,615	3,478	73,291

As can be seen above, July and August represent the peak months, with a total of 8,836 visits estimated in the peak month. The annual projected visits to the park day-use facilities are estimated to be 73,291 visits. It should be noted that 1 visitor can undertake several visits in one day.

The day-use visitation estimates for the proposed park do not consider phased implementation. Additionally, estimates do not distinguish between Bowen Island Residents and off-island visitors. Based on Metro Vancouver visitor survey data and factoring in the location of the proposed regional park (8km from the Snug Cove ferry terminal),

Table 5.2: Estimated Weekday Daily Visits

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
134	179	172	186	220	237	**285**	282	244	202	154	112

When looking at the daily numbers, this represents an average peak weekday of 285 visits a day. The park is anticipated to be operational between 7:00 AM -8:00 PM, a 13-hour opening period. This equates to approximately 22 visits per hour. It is understood that weekends would attract more visits than during the weekday. The above tables set out the daily visitors during the weekday.

A weekend increase of 26% has been applied to understand the number of visits anticipated. The weekend factor was calculated based on daily visitation counts to Crippen through July 2022. The difference between the average day (an average of 1,388 per day) and weekends (an average of 1,742 per day) for all days in July (seen as the peak month at Crippen Regional Park) produced a weekend factor of 1.26. This factor was applied to the July and August weekday visits.

Table 5.3: Weekend Peak Daily Visits

JUL	AUG
358	354

The peak weekend daily visits are anticipated to be 358 trips during July.

Method of Travel

Based on surveys conducted in 2013, 2019, and 2022 for Crippen, a method of travel to the parks was calculated. This was utilized as the only available data for an operational park which is similar in nature. This method of travel was then estimated for Cape Roger Curtis. The method of travel was then weighted to account for the those travelling to visit the proposed CRC site. The overall mode split has been set out in **Table 5.4.**

Table 5.4: Estimated CRC visits Modal Split

	WEIGTHED AVERAGE
Private vehicle	37%
Walked the whole way	21%
Bike	4%
Public Transit	38%
Total	100%

The table above demonstrates that it is anticipated that 37% of the internal visits will be undertaken by car, with 38% of those utilizing public transit. It is anticipated that all trips will be undertaken via active modes of transportation, with 25% either travelling on foot or by bicycle.

Further to this, as part of the Crippen survey, the average car occupancy per visit was 1.9 passengers per private vehicle. Therefore, 37% of private car visits will be reduced to account for vehicle occupancy. This has been applied to the number of visits.

The estimated daily visits for both the weekday and weekend have been applied to the above mode share and are set out in **Table 5.5**.

Table 5.5: Weekday and Weekend Daily Visitor Modal Split

MODE	FRIDAY TOTAL	SATRUDAY TOTAL
Private vehicle	55	69
Walk	61	76
Bike	12	15
Public Transit	107	135
Total	235	295

It is anticipated that the total daily vehicle demand trip demand during the Saturday peak would be 69 trips. The total number of trips to the existing day use is anticipated to be 295 trips.

Daily and Peak Hour Trip Generation

To determine the anticipated daily visitor rate, the visitor profile from an existing Metro Vancouver Park, Minnekhada, was utilized as this was the only available data owned by Metro Vancouver. Minnekhada is located to the northeast of Greater Vancouver, within the City of Coquitlam. Minnekhada is a regional park, approximately 200 acres in size. The regional park has two small car parking lots, like what is proposed at CRC. During a 2021 survey the number of visitors arriving at the park between 7:00 AM-6:00 PM on Friday, Saturday, and Sunday. A visitor profile rate throughout the day was calculated by using vehicle access numbers, the profiles are set out in **Table 5.6**.

Table 5.6: Friday and Saturday visitor profile – Minnekhada

TIME	FRIDAY	SATURDAY
7:00 AM	3%	1%
8:00 AM	7%	2%
9:00 AM	8%	4%
10:00 AM	11%	9%
11:00 AM	8%	8%
12:00 PM	13%	11%
1:00 PM	11%	14%
2:00 PM	11%	13%
3:00 PM	10%	13%
4:00 PM	9%	11%
5:00 PM	6%	8%
6:00 PM	3%	5%

The Friday peak profile was seen at noon, whilst the Saturday peak was observed at 1:00 PM, with 14% of all trips. It is acknowledged that there might be trips outside of the daily profile, but no data is available for these periods, therefore, it is not possible to calculate the number and this outside of the peak hours.

Table 5.7 demonstrates the Friday modal profile and **Table 5.8** sets out the Saturday trips by mode.

Table 5.7: Friday Trips profile by mode

TIME	PROFILE	PRIVATE	WALK	BIKE	TRANSIT	Total
7:00 AM	3%	2	2	0	4	8
8:00 AM	7%	4	4	1	7	16
9:00 AM	8%	5	5	1	9	20
10:00 AM	11%	6	6	1	11	25
11:00 AM	8%	5	5	1	9	20
12:00 PM	**13%**	7	8	1	13	29
1:00 PM	11%	6	7	1	12	26
2:00 PM	11%	6	6	1	11	25
3:00 PM	10%	5	6	1	10	23
4:00 PM	9%	5	6	1	10	22
5:00 PM	6%	3	4	1	7	14
6:00 PM	3%	2	2	0	4	8
Total		**55**	61	12	107	235

The peak (12:00 PM) number of trips is generated at noon where 13% of all trips are anticipated with a maximum of 7 vehicle trips and 13 transit trips.

Table 5.8: Saturday Trips Profile by Mode

TIME	PROFILE	PRIVATE	WALK	BIKE	TRANSIT	Total
7:00 AM	1%	2	3	0	4	10
8:00 AM	2%	5	5	1	9	19
9:00 AM	4%	6	6	1	11	25
10:00 AM	9%	7	8	2	14	31
11:00 AM	8%	6	6	1	11	25
12:00 PM	11%	9	10	2	17	37
1:00 PM	**14%**	8	9	2	15	33
2:00 PM	13%	7	8	2	14	31
3:00 PM	13%	7	7	1	13	29
4:00 PM	11%	7	7	1	13	28
5:00 PM	8%	4	5	1	8	18
6:00 PM	5%	2	3	0	4	10
Total		69	76	15	135	295

The Saturday peak period (1:00 PM) is anticipated at 14% of daily visitor trips, which equates to 9 private vehicle trips, 17 transit trips, and 12 trips by active mode.

Vehicle Trips Arrival and Departure

Based on ticket sales collected by Metro Vancouver at Lynn Valley Regional Park and Belcarra Regional Park between the months of March – Oct and April – September respectively demonstrated that visitors typically stay at the parks for approximately 2.7 hours in total or 162 minutes. Based on this analysis, the vehicle trip departures have been sperate across two hours to account for the duration of stay, this is demonstrated in **Table 5.9** and will provide the foundation of the total vehicle trip generation profile. The departures have been split in a very conservative 50/50 split, which means after 2 hours 50% of the hourly arrivals will depart, then the following hour, the remaining 50% will depart This crude calculation has been undertaken based on the limited accessible data.

Table 5.9: Vehicle Arrival and Departure Trip Generation

TIME	FRIDAY			SATURDAY		
	Arrival	Departure	Total	Arrival	Departure	Total
7:00 AM	2	0	2	1	0	1
8:00 AM	4	0	4	2	0	2
9:00 AM	5	1	6	3	0	3
10:00 AM	6	3	9	6	1	7
11:00 AM	5	4	9	5	2	8
12:00 PM	7	5	12	8	5	12
1:00 PM	6	5	11	10	6	16
2:00 PM	6	6	12	9	6	16
3:00 PM	5	7	12	9	9	18
4:00 PM	5	6	11	8	10	17
5:00 PM	3	6	9	6	9	15
6:00 PM	2	5	7	3	8	12
Total	**55**	**47**	**103***	**69**	**56**	**126***

*Any discrepancies are caused by rounding

As shown in the table above, the Friday peak would result in 12 two-way vehicle trips in the peak period, while the Saturday peak would result in a maximum of 18 two-way trips. The impact on the network is anticipated to be limited.

5.1.2 Campground

Campgrounds typically reach peak occupancy during the PM and evening hours, with a lower turnover than the day-use would see per the Institute of Transportation Engineers (ITE) trip generation guidelines, where the weekend peak hour rates are not provided. However, with the locale for this site, it is anticipated that the PM peak hour occupancy would translate into weekend use. Checking out for most campgrounds is typically before 11:00 AM on the final day of a reservation, while check-in for those arriving is normally after 1:00 PM. Therefore, campgrounds have a defined arrival and departure profile.

The following assumptions have been assumed, with the trip rates set out within **Table 5.10**:

- All campsites are reserved and/or occupied during the peak periods – i.e., summer weekends.
- Vehicle(s) per standard campsite is 1 vehicle and 2 vehicles per group campsite.

- Trip rates for the vehicle campsites have been obtained from the ITE manual for occupied sites. The PM peak (and assumed weekend peak) arrival rate was 0.75 vehicle trips per occupied site when comparing the average and fitted curve rate.

Table 5.10: Vehicle Trip Generation Rates

USE	SOURCE	PARAMETER	PM VEHICLE TRIP RATES			DAILY VEHICLE TRIP RATES		
			In	Out	Total	In	Out	Total
Standard Campsites	ITE LUC 416	Camp pitches	0.75	-	0.75	0.75	0.50	1.25
Group Site	Metro Vancouver Data	# of group sites	1.60	-	1.60	1.60	1.0	2.60

Application of these vehicle trip rates to the proposed camping provision is outlined in **Table 5.11** to estimate the anticipated number of vehicle trips generated by the proposed campgrounds.

Table 5.11: Vehicle Trip Generation

USE	DENSITY	PM VEHICLE TRIPS			DAILY VEHICLE TRIPS		
		In	Out	Total	In	Out	Total
Campground (Vehicle Accessible)	38-vehicle accessible - campsites	29	-	29	29	19	48
Campground (Group Site)	5 Group Sites	8	-	8	8	5	13
TOTAL CAMPGROUND		37	0	37	37	24	61

As can be seen, the proposed site will generate around 37 vehicle trips in the PM peak for the full site. The anticipated peak day trips would generate 61 total two-way vehicle trips across a 24hr period. For the Saturday Peak, a reduced number of arrivals are anticipated, most people camp for more than two days and will remain on-site during the full day. Some people might depart on a Saturday, but this is unlikely. As reservations are required for all sites, this will ensure that vehicle numbers are limited, and that people will not be able to arrive in the hope of getting a campsite.

It is recognised that all inbound trips occur in the PM peak given the check-in times, typically, campsites see a wider spread of inbound over the PM. However, for a more conservative approach and due to a lack of data, all PM peaks have been analysed as arriving at once. As demonstrated, the PM peak will see a total of 37 inbound trips, with no outbound trips. This equates to fewer than 1 vehicle per minute.

5.2 Potential Build-Out Comparison

To assist Metro Vancouver, a memorandum regarding trip was provided to BIM in March 2023. This memo was created to make a comparison between the potential build-out of the 24 lots, this was based on the RR1 zoning of the lots and then a future trip generation for the proposed park. The memo is attached within **Appendix C**.

As part of the memo, a trip rate for 24 single detached dwellings was utilized as a low range scenario, this was based on a resident's rate of 3.6 residents per dwelling. BIM indicated that on the island, residency for each dwelling is typically 2.5 residents per dwelling. Therefore, a new trip generation for the 24 lots was calculated and has been compared to the campground program trip generation, as this is considered as the new trips within the lots. The potential-build out trips in comparison to the campground trip generation is demonstrated in **Table 5.12**.

Table 5.12: Potential Build-Out Trip Generation Comparison

USE	DENSITY	PM VEHICLE TRIPS			SATURDAY DAILY VEHICLE TRIPS		
		In	Out	Total	In	Out	Total
Potential Build-Out (Detached Housing)	2.5 residents per dwelling (60 Total)	11	6	17	75	75	149
Campground (vehicle accessible / group camping)	38- Accessible & 5 Group Sites	37	0	37	37	24	61
TRIP GENERATION COMPARION		+26	-6	+20	-38	-51	-88

As can be seen, the campground generates more trips within the Weekday PM peak, with a total of 20 more two-way trips when compared to the potential build-out of the 24 lots. However, when compared to the total daily two-way trips, the campground will generate 88 two-way trips fewer than the potential 24 lots overall.

Therefore, overall, the campground will generate significantly fewer trips across the day both of weekdays and weekends, with the exception being the PM peak, which sees a higher number of trips than the single use dwellings. The campground will be kept for all the remaining analysis.

5.3 Total Site Traffic

The combined vehicle trip generation for both land uses, day-use and campground has been set out within **Table 5.13**.

Table 5.13: Combined Vehicle Trip Generation – Day Use (Internal) & Campground

TIME	FRIDAY			SATURDAY		
	Arrival	Departure	Total	Arrival	Departure	Total
7:00 AM	2	0	2	1	0	1
8:00 AM	4	0	4	2	0	2
9:00 AM	5	1	6	3	0	3
10:00 AM	6	15	21	6	13	19
11:00 AM	5	16	21	5	14	20
12:00 PM	7	5	12	8	5	12
1:00 PM	6	5	11	10	6	16
2:00 PM	42	6	48	46	6	52
3:00 PM	5	7	12	9	9	18
4:00 PM	5	6	11	8	10	17
5:00 PM	3	6	9	6	9	15
6:00 PM	2	5	7	3	8	12
Total	**92**	71	**163**	**106**	**80**	**186**

The Friday PM peak is seen at 2:00 PM, with a total 48 vehicle two-way trips, this represents a trip to all parts of the site every minute. The largest portion of the trips are the inbound campground arrivals, which as previously mentioned is a conservative approach and 37 of the trips would be more likely to spread through the PM period.

The Saturday Peak is at 2:00 PM, and a total of 52 two-way trips are anticipated, this represents less than 1 trip every minute. In the peak period, there will be a vehicle arriving at the site every minute.

The total vehicle trips anticipated in a worst-case scenario are anticipated to be between 160 and 190 two-way trips across 12 hours. This represents 1 car every 2-3 minutes during the weekday and 1 trip rough every 3 minutes on the weekend.

6. FUTURE TRAVEL CONDITIONS

Future traffic conditions were developed based on a combination of existing traffic, background growth (made up of significant development site trips generated within Cape Roger Curtis 24 undeveloped lots), and the development-generated site trips based on the full build-out of the proposed Campground. A traffic impact will be undertaken initially before any modelling results, understanding the percentage impact of the additional traffic associated with the site.

6.1 Study Horizons

A single horizon year was agreed to with the terms of reference for future analysis, which correspondence to the opening day of the proposed development. The scenarios analysed are as follows:

- Opening Day Background (2030): Existing + 7 years growth; and
- Opening Day Total: Background + MV Campground site traffic generation

6.2 Traffic Forecasts

6.2.1 Background Traffic Forecasts

Background traffic is traffic that would be present on the road network if the project site was not developed, with a 7-year growth rate it is understood that will represent a full buildout of all the remaining 18 vacant lots within Cape Roger Curtis which are not part of the 24 lots that are owned and operated by Metro Vancouver. An annual growth rate of 1% linear growth has been applied, therefore, providing an increase of approximately 7% from 2023 to 2030. 2030 represents the anticipated completion and opening day of the full campground build out. Whilst aspects will be open prior to this date, the full park will open in phase hat are yet to be determined. The flows are set out in **Exhibit 6.1**.

6.2.2 Site Traffic

The site total vehicle trip generation was set out within **Table 5.12,** above**,** and will generate 275 two-way trips in the PM peak and 412 two-way trips in the Saturday Peak. This equates to 1 vehicle every 2-3 vehicles arriving or leaving the site (combined uses) every minute across the site's multiple access.

6.2.3 Trip Distribution and Assignment

Vehicle trip generation has been split into different land uses as they have very differing distributions. The camping distribution will be all direct to and from the ferry at Snug Cove.

Day-use will have a differing distribution that will be based on an analysis of the existing traffic flow patterns across the study area road network. The trip assignment was based on observed travel patterns and directional splits as well as engineering judgement, considering logical routing from site access points to the study's external origins and destinations. The trip distribution used to assign the existing traffic generated by the day-use and proposed park is summarised in **Table 6.1 A & B.**

Table 6.1: Estimated Trip Distribution

ORIGIN / DESTINATION	CAMPGROUND				DAY USE			
	FRIDAY PM PEAK HOUR		SATURDAY PEAK HOUR		FRIDAY PM PEAK HOUR		SATURDAY PEAK HOUR	
	IN (%)	OUT (%)	IN (%)	OUT (%)	IN (%)	OUT (%)	IN (%)	OUT (%)
Cape Roger Curtis	0	0	0	0	5%	5%	5%	5%
Tunstall Bay	0	0	0	0	5%	5%	5%	5%
Adams Road	0	0	0	0	5%	5%	5%	5%
Bowen Bay	0	0	0	0	20%	20%	20%	20%
Seymour Landing	0	0	0	0	10%	10%	10%	10%
Snug Cove	100%	100%	100%	100%	25%	25%	25%	25%
North Island	0	0	0	0	30%	30%	30%	30%
TOTAL	100%	100%	100%	100%	100%	100%	100%	100%

The trip distribution for the campground has been calculated based on the assumption that all vehicle traffic will arrive via BC Ferries, no visitors from Bowen Island are anticipated to visit the proposed parking by car. The day-use distribution has been calculated based on the distribution of residential dwellings across the island and assisted by the traffic data collected.

Based on the trip generation and distribution shown above, the trips were assigned to the road network for both the weekday PM and Weekend peak hours. The distribution of the site-generated vehicle traffic is highlighted in **Exhibit 6.2 A & B.**

6.2.4 Total Traffic

The future Total traffic volumes were forecasted by adding the new site trips to the Background traffic volumes. No major roadway network changes were assumed for the base analysis of total traffic conditions. Total traffic volumes are summarized in **Exhibit 6.3 A & B**.

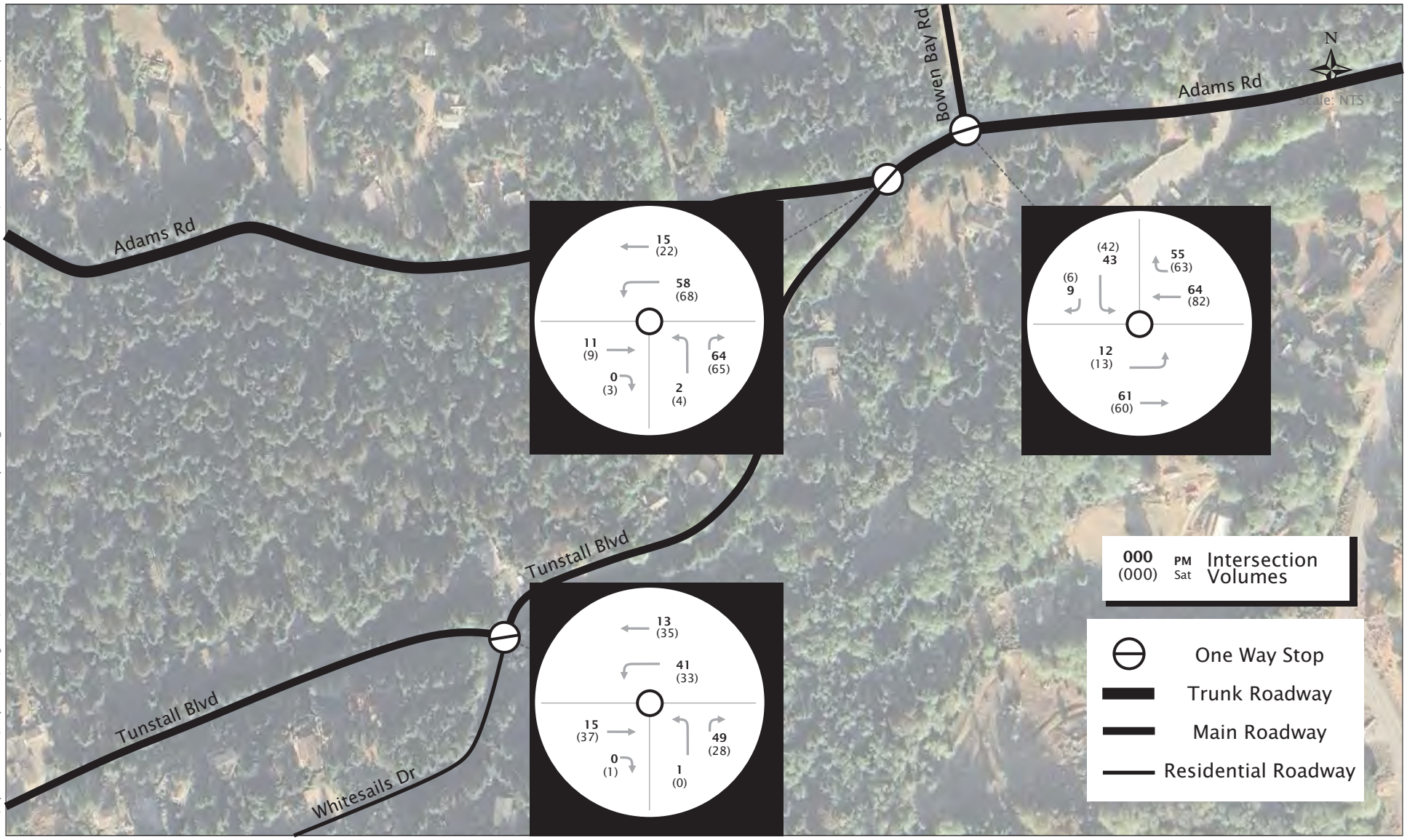


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Exhibit 6.1A

Opening Day Background 2030 Traffic Volumes (West)

04-22-0272

Cape Roger Curtis
June 2023

bunt & associates



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Exhibit 6.2B

Opening Day Background 2030 Traffic Volumes (East)

04-22-0272

Cape Roger Curtis
June 2023

bunt & associates

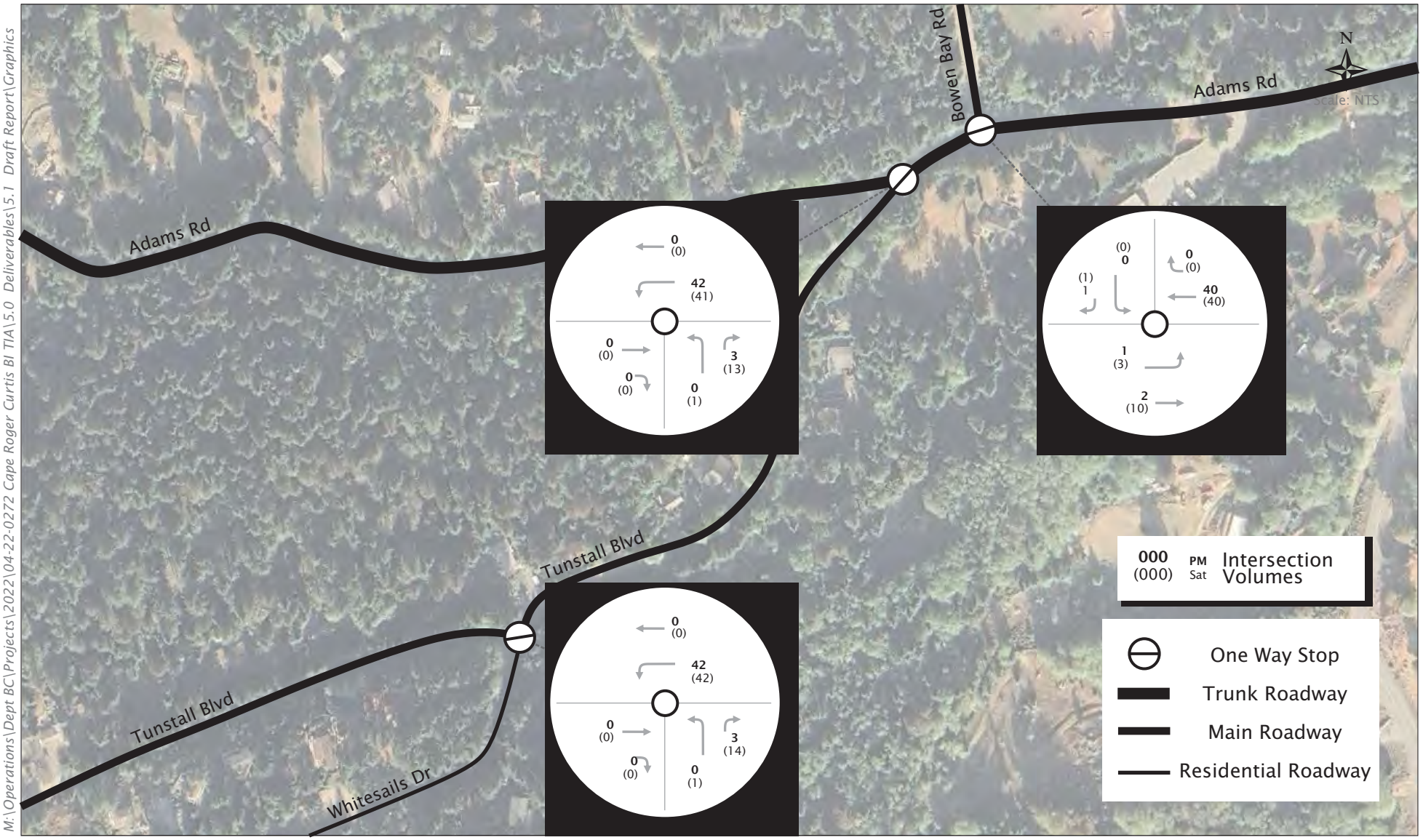

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Exhibit 6.3A

Site Traffic Distribution and Site Traffic Volumes (West)



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Exhibit 6.4B

Site Traffic Distribution and Site Traffic Volumes (East)

04-22-0272

Cape Roger Curtis
June 2023

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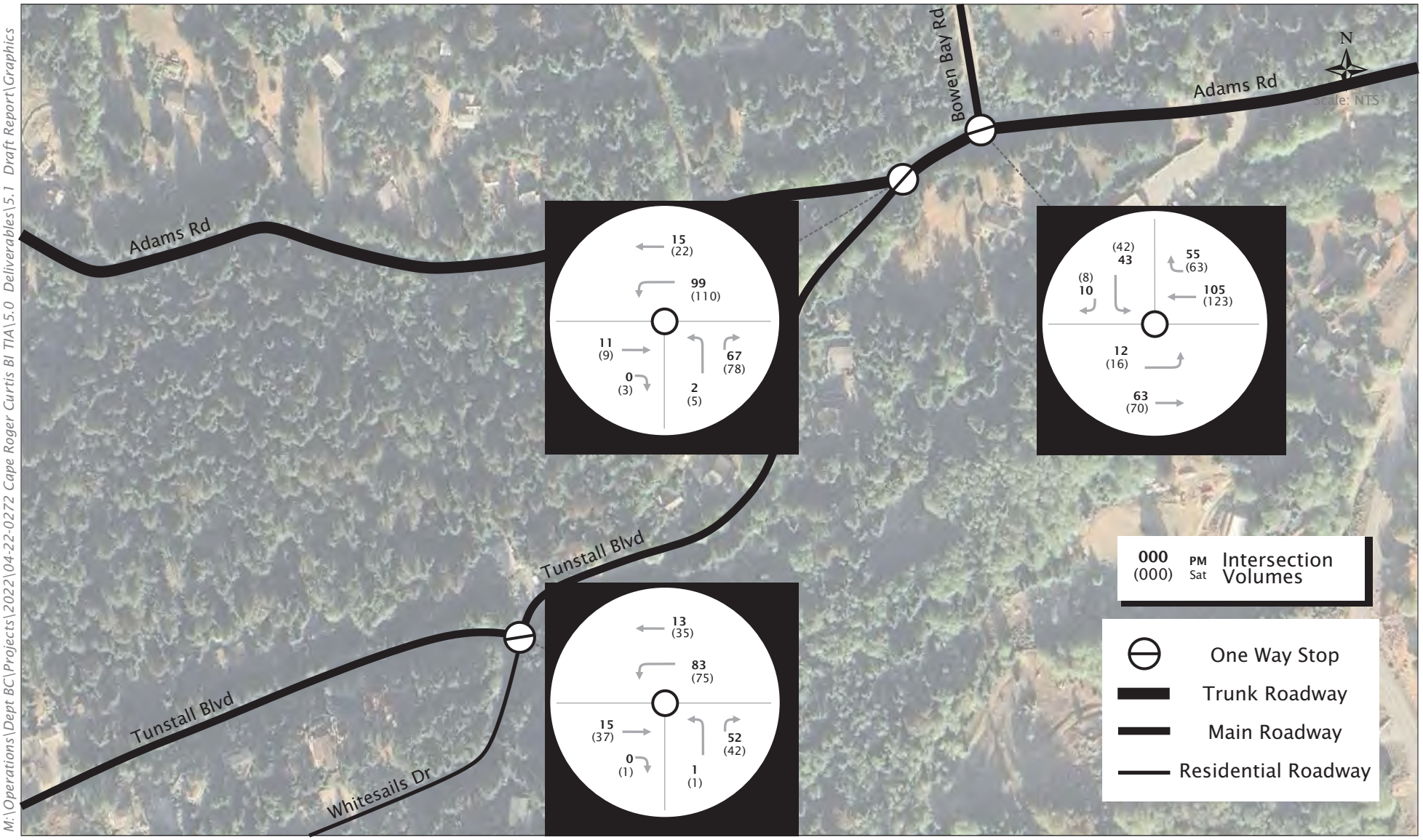

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Exhibit 6.5A

Total Day Peak Hour Vehicle Traffic Volumes (West)

04-22-0272

Cape Roger Curtis
June 2023

bunt & associates



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Exhibit 6.6B

Total Day Peak Hour Vehicle Traffic Volumes (East)

04-22-0272

Cape Roger Curtis
June 2023

bunt & associates

6.3 Future Traffic Operations and Impact Assessment

6.3.1 Future Background Impact Assessment

Table 6.2 summarizes the operational analysis for existing traffic conditions in the study area. Traffic operations that exceed the performance thresholds have been bolded.

Table 6.2: Opening Day Background Traffic Operations

INTERSECTION / TRAFFIC CONTROL	MOVEMENT	FRIDAY PM PEAK		SAT AFTERNOON PEAK	
		LOS	95TH Q (M)	LOS	95TH Q (M)
Whitesails Drive / Tunstall Blvd	EBRT	A	0	A	0
	WBLT	A	5	A	5
	NBLR	A	15	A	10
Tunstall Blvd / Adams Road	EBRT	A	10	A	10
	WBLT	A	0	A	0
	NBLR	A	0	A	0
Adams Road / Bowen Bay Road	EBLT	A	0	A	5
	WBRT	A	0	A	0
	SBLR	A	15	A	15
Miller Road / Bowen Island Trunk Road / Dorman Road / Grafton Road	EBLRT	A	5	A	10
	WBLRT	A	10	A	15
	NBLRT	A	20	C	25
	SBLRT	A	15	C	25

The additional growth from the additional lots and development within the vicinity of the area results in minimal impacts at several intersections and movements in the network. As can be seen, the only intersection impacted by the increase in background traffic is Miller Road / Bowen Island Trunk Road / Dorman Road / Grafton Road during the Saturday peak hour. Whilst the LOS deteriorates to LOS C on the north and southbound movements of Miller Rd / Bowen Island Trunk Road / Dorman Road / Grafton Road, this is still considered to operate within the capacity of the intersection. The difference in 95th queue is minimal at a maximum increase of one vehicle and this change is considered negligible.

6.3.2 Future Total Traffic Operations

Table 6.3 demonstrates the distribution of traffic across the network, while **Table 6.4** examines the % impact of the additional site traffic in comparison to the background traffic. This shows the increase in traffic generated by the development and how this will be spread across the Bowen Island road network.

Table 6.3: Peak Hour Vehicle Trips

ORIGIN / DESTINATION	TOTAL TRIPS			
	FRIDAY PM PEAK HOUR		SATURDAY AFTERNOON PEAK HOUR	
	INBOUND	OUTBOUND	INBOUND	OUTBOUND
Tunstall Bay	0	0	0	1
Adams Road	0	0	0	1
Bowen Bay	2	1	1	3
Seymour Landing	1	0	1	2
Snug Cove	37	1	38	4
North Island	2	1	2	5
Total Cape Roger Curtis	**42**	**3**	**42**	**15**

As can be seen, most of the traffic generated by the site travels towards Snug Cove. The remainder of the trips are distributed across the island.

The increase in traffic generated by the site has been compared to the anticipated background 2030 traffic at each intersection to determine how the proposed site will increase the traffic.

The percentage increase for both the Friday AM and Saturday Peak has been set out in **Table 6.4**.

Table 6.4: 2030 Site Traffic Impact Assessment Weekday and Weekend Peaks

INTERSECTION	FRIDAY	SATURDAY
Whitesails Drive / Tunstall Blvd	+45 (27%)	+57 (30%)
Tunstall Blvd / Adams Road	+45 (23%)	+56 (25%)
Adams Road / Bowen Bay Rd	+45 (16%)	+55 (17%)
Bowen Island Trunk Rd / Dorman Rd / Miller Rd	+41 (7%)	+49 (6%)

Given the low traffic flows observed in the existing and background traffic scenarios, the additional traffic generated by the proposed site will result in an increase of approximately 27% and 30% in the PM and Saturday Peak scenarios respectively. This increase may look significant; however, it represents an increase from 135 to 192 on all movements at Whitesails Drive / Tunstall Blvd, this is approximately 3 vehicles per minute travelling through the intersection.

Table 6.5 summarises the intersection operation results for the PM and Saturday Peak for the Opening Day Total scenario.

Table 6.5: Opening Day Total Traffic Operations

INTERSECTION / TRAFFIC CONTROL	MOVEMENT	FRIDAY PM PEAK HOUR		SAT AFTERNOON PEAK HOUR	
		LOS	95TH Q (M)	LOS	95TH Q (M)
Whitesails Drive / Tunstall Blvd	EBRT	A	0	A	0
	WBLT	A	5	A	10
	NBLR	A	10	A	10
Tunstall Blvd / Adams Road	EBRT	A	10	A	10
	WBLT	A	0	A	0
	NBLR	A	0	A	5
Adams Road / Bowen Bay Road	EBLT	A	5	A	5
	WBRT	A	0	A	0
	SBLR	A	15	A	15
Miller Road / Bowen Island Trunk Road / Dorman Road / Grafton Road	EBLRT	A	5	A	10
	WBLRT	A	10	A	15
	NBLRT	A	15	C	30
	SBLRT	A	20	C	25

The addition of site traffic to the network was shown to have no negligible impact on any intersection within the study area. All the intersections continue to operate within the capacity and are operational with the proposed level of traffic. There is a slight increase in the 95th percentile queue, from approximately 4 vehicles to 5 vehicles in the Saturday peak hour.

6.4 Future Ferry Impact

As discussed in **Section 3.7,** based on existing BC Ferries data (July 2022), vehicle demand has shown to surpass ferry service vehicle capacity during peak service hours during the summer. Vehicle demand over capacity percentages (87 AEQ per ferry) range between 102% to 115% during peak service hours and direction from 11 am to 5 pm on Friday and Saturday from Horseshoe Bay to Snug Cove, based on the Automobile Equivalent Units (AEQs) methodology in estimating vehicle demand but could still be a total of 87 physical vehicles.

However, it has also been shown there is available ferry passenger capacity as passenger demand is below ferry passenger capacity (427 passengers per ferry) which ranges between 47% to 89% during the same time peak service time-period and route as above.

This section provides a high-level assessment of the potential increase in ferry vehicles and passenger demand due to the proposed park and campground access. This assessment:

- focuses on summer Friday, Saturday, and Sunday in which park and campground activities are expected to be the highest.
- focuses on the horizon year 2030 (opening day).
- factors in existing ferry demand increases based on the BC Ferries forecast provided.

- assumes the BC Ferry capacity for the Horseshoe Bay to/from Snug Cove routes remains unchanged from the current schedule; and
- focuses only on analysis periods for this assessment rather than individual services due to the nature of forecasting assumptions and data limitations. The time periods are broken down as follows: Early Morning (5 am -7 am), Morning (7 am -11 am), noon (11 am – 3 pm), afternoon (3 pm – 7 pm), and evening (7 pm – 11 pm).

Passenger Volumes

As discussed in **Section 3.7**, the existing ferry passenger count from July 2022 set out the overall passenger and vehicle capacity for each ferry service across the month for both inbound and outbound Bowen Island routes and it is utilized as the basis for the ferry demand forecast. The passenger vehicle levels are inclusive of the number of passengers within the private motor vehicles, it is not possible to determine the level of foot passengers only. An annual growth rate of 1.2% is assumed and based on the ferry demand forecast from September 2022.

Figure 6.1 and **Figure 6.2** show the projected ferry passenger demand which includes the predicted campground users against current ferry capacity and schedule. It is seen that there is available ferry passenger capacity across Friday, Sunday, and most of Saturday for either direction of the ferry route. However, the peak demand during Saturday noon services is shown to surpass ferry capacity as peak activity for existing ferry users, campground, and park day use users coincide.

Figure 6.1: Horseshoe Bay -> Snug Cove Ferry Demand and capacity – Passenger (Opening Day)

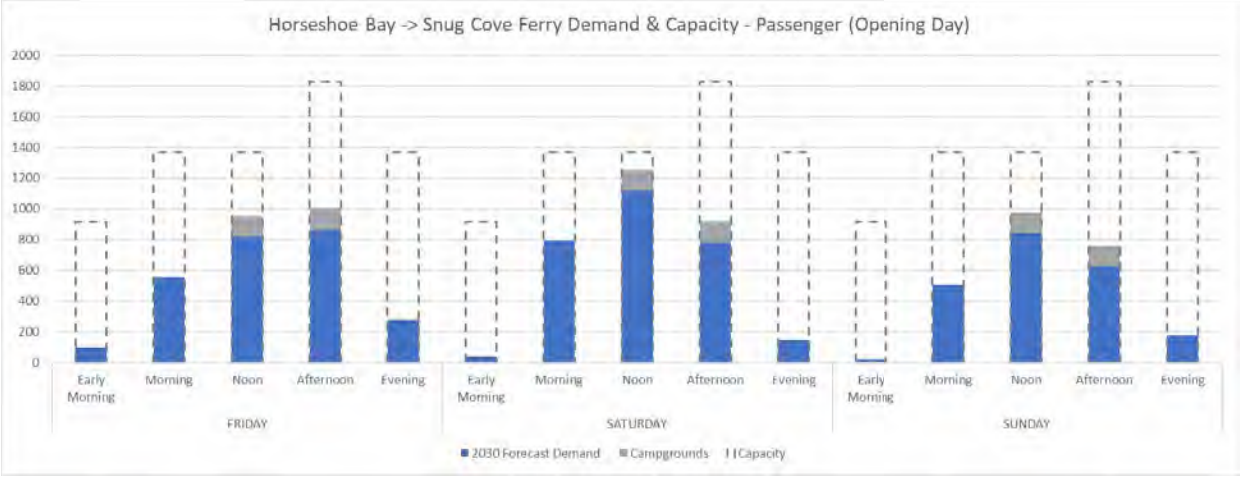
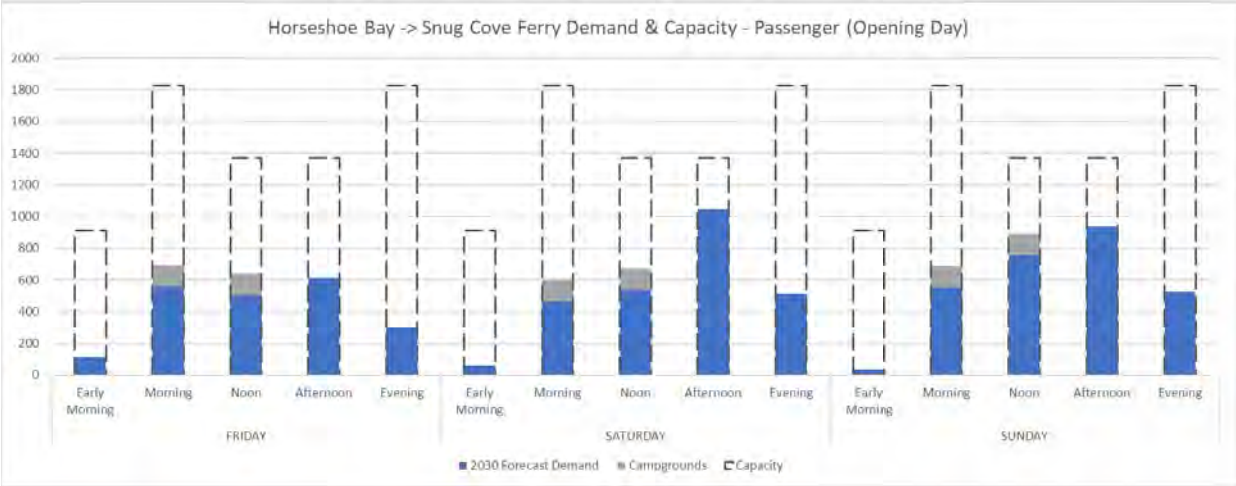


Figure 6.2: Snug Cove-> Horseshoe Bay Ferry Demand & Capacity - Passenger (Opening Day)



Vehicle volumes

As discussed in **Section 3.7,** the ferry vehicle capacity is listed as 87 vehicles, to differentiate the size of the vehicles, each vehicle is assigned an Automobile Equivalent Unit (AEQ), in accordance with the BC Ferries calculation methodologies these are as follows:

- 1 Bus = 3 AEQ.
- 1 Commercial Truck or Semi = 2.5 AEQ.
- 1 Private Vehicle – Over Height = 1.5 AEQ; and
- 1 Private Vehicle – Under Height or Motorcycle = 1 AEQ.

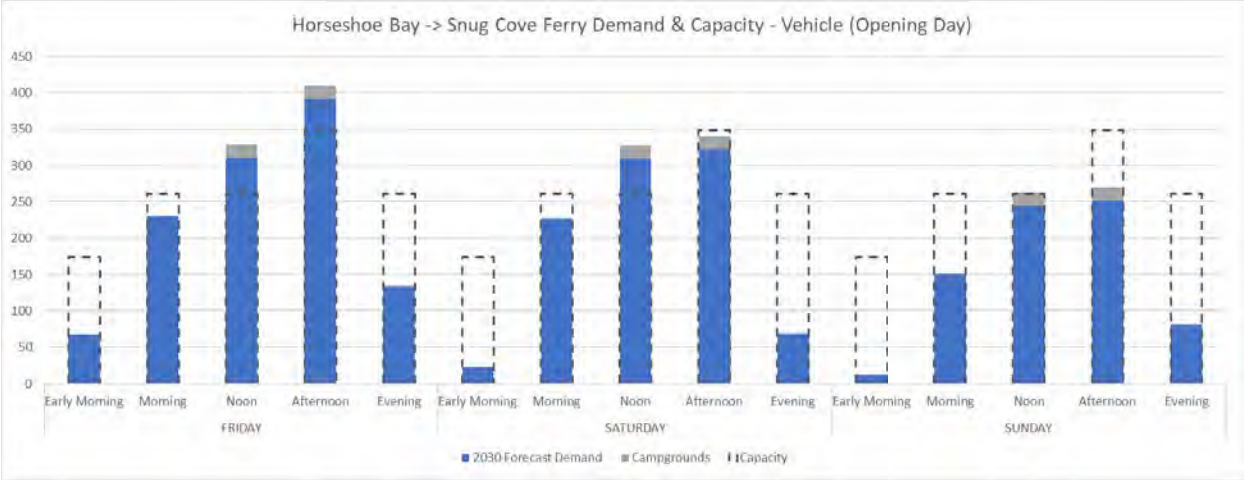
The projected vehicle demand (as AEQs) for the services in comparison to the overall provision has been demonstrated in **Figures 6.3 and 6.5**, for Friday, Saturday, and Sunday.

In line with Metro Vancouver's expectations, all visitors to the day use facilities will be on island residents or visitors that are already visiting the island and include a stop in CRC as part of their trip, Therefore, it will not generate any vehicle trips that will require the utilization of the ferry. This will be assisted via extensive TDM measures and no advertisement for parking facilities.

In the Horseshoe Bay to Snug Cove ferry direction, Friday noon and afternoon and Saturday noon periods will continue to increase in demand due to ferry demand increases based on BC Ferries forecast. However, additional vehicle demand from campground arrivals will coincide with this peak period surpassing ferry capacity. In addition, increases in vehicle demand also caused other periods including Saturday and Sunday noon periods to be near or at capacity. To assist in offsetting this, as part of the TDM measures, Metro Vancouver will explore options to move check in and check out times to persuade people to utilize off-peak ferry services.

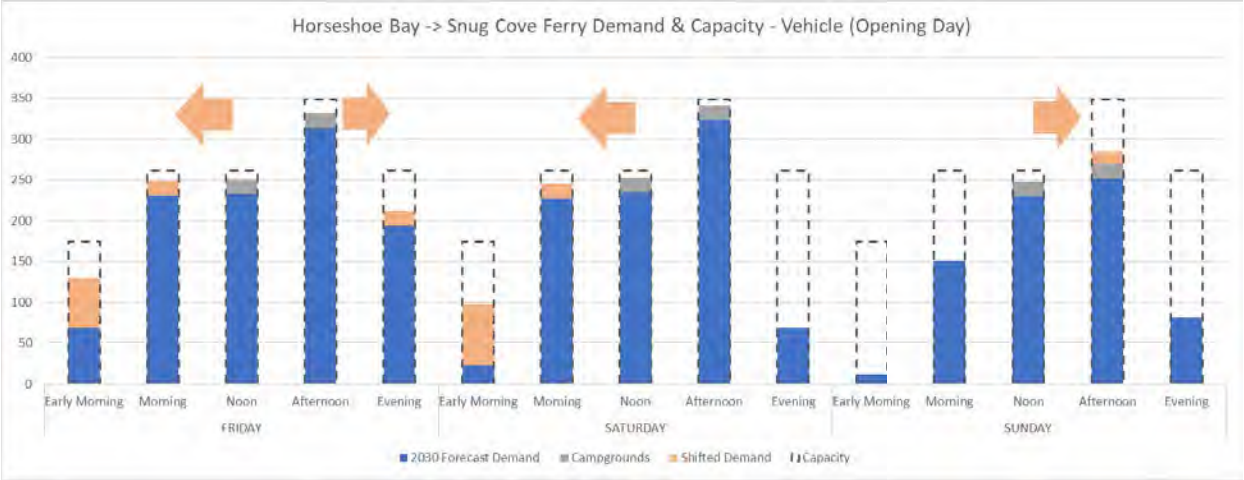
There may be effects of "peak spreading" not captured in this analysis as ferry users travelling to Bowen Island may consider travelling just outside of the current peak demand hours due to availability in vehicle capacity in other time periods.

Figure 6.3: Horseshoe Bay -> Snug Cove Ferry Demand and capacity – Vehicles (2030 Opening Day)



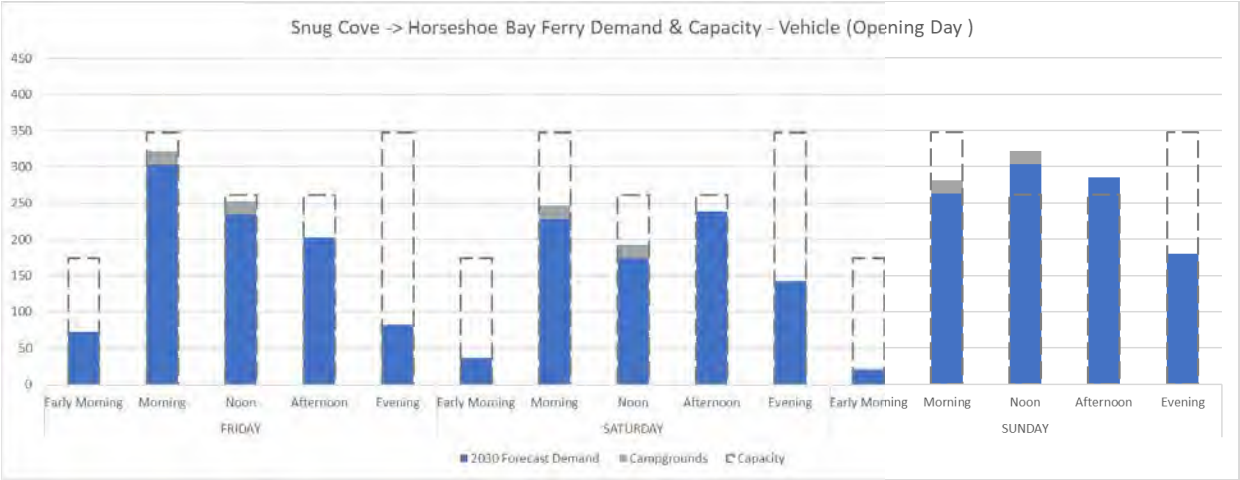
Services from Horseshoe Bay will be reaching peak typically around noon with the addition of the camping demand. As can be seen, Friday has the highest demand, with both noon and afternoon services all reaching maximum capacity. **Figure 6.4** demonstrates that these vehicles can be accommodated when spread across the remaining services throughout the day.

Figure 6.4: Horseshoe Bay -> Snug Cove Ferry Demand and alternative service – Vehicles (2030 Opening Day)



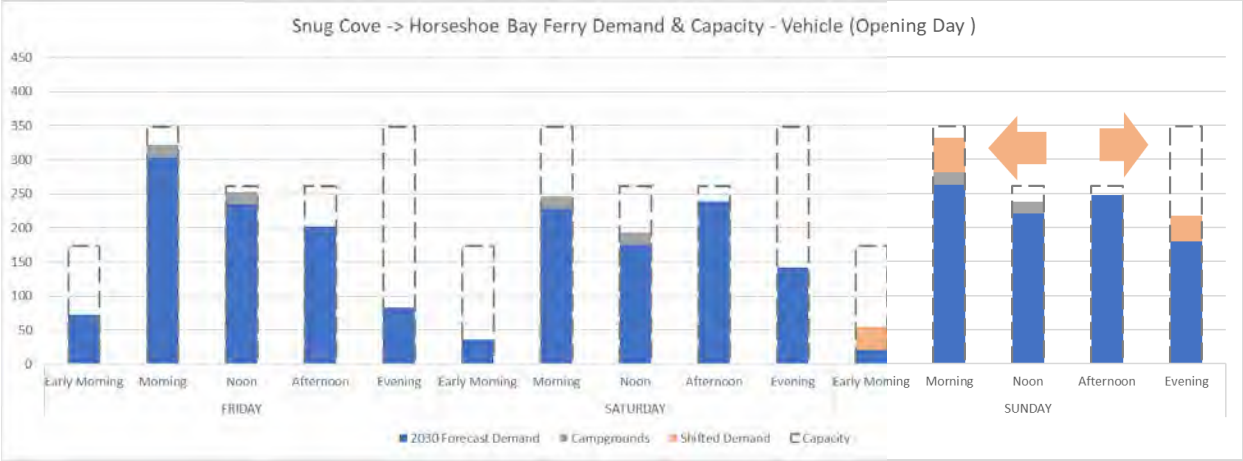
Whilst there is still high demand for the noon and afternoon services on Friday and Saturday, both periods are now below the peak capacity of the ferries, demonstrating that there is sufficient capacity for all services to accommodate the additional demand generated by the camping.

Figure 6.5: Snug Cove -> Horseshoe Bay Ferry Demand and capacity – Vehicles (2030 Opening Day)



In the Snug Cove to Horseshoe Bay direction, vehicles are shown to be under capacity on both Friday and Saturday during the summer including users from the campgrounds. However, Sunday noon and afternoon periods surpass ferry vehicle capacity but there is considerable capacity available in the early morning, morning, and evening periods. To demonstrate there is sufficient capacity, the excess demand from those services has been moved onto other services that are not reaching capacity to demonstrate that there is sufficient capacity throughout the day, this is shown in **Figure 6.6**. The graph shows that some patrons will be required to wait on the island for the service.

Figure 6.6: Snug Cove -> Horseshoe Bay Ferry Demand passenger demand and alternative service - Vehicles (2030 Opening Day)



Any delays to visitors to the park will only increase the demand for the shuttle bus service. While people are waiting in their cars, the shuttle bus service will have direct access to the front of the queue and will drop off foot passengers and cyclists at the front of the queue.

6.5 Ferry Impact Mitigation

6.5.1 Off Peak Demand and Parking Regulations

To mitigate the impact due to the surge in vehicle demand impact during current ferry peak times due additional expected demand generated from the campgrounds, there are potential measures which can promote non-Bowen Island residents going to/from Bowen Island to travel from outside of peak ferry times or travel to/from Bowen Island without vehicles. These are listed below but will be further explained within section 8 (these measures may be applied during peak summer times only):

- Campground check-in & check-out times: enforce campground check-in and check-out times to campground users with vehicles to be outside of the ferry peak travel times.
- Consider options for a day-use reservation system for vehicle visits during peak periods.
- Consider restricting access to the day-use parking lots.
- Provide financial incentive to park day users (i.e., parking rebate for using park and ride facilities at Horse Bay terminal).
- Shuttle services directly to/from parks/campgrounds. Further discussed in **Section 8.**
- BC ferries off pricing schemes: increase ferry pricing during ferry sailing times (offer discount to Bowen Island residents at pay booth).
- Other TDM measures as discussed in **Section 8.**

Such potential measures are theoretical in the current stage and concrete discussions with Metro Vancouver and BC Ferries are needed in the next steps of the project to ensure optimal user experience for local residents and Bowen Island travelers.

6.5.2 GreenLine Ferries

GreenLine Ferries are currently exploring the opportunities of starting a passenger-only (bicycles and pedestrians) service from downtown Vancouver to Bowen Island. The location of the terminus at Bowen Island and downtown Vancouver has not been decided but GreenLine ferries are proposing to have a service operational within the coming years. This service, as mentioned, will not be available for vehicles and therefore will improve the modal split for visitors.

6.6 Improved Cycling Facilities

As part of BIMs Transportation Plan 2018-2038, it is proposed that a cross-island multi-use pathway (MUP) will be developed from Snug Cove to Tunstall Bay. A portion of this MUP from Snug Cove has already been developed but the remaining cross island section is yet to be implemented. Several other phases have also been identified in Metro Vancouver's Regional Greenway Network, Transport 2050: Regional cycling network, and BIMs Transportation Plan' 2018-2038.

7. SITE DESIGN

The site design has not been finalised at the current time but will be produced before the development permit application. However, this section will provide a brief description of the proposed parking supply, access, and servicing operations.

7.1 Day Use Parking Provisions

No parking bylaw is provided for day use. The day-use parking supply has been calculated based on the arrival and departure rates of the proposed day-use. As has been set out in section 5, it demonstrated that vehicles would remain at the site for approximately 2.7hr. Resulting in an arrival and departure profile and a maximum parking accumulation of 64, as shown in **Table 7.1.**

Table 7.1: Vehicle Parking

	FRIDAY			SATURDAY		
	DAY-USE VEHICLE ARRIVAL	DEPARTURE	TOTAL ACCUMULATION	DAY-USE VEHICLE ARRIVAL	DEPARTURE	TOTAL ACCUMULATION
7:00 AM	2	0	2	1	0	1
8:00 AM	4	0	5	2	0	2
9:00 AM	5	1	9	3	0	5
10:00 AM	6	3	12	6	1	10
11:00 AM	5	4	13	5	2	13
12:00 PM	7	5	14	8	5	16
1:00 PM	6	5	15	10	6	20
2:00 PM	6	6	16	9	6	23
3:00 PM	5	7	14	9	9	23
4:00 PM	5	6	13	8	10	21
5:00 PM	3	6	11	6	9	18
6:00 PM	2	5	8	3	8	13

As demonstrated above, the day-use would require a maximum peak of 23 vehicles. This would be split across 2-3 parking lots in different locations, it is not clear at this stage whether the parking will be an even split or will be dependent on the available space. To allow for a small buffer whilst people are maneuvering around the site and the overlap between those departing and arriving it is recommended that a buffer is considered to ensure that an efficient parking strategy is in place. Therefore, an additional 10% is proposed on top of the total accumulation, for a total demand of 26 spaces. As mentioned, these 26 spaces are to be split across two or three parking lots.

7.2 Campground Parking Provisions

As previously mentioned, there are no parking bylaw requirements provided by Bowen Island. Therefore, as proposed, each vehicle-accessible campsite will have a space for a vehicle, and no additional parking capacity will be available.

7.3 Parking Layout & On-Site Vehicle Circulation

The layout of the campsites and accesses will be finalised prior to the Development Permit submission. However, it will be recommended that all laneways are provided with sufficient width to accommodate vehicles travelling around the site. A minimum width of 3.5m carriageways. The orientation of the roadway has been discussed but where possible single direction routing will be provided.

The current Cape Drive is in good condition and does not require any alterations to it.

7.4 Service Vehicle Operations

The servicing program for the site has yet to be formalised, currently, the only vehicles that will be required to access the site will be waste collection.

Refuse collection will be in a central location and will be easily accessible. All waste requirements will be confirmed with a waste management company.

The cleaning requirements for the washroom facilities and emergency vehicle access are to be confirmed.

8. TDM & ACTIVE MODES

8.1 Definition

Transportation Demand Management (TDM) is defined as the "application of strategies and policies to reduce travel demand (specifically that of single-occupancy private vehicles), or to redistribute this demand in space or in time". A successful TDM program can influence travel behaviour away from Single Occupant Vehicle (SOV) travel during peak periods towards more sustainable modes such as High Occupancy Vehicle (HOV) travel, transit, cycling or walking. The responsibility for the implementation of TDM measures can range across many groups, including regional and municipal governments, transit agencies, private developers, residents/resident associations, or employers.

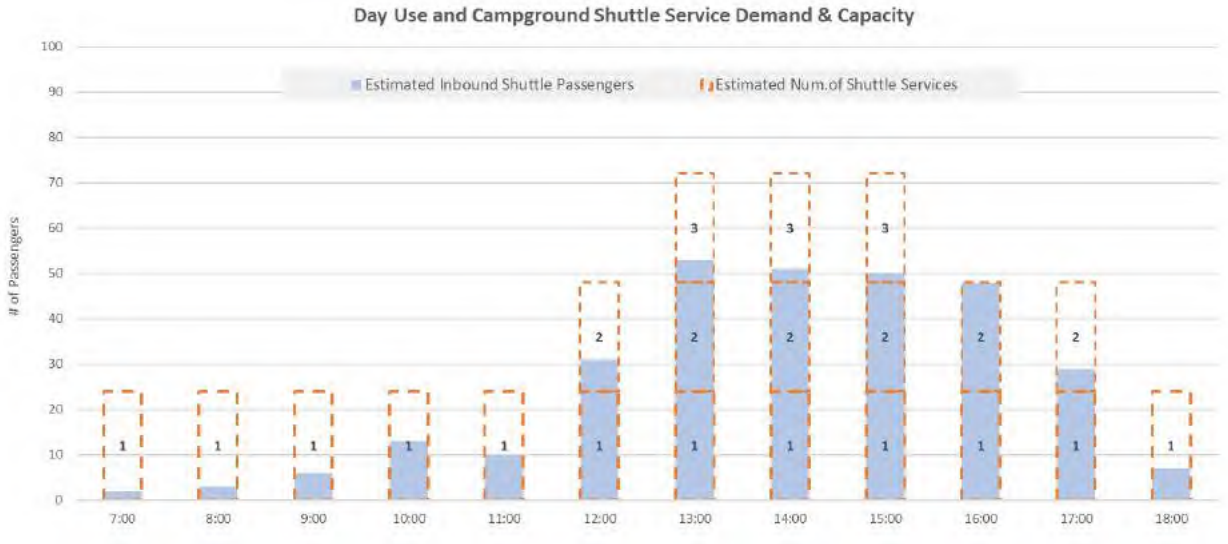
8.2 Shuttle Bus provision

Metro Vancouver has committed to providing a shuttle bus service that will travel between the site and Snug Cove from May to September. The Shuttle bus offers an alternative form of transport for those arriving for both camping and day-use visitors. All those arriving at the ferry by foot or from public transit will be able to utilize the ferry, but the bus service will be primarily aimed at private car travelers who will be looking to visit the park and campgrounds but provide an alternative.

The details regarding the number of services and location of pick and drop-off are yet to be confirmed. However, the proposals are that the shuttle service would operate a 7-hour work schedule and coincide the arrival and departure of the shuttle service with that of the ferry service. MV will collaborate with TransLink around shared objectives to access nature using sustainable transportation.

Through a successful TDM program, there will be approximately 303 passengers that will potentially utilize the shuttle bus to access the proposed campground and park. Based on the total shuttle capacity of 24 passengers (typical TransLink Shuttle / Mini-Bus), it is estimated that during peak hours, the capacity equating to three shuttle services per hour is needed to meet arriving passenger demand from the Ferry. The hourly profile is shown in **Figure 8.1** below.

Figure 8.1: Day Use and Campground Shuttle Service Demand & Capacity



8.3 Potential Measures

Table 8.1 below summarizes possible suites of measures for non-residential land uses that, based on Bunt's research, may be appropriate for this site. The strategy is identified in the left column, and the measure in the centre column. The right column on the table shows which parties would be responsible for administering and managing each initiative. While this is a comprehensive listing of all possible measures, the site developer's potential role in TDM for the site would be limited to those items identified as "Site Developer" on the far right of this table.

Table 8.1: Potential TDM Strategies Summary Table: Proposed Park

STRATEGY	MEASURE	RESPONSIBILITY FOR IMPLEMENTATION
TDM Site Coordinator & Monitoring Program	Appoint a Site TDM Coordinator, responsible for developing, implementing, and maintaining the TDM program	Site Developer/Operator
	Establish mode split targets, monitoring methods and surveys and reporting	Site Operator/
Marketing & Promotion	Provide wording on the Metro Vancouver website to deter visitors to travel by car, this could be via listening access by car last on the website etc.	Site Developer/Site Operator
	Participation in Bike to Work Week and other community and regional promotions/events for sustainable transportation	Regional Transportation Authority/Municipality/Site Operator
	Cheaper rates are provided to those who travel by sustainable forms of travel	Site Developer
Cycling Infrastructure Improvements	Provide cycling facilities leading to, adjacent to and on the site	Site Developer, Municipality
	Provide safe, marked cycling lanes alongside the roadway surrounding the site	Municipality
Cycling Amenities	Provide bicycle maps and way-finding signage throughout the site	Site Developer
	Provide a bicycle repair station	Site Developer
End of Trip Cycling Facilities	Provide long-term secure and convenient bicycle storage facilities for employees	Site Developer
	Provide short-term bicycle rack parking at all building entrances (well-lit and protected, within view of lobbies for residential visitors and patrons)	Site Developer
Pedestrian Infrastructure Improvements	Provide an off-street pathway system to minimize walking distances; provide sidewalks on both sides of all site and site-fronting streets with boulevard improvements to buffer pedestrians from moving traffic	Site Developer
Pedestrian Amenities	Provide amenities such as benches, fountains, etc. on the site and along the site frontages	Site Developer
Transit	Provide funding for improvements to adjacent bus stops, such as benches and shelters at existing bus stops adjacent to the site	Site Developer
	Provide subsidized transit passes to employees	Site Developer/Operator
	Provide a private shuttle service for residents to nearby key destinations	Site Developer/Operator

8.3.1 Marketing & Promotion

Marketing of the site will be one of the key strategies used to assist in reducing the level of private vehicles anticipated to access the site. This could be achieved through several measures, such as:

- Promote transit and active modes when booking a vehicle-accessible camp pitch. This would be undertaken throughout the booking process, with remainders of limited ferry capacity, the proximity of the island to downtown Vancouver and the alternative transit options in place.
- Market day-use by active transportation and park shuttle/transit only.
- Provide accessibility options in the booking confirmation, including bicycle maps, transit timetables etc.
- Promote the shuttle bus timetable accessible and easy to find and provide the option to book a slot on the shuttlebus (Free) immediately before or after booking a pitch.
- Work with BC Ferries, MoTI and BIM on a signage strategy to communicate that bookings are required to access the proposed campgrounds.

8.3.2 Cycling Parking and Provisions

- Offer free shower facilities to any users that turn up by bike for both the campground and the day-use.
- Improve the cycle parking security, each campsite has a secure stand with a shelter to protect from the elements at each campsite.
- Increase the provision of Class B (short style) cycle spaces at the day-use, making these spaces as secure and visible as possible to any staff on-site.
- Provision of funding for the proposed cycling network.

8.3.3 Pricing Strategies

- Provide financial incentive to park day users (i.e., parking rebate for using park and ride facilities at Horse Bay terminal).
- Metro Vancouver to explore options to negotiate with BC ferries to offer off pricing schemes to visitors: increase ferry pricing during peak ferry sailing times (offer discount to Bowen Island residents at pay booth).
- Charging higher fees if booking a camp pitch with a vehicle, this will be undertaken in the booking system for the site.

8.3.4 Off-Site Park and Ride

As part of future considerations, Metro Vancouver are looking into ways to reduce the number of people arriving at the ferry in a private vehicle. MetroVancouver to explore partnerships to provide staging for the park at locations with North and West of Vancouver.

8.3.5 Wayfinding

The provision of wayfinding for cyclists and pedestrians from Snug Cove to the site will improve the accessibility of the park. Similarly, wayfinding should be provided throughout the park to ensure that users are able to access the day-use areas as best as possible.

8.3.6 Other Measures

Ideas for other measures that could be undertaken are:

- Do not allow additional vehicles on the site.
- Provide real time information about ferry capacities on the website so that people can determine prior to travel if they are likely to make it onto a service, or if another form of travel would be beneficial.
- Implement a parking sticker or ticket that can be displayed to indicate resident, whilst enforcing the parking fines on non-residential cars.
- BC Parks reservation system for non-Bowen Island residents: reservation to specific park entrance time and to be allocated outside the ferry peak time periods.
- Campground check-in & check-out times: synchronize campground check-in and check-out times to be outside of the ferry peak travel times. Look at bringing the check-out time to 10am to get guests to use the earlier services.
- Partner with BIM on active transportation connections within and to the proposed park.

9. CONCLUSIONS & RECOMMENDATIONS

Bunt's conclusions and recommendations are presented in the sections below.

9.1 Conclusions

Existing Conditions

- The proposed park will be located within the Cape Roger Curtis region of Bowen Island, accessed by Cape Drive. The lots are currently vacant.
- The site has very limited access to public transit, with one service, the 280, located approximately 3km to the north of the site. Many pedestrian walking trails are set out across the site and within the vicinity. There are no dedicated cycle lanes on the surrounding road network, but it is acknowledged that traffic speeds are low and therefore, accessible for cyclists.
- Traffic surveys were conducted in May 2023 to understand the existing traffic volumes. Existing ferry capacity data for July 2022 was obtained from BC Ferries and demonstrated that there was remaining capacity on several services within the early mornings and evening services during the weekday peak.
- All intersections within the study area reported acceptable performances, significantly under the thresholds, the 95th percentile queues anticipated were a maximum of 5 vehicles on certain movements.

Proposed Site

- A total of 24 lots were purchased by Metro Vancouver, with the proposal to develop a total of 100 camping pitches, made up of 52 walk-in-in/bike-in sites, 33 vehicle-accessible sites, 5 group sites, and 10 tent cabin sites.
- Day-use facilities will be the number of hiking routes across the Regional Park, with limited access to the coastline.
- No parking is provided for the campsites, except for accommodating a vehicle on the vehicle-accessible sites. The day-use will have two parking lots for a total of 26 spaces.

Future Traffic and Ferry Conditions

- The proposed development is forecast to generate between 45 to 55 vehicle trips in the Weekday PM and Saturday Peak hours, respectively. This is anticipated to be the worst-case scenario, with all calculations based on the summer peak occupancy, during the remainder of the year, the number of trips will decrease.

- A background growth of 7 years was included to account for the remaining lots that are undeveloped within Cape Roger Curtis. The 2030 horizon also represents the full buildout and operation of the campground program.
- An increase in growth on ferry services between Horseshoe Bay and Snug Cove of 1.2% was applied, whilst also adding all bicycles, transit, and foot passengers onto the passenger numbers of the anticipated demand. The additional vehicle demand would be generated by campground sites only. With a maximum of 61 two-way daily trips, 37 inbound (Horseshoe Bay – Snug Cove) and 24 outbound (Snug Cove - Horseshoe Bay) services spread across the available ferry services.
- The increased traffic volumes at the intersections within the study area during the future total scenario result in a negligible difference in the delays and the 95th percentile queue lengths. With results showing a maximum increase of 2 vehicles in the vehicle queues.

TDM and Shuttle Bus Improvements

- To ensure the site maintains a low level of vehicle demand, several TDM measures are being proposed, including the provision of a shuttle bus and marketing materials.
- A shuttle bus would operate between Snug Cove and the site. The operational details of the shuttle have yet to be determined, with the number of services, operational hours, and size of the service to be determined at the development permit stage.
- The analysis indicated that a maximum of 53 passengers would potentially require shuttle bus services, when considering all-day use and campground active travellers that may wish to utilise the site.

9.2 Recommendations

Based on the findings:

- Produce a significant and tangible TDM plan that will target users of the parks to achieve a reduction in vehicle traffic where possible.
- Explore further opportunities to develop a concrete plan of how to reduce the number of visitors arriving by car.
- Provide a shuttle bus service that will be operated to a similar timetable to that of the ferry schedule.
- Partner with BIM to implement the cross-island MUP part of the regional greenways network.

APPENDIX A

Terms of Reference

May 5th, 2023
04-22-0272

Jeffrey Fitzpatrick, MCIP, BCSLA
Division Manager, Regional Parks, Design and Development Parks and Environment
MetroVancouver
VIA E-MAIL: jeffrey.fitzpatrick@metrovancouver.org

Dear Jeffrey,

Re: Cape Roger Curtis
Terms of Reference – Transportation Impact Assessment (TIA)

We have prepared the following Terms of Reference (ToR) for Bunt & Associates Engineering Ltd. (Bunt) to undertake a Transportation Impact Assessment (TIA) for the rezoning application for 24 lots operated by MetroVancouver (MV) within the Cape Roger Curtis area of Bowen Island. This ToR incorporates guidance from within schedule C6 – Transportation. As part of this Rezoning Application submission, Bunt will provide the required transportation planning and engineering documents, anticipated at this time to be a TIA with a Transportation Demand Management (TDM) Plan for the site, including shuttle bus provisions.

This ToR is based on our previous involvement and understanding of the project scope, the surrounding road network and previous submissions to municipality staff regarding the anticipated trip generation at a high level and existing ferry impact. We anticipate that our involvement will be focused on current and future traffic analysis for the campsite and day use, the anticipated ferry impact, including a TDM Plan. Furthermore, we also anticipate that our services will be required for the site design review and to provide commentary / guidance on the parking and loading access, supply, and operation.

'The terms of reference is provided for coordination with Bowen Island Municipality. Upon confirmation that Metro Vancouver and Bowen Island Municipality and in agreement with the Terms of Reference, we will proceed with the proposed work. Should Metro Vancouver or Bowen Island Municipality have any questions or proposed adjustments to Terms of Reference we are available to meet to discuss.'

Yours truly,
Bunt & Associates

Hugo Johnston, B.Sc
Transportation Planner

Joseph Chow, P.Eng
Senior Transportation Engineer

1. SCOPE OF WORK

The following items will all be included within a Traffic Impact Assessment (TIA) report to be provided to the municipality.

1.1 Existing Network

- *Existing Network – Identify vehicle, transit, pedestrian and cycling facilities near the site.*
- *Ferry Use – Review the existing level of use by residents and tourists on the ferry route between Snug Cove and Horseshore Bay. Using data received within the 2000-2022 Snug Cove Route (FOI-2023-005 – BC Ferries) and more data from the July 2022 sailing data (FOI-2023-012 – BC Ferries).*
- *Development Plan Review – Outline the proposed development plan and statistics. Define the uses proposed on the site.*
- *Policies – Review any relevant policies or plans from the municipality, including the adopted rezoning statement.*
- *Existing Use – The current site is vacant and therefore, any future trip will be considered as a new trip.*

It is not anticipated that any existing traffic analysis will be undertaken.

1.2 Initial Site Design

- *AutoTurn – A review of the internal access roads of the park, the day use access, loading layout (inc toilet block cleaning) and waste collection will all be undertaken. This review will be high level and based on the initial site design.*
- *Exhibits – All the AutoTurn analysis will be displayed in PDF exhibits within the TIA.*

1.3 Future Conditions

- *Trip Generation – Calculate a trip generation for the proposed campgrounds and the day use trip generation. The trip rates, based on ITE campsites were included within the Trip Generation Memo. The trip rates are set out in **Table 1**.*

Table 1: Proposed Campground and Day use Trip Generation

USE	SOURCE	PARAMETER	PM VEHICLE TRIP RATES			DAILY VEHICLE TRIP RATES		
			In	Out	Total	In	Out	Total
Standard Campsites	ITE LUC 416	Camp pitches	0.75	-	0.75	0.75	0.50	1.25
Group Site	Metro Vancouver Data	# of group sites	1.60	-	1.60	1.60	1.0	2.60
Day Use		Per Hectare	-	-	-	-	-	2.94

The day-use AM and PM peaks will be outside of the campground peak; therefore, a daily total will be used for this study.

The anticipated trip generation is anticipated to be below 100 two-way trips in either of the peak periods. This is typically below the requirements for a full TIA modelling study as per several municipalities within Greater Vancouver.

1.4 Proposed Shuttle Bus Service

- *Shuttle Bus Requirements – Calculate the number of shuttle buses will be required to support the proposed modal split.*
- *Starting Point – Determine the starting point of the shuttle bus service, whether it collects campers from Snug Cove to increase the reduction in car use on the Ferry service.*

The size of the shuttle bus has yet to be determined. However, a few rows of seats will be removed to allow for luggage capacity.

1.5 Future Ferry Usage

- *Discussions – Organise a meeting with BC Ferries to co-ordinate the study approach, determining the capacity levels and how best to calculate requirements against the capacity.*
- *Ferry Demand – Determine the level of trips that will require the use of the ferry service based on the trip generation. To determine the future background levels a growth rate will be applied to the 2022 levels. The growth has been provided by BC Ferries and will be between 0.4-0.2% annually.*
- *Capacity – Utilising the proposed trip generation and information attained via freedom of information analysis will be undertaken to which services have spare capacity to accommodate the required levels.*
- *Transportation Demand Management (TDM) Reductions - With the provision of a shuttle bus service and other TDM measures, determine the level of reduction in private vehicle demand and how this will impact capacity.*
- *Methodology – Ferry capacity analysis will be based on the capacity of the Queen of Capilano, with 100 vehicle capacity, 457 passenger & crew members. A bus/coach represents 2.5 passenger vehicles.*

1.6 Transportation Demand Management (TDM) Strategy

- *Measures – In consultation with the applicant and the Municipality of Bowen Island, develop an appropriate TDM strategy, including the provision of a shuttle bus, that would provide alternatives to campsite visitors and reduce the number of private car users.*

1.7 Reporting

- *TIAs – Summarise findings, recommendations, and conclusions in a Draft TIAs report to be submitted to the municipality staff for review and comment.*
- *2nd Reading – Respond to the municipality staff comments and submit the finalised TIAs report.*

Bunt will continue to support MetroVancouver Park as part of the application process – providing transportation consultation services and response on transportation issues, where necessary.

cc. Lydia Mynott, MetroVancouver
Jeffrey Fitzpatrick, MetroVanouver

The attached information is provided to support the agency's review process and shall not be distributed to other parties without written consent from Bunt & Associates Engineering Ltd.

APPENDIX B

SimTraffic Reports

The attached information is provided to support the agency's review process and shall not be distributed to other parties without written consent from Bunt & Associates Engineering Ltd.

APPENDIX C

Trip Generation Memorandum

MEMO

DATE:	March 28, 2023
PROJECT NO:	04-22-0272
PROJECT:	**Cape Roger Curtis Park / Campsite – Bowen Island**
SUBJECT:	**Trip Generation Review (Preliminary Memo)**
TO:	Lydia Mynott, Landscape Architect MetroVancouver
PREPARED BY:	Hugo Johnston, B. Sc, Transportation Planner Joseph Chow, P. Eng, Transportation Engineer
REVIEWED BY:	Daniel Fung, M. Sc, P. Eng, Principal

1. INTRODUCTION

Metro Vancouver has retained Bunt & Associates Engineering Ltd. to provide transportation planning advice regarding a proposed park/campground at Cape Roger Curtis (CRC), Bowen Island, BC. Metro Vancouver has an agreement to purchase 24 parcels of land on the southwest tip of Bowen Island at Cape Roger Curtis, totalling 97 hectares that Metro Vancouver proposes to a new regional park that will incorporate both day-use and overnight camping areas.

1.1 Background

The land use is currently zoned as rural residential, or RR1 (Rural Residential 1), with a minimum lot size of 4.0 hectares. The rezoning and Official Community Plan (OCP) amendment propose a park, with a variance to allow for supervised tent camping. This land use designation will allow for the creation of a regional park complete with conservation areas, and day-use amenities such as trails, picnic areas, viewpoints, and tent camping.

The proposed regional park would preserve a significant area of ecological importance and sensitive ecosystems; and also provide opportunities for residents of the region, including the Bowen Island community, to connect with nature. Metro Vancouver has submitted a rezoning and (OCP) amendment application to Bowen Island Municipality for the proposed regional park.

Metro Vancouver will prioritize non-vehicular access to the park. Strategies include a seasonal park shuttle, improved trail and greenway connections to the park, and a focus on providing

walk/cycle/shuttle access tent camping opportunities. Some vehicular access will be provided to support accessibility and day-use.

1.2 Purpose and Methodology

The purpose of this preliminary analysis focuses on estimating and comparing the potential number of vehicle trips generated from the existing and proposed land use on the 24 undeveloped lots purchased by Metro Vancouver. These scenarios include:

- Potential Build-out (Low): 24 Single Detached House
- Potential Build-out (High): 15 Single Detached Houses, 6 Single detached homes with 6 additional suites, and 3 five bed Airbnb's
- Campground Trip Generation (incl. 50 Walk-in, 5 Group Sites, 10 Tent Cabins, and 35 vehicle-accessible camps)

Two scenarios have been assumed for the existing rural residential land use as the specificity is not known at the time of this analysis which would impact the number of vehicles generated. These two scenarios represent the high and low range of the anticipated vehicle trip generations. In addition, it is acknowledged that some of the detached single family might have additional land uses attached, such kennels or stables, however, there is a lack of data available to calculate these land uses. Therefore, the high range will be more conservative than the potential build out could result in.

This memorandum summarises the methodology and findings of a trip generation comparison analysis between the allocated/zoned future development at CRC and the trips generated by the CRC proposal taking into account:

- Land uses effected;
- Trip generation information from Metro Vancouver;
- Trip generation information from the Institute of Transportation Engineers (ITE) 11th Edition trip generation database; and
- High-level BC Ferries capacity impact was also reviewed.

This preliminary trip generation estimate for the park/campground does not consider the characteristics for the proposed park/campground such as the ferry access and proximity to the City of Vancouver. Furthermore, the analysis does not account for mitigating factors such as modal splits or highway connections. This analysis has been undertaken to represent the peak day and peak hours for the busiest day of the year, likely impacted by tourism, for example, a weekend in August.

As mentioned, the park will include day-use activities. For this exercise, it is proposed that the park will be ancillary to the campgrounds. The rezoning application will not consider day-use parking and will focus on the provision of camping activities.

1.3 Report Structure

The structure of the report will be as follows:

- Section 2 – Site Description – a brief overview of the site location
- Section 3 – Existing Ferry Capacity – Initial review of the BC Ferry usage data
- Section 4 – Potential Build-out (non-Park/Campground) Vehicle Trip Generation – A calculation of the potential trip generation based on the zoning land use category that the site is allowed to be developed.
- Section 5 – Proposed Park / Campground Vehicle Trip Generation – Proposed campground vehicle trip generation.
- Section 6 – Transportation Demand Management (TDM) – Potential TDM Shuttle Bus Service
- Section 7 – Summary

2. SITE DESCRIPTION

2.1 Cape Roger Curtis Masterplan Area

The Cape Roger Curtis Comprehensive Development Area is in the southwest corner of Bowen Island. The full Cape Roger Curtis masterplan area is comprised of 59 lots, a breakdown of the lot ownership is set out in **Table 2.1**.

As the below table demonstrates, Metro Vancouver has a purchase agreement for 24 of the 59 lots. The remaining 35 lots, not included within Metro Vancouver purchase agreement, but within CRC RR1 Zoning Bylaw are made up of 14 developed lots, 3 lots are used as a nature park and 18 privately sold but undeveloped. The subject proposal will only have an impact on the 24 lots within Metro Vancouver's control.

Table 2.1: Masterplan Lot Breakdown

OWNERSHIP	NUMBER OF LOTS
Developed Lots	14 lots
Sold Lots (as yet undeveloped or underdevelopment)	18 lots
Wildcoast Nature Refuge (nature park and sanctuary)	3 lots
Proposed Metro Vancouver Regional Park	24 lots
TOTAL CRC RR1 ZONE	**59 LOTS**

Day-use amenities including trails, open space and interpretation areas will also be included in the park. These amenities are not part of the rezoning and OCP amendment application and will be proposed following the rezoning process. Metro Vancouver will focus on day-use access through the proposed park shuttle, trail, and greenway connections, with some limited car parking areas.

2.2 Bowen Island Accessibility

Bowen Island is a small coastal island within the Strait of Georgia, in the northwest of the Metro Vancouver area. Currently, the island is only accessible by water transport; primarily provided by BC Ferries via the ferry, between the Snug Cove (Bowen Island) and Horseshoe Bay (West Vancouver) Terminals, which depart approximately every hour from 05:00 to 23:00.

There is only one route to CRC from the Snug Cove Ferry Terminal. Grafton Road travels southeast from Snug Cove from the Ferry Terminal before merging into Adams Road halfway along the route. Adams Road continues southeast towards Tunstall Bay and provides connections to several local roads within the vicinity of the site, including Whitesails Drive. Whitesails Drive is a residential road that connects Tunstall Blvd and Cape Drive to the south. Cape Drive travels around the interior of CRC and will provide primary access to the site. All roads within the vicinity of the site are two-way municipal roads.

Currently, there are no transit options to CRC. The nearest route is the #280 bus which runs approximately every hour from the Snug Cove Terminal to the northwest corner of the Island via Grafton Road and Adams Road but does not continue onto Whitesails Road and towards CRC.

2.3 Proposed Campsite Breakdown

CRC is proposing a rezoning and OCP amendment application for approximately 100 campsites, as outlined in **Table 2.1**. The overall park footprint is proposed to be approximately 250 Acres and will be located within the 24 lots with a purchase agreement from Metro Vancouver.

Table 2.1: Proposed Campground Park Program

CAMP PITCH TYPE	NUMBER OF SITES
Group Camping	5
Vehicle-accessible camping	35
Walk-In / Bike In	50
Tent Cabins	10
Total	**100**

3. EXISTING FERRY CAPACITY

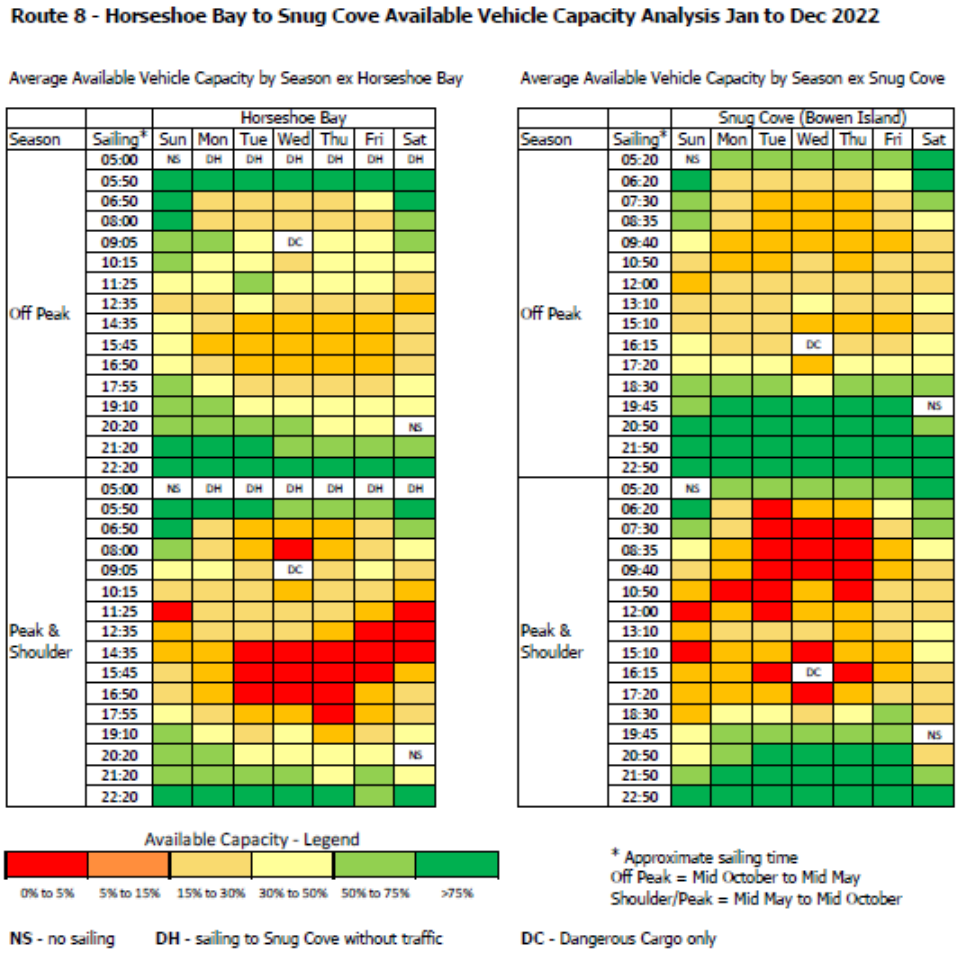
As Bowen Island is served via ferry externally, it is important to understand Ferry operations to consider the potential effects of the trip generation on the island regardless of existing or future conditions. This section reviews the existing ferry service.

The BC Ferries's average capacity tables for 2022 were provided to Metro Vancouver, dated February 28th, and as seen in **Figure 3.1**, demonstrate the existing vehicle capacity on BC Ferries across the year in 2022. It is assumed that the 14 developed lots (Table 1.1) have been included within that

dataset. The remaining 47 lots, 18 sold / undeveloped lots, 3 lots used a nature refuge and the 24 Metro Vancouver lots are not considered to be included in the 2022 data.

Route 8 between Horseshoe Bay and Snug Cove is operated by BC Ferries. The ferry that travels the route is called 'Queen of Capilano', with a capacity of 85 vehicles and approximately 451 people (including staff).

Figure 3.1: BC Ferries's average weekly average capacity



As can be seen, the majority of services within the midday period of the peak & shoulder season are 5% from capacity or fully occupied between Horseshoe Bay to Snug Cove. On Sunday and Monday, there is a 15% or more capacity. Earlier and later services on this leg typically see capacity available, with frequently more than 30% capacity available across the week.

The Snug Cove to Horseshoe Bay sees most of the busiest services towards the end of the weekends or within the early part of the week. Services from 07:30 to 10:50 are frequently at 95% capacity or fully occupied. Services later than 18:30 typically have 30% spare capacity or more.

Further analysis of the BC Ferry services will be undertaken within a full Transportation Impact Assessment (TIA) as part of the next steps of the project scope.

4. POTENTIAL BUILD-OUT VEHICLE TRIP GENERATION

This section summarises the existing land use trip generation (based on non-Park/Campground zoning) for the 24 lots included within the purchase agreement with Metro Vancouver.

4.1 Existing Lot Vehicle Trip Generation

An estimated number of two-way trips (arrival and departures) to be generated by the existing lots with potential zoning built-out lots include as part of the proposed Regional Park by Metro Vancouver was calculated. As previously mentioned, Metro Vancouver has an agreement to purchase a total of 24 lots which are currently zoned as Rural Residential 1 (RR1), as are the remaining lots within CRC.

Rural Residential 1 rezoning allows for the development of the following land uses:

- Dwellings
- Agriculture
- Horticulture
- Domestic Agriculture
- Stable; and
- Kennel.

Accessory uses of land, buildings and structures for RR1 are as follows:

- Home Occupation – Five guest bedrooms on lots 2ha or greater
- Bed and Breakfast use – No separate kitchens
- Portable Saw Mill
- Mini-storage; and
- Dwellings with a secondary suite.

The 24 lots included in the proposed Regional Park by Metro Vancouver are currently vacant. However, any of the above land-use could be developed on these lots should the ownership change. Therefore, to determine the potential trip generation of these lots, two scenarios have been assumed based on direction as provided by Metro Vancouver. These assumptions are:

- Low Range - Single Family / Detached Residential Units – 24 rural residential dwellings have been anticipated, with no secondary units assumed. The residential trip rates will be calculated based on vehicle movements. From the ITE trip generation manual, this review is based on the averages of 3.6 residents per dwelling unit and 1.5 vehicles per dwelling unit from 30 surveys. With a PM two-way vehicle trip rate of 0.94 (veh/unit) and two-way all-day trip rate of 9.43 (veh/unit)

- High Range – Potential - Single Family / Detached Residential Units with accessory uses of land and building. This includes:

    - 12 of the lots will likely have single detached family dwellings. Using the same trip rate as those used in the low range.

    - 6 of the lots will be made up of single family detached homes with an additional unit attached. As no such rates exist for residential units with a secondary unit in ITE, an assumption has been made that the units will be calculated as single detached family dwellings with a multifamily-low rise apartment on the ground floor, this is seen as a conservative estimate.

    - Furthermore, MetroVancouver anticipate that 3 of the lots will be used by single detached family units with additional land uses associated, such as a kennel or stables. Unfortunately, due to a lack of data, these units have been considered as just single-family units. Further to this, the peak hours of the kennels and stables may not be consistent with the peaks of a park/campground.

    - Finally, 3 x 5-bedroom B&B with no individual kitchens will occupy the remaining 3 lots. Each unit with the B&B will not have separate access to communal facilities such as kitchens and some shower facilities. Due to limited data, a motel trip rate is assumed as the representative land use to represent a B&B land use. These sites typically provide sleeping accommodations with few additional facilities. A two-way daily vehicle trip rate of 3.35 (veh/room) was used, with 0.36 (veh/room) two-way vehicle trip rate in the PM peak.

    - Therefore, for vehicle trip generation purposes, a total of 21 family detached homes, 6 secondary suites, and 3 five bedroom B&B is assumed.

The highest trip generation scenario that could be observed within the 24 lots would be for all 24 lots to develop multiple room BnB accommodation, this would generate a significant level of traffic during the summer peak but is deemed to be unrealistic.

Presented in **Table 4.1** are the vehicle trip rates applicable to the proposed development based on the 'ITE Trip Generation Manual 11th Edition + Supplement'. For both residential and B&B land uses, 'Rural or General Suburban' settings were applied to extract the vehicle trip rate estimate.

The AM vehicle trip rates and vehicle trip generation was not analysed as it generates a low level of trips in comparison to the PM and daily rates. Furthermore, the proposed use does not have sufficient AM peak generation data available to compare to the potential build-out trip generations.

Table 4.1: Vehicle Trip Generation Rates

ITE CLASS USE	SOURCE	PARAMETER	WEEKDAY PM PEAK			WEEKDAY		
			Average Vehicle Trip Rate	% Entering	% Exiting	Average Vehicle Trip Rate	% Entering	% Exiting
Single Family Scenario - Detached Residential Dwellings	ITE Land Use Code 210	Dwelling Units	0.94	63%	37%	9.43	50%	50%
Secondary Unit - Multifamily House (Low-Rise)	ITE Land Use Code 220	Dwelling Units	0.51	63%	37%	6.72	50%	50%
5-bed B&B - Motel	ITE Land Use Code 320	Dwelling Units	0.36	54%	46%	3.35	50%	50%

Application of these vehicle trip rates to the existing land use zoning is outlined in **Table 4.2** to estimate the potential number of vehicle trips should each of the 24 lots be developed per the current zoning allocation.

Table 4.2: Vehicle Trip Generation

USE	DENSITY	WEEKDAY PM PEAK			WEEKDAY		
		In	Out	Total	In	Out	Total
Low Range Scenario							
Detached Residential dwellings	24 x Single Family Homes	14	8	23	113	113	226
	Low Range Total	*14*	*8*	*23*	*113*	*113*	*226*
High Range Scenario							
Detached Residential dwellings	21 x Single Family Homes	12	7	20	99	99	198
Multifamily House (Low-Rise)	6 x Secondary Suites	2	1	3	20	20	40
Motel	3 x 5 bedrooms B&Bs	3	2	5	25	25	50
	High Range Total	*17*	*11*	*28*	*144*	*144*	*289*

The existing land use zoning could generate around 23 vehicles in the PM peak for the large residential units. The anticipated weekday trips could generate 226 total two-way trips across a

24hr period. In comparison, should the 24 lots be developed as mixed uses including single family homes, secondary suites, and B&B, the existing lots would generate 289-weekday trips two-way trips across a 24hr period and 28 PM Peak hour trips.

5. PROPOSED LAND USE VEHICLE TRIP GENERATION - CAMPGROUND

This section presents the approach to assess the anticipated number of new vehicle movements that the development project could potentially generate.

5.1 Campground Vehicle Trips

Campgrounds typically reach peak occupancy during the PM and evening hours, with a lower turnover than the day-use would see per the Institute of Transportation Engineers (ITE) trip generation guidelines where the weekend peak hour rates are not provided. However, with the locale for this site, we suspect the PM evening hour peak occupancy would translate into weekend use. Checking out for most campsites is typically before 11:00 on the final day of a reservation, while check-in for those arriving is normally after 13:00.

As previously mentioned, a campground containing 100 campsites, including 5 group campsites provided across 11 of the 24 lots purchased by Metro Vancouver. The campsites will be available by reservation only with campground facilities provided, such as toilet blocks and waste collection. 55 (50 Walk-in/Bike-in and 5 Tent cabins) of the proposed sites are to be accessible by sustainable modes only (Walk, Bike or Shuttle Bus). These will have no car trips associated with them. For this study, only 35 standard campsites, 5 Group sites and 5 Tent campsites are proposed to have vehicle access. The following assumptions were provided by Metro Vancouver as input for the group camp pitches and are set out in **Table 5.1**.

Table 5.1: Metro Vancouver's Proposed Camping Program

TYPE	# SITES	ACCESS TYPE
Walk-In/Bike-In	50	Bike/hike/shuttle
Group	**5**	**Shuttle/Van**
Tent Cabin	10	5 vehicles, 5 bike/hike/shuttle
Vehicle-Accessible Camp	35	1 vehicle per site
Total	**100**	

And as with the previous campground trip generation calculations, the following assumptions have been assumed, with the trip rates set out within **Table 5.2**.:

- All campsites are reserved and/or occupied during the peak periods.
- Vehicles per standard campsite is 1 vehicle and 2 vehicles per group campsite. (Group campsites are booked as one but can accommodate up to 5 tents/vehicles).

- Trip rates for the vehicle campsites have been obtained from the ITE manual for occupied sites. The PM peak (or assumed weekend peak) arrival rate was 0.40 vehicle trips per occupied site.
- Whilst day-use parking is being provided, it is not being considered as part of this memorandum.

Table 5.2: Vehicle Trip Generation Rates

USE	SOURCE	PARAMETER	PM VEHICLE TRIP RATES			DAILY VEHICLE TRIP RATES		
			In	Out	Total	In	Out	Total
Standard Campsites	ITE LUC 416	Camp pitches	0.75	-	0.75	0.75	0.50	1.25
Group Site	Metro Vancouver Data	# of group sites	1.60	-	1.60	1.60	1.0	2.60

Application of these vehicle trip rates to the proposed camping provision is outlined in **Table 5.3** to estimate the anticipated number of vehicle trips generated by the proposed campgrounds.

Table 5.3: Vehicle Trip Generation

USE	DENSITY	PM VEHICLE TRIPS			DAILY VEHICLE TRIPS		
		In	Out	Total	In	Out	Total
Campground (Vehicle Accessible)	40-vehicle accessible - campsites	30	0	30	30	20	50
Campground (Group Site)	5 Group Sites	8	0	8	8	5	13
TOTAL CAMPGROUND		38	0	38	38	25	63

As can be seen, the proposed site will generate around 38 vehicle trips in the PM peak for the full site. The anticipated peak day trips would generate 63 total two-way vehicle trips across a 24hr period.

5.2 Day Use

The focus of this study is traffic associated with the proposed campground park use. Which is the subject of the Bowen Island Municipality rezoning and OCP amendment process. Future park day-use access will be focused on sustainable modes such as the proposed park shuttle, trail, and greenway connections. It is anticipated that some day-use parking will be required for accessibility and to support local resident access. Day use parking supply will be determined and managed to avoid impacts to local residents and will be included in the complete Transportation Impact Assessment that is underway for the project but is not considered for the land use comparison.

5.3 Net Trip Generation

As the campground will replace the existing zoning bylaw on the 24 lots purchased by Metro Vancouver, a comparison in the number of trips generated by the existing land use allocation

against the proposed campgrounds has been undertaken. The comparison is demonstrated in **Table 5.4.** Both land uses set out in Table 4.2 have been compared against the proposed campground to demonstrate the worst-case and the most realistic situation.

The net trip rates demonstrate the level of the difference the proposed campground will have compared to the zoning bylaw.

Table 5.4: Net Vehicle Trip Generation

USE	DENSITY	PM VEHICLE TRIPS			DAILY VEHICLE TRIPS		
		In	Out	Total	In	Out	Total
Low range scenario (detached housing)	24 homes	14	8	23	113	113	226
High range scenario (mixed of detached homes, secondary suites, secondary uses, and B&B)	12 homes 6 secondary suits 3 secondary uses 3 x 5 room B&B	17	11	28	144	144	289
Park / Campground	40 vehicle accessible campsites + 5 Group Sites	38	0	38	38	25	63
Net – low range scenario		**24**	**-9**	**15**	**-75**	**-88**	**-163**
Net – high range scenario		**21**	**-11**	**10**	**-106**	**-119**	**-226**

As is demonstrated, the net impact of the proposed campground against the potential detached residential units will result in a reduction of 163 vehicle trips during the peak day but an increase of 15 vehicle trips in the PM peak. As mentioned, the proposed day use has not been considered within the trip generation exercise above, however, it will form part of the rezoning application.

When the proposed campground is compared to the potential high range mixed-use scenario, it will result in a decrease in a total of 226 two-way vehicles during the peak day and an increase of 10 two-way vehicle trip in the PM peak.

Overall, the campground would result in a reduced trip rate in the Peak day two-way trips when compared to both the potential land uses accepted within the bylaw.

Therefore, any campsite developed will result in a reduction in trips when compared to the land use currently accepted within the zoning bylaw.

5.4 Potential Ferry Impact

The 63 peak-day two-way campground vehicle trips represent a 72% reduction when compared to the potential impact generated by the single-family units and 78% in comparison to the high range potential build-out. A significant reduction on the capacity demands of the potential build-out impact of the ferry services.

The daily outbound trips for the proposed campsite would be 25-30 trips, 29-35% of the ferry capacity and 35-40 inbound trips, approximately 35 - 47% of the capacity. In each direction, 3-5 services are indicating they have above 30% spare capacity outside of the peak crossing times.

When visitors to the campground book their campsite, they will be directed to sailing on off-peak ferries, outside of 10:00-18:00 as part of their travel to Bowen Island.

As previously mentioned, a detailed review of the BC Ferry capacities will be produced within the TIA report.

6. TRANSPORTATION DEMAND MEASURES

As part of the rezoning application, a Transportation Demand Management Plan (TDM) is to be included. Within, a detailed list of the measure will be set out with additional details about how the TDM will be implemented and maintained. The purpose of the TDM plan will be to reduce the number of vehicle trips generated by the site and ensure that sustainable transportation options are widely accessible.

One such TDM measure that has already been proposed by Metro Vancouver is the provision of a shuttle bus. The ferry service pick-up location has yet to be confirmed, whether this will take place at Snug Cove or Horseshoe Bay. These details will be finalised through conversations with stakeholders, Metro Vancouver and BC Ferries.

The shuttle bus service will encourage campers to arrive on the island by sustainable non-private motorised vehicles. Pedestrians can use travel on the ferry as foot passengers before travelling to CRC.

7. SUMMARY

The following summarizes the potential and anticipated vehicle trip generated based on various land use options for the 24 undeveloped CRC lots.

- The masterplan area of CRC is made up of 53 lots, Metro Vancouver has a purchase agreement on 24 of these lots, all currently zoned as RR1 – Rural Residential 1 bylaw. The anticipated vehicle trip generated based on the current zoning bylaw for the 24 lots in the purchase agreement with by Metro Vancouver has been evaluated as two potential scenarios:

  i. Low range scenario: 24 single family homes or

  ii. High range scenario: mixed uses including 12 single family homes, 6 single family homes with secondary suite, 3 single-family homes with secondary uses (stable/kennel), and 3 five room B&B.

- The potential development assumed under the current zoning of the low range scenario is estimated to generate 23 two-way vehicle trips in the PM peak hour and 226 two-way vehicle trips on a weekday. The anticipated trip generation for the high range scenario is estimated to generate approximately 28 to-way vehicle trips in the PM peak hour and 289 two-way vehicle trips on the weekday.
- The vehicle trip generation for the proposed campground is 38 vehicle trips in the PM peak hour and 63 weekday vehicle trips. The net impact of the campsite results in a reduction of 163 and 226 total two-way trips when compared to the potential low range and high range scenarios, respectively.
- The net impact trips generated by the proposed campsite can be spread across the ferry as current data has shown ferry capacity outside of the peak periods. Further traffic and capacity analysis will be completed as part of the next steps of the project.

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Coastal bluffs looking east - Regional Park at Cape Roger Curtis

Visitor Use Management Plan

Regional Park at Cape Roger Curtis

May 2023

Regional Park at Cape Roger Curtis
VISITOR USE MANAGEMENT PLAN

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1.0 EXECUTIVE SUMMARY

In May 2023, Metro Vancouver acquired 24 parcels of land (97 hectares) at Cape Roger Curtis on Bowen Island to establish a new regional park.

The regional park protects sensitive ecosystems, including regionally rare coastal bluffs, rocky headlands, and dry Douglas fir forests. It also provides opportunities for park visitors to connect with nature through day and overnight uses.

Through engagement with the public and agencies, a number of priorities for visitor use management have emerged, including protecting ecological values and avoiding impacts on transportation infrastructure.

A visitor use management plan has been developed to guide visitor management and ensure park and community resources are protected and resilient over the long term.The plan establishes desired conditions to guide land management as the park is planned, developed and ultimately opened to public access:

I. Park access is sustainable. Car access to the park is limited to avoid impacts on the community, local roads, and the ferry system.
II. Park visitors respect neighbouring properties, natural areas, and local amenities.
III. The park's sensitive natural areas are protected and managed to avoid negative impacts from park visitors. Park visitors respect the regional park bylaw and regulations to protect park ecology.
IV. Park visitors are prohibited from accessing habitats or ecosystems highly vulnerable to human impact.

The plan includes actions for each desired condition. Metro Vancouver will continue to work closely with Bowen Island Municipality, First Nations, and agencies to sustainably manage the park.

2.0 INTRODUCTION

Cape Roger Curtis is eight kilometres from Bowen Island's Snug Cove. It is within the territories of the Skwxwú7mesh Úxwumixw (Squamish Nation), xʷməθkʷəy̓əm (Musqueam Indian Band) and zsáĺílwətaʔɬ (Tsleil-Waututh Nation). Metro Vancouver respectfully acknowledges the significance of Bowen Island and the Howe Sound for all three Nations, particularly the Skwxwú7mesh Úxwumixw (Squamish Nation).

This visitor use management plan is provided as part of the Bowen Island Municipal rezoning and official community plan (OCP) amendment process for the regional park at Cape Roger Curtis. Effective visitor management involves ongoing engagement, collaboration, and adaptive management. This is a living document to be reviewed periodically to manage potential impacts of the regional park and surrounding community through adaptive management.

Adaptive management is a systematic process for continually improving management policies and practices by learning from the outcomes of operational programs and actions. It guides the fine-tuning of

management actions in response to monitoring and assessment, advances in science and technology, changing regulatory regimes, public values and evaluations of effectiveness with an aim to reduce uncertainty over time.

The development of this plan was informed by regional park policy, best practices, research, and the *Visitor Use Management Framework,* which was developed by a council of land management agencies in the United States.

2.1 Background



Looking Southwest from lot 23, regional park at Cape Roger Curtis

The regional park is located on the southwest tip of Bowen Island at Cape Roger Curtis. The property includes an ecologically diverse dry coastal bluff waterfront.

The site was previously subdivided and prepared for residential development with a municipal road network, cleared development sites, trails and servicing.

The preliminary park program includes conservation and stewardship, trails, day-use amenities and low impact camping.

Through the public engagement process, some participants expressed concern with the potential impacts of park visitors to sensitive ecosystems, traffic, infrastructure, and municipal services. To address these concerns, this plan sets out proactive and adaptive measures to manage park visitors, and to minimize impact on the regional park and the island as a whole. These measures will be implemented both prior to and during the phased opening of the regional park.

2.2 Visitor Use Management Plan Purpose

The purpose of this plan is to establish a framework for visitor management at the regional park at Cape Roger Curtis. Effetive visitor management will support the following goals:

- Protect ecosystems and wildlife, especially regionally rare ecosystems: coastal bluffs, rocky headlands, and dry Douglas fir forests.
- Protect cultural resources and values in collaboration with Skwxwú7mesh Úxwumixw (Squamish Nation).
- Provide opportunities for people to connect with nature, including overnight opportunities, and to enjoy the unique views and landscapes of Cape Roger Curtis.
- Mitigate potential impacts of park visitation on the transportation network (local roads and BC Ferries Route).

- Mitigate potential impacts of increased visitation to Bowen Island's parks, beaches, and natural areas.
- To achieve the above goals with provisions for equity, diversity and inclusion. This includes identifying and mitigating visible and invisible barriers to access, which may include financial, transportation, physical accessibility, communication, or feelings of exclusion.

2.3 Relevant policies and legislation, planning documents

In spring 2023 Metro Vancouver provided an Implementation, Visitation, Operations and Access study, ecological overview and trip generation report to BIM as part of the rezoning / OCP amendment application. In addition to the Visitor Use Management Plan, Metro Vancouver is also completing a transportation impact assessment, transportation demand management study, emergency management overview, hydrological assessment, phasing strategy and park concept plan.

Transportation Plan 2018 - 2038 (2018): Bowen Island's transportation plan seeks, to have better transportation connections, choices, and health, through a number of actions, including a cross-Island multi-use path as a priority action. Other actions relevant to visitor management include: increased and improved sustainable transportation infrastructure (active and transit), exploring opportunities for alternative ferries and enhanced regional connections, incentives to promote the use of park & rides, exploring opportunities for alternatives to single-occupancy private vehicle use, managing parking, and multi-modal transportation integration.

Creating a Resilient Bowen Island: A Community Economic Development Plan for Our Sustainable Future (2021): an economic development plan for Bowen Island with the aspiration to create "a vibrant, resilient local economy that enhances social well-being while respecting local, regional and global ecological limits." The section on responsible tourism provides guidance and strategies for balancing tourism with ecological integrity, island culture, and resident lifestyles. Relevant approaches include:

- Promoting tourism only for visits outside the peak tourist season.
- Encouraging longer, more immersive stays rather than day-trip visits. This approach includes focusing on learning and wellness.
- Encouraging low-impact tourism visits focused on hiking, cycling, health retreats, and so on, including promoting non-car visits to the island.

Bowen Island's *Official Community Plan* (OCP, 2014): a document that provides a long-range vision for development and change on Bowen Island. The Natural Environment Section of this plan highlights the importance of preserving and protecting Bowen Island's natural environment, ecosystems and biodiversity. The section includes Objective 40 regarding the lands at Cape Roger Curtis:

- To encourage the retention of portions of Cape Roger Curtis in a natural state accessible to the public, including ecologically sensitive coastal bluffs, other sensitive ecosystems such as Arbutus and Douglas Fir Woodland, portions of the shoreline, archaeological features, viewpoints, and significant marine shorelines.

The Land Use Management section of the plan contains Objective 69, to continue to promote the public interest in the development of the Cape Roger Curtis lands. Under this objective, Policy 152 is that the Municipality continues to promote the public interest at Cape Roger Curtis by encouraging the development of the site to:

- conserve the majority of the coastline for ecosystem protection, but especially the south-facing ecologically sensitive and unique coastal bluff;
- where there are no adverse ecological impacts, develop public waterfront walking trails along the majority of the coastline, connecting to the cross-island greenway;
- protect environmentally sensitive areas and rare species;
- cluster homes and any other structures in any new development to reduce land disturbance, maximize green space and the opportunity for trails, and facilitate transportation alternatives; and
- minimize and mitigate any negative impacts from Cape Roger Curtis development on the adjacent neighbourhoods and on the island community as a whole.

Tourism Bowen's *Responsible Tourism Plan* (2023 in progress): a plan to balance tourism with community well-being on Bowen Island, including strategies for managing and improving Bowen Island's tourism ecosystem. Metro Vancouver will look for opportunities to collaborate with Tourism Bowen on visitor management.

Regional Parks Plan (2022): Metro Vancouver's management plan for the regional parks system. The plan guides work to protect natural areas and connect people to nature, progressing towards the vision of a resilient network of regional parks and greenways that continues to provide important climate, health and other benefits to park visitors and the wider region.

Regional Parks Natural Resource Management Framework (2020): a framework with strategic direction for managing natural resources in regional parks. It is guided by the principles of ecosystem-based management, adaptive management, the precautionary principle, and collaboration. The plan sets out strategies for long-term ecosystem integrity, resiliency, and overall health, including the conservation of diverse biological communities, while providing opportunities for people to connect with nature.



Public Open House at Bowen Island Community School

3.0 PUBLIC ENGAGEMENT PROCESS

The public engagement process has gathered insights, concerns, ideas, and values from the public, stakeholders, and agencies about the regional park at Cape Roger Curtis. Engagement opportunities have included public open houses, webinars, virtual technical focus groups, public feedback forms, letter and email submissions, and agency meetings.

Future engagement, through 2023, will inform the development of a park concept plan to guide land management, conservation and development over the long term. This engagement will involve the community, stakeholders, and agencies to shape the project's direction and design.



Forest trail, regional park at Cape Roger Curtis

4.0 PARK PROGRAM AND KEY CONCERNS

4.1 Preliminary Park Program

The regional park at Cape Roger Curtis encompasses about 700 metres of waterfront. Huszar Creek flows through the site. Along the shore, the coastal bluff plant communities are dominated by arbutus, shore pine, Douglas fir, and some 400-year-old maritime juniper. In recent years, there have been frequent sightings of orcas and humpback whales from this site.

A preliminary program for the regional park consists of conservation, habitat creation and restoration, and opportunities for tent camping, picnic areas, trails, waterfront views, interpretation and learning. Primary access for day-use and camping would be by shuttle or active transportation, with some car access provided for accessibility.

Park development will occur in three distinct phases, each taking two to three years, allowing for monitoring and review between construction phases. Full park development would happen over approximately seven years.

4.2 Key Concerns

Some participants identified concerns with potential impacts on the site's sensitive ecosystems, neighbouring areas, and the Island's transportation infrastructure through public and agency engagement. A summary of these concerns is listed below:

Within the regional park

- Potential impact of visitors to ecosystems and wildlife
- Potential for wildfires.
- Public safety in the coastal bluff environment.
- Potential crowding on trails and viewpoints

To the Island

- Concerns that the regional park will attract more visitors to the area, leading to more volume and safety concerns on local roads, especially White Sails Drive.
- Concerns that the parking lots would overflow outside the regional park, impacting use of roads and safety.
- Concerns that full parking lots might restrict access to the regional park.
- Potential impact of park visitors to the community and neighbourhood beaches.
- Potential expansion of use by visitors to nearby natural areas, specifically Fairy Fen and the Wild Coast Nature Refuge
- Potential impact of park visitor water use on groundwater resources.
- Added strain on ferry capacity, increasing wait times to get on and off Bowen Island.
- Potential added strain on emergency services (e.g. ambulances, police, fire).

- Potential worsening of existing crowding congestion at Snug Cove, including as people wait for ferries.

5.0 DESIRED CONDITIONS AND MANAGEMENT ACTIONS

The following desired conditions statements guide management actions and adaptive management measures.

I. Park access is sustainable. Car access to the park is limited, to reduce impacts to the community, local roads, and the ferry system.

II. Park visitors respect neighbouring properties, natural areas, and local amenities.

III. The park's sensitive natural areas are protected and managed to avoid negative impacts from park visitors. Park visitors respect regional park bylaws and regulations to protect park ecology.

IV. Park visitors are prohibited from accessing habitats or ecosystems highly vulnerable to human impact.

5.1 Management Actions

The tables below outline actions that will be implemented when the regional park at Cape Roger Curtis is opened to the public. Section 6 describes the monitoring and adaptive management measures that will be implemented in conjunction with the visitor management actions below. These actions will be reviewed and adjusted as needed.



Electric Bus, Iona Beach Regional Park

I. Park access is sustainable. Car access to the park is limited, to reduce impacts to the community, local roads, and the ferry system.

AREA	ACTIONS
Communications	• Metro Vancouver will develop a communications strategy focused on encouraging alternative transportation to the regional park. • Metro Vancouver to collaborate with Bowen Island Municipality and other service providers on public communications.
Design	• Park facility design will include infrastructure to support people arriving by shuttle, especially those camping on-site. • Park facility design will include end-of-trip facilities for visitors arriving by bike. • Day-use parking lot capacity of 30-50 cars will limit the number of park visitors arriving by car at one time.
Shuttle	• Metro Vancouver will establish a park shuttle that will run daily, from Snug Cove (Crippen Regional Park) to the regional park at Cape Roger Curtis, from May to October. Park shuttle service will expand to weekends in shoulder seasons and beyond as visitation and capacity management warrants. • Metro Vancouver will provide a park orientation and shuttle pick-up location in Snug Cove within Crippen Regional Park. The facility will include washrooms and park information. • Information on park access, amenities, and etiquette will be shared with park visitors as part of the shuttle trip.

	• Metro Vancouver will determine the frequency, drop off and pick up locations as part of the transportation study that is currently underway. • Opportunities for additional regional pick-up locations, including transit hubs or other regional park sites, will be explored. • A detailed traffic study is underway, which will provide specific recommendations for implementation of the park shuttle service, and demand management tools.
Reservations	• Metro Vancouver will implement a reservation system for all types of overnight use. • Metro Vancouver will explore options for a day-use reservation system for vehicle visits during peak periods. • Metro Vancouver to ensure that the reservation system is compatible with principles of equity, inclusion, and universal access.
Collaboration	• Metro Vancouver will work with Bowen Island Municipality to seek out grant funding from other levels of government in order to advance the cross-island multi-use path (MUP) to connect the regional park at Cape Roger Curtis to Crippen Regional Park and Snug Cove. The MUP is identified in - Metro Vancouver's Regional Greenway Network - Transport 2050: Regional cycling network - BIMs Transportation Plan 2018-2038 - Metro 2050, the Regional Growth Strategy • Metro Vancouver will work with Bowen Island Municipality to fund key phases of the cross-island multi-use path (MUP) within the park. • Metro Vancouver will engage with BC Ferries, TransLink, and other transportation service providers to explore opportunities for improved transit access to the park. • Metro Vancouver will collaborate with Bowen Island Municipality to determine if road infrastructure, accessibility, and safety enhancements, such as intersection improvements or traffic calming measures, are needed and explore options to support realizing those improvements.
Compliance	• Enforcement of day-use and camping reservations.



Park wayfinding signage, Crippen Regional Park

II. Park visitors respect neighbouring properties, natural areas, and local amenities.

AREA	ACTIONS
Communications	• Metro Vancouver will coordinate with BIM, Bowen Island Conservancy, the Province and other agencies to determine how to represent (or omit) and communicate information on Fairy Fen Nature Reserve, Wild Coast Nature Refuge and local beaches on public Metro Vancouver maps or signage for the regional park.
Design	• Metro Vancouver will ensure that buffers, and barriers (if required) are established between the regional park and the surrounding land-uses, and that boundaries are clearly marked when needed. A buffer will be implemented between the regional park and the Wild Coast Nature Refuge. • Regional park boundaries will be clearly marked. Signage will clarify park bylaws, boundaries, areas suitable for public access and those that are off limits
Collaboration	• Collaboration and adaptive management with adjacent land managers (e.g. Island Trust Land Conservancy, Bowen Island Conservancy, and the Province of BC) and neighbours.



Park visitor on a boardwalk, Crippen Regional Park

III. The park's sensitive natural areas are protected and managed to avoid negative impacts from park visitors. Park visitors respect regional park bylaws and regulations to protect park ecology.

AREA	ACTIONS
Communications	• Develop a communications strategy for educating visitors on park bylaws, etiquette and safety, including pre-journey messages, signage and education. • Coordinate and collaborate with Tourism Bowen, BC Ferries, and tourism operators to ensure messaging is clear and accessible to a wide audience. • Develop clear messaging, as part of the communication strategy, on what facilities and activities are available at the regional park to manage visitor expectations. • Monitor high-traffic search engines and websites to correct misinformation on regional park use regulations and park access.
Regulations and Compliance	• Metro Vancouver will enforce park bylaws to protect ecosystems and wildlife, and ensure a positive and safe visitor experience. • Bylaw education and enforcement will focus on visitors staying on trail, visitors only accessing the park during park open hours, no removal of vegetation or wildlife, and following all posted notices specific to the regional park. • Bylaws will be enforced by full-time uniformed staff and Metro Vancouver Regional Park Rangers. • Overnight camping will operate from May to October. Nightly quiet time hours will be enforced, in addition to no amplified music at any point. • No campfires will be permitted at campsites, or anywhere else, at the regional park.
Design	• Careful planning will ensure that people and facilities are directed away from fragile ecosystems. Designed and engineered

	solutions, such as viewpoints, boardwalks, and barriers, will give visitors access to views while providing a safe visitor experience, and restricting access to sensitive ecological areas. • Trails and roads will not be lit. Any lighting required for key park facilities will be kept minimal and designed following leading practices related to maintaining dark skies. • Park facilities will be planned to minimize the impact on groundwater resources. This includes limiting hard surfaces and using low-flow/flush fixtures, water storage and pump-out facilities.
Park Operations	• The regional park will have dedicated year-round, full-time staff, and a camp host will monitor the campground overnight. • All park facilities will be maintained in a state of good repair • Develop a site-specific emergency response plan, including wildfire risk management, evacuation procedures, and other emergency procedures, wildfire management plan for the regional park. Dedicated wildfire response equipment will be located on-site. • Metro Vancouver's dedicated and highly trained emergency management, wildfire response, engineering, biologists, park rangers and other staff will support park management and emergency response.

IV. Park visitors are prohibited from accessing habitats or ecosystems highly vulnerable to human impact.



Coastal Covenant Area, regional park at Cape Roger Curtis

AREA	ACTIONS
Communications	• Develop a communications and signage strategy for educating visitors about the prohibited areas. • Support key messages with visitor education through interpretive public programming and signage.
Design	• Plan facilities to ensure people are directed away from habitats and ecosystems vulnerable to human impact. • Provide buffers and/or physical barriers (e.g. fences/guardrails) to prohibit access. • Ensure viewpoints or boardwalks give visitors high-quality experiences in appropriate areas.
Compliance	• Monitor areas to understand if human impacts are occurring. • Provide a visitor education, regulations, and compliance program • Enforce the regional park bylaw, which prohibits off-trail use, by full time dedicated uniformed staff and regional park rangers

6.0 IMPLEMENT, MONITOR AND ADAPTIVE MANAGEMENT



Education and Compliance, Delta South Surrey Regional Greenway

6.1 Implement Management Actions

Creating a visitor use management plan before the regional park at Cape Roger Curtis is developed means that actions outlined in this plan will inform site design, phasing, and operational plans. Implementation of park facilities will take place over three phases to allow for piloting and adaptive management, as outlined in the phasing plan for the park. Actions will be evaluated and revised based on site monitoring and adaptive management.

6.2 Monitoring Strategy and Adaptive Management

Metro Vancouver will monitor the park's ecological health, quality of park visitor experience, and work with BIM to ensure municipal infrastructure and services are not impacted.

Ongoing research and information gathering will include:

- **Ecological Data**: Metro Vancouver has ecological data for the park. Metro Vancouver will continue to collect information as the regional park is opened in phases to understand the impact of park visitors and adjust management actions as needed.
- **Number of Visits**: Metro Vancouver has a visitor counting program to measure daily park visitation at each regional park. Trail counters will be installed at the regional park to understand visit volume and patterns, and to see if adjustments are needed.
- **Visitor Survey**: Metro Vancouver conducts an in-park visitor survey program which gathers information about park visitors, the park visitor experience, and satisfaction with park facilities, typically on a 5-year basis. The regional park at Cape Roger Curtis will be included in the survey once it is opened to the public.
- **Visitor Education and Compliance**: Metro Vancouver will patrol the regional park to ensure park day-use and overnight facilities are being used as intended, recording instances of non-compliance. This may result in considering changes to the design or operations to better accommodate the intended public use of the regional park.
- **Collaboration**: Metro Vancouver will work with Bowen Island Municipality to monitor and address any impacts of the park on municipal infrastructure and services. Regional parks staff will coordinate regularly with local emergency services and explore opportunities for collaborative planning and training opportunities.

This work will identify key indicators for ecological data, number of visits, and visitor survey results to evaluate the effectiveness of visitor management actions as implemented. Following monitoring, staff will review the visitor use management plan and adjust as required.

Phasing Summary

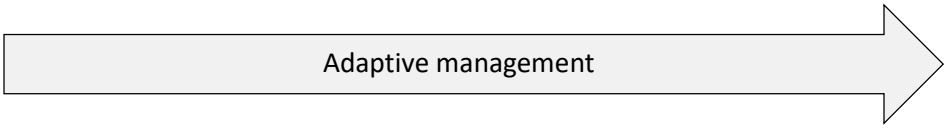
This document should be read as an addendum to Summary of Approaches to Implementation, Visitation, Operations and Access, Proposed Regional Park at Cape Roger Curtis (March, 2023). This update has been prepared as part of the park planning process and as a requirement of the Bowen Island Municipality rezoning and OCP amendment application process.

Park development will occur in three phases, each taking two years. full park development will happen over six years to allow for adaptive management and to ensure all systems are in place to support sustainable park management.

Overview of park operation/development phases

	Interim Operations 2023-24	**Phase 1 2025**	**Phase 2 2027**	**Phase 3 2029**
Day-use Program	- Municipal trails and roads open to public-use	- Basic trails and access - Fencing/signage - Vault toilets - High Season Day use reservation system (if warranted by visitation/capacity) - Day-use reservation system for vehicle visits during peak periods (if warranted by visitation/capacity)	- Trails - Boardwalks - Interpretive signage - Viewpoints - Washroom facility -	Public programming and nature interpretation
Land Management and Restoration	- Regulations and compliance – bylaw enforcement - Maintenance, Wildfire risk monitoring/plan development	- Hazard tree management - Priority restoration projects - Research and monitoring - Community Stewardship	- Restoration - Adaptive management - Research and monitoring - Community stewardship	- Restoration - Adaptive management - Research and monitoring - Community stewardship
Overnight program	- No overnight program	- 1 Group camp - 13 Vehicular - 17 Walk/bike-in - 5 tent cabins	- 1-2 Group camp - 13 Vehicular - 18 walk/bike-in - 5 tent cabins	- 1-2Group camp - 7 Vehicular - 17 walk/bike-in
Interpretation and programming		- Public programming and nature interpretation	- Expanded public programming and nature interpretation	- Expanded public programming and nature interpretation
Staffing and Operations	- Seasonal staff - Metro Vancouver Regulations and Compliance (Park Rangers) - System Resources (fire suppression,	- Full-time park staff - Camp supervisor/host	- Full-time park staff - Camp supervisor/host	- Full-time park staff - Camp supervisor/host

	Interim Operations 2023-24	Phase 1 2025	Phase 2 2027	Phase 3 2029
	interpretation, resource management) - Emergency management plan			
Access		- Seasonal park shuttle - Investment in cross-island MUP within the park - Interim Crippen Regional Park (Snug Cove) park orientation facility /shuttle pickup location	- Permanent Crippen Regional Park (Snug Cove) park orientation facility /shuttle pickup location - Park shuttle service expansion, if demand/capacity warrant	Park shuttle service expansion, if demand/capacity warrant



WATER STREET ENGINEERING

TECHNICAL MEMORANDUM

Subject	Water Study Analysis Results		
Project	Metro Vancouver Cape Roger Curtis Regional Park Water Study		
To	Lydia Mynott Metro Vancouver	**From**	Laura Christensen and Neal Whiteside
Date	23 June 2023	**File ref**	Water Street File # 361.300
Version	0	**Status**	Final

1. INTRODUCTION

1.1. PURPOSE

This technical memorandum assesses the water demand and available water supply for a proposed regional park with campground at Cape Roger Curtis in Bowen Island.

1.2. BACKGROUND

Metro Vancouver (MV) is exploring the conversion of 24 lots in the Cape Roger Curtis area of Bowen Island to a regional park offering overnight camping and day use. The land is currently zoned as RR1 – Rural Residential and has the OCP designation of Rural. The proposed park development concept evaluated includes 50 walk-in/bike-in camp sites, 3 group camp sites, 10 tent cabins, 35 vehicle access camp sites, and a day use area. The camp sites are divided generally into 3 areas; (1) Cape Drive (lots C-F), (2) Huszar Creek/Group Sites (lots 30-34), and (3) Waterfront (lots 23-29). The site plan for the campground is shown in Figure 1, attached.

There are several existing wells on the properties (also shown on Figure 1). A well water source certification was completed for all wells by Stantec in 2014. The results from the Stantec report and the well water source documentation were used to assess the potential available water supply for the campground.

1.3. LIMITATIONS

This technical memorandum is based on the information provided by Metro Vancouver. Additional well testing is recommended to confirm the well supply quantity and quality prior to proceeding with park development or well completion.

It must be read with the Statement of Limitations below.

2. WATER USE ESTIMATE

2.1. PROPOSED WATER USE

The campground is proposed to provide drinking water via taps distributed amongst the campground, mainly for drinking and domestic use for overnight campers, as well as day users. Other water use includes a flush washroom facility, shower block (coin operated/timed system), park office with shower, and operational uses. The operational uses were deemed to be negligible compared to the other uses and were not calculated.

Metro Vancouver provided an estimate of the number of different types of camp sites that will be provided, in addition to an estimated number of people per site (Table 1). It was assumed that the peak water use when all sites are occupied at the rates provided in Table 1. At peak, there are an estimated 250 overnight users and 285 day

users (see calculation and breakdown by zone in Table 2). Metro Vancouver research indicates a typically day use duration of 2.7 hours per visit.

The campground will offer flush toilets in addition to pit/vault style toilets. The campground is proposed to have only one block of toilets (8 flush toilets total) and one block of showers (6 to 8 coin operated/timed showers) located in the Cape Drive area. To provide a conservative estimate of water use, it has been assumed that all campers from all zones will use the flush toilets and showers in the Cape Drive area.

Table 1: Campground uses and assumed people per site

Site Type	Assumed People/Site*
Walk/Bike in Tent Sites	2
Group Tent Camp Sites	12
Car accessible tent sites	2.5
Tent Cabins	2.5
Park Office	1
*values provided by Metro Vancouver	

Table 2: Distribution of camp sites and calculated number of users

	North of Cape Drive*	Huszar Creek/Group Sites	Waterfront Zone	TOTAL
Walk-in/bike-in tent sites			50	50
Group tent sites		3		3
Car accessible tent sites	35			35
Tent Cabins		10		10
Park Office	1			1
Total Overnight Users	90	61	100	250
Day Users			285	285
*flush toilets and showers for the entire campground to be located in the North of Cape Drive area				

2.2. DESIGN DEMAND RATES

Sources for design water demand rates for campgrounds is limited. The best available source located is from the US Forest Service (US Forest Service, 2004). An excerpt, converted to L/user/day, is provided in Table 3. For comparison, a study of an RV resort & campground located in Manitoba found the water use to be 31-83 L/day/site (i.e. 12-33 L/user/day) (RJ Burnside & Associated Ltd, 2012).

Table 3: Design demand rates (US Forest Service, 2004)

Site Type	Water Use (L/user/day)	
	Low Estimate	High Estimate
Campground without flush toilet	18.9	37.9
Campground with flush toilet	75.7	113.6
Campground with flush toilet & shower	94.6	189.3

It is noted that the US Forest Service data dates from the period where wide-spread adoption of low volume flush toilets was not in place. A review of the 2016 Residential End Uses of Water (Water Research Foundation, 2016) shows that typical residential indoor water use (in houses) is 222 L/ca/day. This value was further broken by use type which indicated that 96 L/ca/day was for toilets and faucets. Also considered was an ultra-efficiency benchmark that indicates a total usage of 65 L/ca/day for faucets and toilets (with homes with efficient fixtures).

Therefore, it is recommended that the US Forest Service low estimate be used for planning (95 L/ca/day for campground with flush toilets and showers). Analysis of water use from existing regional campgrounds (either MV's or others in BC) would assist in further refining the water use estimate. However no suitable existing data was found for this study.

The water use for day users was based on the provided duration of 2.7 hours per visit and the conservative assumption that all day users will use the flush toilets. A literature value of 0.375 toilet uses/hour (Vickers, 2001) and a typical low flush toilet rate of 6 L/flush were used. It was assumed that other water use (i.e. drinking water) by day users was negligible.

2.3. WATER DEMAND SUMMARY

The peak camp user estimate (Table 2) and the design demand rates (Table 3) were combined to calculate the peak day water use, which is estimated at 25,400 L/day. See Table 4 for a breakdown by zone.

Table 4: Peak day water demand summary by zone

Zone	Estimated Peak Water Use (L/day)
North of Cape Drive (Lots C-F)	22,300
Huszar Creek/Group Sites (Lots 30-34)	1,200
Waterfront zone (Lots 23-29)	1,900
Grand Total	**25,400**

3. WATER SUPPLY AVAILABLE

3.1. WELL SUMMARY

Figure 2 shows the well locations near the proposed camp sites and their estimated yield. Based on the analysis results available to us, some of the wells appear to meet the Canadian Drinking Water Quality Guidelines, and have been indicated (Health Canada, 2022). However, the Stantec report indicated that all wells required treatment to meet CDWQ guidelines.

Generally, the wells in the waterfront zone have higher levels of contaminants (i.e., manganese, arsenic) that make them unsuitable for drinking without additional treatment. PW14-29, just outside of the Waterfront camping area, appears to meet the Canadian Drinking Water Quality Guidelines, but does exceed the aesthetic objective for turbidity (4.82 NTU vs ≤1.0 NTU), which may pose issues with disinfection, if required.

The key wells that could supply the area are summarized in Table 5, with the well drillers estimated yield. These are compared to the conservative estimate of zone peak day demands (as calculated in Section 2.3). Each zone could be supplied by a single well. We recommend further analysis of these wells to confirm the estimated maximum yield and water quality.

Table 5: Potential supply wells

Well ID	Zone	Estimated Yield (L/day)	Estimated Zone Peak Day Demand (L/day)
PW14-E	North of Cape Drive	27,000	22,300
PW14-F	North of Cape Drive	16,000	
PW14-32	Huszar Creek/Group Sites	55,000	1,200
PW14-33	Huszar Creek/Group Sites	109,000	
PW14-29	Waterfront Zone	2,700	1,900
	Total	**209,700**	**25,400**

4. CONCLUSIONS AND RECOMMENDATIONS

The proposed campground at Cape Roger Curtis has an estimated peak occupancy of 250 overnight users and 285 day users. The estimated peak water use is 25,400 L/day.

An analysis of the well certification records shows there is a sufficient quantity of water available to meet the estimated peak demands of the proposed campground. It appears based on the analysis results provided that some wells meet the Canadian Drinking Water Quality Guidelines. The Waterfront zone may be challenging to provide water without additional treatment.

It is recommended that additional testing of wells PW14-E, PW14-F, PW14-29, PW14-32, PW14-33 be conducted to confirm the quantity and quality of water available. Disinfection or additional treatment for contaminant removal may be required.

5. CLOSURE

We trust this document meets your present requirements. Please contact the undersigned with any questions or comments.

WATER STREET ENGINEERING LTD.

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Neal Whiteside, MASc, PEng
Technical Reviewer

EGBC permit to practice number 1000830

ATTACHMENTS

Figure 1: Site Layout & Well Locations
Figure 2: Estimated Well Yields

REFERENCES

Health Canada. (2022). *Guidelines for Canadian Drinking Water Quality: Summary Tables.*

RJ Burnside & Associated Ltd. (2012). *Rubber Ducky Resort & Campground Water and Sewer Expansion Design Brief*. Winnipeg.

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STATEMENT OF LIMITATIONS

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REVISION HISTORY

Version	Status	Date	Description of Revisions	Author
0	Final	23 June 2023	Updated day use water consumption from draft	LC

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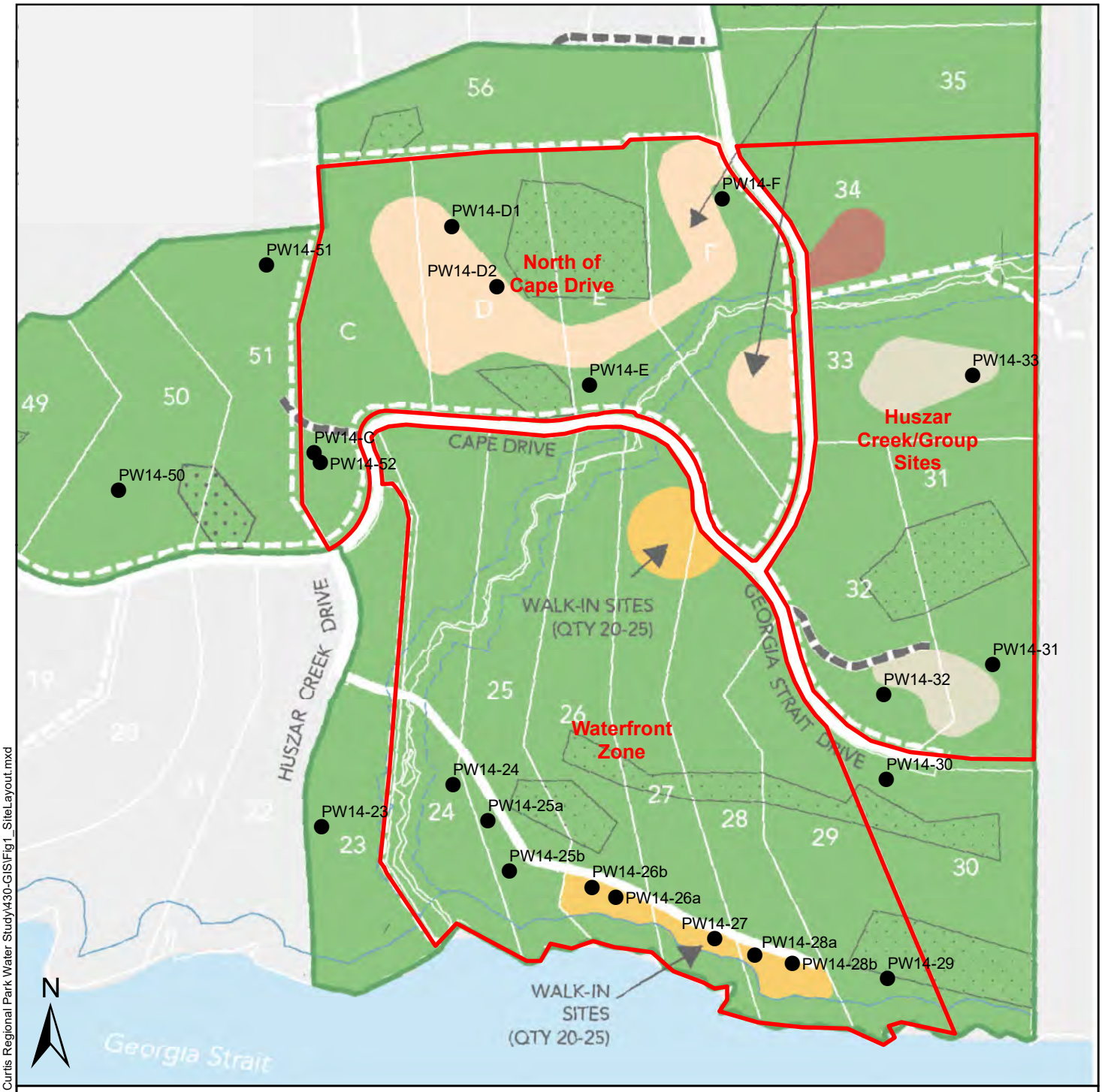

Legend

- Existing Wells
- Camp Zone

RESTRICTIVE COVENANT
- Environmental
- Riparian Protection
- Oceanside

PARK USES
- Regional Parkland

Overnight use *(no. of sites)*
- Walk/Bike-in tent camping *(40-50)*
- Group tent camp *(3-5)*
- Car accessible tent camping *(25-35)*
- Tent cabin *(10)*

0 100 200 m
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WATER STREET ENGINEERING
EGBC Permit to Practice #1000830

Cape Roger Curtis Regional Park Water Study

PREPARED FOR
metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

PROJ. NO. 361

DATE 09 Jun 2023

REVISION 0

Site Layout and Well Locations

Figure 1

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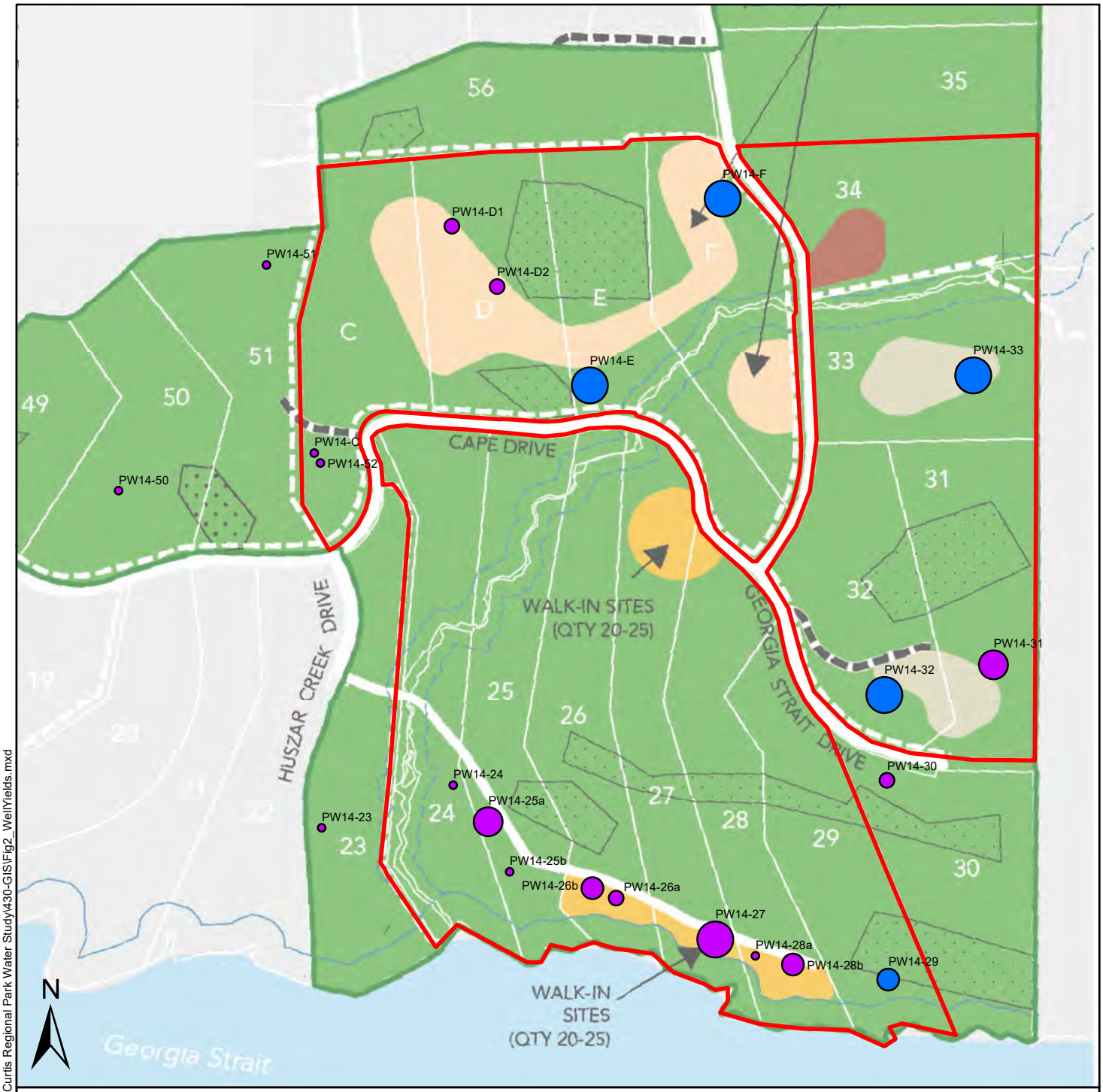

Legend

- Camp Zone
- Does not meet WQ guidelines
  Estimated yield (L/day)
  - 0 - 1,000
  - 1,001 - 2,000
  - 2,001 - 5,000
  - 5,001 - 10,000
  - 10,001 - 27,255
- Does meet WQ guidelines
  Estimated yield (L/day)
  - 2,001 - 5,000
  - 5,001 - 10,000
  - 10,001 - 109,020

PARK USES
- Regional Parkland

Overnight use *(no. of sites)*
- Walk/Bike-in tent camping *(40-50)*
- Group tent camp *(3-5)*
- Car accessible tent camping *(25-35)*
- Tent cabin *(10)*

0 100 200 m
1:6,000

WATER STREET ENGINEERING
EGBC Permit to Practice #1000830

Cape Roger Curtis Regional Park Water Study

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

PROJ. NO. 361

DATE 09 Jun 2023

REVISION 0

Estimated Well Yields

Figure 2

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Emergency Management Overview

Proposed Regional Park at Cape Roger Curtis, Bowen Island

EMERGENCY MANAGEMENT OVERVIEW
Proposed Regional Park at Cape Roger Curtis, Bowen Island

Background

On March 27, 2023, the Bowen Island Municipality (BIM) Emergency Program Executive Committee provided summary comments on Metro Vancouver's rezoning and Official Community Plan (OCP) amendment application for the proposed regional park at Cape Roger Curtis. The Committee identified a number of questions related to evacuation, fire risk management and response, emergency services and other considerations.

This memo outlines Metro Vancouver's approach to emergency management in regional parks and its application to the proposed regional park at Cape Roger Curtis. The principles, approaches and resources outlined herein reflect Metro Vancouver's experience in emergency preparedness and commitment to safety, collaboration and readiness.

Regional Parks and Emergency Response

Metro Vancouver works closely with local emergency service providers and municipalities to manage risk and respond to emergencies as they arise.

The proposed regional park at Cape Roger Curtis will be staffed with dedicated, trained, full time and seasonal staff and equipped with vehicles and equipment that staff use in park operations, including emergency management. These staff and resources will be in addition to the existing complement of full time and seasonal staff, vehicles and equipment already allocated to operate Crippen Regional Park on Bowen Island.

Regional Parks operations staff are qualified in bylaw enforcement, first aid, emergency management, resource management and wildfire response. Regional Park staff co-ordinate, train and share information with local municipalities to manage risks and advance emergency preparedness at a community level.

In addition to dedicated on-island staff and resources, Metro Vancouver has a dedicated Emergency Management Division, extensive wildfire response resources from its Watershed Protection Division, and communications, engineering, resource management, regulation and compliance and other system resources that are available, that can be mobilized in short order to support emergency management requirements at local levels.

Metro Vancouver maintains strong relationships with the Ministry of Emergency Management and Climate Readiness and has a proven record of coordinated successful emergency response, across the region.

Every regional park has a site-specific emergency plan, dedicated equipment and infrastructure on

hand to respond to emergency situations, including wildfire. Following completion of the municipal rezoning and OCP amendment application, a site-specific emergency management plan will be developed as part of the detailed park design process, including additional technical studies, collaboration with Bowen Island Municipality and local emergency service providers.

Interim Park Operation
On May 9, 2023, Metro Vancouver finalized the purchase of the proposed regional park at Cape Roger Curtis.

At this time, the land is not open to the public for day or overnight use. Regional Park staff are taking steps to secure and maintain the property while the park planning, municipal rezoning and OCP amendment processes proceed. To protect the site's ecology and ensure public access, Metro Vancouver is implementing the following:

- site monitoring, oversight and bylaw compliance;
- a Wildfire Preparedness and Response Plan;
- continued public access to existing municipal trails and roads;
- restriction of unauthorized vehicle access to parkland.

Public access, capital improvements and ecological enhancements will follow successful completion of the park planning, municipal rezoning and OCP amendment processes.

Jurisdiction
Regional parks fall within the jurisdiction of local first responders for police, ambulance and fire service. Because regional parks are staffed with highly trained, uniformed staff, and facilities and programming are designed to minimize risk, regional parks generate low volumes of emergency calls.

A significant proportion of visitors to the proposed regional park at Cape Roger Curtis are expected to be local residents. Emergency calls to the park have a high likelihood of being in response to a local resident experiencing an emergency while enjoying the park.

Regional Park staff are responsible for enforcement of the Regional Park Bylaw.

Metro Vancouver Wildfire Risk Management and Response
Metro Vancouver has a comprehensive fire management system that includes nine fire weather stations around the region. Regional Parks' fire response protocols follow the Provincial wildfire response model and staff work closely with the Province in its planning and suppression efforts.

Led by the Metro Vancouver Emergency Management Division, a regional scale Fire Conditions Task Group meets regularly during the wildfire season to guide Metro Vancouver's preparedness and response. Staff from multiple departments come together using available data and fire danger ratings to advise upon expected staff and public behaviors across the region during the fire season.

Each regional park has a Wildfire Preparedness and Response Plan that includes a description of access for fire vehicles, possible staging areas for fire trucks and command stations, location of fire hydrants, water standpipes and other water sources, and special circumstance areas. A Wildfire Preparedness and Response Plan will be developed for the proposed regional park at Cape Roger Curtis.

Each park also has wildfire suppression equipment, supplemented by an equipped systems fire trailer that can be transported to any park site quickly, and staff with S-100 Fire Suppression and Safety training. In the case of the proposed park at Cape Roger Curtis, dedicated pumps, water storage and other fire suppression equipment will be acquired and stored on site.

During HIGH and EXTREME wildfire conditions, Metro Vancouver Regional Parks dramatically increases its staff patrols and monitoring of all parks, greenways and conservation areas. Increased signage informing members of the public about fire danger is also posted. Website advisories are managed for each regional park indicating fire danger ratings restrictions and closures.

In the case of an emergency, trained park staff are often first to respond and immediately notify the local fire departments who have authority over fire incidents, unless the Province assumes command. Metro Vancouver has a specialized Watershed Fire Protection Program with highly trained staff that are on-call 24 hours a day during fire season. Initial attack crews are available all season to respond to fires in parks.

The Province also stands ready to support local response. Metro Vancouver has a resource sharing agreement in place with BC Wildfire Service – Metro Vancouver and Provincial fire response teams are deployed together every year.

During the fire season, all residents and parks visitors are urged to use caution in outdoor spaces, to be aware of all spark sources and immediately report all fires to 911. Park visitors are asked to obey posted signs and fire danger guidelines. Under EXTREME fire risk, briquette barbeques are prohibited everywhere. There will be no open fires in the proposed regional park.

The municipal Fire Chief is the local authority and Metro Vancouver will always follow any site specific restrictions imposed by the Fire Chief.

The Regional Parks Regulation Bylaw includes prohibitions for starting fires, smoking, and unauthorized cooking devices. Fines for each offence are $500 to $1000.

Evacuation, Emergency Response and Planning

In the case of an emergency situation requiring the need for planned or tactical evacuation or shelter in place, Metro Vancouver would work closely with local authorities to manage the response in the proposed regional park.

Should an evacuation, or shelter-in-place order be installed by local authorities, the needs of overnight campers at the proposed regional park at Cape Roger Curtis would be managed as follows:

- Metro Vancouver would activate an Emergency Operations Centre (EOC) or Department Operations Centre (DOC). Park staff would provide information to park visitors on evacuation or shelter-in-place requirements, working closely with local RCMP and emergency management officials
- For park visitors without personal vehicles, Metro Vancouver would provide transportation to evacuation points via the park shuttle or contracted helicopter services, if necessary
- In a worst-case scenario of local roads, ferry and emergency evacuation options being unsafe or overcapacity – additional staff, equipment and supplies would be delivered to the site via contracted boat or helicopter service
- Metro Vancouver will maintain stores of emergency supplies on site including first aid, fire suppressions equipment, backup generator, fuel, food and other emergency supplies
- The dedicated park shuttle will be on hand to support evacuation efforts.
- Through the camping reservation system, overnight park visitors will be advised to come prepared with basic emergency supplies and some additional food in case of emergency

Bowen Island Municipality Emergency Preparedness and Plans

Metro Vancouver works closely with municipalities across the region to ensure public safety, and to plan and train for emergency response.

For the proposed regional park at Cape Roger Curtis, Metro Vancouver will work with Bowen Island Municipality to update emergency response and evacuation plans. Metro Vancouver will contribute to costs associated with updating municipal emergency plans related to the proposed regional park.

Summary

- Metro Vancouver is actively monitoring the site and managing risks as the park planning and municipal rezoning and OCP amendment process proceeds.
- The park will be staffed with highly trained, uniformed staff in addition to existing on-island staff in place to operate Crippen Regional Park. In the case of an emergency, these staff will support the response.
- Metro Vancouver Regional Parks staff actively manage parks to minimize risk; these parks generate a very low volume of emergency calls.
- Metro Vancouver has extensive resources dedicated to wildfire risk management and response including initial attack and wildfire suppression crews.
- Dedicated emergency management supplies and fire response equipment will be procured and stored on site.
- Following completion of the municipal rezoning and OCP amendment application, a site-specific emergency management plan will be developed as part of the detailed park design process, including additional technical studies, collaboration with Bowen Island Municipality and local emergency service providers.

- Metro Vancouver will work collaboratively with Bowen Island Municipality to update municipal emergency response and evacuation plans. Metro Vancouver will cover any cost incurred to update those plans directly related to the park.
- Metro Vancouver will work with Bowen Island Municipality to co-ordinate with emergency service providers annually, and seek opportunities for collaborative training and emergency planning exercises.

metrovancouver | REGIONAL PARKS



Proposed Regional Park at Cape Roger Curtis

Draft Concept and Program
June 2023

Executive Summary

The draft park concept, program and guiding principles have been developed based on research, inventory, analysis, and engagement with First Nations, the public, stakeholders, and government agencies during phase one of the park planning process.

The draft park concept, program and guiding principles illustrate key values and a foundational park program, including environmental protection, restoration, and opportunities for day and overnight uses.

Phase two engagement will seek feedback on the draft park concept, program and guiding principles and share information from technical studies on traffic and access, phasing, visitor management, and emergency planning. Metro Vancouver is engaging First Nations to explore opportunities to work collaboratively to incorporate traditional and current knowledge into the park's concept and long-term management.

First Nations Acknowledgement

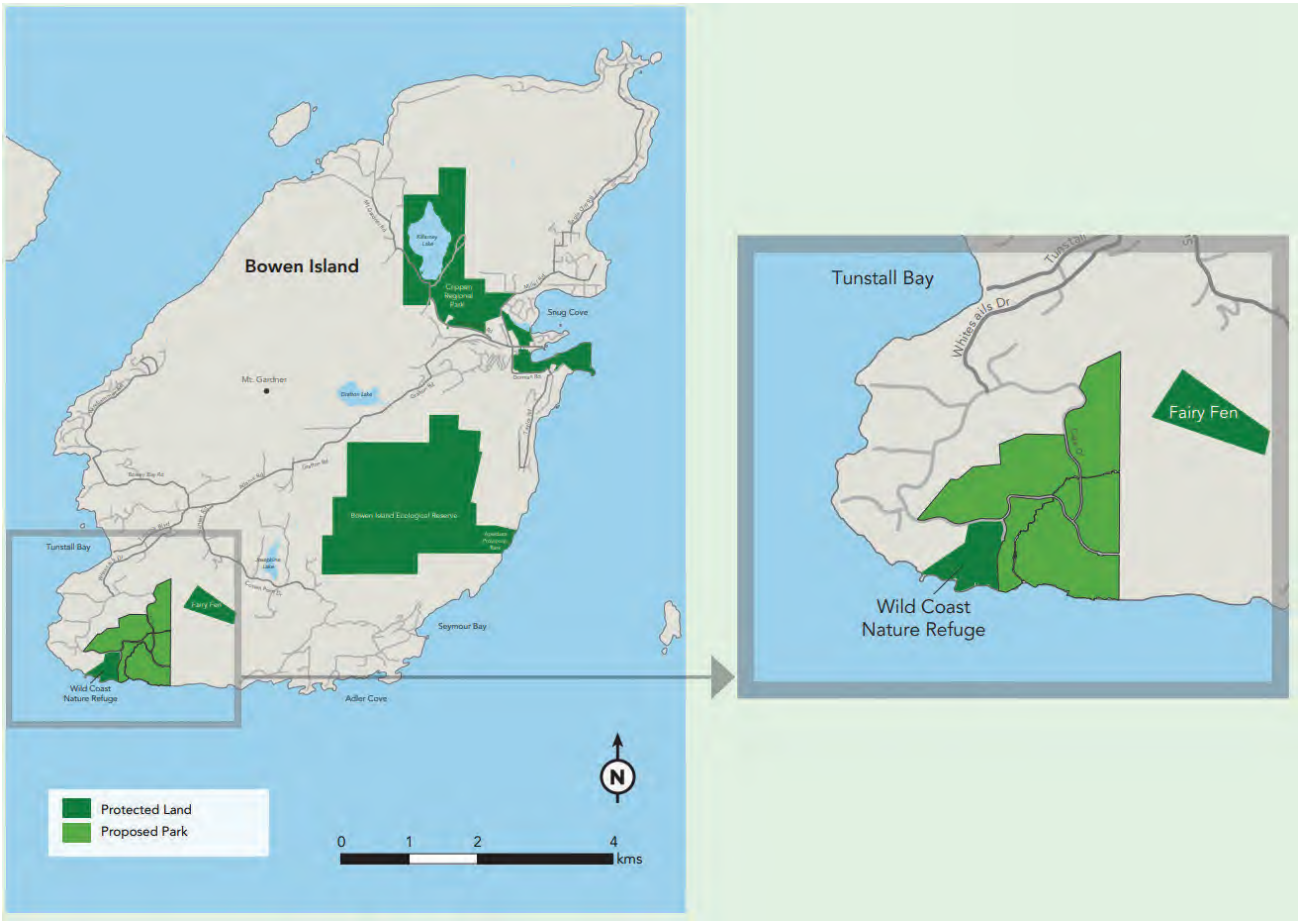
The proposed regional park at Cape Roger Curtis on Bowen Island is within the territories of the Skwxwú7mesh Úxwumixw/Squamish Nation, xʷməθkʷəy̓əm/Musqueam Indian Band and sə́lílwətaʔɬ/Tsleil-Waututh Nation. We respectfully acknowledge the significance of Bowen Island and the Howe Sound for all three Nations, particularly the Skwxwú7mesh Úxwumixw/ Squamish Nation.

The proposed regional park presents an opportunity to advance collaboration and reconciliation with First Nations. Metro Vancouver is engaging local First Nations to explore opportunities to work collaboratively on this project over the long term.

Context

In May 2023, Metro Vancouver finalized the purchase of 24 parcels of land at Cape Roger Curtis on Bowen Island for the purpose of establishing a new regional park. The proposed park preserves a large area of ecologically important and sensitive dry coastal bluff ecosystem and provides opportunities for residents of the region and the Bowen Island community to connect with nature.

Metro Vancouver initiated the park planning process for the proposed park at Cape Roger Curtis in January 2023. Developing a concept plan for the park will run concurrently with an application to Bowen Island Municipality to rezone the properties from rural residential to park, as well as an amendment to the Official Community Plan from residential to regional park use.



Draft Guiding Principles



Draft Guiding Principles

The draft guiding principles describe values and aspirations that will guide the proposed regional park's planning, design, implementation and operation. These principles have been developed based on the project purpose and outputs from phase one.

- protect and enhance sensitive natural areas and strengthen ecological connectivity on Bowen Island;
- Ensure access, enjoyment and participation in the park by local residents, and minimize any impacts on local infrastructure;
- provide sustainable and inclusive park access, including opportunities for day and overnight use;
- foster relationships with First Nations to ensure meaningful opportunities for participation during planning, design and operation and programming;
- Incorporate public safety, stewardship and ecological resilience in all aspects of park planning design and management practices;
- create opportunities for learning and knowledge sharing through research, stewardship, programming and interpretation;
- integrate park design with the natural landscape, focus uses on disturbed areas and establish buffers to neighbouring land uses; and
- improve and adapt management and policies continually.

Park Sub-Areas



TRAIL NEAR AN ENVIRONMENTAL COVENANT AREA

Five park sub-areas have been identified within the park based on biophysical resources, visual character, and opportunities for park visitor experiences:

- Burke Creek
- Forest Core
- Inland Bluffs
- East Bluffs
- Huszar Creek / Coastal Bluffs



PARK SUB-AREAS

Draft Park Concept

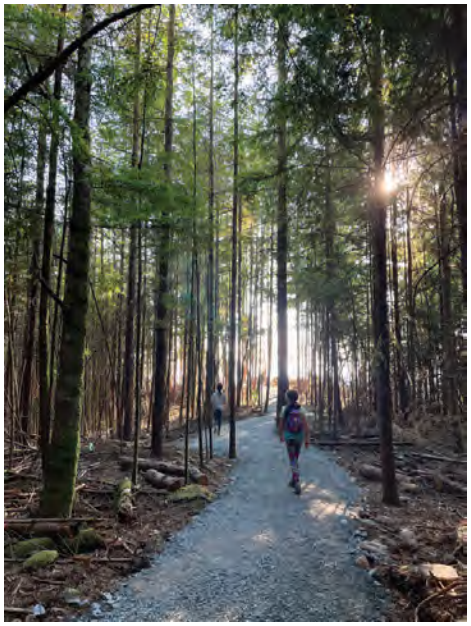
The site's significant ecological values will be protected and enhanced, and disturbed areas will be restored to a natural condition where possible. The draft concept focuses on utilizing previously cleared areas to support day-use and overnight uses, such as picnic areas and tent camping. Activity areas include trails, viewpoints and areas for overnight use.

Sustainable access to the park, by shuttle or trail, will be prioritized, with some car access provided for accessibility. A quiet, pedestrian-focused experience will be created by limiting vehicles, converting sections of existing road to trails and public space, and establishing trail connectivity throughout the site.

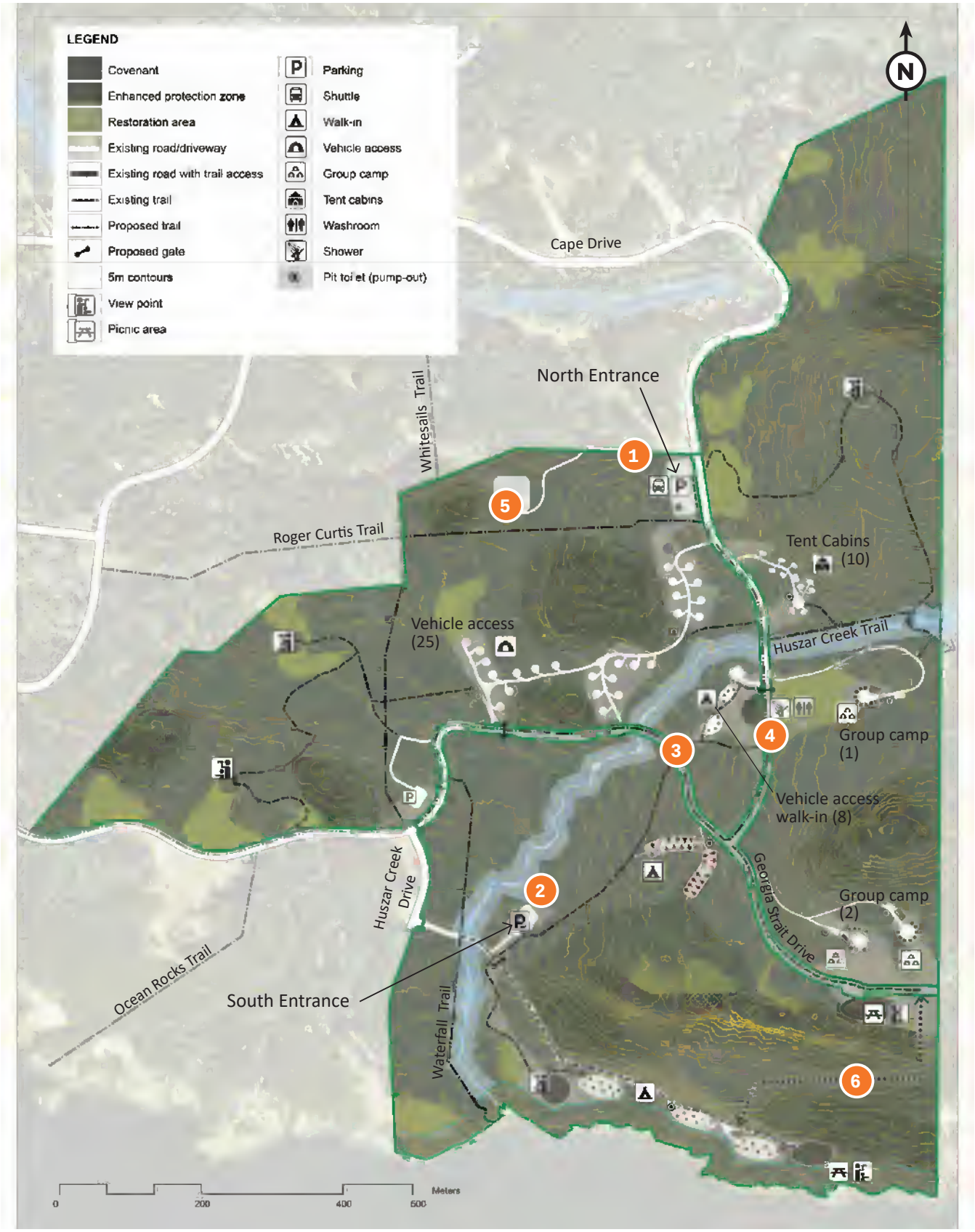
Metro Vancouver is engaging First Nations to explore opportunities to work collaboratively over the long term and to incorporate traditional and current knowledge into park planning and management. The park will be implemented and opened in phases and adaptively managed. The draft concept plan shows the basic arrangement of the protected areas and park activities.







1. **North Entrance**
   Parking +/- 20 vehicles
   Shuttle drop-off/pick up
2. **South Entrance**
   Parking +/- 20 vehicles
   Shuttle drop-off/pick-up
3. **Road closure**
   section of road closed to private vehicles, trail, operational and exceptional vehicle access permitted
4. **Central Amenity Area**
   with washroom and shower
5. **Service area**
   Storage and park office
6. **B Stai ca e**
   Subject to feasibility


LEGEND
Covenant
Enhanced protection zone
Restoration area
Existing road/driveway
Existing road with trail access
Existing trail
Proposed trail
Proposed gate
5m contours
View point
Picnic area
Parking
Shuttle
Walk-in
Vehicle access
Group camp
Tent cabins
Washroom
Shower
Pit toilet (pump-out)
N
Cape Drive
North Entrance
Whitesails Trail
Roger Curtis Trail
Tent Cabins (10)
Vehicle access (25)
Huszar Creek Trail
Group camp (1)
Vehicle access walk-in (8)
Huszar Creek Drive
Georgia Strait Drive
Group camp (2)
Ocean Rocks Trail
South Entrance
Waterfall Trail
1
2
3
4
5
6
0
200
400
500
Meters

Burke Creek







BENCH, FENCE AND BRIDGE



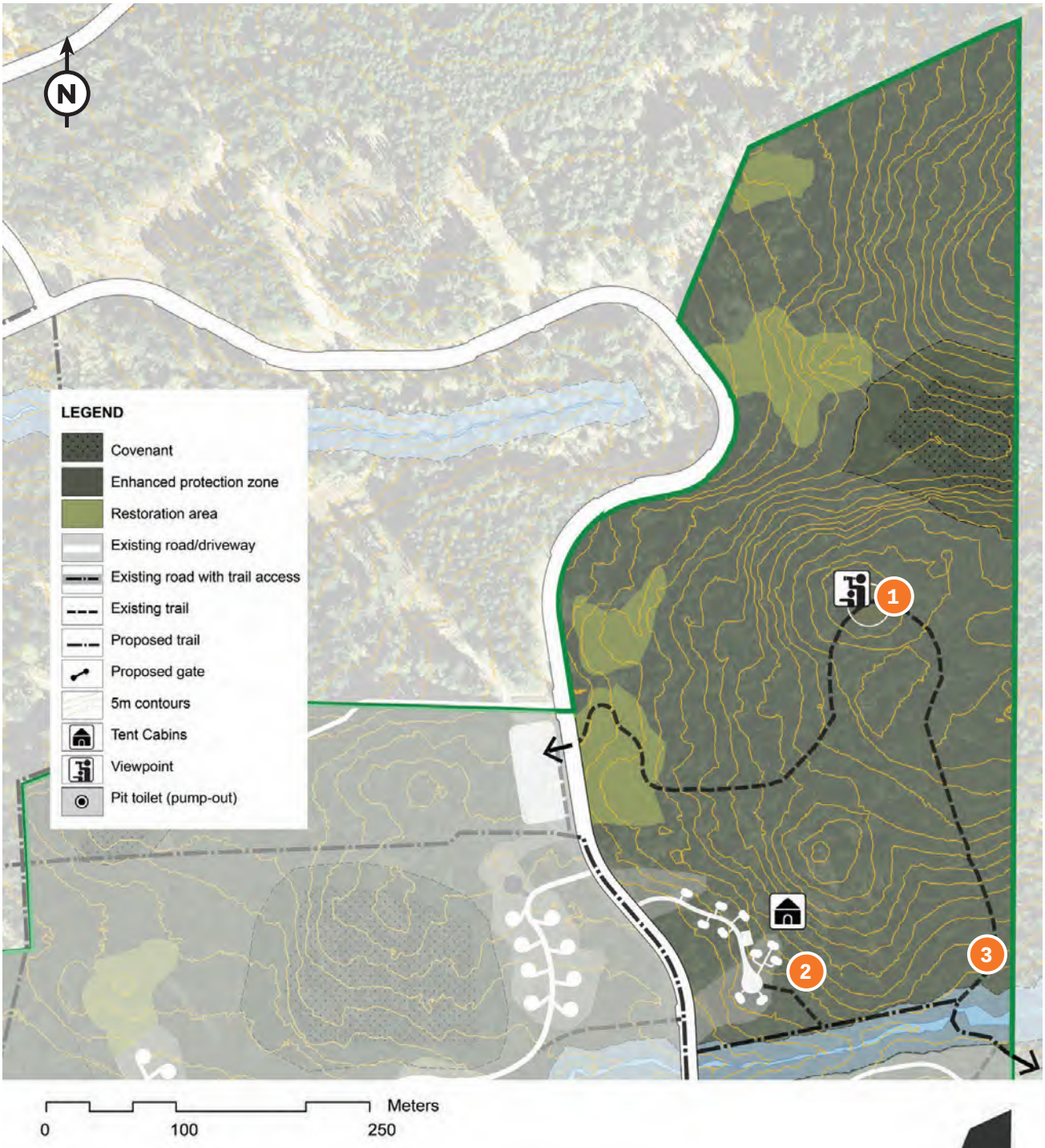
REGENERATING VEGETATION



TENT CABIN



TRAIL



1 **Proposed viewpoint**

2 **Tent cabins**
10 sites

3 **Trail realignment/bridge**
Locate amenities outside of riparian setback



Forest Core



SMALL SCALE WASHROOM



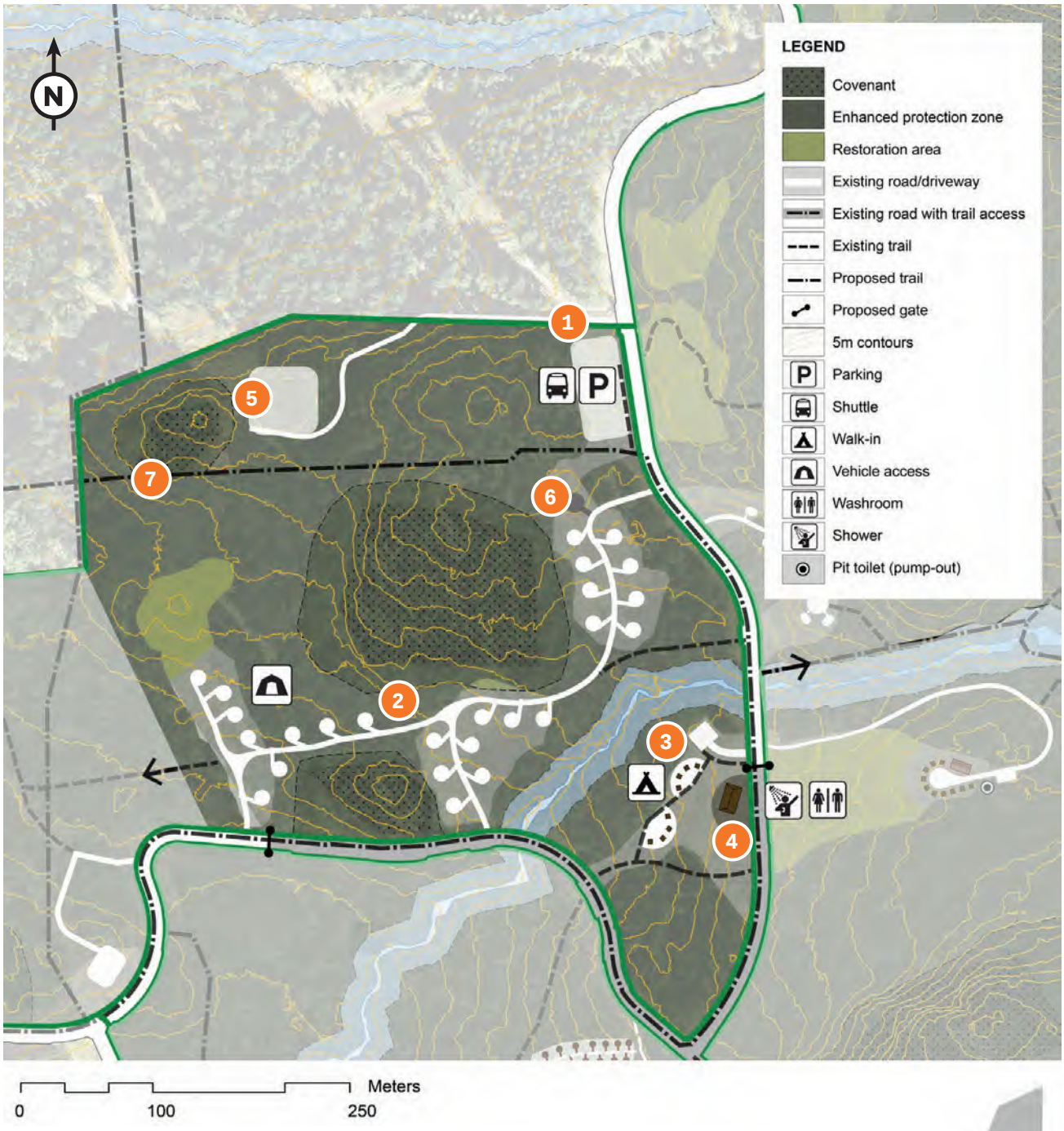
PARKING FOR VEHICLE ACCESS WALK IN SITES



VEHICLE CAMPING



BOARDWALK TRAIL



1. **South entrance**
   Parking +/- 20 vehicles
   Shuttle drop-off/pick-up
2. **Vehicle camping**
   25 sites
3. **Vehicle access walk-in**
   8 sites
4. **Central amenity area**
   with washroom/shower
5. **Service area**
   Storage and park office
6. **Camp host**
7. **Trail realignment**
   realign out of covenant



Inland Bluffs



VIEW TOWARDS WORLCOMBE ISLAND



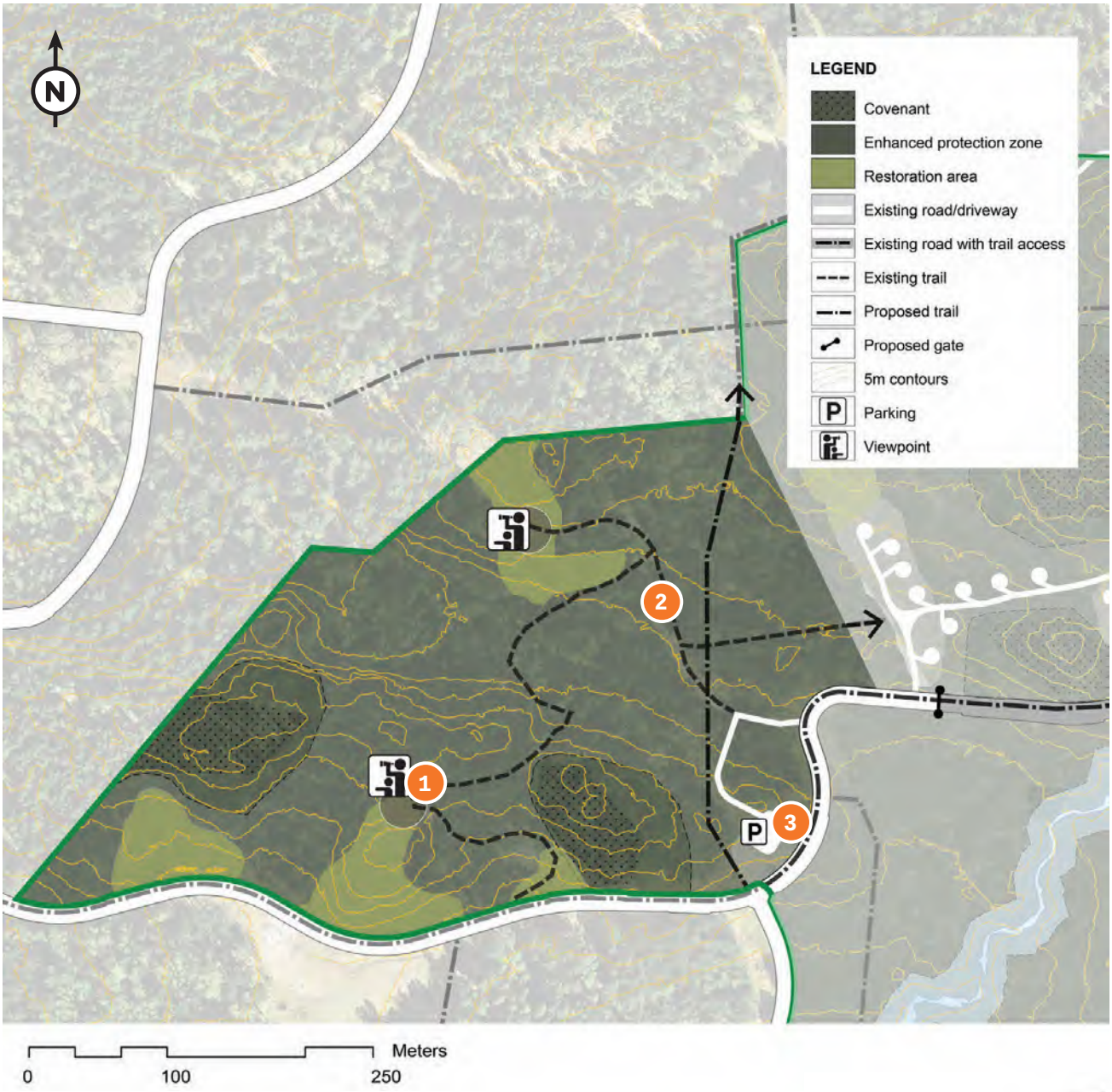
EXISTING DRIVEWAY



VIEWPOINT



INTERPRETIVE SIGNAGE



1 **Viewpoint/s**

2 **Inte e e t ai** eveloped on existing driveways and logging road

3 **Staging area**
+/- 10 vehicles



East Bluffs



SHELTER



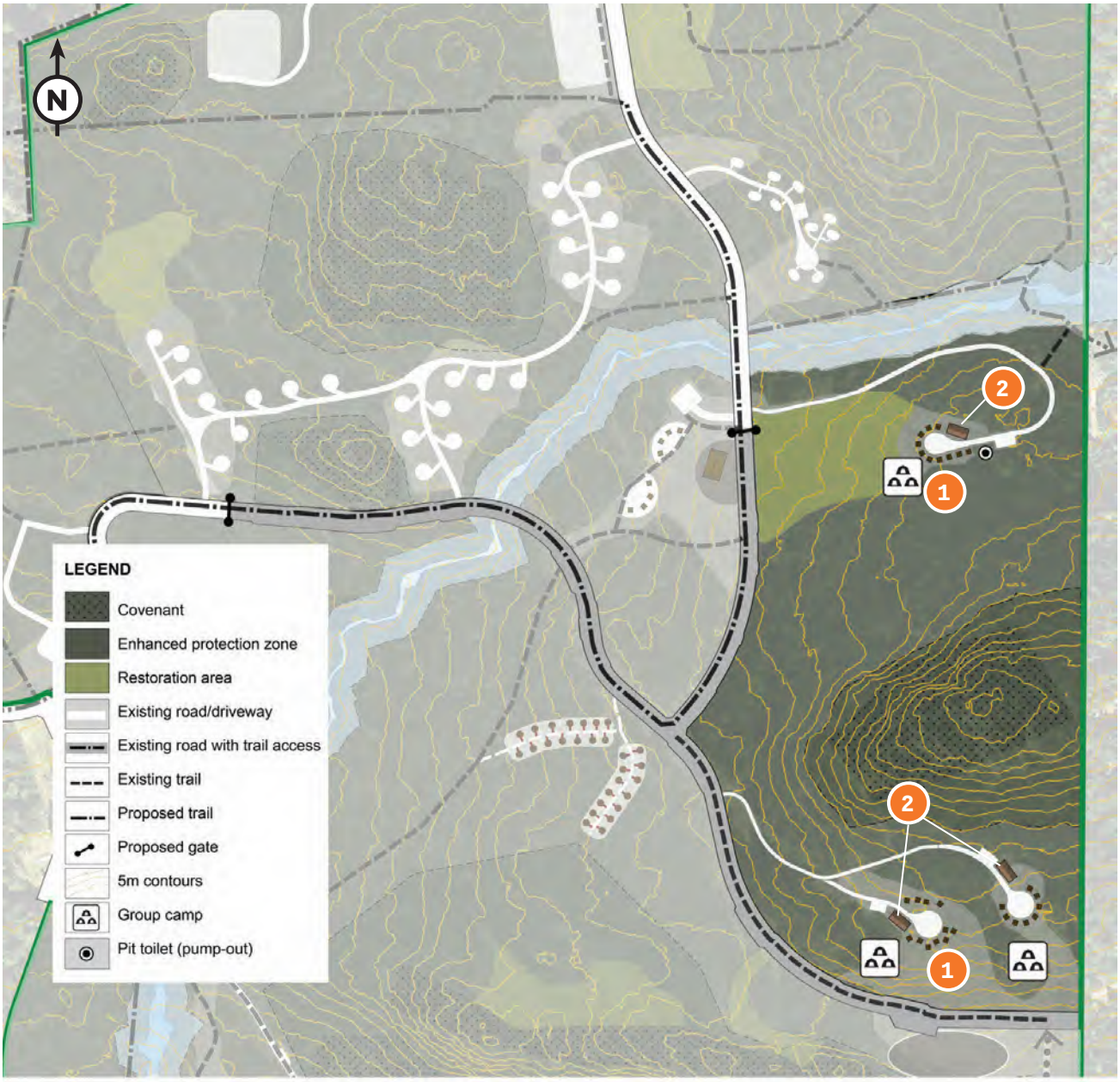
NATURE PLAY



GROUP CAMP SCENE



TENT PADS



1 **Group camps**
3-5 sites

2 **Shelter**



Huszar Creek / Coastal Bluffs

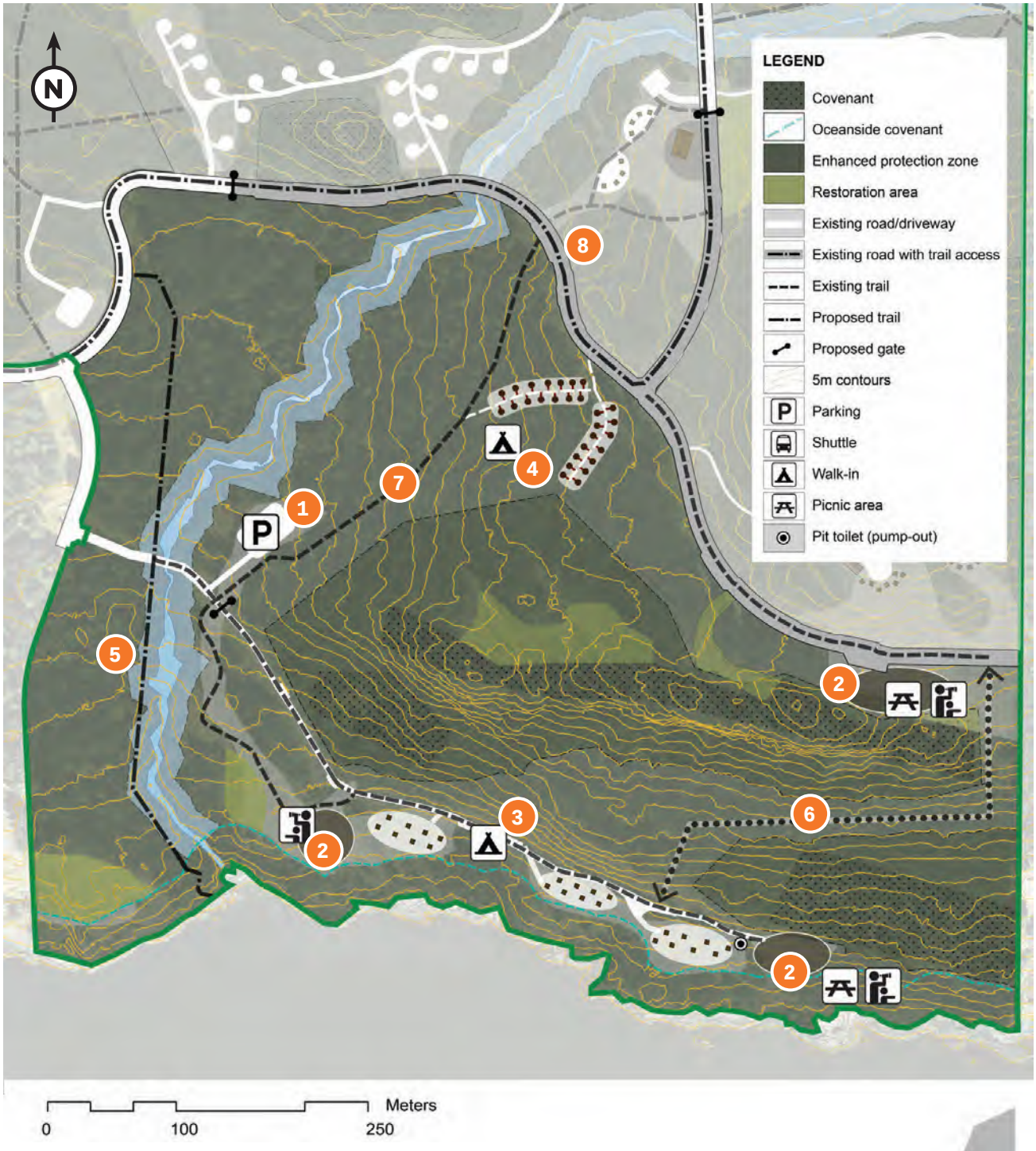


BLUFF STAIRCASE



OCEAN VIEWPOINT

1. **North entrance**
   Parking +/- 20 vehicles
   Shuttle drop-off/pick-up
2. **Ocean viewpoint / public space**
3. **Walk-in tent camping (Oceanfront)**
   24 sites
4. **Walk-in tent camping (Forest)**
   28 sites
5. **Poten a t ai ea i nment**
6. **B tai ca e**
   subject to feasibility
7. **Proposed trail**
   utilises existing logging roads
8. **Cape Drive trailway**
   section of road closed to private vehicles, trail, operational and exceptional vehicle access permitted


N
LEGEND
Covenant
Oceanside covenant
Enhanced protection zone
Restoration area
Existing road/driveway
Existing road with trail access
Existing trail
Proposed trail
Proposed gate
5m contours
Parking
Shuttle
Walk-in
Picnic area
Pit toilet (pump-out)
1
2
3
4
5
6
7
8
P
Meters
0
100
250

Huszar Creek / Coastal Bluffs (cont.)



FOREST TRAIL



FOREST PICNIC AREA



DAY USE AREA WITH PICNIC BENCHES AND NEW PLANTING



TENT PLATFORMS



WALK-IN FOREST CAMPING



WALK-IN CAMPING AT COASTAL BLUFFS

Site Objectives and Elements

Site objectives, planned facilities and elements have been listed by park subarea. Objectives and actions on ecological restoration will be applied comprehensively throughout the entire park, ensuring the conservation and restoration of the park's ecosystems.

Ecological Restoration

Locations

- Previously disturbed areas
- Ocean Fronting lands , Environmental and Riparian Protection Covenant Areas
- Invasive species infestations
- Ephemeral wetlands and streams

Objectives

- Assist in the re-establishment of natural vegetation already taking place
- Remove and manage invasive plant species
- Protect and restore vulnerable environmentally sensitive areas
- Enhance biodiversity values and protect species at risk
- Provide opportunities for habitat stewardship with the community.
- Monitoring and adaptive management

Actions

- Restore plant communities and enhance biodiversity on disturbed sites through active revegetation efforts, the use of deer exclusion areas, and the addition of habitat enhancement elements such as rock piles, bat boxes, etc.
- Create a long-term monitoring and maintenance plan for restoration areas to allow for adaptive management
- Regular monitoring and mapping of park ecosystems and species using visual surveys, long-term monitoring plots, photo points, and other methods as appropriate.
- Implementation of the Integrated Pest Management Plan including inventory, monitoring and the application of early detection and rapid response principles .
- Provide meaningful and effective opportunities for park staff, volunteers and the public to engage in park ecosystem restoration and monitoring together.

Burke Creek

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
1. VIEWPOINT AND TRAIL	• Environmental and Riparian Protection Covenant Areas • Mature forest • Veteran and Wildlife Trees • Logging road/s	• Protect and enhance covenant areas and sensitive ecosystems • Provide access to views • Create opportunities for wildlife and nature viewing • Educate visitors on sensitive ecosystems	• Hiking trail • Viewing area/s • Potential bridge crossing to Huszar Creek • Ecological restoration • Restored homesites • Nature programming and interpretation
2. TENT CABINS	• Mature forest • Veteran and Wildlife Trees • Cleared homesite	• Provide tent cabins facilities for people without access to camping equipment • Provide limited parking (+/- 5 stalls)	• 10 tent cabins with small deck • Amenities: Drinking water, pit toilet (pump-out), waste, receptacles • Ecological restoration

Forest Core

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
1. SOUTH ENTRANCE	• Mature forest • Veteran and Wildlife Trees • Cleared homesite	• Create main park entrance and orientation node • Provide park shuttle drop-off/pickup • Orient visitors to park • Educate visitors on sensitive ecosystems • Protect and enhance covenant areas and sensitive ecosystems • Separate adjacent landuses	• Entry sign, wayfinding signage • Interpretive signage • Trail connections • +/- 20 parking stalls • Shuttle pick up / drop off area • Bicycle parking • Amenities: Pit toilet (pump-out), waste, receptacles
2. VEHICLE CAMPING	• Mature forest	• Protect and enhance covenant areas and	• 25 vehicle-accessible sites with one parking

Forest Core (cont.)

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
	• Environmental and Riparian Protection Covenant Areas • Ephemeral watercourses and ponds • Veteran and Wildlife Trees • Network of logging roads • Cleared homesite/s • Huszar Creek and riparian buffer	sensitive ecosystems • Utilise cleared areas to locate camping • Create visitor privacy • Provide trail connections • Maintain neighbour privacy • Provide site supervision	stall per site • Hiking trails • Camp host site • Fencing • One-way access driveway on former logging road • Amenities: waste receptacles, picnic tables, pit toilets (pump out) drinking water
3. WALK-IN VEHICLE CAMPING	• Mature forest • Veteran and Wildlife Trees • Logging roads • Cleared homesite/s • Huszar Creek and riparian buffer • Ephemeral watercourses and ponds	• Protect and enhance covenant areas and sensitive ecosystems • Provide vehicle-accessible walk-in camp sites with separate parking from camping	• 8 sites with central overnight use parking lot (8 stalls) • Amenities: Waste receptacles, picnic tables, pit toilets (pump out) drinking water • Fencing • Planting/screening
4. CENTRAL AMENITY AREA	• Cleared homesite/s	• Create an orientation and gathering area for park visitors • Provide washroom and shower block (on-septic system) • Connect to other park areas	• Central gathering area with seating and amenities • Washroom/Shower building • Hiking trails
5. SERVICE YARD	• Environmental Protection Covenant Areas • Veteran and Wildlife Trees • Cleared homesite/s	• Protect and enhance covenant areas and sensitive ecosystems • Provide service yard and small site office (not accessible to public) • Maintain neighbour privacy • Provide site supervision • Reroute trail in covenant areas	• Building and yard • Fencing/gates • Buffer neighbouring properties • Potential trail realignment

Forest Core (cont.)

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
		• Protect covenant areas and sensitive ecosystems	
6. CAPE DRIVE TRAILWAY	• 6m wide municipal road	• Collaborate with Bowen Island Municipality on the tenure • Integrate road as part of trail system • Permit limited vehicle access for facility and maintenance access • Prioritise bikes and pedestrians	• Existing road repurposed as trailway • Gates • Pavement markings to delineate use/s

Inland Bluffs

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
1. VIEWPOINT/S	• Mature forest • Environmental Protection Covenant Areas • Veteran and Wildlife Trees • Ephemeral watercourses and ponds • Cleared homesite/s • Views to Worlcombe Island • Logging roads	• Provide viewpoint feature/s that prohibits access to private lands • Provide trail connectivity • Provide small scale staging for accessibility • Provide interpretative hiking experience • Protect and enhance covenant areas and sensitive ecosystems • Maintain neighbour privacy	• +/- 10 parking stalls • Viewpoint/s • Hiking trails • Interpretive signage/features • Buffer neighbouring properties • Restored homesites • Fencing

East Bluffs

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
1. GROUP CAMP/S	• Mature forest • Environmental and Riparian Protection Covenant Areas • Veteran and Wildlife Trees • Huszar Creek and riparian buffer	• Protect and enhance covenant areas and sensitive ecosystems • Provide group camp facilities for youth/s and other groups • Provide cooking/weather shelter • Maintain neighbour privacy • Protect covenant areas and sensitive ecosystems	• Tent pads • Limited parking (5 stalls per group campsite) • Amenities (waste, receptacles, pit toilet (pump-out) shelter with picnic tables, group gathering area) • Fencing • Nature play elements

Huszar Creek / Coastal Bluffs

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
1. NORTH ENTRANCE	• Huszar Creek and riparian buffer • Fragments of at-risk mature forest • Logging roads	• Protect covenant areas and sensitive ecosystems • Provide staging/access for day-use waterfront park • Provide staging/access for shuttle/walk-in/bike-in overnight uses Maintain neighbour privacy	• +/- 20 parking stalls in previously cleared areas • Bicycle parking • Shuttle drop off/pick up area • Camping carts • Amenities: (pit toilets (pump-out), drinking water, waste, receptacles)
2. OCEAN VIEWPOINTS	• Bald eagle nest (lot 23) • Ocean Fronting Lands restrictive covenant • Seaside Junipers • Intertidal zones and bedrock • Water seeps and associated rare plant assemblages	• Protect and enhance covenant areas and sensitive ecosystems • Provide access to waterfront views • Create opportunities for wildlife and nature viewing • Provide shade and rest areas	• Hiking trails • Fencing, interpretive signage • Boardwalks/viewpoints • Bluff staircase (subject to feasibility) • Amenities: Picnic tables, seating, sitting/viewing platforms, weather shelter/s)

Huszar Creek / Coastal Bluffs (cont.)

AREA	ECOLOGICAL AND SITE FEATURES	SITE OBJECTIVES	FACILITIES & ELEMENTS
		• Educate visitors on sensitive ecosystems • Manage visitor safety	

3. WALK-IN TENT CAMPING (OCEANFRONT)	• Ocean Fronting Lands restrictive covenant
	• Seaside Junipers
	• Intertidal zones and bedrock
	• Water seeps and associated rare plant assemblages
	• Fragments of at-risk mature forest
		• Protect and enhance covenant areas and sensitive ecosystems
		  • Educate visitors on sensitive ecosystems
		  • Provide low-impact overnight camping for hikers and bikers (May-Oct)
		  • Provide opportunities for day visitors (Nov-Apr)
		  • Utilize existing cleared homesites (cleared lots, access easement, site servicing)
		  • Provide shelter from sun/wind
		  • Manage visitor safety
			• 24 walk-in campsites with raised tent pads
			• Fencing
			• Access road (asphalt) used for pedestrian/bike/maintenance access
			• Amenities: (pit toilets (pump-out), drinking water, picnic tables, bike racks, lockers, weather shelter, waste, receptacles)

4. **WALK-IN TENT CAMPING (FOREST)**	• Mature forest • Nearby Huszar Creek riparian buffer • Ephemeral watercourses • Environmental and Riparian Protection Covenant Areas • Existing logging grades and cleared areas	• Protect and enhance covenant areas and sensitive ecosystems • Educate visitors on sensitive ecosystems • Provide low-impact overnight camping for hikers and bikers (May-Oct) • Provide trail connectivity	• 28 walk-in campsites with raised tent pads • Amenities (picnic tables, lockers, bike racks) • Fencing, interpretive signage


metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Climate Action Committee

From: Shelina Sidi, Senior Project Engineer, Air Quality and Climate Change
Derek Jennejohn, Lead Senior Engineer, Air Quality and Climate Change

Date: June 23, 2023 Meeting Date: July 6, 2023

Subject: **Annual Regional Greenhouse Gas Emissions for Onroad Transportation and Buildings**

RECOMMENDATION

That the MVRD Board receive for information the report dated June 23, 2023, titled "Annual Regional Greenhouse Gas Emissions for Onroad Transportation and Buildings".

EXECUTIVE SUMMARY

Metro Vancouver is preparing annual greenhouse gas (GHG) emissions inventories for the region and for its member jurisdictions to track progress towards emission reduction targets. This report presents annual inventories for the two largest sources of GHG emissions in the region: onroad transportation and buildings.

Regional GHG emissions from onroad transportation were 6.3 million tonnes (Mt CO_2e) in 2022, which is relatively unchanged from 2010. Despite significant increases in both vehicle population (29% increase) and distance travelled (25% increase), regional GHG emissions have held steady, due to improvements in vehicle fuel efficiency and increasing uptake in zero emission technology. GHG emissions from buildings increased from 2010 to 2022, although emissions have been relatively constant from 2019 to 2022. Important indicators such as increasing numbers of zero emission vehicles and heat pump incentives, together with regional and other government initiatives, are expected to result in future GHG emission reductions. As annual GHG inventories are completed, results will be available through a publicly accessible platform.

PURPOSE

To provide an inventory of greenhouse gas emissions from onroad transportation and buildings in Metro Vancouver for the years 2010 (baseline), 2015, 2019, 2020, 2021, and 2022.

BACKGROUND

Metro Vancouver's *Clean Air Plan* identifies the need to report on GHG and health-harming air contaminant emissions, as a means of tracking progress to regional air quality and climate targets. To achieve this, Metro Vancouver prepares inventories of emissions of health-harming air contaminants and greenhouse gases in the region. The inventory includes estimates of emissions for a broad range of sources, including transportation, industry, buildings, agriculture, waste, and other sources in the region. Emissions inventories have typically been prepared on a five-year rotation, and have been part of the air quality and climate planning program since at least 1985.

More recently, staff have been working to augment the five-year emissions inventory with ongoing preparation of an annual GHG emissions inventory, beginning with development of a regional GHG emissions inventory for 2019 to 2022. Of note, the 2020 inventory, which will be presented at a future meeting, will include emissions of both GHG and health-harming air contaminants consistent with previous five-year inventories, and will report on historical trends from 2000 and projections of future emissions to 2040, in five-year increments. This report conveys the initial findings of the 2019-2022 GHG inventories for the onroad transportation and buildings sectors.

Development of the Annual Greenhouse Gas Emissions Inventory

Metro Vancouver and many of its member jurisdictions have set targets to reduce GHG emissions in the near term and long term. While Metro Vancouver's regional emissions inventory provides insights into emission trends and forecasts in the region, and ongoing information to evaluate the performance of programs and actions to manage emissions, the five-year reporting frequency is not sufficient for timely tracking of progress towards GHG targets. Given the ambitious science-based GHG reduction targets that have been established, staff are developing GHG emissions inventories on an annual basis, starting with the year 2019.

Development of the annual GHG inventories is focused on the highest-emitting sectors, such as transportation, buildings, and industry. The annual GHG inventory will expand incrementally, to a full suite of emission sources, depending on program budgets, resourcing, and data availability. This report provides the regional emissions inventory for onroad transportation and buildings. As 2020 was an atypical year due to the impacts of COVID-19, emission estimates for 2019 have been developed, to help understand the emissions impact of COVID-19, and help develop an appropriate baseline for forecasting future GHG emissions.

REGIONAL GREENHOUSE GAS EMISSIONS FROM ONROAD TRANSPORTATION

Figure 1 shows estimates of regional GHG emissions from passenger cars (including motorcycles), passenger trucks, buses, and commercial vehicles (e.g., light commercial trucks, short-haul and long-haul trucks) for 2019 to 2022. Estimates have also been developed for member jurisdictions and will be shared when available. 2010 and 2015 estimates are also shown, for comparison to 2030 targets in the *Clean Air Plan* and *Climate 2050 Transportation Roadmap*:

- Passenger vehicles: 65% reduction in GHG emissions from 2010
- Medium and heavy duty vehicles: 35% reduction in GHG emissions from 2010

Figure 1, below, and Table 1 in the attachment, show trends in GHG emissions from onroad transportation from 2010 to 2022, as well as information on vehicle population and distance driven in the region.

Onroad transportation in Metro Vancouver is estimated to account for 6.3 Mt CO_2e in 2022. This total is relatively unchanged from 2010 levels, despite increases of more than 350,000 vehicles (an increase of 29%) and more than 4.5 billion km (~25% increase) travelled by vehicles in the region. Passenger cars and trucks account for 4.1 Mt CO_2e, more than 60% of emissions from the onroad transportation sector. Interestingly, while GHG emissions from passenger cars have decreased by nearly 25% since 2010, passenger truck emissions have increased by a similar amount, so the

combined trend from 2010 is also relatively flat for passenger vehicles. This suggests a known shift to larger passenger vehicles such as trucks and SUVs, and away from smaller cars.

The effects of the COVID-19 pandemic are evident in 2020 and 2021, with significant decreases in GHG emissions in both years for all vehicle types shown. Emissions subsequently rebounded in 2022, although to a level less than what has been estimated for 2019.

Overall, despite regional increases in the number of vehicles and distances travelled, the total GHG emissions have not increased compared to the baseline year, due to improved vehicle fuel efficiencies and growing sales of zero emission vehicles. Additionally, *Clean Air Plan* actions to reduce driving and emissions, and accelerate a transition to electric vehicles, are expected to help further reduce transportation emissions in the region. Through the annual GHG inventory, Metro Vancouver will continue to track important indicators such as the growth in zero emission vehicles in the fleet, as it will be those trends that will help shift GHG emissions in the direction of regional targets. Figure 1 (and Table 2 in the Attachment) illustrates the ongoing growth in zero emission vehicles, and indicates that the electric vehicle portion of the regional fleet in 2022 has grown more than 70 times from 2010. This data is also reflective of provincial information indicating that zero emission vehicle sales accounted for 18% of all new light-duty vehicle sales in BC in 2022.

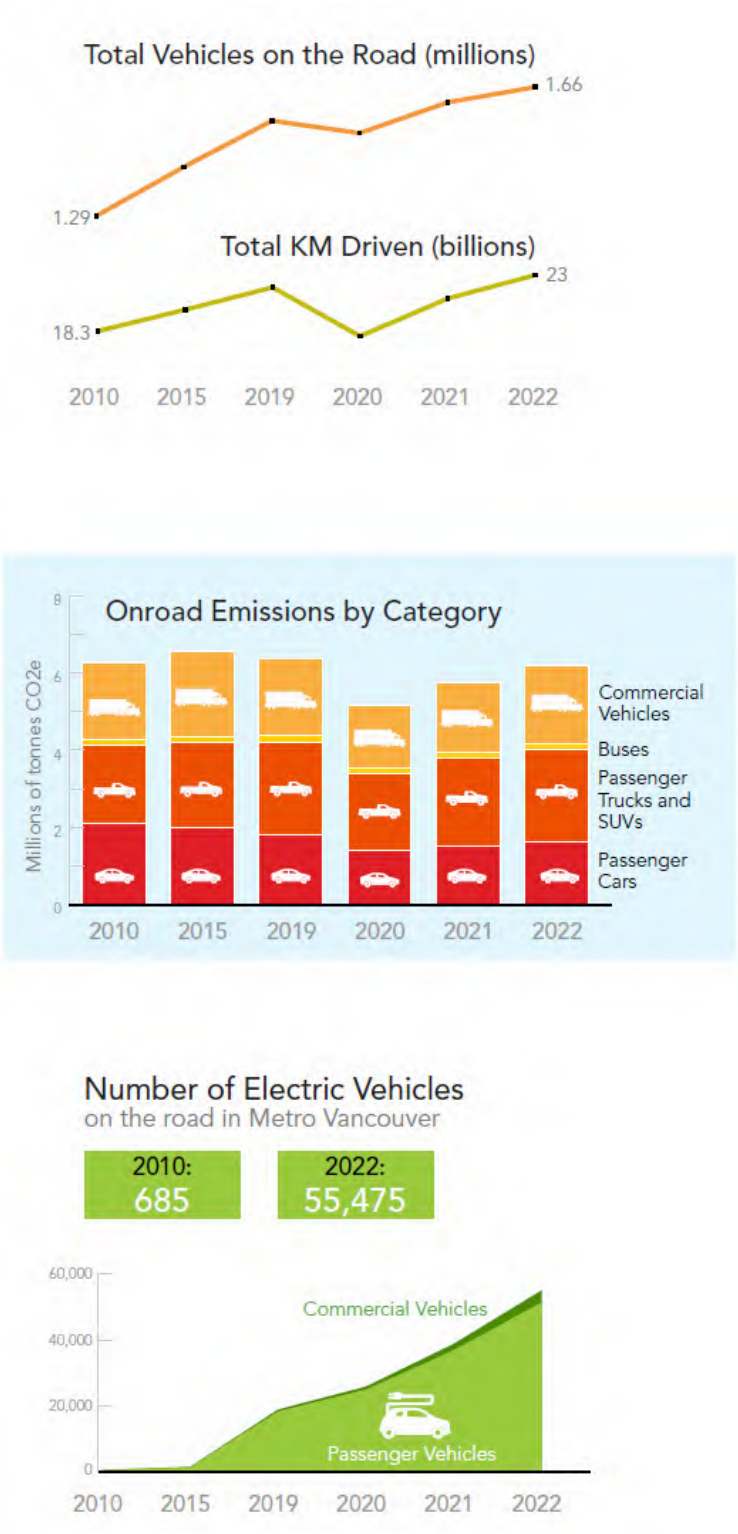


Figure 1: Onroad Transportation GHG Emissions and Indicators

REGIONAL GREENHOUSE GAS EMISSIONS FROM BUILDINGS

Figure 2 (and Table 3 in the Attachment) shows estimates of regional GHG emissions from the buildings sector, including heating and cooling of residential, commercial, institutional, and light industrial buildings for 2019 to 2022, as well as 2010 and 2015 for comparison to regional GHG targets. The *Clean Air Plan* and *Climate 2050 Buildings Roadmap* include a target of a 35% reduction in GHG emissions from buildings by 2030, from 2010 levels.

Similar to onroad transportation, these emission estimates are for the Metro Vancouver region. Estimates are also available for individual member jurisdictions. GHG emissions related to electricity use will be included in future annual GHG inventories, and are expected to be a small proportion of overall GHG emissions from the buildings sector.

The buildings sector in Metro Vancouver is estimated to have emitted 4.9 Mt CO_2e in 2022. This total has increased from 2010 for both residential buildings, and for the commercial / institutional sector, although emissions remained relatively constant during the period 2019 to 2022. Unlike the drop in emissions shown in the onroad transportation sector during the 2020 and 2021 pandemic years, buildings did not see a similar drop in emissions, as residential natural gas usage continued at similar levels.

In the residential sector, continued installation of low and zero emission technology like heat pumps will help to curve the emissions trend downwards. For commercial and institutional buildings, an approach to reduce GHG emissions from large buildings in the region is in development and would also help reduce emissions, particularly from the existing stock of buildings, where emission reductions can be challenging. The

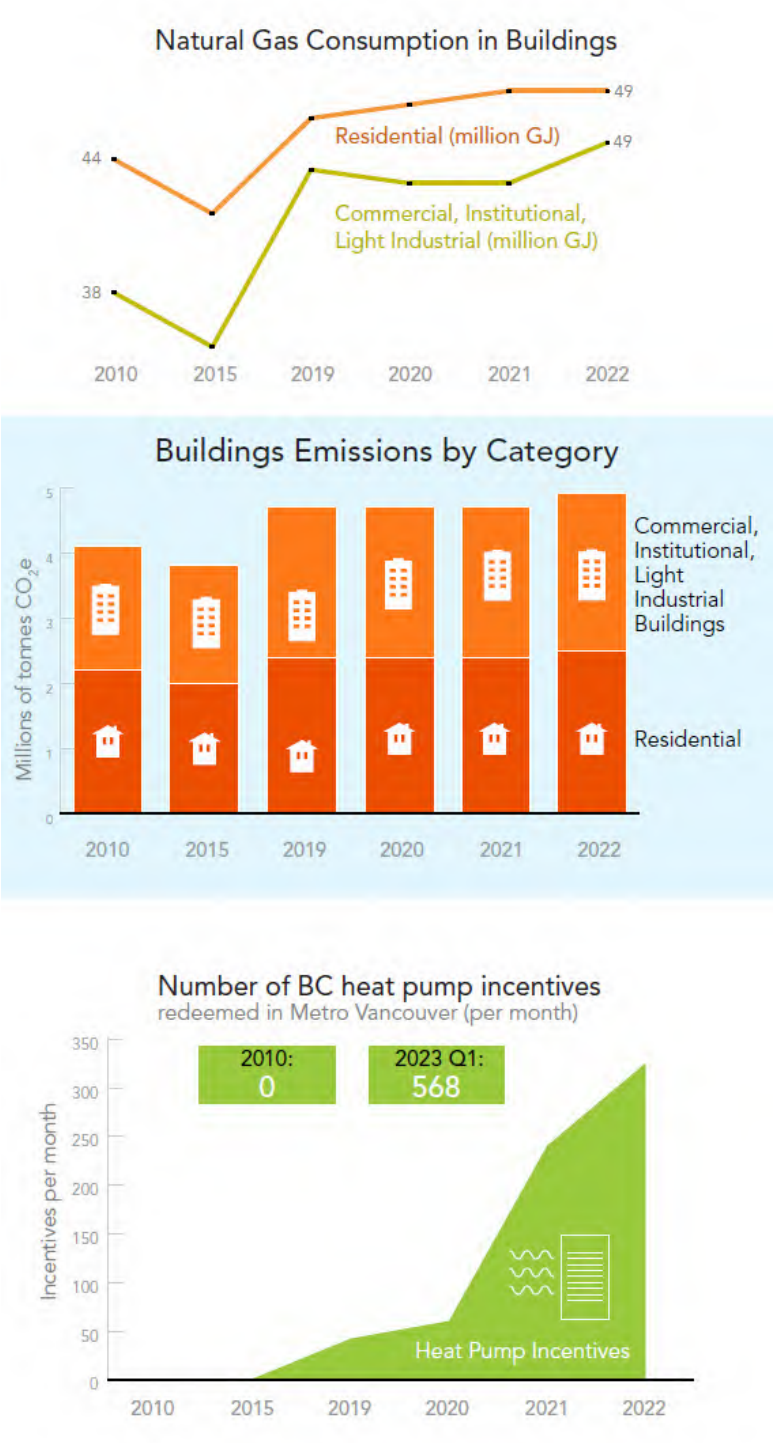


Figure 2: Buildings GHG Emissions and Indicators

impacts of these changes will be evident in future annual GHG inventories for this sector. As an early indication, provincial data in Table 3 in the Attachment shows that heat pump shipments and incentives are steadily increasing.

EMISSIONS REPORTING

Staff will continue to develop emissions inventories for the highest GHG-emitting sectors at regional and municipal levels. As annual GHG emission inventories are completed, Metro Vancouver intends to make emissions data available through a public platform that is currently in development and is expected to be available by the end of this year. This public platform will support member jurisdictions in obtaining and understanding their GHG emissions and trends, and will allow improved tracking of progress in reducing GHG emissions, and identify areas where emissions could be reduced further. Staff are also working on the 2020 regional emissions inventory, and forecasts of health harming contaminant and greenhouse gas emissions to 2040.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

The resources required for the development of emissions inventories are included in approved program budgets, including both staff and consulting resources. Ongoing development of annual GHG inventories may require additional resources, and will be included in future budgets.

CONCLUSION

Staff are developing annual GHG emissions inventories for the region for 2010, 2015, and 2019 to 2022, as well as the 2020 regional emissions inventory for all sources in the region, which includes health-harming contaminants. This report presents the annual GHG inventory for the onroad transportation and buildings sectors. Onroad transportation accounts for 6.3 million tonnes GHG (Mt CO_2e) in 2022, which is relatively unchanged from 2010, despite significant increases in the number of vehicles and the distance travelled by those vehicles in the region. The buildings sector is estimated to have emitted 4.9 Mt CO_2e in 2022, which is an increase from 2010 for both residential buildings and for commercial and institutional buildings. Indicators showing increased uptake of low or zero emission technology, such as heat pumps or zero emission vehicles, will be tracked by Metro Vancouver, as they illustrate the examples of change necessary to reduce regional GHG emissions.

As remaining portions of the annual GHG inventory are completed, staff will report results through a publicly accessible platform. The annual GHG emissions inventory will assist Metro Vancouver and its member municipalities to better assess and track progress in meeting their GHG emission reduction targets.

Attachments

1. Regional Greenhouse Gas Emissions from Onroad Transportation and Buildings
2. Presentation re Annual Regional Greenhouse Gas Emissions for Onroad Transportation and Buildings

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Regional Greenhouse Gas Emissions from Onroad Transportation and Buildings

Table 1: GHG Emissions and Indicators for Onroad Transportation (million tonnes CO_2e)

GHGs by Vehicle Type and Year	2010	2015	2019	2020	2021	2022
Passenger Cars	2.2	2.0	1.9	1.4	1.6	1.6
Passenger Trucks	2.0	2.3	2.5	2.0	2.3	2.5
Buses	0.2	0.2	0.2	0.1	0.2	0.2
Commercial Vehicles	2.1	2.2	1.9	1.5	1.8	2.0
Onroad Transportation – total	6.4	6.7	6.4	5.1	5.9	6.3
Vehicle Kilometers Travelled (VKT, billion km)	18.3	20.1	21.9	17.9	21.0	23.0
Vehicles (million)	1.3	1.4	1.6	1.5	1.6	1.7

Note: totals may not add due to rounding.

Table 2: Electric Vehicle (EV) Populations by Year

EV Type	2010	2015	2019	2020	2021	2022
Passenger EVs	700	1,500	18,500	25,200	37,000	52,000
Commercial EVs	<100	150	600	1,000	2,000	4,000
Total EVs (approx.)	750	1,700	19,000	26,000	39,000	55,000

Table 3: GHG Emissions and Indicators for Buildings (million tonnes CO_2e)

GHGs by Building Type and Year	2010	2015	2019	2020	2021*	2022*
Residential Buildings	2.2	2.0	2.4	2.4	2.4	2.5
Commercial, Institutional, Light Industrial Buildings	1.9	1.8	2.3	2.3	2.3	2.4
Buildings (excluding industrial) – total	4.1	3.8	4.7	4.7	4.7	4.9
Natural gas consumption (million GJ), residential	44	40	47	48	49	49
Natural gas consumption (million GJ), commercial, institutional, light industrial	38	34	47	46	46	49
BC Heat Pump Incentives (monthly average)	0	0	41	59	238	322 (2023 Q1: 568)

* Natural gas consumption data for 2021 and 2022 is preliminary and subject to change.
Note: totals may not add due to rounding.



Annual Regional Greenhouse Gas Emissions from Onroad Transportation and Buildings

Shelina Sidi, Senior Project Engineer
Derek Jennejohn, Lead Senior Engineer

Climate Action Committee: July 6, 2023
60717370

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REGIONAL EMISSIONS INVENTORIES

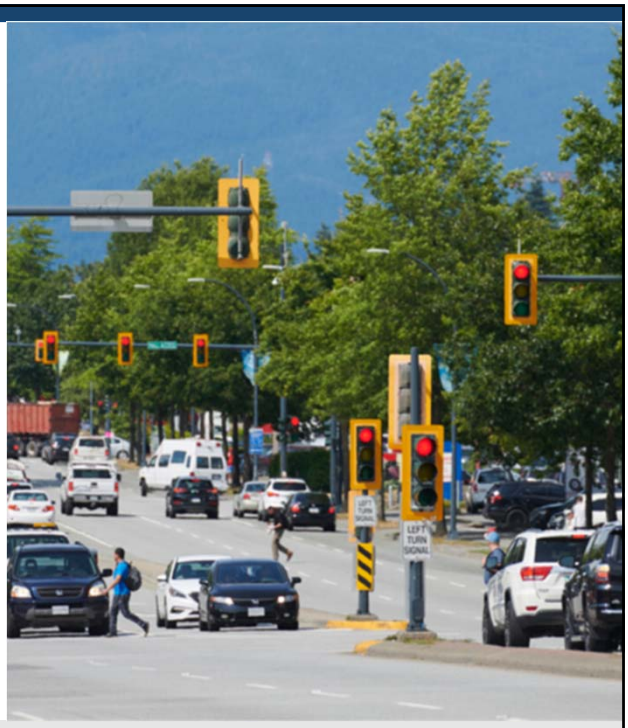
- Include all sources of emissions: transportation, industry, buildings, agriculture, waste, other
- Provide data that supports:
  - Tracking progress on regional air quality and climate targets
  - Prioritizing actions to manage emissions



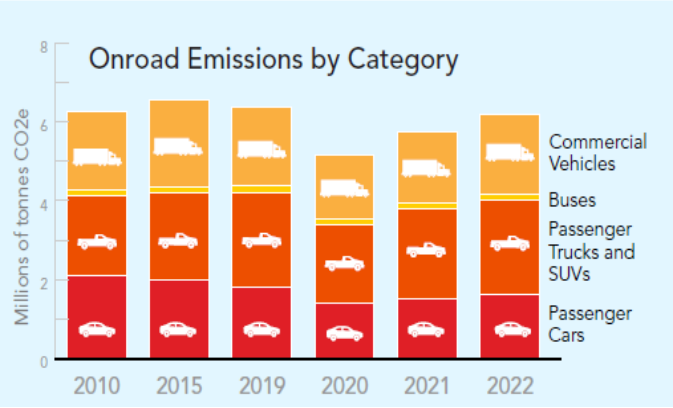
ANNUAL GHG EMISSIONS INVENTORY

2010 (baseline), 2015, 2019-2022

- Regional and member jurisdiction inventories
- Initial regional results for onroad transportation and buildings

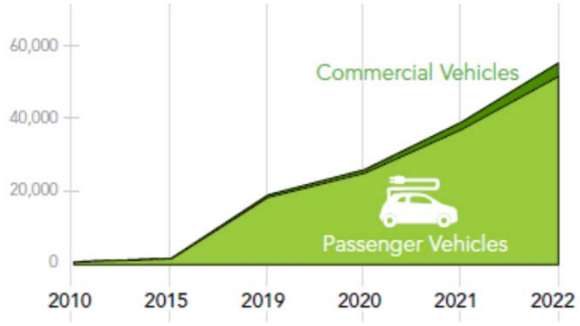


ONROAD TRANSPORTATION GHG EMISSIONS



- 2022 GHG emissions similar to 2010
- Vehicles up more than 350,000
- Travel increased 4.5 billion km

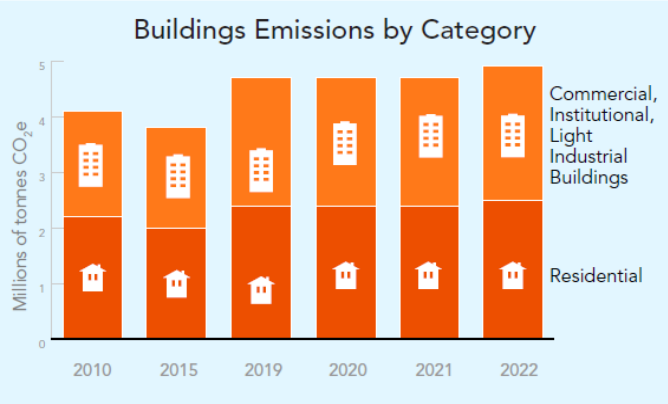
ONROAD TRANSPORTATION – GROWTH IN EVs



Number of Electric Vehicles
on the road in Metro Vancouver

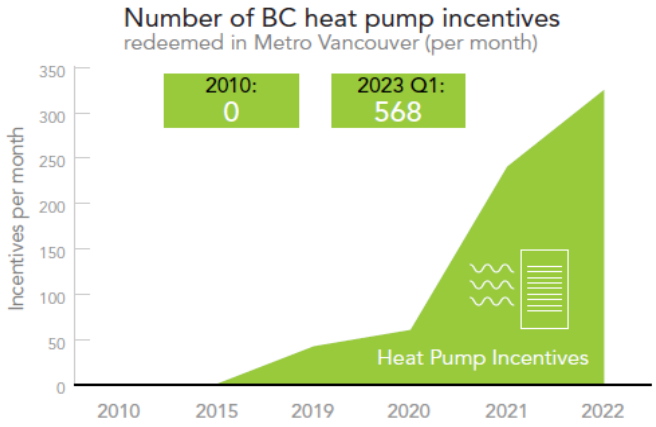
2010:	2022:
685	55,475

BUILDINGS GHG EMISSIONS



- 2022 GHG emissions up from 2010, but consistent 2019-2022
- Energy consumption has increased
- Heat pump installations increasing

BUILDINGS – HEAT PUMP INSTALLATIONS



EMISSIONS REPORTING

- Complete 2019-2022 GHG inventory for the region and member jurisdictions
  - To be updated annually
- Emissions inventory for MV and FVRD
  - All air contaminants, with trends from 2000 and forecast to 2040
- Emissions reporting
  - Public platform with emissions data for member jurisdictions and the public





QUESTIONS?

metrovancouver

9

To: Climate Action Committee

From: Nicole Chan, Project Engineer, Air Quality and Climate Change

Date: June 19, 2023 Meeting Date: July 6, 2023

Subject: **Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia**

RECOMMENDATION

That the MVRD Board:

a) send letters to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, and the Minister of Energy, Mines and Low Carbon Innovation, in response to Richmond City Council's request for support, asking the Government of British Columbia to reform the British Columbia Utilities Commission in the context of a changing climate and urgently enact legislation that regulates greenhouse gas emissions from gas utilities, in alignment with the strategies and actions in the *Climate 2050 Energy Roadmap*; and

b) request meetings between Metro Vancouver staff and the appropriate provincial ministries, to discuss the issues raised in the letters.

EXECUTIVE SUMMARY

Richmond City Council has sent letters to the Province, asking the Government of British Columbia to reform the BC Utilities Commission (BCUC) and to enact legislation to regulate greenhouse gas emissions from gas utilities in British Columbia. Richmond City Council has requested that Metro Vancouver send similar letters to the Province in support of these issues. Staff have reviewed Richmond City Council's recommendations, and they are well-aligned with several key strategies and actions in the *Climate 2050 Energy Roadmap*, which aims to accelerate the region's transition to clean, renewable energy while ensuring that gas services remain affordable for Metro Vancouver residents. Richmond City Council's recommendations also echo recommendations made by the Climate Solutions Council in their 2022 Annual Report.

This report brings the request for support from the City of Richmond for the MVRD Board's consideration to write letters to the Province to support Richmond City Council's advocacy efforts, and to request meetings between senior staff at Metro Vancouver and the appropriate provincial ministries to discuss the issues raised as they relate to the Climate 2050 Energy Roadmap.

PURPOSE

To provide the MVRD Board with an opportunity to support Richmond City Council's recommendations to the Province relating to changes in provincial legislation needed to address gas utilities in British Columbia.

BACKGROUND

On May 25, 2023, Chair Harvie, on behalf of the Metro Vancouver Regional District Board, received a letter from Mayor Brodie (Attachment 1), on behalf of Richmond City Council, requesting Metro Vancouver's support in sending letters to the Province, asking to reform the BC Utilities Commission (BCUC) and to enact legislation to regulate greenhouse gas emissions from gas utilities in BC. This report provides a staff assessment of Richmond City Council's request and an opportunity for the Board to support Council's recommendations.

RICHMOND CITY COUNCIL'S RECOMMENDATIONS

At its meeting on May 8, 2023, Richmond City Council (Richmond) passed a resolution to advocate to the Province for changes in provincial legislation, specifically to request reform of the BCUC in the context of a changing climate, and to urgently enact legislation that regulates greenhouse gas emissions from gas utilities. Richmond's recommendations are aligned with focus areas within their Council's Strategic Plan 2022-2026, and echo several recommendations within the Climate Solutions Council's (CSC) 2022 Annual Report (Reference 1). The CSC is an advisory group with a legislated mandate under the *Climate Change Accountability Act* to advise the Minister of Environment and Climate Change Strategy on climate action and clean economic growth.

A summary of Richmond's recommendations are as follows:

1. Bring forward legislation implementing the 2030 GHG cap on the gas sector without further delay.
2. Launch an independent gas utility planning exercise that plots a course for addressing:
    a. an expected decline in throughput of the gas grid, and
    b. the transition of gas grids towards transporting renewable natural gas (RNG) and hydrogen to sectors and/or locations that hard to decarbonize.
3. Reject the use of RNG and hydrogen in new construction to meet GHG limits in the BC Energy Step Code.
4. Develop policies to assess, certify, and track the GHG intensity of RNG, hydrogen, and other alternative gases.
5. Reform the BCUC in the context of the changing climate to consider, quantify, and minimize the potential costs of lock-in and stranded investments when evaluating capital plans, rate setting, and extension policies for gas utilities.
6. Bring forward legislation and other regulatory changes specific to the heat transition to establish a distinct BCUC regulatory framework for public district energy systems that is more aligned with their small scale and localized nature.
7. Require that a minimum percentage of low-carbon methane-based fuels (i.e., up to 100%) be produced within BC.

Climate 2050 Energy Roadmap

The Climate 2050 Energy Roadmap identifies the need to advocate to the Province on energy policy, recognizing the critical role that the Province plays in developing the regulatory framework to enable the energy transition. The following actions in the *Climate 2050 Energy Roadmap* (Reference 2) are aligned with the recommendations that Richmond has brought forward:

- Action 1.1: Align British Columbia's Energy Objectives with Strong Climate Action (BIG MOVE)

- Action 1.2: Strong Climate Mandate for Energy Utilities (BIG MOVE)
- Action 1.4: Long-term Planning Scenarios for the Transition to 100% Clean, Renewable Energy
- Action 1.6: Implement Tracking, Verification, and Reporting Requirements for Renewable Natural Gas Supply

There is strong alignment between Richmond's recommendations and key actions within the Energy Roadmap. Of particular note, Actions 1.1 and 1.2 (Big Moves) call for the Province to update BC's *Clean Energy Act* and *Utilities Commission Act* to reflect the urgency for strong legislative action on climate change, and to provide a strong climate mandate for energy utilities; both of these are related to Richmond's Recommendation #5, to reform the BCUC in the context of a changing climate. A more detailed analysis of the alignment between Richmond's recommendations and the actions in the Energy Roadmap is provided in Attachment 2.

Reforming the BCUC and updating the current regulatory framework will be essential to protecting the affordability of energy services throughout the clean energy transition. As noted in the Energy Roadmap, a planned transition away from fossil natural gas will "reduce the risk of stranded gas assets and avoid excessive cost impacts to ratepayers". RNG is an expensive fuel and the use of RNG fuel to decarbonize the gas system, (versus other methods such as non-pipe alternatives, as noted by Richmond), needs to carefully considered by the BCUC and the Province in order to ensure that gas services remain affordable to Metro Vancouver residents while supporting decarbonization goals.

ALTERNATIVES

1. That the MVRD Board:
   a) send letters to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, and the Minister of Energy, Mines and Low Carbon Innovation, in response to Richmond City Council's request for support, asking the Government of British Columbia to reform the British Columbia Utilities Commission in the context of a changing climate and urgently enact legislation that regulates greenhouse gas emissions from gas utilities, in alignment with the strategies and actions in the *Climate 2050 Energy Roadmap*; *and*
   b) request meetings between Metro Vancouver staff and the appropriate Provincial ministries, to discuss the issues raised in the letters.

2. That the MVRD Board receive for information the report dated June 19, 2023, titled "Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications to this report.

CONCLUSION

Richmond City Council is engaging the Province on reforming the British Columbia Utilities Commission in the context of a changing climate, and has asked that the Province urgently enact legislation that regulates greenhouse gas emissions from gas utilities. Richmond City Council has requested Metro Vancouver's support in advocating to the Province. Richmond City Council's recommendations are well-aligned with the actions and strategies in the *Climate 2050 Energy Roadmap,* particularly Actions 1.1 and Action 1.2, and will help ensure that gas services remain affordable to Metro Vancouver residents while enabling the region to reach its climate targets. Richmond City Council's recommendations also echo recommendations within the Climate Solution Council's 2022 Annual Report. Therefore, staff recommend Alternative 1, that the MVRD Board write letters to the Province, and request meetings between senior staff to discuss these issues in more depth, in relation to key actions within the *Climate 2050 Energy Roadmap.*

Attachments

1. Correspondence re "Changes in Provincial Legislation Needed to Address Gas Utilities in BC" from the City of Richmond, dated May 25, 2023.
2. Analysis of Richmond's Recommendations in Relation to the *Climate 2050 Energy Roadmap.*

References

1. Climate Solutions Council's 2022 Annual Report re "Mind the Gaps: Accelerating the Implementation of the CleanBC Roadmap to 2030"
2. Metro Vancouver Climate 2050 Energy Roadmap, dated April 2023

City of Richmond

Malcolm D. Brodie
Mayor
6911 No. 3 Road
Richmond, BC V6Y 2C1
Telephone: 604-276-4123
Fax No: 604-276-4332
www.richmond.ca

May 25, 2023

Via email & Post

George V, Harvie, Board Chair
Metro Vancouver
Metrotower III, 4515 Central Boulevard
Burnaby, BC, V5H 0C6

Dear Chair Harvie,

Re: Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia

I write to you to request that you send a letter to the Province asking it to reform the BC Utilities Commission (BCUC) and enact legislation to regulate greenhouse gas emissions (GHGs) from gas utilities in BC. This request reflects our shared objective to achieve a zero carbon community by 2050. The City's Community Energy & Emission Plan 2050 emphasizes that advocacy, alongside regulation, education, partnerships and the provision of infrastructure and incentives, is an essential tool for achieving the City's greenhouse gas (GHG) 2030 and 2050 emission reduction targets.

Accordingly, on May 8, 2023, Richmond City Council resolved:

(1) That, as described in the report titled 'Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia' from the Director, Sustainability & District Energy, dated March 17, 2023:

a) Letters be sent to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, the Minister of Energy, Mines and Low Carbon Innovation and to local Members of the Legislative Assembly, asking the Government of British Columbia to

i. reform the British Columbia Utilities Commission in the context of a changing climate as noted in the report;

ii. urgently enact legislation that regulates greenhouse gas emissions from gas utilities; and,

b) Letters be sent to Metro Vancouver, Metro Vancouver member local governments, the City of Victoria and the District of Saanich requesting their support by sending letters to the Office of the Premier, the Minister of Municipal Affairs, the Minister of

Environment and Climate Change Strategy and the Minister of Energy, Mines and Low Carbon Innovation accordingly.

The City greatly appreciates the Province's longstanding partnership in the pursuit of GHG reductions, in particular, supporting cities with the necessary tools and funding needed to do so, including:

- implementing a carbon tax in 2008;
- implementing the Energy Step Code for energy efficiency in 2017;
- approving increased funding to cities through the Local Government Climate Action Plan; and most recently,
- adopting the opt-in Zero Carbon Step Code, adopted into the BC Building Code in February 2023.

The City undertook extensive analysis to inform the above recommendations, including assessing concerning issues currently being reviewed by the BCUC, articulating international best practices in the regulation of gas utilities, and the urgent role of provincial policy to regulate GHGs from gas utilities. The City believes that there is a role for gas utilities in BC but they will likely be trimmed and reshaped over time to provide heat and process energy to those existing users that are the most challenging to electrify due to cost and/or location considerations. The City's analysis culminated with the following key requests of the Province. An expanded version of the recommendations can be found in Attachment 1 in this letter. Finally, the City's extensive analysis that led to these recommendations can be found in the May 8, 2023 Council report in Attachment 2. The City puts forward the following requests in an effort to engage in constructive dialogue, given our shared GHG reduction goals:

1) **Bring forward legislation implementing the 2030 GHG cap on the gas sector** without further delay as committed to in the Province's CleanBC plan and recently reaffirmed by the Premier on March 14, 2023 with the launch of a new energy action framework;

2) **Launch an independent gas utility planning exercise** that plots a course for addressing an expected decline in throughput of gas grids and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to decarbonize, leading to the increased role of electrification in building heating and transport;

3) **Reject the use of RNG and hydrogen in new construction** to meet GHG limits in the Step Code, so that the limited and costly supply of these alternative fuels can be put to highest and best uses;

4) **Develop policies to assess, certify and track the GHG intensity** of RNG, hydrogen and other alternative gases;

5) **Reform the BCUC in the context of a changing climate to** consider, quantify and minimize the potential costs of lock-in and stranded investments when evaluating capital plans, rate setting and extension policies for gas utilities. This direction should also include greater consideration of non-pipe alternatives to marginal investments in gas grids as well as consideration of strategic opportunities to prune gas grids in conjunction with targeted electrification strategies. Finally, proceedings should be

guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction;

6) **Bring forward legislation and other regulatory changes specific to the heat transition** that, among other issues, establishes a distinct BCUC regulatory framework for public district energy systems more aligned with their small scale and localized nature; and,

7) **Require that a minimum percentage of low-carbon methane-based fuels** (i.e. up to 100%) be produced within BC.

Some of the above is consistent with recommendations in the Climate Solutions Council's (CSC) 2022 Report. The CSC is an advisory group with a legislated mandate under the *Climate Change Accountability Act* to advise the Minister of Environment and Climate Change Strategy regarding plans and actions to achieve climate targets and reduce emissions and related matters. Attachment 1 notes where the above recommendations align with CSC's 2022 report.

Our cities share common zero carbon outcomes for our respective jurisdictions. The Province's work in reducing GHGs coupled with its resolve to reach its regulated GHG reduction targets are truly world-class. The City's requests of the Province if acted on, will allow the Province to maintain the momentum is has created with the CleanBC plan.

I trust that our requests will be given due consideration. Please contact the City's Director, Sustainability and District Energy, Peter Russell, at peter.russell@richmond.ca or (604) 516-9873 for more information.

Yours truly,

Malcolm D. Brodie
Mayor

More Information Regarding the City's Requests

1) **Bring forward legislation implementing the 2030 GHG cap on the gas sector without further delay** as committed to in the Province's CleanBC plan and recently reaffirmed by the Premier on March 14, 2023 with the launch of a new energy action framework;

2) **Launch an independent gas utility planning exercise that plots a course for addressing an expected decline in throughput of gas grids** and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to decarbonize, consistent with the Province's 2030, 2040 and 2050 GHG emission reduction targets, all leading to the increased role of electrification in building heating and transport.

3) **Reject the use of RNG and hydrogen in new construction to meet GHG limits in the Step Code, so that the limited and costly supply of these alternative fuels can be put to highest and best uses.** RNG volumes are very limited and RNG may be the only option for decarbonizing heavy industry and some portions of the transportation sector. There are affordable low-carbon alternatives for heating new buildings. Heating new buildings is not the highest and best use of limited RNG resources. In addition, prioritizing electric heat pumps, including district energy heat pump applications, over generating hydrogen gas from electricity is a more efficient use of BC's electricity resources. The Climate Solutions Council identifies these issues as *Opportunity #7: Electrifying our Economy and Communities* in their 2022 Annual Report.

4) **Develop policies to assess, certify and track the GHG intensity of RNG, hydrogen and other alternative gases** B.C. needs a robust and credible system for assessing the GHG intensity of renewable gases and ensuring these fuels do not contribute further to GHG emissions. Key issues include avoiding double-counting GHG credits and minimizing fugitive methane emissions.

5) **Reform the BCUC in the context of a changing climate to consider to:**
   - consider and minimize lock-in and stranded investment risks when evaluating capital plans, rate setting and extension policies for gas utilities including:
   - ensuring extension policies of gas utilities take into account reduced consumption and stringent GHG limits for new construction;
   - using different depreciation rates and allowable returns on equity for new investments commensurate with the uncertainty over useful life and stranding risk;
   - ensuring non-pipe alternatives are adequately considered as alternatives to maintaining and/or upgrading gas infrastructure, including local decommissioning of gas infrastructure in favour of electrification or district energy; and
   - considering provincial policy and credible independent studies into the future role of hydrogen when considering hydrogen or hydrogen-ready infrastructure
   - proceedings should be guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction.

The Climate Solutions Council identifies these issues as *Opportunity #7: Electrifying our Economy and Communities* in their 2022 Annual Report, asking the Province to identify an appropriate role for the BCUC in supporting BC's clean energy transition.

6) **Bring forward legislation and other regulatory changes specific to the heat transition similar to recent initiatives implemented or proposed in the UK, Netherlands, Germany, France and New York State, among others, which would among other things:**
   - recognize the unique role for district energy systems in the energy transition;
   - establish a distinct BCUC regulatory framework for public district energy systems that is more aligned with their small scale and localized nature;
   - provide incentives and resources to support the development of local heat plans to coordinate and optimize incremental investments in gas, electric and district energy infrastructure, as well as spatially targeted retrofit and fuel switching programs and incentives.
   - provide incentives and fairer tax treatment for low-carbon district energy systems, including addressing the unequal burden from property taxes and PST on these systems

7) **Require that a minimum percentage of low-carbon methane-based fuels (i.e. up to 100%) be produced within BC.** Currently there is no requirement that low-carbon gases be produced and procured within B.C. and as a result, FortisBC has sought out low-cost supply in other provinces and in the US. This may help reduce renewable gas prices but it also limits the ability of B.C. workers to benefit from investments in new low-carbon gas production. Procuring out-of-Province gases is a risk because since they are limited resources and it is anticipated that net-zero state- or federal-level commitments in other jurisdictions are likely to affect long-term supply and prices for consumers in B.C. Mandating that a minimum share of gas utilities' low-carbon gases be produced within B.C. would also drive employment opportunities in B.C. and manage the impacts of the energy transition on B.C.'s workforce. The Climate Solutions Council identifies these issues as *Opportunity #8: Minimizing Reliance on Offsets* in their 2022 Annual Report.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	March 17, 2023
From:	Peter Russell, MCIP, RPP Director, Sustainability and District Energy	**File:**	10-6000-00/Vol 01
Re:	**Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia**		

Staff Recommendation

1. That, as described in the report titled 'Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia' from the Director, Sustainability & District Energy, dated March 17, 2023:
   a) Letters be sent to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, the Minister of Energy, Mines and Low Carbon Innovation and to local Members of the Legislative Assembly, asking the Government of British Columbia to
      i. reform the British Columbia Utilities Commission in the context of a changing climate as noted in the report;
      ii. urgently enact legislation that regulates greenhouse gas emissions from gas utilities; and
   b) Letters be sent to Metro Vancouver, Metro Vancouver member local governments, the City of Victoria and the District of Saanich requesting their support by sending letters to the Office of the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy and the Minister of Energy, Mines and Low Carbon Innovation accordingly.

Peter Russell
Director, Sustainability and District Energy
(604-276-4130)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Law	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

Staff Report

Origin

Council adopted the Community Energy & Emission Plan 2050 (CEEP) in February 2022, which emphasized that advocacy, alongside regulation, education, partnerships and the provision of infrastructure and incentives, is an essential tool for achieving the City's greenhouse gas (GHG) 2030 and 2050 emission reduction targets. In this report, it is recommended that the City ask the Government of British Columbia (Province) to take swift action to regulate gas utilities, as committed in the Province's CleanBC plan. This report also recommends that the Province take action to reform the British Columbia Utilities Commission (BCUC) to restore public confidence and to revise its mandate in the context of the Province's GHG reduction targets and.

Related to the above, Council endorsed the call for a Global Fossil Fuel Non-Proliferation Treaty in May 2022, and endorsed a Union of British Columbian Municipalities (UBCM) resolution asking the Province to do the same. The resolution additionally asked the Province to implement a GHG reduction cap on gas utilities. The resolution was not endorsed by the UBCM membership but staff observed that there was a vigorous debate on the matter at the 2022 annual convention.

Finally, on March 14, 2023, the Province announced the launch of a new energy action framework in the context of approval requirements for LNG export facilities. The announcement noted that the Province will '*put in place a regulatory emissions cap for the oil and gas industry to ensure B.C. meets its 2030 emissions-reduction target for the sector*' and '*create a BC Hydro task force to accelerate the electrification of B.C.'s economy by powering more homes, businesses and industries with renewable electricity*'. The recommendations in this report are consistent with these directions but also further expands on how the BCUC can be reformed to support the clean energy transition.

This report supports Council's Strategic Plan 2022-2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*
>
> *1.1 Continue fostering effective and strategic relationships with other levels of government and Indigenous communities.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

> *Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*
>
> *5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*

Findings of Fact

Methane is a greenhouse gas with a global warming potential 28 times that of carbon dioxide, when impacts are compared over a 100-year period.[1] Conventional natural gas is 95% methane, sourced from plant material that was buried over the past 540 million years and chemically transformed into this fossil fuel through heat, pressure and time. Renewable Natural Gas (RNG) is also methane but it is generated through the anaerobic digestion of organic wastes, such as sewage sludge, food waste, and yard waste, that would have otherwise released methane and carbon dioxide to the atmosphere through decomposition within a conventional landfill. RNG can displace fossil methane without further increases in atmospheric concentrations of methane or carbon dioxide. Renewable Gas (RG) includes RNG as well as other potentially low-carbon gases such as hydrogen, which may be derived from fossil fuels with carbon capture, biomass, or green electricity. This report highlights concerns related natural gas, RNG and hydrogen.

Analysis

This report brings together a number of policy and regulatory concerns to light and makes connections as the report progresses. To support readability, the content is organized under the follow section headings:

- Ongoing BCUC and Court of Appeal Proceedings
- The Case for Expedited Regulation of Gas Utilities in BC
- Best Regulatory Practices and Utility Responses
- Urgent Need for Provincial Policy and Review of BCUC's Related Mandate

Ongoing BCUC and Court of Appeal Proceedings

The BCUC is an independent regulatory tribunal of the Government of British Columbia. The BCUC is primarily governed by the Utilities Commission Act. The City is participating or monitoring the following BC Utilities Commission proceedings, based on the rationale below:

- **FortisBC Revised Renewable Gas Program:** FortisBC recognizes that RNG is not a cost-competitive low-carbon solution, so they are proposing to provide new construction with 100% RNG, with additional costs paid for by existing ratepayers who would receive a lower percentage of RNG in their own natural gas supply. The subsidy aggregates to over $750 million over an eight year period from 2024 through 2032, expressed in real dollar terms in 2022 dollars.[2] The use of RNG can be positive and supports circular economy outcomes; RNG is currently being harvested at the Lulu Island Waste Water Treatment plant in which the City purchases RNG credits in order to offset natural gas use at select City facilities for a portion of their annual energy consumption. As active Interveners in this proceeding, staff intend to argue against FortisBC's proposed allocation of 100% RNG in new residential construction on the grounds that existing ratepayers should not be subsidizing new ratepayers at such high levels. Staff will further argue that the highest and best use of this scarce resource is in existing buildings where full

[1] Methane has a much higher GWP of 84-87 when measured over a 20-year period, but breaks down relatively quickly in the atmosphere, resulting in the lower 100-year value.
[2] https://docs.bcuc.com/Documents/Proceedings/2022/DOC_69044_C7-5-CoV-Intervener-Evidence.pdf, page 26.

electrification is not economically feasible. Ultimately, RNG should be used to reduce natural gas use for existing ratepayers and not for the expansion of gas infrastructure. The City is working with other local government Interveners in this proceeding including Metro Vancouver, the cities of Vancouver, Surrey and Victoria and the districts of North Vancouver and Saanich.

- **FortisBC Long-Term Gas Resource Plan:** FortisBC is seeking approval for its vision of continued system growth with an increased overall use of gaseous fuels – including natural gas, augmented by RNG, hydrogen and other fuels. Much of the fuel used would be conventional natural gas to which the "attributes" of low-carbon fuel are transferred. Most of the actual RNG and other low-carbon fuels would be generated in other provinces or the United States, and most of this supply would not be physically transferred to BC for use. Rather, offsets, similar to carbon credits, are transferred from out-of-province and international RNG suppliers. As active Interveners, staff are currently requesting more information from FortisBC regarding current and anticipated RNG agreements and the viability of using of other gases, such as hydrogen in their distribution network. Staff are also concerned that FortisBC's long term gas demand projections do not take into consideration the impact of energy efficiency and carbon reduction standards for cities participating in the BC Energy Step Code and those anticipating to adopt the newly released Zero Carbon Step Code;

- **BCUC Inquiry into Regulation of Municipal Energy Utilities:** The BCUC continues to inquire into issues related to ownership structures and operational arrangements of utilities affiliated with municipalities and regional districts in order to determine whether the BCUC has a mandate to regulate these entities. The City is seeking leave from the Court of Appeal to appeal and quash the BCUC's Stage 1 Inquiry report which concluded that wholly-owned municipal corporations fall under BCUC regulation;

- **BCUC Inquiry into Regulation of Municipal Energy Utilities:** The BCUC continues to inquire into issues related to ownership structures and operational arrangements of utilities affiliated with municipalities and regional districts in order to determine whether the BCUC has a mandate to regulate these entities. The City is seeking leave to appeal the BCUC's Stage 1 Inquiry report which concluded that wholly-owned municipal corporations fall under BCUC regulation;

- **BCUC Inquiry into Hydrogen Energy Services:** BCUC is inquiring into the appropriate regulation of hydrogen in different sectors. Staff note that the applicability of hydrogen is not defined in provincial policy and the findings in this inquiry could be used as *defacto* policy in the absence of policy direction from the Province. This inquiry is a good example of the BCUC effectively setting policy within a policy vacuum created by provincial government inaction; and,

- **City of Richmond v. the BCUC and FortisBC Energy Inc. (Court of Appeal)**: The City has been granted leave to appeal the decision of the BCUC in relation to FortisBC natural gas pipeline relocations in City highways in Burkeville that were necessary to accommodate City infrastructure projects. The BCUC imposed a term which the City

maintains it had no jurisdiction to impose that limits the City's ability to sue and recover damages from Fortis. Recognizing the importance of this issue, the Court of Appeal granted the City leave. The decision of the Court of Appeal is attached as Attachment 1 to this report.

The Case for Expedited Regulation of Gas Utilities in BC

The Province's *CleanBC Roadmap to 2030* highlights that *'local governments play a vital role in meeting provincial climate targets. Along with directly controlling emissions from their own facilities, operations and vehicle fleets, municipalities and regional districts have the capacity to influence about 50% of our GHG emissions through decisions on land use, transportation and infrastructure that affect where people live and work, how they get around, and how their communities grow and change with time. This puts local governments on the front lines of climate action, where all these policies converge.'*[3]

In support of the above, the Province has provided local governments with a number of important tools for achieving GHG emission reductions at the local level, including: the opt-in Energy Step Code for energy efficiency in 2017; increased funding through the Local Government Climate Action Plan in 2022; and most recently, the opt-in Zero Carbon Step Code, adopted into the BC Building Code in February 2023.[4]

Despite these advances, the Province has yet to implement key measures that will determine whether or not Richmond and the Province can fully achieve their respective 2030 and 2050 GHG emission reduction targets. Of particular concern is Province's delayed and piecemeal implementation of specific climate action measures related to the gas sector. The result is a policy vacuum that has enabled provincial agencies and industry to initiate projects that threaten, impede or prevent effective climate action by local governments.

The BCUC has become an agency of particular concern in this context. Staff have the following concerns regarding the wide scope and potential for *de facto* policy-making within current BCUC proceedings, specifically because of their potential to restrict the ability of provincial and local governments to achieve GHG reductions:

- **Feasible North American RNG Supplies**: Because of the finite sources of RNG, research indicates that feasible North American RNG supplies are limited to 5- 20% of existing North American natural gas consumption. The allocation of highly-subsidized 100% RNG in new residential construction as proposed by FortisBC, where electrification is most cost-effective, is not the highest and best use of this scarce resource. While FortisBC has been quick to recognize the value of RNG, and has secured significant supplies from around North America, it is anticipated that once these initial supply contracts expire, the amount of affordable RNG available to FortisBC will decline dramatically as other jurisdictions compete for this limited resource, ultimately leaving ratepayers at risk;

[3] https://www2.gov.bc.ca/assets/gov/environment/climate-change/action/cleanbc/cleanbc_roadmap_2030.pdf p.44
[4] Richmond Council and staff were vocal advocates for all of these advancements.

- **Cost Competitiveness of RNG**: At present, using unsubsidized RNG in boilers in new construction is not cost-competitive with electric heat pumps and/or with district energy services. Further, heat pumps and Richmond's district energy utilities also provide cooling services, providing resilience for new buildings in the face of climate change. FortisBC's proposed Revised Renewable Gas Program relies on existing natural gas ratepayers to subsidize RNG consumption in new construction to the tune of $750M from 2024 through 2032, enabling the utility to keep increasing overall demand for the fuels it provides. Under the new Zero Carbon Step Code, new construction is already required to reduce GHG emissions so this subsidy has the potential to divert new buildings away from heat pumps, leading to an inefficient use of scarce RNG resources;

- **Overreliance on Hydrogen Gases to Reduce GHGs:** Low-carbon hydrogen is currently not a viable or cost-effective approach for heating buildings. This is validated in over three dozen independent international studies of hydrogen for heating. Producing zero-carbon hydrogen from green electricity for heating could require up to six times as much electricity as using that same electricity directly in a heat pump. In addition, research indicates that existing natural gas infrastructure cannot safely convey a gaseous fuel blend containing more than a 20% hydrogen. At a 20% hydrogen mix, GHG emissions reductions would be less than 7% relative to natural gas. At higher concentrations of hydrogen, major upgrades would be required both to the existing gas distribution network and to end-use devices, including household equipment, to convey the fuel.

- **Health Considerations**: Leakage of methane and hydrogen from gas grids, and end use devices within homes and building is also a growing health and environmental concern, whether these are produced from green energy sources or not.

Best Regulatory Practices and Utility Responses

Research indicates that other jurisdictions have recognized that building heating must largely transition away from gas. There is an emerging consensus that while gas utilities will not disappear, these networks will likely be trimmed and reshaped over time to provide heat and process energy to those existing users that are the most challenging to electrify due to cost and/or location considerations. Given the above concerns, policymakers in the US and in Europe are taking steps to manage this transition to avoid further stranded investments and reduce the impacts on consumers, with policies such as (see Attachment 2 for examples):

a) Prioritizing "non-pipe alternatives" over sustaining, upgrading or expanding gas grids. This approach seeks to implement deep retrofit and fuel-switching programs within defined areas so as to enable the decommissioning of less cost-effective portions of the gas grid, reducing overall systems operations costs.

b) Limiting or banning gas connections for new construction, as has already been done in a number of US cities and parts of Europe;

c) Requiring accelerated depreciation rates for new methane-based fuel infrastructure, reflecting the risk that these assets will need to be retired early and signaling clearly to

gas utilities that they will bear risk for their investments, as is already being done in the UK and Australia;

d) Establishing local "heat planning" processes to coordinate and manage the optimal transition away from gas and towards alternative heating solutions including electrification and low carbon district energy. This could also include consideration of strategic investments to upgrade portions of the gas grid to hydrogen (i.e. to individual users or to supply peaking energy intense users). Staff completed such heat mapping to as part of the City Centre District Energy Utility due diligence work.

Policymakers are aware of the potential for RNG and hydrogen and have determined that these low-carbon gases can play a crucial, but necessarily limited role in decarbonizing BC's economy. When supply limitations, higher costs inherent with RNG and hydrogen fuels are considered, together with the risks of reverting to the use of natural gas in the wake of supply shortfalls, makes it imperative that demand for building heating be transitioned from methane-based fuels to near-zero GHG electricity wherever it is practical to do so. The City is a leader in this regard: building electrification policies in the BC Energy Step Code, district energy services and forthcoming building retrofit initiatives together will support a gas grid transition that will minimize costs and stranded investments compared to an uncoordinated and ad hoc approach.

Urgent Need for Provincial Policy and Review of BCUC's Related Mandate

BC is lagging in addressing the above noted issues. An ongoing policy vacuum at the provincial government level is resulting in continued demand for gas and expansion of gas grids, without any clear and cost-effective pathway to decarbonize existing demand and infrastructure. Natural gas utilities in BC continue to operate within BCUC's utility regulation regime that guarantees profits as a function of investments in infrastructure expansion. Natural gas utilities in BC have continued with a business-as-usual approach without any credible path to full decarbonization that is cost-competitive with significant electrification. For context, FortisBC will invest $666 million in new expansion infrastructure into service in 2023, equivalent to 9% of their total existing infrastructure.

Regarding the utility regulator, the BCUC allows gas utilities to subsidize service extensions, and approves infrastructure expansion plans on past rates of demand growth rather than the projected reductions in energy demand produced by high-performance buildings now being built to BC Energy Step Code requirements. Continuing expansion of gas infrastructure heightens the risk of stranded assets and imposes greater costs and risks for ratepayers, particularly low-income households with fewer options to avoid these costs in future.

As noted above, the long-term potential supply of RNG and alternative gases available for BC residents is limited to a fraction of current demand for natural gas. FortisBC has secured a number supply contracts before many other utilities had entered the market. These contracts are, however, limited in volume and will expire before 2050, placing homeowners and businesses at risk. Further, many of the supply contracts that FortisBC has secured were from sources outside of BC. Most of these fuels will not actually be consumed within BC, foregoing provincial economic and employment opportunities. Instead, FortisBC will transfer the "RNG" attributes

from the producer, similar to carbon credits. By contrast, current provincial energy policy stipulates that all additional electricity supply, virtually all of which is to come from low-carbon technologies, will have to be generated within BC. According to BC Hydro's 2021 assessment of new generation resources, most of this new supply will come from wind farms, solar arrays, small hydro facilities, and biomass plants, at locations throughout the province, powering local jobs and economic activity.

There are also risks for the Province. BC does not have a viable pathway to decarbonize existing demand using natural gas, let alone any increased demand resulting from new development, as would occur if the BCUC approves FortisBC's current application to provide new customers with RNG.

The BCUC is not well-suited to lead the transition of the heating sector, let alone reconfigure energy regulation in the context of the climate crisis. The BCUC was not designed to do so but in the context of a provincial policy vacuum in the regulation of GHGs from gas utilities, this is what is occurring. Regulatory commissions, such as the BCUC, are meant to take a passive approach by assessing proposals by utilities within a relatively narrow set of issues. The scale, complexity and rapidity of the energy transition requires proactive provincial regulation to address emerging issues and cultivate new solutions rather than manage incremental changes. The ongoing provincial policy vacuum on these matters has left the BCUC as the *defacto* lead entity, establishing the Province's energy policies despite its lack of a elected mandate to make these strategic policy determinations.

The BCUC as a *defacto* lead entity is even more concerning given that the BCUC is a captured regulator whose primary objective is advancing the commercial interests of FortisBC. Both the Deputy Chair of the BCUC and a sitting Commissioner are former senior executives of FortisBC. The legitimacy of the BCUC as a regulator depends upon its independence and a clear separation of the BCUC from those it regulates. Public confidence, therefore, demands that the appointments to the BCUC do not include former FortisBC executives. Filling the ranks of the BCUC at its highest levels with former long serving executives and senior employees of FortisBC, who are then tasked to regulate and investigate FortisBC's past and present activities that have resulted from the implementation of corporate policies and procedures which they played a role in establishing, is the opposite of regulatory independence and separation. Moreover, these corporate policies and procedures, combined with BCUC advancing the commercial interests of FortisBC under the guise of ratepayer protection, not only frustrate the GHG reduction goals, but have also resulted in a history of the BCUC saddling municipalities with onerous terms including bearing 100% of the costs of natural gas infrastructure relocations that are necessary to accommodate municipal infrastructure within municipal highways that FortisBC occupies without paying any compensation to municipalities. In effect, the BCUC has forced municipalities to subsidize the shareholders of FortisBC at the expense of the public purse and to the detriment of GHG reduction goals of municipalities and the Province.

A final point and concern is the consideration of local governments in BCUC proceedings. The City should be concerned when an agency of the province, as is the case for the BCUC, independently acts to limit the Provincially-granted jurisdiction of local governments as was the case for BCUC's Inquiry into Regulation of Municipal Energy Utilities. The BCUC does not

have a mandate to establish policy and its regulatory mandate is limited to certain considerations. Ultimately, many aspects of the energy transition will be carried out by local governments and the BCUC does not have the purview of a provincial regulator.

For the above reasons, Attachment 3 includes a set of requests to be sent to the Premier's Office and other Ministers, asking that the Province take urgent action consistent with the Province's commitment to achieve deep GHG emission reductions. More specifically, these requests call upon the Province to:

1) **Bring forward legislation implementing the 2030 GHG cap on the gas sector** without further delay as committed to in the Province's CleanBC plan and recently reaffirmed by the Premier on March 14, 2023 with the launch of a new energy action framework;
2) **Launch an independent gas utility planning exercise** that plots a course for addressing an expected decline in throughput of gas grids and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to decarbonize, leading to the increased role of electrification in building heating and transport;
3) **Reject the use of RNG and hydrogen in new construction** to meet GHG limits in the Step Code, so that the limited and costly supply of these alternative fuels can be put to highest and best uses;
4) **Develop policies to assess, certify and track the GHG intensity** of RNG, hydrogen and other alternative gases;
5) **Reform the BCUC in the context of a changing climate to** consider, quantify and minimize the potential costs of lock-in and stranded investments when evaluating capital plans, rate setting and extension policies for gas utilities. This direction should also include greater consideration of non-pipe alternatives to marginal investments in gas grids as well as consideration of strategic opportunities to prune gas grids in conjunction with targeted electrification strategies. Finally, proceedings should be guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction;
6) **Bring forward legislation and other regulatory changes specific to the heat transition** that, among other issues, establishes a distinct BCUC regulatory framework for public district energy systems more aligned with their small scale and localized nature; and,
7) **Require that a minimum percentage of low-carbon methane-based fuels** (i.e. up to 100%) be produced within BC.

Attachment 3 includes further information related to the above concerns based on information and recommendation in the Climate Solutions Council's (CSC) 2022 Report. The CSC is an advisory group with a legislated mandate under the Climate Change Accountability Act to advise the Minister of Environment and Climate Change Strategy regarding plans and actions to achieve climate targets and reduce emissions and related matters.

Financial Impact

None.

Conclusion

The report highlights and makes a case for the urgent need to implement Provincial legislation that regulates GHG emissions from gas utilities, as committed in the Province's CleanBC Plan and recently reaffirmed by the Premier on March 14, 2023. The report also details ways in which the BCUC can be reformed to better consider GHG reductions from gas utilities. In support of the recommendations, the report highlights a number of international best practices for how gas utilities are being regulated in the context of climate change. Given the importance of the issues highlighted in the report, a recommendation is also included asking Metro Vancouver, other Metro Vancouver local governments, the District of Saanich and the City of Victoria to support the recommendations in the report and send their own support to the Premier, Ministers and their local MLAs.



Peter Russell, MCIP, RPP
Director, Sustainability and District Energy
(604-276-4130)

Att. 1: Decision of the Court of Appeal Richmond (City) v. British Columbia (Utilities Commission)
2: Best Utility Regulatory Practices
3: City of Richmond Requests for the Government of British Columbia

Attachment 1

COURT OF APPEAL FOR BRITISH COLUMBIA

Citation: *Richmond (City) v. British Columbia (Utilities Commission)*, 2022 BCCA 348

Date: 20221013
Docket: CA48336

Between:

City of Richmond

Appellant
(Applicant)

And

British Columbia Utilities Commission

Respondent
(Administrative Tribunal)

And

FortisBC Energy Inc.

Respondent
(Respondent)

Before: The Honourable Madam Justice Saunders
(In Chambers)

On appeal from: A decision of the British Columbia Utilities Commission, dated May 9, 2022 (Order Number G-123-22).

Oral Reasons for Judgment

Counsel for the Appellant:	T. Kruger
Counsel for the Respondent, British Columbia Utilities Commission:	J.M. Coady, K.C. T. Shoranick
Counsel for the Respondent, FortisBC Energy Inc.:	D.G. Cowper, K.C. M.T. Ghikas T. Ahmed
Place and Date of Hearing:	Vancouver, British Columbia October 6, 2022
Place and Date of Judgment:	Vancouver, British Columbia October 13, 2022

Summary:

The application is for leave to appeal a decision of the British Columbia Utilities Commission taking jurisdiction to limit liability as between the parties. Held: The jurisdictional issue is sufficiently arguable as to meet the criteria of Queens Plate Dev. Ltd. v. Vancouver Assessor, Area 09 (1987), 16 B.C.L.R. (2d) 104. Leave to appeal is granted.

[1] **SAUNDERS J.A.**: The City of Richmond seeks leave to appeal a decision of the British Columbia Utilities Commission acting under the *Utilities Commission Act*, R.S.B.C. 1996, c. 473, on issues between the City and FortisBC Energy Inc.

[2] The issues of appeals to this court are governed by s. 101(1)(b) of the *Act*, which requires leave to appeal:

> 101 (1) An appeal lies from
>
> ...
>
> (b) any other decision or order of the commission to the Court of Appeal, with leave of a justice of that court.

[3] The application for leave to appeal, in turn, is guided by the factors listed in *Queens Plate Dev. Ltd. v. Vancouver Assessor, Area 09* (1987), 16 B.C.L.R. (2d) 104. For purposes of this application, the key factors are Mr. Justice Taggart's points: (a), (b)(i), and (d):

> (a) whether the proposed appeal raises a question of general importance as to the extent of jurisdiction of the tribunal appealed from (*Chevron Can. Ltd. v. Vancouver Assessor, Area 09*, [1986] B.C.W.L.D. 2210, No. CA005532, 17th April 1986 (not yet reported));
>
> (b) whether the appeal is limited to questions of law involving:
>
> (i) the application of statutory provisions (*Allard Contr. Ltd. v. Coquitlam Assessor, Area 12*, [1986] B.C.W.L.D. 2601, No. CA003122, 29th March 1985 (not yet reported));
>
> ...
>
> (d) whether there is some prospect of the appeal succeeding on its merits (*Clarke v. Supt. of Brokers* (1985), 67 B.C.L.R. 294, 23 D.L.R. (4th) 315 (C.A.), and *Re Wasmuth* (1984), 58 B.C.L.R. 17 (C.A.)); although there is no need for a justice before whom leave is argued to be convinced of the merits of the appeal, as long as there are substantial questions to be argued;

[4] In the impugned decision, the Commission declined to reconsider its earlier affirmation of jurisdiction under s. 32 of the *Act* to impose an order limiting the

liability of Fortis to the City, in tort, for loss resulting from Fortis' work directed by the Commission to be performed.

[5] The work concerned offsetting gas mains to enable completion by the City of drainage, sewer, water main and sanitary sewer upgrades in the Burkeville area. The question sought to be raised on appeal is whether ss. 32 and 36 of the *Act* give the jurisdiction propounded by the Commission. Relevant is also s. 92.

[6] Fortis resists the application. The question of liability, it says, is intimately tied to establishment of rates and the recent decision of this court in *Coquitlam (City) v. British Columbia (Utilities Commission)*, 2021 BCCA 336, applies, with the result that the Commission has jurisdiction to make the impugned order.

[7] While the proposed appeal raises a question of jurisdiction, and is limited to a question of law involving the application of the *Act*, Fortis says it cannot meet the merits threshold as the City cannot succeed on the authority of *Coquitlam*. In the vernacular, Fortis says the appeal is a dead duck. In support of that submission, Fortis also refers to *ATCO Gas & Pipelines Ltd. v. Alberta (Energy & Utilities Board)*, 2006 SCC 4.

[8] The City contests Fortis' view of *Coquitlam*. It says *Coquitlam* addressed the jurisdiction of the Commission to order decommissioning and abandonment of a line. That circumstance, says the City, is materially different from orders shielding Fortis from liability.

[9] It seems to me that the application of *Coquitlam* to the circumstances here is sufficiently questionable that the City should have the opportunity to advance its position on that question fully before a division of this court.

[10] Going further into matters that may engage this court, should a division conclude that *Coquitlam* does not answer the jurisdictional question, the questions of statutory interpretation will follow. Those questions, absent *Coquitlam*, have substance, are important, and have the degree of merit required for the granting of leave to appeal.

[11] The application of the City is allowed.

"The Honourable Madam Justice Saunders"

Attachment 2

Best Utility Regulatory Practices

a) *Prioritizing "non-pipe alternatives" over sustaining, upgrading or expanding gas grids. This approach seeks to implement deep retrofit and fuel-switching programs within defined areas so as to enable the decommissioning of less cost-effective portions of the gas grid, reducing overall systems operations costs.*

California: On December 1, 2022, the California Public Utilities Commission (CPUC) adopted a new framework to comprehensively review utility natural gas infrastructure investments in order to help the state transition away from natural gas-fueled technologies and avoid stranded assets in the gas system.[5] Key elements of the decision:

- Utilities must seek CPUC approval of natural gas infrastructure projects of $75 million or more or those with significant air quality impacts.
- Utility applications must demonstrate the need for the project and provide information on projected financial impacts on customers and a summary of engagement with local communities likely to be impacted. Applications would also trigger a California Environmental Quality Act (CEQA) review by the CPUC.
- Emergency projects, routine repair and maintenance projects, and projects expected to be in service by January 1, 2024 are exempt from the new review process.
- To advance transparency in long-term gas system planning, the decision directs utilities to file annual reports detailing planned long-term infrastructure projects exceeding $50 million over the next 10 years. The reports must include a detailed description of the project, projected capital expenditures, cost drivers, and environmental implications.
- For projects planned to start within five years, utilities must provide information on non-pipeline alternatives, projected operational costs, and reliability benefits from the project.

This new framework is modeled on the CPUC's existing framework for review of significant electric infrastructure projects. Previously, all natural gas infrastructure projects were considered in utility General Rate Cases, where individual natural gas projects can get buried in the extensive applications without meaningful environmental or strategic reviews. The framework focusses on avoiding potentially stranded large incremental investments in gas grid infrastructure. It is not yet clear if this framework will be sufficient on its own to minimize stranded investments as there are also questions about the obligation to serve and minimizing safety issues during any transition.

Separately, the state is also beginning to confront the concept of tactical decommissioning of portions of the state's gas infrastructure, as a means of reducing the cost of operating and maintaining the gas grid and managing the transition. This has not yet been tested at scale. Instead, the state is undertaking pilot projects to fill knowledge gaps. In 2021 the CEC awarded two EPIC grants for consortia to conduct pilot projects of strategic pathways and analytics for tactical decommissioning of portions of the natural gas infrastructure within the service areas of Southern California Gas Company (SoCalGas) and Pacific Gas & Electric Company (PG&E).

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[5] The proposal voted on is available at docs.cpuc.ca.gov/PublishedDocs/Published/G000/M499/K396/499396103.PDF. Documents related to the proceeding are available at apps.cpuc.ca.gov/p/R2001007

These pilots are still in progress. The team for the pilot project in PG&E's service area includes East Bay Community Energy (EBCE), Energy and Environmental Economics (E3), and Gridworks. PG&E is assisting the team with technical insights into their gas and electric systems.[6] Elements of the pilot include:

- Develop a replicable framework to identify electrification opportunities that support the objective of gas system cost savings through tactical decommissioning.
- Engage local communities to share their perspectives and priorities related to building electrification and gas decommissioning in order to produce a community needs assessment.
- Identify up to three candidate pilot sites, including at least one within a disadvantaged community. Produce deployment plans for the recommended pilots, including a proposal for community stakeholder engagement.
- Conduct targeted education and outreach to stakeholders and policymakers within and beyond California to motivate action, including lessons learned at key milestones and final work products.

Northeastern US : National Grid, a natural gas distributor operating in New York, Massachusetts and Rhode Island, actively seeks non-pipeline alternatives (NPA) which would allow it to avoid or defer upgrades to the natural gas system. It has already completed several NPA projects and is seeking several new opportunities based on system needs[7]. Other gas utilities in New York state, including Con Edison and NYSEG, have established similar programs to defer major investments[8]. These initiatives seem to be largely driven by the companies themselves rather than by regulation. In general, the northeast US has an older natural gas network than B.C. with more need for major upgrades and replacements.

a. *Limiting or banning new gas connections, as has already been done in a number of US cities and parts of Europe;*

California: The updated state building code requires, as a baseline, the use of electric heat pumps for either space heating or DHW. Builders can forego installing a heat pump but face greater energy efficiency requirements as a result. This is expected to result in most homes constructed from 2023 onwards to have no gas grid connection[9]. Separately, several California communities have enacted bans on new gas grid connections for new construction within their boundaries.

Washington State: Updates to the state's building code mean that new multi-family residential and commercial construction will be required to have all-electric heating and DHW systems as of 2023[10]. Previously, individual municipalities in Washington had enacted similar policies.

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[6] https://gridworks.org/2022/06/tactical-gas-decommissioning-project-overview/
[7] https://www.nationalgridus.com/Business-Partners/Non-Pipeline-Alternatives/Third-Party-Opportunities
[8] https://info.aee.net/hubfs/Sarah%20S%20uploads/NPAs.pdf
[9] https://www.nrdc.org/media/2021/210811-0
[10] https://www.seattletimes.com/seattle-news/environment/wa-building-council-votes-to-require-heat-pumps-in-new-homes-and-apartments/

Quebec: As of 2023, oil-fired furnaces cannot be replaced with new fossil fuel-based heating systems in Quebec. This is expected to help shift existing oil-heated buildings to electrification[11].

b. Requiring accelerated depreciation rates for new methane-based fuel infrastructure, reflecting the risk that these assets will need to be retired early and signaling clearly to gas utilities that they will bear risk for their investments, for example in the UK and Australia;

California: As of early 2023, Pacific Gas & Electric has a rate application before the California Public Utilities Commission which includes accelerated depreciation for its gas distribution grid, driven in part by the possibility of the grid being rendered obsolete by California's Net Zero by 2045 commitment. The CPUC has yet to rule on this request[12].

UK: In 2011 the UK national regulator, Ofgem, established a new performance-based model to regulate network costs for gas and electricity, referred to as the RIIO model or Revenues = Incentives + Innovation + Output. One of the inputs to the model is an asset life and depreciation profile for gas and electricity utilities (both transmission and distribution segments). At the time, Ofgem established an asset life of 45 years for gas distribution but also uses a front-end loaded depreciation profile for these assets which is different from gas transmission and also electricity. This allocates a larger share of depreciation charges to the initial period of depreciation. The effect of this decision is that ~75% of new gas distribution assets are recovered in the first 22 years of use. For comparison, under straightline depreciation rates of 50 – 60 years typically seen for B.C., only 35 – 45% of the asset is recovered by Year 22. The increased depreciation means current ratepayers pay more of these assets affecting economic comparisons with alternatives and there is less chance of stranded assets being borne by a smaller and captive group of customers in future.

Australia: In 2021, the Australian Energy Regulator (AER) issued a decision allowing a gas distribution utility to include accelerated depreciation for rate setting purposes so as to reduce bill impacts on future customers due to future declines in gas demand[13]. Other Australian gas utilities have since proposed similar rate treatment.

d. Establishing local "heat planning" processes to coordinate and manage the optimal transition away from gas and towards alternative heating solutions including electrification and low carbon district energy. This could also include consideration of strategic investments to upgrade portions of the gas grid to hydrogen (i.e. to individual users or to supply peaking energy intense users). Staff completed such heat mapping to as part of the City Centre District Energy Utility due diligence work.

Denmark: Denmark pioneered the concept of top-down policies coupled with bottom-up power, which is often credited with the extensive and sustained growth of district energy in the country and rapid transition to renewables in heating. The 1979 *Danish Heat Supply Act* provided the

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[11] https://www.cbc.ca/news/canada/montreal/quebec-bans-oil-heating-1.6252420
[12] "Opening Brief on Depreciation of Pacific Gas and Electric Company (U39M)", CPUC Proceeding A2106021.
[13] "Final Decision – Evoenergy Access Arrangement 2021 to 2026, Overview April 2021". Australian Energy Regulator, pp. 37-39. https://www.aer.gov.au/system/files/AER%20-%20Final%20decision%20-%20Evoenergy%20access%20arrangement%202021-26%20-%20Overview%20-%20April%202021.pdf

legal framework for municipal heat plans and planning. Under the framework, municipalities are responsible for approving district energy projects, subject to national standards for feasibility which includes requirement for lifecycle costing, evaluation of both financial and non-financial considerations, common evaluation methodologies, and standardization of some common assumptions.

Others: While frameworks and requirements for local heat planning have existed for many years in Denmark, it is now showing up in other jurisdictions. Three examples where heating and cooling plans have recently become mandatory include: the State of Baden Württemberg in Germany (under its revised 2021 Heating Climate Protection Act); The Netherlands (under the 2019 Dutch National Climate Agreement); and Scotland (under the 2021 Heat Network Act and 2022 Local Heat and Energy Efficiency Strategies (LHEES) statutory order.[14] Some of these mandates allow municipalities to implement mandatory connection in district energy priority zones (for certain types of buildings and with conditions).

The European Commission has proposed updating its Energy Efficiency Directive to require Member States to make heating and cooling plans mandatory for municipalities above a threshold of 50,000 inhabitants. Building on the direction from the European Commission and also the experience of several states which already have mandatory heat planning (e.g. Baden Württemberg, above, and also Schleswig-Holstein), the federal government of Germany is planning to introduce a national mandate for municipal heat plans in cities over 10,000 to 20,000 inhabitants (thresholds will be determined by states). The obligation would be implemented by states (which regulate cities), but it would come with federal law to permit cities to request the necessary data from energy suppliers and others in preparing heat plans. These heat plans are to include an inventory analysis, an analysis of potential, target scenarios and an action strategy. It is expected heat plans will include, among other things, the creation of heat registers (including waste heat sources), the monitoring of heat network expansion, the decarbonization of existing heat networks, the securing of areas for energy generation and storage, and concepts refurbishing of public buildings.[15]

The UK (which is no longer subject to EU requirements after Brexit) has recently introduced national requirements for municipal heat zoning as part of its recent Energy Security Bill (see Appendix B). A pilot program for to test a heat zoning methodology is under way. A consultation is planned for later this year on the detail of regulations for heat network zoning. In early 2022, the UK government set up A Heat Network Zoning Pilot Program (HNZPP) to test a methodology for heat network zoning in ~28 English cities and towns of varying sizes. The results of the pilot program are expected in early 2023.[16]

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14 https://energy-cities.eu/wp-content/uploads/2022/06/Factsheet-1-Final-1.pdf

15 https://www.bayern-innovativ.de/en/page/draft-law-on-municipal-heat-planning-by-the-end-of-the-year

16 https://www.gov.uk/government/publications/heat-networks-zoning-pilot#:~:text=The%20zoning%20pilot%20aims%20to,mandating%20powers%20and%20market%20support

Attachment 3

City of Richmond Requests of the Government of British Columbia

Summary of issues to be included in the letters to Government of BC elected officials, as listed in the report:

1) **Bring forward legislation implementing the 2030 GHG cap on the gas sector** without further delay as committed to in the Province's CleanBC plan and recently reaffirmed by the Premier on March 14, 2023 with the launch of a new energy action framework;
2) **Launch an independent gas utility planning exercise that plots a course for addressing an expected decline in throughput of gas grids** and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to decarbonize, consistent with the Province's 2030, 2040 and 2050 GHG emission reduction targets, all leading to the increased role of electrification in building heating and transport.
3) **Reject the use of RNG and hydrogen in new construction to meet GHG limits in the Step Code**, so that the limited and costly supply of these alternative fuels can be put to highest and best uses.
4) **Develop policies to assess, certify and track the GHG intensity of RNG, hydrogen and other alternative gases.**
5) **Reform the BCUC in the context of a changing climate to consider,** quantify and minimize the potential costs of lock-in and stranded investments when evaluating capital plans, rate setting and extension policies for gas utilities. This direction should also include greater consideration of non-pipe alternatives to marginal investments in gas grids as well as consideration of strategic opportunities to prune gas grids in conjunction with targeted electrification strategies. Finally, proceedings should be guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction;
6) **Bring forward legislation and other regulatory changes specific to the heat transition** that, among other issues, establishes a distinct BCUC regulatory framework for public district energy systems more aligned with their small scale and localized nature;
7) **Require that a minimum percentage of low-carbon methane-based fuels (i.e. up to 100%) be produced within BC.**

More information to be included as an attachment in the letters:

1) **Bring forward legislation implementing the 2030 GHG cap on the gas sector without further delay** as committed to in the Province's CleanBC plan and recently reaffirmed by the Premier on March 14, 2023 with the launch of a new energy action framework;

2) **Launch an independent gas utility planning exercise that plots a course for addressing an expected decline in throughput of gas grids** and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to

decarbonize, consistent with the Province's 2030, 2040 and 2050 GHG emission reduction targets, all leading to the increased role of electrification in building heating and transport.

3) **Reject the use of RNG and hydrogen in new construction to meet GHG limits in the Step Code, so that the limited and costly supply of these alternative fuels can be put to highest and best uses.** RNG volumes are very limited and RNG may be the only option for decarbonizing heavy industry and some portions of the transportation sector. There are affordable low-carbon alternatives for heating new buildings. Heating new buildings is not the highest and best use of limited RNG resources. In addition, prioritizing electric heat pumps, including district energy heat pump applications, over generating hydrogen gas from electricity is a more efficient use of BC's electricity resources. The Climate Solutions Council identifies these issues as *Opportunity #7: Electrifying our Economy and Communities* in their 2022 Annual Report.

4) **Develop policies to assess, certify and track the GHG intensity of RNG, hydrogen and other alternative gases** B.C. needs a robust and credible system for assessing the GHG intensity of renewable gases and ensuring these fuels do not contribute further to GHG emissions. Key issues include avoiding double-counting GHG credits and minimizing fugitive methane emissions.

5) **Reform the BCUC in the context of a changing climate to consider to:**
   - consider and minimize lock-in and stranded investment risks when evaluating capital plans, rate setting and extension policies for gas utilities including:
   - ensuring extension policies of gas utilities take into account reduced consumption and stringent GHG limits for new construction;
   - using different depreciation rates and allowable returns on equity for new investments commensurate with the uncertainty over useful life and stranding risk;
   - ensuring non-pipe alternatives are adequately considered as alternatives to maintaining and/or upgrading gas infrastructure, including local decommissioning of gas infrastructure in favour of electrification or district energy; and
   - considering provincial policy and credible independent studies into the future role of hydrogen when considering hydrogen or hydrogen-ready infrastructure
   - proceedings should be guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction.

   The Climate Solutions Council identifies these issues as *Opportunity #7: Electrifying our Economy and Communities* in their 2022 Annual Report, asking the Province to identify an appropriate role for the BCUC in supporting BC's clean energy transition.

6) **Bring forward legislation and other regulatory changes specific to the heat transition similar to recent initiatives implemented or proposed in the UK, Netherlands, Germany, France and New York State, among others, which would among other things:**
   - recognize the unique role for district energy systems in the energy transition;

- establish a distinct BCUC regulatory framework for public district energy systems that is more aligned with their small scale and localized nature;
- provide incentives and resources to support the development of local heat plans to coordinate and optimize incremental investments in gas, electric and district energy infrastructure, as well as spatially targeted retrofit and fuel switching programs and incentives.
- provide incentives and fairer tax treatment for low-carbon district energy systems, including addressing the unequal burden from property taxes and PST on these systems

7) **Require that a minimum percentage of low-carbon methane-based fuels (i.e. up to 100%) be produced within BC.** Currently there is no requirement that low-carbon gases be produced and procured within B.C. and as a result, FortisBC has sought out low-cost supply in other provinces and in the US. This may help reduce renewable gas prices but it also limits the ability of B.C. workers to benefit from investments in new low-carbon gas production. Procuring out-of-Province gases is a risk because since they are limited resources and it is anticipated that net-zero state- or federal-level commitments in other jurisdictions are likely to affect long-term supply and prices for consumers in B.C. Mandating that a minimum share of gas utilities' low-carbon gases be produced within B.C. would also drive employment opportunities in B.C. and manage the impacts of the energy transition on B.C.'s workforce. The Climate Solutions Council identifies these issues as *Opportunity #8: Minimizing Reliance on Offsets* in their 2022 Annual Report.

ATTACHMENT 2

Analysis of Richmond's Recommendations in Relation to the *Climate 2050 Energy Roadmap*

The following are the Richmond City Council's recommendations (**in bold**), as presented in their letter dated May 23, 2023 (Attachment 1 to the report). Below each of Richmond City Council's recommendation is Metro Vancouver's assessment in relation to the *Climate 2050 Energy Roadmap*:

1. **"Bring forward legislation implementing the 2030 GHG cap on the gas sector without further delay as committed to in the Province's CleanBC plan and recently affirmed by the Premier on March 14, 2023 with the launch of a new energy action framework."**

   This recommendation is strongly aligned with Action 1.1, "Align British Columbia's Energy Objectives with Strong Climate Action", which calls upon the BC Government to update BC's energy objectives within the *Clean Energy Act* to reflect strong action on climate change, such as implementing the natural gas utilities emissions cap announced in the *CleanBC Roadmap to 2030*.

2. **"Launch an independent gas utility planning exercise that plots a course for addressing an expected decline in throughput of gas grid and the transition of gas grids towards transporting RNG and hydrogen to sectors and/or locations that are hard to decarbonize, consistent with the Province's 2030, 2040 and 2050 GHG emission reduction targets, all leading to the increased role of electrification in building heating and transport."**

   The intent of this recommendation is strongly aligned with Action 1.4, "Long-term Planning Scenarios for the Transition to 100% Clean, Renewable Energy", which calls upon the BC Government, the BCUC, and the energy utilities to include coordinated long-term planning scenarios in their long term resource plans, including a scenario with accelerated electrification and declining gas demand. Long-term resource planning is the current legislated tool used for future gas planning, and should also be utilized as the method to plan for the utility's transition to a net-zero future. The overall intent of this recommendation is strongly aligned with the Energy Roadmap, namely, advocating for adequate planning to manage potential decline in gas throughput in order to protect affordability, and managing the transition to renewable gases.

3. **"Reject the use of RNG and hydrogen in new construction to meet GHG limits in the Step Code, so that the limited and costly supply of these alternative fuels can be put to highest and best uses."**

   This recommendation is strongly aligned with the Energy Roadmap, which notes that RNG and hydrogen should be prioritized in difficult-to-electrify sectors, and therefore, not new construction. This recommendation is also aligned with *Opportunity #7: Electrifying our economy and communities* in CSC's 2022 Annual Report, which notes that electrification should be prioritized in new homes, buildings, and vehicles.

4. **"Develop policies to assess, certify and track the GHG intensity of RNG, hydrogen and other alternative gases."**

   This recommendation is strongly aligned with Action 1.6, "Implement Tracking, Verification, and Reporting Requirements for Renewable Natural Gas Supply" and would address the considerable double-counting risks associated with out-of-province renewable gases that were cited in the Energy Roadmap. This recommendation is also strongly aligned with *Opportunity #1: Greenhouse Gas Reduction Standard (GHGRS)* in CSC's 2022 Annual Report, in which the CSC recommends to the Province that renewable gas credits from other provinces (i.e., notional RNG) should follow a rigorous carbon accounting system that clearly demonstrates a concomitant decrease in natural gas consumption in the exporting province. Furthermore, such credits "should not be accepted unless there is clarity that the credits will apply to Canada's reduction commitment under the Paris agreement, and that there will not be double counting".

5. **"Reform the BCUC in the context of changing climate to consider, quantify and minimize the potential costs of lock-in and stranded investments when evaluating capital plans, rate setting and extension policies for gas utilities. This direction should also include greater consideration for non-pipe alternatives to marginal investments in gas grids as well as consideration of strategic opportunities to prune gas grids in conjunction with targeted electrification strategies. Finally, proceedings should be guided by a framework or set of guidelines that do not impact or limit the jurisdiction and authority of local governments without provincial direction."**

   This recommendation is generally aligned with the Energy Roadmap, in that reform of the BCUC is needed in order to better plan for the energy transition. The BCUC is already required by current legislation to consider costs of lock-in and stranded investments within their decision-making, but the "policy vacuum" in energy policy, as cited by City of Richmond staff, has created considerable uncertainty about the future of the gas grid, specifically on the degree of utilization of the gas grid in a net-zero future. The Province needs to better outline what the future of the gas system will look like in light of CleanBC, in order to enable the gas utilities and the BCUC to more prudently plan for the future. Moreover, in a recent BCUC report related to the acquisition of RNG, it was stated on the public record by the BCUC Panel that "the BCUC is not able to consider matters such as an orderly transition to a net-zero carbon energy system in BC when interpreting the GGRR. It is a matter for the government to determine the policy actions that it considers to be in the public interest." There is clearly a policy gap that needs to be addressed by the Province, so as to provide the BCUC with a clear climate mandate.

   As per Action 1.1, "Align British Columbia's Energy Objectives with Strong Climate Action" and Acton 1.2, "Strong Climate Mandate for Energy Utilities", one potential avenue to reform the BCUC is to update BC's *Clean Energy Act* and *Utilities Commission Act* to reflect strong action on climate change and provide a strong climate mandate for energy utilities. This recommendation is also aligned with *Opportunity #7: Electrifying our economy and communities* in CSC's 2022 Annual Report, which encourages the Province to identify an appropriate role for the BCUC in supporting the clean energy transition.

6. **"Bring forward legislation and other regulatory changes specific to the heat transition that, among other issues, establishes a distinct BCUC regulatory framework for public district energy systems more aligned with their small scale and localized nature."**

   This recommendation is generally aligned with *Climate 2050* in acknowledging that public district energy systems can play a unique role in the energy transition, because they are capable of using a variety of different low carbon energy sources, including resources that have traditionally not been beneficially used, such as sewer heat or biomass. Staff are supportive of regulatory changes that support and encourage the development of district energy systems.

7. **"Require that a minimum percentage of low-carbon methane-based fuels (i.e. up to 100%) be produced within BC."**

   This recommendation is strongly aligned with addressing the considerable double-counting risks associated with out-of-province renewable gases outlined in the Energy Roadmap. This recommendation is also strongly aligned with *Opportunity #1: Greenhouse Gas Reduction Standard (GHGRS)* and *Opportunity #8: Minimize reliance on offsets* in CSC's 2022 Annual Report, in which the CSC recommends to the Province that renewable gas credits from other provinces (i.e., notional RNG) should be limited in time and amount.

References

1. Metro Vancouver Climate 2050 Energy Roadmap, dated April 2023
2. Climate Solutions Council's 2022 Annual Report re "Mind the Gaps: Accelerating the Implementation of the CleanBC Roadmap to 2030"
3. British Columbia Utilities Commission, Inquiry into the Acquisition of RNG by Public Utilities in British Columbia – Phase 2 Report

To: Climate Action Committee

From: Esther Berube, Division Manager, Air Quality and Climate Change
Laura Taylor, Senior Engagement Specialist, External Relations

Date: June 23, 2023 Meeting Date: July 6, 2023

Subject: **Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing**

RECOMMENDATION

That the MVRD Board:

a) send a letter to the Ministers of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General requesting collaboration with Metro Vancouver on developing a concerted approach for managing emissions from cannabis production and processing in the Metro Vancouver region in a manner that protects public health and regional economic prosperity; and
b) direct staff to continue developing options to manage emissions from cannabis production and processing as described in the report dated June 23, 2023, titled "Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing".

EXECUTIVE SUMMARY

Volatile organic compound (VOC) emissions from cannabis production are air contaminants that can contribute to the formation of harmful ground-level ozone. These VOC are also odorous. Hotter, drier summers, due to climate change, are expected to increase concentrations of ground-level ozone in urban areas. In May 2019 and July 2021, the MVRD Board directed staff to undertake two phases of engagement on proposed approaches for managing emissions from cannabis production and processing. This report summarizes feedback from phase 2 engagement, as well as proposed next steps that are aligned with the Board-adopted *Clean Air Plan*. Feedback from residents and municipal staff indicated strong support for enhanced management of emissions from cannabis production and processing, while cannabis producers and the agricultural sector expressed significant concerns about the anticipated cost of compliance, emission estimates, and perceived risk of regulatory expansion into other agricultural operations.

Metro Vancouver engaged with staff from the Ministries of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General. Different ministry mandates and priorities have led to challenges with moving this work forward, despite being aligned on our mutual interests in public health, environmental protection, regional economic prosperity, and public safety. Metro Vancouver and the Ministry of Agriculture and Food conducted separate emission estimates that led to different conclusions about projected VOC emission levels and impacts from cannabis production. Closer collaboration with the Province on refined emission projections could inform the development of a mutually agreeable, coordinated emission management approach, which is needed to ensure that our future actions advance our mutual interests.

PURPOSE

To seek MVRD Board support for enhanced collaboration with the Ministries of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and Solicitor General (Cannabis Secretariat) on developing a concerted approach for managing emissions from cannabis production and processing.

BACKGROUND

In May 2019, the MVRD Board directed staff to proceed with engagement on the proposed approach for managing emissions from cannabis production and processing. In July 2021, the Board authorized staff to proceed with the next phase of engagement on an updated regulatory discussion paper. In September 2021, the Board endorsed the *Clean Air Plan,* which includes a strategy (4.1.7) to develop an emission regulation for cannabis production and processing.

This report presents a summary of the feedback received during phase 2 engagement in 2021-2022 and Metro Vancouver staff's proposed next steps in response to the feedback.

IMPACT ON AIR QUALITY IN THE METRO VANCOUVER REGION

When the Government of Canada legalized recreational cannabis in October 2018, several greenhouses used for vegetable production were retrofitted for cannabis production, but these facilities were not designed or constructed to collect and treat air contaminants.

Ground-level Ozone Formation

The *Clean Air Plan* sets the goal to meet or be better than ambient air quality objectives and standards established at the regional, provincial, and federal levels for ground-level ozone and other air contaminants. VOC emissions from cannabis production and processing can contribute to the formation of ground-level ozone that is harmful to human health and vegetation and acts as a short-lived climate forcer. Metro Vancouver has taken steps to reduce VOC emissions that contribute to ground-level ozone formation per the *Regional Ground-Level Ozone Strategy* adopted by the Board in 2014 and developed in collaboration with provincial and federal agencies. Reducing VOC emissions from sources of concern has become even more important, since ground-level ozone concentrations in urban areas are expected to increase due to global warming. In June 2021, an air quality advisory for ground-level ozone was issued during the extreme heat event, when ozone levels approached high levels not observed since the 1980s. In May 2023, an exceptionally early air quality advisory for ground-level ozone was issued during an early heat wave.

Odour Impacts

VOC emissions from cannabis production and processing are also odorous. In addition to the many complaints received by member municipalities since 2018, Metro Vancouver has received 200 to 400 complaints per year about odour impacts associated with cannabis production and processing.

EVOLUTION OF PROPOSED MANAGEMENT APPROACH

Metro Vancouver staff engaged on initial proposals to manage emissions from this sector between 2019 and 2021. Staff received feedback from phase 1 engagement, and revised the proposals for phase 2 engagement in response to this feedback as described in References 1 and 2.

Initial Proposals for Phase 1 Engagement
The initial proposals focused on managing VOC emissions in smaller indoor and outdoor facilities below a surface area of 50,000 m^2 or processing capacity of 50,000 kg. VOC emissions were to be contained and captured using activated carbon filtration. Additional control measures were proposed during air quality advisories.

Revised Proposals for Phase 2 Engagement
The revised requirements proposed in phase 2 engagement included mandatory levels of VOC emission control efficiency using activated carbon filtration for indoor facilities. The requirements would apply to all sizes of facilities, excluding outdoor cultivation. This emission control would reduce, but not eliminate, the potential contribution to ground-level ozone and odour impacts. A higher level of emission control efficiency was proposed for cannabis trimming rooms and drying rooms, which rely on mechanical ventilation that helps capture and treat emissions generated in the rooms. Facilities would be required to achieve emission control efficiencies at all times, with no additional measures during air quality advisories. The proposed requirements also mandated the use of qualified professionals in the development of site-specific emission management plans for large facilities for approval by Metro Vancouver's District Director. A minimum distance of 200 metres was also proposed between new facilities and land zoned or designated for sensitive uses such as daycares, schools, hospitals, residences, and playgrounds.

SUMMARY OF PHASE 2 ENGAGEMENT
From August 2021 to February 2022, staff sought feedback on the revised proposals from the public and key audiences including cannabis producers, the broader agricultural sector, member jurisdictions, First Nations, and other orders of government. Activities included 20 meetings with industry representatives and government partners, three public webinars, and an online feedback form that received 111 responses (65% of which had not participated in the previous engagement). A majority of those who provided feedback via online forms support having an emission regulation to improve air quality. The engagement summary (Attachment 1) presents the engagement process and feedback.

First Nations Engagement
Correspondence was sent to the 10 in-region First Nations, 19 out-of-region First Nations, three Tribal Councils, and one treaty group to seek feedback on the proposed regulatory approach, and to receive perspectives on the potential challenges in adopting this approach. Metro Vancouver staff met with Kwantlen First Nation who expressed concern around equity and fairness for all crop producers, which is a key consideration in the regulation development process.

Engagement with the Province
Metro Vancouver staff met with staff from the Ministry of Public Safety and Solicitor General and the Agricultural Land Commission, as well as meeting on a monthly basis with staff from the Ministries of Agriculture and Food, and Environment and Climate Change Strategy. Metro Vancouver staff gained a better understanding of provincial priorities, the challenges and concerns of cannabis producers and the agricultural sector, different perspectives on emission projections and the rationale for pursuing a regional emission regulation, and the Ministry of Agriculture and

Food's Minister's Bylaw Standards that provide guidance to local governments developing bylaws affecting farming areas.

Key Feedback from Phase 2 Engagement

Feedback	Proposed next steps in response to feedback
Support from residents impacted by emissions from cannabis production and from staff in several member jurisdictions	Continue advancing options for Metro Vancouver to manage emissions from cannabis production in collaboration with the provincial and federal governments.
Strong opposition from larger producers and some agricultural advisory committees, including Metro Vancouver's Agricultural Advisory Committee	Refine proposed requirements in response to concerns as described below.
Concern about the risk of the regulation expanding to other farming activities	Continue collaborating with Ministry of Agriculture and Food on applying agriculture sector best management practices for emissions from farming activities of concern.
Concerns about negative impact on plant growth and financial burden	Instead of a high VOC emission control efficiency requirement for all existing greenhouses, which can be costly to comply with, use a site-specific maximum achievable level of VOC removal determined by a qualified professional, considering site-specific design factors and the level of VOC removal in similar facilities. Accept biofilters as an emission control technology for growing areas in existing greenhouses, if a qualified professional determines that a biofilter can achieve a similar level of control as an activated carbon filter, which is the standard technology used in this sector.
Concerns about stalling industry growth and incentivizing illegal production	Reduce the regulatory burden on smaller operations by having a lower registration fee for "micro-facilities" with a growing area of less than 200 m^2. Review an emission regulation within three years of adoption.
Concern about impinging on municipal authority over land use planning through minimum distance requirements	Convene municipal staff to share best practices for setting minimum distances between new facilities and nearby sensitive uses considering Minister's Bylaw Standards, instead of establishing regional regulatory requirements.
Disagreement with data and assumptions used in Metro Vancouver's initial emission estimate and rationale for the proposed requirements	Seek Board direction for staff to pursue a common understanding of emission estimates and projections, in collaboration with the Ministries of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and Solicitor General (Cannabis Secretariat).

DEVELOPING A CONCERTED APPROACH TO EMISSION MANAGEMENT

Emission projections and the rationale for pursuing an emission regulation for this sector continue to be points of contention. In 2019, Metro Vancouver forecasted the uncontrolled VOC emissions to range from 328 to 2083 tonnes per year, of which the midpoint would be 2% of the regional total (Reference 3). Metro Vancouver regulates various VOC-emitting equipment, activities, and operations through emission regulations and site-specific permits that complement federal requirements on VOC-emitting products like paints. The estimated level of VOC from cannabis production is comparable to other regulated sources of VOC, such as gasoline distribution (2.3%) or automotive refinishing facilities (0.5%), whose emissions Metro Vancouver improves through amendments to applicable permits and emission regulations (Reference 4).

The BC Ministry of Agriculture and Food retained Ramboll Canada Inc. (Ramboll) to estimate VOC emissions from cannabis cultivation in 2021 (Reference 5), which forecasted uncontrolled VOC emissions near the lower end of the range identified by Metro Vancouver (197 to 461 tonnes per year). The studies also included different assumptions about the level of emission controls used in the industry. To address concerns about the difference in estimated emissions, Metro Vancouver retained Ramboll in 2022 to update estimated VOC emissions, considering emissions from cannabis processing as well as from cultivation. Ramboll examined the estimates they prepared in 2021, and conducted a sensitivity analysis based on different assumptions and methodologies. Preliminary findings indicate that the assumptions and methodologies can have a significant impact on the resulting emission estimates.

Staff have requested collaboration with the Province to confirm assumptions, methodologies, and the resulting current and forecasted emission estimates. Reaching a common understanding of emissions will foster a better understanding of potential costs and benefits associated with reducing emissions and the value of pursuing various options for emission management. Through its delegated authority under the *Environmental Management Act*, Metro Vancouver has various regulatory options for emission management, whereas the Province uses non-regulatory guidance and incentives to enhance emission management from agricultural operations. Staff recommend inviting the Province to collaborate on the development of a concerted emission management approach informed by a common understanding of emissions and impacts, which also considers the broader implications for the public health and economic prosperity of the region and the province.

Our changing climate and the increased likelihood of hotter, drier summers may also be increasing the impact of VOC emissions on air quality. Metro Vancouver is working with federal, provincial, and regional partners and health agencies to study the impact of VOC emissions on ground-level ozone formation and air quality in a changing climate. In the meantime, given the recent exceedances in ground-level ozone during heat events, staff recommend to continue developing an emission regulation for cannabis production and processing while authorizing controlled emissions through site-specific air emission permits where appropriate as well as encouraging the Ministry of Agriculture and Food to develop non-regulatory guidance for emission management.

ALTERNATIVES

1. That the MVRD Board:

a) send a letter to the Ministers of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General requesting collaboration with Metro Vancouver on developing a concerted approach for managing emissions from cannabis production and processing in the Metro Vancouver region in a manner that protects public health and regional economic prosperity; and
b) direct staff to continue developing options to manage emissions from cannabis production and processing as described in the report dated June 21, 2023, titled "Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing".

2. That the MVRD Board receive for information the report titled "Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing", dated June 23, 2023, and provide alternate direction to staff.

FINANCIAL IMPLICATIONS
Under Alternative 1, the cost of additional consulting services would be accommodated within the approved budget for 2023.

CONCLUSION
At its July 2021 meeting, the Board directed staff to conduct phase 2 of engagement on regulatory proposals for managing emissions from cannabis production and processing. The two phases of engagement have revealed contrasting perspectives with respect to the proposed requirements and the need for an emission regulation. Emission estimates and the rationale for pursuing an emission regulation continue to be points of contention with the cannabis sector. Staff are considering potential revisions to the regulatory proposal in response to feedback, which could be incorporated into an emission regulation for Board consideration that would establish requirements that protect air quality and mitigate hardship for the cannabis sector. Staff recommend Alternative 1, that the MVRD Board send a letter to the Ministers of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General requesting collaboration with Metro Vancouver on developing a concerted approach for managing emissions from cannabis production and processing in the Metro Vancouver region that considers the options for emission management available at the provincial and regional levels.

Attachments
1. "Proposed Measures to Manage Emissions from Cannabis Production and Processing: Phase 2 Engagement Summary" report, dated December 2022.
2. Presentation re Phase 2 Engagement Summary and Next Steps for Managing Emissions from Cannabis Production and Processing

References
1. Climate Action Committee Revised Agenda October 16, 2020 (metrovancouver.org) – Item 5.5
2. MVRD Board Meeting Agenda Package - July 30, 2021 (metrovancouver.org) – Section E 4.3
3. Cannabis Cultivation Emission Estimate Methodology and Sensitivity Analysis, Metro Vancouver, November 13, 2019

4. Discussion Paper: Potential Amendments to the Metro Vancouver Automotive Refinishing Emission Regulation Bylaw, Metro Vancouver, August 29, 2017
5. Relative Impact of Volatile Organic Compound Emissions from Agriculture on Air Quality of Urban Centres, BC Ministry of Agriculture, Food and Fisheries, September 2021

Proposed Measures to Manage Emissions from Cannabis Production and Processing

*Phase 2 Engagement Summary (*August 2021 to February 1, 2022*)*

About Metro Vancouver

Metro Vancouver is a federation of 21 municipalities, one electoral area, and one treaty First Nation that collaboratively plans for and delivers regional-scale services. Its core services are drinking water, wastewater treatment, and solid waste management. Metro Vancouver also regulates air quality, plans for urban growth, manages a regional parks system, and provides affordable housing. The regional district is governed by a Board of Directors of elected officials from each local authority.

Metro Vancouver embraces collaboration which contributes to a livable and resilient region, and a healthy natural environment for current and future generations. The responses, feedback, and perspectives received through this process will be carefully considered in potentially developing a regulation.

4515 Central Boulevard, Burnaby, BC, V5H 0C6
www.metrovancouver.org

May 2023

1. Background

Metro Vancouver is responsible for managing and regulating air quality in the region under authority delegated from the provincial government in the BC *Environmental Management Act*. Metro Vancouver protects public health and the environment through a tiered approach to managing the discharge of air contaminants, through site-specific permits, sectoral emission regulations, and provisions in the *Greater Vancouver Regional District (GVRD) Air Quality Management Bylaw No. 1082, 2008* (Bylaw 1082).

Facilities must seek authorization to emit air contaminants under an emission regulation, if the Metro Vancouver Regional District Board has adopted an applicable emission regulation and the facilities meet all the requirements, or under a site-specific permit. Bylaw 1082 prohibits any person from discharging air contaminants that cause pollution.

When the Government of Canada legalized recreational cannabis use in October 2018, indoor commercial cannabis production expanded rapidly in the Metro Vancouver region. As a result, some members of the public and other stakeholders expressed concerns about the potential impacts to the environment and to public health. In the Metro Vancouver region, several greenhouses formerly used for vegetable production have been retrofitted for cannabis production. These facilities were not designed or constructed to collect and treat air contaminants.

Complaints about odorous emissions associated with cannabis production and processing that Metro Vancouver has received through its environmental regulation enforcement program's online complaint form and phone line correspond with similar feedback we received from some residents during engagement.

Research and information from other cannabis-producing jurisdictions suggests that cannabis production has the potential to cause negative air quality impacts if the following emissions are not adequately controlled:

- Air contaminants emitted during cannabis production, processing, and extraction include volatile organic compounds (VOC). These contaminants may contribute to the formation of harmful ground-level ozone and fine particulate matter through reactions with other substances and sunlight in the lower atmosphere. Emissions most notably occur during the flowering, harvesting, drying, and trimming phases, during which high levels of a group of VOC called terpenes can be produced. Terpenes are known for their strong odour and involvement in the production of ground-level ozone and fine particulate matter.

- The equipment needed to meet the requirements for heating, lighting, and creating a suitable indoor growing environment for cannabis emits nitrogen oxides. They also may emit particulate matter, depending on the fuel source.

The purpose of an emission regulation for cannabis production and processing operations is to set efficient and effective requirements that will protect the public and the environment. Facility operators can choose to seek authorization of their emissions under an emission regulation if they meet all the requirements, or under a permit.

The proposed regulation seeks to authorize controlled emissions from cannabis cultivation and processing operations. Metro Vancouver's priority is controlling VOC emissions from cannabis production and processing, which occur during plant flowering, harvesting, drying, and trimming, and potentially during packaging, handling, or extraction of products.

2. Executive Summary

This report summarizes the feedback Metro Vancouver received during the second phase of engagement on the proposed cannabis production and processing emission regulation. Between August 2021 and February 1, 2022, Metro Vancouver sought feedback from cannabis producers, the broader agricultural sector, member jurisdictions, other orders of government, First Nations, and the public. The focus of this engagement was to seek comments and feedback on revised proposed requirements, which were revised based on feedback received during the first phase of engagement. Feedback on the revised proposed requirements was gathered through an online feedback form completed by 111 people, three public webinars, and over 20 meetings with key industry stakeholders and other orders of government.

The following bullets are key findings from the feedback received in Phase 2:

- The majority of the public who participated in the engagement are in favour of the proposed regulations; they would like to see Metro Vancouver implement the regulation as soon as possible
- Members of the public are also in favour of Metro Vancouver increasing the distance of cannabis production facilities from land zoned for residential use, hospitals, schools, playgrounds, daycares, and other community care facilities above the proposed 200-metre distance
- Cannabis producers would like to see more research and analysis done to better understand the health impacts caused by volatile organic compounds (VOCs) from cannabis production, as well as a separate study to understand the economic impacts of the proposed regulation
- There is concern amongst cannabis producers that the proposed regulation will have significant financial impacts due to costly retrofits
- There is concern amongst cannabis producers that the proposed regulations dictate filtration measures that will impact air flow in greenhouse environments and negatively impact plant health and crop revenues
- Many within the industry felt that the proposed regulation unfairly targeted cannabis producers
- There are concerns that there is an unfair level of over-regulation of cannabis producers that could spill over to other farming activities
- Member jurisdictions are interested in the effective alignment of regional and municipal authorization processes to ensure ease of implementation and protection of air quality
- Member jurisdictions with the authority to establish minimum separation distances in industrial and agricultural areas are concerned about loss of autonomy in land use planning
- Feedback from the public, industry, and all orders of government suggest that the proposed regulation needs to align with the federal Cannabis Act Regulations and that producers should be held accountable to those standards
- Ministry of Agriculture and Food staff and cannabis producers feel strongly that requiring a high control efficiency in growing areas within naturally ventilated greenhouses will have adverse impact on the sector and stifle future growth potential.

3. About the Engagement Program

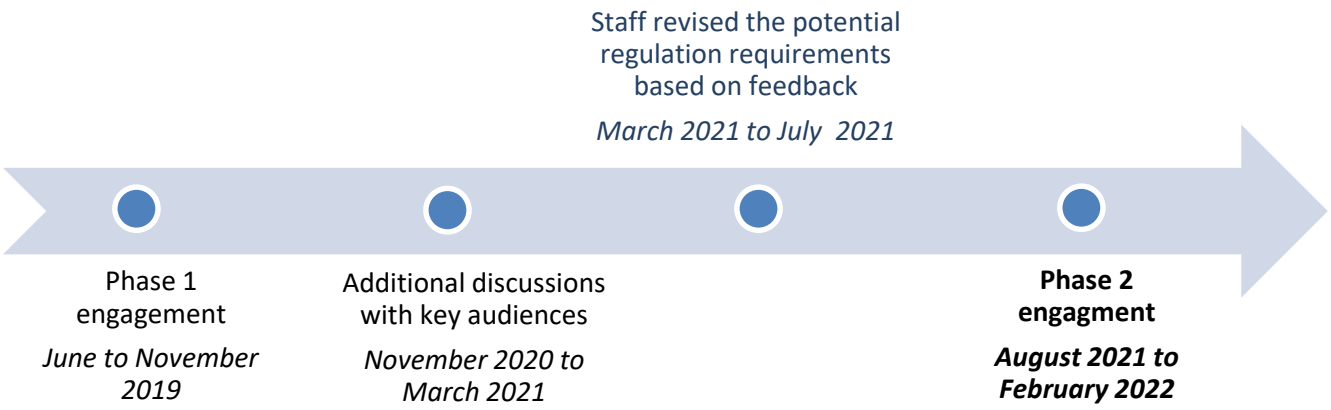
Metro Vancouver conducted a first exploratory phase of engagement from June to November 2019. Additional engagement, to gain deeper insight into the perspective of key audiences, occurred between November 2020 and March 2021 (summary of what was heard). Staff revised the regulatory proposals and conducted engagement on these revisions between August 2021 and February 2022, which is the subject of this summary.

The engagement program included:

- Notification to impacted sectors through relevant newsletters
- Presentations and feedback at meetings with agricultural advisory committees and representatives of industry stakeholder groups
- Staff-to-staff meetings with cannabis producers and relevant orders of government
- Three webinars with question-and-answer periods that included the public and stakeholder groups
- A webpage including a discussion paper, and an online feedback form

The feedback was received and recorded through various forms: minutes from in-person meetings, email correspondence, letters, and responses in the feedback form. The following is a summary of feedback received during Phase 2 engagement.

Engagement Timeline



Engagement Activities

The table below provides a summary of engagement activities during Phase 2 of engagement including intended audience(s).

Activity	Audience	Timing	Medium
Staff-to-staff meetings	Staff from member jurisdictions and regulatory agencies • Ministry of Agriculture • Ministry of Environment • Health Canada • Agricultural Land Commission	September 2021 to June 2023	Virtual

Invitation to complete feedback form	Public, members of the development community, industry and business associations	September 2021 to January 2022	Project webpage on Metro Vancouver website, Industry newsletters, email to subscribed lists
Invitation to First Nations to review and comment	• 10 in-region First Nations • 19 out-of-region First Nations • 3 Tribal Councils • 1 Treaty Group	August 2021 to February 2022	Email and hard-copy (where requested)
Three public webinars	Public, industry stakeholders, agriculture representatives, cannabis production and processing associations	September 2021 to February 2022	Virtual
Over 20 focused discussions and one-on-one meetings	Key government and industry stakeholders • BC Cannabis Secretariat • BC Craft Farmers Co-op • Cannabis Cultivators of BC	August 2021 to February 2022	Virtual
Presentations to Metro Vancouver Advisory Committees	Regional Engineers Advisory Committee (REAC) Air Quality Health Collaboration Committee Metro Vancouver Agricultural Advisory Committee	September 2021 to February 2022	Virtual
Invitation to review and comment	Industry stakeholders Cannabis producers and processors Members of the public subscribed to receive project information	September 2021 – February 2022	Email (multiple)
Advertisement to promote engagement	Agricultural communities • Country Life Magazine	December 2021	Print and online
Presentations to Agricultural Committees	Regional Agricultural Committees • Maple Ridge AAC • Township of Langley AAEEC • Surrey AEIAC • Pitt Meadows AAC • Delta AAC	September to November 2021	Virtual

4. Engagement Promotion

The engagement for a potential cannabis production and processing regulation was promoted on various online platforms, including the Metro Vancouver website, through email to our list of subscribed audiences and industry representatives, and via social media. In addition to Metro Vancouver promotion, industry associations and broader agricultural associations were asked to distribute engagement information in their virtual newsletters.

Website
A dedicated project webpage was set up to highlight the information about the proposed requirements for a potential cannabis production and processing regulation and to invite feedback during the engagement process. In addition, engagement opportunities were also promoted on Metro Vancouver's engagement webpage as well as the calendar of events webpage, featuring the feedback form and webinar series. There were over 1,350 project webpage views.

Feedback Form
The feedback form consisted of 10 questions gauging experience of impacts and opinions specific to proposed requirements, with spaces for additional comments and suggestions. The form was promoted on the Metro Vancouver project webpage, social media, e-newsletters, and at all meetings and webinars.

5. Engagement Participation

Virtual Meetings
Over 50 participants joined the staff to staff meetings and virtual webinars and provided feedback during the engagement. The project team also hosted over 20 focused discussions dedicated to listening to considerations and input from key government and industry stakeholders. At each meeting, staff shared background on the project, discussed the scope of the issue, and presented proposed regulation requirements, followed by guided discussions and question and answer periods. Participants were encouraged to ask questions and provide feedback.

Feedback Form Responses
The online feedback form garnered 111 responses. The questions were designed to generate feedback on how residents experience air quality impacts from cannabis production and processing, specific requirements being proposed, followed by opportunities to provide additional comments and concerns. Questions from the feedback form, along with quantitative and qualitative response data, can be found here.

Highlights from the feedback form are below:

- The majority of respondents (54%) have experienced personal impacts from emissions from commercial cannabis production and processing operations in Metro Vancouver.
    - 24% of respondents shared that the odour from living close to cannabis production facilities was so strong that they are unable to leave their windows open or take advantage of their outdoor space
    - Of these responses, a majority (58%) reported they have not experienced a change to these impacts since December 2019, the previous phase of engagement.

        - Those that answered they have noticed a change had mixed experiences: many respondents shared that the odour of emissions from cannabis production is unbearable, and some noted that it's gotten worse over the last few years, while some respondents noted that the odour of emissions from cannabis production has gotten better over the last few years due to better air filtration systems or because production facilities have closed down.
- The majority of respondents agree that
    - Cannabis facilities should be required to submit a comprehensive emissions management plan to Metro Vancouver for odorous air contaminants and other emissions, and this plan should be prepared by a qualified professional in the case of facilities with an indoor growing area greater than 200 m^2.
    - Facilities should use and maintain activated carbon filters for cannabis emission control in structures used for cultivation, processing, and extraction, unless the facility has a valid site-specific permit that authorizes the use of another type of emission control technology.
    - Cannabis waste management activities, including composting, that take place on the property where the cannabis is being produced or processed should be enclosed in a structure equipped with operating emission controls.
    - New cannabis facilities must be located more than 200 metres away from land zoned for residential use, hospitals, schools, playgrounds and daycares, and other community care facilities.
    - Registration fees and annual fees based on the amount of emission discharged should be introduced.
- Many respondents (38%) disagreed that facilities that cultivate cannabis in naturally ventilated greenhouses should have until July 2031 to achieve a similar level of cannabis emission control to the facilities that use mechanical ventilation instead of natural ventilation.

6. What We Heard

Below is a high-level summary of feedback separated by audience:

Feedback from member jurisdictions

- Metro Vancouver should consider developing resources, such as guidelines for qualified professionals, to encourage the consistent preparation of Emission Management Plans, should the regulation be approved
- Consideration of new regulations requires adequate community notification and cannabis operation transparency with respect to adhering to the cannabis regulation
- There are questions around how Metro Vancouver will verify distance requirements within each municipality and the process for applicants to apply for permits
- Further discussions needed to align municipal and regional permitting processes and to ensure effective implementation of the proposed emissions regulation
- Concerns that the proposed 200-metre minimum distance, on top of control requirements, will be challenging, especially for existing facilities and limit local government autonomy

- Metro Vancouver should explore imposing limits on the odorous emissions that cannabis production facilities generate
- Metro Vancouver should be the primary point of contact for receiving complaints

Feedback from other orders of government

- Metro Vancouver should consider making the proposed regulation less prescriptive about the type of emission control technology, to allow producers to decide the best way to manage their emissions
- Proposed minimum distance requirements should consider the size of the operation, and whether it's an indoor or outdoor operation
- Aspects of the proposed minimum distance requirements are overly restrictive and should be reduced to align with the Minister's Bylaw Standards of the provincial Ministry of Agriculture and Food
- Metro Vancouver should consider eliminating all fees because margins are tight for cannabis producers and they don't have the same access to capital, compared to other farming industries
- Metro Vancouver should align with the federal Cannabis Act Regulations and ensure that producers be held accountable to those standards

Feedback from the broader agricultural industry

- Metro Vancouver shouldn't be regulating cannabis sector emissions because it's an agricultural activity
- Concerns around the validity of the emissions estimates and the science used by Metro Vancouver to develop the proposed regulation
- The 200-metre minimum distance, on top of control requirements, will be problematic, especially for existing facilities
- There is an unfair level of over-regulation of cannabis producers that could spill over to other farming activities
- Concerns about generating additional emissions as a result of heating and cooling indoor structures
- Agricultural activities can be very odorous and it can be very difficult to manage
- Capturing and treating emissions in an open area can be challenging

7. First Nations Engagement

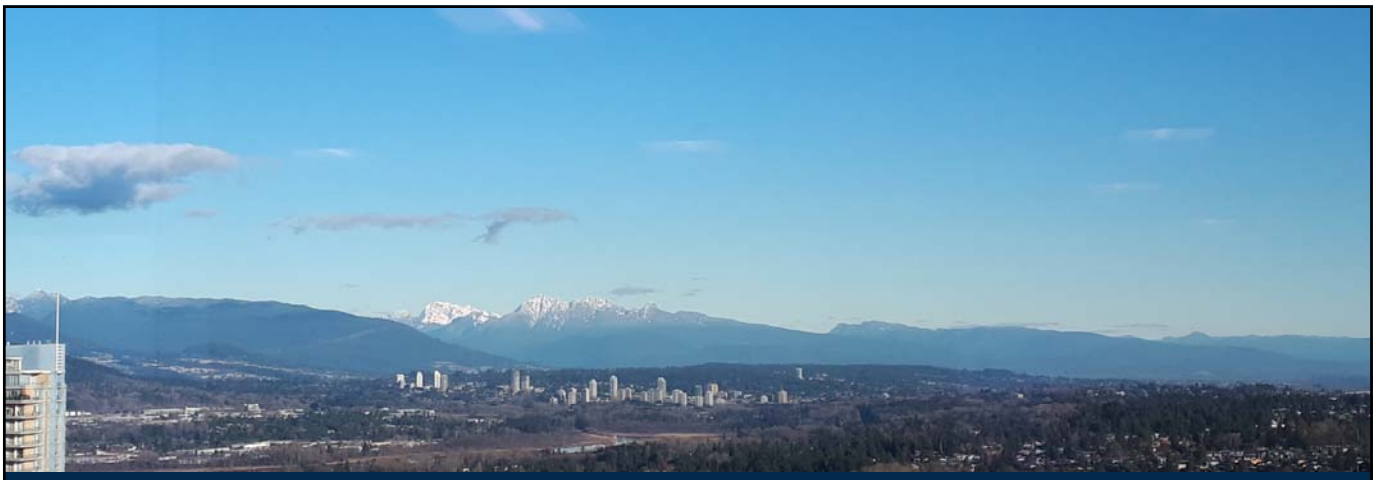
Letters, either hardcopy or emails, were sent to the 10 in-region First Nations, 19 out-of-region First Nations, three Tribal Councils, and one treaty group to seek feedback on the proposed regulatory approach, and to receive perspectives on the potential challenges in adopting this approach. The letters included a discussion paper and the revised proposals. Metro Vancouver expressed availability for meetings to provide further information on the initiative and to discuss how each Nation's history and interests could be acknowledged in the proposed emission regulation, and to explore other opportunities to work together on reducing regional air emissions.

Upon receiving requests for additional information, staff met with Kwantlen First Nation to provide a presentation on the proposals, answer questions, and gather feedback for consideration in the regulation development process. A noted comment from Kwantlen First Nation related to equity and fairness for all crop producers, which was a key consideration in the regulation development process.

8. How Feedback Will Be Used

Feedback gathered through this engagement process will be reviewed and considered along with ongoing technical work and will help staff to finalize the proposed regulation for Committee and Board consideration in 2023. The Committee and Board will be presented with the feedback in order to make an informed decision on how to proceed with the proposed regulation.

ATTACHMENT 2



Managing Emissions from Cannabis Production and Processing

PHASE 2 ENGAGEMENT SUMMARY AND NEXT STEPS

Esther Bérubé, P.Eng.
Division Manager, Air Quality Bylaw and Regulation Development

Laura Taylor
Senior Engagement Specialist

Date: July 6, 2023 Climate Action Committee Meeting

#52797760

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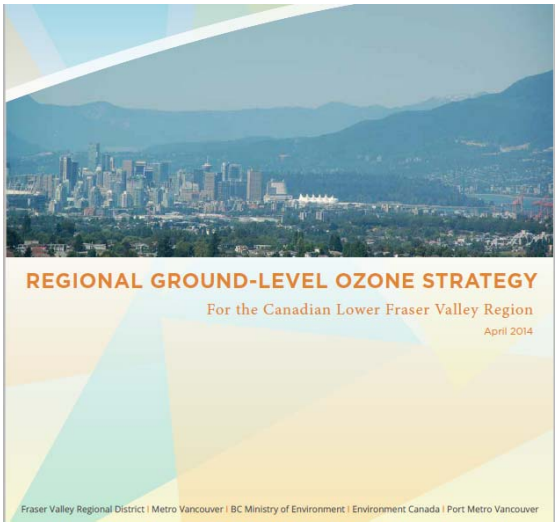
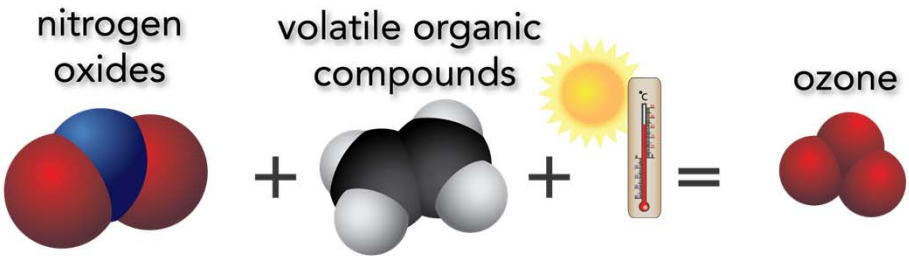
HEALTH AND ENVIRONMENTAL IMPACTS

- Ground-level ozone
  - Harmful to health and environment
- Cannabis production releases ozone precursors
  - Volatile organic compounds (VOC)
- Odorous emissions are a major source of complaints

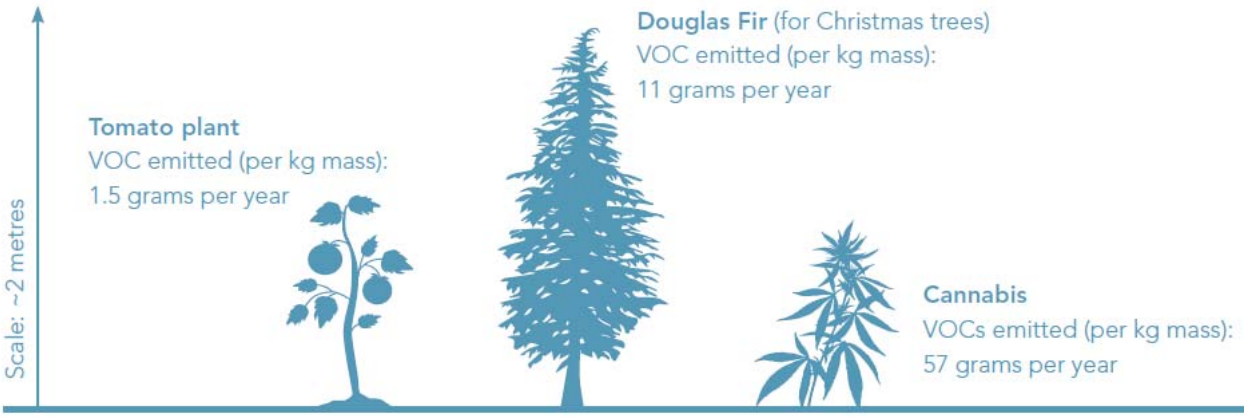


Regional Ground-Level Ozone Strategy – Report Cover

ROLE OF VOC IN GROUND-LEVEL OZONE FORMATION



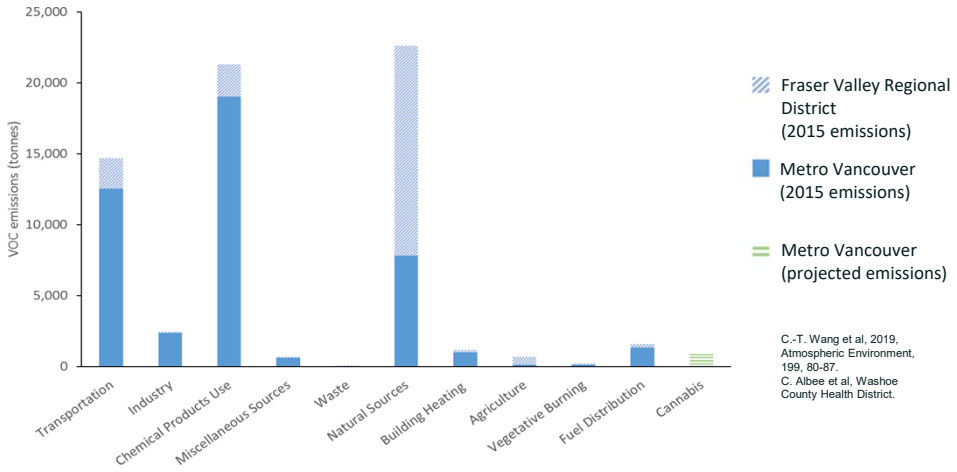
EXAMPLE EMISSIONS FROM REGIONAL CROPS



D. HELMIG ET AL., 2013, CHEMOSPHERE, 93(1), 35-46. J. ORTEGA ET AL., 2008, CHEMOSPHERE, 72(3), 365-380.
C.-T. WANG, ET AL., 2019, ATMOSPHERIC ENVIRONMENT, 199, 80-87

VOC EMISSIONS COMPARISON

Emissions of volatile organic compounds in the Canadian Lower Fraser Valley by sector compared to projected potential range of emissions from cannabis production in Metro Vancouver



C.-T. Wang et al, 2019, Atmospheric Environment, 199, 80-87.
C. Albee et al, Washoe County Health District.

2015 Lower Fraser Valley Air Emissions Inventory and Forecast, March 2018



Hierarchy of Air Emission Management in Metro Vancouver

POLICY DRIVERS

- Clean Air Plan (2021)
- Regional Ground-Level Ozone Strategy (2014)

PHASE 2 PROPOSALS FOR MANAGING EMISSIONS FROM ALL INDOOR CULTIVATION

1. Emission Management Plan
2. Emission Control Requirements
3. Complaints and Officer Observation Response Plan
4. Records and Reporting
5. Minimum Distance Requirements
6. Cost recovery



OVERVIEW OF FEEDBACK

Two engagement periods: June 2019 – February 2022

Wide range of perspectives:

- Members of the public that participated expressed support
- Member jurisdiction staff expressed support
- Producers expressed opposition to a regulation
- Agricultural sector generally expressed opposition
- Provincial staff and producers are concerned that the proposed requirements would increase production costs and inhibit legalization

POTENTIAL REVISIONS

- Highest emission control in trimming and drying rooms
- More flexibility for emission control technology in existing greenhouses
- Review within three years of adoption
- Encourage municipalities to set minimum distances between new facilities and neighbouring land uses



NEXT STEPS

- Update emission estimates through collaboration
- Continue pursuing regulatory options to manage emissions from cannabis production and processing



Capilano Dam



Thanks

metrovancouver

11

To: Finance Committee

From: Mark Seinen, Senior Planner, Regional Planning and Housing Services

Date: June 21, 2023 Meeting Date: July 13, 2023

Subject: **Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project**

RECOMMENDATION

That the MVRD Board approve the proposed scope change to TransLink's January 29, 2021 Greater Vancouver Regional Fund application as set out in the report dated June 21, 2023, titled "Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project".

EXECUTIVE SUMMARY

TransLink submits applications annually to the Greater Vancouver Regional Fund (GVRF) to support the ongoing expansion and modernization of the region's transit system. The applications are considered and awarded by the MVRD Board based on the consideration of a staff analysis of the criteria set out in the GVRF Application Guide. TransLink has requested that the MVRD Board consider an amendment to the previously approved GVRF application from January 2021 to add eight additional elevators at a cost of approximately $3.8 million in funding at the following SkyTrain facilities:

- Royal Oak, Gateway, Operations & Maintenance Centre (1) (Edmonds);
- Surrey Central;
- King George (2);
- Scott Road; and
- Burrard.

If the additional funding is approved, the GVRF fund will have a remaining balance of $8.1 million.

PURPOSE

This report presents TransLink's application for a scope change to a previously-approved GVRF project to the Finance Committee and MVRD Board for consideration.

BACKGROUND

The MVRD Board has approval authority over TransLink's requests for GVRF funding. The Union of British Columbia Municipalities holds the federal gas tax funds and transfers the funds to TransLink upon formal notification by the MVRD Board of its approval of applications per the *Federal Gas Tax Fund Expenditures Policy* (GVRF Policy) (Reference 1).

At its meeting on January 29, 2021, the MVRD Board approved eight TransLink projects for federal gas tax funding from the GVRF (Reference 2). TransLink is now requesting that the MVRD Board approve a scope amendment for one of those projects.

REQUEST FOR SCOPE CHANGE TO PREVIOUSLY APPROVED PROJECT

TransLink's request is for a scope change to the BCRTC Elevating Devices – Elevators project which includes eight additional elevators at a cost of approximately $3.8 million in GVRF funding. The proposed project would increase the previously-requested GVRF funding from $11.2 million to $15.0 million to construct eight new elevators at the following SkyTrain facilities:

- Royal Oak, Gateway, Operations & Maintenance Centre (1) (Edmonds);
- Surrey Central;
- King George (2);
- Scott Road; and
- Burrard.

These elevators would be in addition to the seven elevators that were part of the original approved project at the following facilities:

- 29th Avenue;
- Patterson;
- Edmonds (2);
- Columbia (2); and
- Waterfront West Coast Express.

A detailed project description is contained in Table 1 of TransLink's Application (Attachment 1).

Rationale for Proposed Scope Change

As summarized in TransLink's 2022 Annual Report, this original planned elevator project has been delayed by 45 months. The delay has been a result of a requirement for new Master Service Agreement specifications for vendors prior to the issuance of a Request for Proposal. TransLink's scope change application notes that the project initiation now coincides with the next phase of planned elevator improvements slated for 2026. Specifically, it states:

> *By the time the initial project was ready to continue, the next phase of the BCRTC elevator replacement program was ready for initiation. In order to achieve efficiencies, cost savings, and limit further program delays, TransLink combined the initiation of the 2021 and 2022 BCRTC Elevator replacement programs, thus increasing the scope of the project from seven to fifteen elevators along the Expo Line SkyTrain system.*

Remaining Available GVRF Funds

As summarized in TransLink's 2022 Annual Report, $11.9 million remains available in the GVRF for project funding. If the proposed scope change and additional funding is approved by the MVRD Board, the GVRF would have a remaining balance of $8.1 million.

METRO VANCOUVER ANALYSIS

A summary of analysis based on the prescribed evaluation criteria contained in the *Federal Gas Tax Fund – Greater Vancouver Regional Fund Application Guide* is presented below.

Screening Criteria – TransLink's scope change application is complete and generally meets the screening criteria for eligibility, consistency with regional plans and alignment with TransLink's

corporate policies. The project represents a contribution towards the state of good repair commitments set out in TransLink's 2022 Investment Plan, although the specific elevator replacements are not all identified.

Integrated Criteria – The project scores mixed results on integrated criteria relating to the policies of the Regional Growth Strategy, Transportation Performance, Regional Environmental Objectives, and Economic Development. Notably, while TransLink anticipates incremental energy efficient improvements from the new elevating devices, quantifiable greenhouse gas benefits are not anticipated.

Overall Assessment of Evaluation Criteria – On balance, Metro Vancouver staff's assessment of the project set out in Table 1 is "Good". The assessment considers only the eight additional elevators associated with the requested scope-change, not the previously-approved elevators, which were originally scored as a whole along with seven other projects. TransLink's self-assessment of the project is included in its Application (Attachment 1), while its self-assessment of the original seven elevators was included in a report presented to the MVRD Board at its meeting on January 29, 2021 (Reference 2).

Table 1 – Evaluation of Screening Criteria

Criterion	Description	MV Staff Assessment
Screening Criteria		
Eligible Project Category	Local roads and bridges, including active transportation, OR public transit.	**Meets criterion.** All public transit infrastructure, including elevating devices, is eligible.
Eligible Expenses	As set out in the 2014 Administrative Agreement.	**Meets criterion.** This is a capital project.
Plan Consistency	Projects **must be consistent** with TransLink's Capital Plan, *10-Year Investment Plan, the Regional Growth Strategy, and the Regional Transportation Strategy.*	**Meets criterion.** While the project is generally consistent with the 2022 Investment Plan, it is not specifically slated for GVRF funding, nor is it mentioned elsewhere in the 10-Year Investment Plan. TransLink notes that the Investment Plan generally only includes details for major projects and projects expected to receive external funding. It also notes that the proposed elevator project is specifically identified in its 2022 and 2023 Business Plans, and was therefore approved prior to the preparation of the Investment Plan. Since the Investment Plan focused on future projects, it did not re-assess capital projects that had already been approved.
Corporate Policies	Projects must be consistent with applicable TransLink policies such as sustainability, environmental responsibility, emissions, and infrastructure.	**Meets criterion.** While the project is generally consistent with TransLink's corporate policies, elevating devices are not specifically mentioned in the Low Carbon Fleet Transition Plan or Climate Action Plan.

		Policies related to elevating devices are included in *Transport 2050*, TransLink's long-range Regional Transportation Strategy (2.4.1, 4.2.3).
Integrated Criteria: Regional Growth Strategy		
Supports the Regional Growth Strategy	The degree to which the project assists in achieving the goals in the Regional Growth Strategy and directions set out in the Metro Vancouver Board Strategic Plan.	**Good.** The project will support mode shift, particularly within Urban Centres and transit-oriented areas.
Urban Centres and Frequent Transit Development Areas	Where applicable, the project is located in, or demonstrates tangible benefits to, the overall performance of Urban Centres and Frequent Transit Development Areas.	**Excellent.** All of the new replacement elevators are located within Urban Centres, at SkyTrain Stations, or both. Only the Royal Oak and Scott Road locations are not within Urban Centres.
Integrated Criteria: Transportation Performance		
Headline Targets	Demonstrates tangible beneficial effects on vehicle kilometres travelled and / or walk / cycle / transit / multiple occupancy vehicle mode share.	**Good.** Elevating devices increase accessibility, support a state of good repair, and improve customer experience – all of which support mode shift toward transit, particularly for passengers with mobility aids, bicycles, luggage, etc.
Other Transportation Outcomes	Demonstrates tangible beneficial effects on vehicle congestion, transit passenger congestion, transit ridership, transportation safety, and / or goods movement for the duration of the project.	**Good.** This project emphasizes safety, accessibility and service reliability.
Project Type	Demonstrated value of the project type.	**Excellent.** Upgrading assets at the end of their service life is an essential investment in safety and system cost-effectiveness.
Integrated Criteria: Regional Environmental Objectives		
Supports the *Climate 2050* Strategic Framework and *Clean Air Plan*	Contributes to the achievement of regional climate action and air quality goals, including directions set out in the Metro Vancouver Board Strategic Plan, the Regional Growth Strategy, *Climate 2050,* and the *Integrated Air Quality and Greenhouse Gas Management Plan.*	**Good.** TransLink expects incremental energy efficiency improvements from the new elevating devices. Combined with mode shift as a result of accessibility improvements, the project could make minor contributions to regional climate and air quality goals.
Quantifiable Emissions Impacts	Achieves quantifiable beneficial impacts on greenhouse gas and common air contaminant emissions relative to baseline transit vehicles, and lowers the emissions profile of the transit fleet.	**Poor.** As mentioned above, TransLink expects only incremental energy efficient improvements from the new elevating devices – not enough to have quantifiable greenhouse gas benefits.
Integrated Criteria: Economic Development		
Supports Regional Prosperity	Contributes to a regional transportation system that moves people and goods and aligns with regional prosperity.	**Good**. The project modernizes the transit system and could have modest benefits for small-scale, transit-based goods movement. One of the projects (OMC 1), will benefit SkyTrain operations as a whole.

ALTERNATIVES

1. That the MVRD Board approve the proposed scope change to TransLink's January 29, 2021 Greater Vancouver Regional Fund application as set out in the report dated June 21, 2023, titled "Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project".
2. That the MVRD Board refer the report dated June 21, 2023, titled "Greater Vancouver Regional Fund – Application for Scope Change to Previously Approved Project" to the Mayors' Council on Regional Transportation for comment prior to final consideration by the MVRD Board.

FINANCIAL IMPLICATIONS

TransLink's application submission states that this project cannot be funded through other sources and that, in the absence of GVRF funding, TransLink would need to borrow funds to replace these elevators, which is a less feasible option given current debt limit restrictions. While TransLink further notes that it relies upon GVRF funding for certain projects and plans its budgets accordingly, this project was not specifically identified as a GVRF project in their Investment Plan.

If the MVRD Board approves Alternative 1, the Union of British Columbia Municipalities will be notified of the Board's decision to approve the scope change of the 2021 application for an additional $3,817,350 in GVRF funding for the eight elevators. This alternative would leave a remaining balance of $8.1 million in GVRF funds.

If the MVRD Board approves Alternative 2, the Metro Vancouver staff report and recommendations, along with the TransLink application, would be forwarded to the Mayors' Council on Regional Transportation for comment prior to final consideration by the MVRD Board at a future meeting.

CONCLUSION

TransLink submits applications annually to the Greater Vancouver Regional Fund to support expanding and modernizing the region's transit system. TransLink is requesting that the MVRD Board consider approving a scope change to the previously approved GVRF application from January 2021 to add eight new additional elevators at a cost of approximately $3.8 million in funding. If approved, the GVRF will have a remaining balance of $8.1 million. Staff recommend Alternative 1.

Attachments

TransLink, *Amendments to the 2021 GVRF Application – Scope Change for BCRTC Elevating Devices,* dated July 13, 2023

References

1. *Federal Gas Tax Fund Expenditures Policy* (GVRF Policy)
2. Finance Committee report dated January 8, 2021, titled TransLink Application for Federal Gas Tax Funding for 2021-2023 Fleet Replacement, Elevating Devices and Charging Infrastructure

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metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Jerry Dobrovolny, Chief Administrative Officer, Metro Vancouver

From: Christine Dacre, Chief Financial Officer, TransLink

Date: June 26, 2023

Subject: Amendments to the 2021 GVRF Application – Scope Change for BCRTC Elevating Devices

PURPOSE

TransLink is requesting the Metro Vancouver Regional District (Metro Vancouver) approve a scope and funding change for the BCRTC Elevating Devices project previously approved for Federal Gas Tax funds from Greater Vancouver Regional Fund (GVRF) by the MVRD Board on January 29, 2021. TransLink requests that the MVRD Board approve the expansion of the project from seven elevators to fifteen elevators, with an associated increase in funding of $3.818 million, from $11.217 million to $15.035 million.

The approval of the requested application amendment will support TransLink in the procurement and installation of elevators to ensure these public facing assets remain in a state of good repair. As the new elevators have lower energy usage requirements, this project contributes to the region's objective of reducing greenhouse gas emissions. A further benefit is a reduction in maintenance intervals, which will provide customers with an improved experience.

PROPOSED SCOPE AND FUNDING CHANGES

Reason for change:
The activation of the original seven elevator scope of this project was delayed due to a requirement to procure and secure a new Master Service Agreement (MSA) contract for vendors. The previous MSA had expired and new specifications were required to be developed for the Request for Proposal. The new specifications and procurement process resulted in a two-year activation delay of the original project scope.

By the time the initial project was ready to continue, the next phase of the BCRTC elevator replacement program was ready for initiation. In order to achieve efficiencies, cost savings, and limit further program delays, TransLink combined the initiation of the 2021 and 2022 BCRTC Elevator replacement programs, thus increasing the scope of the project from seven to fifteen elevators along the Expo Line SkyTrain system.

BENEFITS

Efficiencies in the utilization of project resources can be achieved as a result of delivering one comprehensive project as opposed to managing these two projects independently. This will benefit the project timeframe and will generate cost savings. The greater scope of the project also provides TransLink the opportunity to sequence and schedule the locations of elevator replacements to minimize the impact on customers. Examples of benefits in managing the scope as an individual project include:

- Economies of scale in the procurement of the equipment, as lower costs can be achieved with a larger order.
- If certain elevator locations begin to fail sooner, or if other construction work is occurring at a location, the sequencing of replacements can be adapted to minimize the impacts to the customer and keep the program on schedule.
- Administrative functions are reduced across steering committees, project management, and procurement.

RISKS

There are certain risks that TransLink has experienced in similar active and completed projects which can have an impact on the schedule, cost and/or the scope of the projects:

- Deterioration of Canadian/foreign currency exchange rate
- Delays caused by vendors due to backlogs
- Inflation risk caused by macro level events

TransLink is aware of these risks, continuously monitors them and takes actions, when needed, to mitigate these risks.

Table 1: Summary of Project, Total Costs, Timeline, and Gas Tax Funding Request

Project Description	Scope	Year of Service Initialization	Total Project Budget	Requested Gas Tax Funding
Original 2021 GVRF Application				
BCRTC Elevating Devices Annual Renewal Program (ARPg)	This project will procure and install a total of seven (7) Expo Line elevators to replace elevators at the stations located at 29th Avenue, Patterson, Edmonds (2), Columbia (2) and Waterfront West Coast Express.	2023	$11,805,000	$11,217,810
Proposed New Funding				
Amended 2021 GVRF Application				
BCRTC Elevating Devices ARPg	This project will procure and install a total of fifteen (15) Expo Line elevators to replace elevators at the stations located at 29th Avenue, Patterson, Edmonds (2), Royal Oak, Gateway, Waterfront West Coast Express, OMC 1, Columbia (2), Surrey Central, King George (2), Scott Road and Burrard.	2026	$18,128,000	$15,035,160
Net addition	**8 Elevators**		**$6,323,000**	**$3,817,350**

ACTIVE PROJECTS

Refer to the December 31, 2022, Annual Report for full details on the status of active projects.

FUNDS AVAILABLE

After considering the increase in funding required as per above, there is $8.1 million in funds available to TransLink. A summary of the funds and usage is provided below:

Greater Vancouver Regional Fund
(as of December 31, 2022)

In millions

Funds Available For Use	**$487.7**
Funds allocated to 2023 GVRF application (Awarded February 2023)	475.8
Adjustment for amended project funding	3.8
Updated Funds Remaining	**$8.1**

The original application went through a rigorous approval process and was determined to meet the evaluation criteria used by Metro Vancouver to evaluate a regional transportation project proposed by TransLink for GVRF funding. The expanded project continues to meet the evaluation criteria as described in Appendix B.

The amendment consolidates two projects which have both been individually approved and funded through the 2022 Investment Plan. The amendment scope was not labeled for GVRF funding in the Investment Plan due to projected funding availability constraints.

The 2022 Investment Plan is focused on recovery while advancing key priorities such as:

- Holding transit service stable
- Pursuing urgent bus service expansion through service reallocations
- Advancing high-priority capital projects
- Implementing our climate commitments
- Making streets safe through active transportation and road investments

The funds utilized from the above application amendment will be used to support continued advancement of TransLink's Low Carbon Fleet Strategy, Climate Action Strategy and Plan, and the goals identified in the TransLink's Regional Transportation Strategy, Metro Vancouver's Regional Growth Strategy and Metro Vancouver's new Climate 2050 goals.

Appendix A

TransLink 2022 Investment Plan: Projects funded by GVRF

A7F: PROJECTS FUNDED BY GREATER VANCOUVER REGIONAL FUND (GVRF)

BUS FLEET

Program Year	Project Name
2018	2019 Community Shuttle Vehicle Replacement
2019	2020 Conventional Bus Replacement 2020 Conventional Bus Expansion 2020 HandyDART Vehicle Replacement 2020 HandyDART Vehicle Expansion 2020 Community Shuttle Vehicle Expansion
2020	2021 Conventional Bus Expansion 2021 HandyDART Vehicle Replacement 2021 HandyDART Vehicle Expansion 2021 Community Shuttle Vehicle Replacement 2021 Community Shuttle Vehicle Expansion
2021	2022 Community Shuttle Vehicle Replacement 2022 HandyDART Vehicle Replacement 2023 Conventional Bus Replacement
2022	2023 Community Shuttle Vehicle Replacement 2023 Conventional Bus Replacement 2023 HandyDART Vehicle Replacement
2023	2024 Conventional Bus Replacement 2024-2028 Conventional Bus Replacement - Trolleys
2024	2026 Conventional Bus Replacement 2025-2029 Conventional Bus Replacement - Trolleys
2027	2029 Conventional Bus Replacement
2029	2031 Conventional Bus Replacement

RAIL FLEET

2011	100-400 Series MK I Refurbishment Project
2020	MKI Refurbishment (500-800 series was 30 years old in 2021)

SEABUS

Program Year	Project Name
2022	Next Generation SeaBus Design

BUS INFRASTRUCTURE

2021	Port Coquitlam Transit Centre - Infrastructure to Support Battery Electric Buses
2022	Marpole Transit Centre – Implementation (Phase 4)

RAIL INFRASTRUCTURE

2021	Elevating Devices Asset Renewal Program - Elevators Elevating Devices Asset Renewal Program - Escalators

BUS SERVICE SUPPORT VEHICLES

2021	Service Support Vehicles Replacement
2023-2027	Service Support Vehicles Replacement
2028-2031	Service Support Vehicles Replacement

RAIL SERVICE SUPPORT VEHICLES

2021	Rail Service Support Vehicle Replacement
2023-2027	Rail Service Support Vehicle Replacement
2028-2031	Rail Service Support Vehicle Replacement

POLICE SERVICE SUPPORT VEHICLES

2028	Transit Police Non-Revenue Vehicles Replacement
2029	Transit Police Non-Revenue Vehicles Replacement

Appendix B

Evaluation Criteria

The "Federal Gas Tax Fund Expenditures Policy" includes a list of criteria (Evaluation Criteria) that is used by Metro Vancouver to evaluate whether a regional transportation project proposed by TransLink for GVRF funding merits approval during the application process. Two types of Evaluation Criteria are identified:

1) Screening Criteria, which represents requirements that are mandatory for any project for which GVRF funding is requested; and

2) Integrated Criteria, which allows for a qualitative assessment of a proposed project based on high priority objectives that reflect the intent of the GVRF as well as of Metro Vancouver goals.

APPLICATION FOR FUNDING FROM THE GREATER VANCOUVER REGIONAL FUND FOR FEDERAL GAS TAX FUNDS

Project 5 BCRTC Elevating Devices Annual Renewal Program (ARPg)
(Ref#213008)

A. 10-YEAR INVESTMENT PLAN

Please describe how the project fits within, and provides support to, the 10-Year Investment Plan

This is a state of good repair project. The amendment consolidates two projects which have both been individually approved and funded through the 2022 Investment Plan. The amendment scope was not assigned GVRF funding in the Investment Plan due to projected funding availability constraints.

B. PROJECT DESCRIPTION

Please complete the following for each project proposed for expenditure from the GVRF.

1. **Executive Summary (not to exceed two pages)**

Project Overview

The amended scope of this project will increase the procurement and installation of Expo Line elevators from seven (7) to fifteen (15). The elevators will be installed at the following stations: 29th Avenue, Patterson, Edmonds (2), Royal Oak, Gateway, Waterfront West Coast Express, OMC 1, Columbia (2), Surrey Central, King George (2), Scott Road and Burrard.

Tangible Benefits and Outcomes

Elevating devices are public facing assets which provide universal accessibility for customers with wheelchairs and strollers. Maintaining these in good condition is important for ensuring safe and pleasant customer experience.

There are primary energy efficiency benefits in operating these new devices (i.e., using less electrical energy per hour to operate). Further benefits are the expected reduced maintenance costs through longer service intervals, fewer trips for maintenance crews, and reduced GHG emissions from maintenance vehicle trips.

Key benefits in moving forward with the amended project scope include:

- Economies of scale in the procurement of equipment, as lower costs can be achieved with a larger order.
- If certain elevator locations begin to fail sooner, or if other construction work is occurring at a location, the sequencing of replacements can be adapted to minimize the impacts to the customer and keep the program on schedule.
- Administrative functions are reduced across steering committees, project management, and procurement.

Project Budget, Expenses, and GVRF Funding Request

The amended project budget is $18,128,000 with a GVRF funding request of $15,035,160. The original project budget was $11,805,000 with approved funding of $11,217,810. Expenses covered by this budget primarily include equipment procurement, installation and other miscellaneous

project costs. The funding requested in this application will be applied towards expenses considered eligible per the terms of the Administrative Agreement.

Steps taken by TransLink to identify, evaluate, and prioritize the proposed project for inclusion in the Application.

State of good repair projects are prioritized through the annual capital planning process for inclusion in the Investment Plan and GVRF Applications. Projects prioritized for GVRF funding are identified in advance in the Investment Plan or through the annual capital planning process.

2. Project Name

BCRTC Elevating Devices Annual Renewal Program (ARPg)

3. Project Need and Location

A condition assessment of 55 elevators across the Expo and Millennium Line stations (including WCE and OMC Yard) was completed in February 2018, and detailed the condition of the equipment, remaining service life and any maintenance issues. 21 elevators were identified as exceeding their useful life. 15 elevators identified below are in the most critical condition. Specific units were identified as due for replacement in the next 3 years.

The locations of the replacement elevating devices are at 29th Avenue, Patterson, Edmonds (2), Royal Oak, Gateway, Waterfront West Coast Express, OMC 1, Columbia (2), Surrey Central, King George (2), Scott Road, and Burrard.

4. Project Eligibility (check one):

☐ **Local Roads and Bridges, including active transportation**
☒ **Public Transit**

5. Project Purpose (check one):

☐ **Expansion:** Expands the carrying capacity of people and/or goods movement.
☒ **State of Good Repair:** Replaces or modernizes assets to keep the regional transportation system in a state of good repair.
☐ **Operational Efficiency/Effectiveness:** Improves the efficiency or effectiveness of the regional transportation system.
☐ **Refurbishment: Extend the useful life of assets to maximize the utility of the regional investment in the transportation system.**
☐
☐ **Other (please specify :_____)**

6. Project Type (check one):

☐ **Growth**

☐ **Upgrade**
☐ **Risk (Resilience)**
☒ **Maintenance**
☐ **Opportunity**

7. Project Staging:

Year(s) of Acquisition or Start of Construction	Year of Completion of Construction	Year of Service Initialization	Year(s) of Renewal	Year(s) of End of Service
2023	**2026**	**2026**	**N/A**	**2046**

8. Has the project previously received funding through GVRF? Please explain.

Yes. Funding of $11.217 million has been received under the approved 2021 GVRF funding application. This amendment expands the scope of the project from 7 elevators to 15 elevators along the Expo Line.

9. Was GVRF funding previously declined for the project? Please explain.

No. This is an amended application for GVRF funding for this project. The original application was approved.

10. Is the project anticipated to require additional future GVRF funding? If so, please explain.

No. TransLink is planning to complete this project within budget.

11. Project Cost + Funding

11.a Budget & Expenditures

Budget	Expenditures to Date	Forecast to Complete	Final Forecasted Cost	Variance (budget – final forecasted cost)
$18,128,000	**$0**	**$18,128,000**	**$18,128,000**	**$0***

**The 2022 Annual Report identifies a $2.2 million positive variance for the approved scope of this project. With the scope increase proposed in this amendment, the variance would return to $0, as the unspent funds would be allocated to the additional scope.*

11.b Project Funding

Prior Approved GVRF Funding	Current Year GVRF Funding Request	Other Funding – Specify source and whether confirmed/pending
$11,217,810	**$15,035,160**	**N/A**

11.c Project Budget Schedule

Item	2022	2023	2024	2025	2026	2027
GVRF-funded Project Budget		**$480,000**	**$1,485,000**	**$5,660,000**	**$7,410,160**	
Total Project Budget		**$502,930**	**$1,745,152**	**$7,083,127**	**$8,796,791**	

12. Project Budget Rationale

Describe the types of proposed project expenses to be funded by the Greater Vancouver Regional Fund

a. Explain how the project reflects the intent of the GVRF

Due to energy efficiencies achieved by replacing older models, this project contributes to the region's objectives of cleaner air, cleaner water and reduced greenhouse gas emissions. Further, this project will result in improvements of accessibility to transit and better customer experience compared to prior models, and thus enhance ridership.

b. In the absence of GVRF funding, can the project proceed with other funding sources? What risks do the other funding sources present to the project?

No, this project cannot be funded through other sources. TransLink relies on GVRF funding and plans its annual budgets accordingly. The other source of funding available to TransLink is the Investing in Canada Infrastructure Program (ICIP), which has been fully utilized.

In the absence of GVRF funding, TransLink would be required to borrow funds externally to fund the replacement of these assets, which is a less feasible option given current debt limit restrictions facing TransLink.

c. Identify potential risks – corporate and regional – of this project that could result in this project not being completed or being unsuccessful. Describe possible mitigation strategies to address these risks.

Should the project not proceed, unacceptable customer impact will occur if elevators fail, eliminating station accessibility options, causing higher costs for upgrade or replacement, impacting the customer experience and reducing accessibility to the transit system.

d. How may the project cost vary as a result of changing external factors, such as interest rates and currency exchange rates?

Project costs may vary due to foreign exchange rates fluctuations and vendor pricing. These uncertainties are mitigated with a sufficient contingency allowance.

e. How may foreseeable changes in investment, regulation, or policies from other orders of government affect the project?

This project would not be affected by changes in investment, regulation or policies from other orders of government.

f. How may foreseeable changes in technology affect the project?

There are no foreseeable changes in technology that would affect this project.

g. What other corporate or external factors could alter the project need, scope, budget, or timeline for project delivery?

Project timeline may be affected by manufacturer's capacity and schedules, availability of parts and/or time for delivery from the manufacturer. Supply chain shortages may also impact the ability to manufacture the elevators. Budget may fluctuate due to parts pricing and/or foreign exchange rates.

h. Describe how the project lowers the emissions profile of the transit fleet, for both greenhouse gas and common air contaminant emissions and advances the fleet towards the region's greenhouse gas emissions reduction targets.

Elevating devices contribute to the customer experience at the SkyTrain and West Coast Express stations which, in turn, contributes towards an increase in ridership.

C. EVALUATION CRITERIA

Please describe how project achieves or works towards each criterion by identifying and reporting on relevant performance measures. Where appropriate, present quantitative information. Please do not exceed 10 pages per project.

Two types of evaluation criteria are identified: Screening Criteria, which represent requirements that are mandatory for any project for which GVRF funding is requested; and Integrated Criteria, which allow for a qualitative assessment of proposed projects based on high priority objectives that reflect the intent of the Federal Gas Tax Fund, of Metro Vancouver goals, and of the Mayors' Council Vision.

Criterion	Description	Assessment
SCREENING CRITERIA		
Eligible Project Category	☐ Local roads and bridges, including active transportation ☒ Public transit	Required
Eligible Expenses	As set out in the 2014 Administrative Agreement (Schedule C) Eligible Item — Expenditure[1] Project management & consultations — $635,160 Equipment & Installation Costs — $14,400,000 Total — $15,035,160 [1] *Per Schedule C, Section 1.1, Part a)*	Required
Plan Consistency	Projects must be consistent with TransLink's Capital Plan, 10-Year Investment Plan, the Regional Growth Strategy and the Regional Transportation Strategy. ☒ 10-Year Investment Plan ☒ Mayors' Council Transportation and Transit Plan ☒ Metro 2040: Shaping our Future ☒ Regional Transportation Strategy	Required
Corporate Policies	Projects must be consistent with applicable TransLink policies such as sustainability, environmental responsibility, emissions and infrastructure. ☒ Sustainability policy ☒ Environmental policy ☒ Emissions policy ☐ Infrastructure policy – n/a	Required
INTEGRATED CRITERIA		
Regional Growth Strategy		
Supports the Regional Growth Strategy	*The degree to which the project assists in achieving the goals in the Regional Growth Strategy and directions set out in the Metro Vancouver Board Strategic Plan.* ☐ Create a Compact Urban Area ☐ Support a Sustainable Economy ☒ Protect Environment and Respond to Climate Change Impacts ☒ Develop Complete Communities ☒ Support Sustainable Transportation Choices	Poor/Good/ Excellent
Urban Centres and Frequent Transit	*Where applicable, the project is located in, or demonstrates tangible benefits to the overall performance of Urban Centres and Frequent Transit Development Areas.*	Poor/Good/ Excellent

Criterion	Description	Assessment
Development Areas	The project will improve elevating device performance resulting in better customer flow at SkyTrain and West Coast Express stations which are located in Urban Centres. The following Urban Centres (Regional City Centre (RCC) and Municipal Town Centre (MTC) will be impacted by this project: • Metrotown RCC • Edmonds MTC • Surrey Metro Centre RCC • Metro Core RCC • New Westminster Downtown RCC	
Transportation Performance		
Headline Targets	*Demonstrates tangible beneficial effects on vehicle kilometres travelled and/or walk/cycle/transit/multiple occupancy vehicle mode share.* The project will improve elevating device performance resulting in better customer flow at SkyTrain and West Coast Express stations. The new elevators are largely like-for-like replacements. Improved customer flow is a result of improved performance and lower downtime. Additionally, the new elevators offer improvements in crime prevention through environmental design with new glass doors which increases safety and thus further encourages customer usage. Opportunities for further accessibility improvements such as touchless controls will be explored and implemented where found to be feasible.	Poor/Good/ Excellent
Other Transportation Outcomes	*Demonstrates tangible beneficial effects on vehicle congestion, transit passenger congestion, transit ridership, transportation safety, and/or goods movement for the duration of the project.* The project will improve elevating device performance resulting in better customer flow at SkyTrain and West Coast Express stations. The new elevators are largely like-for-like replacements. Improved customer flow is a result of improved performance and lower downtime. Additionally, the new elevators offer improvements in crime prevention through environmental design with new glass doors which increases safety and thus further encourages customer usage.	Poor/Good/ Excellent

Criterion	Description	Assessment
	Opportunities for further accessibility improvements such as touchless controls will be explored and implemented where found to be feasible.	
Project Type	*Demonstrated value of the project type (refer to section 6).* By maintaining TransLink's assets in good repair, elevating devices will have fewer breakdowns and service disruptions, and operating costs will not increase.	Poor/Good/ Excellent
Regional Environmental Objectives		
Supports the Climate 2050 Strategic Framework and Integrated Air Quality and Greenhouse Gas Management Plan	*Contributes to the achievement of regional climate action and air quality goals, including directions set out in the Metro Vancouver Board Strategic Plan, the Regional Growth Strategy, Climate 2050, and the Integrated Air Quality and Greenhouse Gas Management Plan.* This is a like-for-like elevating device replacement project. Incremental energy efficiency improvements are expected for the new elevating devices but will not result with a substantive impacts to regional environmental objectives.	Poor/Good/ Excellent
Quantifiable Emissions Impacts	*Achieves quantifiable beneficial impacts on greenhouse gas and common air contaminant emissions relative to baseline transit vehicles and lowers the emissions profile of the transit fleet. The information requirement for this criterion is fulfilled as follows:* *1. For each transit vehicle project, provide a comparison of the emissions of the project versus the baseline vehicle.* *2. For the application in aggregate, provide the:* • *Annualized transit fleet emissions in the current year;* • *Plus, incremental changes in transit fleet emissions with full deployment of any proposed expansion, modernized, or refurbished vehicles.* This is a like-for-like elevating device replacement project. Incremental energy efficiency improvements are expected for the new elevating devices.	Poor/Good/ Excellent
Economic Development		
Supports regional prosperity	*Contributes to a regional transportation system that moves people and goods and aligns with regional prosperity.*	Poor/Good/ Excellent

Criterion	Description	Assessment
	The project will improve elevating device performance resulting in better customer flow at SkyTrain and West Coast Express stations. The new elevators are largely like-for-like replacements. Improved customer flow is a result of improved performance and lower downtime. Additionally, the new elevators offer improvements in crime prevention through environmental design with new glass doors which increases safety and thus further encourages customer usage. Opportunities for further accessibility improvements such as touchless controls will be explored and implemented where found to be feasible.	

To: Finance Committee

From: Mark Seinen, Senior Planner, Regional Planning and Housing Services

Date: June 19, 2023 Meeting Date: July 13, 2023

Subject: **Greater Vancouver Regional Fund – 2022 Annual Report**

RECOMMENDATION

That the MVRD Board receive for information the report dated June 19, 2023, titled "Greater Vancouver Regional Fund – 2022 Annual Report."

EXECUTIVE SUMMARY

TransLink has submitted its Annual Report containing budget and schedule information on active projects funded with federal gas tax funds through the Greater Vancouver Regional Fund as of December 31, 2022. Although TransLink has historically delivered the majority of its projects on or ahead of schedule, 22 of 29 active projects are currently experiencing delays exceeding three months due to supply chain shortages, uncertainties in ridership recovery following COVID-19, and interdependencies between projects. $11.9 million remains available for project funding.

PURPOSE

This report presents TransLink's 2022 Annual Report on active projects funded through the Greater Vancouver Regional Fund (GVRF) in accordance with the *Federal Gas Tax Fund Expenditures Policy* (GVRF Policy) (Reference 1).

BACKGROUND

The GVRF Policy was adopted by the MVRD Board in 2016 and revised in 2020. It specifies that TransLink is required to report annually to the MVRD Board by the end of the second quarter on the status of projects funded through the GVRF, summarizing the previous calendar year's projects. The reports must include updates on: variances in budgeted and actual costs, expenditures to date, project schedule, risk assessment, state of purchased assets, and alignment with the GVRF evaluation criteria.

2022 GVRF ANNUAL REPORT

TransLink's 2022 Annual Report (Attachment) provides a summary of budget and schedule information on active projects with GVRF funding to the end of 2022.

Active Project Schedules

As at December 31, 2022, there were 29 active TransLink projects funded by the GVRF. The majority of these projects (22) were experiencing delays of greater than three months. Tables 5 and 6 in TransLink's Annual Report provide details about these delayed projects, along with seven projects that have been substantially completed or that remain on schedule.

TransLink's 2022 Annual Report cites the following three key reasons for the delays to active projects:

- Supply chain shortages affecting vehicle deliveries;
- Postponing projects to assess ridership capacity requirements following COVID-19; and
- Interdependencies between projects affecting initiation timeframes.

The following eight projects were reported as being behind schedule by more than 24 months:

- 2020 Conventional Bus – Expansion
- 2020 Community Shuttle Vehicles – Expansion
- 2021 HandyDART Vehicles – Expansion
- 2021 Community Shuttle Vehicles – Replacement
- 2021 Community Shuttle Vehicles – Expansion
- Mark I 500-800 Refurbishment
- Next Generation SeaBus Design
- BCRTC Elevating Devices – Elevators Replacement.

The longest delay (i.e. 45 months) is associated with the BCRTC Elevating Devices – Elevators Replacement project. That project is the subject of a scope change amendment, and is summarized in a separate report also on the July 13, 2023 Finance Committee agenda for consideration. If approved, the amended scope of that project would add eight elevators into the previous project's scope at a cost of approximately $3.8 million.

Active Project Costs

The 29 active projects funded by the GVRF have budgets totalling $1.347 billion, with $1.271 billion, or 94 percent, awarded through the GVRF. Total expenditures to date on these projects as of December 31, 2022 were $166.6 million, with $131.6 million being provided by the GVRF. Once these projects are completed, the final funding variance is forecasted to be approximately $31 million under budget. Any unspent GVRF funds at project completion are returned to the GVRF so that they may be used to support alternate future projects.

The following two projects were reported in TransLink's 2022 Annual Report as having positive cost variances in excess of $1 million:

- BCRTC Elevating Devices – Elevators Replacement (positive variance of $2.2 million); and
- SkyTrain Mark I Vehicle Refurbishment (positive variance of $1.5 million).

Since the Federal Gas Tax Fund Program began in 2005, TransLink has received $1.97 billion in funding through the GVRF. At the end of 2022, there remained $87.1 million in GVRF funds available for project funding.[1]

[1] An additional $75.2 million was approved by the MVRD Board on February 24, 2023 for 84 Conventional Renewable Natural Gas Buses, the application for which was originally presented to the Finance Committee on October 13, 2022. Following that approval, $11.9 million remains available.

Risk Assessment
TransLink's 2022 Annual Report provides an updated summary of known risks to the delivery of active projects. TransLink has identified foreign exchange rate volatility, limited labour resources, bus sub-system integration and commissioning, building permit delays, and supply chain impacts as the primary risks going forward.

ALTERNATIVES
This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS
The processing of GVRF Applications and Annual Reports is part of Regional Planning staff's regular activities. There are no financial implications associated with this report.

CONCLUSION
TransLink has submitted its Annual Report containing budget and schedule information on active projects funded with federal gas tax funds through the Greater Vancouver Regional Fund as of December 31, 2022. Although TransLink has historically delivered the majority of its projects on or ahead of schedule, 22 of 29 active projects are currently experiencing delays exceeding three months due to supply chain shortages, uncertainties in ridership recovery following COVID-19, and interdependencies between projects. $11.9 million remains available in the GVRF for project funding.

Attachment
TransLink, Report on Federal Gas Tax Funding received from the Greater Vancouver Regional Fund (GVRF), dated July 13, 2023

References
Metro Vancouver's *Federal Gas Tax Fund Expenditures Policy*, revised February 28, 2020

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Jerry Dobrovolny, Chief Administrative Officer, Metro Vancouver

From: Christine Dacre, Chief Financial Officer, TransLink

Date: June 26, 2023

Subject: Amendments to the 2021 GVRF Application – Scope Change for BCRTC Elevating Devices

PURPOSE

TransLink is requesting the Metro Vancouver Regional District (Metro Vancouver) approve a scope and funding change for the BCRTC Elevating Devices project previously approved for Federal Gas Tax funds from Greater Vancouver Regional Fund (GVRF) by the MVRD Board on January 29, 2021. TransLink requests that the MVRD Board approve the expansion of the project from seven elevators to fifteen elevators, with an associated increase in funding of $3.818 million, from $11.217 million to $15.035 million.

The approval of the requested application amendment will support TransLink in the procurement and installation of elevators to ensure these public facing assets remain in a state of good repair. As the new elevators have lower energy usage requirements, this project contributes to the region's objective of reducing greenhouse gas emissions. A further benefit is a reduction in maintenance intervals, which will provide customers with an improved experience.

PROPOSED SCOPE AND FUNDING CHANGES

Reason for change:
The activation of the original seven elevator scope of this project was delayed due to a requirement to procure and secure a new Master Service Agreement (MSA) contract for vendors. The previous MSA had expired and new specifications were required to be developed for the Request for Proposal. The new specifications and procurement process resulted in a two-year activation delay of the original project scope.

By the time the initial project was ready to continue, the next phase of the BCRTC elevator replacement program was ready for initiation. In order to achieve efficiencies, cost savings, and limit further program delays, TransLink combined the initiation of the 2021 and 2022 BCRTC Elevator replacement programs, thus increasing the scope of the project from seven to fifteen elevators along the Expo Line SkyTrain system.

BENEFITS

Efficiencies in the utilization of project resources can be achieved as a result of delivering one comprehensive project as opposed to managing these two projects independently. This will benefit the project timeframe and will generate cost savings. The greater scope of the project also provides TransLink the opportunity to sequence and schedule the locations of elevator replacements to minimize the impact on customers. Examples of benefits in managing the scope as an individual project include:

- Economies of scale in the procurement of the equipment, as lower costs can be achieved with a larger order.
- If certain elevator locations begin to fail sooner, or if other construction work is occurring at a location, the sequencing of replacements can be adapted to minimize the impacts to the customer and keep the program on schedule.
- Administrative functions are reduced across steering committees, project management, and procurement.

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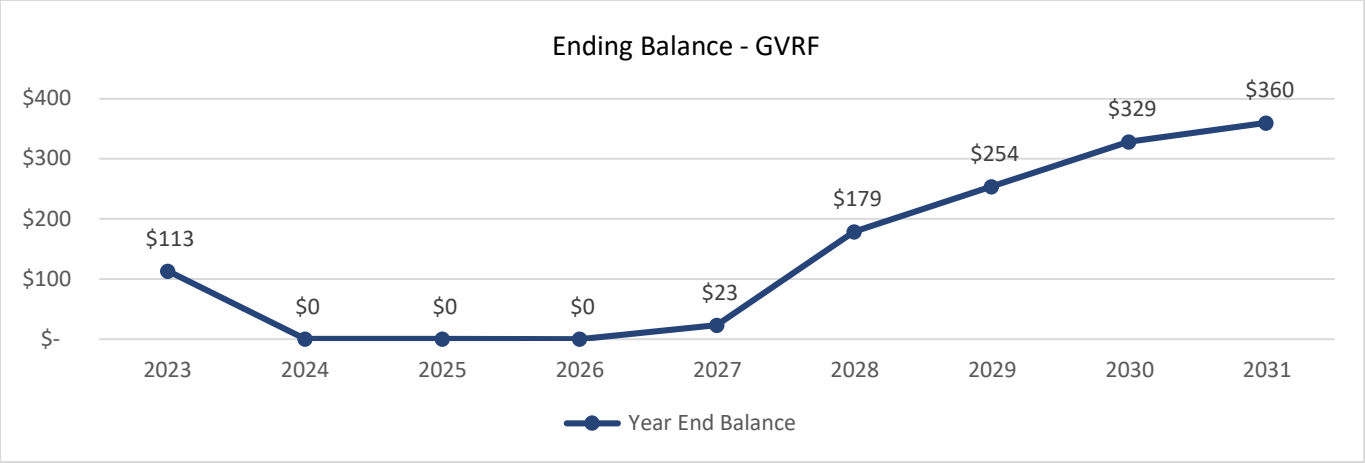
2022 Investment Plan

The chart below shows the projected GVRF balance through 2031. During the period 2023-2031 TransLink anticipates allocations of $1.4 billion in funding from the Government of Canada into the GVRF, with TransLink utilizing the entirety of the allocation. These projects reflect investments in the transit fleet and advancing TransLink's Low Carbon Fleet Strategy[1] and Climate Action Strategy and Plan. While the GVRF balance at the end of 2031 is forecasted to be $360 million, it is expected to be fully drawn down by 2034 by a large fleet replacement coming due between 2032-2034.



GVRF funding is a very important source of capital funding for TransLink and is fundamental to implement the Low Carbon Fleet Strategy, achieve the planned GHG reductions and support the Province's Clean BC mandate. In 2022 GVRF funding represented 41.0% of all senior government funding supporting TransLink's active capital program and 14.9% of the total costs of TransLink's active capital program.

Active Projects

As of December 31, 2022, there were 29 active projects funded by the GVRF, with a total budget of $1,347.1 million and approved GVRF funding of $1,270.5 million. Table 1 is a summary of the total project costs and funding as at December 31, 2022.

Please note that an application amendment is being submitted for the BCRTC Elevating Devices Elevators Replacement (see attached Application Amendment Memo). The amounts listed in this section represent values prior to the amendment.

[1] TransLink is currently developing a new Zero-Emission Fleet Transition Plan that will supersede the Low Carbon Fleet Strategy.

Table 1 – Summary of total project costs and GVRF funding as of December 31, 2022

	Budget As of Dec 31, 2022	Final Forecast Cost As of Dec 31, 2022	Variance[1] As of Dec 31, 2022
Total Project cost	$1,347.1	$1,341.1	$6.0
Eligible GVRF Funding Approved to Date	(1,270.5)	(1,239.5)	(31.0)
Costs Ineligible for GVRF Funding[2]	$76.6	$101.6	$(25.0)

1. Variance from total project approved budget vs. final forecast cost as of December 31, 2022.
2. Ineligible costs represent mainly expenditures incurred by TransLink that are not eligible to be claimed under GVRF such as internal labour charges, overhead, land, internal training and maintenance costs.

Table 2 provides a detailed list of active projects with GVRF funding, including budget, final forecast cost (FFC) and expenditures-to-date as of December 31, 2022. Included in the table are projects that are substantially complete, which have been implemented or are in-service, but remain active to reflect outstanding charges and holdbacks to be addressed prior to project close-out.

Table 2 – List of active projects with GVRF funding as of December 31, 2022

Active Projects with GVRF Funding ($ millions)	Budget	Expenditures to Dec 31, 2022	FFC	Forecast to Budget Variance	Approved Funding	Funding used up to Dec 31, 2022	Total Forecast Funding	Funding Variance
SkyTrain Mark I Vehicle Refurbishment	28.0	26.5	26.5	1.5	24.4	14.7	14.7	9.6
Electric Battery Bus Purchases - Pilot	10.0	9.2	9.5	0.5	6.9	6.9	6.9	-
2019 Conventional Bus - Replacement	33.9	33.2	33.6	0.3	30.0	30.0	30.0	-
2020 Conventional Bus - Replacement	32.5	23.4	32.3	0.2	29.1	15.9	24.7	4.3
2020 Conventional Bus - Expansion	100.7	38.4	101.1	(0.3)	103.5	34.4	97.0	6.5
2020 HandyDART Vehicles - Replacement	6.3	5.6	5.9	0.4	6.1	5.2	5.5	0.6
2020 HandyDART Vehicles - Expansion	1.6	1.3	1.4	0.2	1.4	1.2	1.3	0.1
2020 Community Shuttle Vehicles - Expansion	2.5	-	2.5	-	2.0	-	2.0	-
2021 Conventional Bus - Expansion	43.0	0.7	43.8	(0.8)	46.2	-	43.2	3.0
2021 HandyDART Vehicles - Replacement	6.5	4.8	6.1	0.4	6.4	4.3	5.6	0.8
2021 HandyDART Vehicles - Expansion[1]	1.6	-	1.6	-	1.6	-	1.6	-

Active Projects with GVRF Funding ($ millions)	Budget	Expenditures to Dec 31, 2022	FFC	Forecast to Budget Variance	Approved Funding	Funding used up to Dec 31, 2022	Total Forecast Funding	Funding Variance
2021 Community Shuttle Vehicles - Replacement	14.1	13.3	13.4	0.7	13.7	12.8	12.9	0.8
2021 Community Shuttle Vehicles - Expansion	1.1	-	1.1	-	0.9	-	0.9	-
Mark 1 500-800 Refurbishment	8.8	3.3	9.1	(0.4)	9.9	2.8	8.7	1.3
2022 Community Shuttle Vehicles - Replacement	16.9	-	16.6	0.3	15.3	-	15.3	-
2022 HandyDART Vehicles - Replacement	6.8	2.9	6.4	0.4	6.5	1.4	4.8	1.7
Next Generation SeaBus Design[1]	2.7	-	2.7	-	2.5	-	2.5	-
2021 CMBC Service Support Vehicles - Replacement	1.3	1.0	1.1	0.2	1.4	0.9	0.9	0.4
Port Coquitlam Transit Centre Infrastructure (LCFS)	55.4	2.0	55.4	-	27.8	0.8	27.8	-
2023 Conventional Bus (Electric) - Replacement	88.7	-	88.7	-	86.1	-	86.1	-
2021 BCRTC Service Support Vehicles - Replacement	0.4	0.1	0.4	-	0.4	-	0.3	0.1
BCRTC Elevating Devices Elevators Replacement[1,2]	11.8	-	9.6	2.2	11.2	-	9.6	1.6
BCRTC Elevating Devices Escalators Replacement	10.5	0.5	10.5	-	5.5	0.2	5.5	-
2023 Community Shuttle Vehicles - Replacement	6.9	-	6.9	-	6.7	-	6.7	-
2023 Conventional Bus (CNG) - Replacement	46.0	-	46.0	-	44.4	-	44.4	-
2023 HandyDART Vehicles - Replacement	8.5	0.2	8.4	0.1	6.8	-	6.8	-
Marpole Transit Centre[1]	308.2	-	308.2	0.0	298.1	-	298.1	-
2024 Conventional Bus (RNG) - Replacement[1]	78.0	-	78.0	-	75.3	-	75.3	-
Conventional Trolley Bus - Replacement[1]	414.6	-	414.6	-	400.6	-	400.6	-
Total	**1,347.1**	**166.6**	**1,341.1**	**6.0**	**1,270.5**	**131.6**	**1,239.5**	**31.0**

1. Approved in principle projects with approved GVRF funding. All other projects are active.
2. An application amendment is being submitted for this project (see attached Application Amendment Memo). The amount above represents values prior to the amendment.

Substantially Complete Projects

Among active projects as of December 31, 2022, there are 6 substantially completed projects with a cumulative budget of $93.9 million and GVRF Funding of $82.5 million. All assets from substantially complete projects are currently in use in TransLink operations. Once the outstanding charges and/or holdbacks are released the projects will be closed out.

A. Project Budget to Actual Costs Variance

The majority of projects have favorable variances compared to budget. See Table 2 for a detailed list of active projects and variances from current forecast and approved budget. Below is a discussion of the projects with variances between budget and FFC greater than $1.0 million as of December 31, 2022.

SkyTrain Mark I Vehicle Refurbishment - This project is in the final stages of completion as of December 31, 2022 with a positive variance of $1.5 million between the budgeted cost and the FFC. The variance is primarily due to procurement costs coming in below budget.

BCRTC Elevating Devices – Elevators Replacement - This project has a positive variance of $2.2 million between the budgeted cost and the FFC. This variance is due to revised elevator procurement cost estimates obtained from vendors which came in below previous budgeted amounts.

B. Project Expenditures to Date for Active Projects

Total active project costs were $166.6 million as of December 31, 2022, with $131.6 million in funding coming from the GVRF. Table 3 is a summary of the total active project costs and funding as of December 31, 2022:

Table 3 - Greater Vancouver Regional Fund ($ millions)

	As of December 31, 2022
Total Project Costs	$166.6
Costs Ineligible for GVRF Funding	(35.0)
Expenditure of GVRF Funding	$131.6

Ineligible costs represent expenditures incurred by TransLink that are not eligible to be claimed under GVRF such as internal labour charges, overhead, land, internal training and maintenance costs.

C. Closed Projects

Table 4 provides a detailed breakdown of closed projects with GVRF funding, including budget, final forecast cost (FFC) and expenditures-to-date as of December 31, 2022. Funding remaining under a closed project is released and becomes available to utilize for future GVRF applications.

Table 4 - Projects closed since the prior year report

Closed Projects with GVRF Funding ($ millions)	Budget	Expenditures to Dec 31, 2022	FFC	Forecast to Budget Variance	Approved Funding	Total Funding Used	Funding Variance
2014 HandyDART Vehicle Replacement	8.0	7.6	7.6	0.4	7.5	7.5	-
Surrey Transit Centre – CNG Facility Retrofit	16.3	15.8	15.8	0.5	4.0	4.0	-
2017 Conventional Bus Replacement	111.1	110.6	110.6	0.5	106.0	106.0	-
2018 Community Shuttle Replacement	4.1	3.7	3.7	0.4	3.8	3.7	0.2
2018 Community Shuttle Expansion	2.2	2.1	2.1	0.1	3.2	2.1	1.1
2019 Community Shuttle Replacement	12.6	10.9	10.9	1.7	10.8	10.0	0.8

D. Current Project Schedule

Table 5 provides an update on the progress of approved projects and whether they had proceeded as intended as of December 31, 2022. All projects require Specific Project Approval (SPA) during which they are reviewed by TransLink's Capital Management Committee to ensure fiscal responsibility and overall alignment with the Regional Transportation Strategy. Projects are required to obtain SPA approval before any commitments are made to an external party.

Table 5 – Summary of project progress for active projects with GVRF funding

Project Schedule	Number of Projects	FFC ($ millions)
Delays greater than 3 months	22	$836.2
On or ahead of schedule	1	414.6
Substantially completed projects	6	90.2
	29	$1,341.1

Table 6 shows an estimate for each project schedule based on forecast in-service dates as of December 31, 2022 and the approximate delay in months when compared to original forecast in-service dates. Schedule delays can be caused by numerous reasons, such as delay in equipment delivery from vendors or project complexity. The primary causes of delays impacting active projects in this report include supply chain shortages affecting vehicle deliveries, postponing a project in order to assess ridership capacity requirements following COVID-19 and interdependencies between projects affecting initiation timeframes. Below is a schedule summary for all active projects as of December 31, 2022.

Table 6 – Project schedule summary

Active Projects with GVRF Funding	Forecast In-service Date	Actual In-service Date	Delay/(Early) delivery in months (approx.)	Stage of project progress	Whether proceeded as intended	Estimated Useful Life (years)
SkyTrain Mark I Vehicle Refurbishment	April 2020	August 2020	3	Project is in the final stages of completion.	Yes, SPA approved in September 2012	15
Electric Battery Bus Purchases - Pilot	December 2018	September 2019	8	Project is in the final stages of completion.	Yes, SPA approved in September 2017	17
2019 Conventional Bus - Replacement	September 2020	September 2020	-	Project is in the final stages of completion.	Yes, SPA approved in April 2018	17
2020 Conventional Bus - Replacement	March 2021	March 2023	24	Acceptance of buses was delayed due to quality concerns and deficiency work. Buses arrived throughout 2022 with all deliveries completed as of Q2 2023.	Yes, SPA approved in May 2019	17
2020 Conventional Bus - Expansion	December 2020	May 2024	42	Acceptance of buses was delayed due to quality concerns and deficiency work. Remaining buses are expected to be delivered throughout 2023 and 2024.	Yes, SPA approved in May 2019	17
2020 HandyDART Vehicles - Replacement	May 2021	September 2022	16	Project is in the final stages of completion.	Yes, SPA approved in January 2020	7
2020 HandyDART Vehicles - Expansion	January 2021	August 2022	19	Project is in the final stages of completion.	Yes, SPA approved in January 2020	7
2020 Community Shuttle Vehicles - Expansion	January 2021	July 2024	43	Project delayed during COVID-19 pending assessment of ridership recovery. Vendor contract was executed in Q1 2023.	Yes, SPA approved in November 2019	5
2021 Conventional Bus - Expansion	November 2022	May 2024	19	Project delayed during COVID-19 pending assessment of ridership recovery. Buses are expected to be delivered by Q1 of 2024.	Yes, SPA approved in March 2020	17
2021 HandyDART Vehicles - Replacement	November 2021	March 2023	16	Project delayed due to supply chain shortages and delays at the production facilities. The majority of vehicle deliveries were received throughout 2022 with the final deliveries completed in Q1 2023.	Yes, SPA approved in October 2020	7
2021 HandyDART Vehicles - Expansion	October 2021	September 2024	36	Project delayed during COVID-19 pending assessment of ridership recovery. Project was initiated in January 2023.	Yes, SPA approved in January 2023	7

Active Projects with GVRF Funding	Forecast In-service Date	Actual In-service Date	Delay/(Early) delivery in months (approx.)	Stage of project progress	Whether proceeded as intended	Estimated Useful Life (years)
2021 Community Shuttle Vehicles - Replacement	January 2021	January 2023	25	Project is in the final stages of completion.	Yes, SPA approved in October 2020	5
2021 Community Shuttle Vehicles - Expansion	November 2021	July 2024	33	Project delayed during COVID-19 pending assessment of ridership recovery. Vendor contract was executed in Q1 2023.	Yes, SPA approved in November 2022	5
Mark 1 500-800 Refurbishment	December 2021	June 2024	30	Project delayed due to supply shortages, a cyber attack and WorkSafe BC concerns. Project is now in the implementation phase and targeting completion by Q2 2024.	Yes, SPA approved in August 2020	10
2022 Community Shuttle Vehicles - Replacement	December 2022	July 2024	19	Project delayed during COVID-19 pending assessment of ridership recovery. Vendor contract was executed in Q1 2023.	Yes, SPA approved in April 2021	5
2022 HandyDART Vehicles - Replacement	August 2022	April 2023	8	Vehicle deliveries began in August 2022 and completed as of April 2023.	Yes, SPA approved in March 2021	7
Next Generation SeaBus Design	September 2023	December 2026	40	Project delayed in order to align with the updated SeaBus procurement timeframe. Project is now expected to initiate in 2025.	SPA expected in 2025	30
2021 CMBC Service Support Vehicles - Replacement	August 2022	June 2023	9	Vehicle deliveries have occurred throughout 2022 with final vehicles deliveries expected through Q2 2023.	Yes, SPA approved in April 2021	5-15
Port Coquitlam Transit Centre Infrastructure (LCFS)	October 2023	July 2025	20	Project delayed due to a decision to deliver this project alongside a bus procurement project with a new turnkey procurement model. The RFP for the turnkey vendor was submitted in Q4 2022.	Yes, SPA approved in September 2022	30
2023 Conventional Bus (Electric) - Replacement	December 2023	December 2025	24	Project delayed due to infrastructure requirements to support Battery Electric Buses procured under this project. Vendor contract is expected to be signed in 2023 to begin the scope of work.	Yes, SPA approved in September 2022	17
2021 BCRTC Service Support Vehicles – Replacement	October 2022	December 2023	15	Vehicle delivery for a partial scope of the project has been deferred to 2023 due to supplier inventory shortfalls.	Yes, SPA approved in November 2021	5-20

Active Projects with GVRF Funding	Forecast In-service Date	Actual In-service Date	Delay/(Early) delivery in months (approx.)	Stage of project progress	Whether proceeded as intended	Estimated Useful Life (years)
BCRTC Elevating Devices Elevators Replacement	April 2023	December 2026	45	Project delayed due to lengthy process to secure a new Master Service Agreement with vendors. Project was initiated in April 2023.	Yes, SPA approved in April 2023	20
BCRTC Elevating Devices Escalators Replacement	April 2024	September 2024	5	Project delayed due to supply chain issues causing a shift in the delivery of escalators. Manufacturing of the escalators is in progress.	Yes, SPA approved in May 2021	25
2023 Community Shuttle Vehicles - Replacement	November 2023	July 2024	9	Project delayed during COVID-19 pending assessment of ridership recovery. Vendor contract was executed in Q1 2023.	Yes, SPA approved in June 2022	5
2023 Conventional Bus (CNG) - Replacement	March 2024	July 2024	4	The contract for the supply of vehicles has been awarded and vehicles are expected to be delivered by July 2024.	Yes, SPA approved in February 2022	17
2023 HandyDART Vehicles - Replacement	November 2023	March 2024	4	Vehicles to begin manufacturing during Q3 2023 with vehicle deliveries to commence in Q4 2023.	Yes, SPA approved in June 2022	7
Marpole Transit Centre	July 2025	December 2025	5	Preliminary design was completed in Dec 2022. The project will continue into detailed design through 2023 and early 2024.	Yes, SPA approved in March 2023	30
2024 Conventional Bus (RNG) - Replacement	October 2024	March 2025	5	Project initiated in March 2023.	Yes, SPA approved in March 2023	17
Conventional Trolley Bus - Replacement	November 2027	January 2028	2	Project initiated in May 2023.	Yes, SPA approved in May 2023	17

Disposition of Assets

No GVRF funded assets were disposed of prior to the end of their useful life during 2022.

E. Overall Risk Assessment

TransLink follows standard project management practices and provides an internal oversight structure for each capital project, including projects utilizing GVRF funding. The higher the project's risk profile (measured as a function of risk, business value, size and complexity), the greater the degree of rigour that is applied to its governance model.

Specific project risks are identified prior to project initiation and listed in the project risk register. Monthly reports on risks and issues are provided to TransLink's Project Management Office (PMO). In addition, projects with increased complexity and/or elevated risk profile also have a specific project steering committee assigned. Below is a list of known risks and actions taken for active projects receiving GVRF funding:

RISK TITLE	RISK DESCRIPTION (EVENT)	CAUSE OF RISK	ACTION TAKEN
Foreign Exchange Rate	Deterioration of the Canadian/foreign currency exchange rate may cause vehicle and equipment pricing to exceed project budget	Currency conversion volatility between the Canadian dollar and foreign currencies	Exercise contract options as quickly as possible and build contingency into project budgets
Labour Resources	As a specialized skillset is needed for certain positions, the production may be slower than planned, impacting the completion date	Challenges with labour resource availability and staff turnover	Project managers monitor output, execute project focused training if required and provide for overtime as needed
Bus Sub-system Integration and Commissioning	Installation and integration issues between new bus type and bus sub-systems (electric and double decker buses)	New interfaces, new technology (electric), added deck, taller vehicles	Work with manufacturers to identify any potential issues prior to taking delivery of buses. Allow for extra inspection time.
Building Permits	Delays in obtaining permits from various municipalities required before construction can commence	Municipalities have jurisdiction over sites where construction is required	Continuous engagement with municipalities to generate support. Hire consultants to manage process, if needed.
Supply Chain	Purchasing power and production timelines for zero-emission buses and supporting infrastructure extend project schedules	Zero-emission bus manufacturers are focusing on meeting California / USA demand driven by regulations. The Covid 19 pandemic also continued to have an effect on supply chains.	Continuous engagement with manufacturers to improve procurement timelines, and procurement strategies and long-term partnerships

Alignment with Evaluation Criteria

The "Federal Gas Tax Fund Expenditures Policy" includes a list of criteria (Evaluation Criteria) that is used by Metro Vancouver to evaluate whether a regional transportation project proposed by TransLink for GVRF funding merits approval during the application process. Two types of Evaluation Criteria are identified:

1) Screening Criteria, which represents requirements that are mandatory for any project for which GVRF funding is requested; and
2) Integrated Criteria, which allows for a qualitative assessment of a proposed project based on high priority objectives that reflect the intent of the GVRF as well as of Metro Vancouver goals.

Active projects listed in this report that have received GVRF funding have gone through a rigorous approval process and have been determined to meet the evaluation criteria during the application process.

Article III. CONCLUSION

TransLink has been successfully delivering projects funded via the GVRF, according to project requirements and specifications. Funding provided by GVRF is critical to TransLink's ability to deliver its capital program and meet its climate goals. TransLink will continue to ensure that all active projects funded by GVRF will meet the requirements as defined by the "Federal Gas Tax Expenditures Policy".

To: Finance Committee

From: Mark Seinen, Senior Planner and James Stiver, Division Manager, Regional Land Use Policy, Regional Planning and Housing Services

Date: June 21, 2023 Meeting Date: July 13, 2023

Subject: **Greater Vancouver Regional Fund – Program Overview and Renewal Process**

RECOMMENDATION

That the MVRD Board direct staff to organize an MVRD Board workshop in September 2023 to review options for the renewal of the Greater Vancouver Regional Fund program.

EXECUTIVE SUMMARY

Metro Vancouver administers the Greater Vancouver Regional Fund (GVRF) program, which has delivered approximately $1.97 billion in federal infrastructure funding to TransLink for the expansion and modernization of transit infrastructure since its inception in 2005. The 10-year federal funding agreement that enables the GVRF is set to expire in March 2024 and is expected be replaced by a new agreement. To inform the new federal agreement and a possible associated renewed Metro Vancouver program, the MVRD Board will need to make key decisions about the pooling and strategic allocation of future federal funds in the coming months before the current agreement expires. This report provides an overview of how the GVRF program works and outlines some key considerations for a renewed program. Staff recommend that a workshop be held with the MVRD Board in September, with the objective of exploring options and receiving direction to assist in finalizing the terms of the renewed program by the end of 2023.

PURPOSE

This report provides the Finance Committee and MVRD Board with an overview of the Greater Vancouver Regional Fund program and proposes a process for program renewal prior to its upcoming expiration in March 2024.

BACKGROUND

The GVRF is a program that is jointly-administered by Metro Vancouver and the Union of British Columbia Municipalities (UBCM) that has historically delivered federal funding for regional transportation projects. This program was originally funded from federal gas tax funds but the program has evolved and is now funded by the Canada Community-Building Fund (CCBF)[1] which draws from general revenues and no longer has a connection to gas taxes. In Metro Vancouver, member jurisdictions have historically agreed to pool 95 percent of their respective CCBF funds into the GVRF with the remaining five percent allocated directly to member jurisdictions. Since the first agreement in 2005, approximately $1.97 billion has been delivered to TransLink to expand and modernize the transit system through the GVRF and its predecessor.

[1] Infrastructure Canada's web site (Reference 2) explains that, "as of June 29, 2021, the Gas Tax Fund has been renamed the Canada Community-Building Fund (CCBF). This name change better reflects the program's evolution over time and will not alter or modify the objectives or requirements of the program."

CANADA COMMUNITY BUILDING FUND PROGRAM OVERVIEW

The Canada Community Building Fund (CCBF), formally the federal Gas Tax Fund, is a federally funded program that provides flexible funding to support local infrastructure priorities. Municipalities can pool, bank, and borrow against this funding to make infrastructure investments in the following 19 different project categories: public transit, wastewater infrastructure, drinking water, solid waste management, community energy systems, local roads and bridges, capacity building, highways, local and regional airports, sort-line rail, short-sea shipping, disaster mitigation, broadband and connectivity, brownfield redevelopment, culture, tourism, sport, recreation, and fire halls.

GREATER VANCOUVER REGIONAL FUND PROGRAM OVERVIEW

The GVRF is legally defined in the *Administrative Agreement on the Federal Gas Tax Fund in British Columbia* (the Agreement), which governs how the federal funds are to be administered within BC (References 1 and 2). The term of the current 10-year Agreement is April 1, 2014 to March 31, 2024. From an accounting perspective, UBCM holds the GVRF funds in trust and transfers the approved funds to TransLink upon notification by Metro Vancouver.

In addition to the federal Eligibility Criteria for CCBF, Metro Vancouver establishes further criteria for GVRF-funded projects with the *Greater Vancouver Regional Fund Policy* (GVRF Policy) (Attachment 1). Adopted by the MVRD Board in 2016 and revised in February 2020 the current GVRF Policy limits any expenditures to only regional transportation projects, and two categories in particular:

- Local roads and bridges, including active transportation; and
- Public transit.

In addition to these project eligibility requirements, the GVRF Policy establishes a process, information requirements, and criteria for evaluating and approving expenditures from the GVRF for regional transportation projects proposed by TransLink. It also includes annual reporting requirements for TransLink's expenditures.

Applications

The GVRF Policy sets out the information requirements for TransLink's applications for GVRF funding. The GVRF Policy is accompanied by an Application Guide (Attachment 2) that provides a template for application reviews, including detailed criteria by which Metro Vancouver staff evaluate TransLink's proposed projects prior to reporting to the Finance Committee and MVRD Board for consideration.

Once per year, typically in the early fall, TransLink submits an application for GVRF funding. Between 2016 and 2020, these funding requests ranged from about $120 million to $155 million. More recently, TransLink has received larger amounts, enabled by temporary increases in CCBF funding from Infrastructure Canada to support COVID-19 relief. TransLink's fall 2021 application resulted in $358.48 million in GVRF funding, the majority of which was allocated to the design and construction of a new electrified bus depot, Marpole Transit Centre, to advance its Low Carbon

Fleet Strategy. TransLink's fall 2022 application funded 188 trolley buses and 84 Renewable Natural Gas buses at a total cost of $474.84 million.

TransLink generally requests GVRF funding for transit fleet needs, for both replacement and expansion projects. SkyTrain cars, conventional buses, Community Shuttles, and HandyDART vehicles comprise the majority of GVRF-funded projects since 2016. From time to time, TransLink also uses GVRF funds for transit centres (e.g. Hamilton, Marpole, and Port Coquitlam), pilot projects (e.g. electric buses in 2017-2018), SeaBus replacement and design, and elevating devices (elevators and escalators). Funding for these projects contributes to reducing GHG emissions, improving mobility options for all residents, and reducing the burden on local/regional taxes.

Annual Reports

In accordance with the GVRF Policy, TransLink is required to provide Annual Reports to the MVRD Board on projects funded through the GVRF. The Annual Reports include updates about variances in budgeted and actual costs, expenditures to date, project schedule, risk assessment, project progress, state of purchased assets, and alignment with the GVRF evaluation criteria. TransLink's latest annual report is contained in a separate report also on the July 13, 2023 Finance Committee agenda.

CONSIDERATIONS FOR GREATER VANCOUVER REGIONAL FUND RENEWAL

With the Agreement expiring on March 31, 2024, TransLink's final application under the current GVRF program is expected to be received in the fall of 2023. A new Agreement will need to be established after that time for the program to continue.

UBCM plays a coordinating role in this process and has begun engaging with Infrastructure Canada about the expected timeline for a renewed CCBF. Although no formal mandate has been received from the federal government to date, UBCM and Metro Vancouver staff have been discussing the logistics of a renewed program and are anticipating a timely renewal and program continuity prior to the March 31, 2024 expiration of the Agreement. With TransLink being the major recipient of these funds historically, Metro Vancouver staff have been engaging and updating TransLink staff regarding the renewal process for the GVRF.

UBCM representatives are attending the July 13, 2023 Finance Committee meeting to initiate the engagement with Metro Vancouver and provide an overview of the program renewal process. Staff recommend that a workshop be held with the MVRD Board in September, with the objective of exploring options regarding the renewal of the GVRF program and receiving direction to assist in finalizing the terms of the renewed program by the end of 2023.

Key Issues for 2024 Renewal

There are several key issues to be considered with the renewal of the GVRF program, including:

- *The allocation of funding* – The MVRD Board will need to consider the appropriate allocation of funds toward regional transportation projects, balancing TransLink's reliance on the

funding in its capital plans[2] with other competing needs for funding at the municipal and regional levels. This will be the most significant aspect for the Board to consider during the renewal process. The Board will have the option to support the existing funding allocation, which has been primarily dedicated to public transit investments. Alternatively, the Board will also have the option to consider reallocating a portion of this funding to other eligible local or regional infrastructure projects eligible under the CCBF.

- *Project eligibility* – In recent years, the MVRD Board has expressed some concern about the types of projects being funded through the GVRF. The updated program is an opportunity for the MVRD Board to clarify the types of projects that are to be supported with funding.
- *Updated Application Guide* – A renewed program is an opportunity to revise the associated Application Guide, which details the evaluation criteria for TransLink's project proposals. The guide can be updated to better align with regional plans, such as *Metro 2050*, *Climate 2050,* and *Transport 2050*, and can be enhanced to incorporate other lessons that have been learned in the course of evaluating TransLink's project proposals over the past 10 years.
- *Housekeeping* – General housekeeping and updating of language (e.g. to refer to the Canada Community-Building Fund instead of Federal Gas Tax Fund).

These key issues would be the focus of the MVRD Board workshop in September. Based on discussion, feedback and direction received at the Board workshop, options and recommendations would be brought back to the Board for consideration before the end of 2023.

ALTERNATIVES

1. That the MVRD Board direct staff to organize an MVRD Board workshop in September 2023 to review options for the renewal of the Greater Vancouver Regional Fund program.
2. That the MVRD Board receive for information the report dated June 21, 2023, titled "Greater Vancouver Regional Fund – Program Overview and Renewal Process" and provide alternative direction regarding the Greater Vancouver Regional Fund renewal process.

FINANCIAL IMPLICATIONS

The processing of GVRF Applications and Annual Reports is part of Regional Planning staff's regular activities. The updated terms of a renewed GVRF program could have significant financial implications for Metro Vancouver, member jurisdictions, and TransLink, in terms of the allocation of several hundred million dollars per year in federal funding for capital projects in this region.

CONCLUSION

Metro Vancouver administers the Greater Vancouver Regional Fund, which has delivered approximately $1.97 billion in federal infrastructure funding to TransLink since its inception in 2005. A 10-year federal agreement that enables the GVRF is set to expire in March 2024 and is expected be replaced by a new agreement. To inform the new federal agreement and a possible associated renewed Metro Vancouver program, the MVRD Board will need to make key decisions about the pooling and strategic allocation of future federal funds in the coming months before the current

[2] As described in TransLink's Annual Report, also on the July 13, 2023 Finance Committee agenda, the regional transportation authority anticipates utilizing $1.4 billion in GVRF funding between 2023 and 2031. The GVRF will then be a key source of funding for a large fleet replacement planned for 2032-2034.

agreement expires. To support these decisions, this report provides an overview of how the GVRF program works and outlines key considerations for the renewed program. Staff recommend that discussions regarding the next GVRF program begin in September with an MVRD Board workshop, with the objective of exploring options and receiving direction to assist in finalizing the terms of the renewed program by the end of 2023.

Attachments

1. Federal Gas Tax Fund Expenditures Policy
2. Greater Vancouver Regional Fund Application Guide

References

1. Administrative Agreement on the Federal Gas Tax Fund in British Columbia
2. The Canada Community-Building Fund

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

BOARD POLICY

FEDERAL GAS TAX FUND EXPENDITURES

Effective Date: May 27, 2016 (revised February 28, 2020)

Approved By: MVRD Board

Policy No. FN-012

PURPOSE

The purpose of the *Federal Gas Tax Fund Expenditures Policy* is to identify the process through which the Metro Vancouver Regional District (MVRD) Board considers and approves expenditures from the Federal Gas Tax Fund – Greater Vancouver Regional Fund (GVRF) for regional transportation projects proposed by the South Coast British Columbia Transportation Authority (TransLink).

DEFINITIONS

"Eligible Regional Transportation Projects" means the following eligible project categories described in Schedule B of the Administrative Agreement on the Federal Gas Tax Fund in British Columbia and confirmed by the MVRD Board as follows:

- Local roads and bridges, including active transportation
- Public transit;

"Evaluation Criteria" means the performance measures that the MVRD Board uses to assess the merit of each project submitted by TransLink for GVRF funding, as described in the Federal Gas Tax Fund – Greater Vancouver Regional Fund Application Guide;

"Federal Gas Tax Fund" means the predictable, long-term, stable funding provided by the federal government as part of the *New Building Canada Plan* for Canadian municipalities to help them build and revitalize local public infrastructure;

"Greater Vancouver Regional Fund" means the 95% of the Metro Vancouver Regional District and its member municipalities' per-capita allocation that is pooled for eligible expenditures of regional transportation projects; and

"Information Requirements" means the information that must be provided by TransLink in order to allow for efficient and effective review of proposals by the MVRD Board, as described in the Federal Gas Tax Fund – Greater Vancouver Regional Fund Application Guide.

POLICY

As part of the *New Building Canada Plan*, the Government of Canada transfers funds to Canadian municipalities through the Federal Gas Tax Fund as a source of predictable, long-term funding for building and revitalizing public infrastructure. A renewed ten-year gas tax agreement, the Administrative Agreement on Federal Gas Tax Fund in British Columbia (2014 Agreement), came into effect in April, 2014 and extends the Federal Gas Tax Fund to 2024. It provides the framework for the delivery of federal funding to BC municipalities to help build and revitalize public infrastructure.

One of the three programs identified in the 2014 Agreement is the Greater Vancouver Regional Fund (GVRF). The GVRF pools 95% of MVRD member jurisdictions' per capita allocation of gas tax funds to support eligible regional transportation projects proposed and delivered by TransLink. The GVRF program aligns with the Metro Vancouver *Board Strategic Plan* by enabling the MVRD Board to play a key role in approving the use of these funds towards the advancement of the Mayors' Council Vision. Under this Policy, evaluation criteria have been established that will allow the Board to consider applications for the use of federal gas tax funds within the context of *Metro 2040: Shaping Our Future*, the *Regional Growth Strateg*y to ensure integration between transportation planning and regional land use planning.

The 2014 Agreement identifies how the funds are to be delivered and provides high-level criteria to identify eligible projects and expenditures. Under the 2014 Agreement the MVRD Board must approve all eligible projects proposed by TransLink for funding. UBCM may not transfer monies to TransLink for eligible projects until it has received an approved list from the MVRD Board.

In order to support MVRD Board decisions related to approving expenditures from the GVRF, a process has been defined to clarify the procedural steps through which TransLink is to propose regional transportation projects to the MVRD Board for funding from the GVRF. Information requirements, including evaluation criteria, have also been defined to support the evaluation of regional transportation projects. Proposals from TransLink for funding from the GVRF must follow the format and procedures set out in the Federal Gas Tax Fund – Greater Vancouver Regional Fund Application Guide (the Application Guide).

Application Process

The GVRF application review process will commence upon receipt of an application from TransLink staff. TransLink staff will strive to observe Metro Vancouver's committee report deadlines and ensure applications are sent with sufficient lead time for Metro Vancouver staff to review and provide staff-to-staff comments prior to finalizing the staff report to committee and Board.

The designated standing committee with responsibility for considering applications will review the submitted projects as described using the Application Guide and will make recommendations to the MVRD Board. The standing committee may request TransLink staff to make presentations as appropriate.

The MVRD Board will strive to make determinations in a timely manner. The MVRD Board will notify the Union of British Columbia Municipalities of the projects that it has approved for funding within seven business days of the decision.

Information Requirements

In order for TransLink proposals to be considered by the MVRD Board, they must include all of the required information and follow the format as specified in the Application Guide.

Proposals must be accompanied by TransLink's approved Capital Program listing all projects and funding sources, including any projects funded or anticipating funding from the GVRF. Proposals must demonstrate the consistency of projects with the approved Investment Plan. Proposals must also include a description of each project for which funding is requested as defined within the Project Description section, and must demonstrate compliance with evaluation criteria, both as defined within the Application Guide.

Evaluation Criteria

The Application Guide includes a set of evaluation criteria to allow for a detailed assessment of projects for which funding is requested. A description of how each proposed project achieves or works toward each criterion must be provided.

Two types of evaluation criteria are identified: Screening Criteria, which represent requirements that are mandatory for any project for which GVRF funding is requested; and Integrated Criteria, which allow for quantitative and qualitative assessments of proposed projects based on high priority objectives that reflect the intent of the Federal Gas Tax Fund, Metro Vancouver goals, and the Investment Plan.

Review of Federal Gas Tax Fund - Greater Vancouver Regional Fund Application Guide

The Application Guide may be reviewed and revised as necessary on an ongoing basis at the discretion of the MVRD Board. Metro Vancouver will consult with UBCM and TransLink.

GVRF Funding

TransLink will provide to the MVRD Board annual reports on projects that have received funding through the GVRF as of December 31st. Annual reports should be submitted no later than Q2 of the following year. At a minimum, the reports must include updates about variances in budgeted and actual costs, expenditures to date, project schedule, risk assessment, project progress, state of purchased assets, and alignment with the GVRF evaluation criteria.

TransLink need not request expenditure of all GVRF monies in any given year and may choose to apply the approved funding to a project over multiple years.

Following notification by the MVRD Board of projects approved for funding from the GVRF, UBCM will release funding for approved projects in a calendar year in one amount. The amount of funding released will be commensurate with the amount approved by the MVRD Board.

All proposals, MVRD Board decisions, and TransLink annual reports will be posted on a dedicated page on the Metro Vancouver website on an ongoing basis.

Ownership of Assets

The 2014 Agreement does not address the question of ownership of regional transportation assets purchased using GVRF funds. Typically, GVRF funds are combined with other sources of funding to

offset the cost of a package of improvements. When determining whether asset ownership is advisable, the following factors should be considered:

- Public Sector Accounting Principles do not allow ownership of a tangible capital asset to be divided among different parties. Ownership of the asset must rest with one body.

- Should the MVRD decide to become the owner of an asset purchased through GVRF funding, the MVRD will also have responsibility for the maintenance, replacement and disposal of those assets.

- Ownership of assets, including those acquired using GVRF funding, enable TransLink to borrow for its infrastructure needs in the open market. TransLink currently uses this borrowing power to access funds to operate and maintain the regional transit system.

At its discretion, the MVRD Board shall consider the ownership of a regional transportation asset on a case by case basis with consideration given to the above factors.

Disposition of Assets

The 2014 Agreement includes a provision that attaches conditions to the use of revenues generated from the sale, lease, encumbrance, or other form of disposal of gas tax-funded projects that are disposed of within five years of their completion. All such revenues must be invested by TransLink into eligible projects that have been approved by the MVRD Board.

For any assets purchased by TransLink using funds from the GVRF, TransLink will be required to report back annually on the state of the purchased asset in the annual report, including the disposition of any asset and the value of the gas tax funds returned to the GVRF based on the residual value of the disposed asset.

If and when revenues come available from assets that are disposed of by TransLink within five years of a project's completion, the use of such revenues must be approved by the MVRD Board using the same process and Application Guide as for new GVRF funds.

Scope Changes and Unspent Funds

Expenditures from the GVRF for any specific project proposed by TransLink are associated solely with the project as described through the Application Guide, and approved by the MVRD Board. Should at any time, the project undergo changes or modifications, or should a project require greater funds from the GVRF than anticipated, a new project proposal must be submitted by TransLink to the MVRD using the same process as was undertaken for the original proposal.

Should any project approved by Metro Vancouver for expenditure from the GVRF result in unspent funds, these funds must be returned to the GVRF.

Federal Gas Tax Fund - Greater Vancouver Regional Fund
APPLICATION GUIDE

Context

The intent of the Federal Gas Tax Fund is to assist municipalities in efforts to build and revitalize their public infrastructure in a manner that supports national objectives of productivity and economic growth, a clean environment, and strong cities and communities.

The Greater Vancouver Regional Fund (GVRF) pools 95% of the Metro Vancouver Regional District (MVRD) and its member municipalities' per capita allocation of gas tax funds to support regional transportation projects proposed and delivered by the South Coast British Columbia Transportation Authority (TransLink). The GVRF is anticipated to deliver $652 million over its first five years to eligible projects, and a slightly larger amount over the subsequent five-year period (the fund is indexed at 2% per annum).

TransLink is the sole applicant for funding.

The intent of the GVRF is to support Eligible Projects, as defined in the "Administrative Agreement on the Federal Gas Tax Fund in British Columbia".

The MVRD Board is authorized under the "Administrative Agreement on the Federal Gas Tax Fund in British Columbia" to approve or reject proposals from TransLink for funding from the GVRF.

Proposal Process

1. The GVRF application review process will commence upon receipt of an application from TransLink. TransLink staff will strive to observe Metro Vancouver's committee report deadlines and ensure applications are sent with sufficient lead time for Metro Vancouver staff to review and provide staff-to-staff comments prior to finalizing the staff report to committee and Board.

2. Proposals must follow the format set out in this Application Guide. The following three requirements must be met before any proposal will be reviewed. Special attention will be paid to the alignment of the proposal with requirements A, specifically TransLink's 10-Year Investment Plan. The three requirements are:
   A. Demonstrated consistency with TransLink's 10-Year Investment Plan and approved Capital Program listing all projects and funding sources, including any projects funded or anticipated to be funded by the Greater Vancouver Regional Fund, *must* be attached to the proposal. (See Section A that follows).
   B. A description of each project as defined within the Project Description. (See Section B that follows).
   C. Demonstrated alignment with the evaluation criteria, including consistency with TransLink's Regional Transportation Strategy and Low Carbon Fleet Strategy as well as with the Regional Growth Strategy. (See Section C that follows).

3. Metro Vancouver staff will review the proposals for completeness and notify TransLink of any omissions in information requirements within 10 business days of receipt. It is recommended that TransLink submits all proposals for the current year in a single application.

4. The Metro Vancouver standing committee with responsibility for reviewing expenditures from the GVRF will review the proposals, and will make recommendations to the MVRD Board. The standing committee may request TransLink staff to make presentations as appropriate.

5. The MVRD Board will notify the Union of British Columbia Municipalities (UBCM) of the projects that it has approved for funding within seven business days of the decision.

6. TransLink need not request expenditure of all GVRF monies in any given year, and may choose to apply the approved funding to a project over multiple years.

7. TransLink will provide to the MVRD Board annual reports on projects funded through the GVRF as of December 31. Annual reports should be submitted no later than Q2 of the following year. At a minimum, the reports must include for each project: updates to variances in budget and total cost, expenditures to date, project schedule, risk assessment, project progress, state of purchased assets, and alignment with the GVRF evaluation criteria.

8. Expenditures from the GVRF for any specific project proposed by TransLink are associated solely with the project as described through this Application Guide, and approved by the MVRD Board. Should at any time the project undergo changes or modifications, or should a project require greater funds from the GVRF than anticipated, a new project proposal must be submitted by TransLink to the MVRD using the same process as was undertaken for the original proposal. Should any project approved by the MVRD Board for expenditure from the GVRF result in unspent funds, these funds must be returned to the GVRF.

9. The 2014 Agreement includes a provision that attaches conditions to the use of revenues generated from the sale, lease, encumbrance, or other form of disposal of gas tax-funded projects that are disposed of within five years of their completion. All such revenues must be invested by TransLink into eligible projects that have been approved by the MVRD Board. If and when revenues come available from assets that are disposed of by TransLink within five years of a project's completion, the use of such revenues must be approved by the MVRD Board using the same process and Application Guide as for new GVRF funds.

10. All proposals, MVRD Board decisions, and TransLink annual reports will be posted on a dedicated page on the Metro Vancouver website.

11. The GVRF Policy and Application Guide will be reviewed periodically at the discretion of the MVRD Board.

12. To encourage open communication, identify and mitigate challenges, and to continuously promote an efficient and effective process, Metro Vancouver will convene staff-to-staff meetings on an as-needed basis.

A. TRANSLINK CAPITAL PROGRAM AND PROJECTS IDENTIFIED FOR GVRF FUNDING

Please complete the table below to identify projects for GVRF.

Project Titles	Project Budget	Project Expenditures to Date	2016 Project Expenditures	Forecast Project Cost to Complete[1]	Final Forecasted Cost	Completion Date	GVRF Funding Approved, or to be Requested in Future
Xyz							
Xyz							
Xyz							
Xyz							
xyz							

[1] Remaining costs to complete the project

A. 10-Year Investment Plan

Please describe how the project fits within, and provides support to, the 10-Year Investment Plan.

B. PROJECT DESCRIPTION

Please complete the following for each project proposed for expenditure from the GVRF.

1. **Executive Summary**

- Project Overview
- Tangible Benefits and Outcomes
- Project Budget, Expenses, and GVRF Funding Request
- Steps taken by TransLink to identify, evaluate, and prioritize the proposed project for inclusion in the Application.

2. **Project Name**

3. **Project Need and Location**

- As appropriate, provide a map depicting the intended in-service location of the proposed project.

4. **Project Eligibility**

☐ **Local Roads and Bridges, including active transportation**
☐ **Public Transit**

5. **Project Purpose**

☐ **Expansion:** Expands the carrying capacity of people and/or goods movement.
☐ **State of Good Repair:** Replaces or modernizes assets to keep the regional transportation system in a state of good repair.
☐ **Operational Efficiency/Effectiveness:** Improves the efficiency or effectiveness of the regional transportation system.
☐ **Refurbishment:** Extend the useful life of assets to maximize the utility of the regional investment in the transportation system.
☐ **Other (please specify:_____)**

6. **Project Type**

☐ **Growth**
☐ **Upgrade**
☐ **Risk (Resilience)**
☐ **Maintenance**
☐ **Opportunity**

7. **Project Staging**

Year(s) of Acquisition or Start of Construction	Year of Completion of Construction	Year of Service Initialization	Year(s) of Renewal	Year(s) of End of Service

8. **Has the project previously received funding through the GVRF? Please explain.**

9. Was GVRF funding previously declined for the project? Please explain.

10. Is the project anticipated to require additional future GVRF funding? If so, please explain.

11. Project Cost + Funding

11.a Budget & Expenditures

Budget	Expenditures to Date	Forecast to Complete	Final Forecasted Cost	Variance (budget – final forecasted cost)

11.b Project Funding

Prior Approved GVRF Funding	Current Year GVRF Funding Request	Other Funding – Specify source and whether confirmed/pending

11.c Project Budget Schedule

	Pre-2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
GVRF-funded Project Budget										
Total Project Budget										

12. Project Budget Rationale

Describe the types of proposed project expenses to be funded by the Greater Vancouver Regional Fund.

a. Explain how the project reflects the intent of the GVRF.

b. In the absence of GVRF funding, can the project proceed with other funding sources? What risks do the other funding sources present to the project?

c. Identify the potential risks – corporate and regional – of this project that could result in this project not being completed or being unsuccessful. Describe possible mitigation strategies to address these risks.

d. How may the project costs vary as a result of changing external factors, such as interest rates and currency exchange rates?

e. How may foreseeable changes in investment, regulation, or policies from other orders of government affect the project?

f. How may foreseeable changes in technology affect the project?

g. What other corporate or external factors could alter the project need, scope, budget, or timeline for project delivery?

h. Describe how the project lowers the emissions profile of the transit fleet, for both greenhouse gas and common air contaminant emissions and advances the fleet towards the region's greenhouse gas emissions reduction targets.

C.EVALUATION CRITERIA

Please describe how the project achieves or works towards each criterion by identifying and reporting on relevant performance measures. Where appropriate, present quantitative information. Please do not exceed 10 pages per project.

Two types of evaluation criteria are identified: Screening Criteria, which represent requirements that are mandatory for any project for which GVRF funding is requested; and Integrated Criteria, which allow for a qualitative assessment of proposed projects based on high priority objectives that reflect the intent of the Federal Gas Tax Fund, of Metro Vancouver goals, and of the Mayors' Council Vision.

Criterion	Description	Assessment
SCREENING CRITERIA		
Eligible Project Category	• Local roads and bridges, including active transportation • Public transit	Required
Eligible Expenses	As set out in the 2014 Administrative Agreement (Schedule C).	Required
Plan Consistency	Projects **must be consistent** with TransLink's Capital Plan, *10-Year Investment Plan,* the Regional Growth Strategy and the Regional Transportation Strategy.	Required
Corporate Policies	Projects must be consistent with applicable TransLink policies such as sustainability, environmental responsibility, emissions, and infrastructure.	Required
INTEGRATED CRITERIA		
Regional Growth Strategy		
Supports the Regional Growth Strategy	The degree to which the project assists in achieving the goals in the Regional Growth Strategy and directions set out in the Metro Vancouver Board Strategic Plan.	Poor/Good/ Excellent
Urban Centres and Frequent Transit Development Areas	Where applicable, the project is located in, or demonstrates tangible benefits to, the overall performance of Urban Centres and Frequent Transit Development Areas.	Poor/Good/ Excellent
Transportation Performance		
Headline Targets	Demonstrates tangible beneficial effects on vehicle kilometres travelled and/or walk/cycle/transit/multiple occupancy vehicle mode share.	Poor/Good/ Excellent
Other Transportation Outcomes	Demonstrates tangible beneficial effects on vehicle congestion, transit passenger congestion, transit ridership, transportation safety, and/or goods movement for the duration of the project.	Poor/Good/ Excellent
Project Type	Demonstrated value of the project type (refer to section 6).	Poor/Good/ Excellent
Regional Environmental Objectives		
Supports the Climate 2050 Strategic Framework and *Integrated Air Quality and Greenhouse Gas Management Plan*	Contributes to the achievement of regional climate action and air quality goals, including directions set out in the Metro Vancouver Board Strategic Plan, the Regional Growth Strategy *Climate 2050*, and the *Integrated Air Quality and Greenhouse Gas Management Plan.*	Poor/Good/ Excellent

Criterion	Description	Assessment
Quantifiable Emissions Impacts	Achieves quantifiable beneficial impacts on greenhouse gas and common air contaminant emissions relative to baseline transit vehicles, and lowers the emissions profile of the transit fleet. The information requirement for this criterion is fulfilled as follows: 1. For each transit vehicle project, provide a comparison of the emissions of the project versus the baseline vehicle[2] 2. For the application in aggregate, provide the: o Annualized transit fleet emissions in the current year; o Plus, incremental changes in transit fleet emissions with full deployment of any proposed expansion, modernized, or refurbished vehicles.	Poor/Good/ Excellent
Economic Development		
Supports Regional Prosperity	Contributes to a regional transportation system that moves people and goods and aligns with regional prosperity.	Poor/Good/ Excellent

[2] **REQUIREMENTS FOR EMISSIONS ANALYSIS**

Baseline Transit Vehicle Fuel Type

For the purpose of evaluating the comparative emissions performance of the proposed project relative to the baseline in a consistent manner, the following requirements should be followed, unless otherwise stated by TransLink and including the rationale for any variations.

Vehicle Type	Baseline New Vehicle
40-foot bus	Diesel
60-foot bus	Diesel
Shuttle/Van	Gasoline
Other (specify)	Specified by TransLink

Emissions Type

The emissions of interest are CO_2e, NOx, and particulate matter. Please denote the carbon content assumptions for each fuel type.

Emissions Metric

For each emissions type, grams per fully loaded passenger kilometre (seated and standing passengers).

To: Finance Committee

From: Bill Duvall, Director, Corporate Safety

Date: June 20, 2023 Meeting Date: July 13, 2023

Subject: **Sasamat Fire Protection Service – Communication Upgrades**

RECOMMENDATION

That the MVRD Board approve the release of up to $30,000 from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to be used for communication upgrades at Belcarra and Anmore Fire Halls.

EXECUTIVE SUMMARY

Radio communications are essential infrastructure for the Sasamat Fire Protection Service. The Belcarra Fire Hall requires a new antenna along with a non-penetrating roof mount. In addition, Ladder Truck #7 and Tender #2 require new antennas. Finally, there are ancillary items relating to communications that also require attention. Funds are not set aside in the 2023 budget to address these matters. The SVFD Board of Trustees supports the use of that reserve fund up to $30,000 to facilitate the purchase of the new communications.

This report is being brought forward to consider the use of the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to fund this work.

PURPOSE

To seek approval to release up to $30,000 from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to be used for radio communications infrastructure at the Belcarra and Anmore Fire Halls.

BACKGROUND

The Sasamat Fire Protection Service is a MVRD function with a volunteer fire department that provides fire protection services to the Villages of Anmore and Belcarra. The Sasamat Volunteer Fire Department Fire Chief has received a third-party Communication System Audit (Audit). The Audit included a number of recommendations that the Sasamat Volunteer Fire Department Board of Trustees (SVFD Board of Trustees) have endorsed. The associated cost of the recommendations is anticipated to be over $20,000 but under $30,000. Incidentally, the Sasamat Fire Protection Service has a Communications Capital Equipment Reserve Fund and the SVFD Board of Trustees supports the use of that reserve fund up to $30,000 to facilitate the purchase of the new communications

ALTERNATIVES

1. That the MVRD Board approve the release of up to $30,000 from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to be used for communication upgrades at Belcarra and Anmore Fire Halls.

2. That the MVRD Board receive for information the report dated June 20, 2023, titled "Sasamat Fire Protection Service – Communication Upgrades" and provide alternate direction.

FINANCIAL IMPLICATIONS

If the Board approves alternative one, an amount of up to $30,000 will be allocated from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to cover the cost of the communications equipment. Staff will monitor the Sasamat Fire Protection Service budget through the year to determine if there is a need to amend the financial plan.

If the Board approves alternate two, operating funds would have to be used for the used for the communications equipment, potentially delaying other operational priorities. It is not recommended that purchase of the communications equipment be budgeted in 2024 due to the need for upgrading now.

CONCLUSION

Radio communications are essential infrastructure for the Sasamat Fire Protection Service. Both the Belcarra and Anmore Fire Halls require new communications equipment, including some new antennas (replacement of L7 and T1), and a new non-penetrating roof mount for the Belcarra antenna, and other ancillary items.

As presented in alternative one, it is recommended that the MVRD Board approve the release of up to $30,000 from the Sasamat Volunteer Fire Department Communications Capital Equipment Reserve to be used for the purchase of communications equipment.

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To: Invest Vancouver Management Board

From: Lejla Uzicanin, Vice President, Data, Research and Policy, Invest Vancouver

Date: June 30, 2023 Meeting Date: July 14, 2023

Subject: **Water Tech Cluster Initiative Update**

RECOMMENDATION

That the MVRD Board receive for information the report dated June 30, 2023 titled "Water Tech Cluster Initiative Update".

EXECUTIVE SUMMARY

Beginning in early 2022, the Invest Vancouver *Water Tech Cluster Initiative* was launched to strengthen the water technology sector and innovation ecosystem in the Metro Vancouver region. In partnership with Foresight Canada, this initiative is comprised of three phases: a research phase; targeted support for water technology ventures; and events to enhance the cluster.

The initial phase involved conducting research to gain a better understanding of the strengths and gaps in Metro Vancouver's water tech sector. Subsequently, Foresight Canada focused on building the water cluster at the company level through acceleration activities. Lastly, events were organized with stakeholders to focus on the development of the water tech cluster at the regional level. The initiative has successfully enriched the region's understanding of water tech sector and mapped potential pathways to enhance collaboration. Going forward, Invest Vancouver will build upon this by continuing to promote the water tech sector and its ventures, supporting clustering to build a stronger regional ecosystem, and also working to attract increased foreign direct investment with high quality employment opportunities.

PURPOSE

To present to the Invest Vancouver Management Board and MVRD Board an update on Invest Vancouver's Water Tech Cluster Initiative.

BACKGROUND

The Invest Vancouver Management Board's 2023 Work Plan lists an update on Invest Vancouver's *Water Tech Cluster Initiative* as a deliverable for the third quarter (Q3). As stated in the Invest Vancouver 2023 Annual Plan, Invest Vancouver aims to strengthen the region's key industries by adopting an evidence-based approach, and by convening leaders to strengthen and develop the innovation capacity of these industries. Water technology ("water tech") is a part of Invest Vancouver's Green Economy strategic industry.

WATER TECH CLUSTER INITIATIVE

In February 2022, the MVRD Board approved funding support for Invest Vancouver's *Water Tech Cluster Initiative* (referred to in the report as the Net Zero Water Technology Accelerator project),

through Metro Vancouver's Sustainability Innovation Fund (SIF). Undertaken in partnership with Foresight Canada, the initiative has consisted of the phases as described below.

Sector Research
To better understand the sector, Invest Vancouver undertook a research study to discern the region's water tech strengths, competitive advantages, and opportunities for growth, as well as to recommend actions to support water tech as a clean tech opportunity. The report elaborates on the region's water tech firms and the ecosystem, highlights global themes driving growing demand for water technology products and services, maps the region's water tech sector strengths and capabilities and presents recommendations for actions to further support this valuable sector. The report "Water Tech: The Metro Vancouver Region's Untapped Clean Tech Opportunity," was released in July 2022 and can be found on the Invest Vancouver website (Reference 1).

Support through Acceleration Activities
To support the sector, Foresight Canada carried out acceleration activities for 14 Metro Vancouver-based water tech firms. These support activities included accelerator programming, investment and pilot readiness training, industry and investor matchmaking, and growth strategy development.

Additionally, in an effort to build capacity for net zero applications, Foresight Canada launched a Climate & Water Toolkit (Reference 2) that outlines seven value propositions, as well as a range of action pathways and case studies, to demonstrate how water technologies can be effectively used to address climate mitigation and adaptation priorities.

Cluster Building Events
Lastly, to support investment in this industry, on June 8, 2023 Invest Vancouver and Foresight Canada hosted a global showcase event in Vancouver. The event offered five BC-based water tech companies advancing climate mitigation and adaptation the opportunity to pitch their technologies to over 60 attendees, including representatives from the investment community, utilities and industry, government, academics, startups/SMEs, and other enablers. Outcomes of the event included:

- Compelling pitches were delivered by the BC-based water tech on their innovative water tech ventures, and several investors expressed interest in further discussions.
- Collaborative discussions were fostered among participants, including opportunities for partnerships, collaborations, and knowledge sharing, advancing the objective towards building a water tech cluster in the region.
- The event allowed Invest Vancouver the opportunity to provide targeted advocacy for water tech investment and innovation.

In addition to the global showcase event, Invest Vancouver and Foresight Canada, in cooperation with the Netherlands Consulate in Vancouver and the the Netherland's WaterCampus in Leeuwarden, hosted an online event on June 9, 2023. The event included two panels featuring Dutch and BC representatives from academia, industry, and government. The focus was on the lessons learned from the Netherlands' successful development of a water cluster and how a similar strategy can be adopted in Metro Vancouver. Outcomes included:

- Participants learnt from the Dutch cluster-building experience, which will advance our region's objective of creating a water tech cluster;
- Insights were provided into what is currently working in the Metro Vancouver region, along with opportunities for enhancing the environment to promote the industry and foster cluster development; and
- Opportunities were created for further international collaboration, including the Netherlands' Consulate General specifically highlighting the positive working relationship formed with Invest Vancouver and desire to work more closely going forward.

Next Steps
Invest Vancouver will build on this initiative by promoting the water tech sector and its ventures, supporting clustering, and attracting investment. Additionally, Foresight Canada will be advancing this work through its BC Net Zero Innovation Network initiative, which secured $7.5 million in Federal and Provincial funding. Water will be one of the three initial clusters, along with mining and bioeconomy.

ALTERNATIVES
This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS
The *Water Tech Cluster Initiative* was carried out using the MVRD approved funding of $175,000 from the Regional District Sustainability Innovation Fund.

CONCLUSION
The *Water Tech Cluster Initiative* has been undertaken to support the development of the water technology sector and innovation ecosystem in the Metro Vancouver region. In partnership with Foresight Canada, this initiative has consisted of a research phase, targeted support for water technology ventures, and events aimed at strengthening the cluster. Going forward, Invest Vancouver will build on this initiative by promoting the water tech sector and its ventures, supporting clustering, and attracting investment and employment opportunities for the Metro Vancouver region.

References
1. Invest Vancouver's report "Water tech: The Metro Vancouver Region's Untapped Clean Tech Opportunity" (July 2022)
2. Foresight Canada's "Climate and Water Toolkit" (August 2022)

58103356

To: Invest Vancouver Management Board

From: Bryan Buggey, Executive Vice President, Invest Vancouver

Date: July 4, 2023 Meeting Date: July 14, 2023

Subject: **Investment Attraction Update – Second Quarter 2023**

RECOMMENDATION

That the MVRD Board receive for information the report dated July 4, 2023 titled "Investment Attraction Update – Second Quarter 2023".

EXECUTIVE SUMMARY

The key performance indicators related to the strategic investment function are:

- the value of new investment facilitated and retained in the region ($ millions);
- number of jobs associated with investment facilitated and/or retained; and,
- the number of leads identified; and, percentage of leads identified within Invest Vancouver's seven priority industry clusters.

Invest Vancouver has seen significant growth in the number of leads during Q2 2023 with an addition of 54 prospects to the pipeline. This is a 426% increase over Q1. As of June 30, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and $2.47B in investment potential. The Invest Vancouver team started the year with 10 companies with a stated interest in investing in the region. These leads were generated in 2022 and are still active. In Q1 the team added 13 additional interested/prospective companies to bring the Q1 pipeline total to 23 prospects.

The second quarter (Q2) saw momentum with respect to strategic investment activity and results as Invest Vancouver continues to develop its outreach by participating in a variety of events both locally and globally to generate leads. Further, Invest Vancouver is addressing increased interest in the region through a notable uptick in foreign delegations and inbound enquiries since the first quarter (Q1).

PURPOSE

This report provides an update on investment attraction activities for the second quarter (Q2) of 2023.

BACKGROUND

This report is advanced to the Committee and MVRD Board as an Invest Vancouver Management Board 2023 Work Plan second quarter (Q2) item.

SECOND QUARTER 2023 ACTIVITY

In the first quarter (Q1), Invest Vancouver reported on continued efforts on building out internal infrastructure, including the finalization of the customer relationship management (CRM) system, in

support of scaling investment attraction efforts and increasing the brand's global visibility and profile. Further, Invest Vancouver introduced an event-based business development approach as a key tool for lead generation and promotional activities along with leveraging Invest Vancouver's global network of trade commissioners and BC Trade Representatives.

Prospective Investors

As reminder, the Invest Vancouver team started the year with 10 companies that had stated interest in investing in the region. These leads were all generated in 2022 and are still active. In the first quarter (Q1) the Invest Vancouver team added 13 more interested/prospective companies to bring the pipeline total to 23 prospects.

For the second quarter (Q2) Invest Vancouver has added another 54 prospects to the pipeline representing a 426% increase over the first quarter (Q1). As of June 22, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and $2,468,000,000 in investment potential.

These prospects come from a variety of sources including partners at the Canadian Trade Commissioner Service (TCS), Invest in Canada, and BC Trade and Invest, but the majority of Invest Vancouver's leads have come from Invest Vancouver's events-based business development approach as described in the paragraph above.

Table 1: Investment Attraction Pipeline at June 30, 2023

Stage	# Prospects (leads)	Potential Jobs	Potential Investment
Interested	50	992	$1, 242,000,000
Exploring	14	246	$89,000,000
Facilitating	5	335	$1,059,000,000
Aftercare - Expansion	6	120	$78,000,000
Totals:	**75**	**1,693**	**$2,448,000,000**

Table 2: Breakdown of Current Prospects

Key Sectors representation	
Technology	21
Green Economy	18
Lifesciences	8
Agritech	1
Digital Media	15
Transportation	7
Apparel	0
Other	5

Geographic representation	
United States	14
Europe	38
Asia	10
Canada (outside BC)	4
Other	9

To avoid double counting, prospects are assigned to one category only. In some cases, a prospect can represent more than one key sector. For example, an electric vehicle (EV) battery manufacturer could be attributed to both Green Economy and Transportation sectors.

Landed Investors

In addition to the two companies that chose Metro Vancouver in the first quarter (Q1), Invest Vancouver can report two more landed investments for the second quarter (Q2) representing 47 jobs and $17,000,000 invested (over the next three years). Groke (Mexico) is a heavy duty equipment company and has chosen to open up a small office. Northpool, a Dutch energy trading company, has made a small expansion of their finance team.

These companies are now part of the total of landed deals for 2023 detailed in Table 3.

Table 3: Landed Companies (Q1 and Q2 2023)

Company Name	# New Jobs	Total Investment	Member Jurisdiction
Tree Top Party (Korea)	200	$30,000,000	Port Moody
Highspot (USA)	40	$13,000,000	Vancouver
Q1 Total:	**240**	**$43,000,000**	
Groke (Mexico)	42	$15,000,000	Vancouver
Northpool (Netherlands)	5	$2,000,000	Vancouver
Q2 Total:	**47**	**$17,000,000**	
YTD Total	**287**	**$60,000,000**	

Note: The numbers in the table represents only investment that has landed in the Metro Vancouver region in 2023 for which Invest Vancouver was involved.

Global Networks

Invest Vancouver had the opportunity to meet directly with key in-market Canadian Trade Commissioners and BC Trade Representatives from the following markets:

Table 4: Canadian Trade Commissioners and BC and Trade Investment Representative Meetings (Q2)

Canadian Trade Commissioners	
Berlin	Rome
Munich	Barcelona
Paris	Madrid
London	Istanbul
Dublin	Stockholm
Vienna	Helsinki
Zurich	Oslo
Milan	Copenhagen
San Diego	San Francisco
Boston	New York
Los Angeles	Seoul
Bangkok	Montevideo
Warsaw	Tokyo

BC Trade and Invest Reps
Delhi
Taipei
Boston
London

Staying engaged with these networks keeps the Metro Vancouver region top of mind for business development leads which is particularly important when competing for attention with other major Canadian markets.

Support Systems
Another highlight for the second quarter is the launch of Invest Vancouver's customer relationship management (CRM) system, Microsoft Dynamics. This an important tool is used to track prospects and investment opportunities that the organization is managing. Furthermore, this CRM will be Invest Vancouver's primary contact database making communications and outreach even more efficient.

Event-based Business Development
In the second quarter (Q2), the Invest Vancouver increased its time in-market significantly by participating in the following:

Global Affairs Spring Roadshow:

- An organized trade mission with more than two-dozen Canadian metropolitan regions and four provinces represented. Leveraging the Invest in Canada brand, Invest Vancouver attended Hanover Messe, the world's largest trade show for advanced manufacturing which included a strong presence from the global tech companies and hydrogen fuel cell sectors. The trade mission conducted seminars and business-to-business (B2B) meetings and met with a variety of European Union (EU) companies on the trade floor. In Paris, in partnership with the Trade Commissioner Service (TCS), Invest Vancouver met with a variety of French companies interested in learning more about Canadian city regions.

Canadian Hydrogen Convention:

- In only its second year, this Edmonton convention doubled in size from 4,000 to over 8,000 participating professionals and hydrogen and fuel cell companies, and garnered extraordinary interest from global players in Japan, the middle east, and parts of Europe. Invest Vancouver attended to better understand the hydrogen ecosystem and meet with companies that could do business in the Metro Vancouver region.

BIO International Convention:

- With over 14,000 biotechnology and pharma leaders from over 30 countries for one week of intensive networking in Boston to discover new opportunities and promising partnerships, Invest Vancouver attended to meet with global pharma companies, understand the latest developments in the life sciences ecosystem, and promote the Metro Vancouver region as an investment destination for growing startups. Invest Vancouver also took the opportunity to connect with partners in economic development and learn more about the thriving life sciences cluster in Boston as a model to replicate locally.

London Tech Week:

- As a global celebration of tech, uniting the most innovative thinkers and talent of tomorrow in a week-long festival, the multi-event program attracts over 13,000 participants from around Europe. Activities included a wide range of industry events including the Canadian government backed Artificial Intelligence (AI) Summit. Invest Vancouver used this event to connect with the European AI ecosystem and promote the Metro Vancouver region's

strengths in the sector. The week was also an opportunity for Invest Vancouver to understand global trends in tech, especially AI.

Collision (Tech Conference in Toronto):

- As one of the world's biggest tech conferences, this event attracts 40,000 attendees from startups to Fortune 500 companies. Representation from over 140 countries and thousands of companies. Invest Vancouver is participating to meet with growing companies and global enterprise to promote the tech ecosystem in the Metro Vancouver region.

There were also a number of local opportunities in the Metro Vancouver region with a global profile including:

Canadian Venture Capital and Private Equity Assoc. (CVCA) Annual Conference:

- This annual conference is hosted in the Metro Vancouver region every four years. About 700 venture capital and private equity professionals were in attendance representing billions of dollars of investments across the spectrum from innovative start-ups to multi-billion dollar companies. Invest Vancouver spent time meeting with CVCA members and promoting the region's innovation ecosystem and making introductions where appropriate.

Canadian Hydrogen and Fuel Cell Association (CHFCA) Annual Conference

- This annual event hosted about 500 people from the sector and attracted ministers, executives, and innovators. There was a significant focus was on the clean energy transition, especially long haul transportation. Invest Vancouver hosted site tours and introduced about 120 professionals and potential investors to six different organizations in the region. Invest Vancouver also took space on the trade floor to promote the region and take meetings of interest.

Clean Energy Summit

- Hosted by the Burnaby Board of Trade, this inaugural event was oversubscribed by three times. Designed to celebrate Burnaby as a hub for clean energy and hydrogen fuel cells, in particular, this day-long event featured speakers from the region's local institutions and politicians. Invest Vancouver provided opening remarks for a panel on clean transportation further raising the profile of Invest Vancouver to a local audience.

BC Advanced Air Mobility Summit

- With an eye to support innovation in urban mobility, technology and logistics, Invest Vancouver participated in this afternoon event in late June to support the ecosystem players to enact the theme of operationalizing Advanced Air Mobility (AAM) and Zero-Emission Aviation in BC. The focus of the event was on how to unlock private and public capital towards Metro Vancouver projects.

Motivate (Clean Transportation)

- Invest Vancouver is a partner of this investor-focused summit on clean transportation along with TransLink, the Vancouver Entrepreneurs Forum and the NewCities Foundation (CoMotion). Organized by the NewCities Foundation, this event shines a global spotlight on

the Metro Vancouver region's most dynamic early-stage companies in the rapidly-evolving emerging mobility and clean transportation space.

Inbound Delegations
In addition to participating in these global and local events, the Invest Vancouver team also hosted inbound delegations from the following organizations:

Netherlands – Agritech Mission

- In April, The Netherlands government in conjunction with the BC government hosted a trade-focused agritech delegation to promote further partnerships between the Netherlands and BC based companies and academic institutions. Invest Vancouver had the opportunity to attend some of their content sessions and networking receptions to further build relationships with Dutch companies that are already in the region. Invest Vancouver also had the opportunity to understand the needs and obstacles for growth experienced by local industry.

Ireland – Ireland-Canada Business Association

- In May, a small delegation of mostly professional service providers visited the Invest Vancouver offices to learn about opportunities in the region. The primary focus was on the technology ecosystem.

France – Business France – Immersive Technologies

- In May, Business France brought four digital media companies to Vancouver to learn more about the region's AR/VR and interactive media ecosystem. Invest Vancouver met with each company and also attended some networking sessions.

Colorado – Colorado Business Roundtable – Clean Energy

- In partnership with BC Trade and Invest, Invest Vancouver put together a two-day executive briefing and familiarization tour. The first day included briefings from experts in technology, digital media, and cleantech while the second day was dedicated to site tours at UBC, with the Cities of Surrey and Burnaby. The delegation primarily came from the energy sector.

Hungary – Ambassador to Canada

- This facilitated discussion compared the regional economies between the two parties with an eye to better understand how Budapest and Vancouver can do more business together.

Belgium – Hub.Brussels

- Invest Vancouver's peer organization from Brussels flew out their Chief Executive Officer and new department head for the Americas to meet and to explore opportunities. There was strong interest in Hydrogen Fuel Cells.

ALTERNATIVES
This is an information report. No alternatives are presented.

TFINANCIAL IMPLICATIONS

here are no financial implications to this report, all activities were completed as part of the 2023 Board approved Invest Vancouver budget.

CONCLUSION

Invest Vancouver has seen momentum build in the second quarter (Q2) with respect to strategic investment activity. The second quarter (Q2) has seen an increase in-market activity, through event-based business development, inbound delegations and through meetings with the global networks through the Canadian Trade Commissioners and BC Trade Representatives. Through continued work through in-market activities and the strengthening of internal supporting systems including the customer relationship management (CRM) system, these changes position Invest Vancouver well with respect to the deliverables outlines in the Invest Vancouver 2023 Annual Plan. Invest Vancouver staff will continue to provide regular updates on progress and developments as they become available.

58104947

To: Invest Vancouver Management Board

From: Katie Fitzmaurice, Vice President, Collaboration and
Peyton Winslade, Marketing and Partnerships Advisor, Collaboration, Invest Vancouver

Date: June 6, 2023 Meeting Date: July 14, 2023

Subject: **Invest Vancouver Communications Update**

RECOMMENDATION
That the MVRD Board receive for information the report dated June 6, 2023 titled "Invest Vancouver Communications Update".

EXECUTIVE SUMMARY
Invest Vancouver continues to grow its reach through various communications channels and initiatives. As approved by the MVRD Board through the 2023 budget process, one of Invest Vancouver's organizational performance targets for 2023 is 10,000 unique visits to the Invest Vancouver website, and we are currently tracking to meet this goal. Between January 1, 2023 and May 31, 2023, 4,200 unique users visited the site a total of 6,700 times (a 13% increase and 9% increase compared to the previous period), and Invest Vancouver's posts were viewed over 48,000 times on social media (29% increase).

Initiatives included increased video content, a quarterly newsletter, and work supporting the launch of the April 2023 Life Sciences report. In 2023, Invest Vancouver is further refining digital content, assets, and overall strategy across platforms, including with a specific focus on growing reach in foreign markets in alignment with the events-based foreign direct investment strategy. This includes creating content and optimizing investvancouver.ca and social media posts for both a global and local audience.

PURPOSE
To provide an update regarding Invest Vancouver's communications activities, including key metrics from 2023 to date.

BACKGROUND
This report is advanced in alignment with the endorsed Invest Vancouver Management Board 2023 Work Plan.

CONTEXT
Growing a strong digital presence for both local and global audiences is an initiative outlined in the Invest Vancouver 2023 Annual Plan. A strong digital presence is a critical and cost-effective tool to increase local and global visibility, enabling access to a larger audience. It provides platforms to update audiences regarding current and planned activities. Invest Vancouver utilizes several "owned" communications channels to advance a digital presence (e.g., social media, the

Invest Vancouver website). In addition to these channels, Invest Vancouver also promotes the brand through other communications channels such as through media and partners. This report will provide (1) an update on the activities across Invest Vancouver's owned communications channels, (2) a summary of significant communications initiatives to promote Invest Vancouver research across all channels, and (3) information about upcoming communications initiatives.

INVEST VANCOUVER'S "OWNED" DIGITAL MEDIA CHANNELS

Invest Vancouver's "owned" channels include social media (primarily, LinkedIn and Twitter), the Invest Vancouver website, and an e-mail newsletter. Together, these channels provide an effective way to target both local and global audiences.

Social Media

Social media continues to be a key and cost-effective channel to grow Invest Vancouver's reach. During the first five months of 2023, Invest Vancouver's posts on social media were seen over 48,000 times. Detailed metrics for Invest Vancouver's core social media platforms, LinkedIn and Twitter, are presented in Table 1 and Table 2 below.

LinkedIn is considered to be Invest Vancouver's main platform, given its professional and business-focused audience. In 2023 to date, Invest Vancouver has seen increases across all key LinkedIn metrics; more users are seeing and engaging with Invest Vancouver posts than in the previous five-month period. Additionally, Invest Vancouver's LinkedIn following has grown by 46% (535 new followers) so far this year.

LinkedIn provides audience metrics for Invest Vancouver to better understand its followers. 71% of Invest Vancouver followers are from British Columbia, 14% are from other parts of Canada, and 15% are international. Staff are exploring strategies to expand international social media audience, including capitalizing on and promoting attendance at international events and trade delegations

Table 1: Social Media Metrics, LinkedIn, January 1 2023 through May 31 2023

LinkedIn Metric	Value	% change compared to previous 5-month period (8/1/2022 – 12/31/2022)
Posts	60	18%
Impressions (views)	37,178	38%
Average impressions per post	620	18%
Engagements (e.g. link click, like, comment)	2,602	13%
Shares of Invest Vancouver content	114	73%
New followers	535	46% follower growth, compared to 25%

Twitter is Invest Vancouver's secondary platform. Since a change in ownership in late 2022, the Twitter platform underwent significant transformations, including major alternations to the content-displaying algorithm. Although Invest Vancouver's posts have been seen over 11,000 times on Twitter in 2023 so far, this represents a decrease compared to the previous five-month period. Anecdotally, impressions are down across many business accounts that target similar demographics

as Invest Vancouver. While Invest Vancouver will maintain an active presence on the platform, a strategic shift will be made to focus more attention on LinkedIn.

Table 2: Social Media Metrics, Twitter, January 1 2023 through May 31 2023

Twitter Metric	Value	% change compared to previous 5-month period (8/1/2022 – 12/31/2022)
Posts	58	12%
Impressions (views)	11,348	-27%
Average impressions per post	195	-34%
Engagements (e.g. link click, like, reply)	502	15%
Shares (Retweets) of Invest Vancouver content	34	-47%
New followers	42	17% follower growth, compared to 18%

Social media posts from personal staff accounts or from partners are not reflected in the metrics above. As a regional economic development leadership service, a notable element of the overall communication strategy is to collaborate with interested staff and Invest Vancouver Management Board members to expand network reach, particularly when staff are operating in foreign markets and engaging new audiences. Accordingly, the metrics do not account for the full reach of the Invest Vancouver brand.

"Metro Vancouver Visionaries" Video Content
Using funding from the CanExport Community Investment program, in late 2022 Invest Vancouver developed a series of investment attraction-focused videos that introduce a global audience to select regional industries through the eyes of leaders of organizations. The video series includes six longer form (1.5 minutes to 2.5 minutes) versions intended for use in presentations, at conferences, and on YouTube, and six shorter form (<1 minute) versions that are optimized for social media viewing.

The leaders featured in the videos are:

- Macarena Cataldo-Hernandez, Viridis Research (Water Tech)
- Neil Aubuchon, AbCellera (Life Sciences)
- Michael Gilbert, Semios (Agritech)
- Spencer Kent, Industrial Light & Magic (Digital Media & Entertainment)
- Jessica Verhagen, Hydra Energy (Green Economy/Clean Transportation)
- Dennis Thomas, "Whonoak", Tsleil-Waututh Nation (Indigenous perspective)

All longer form versions of the videos are currently available on Invest Vancouver's recently-launched YouTube channel, and the shorter versions are being rolled out on Invest Vancouver's Twitter and LinkedIn channels periodically.

Website

Between January 1, 2023 and May 31, 2023, 4,202 unique users visited investvancouver.ca 6,752 times (total sessions). This represents a 13% increase in users and a 9% increase in sessions compared to the previous five-month period. 79% of users were located in Canada and 21% were located internationally, with a little less than half of the international users being from the United States. Of the 79% of users from Canada, two of every three users were from British Columbia. Top performing web pages, by number pageviews (total number of times any user view the page), are detailed in Table 3.

Table 3: investvancouver.ca web pages with over one thousand pageviews between January 1, 2023 and May 31, 2023

Page	Total Pageviews
Home	10,583
Our Team	4,210
Governance	2,976
Life Sciences Report	2,050
About Us	1,986
Contact Us	1,286
Reports and Research	1,176

Newsletter

Email newsletters offer a direct way to deliver content, allowing recipients to conveniently access and digest content at their own pace. They are a commonly used tool by other economic development organizations, including Montreal International and Toronto Global. Invest Vancouver distributes newsletters on an approximately quarterly basis. Beginning in August 2022, five such newsletters have been sent, with a range of content from Invest Vancouver's functions in each newsletter. Content has included announcements of research and activities, opportunities related to outbound and local events, local success stories, content from partners including event invitations, and more.

The sent newsletters have a combined average 60% open rate (percent of recipients who open the newsletter), compared to a Government industry average of 28.7%, and a combined average 13% click rate (percent of recipients who clicked a link), compared to an industry average 3.9% (source for benchmarks: Mailchimp). Staff are working on strategies to grow the reach of the newsletter.

SIGNIFICANT COMMUNICATIONS INITIATIVE: PROMOTING LIFE SCIENCES RESEARCH

On April 18, 2023, Invest Vancouver published its latest gap analysis report, "Life Sciences in Metro Vancouver: Shaping a Globally Prominent R&D Hub". With the aim of promoting identified productive advantages and sharing report findings and recommendations, the report and related marketing assets were disseminated via Invest Vancouver's website, social media, newsletter, press coverage and Invest Vancouver's network.

Social media posts created to promote the report included an executive summary, overviews of the region's specializations, and testimonials from organizations that represent regional "success stories" in the industry. 22 posts resulted in over 17,000 impressions, over 1,000 engagements (likes, shares, comments, clicks and link clicks on the posts), and 209 website visits over a six-week period. For this report, Invest Vancouver focused on an industry engagement strategy to create

unique content. Three posts from the resulting campaign (A map of regional life sciences hubs, a long-form article profiling Zymeworks, and a long-form article profiling AbCellera) were some of Invest Vancouver's highest performing posts of all time on LinkedIn.

The Life Sciences report also received media coverage. Online industry-focused publications Techcouver and Vancouver Tech Journal both published articles regarding the launch of the report, alongside coverage from The Orca and The Indo-Canadian Voice. Overall, articles mentioning the report had a reach of approximately 260,000 people.

An in-person event was held to launch the report and promote the industry at Zymeworks, a growing Mount Pleasant-based life sciences organization. The event brought together industry leaders to discuss the current state and future potential of the life sciences sector in the region. The by-invitation only event was "sold out" with approximately 60 attendees from areas including: industry; local, provincial and federal government; accelerators and ecosystem supporters; and academic institutions. Attendees heard from eight speakers across two panels moderated by Invest Vancouver staff. Topics included the current strengths of the industry and future areas for growth and improvement.

FUTURE AND ONGOING MARKETING AND BRANDING INITIATIVES

In 2023, Invest Vancouver will continue to refine digital content, assets, and overall strategy across platforms, with a specific focus to expand reach in foreign markets in alignment with the events-based foreign direct investment strategy. This includes continuing to create content and optimize investvancouver.ca and social media posts for both a global and local audience.

Upcoming projects include a dynamic regional map to showcase all member jurisdictions alongside important assets like transportation and education institutions. Additionally, staff are preparing to launch the digital version of the "Doing Business in the Metro Vancouver Region" guide. Both of these items are targeted at growing Invest Vancouver's global reach.

Staff are developing video content using funding from the CanExport Community Investment program. Currently in the early planning phases, the content includes marketing-focused regional overview videos featuring key messages for international decision-makers exploring a presence in the Metro Vancouver region, and would be used at conferences, meetings, and online.

Lastly, as of report writing date, staff are in the midst of executing a communications campaign for "Clean Transportation Month" 2023. A future update will be provided with respect to June as Clean Transportation Month when complete metrics for the month are available.

ALTERNATIVES

The is an information report. No alternatives are provided.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report; all activities were completed within the Board approved Invest Vancouver 2023 budget.

CONCLUSION

Invest Vancouver has successfully engaged local and global audiences through its owned communications channels. LinkedIn, in particular, has experienced consistent growth, attracting impressions, engagements, shares, and new followers. Notable marketing initiatives, such as the Life Sciences research launch, have successfully promoted Invest Vancouver's goals through various channels, including website, social media, newsletters, and press coverage.

Moving forward, Invest Vancouver aims to refine its digital content and strategy to enhance global reach, with projects including a regional map and a digital version of the "Doing Business in the Metro Vancouver region guide." Invest Vancouver's achievements demonstrate a commitment to engaging audiences, promoting key industries, and attracting investment to the Metro Vancouver region through a compelling digital presence.

References

1. Invest Vancouver YouTube Channel
2. Invest Vancouver website
3. Email Marketing Statistics and Benchmarks. Mailchimp
4. Invest Vancouver LinkedIn: Map of Regional Life Sciences Hubs
5. Invest Vancouver LinkedIn: Zymeworks Article
6. Invest Vancouver LinkedIn: AbCellera Article

58097758

To: Caucus of the Committee Chairs

From: Heather McNell, Deputy Chief Administrative Officer, Policy and Planning
Jacquie Griffiths, President, Invest Vancouver

Date: July 12, 2023 Meeting Date: July 24, 2023

Subject: **Invest Vancouver Overview and Update**

RECOMMENDATION
That the MVRD Board receive for information the report dated July 12, 2023, titled "Invest Vancouver Overview and Update".

EXECUTIVE SUMMARY
Invest Vancouver, a proud service of Metro Vancouver, is the region's economic development leadership service. This service continues to promote the advantages and opportunities of the Metro Vancouver region globally to advance strategic investment and economic development. This report provides background information on recent activities and accomplishments, including key performance indicators such as the number of new investments facilitated and retained in the region, as well as the number of leads identified.

Invest Vancouver has seen significant growth in the number of leads during Q2 2023 with an addition of 54 prospects to the pipeline. This is a 426% increase over Q1. As of June 30, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and $2.47B in investment potential. In compliment to the investment pipeline, global promotion activities have also seen substantial growth, with a social media reach increasing by 29% (48,000 impressions) and website page views increasing by 9% (6,700) between January 1 – May 31, 2023 to comparison to the previous period. In addition, Invest Vancouver has completed nine strategic partnerships to date, surpassing the total number of partnerships achieved in 2022.

PURPOSE
To provide the Caucus of Committee Chairs and the MVRD Board with an update on Invest Vancouver and recent activities.

BACKGROUND
Committee members requested that staff provide an overview of Invest Vancouver to the Caucus of Committee Chairs, and summarize recent activities and accomplishments.

CONTEXT
Invest Vancouver is Metro Vancouver's regional economic development leadership service. Invest Vancouver's mandate is to support the attraction of strategic investment into the region to facilitate the creation of high-value jobs. The three functions of Invest Vancouver to facilitate this mandate are:

- Strategic Investment – to secure strategic investment in targeted, export-oriented sectors;

- Data, Research and Policy – to advise leaders on economic policy through research and analysis; and,
- Collaboration – to provide a platform for regional collaboration and global promotion on opportunities and issues relevant to the economy.

For 2023, Invest Vancouver continues to advance its presence as a global front door for the region and as a world-class organization. These efforts are guided by the Invest Vancouver 2023 Work Plan, including the following key initiatives:

- Attracting world-class companies to the Metro Vancouver region;
- Strengthening our key strategic industries;
- Addressing regional issues to increase resilience for the regional economy; and,
- Providing a focused, sustained regional service.

Metro Vancouver, through Invest Vancouver, has made significant progress on the key initiatives, as demonstrated within the presentation.

ALTERNATIVES
This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS
There are no financial implications to this report.

CONCLUSION
Invest Vancouver, Metro Vancouver's regional economic development leadership service, continues to promote the advantages and opportunities of the Metro Vancouver region to a global audience to advance strategic investment in the region. This report provides an overview of Invest Vancouver as well as an update on recent activities and accomplishments. Overall, Invest Vancouver has seen a significant increase in the number of investment attraction pipeline leads in first half of 2023.

Attachments
1. Investment Attraction Update – Second Quarter 2023, report dated July 4, 2023 *(58104947)*
2. Invest Vancouver Overview and Update Presentation *(61298373)*

61140078

To: Invest Vancouver Management Board

From: Bryan Buggey, Executive Vice President, Invest Vancouver

Date: July 4, 2023 Meeting Date: July 14, 2023

Subject: **Investment Attraction Update – Second Quarter 2023**

RECOMMENDATION

That the MVRD Board receive for information the report dated July 4, 2023 titled "Investment Attraction Update – Second Quarter 2023".

EXECUTIVE SUMMARY

The key performance indicators related to the strategic investment function are:

- the value of new investment facilitated and retained in the region ($ millions);
- number of jobs associated with investment facilitated and/or retained; and,
- the number of leads identified; and, percentage of leads identified within Invest Vancouver's seven priority industry clusters.

Invest Vancouver has seen significant growth in the number of leads during Q2 2023 with an addition of 54 prospects to the pipeline. This is a 426% increase over Q1. As of June 30, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and $2.47B in investment potential. The Invest Vancouver team started the year with 10 companies with a stated interest in investing in the region. These leads were generated in 2022 and are still active. In Q1 the team added 13 additional interested/prospective companies to bring the Q1 pipeline total to 23 prospects.

The second quarter (Q2) saw momentum with respect to strategic investment activity and results as Invest Vancouver continues to develop its outreach by participating in a variety of events both locally and globally to generate leads. Further, Invest Vancouver is addressing increased interest in the region through a notable uptick in foreign delegations and inbound enquiries since the first quarter (Q1).

PURPOSE

This report provides an update on investment attraction activities for the second quarter (Q2) of 2023.

BACKGROUND

This report is advanced to the Committee and MVRD Board as an Invest Vancouver Management Board 2023 Work Plan second quarter (Q2) item.

SECOND QUARTER 2023 ACTIVITY

In the first quarter (Q1), Invest Vancouver reported on continued efforts on building out internal infrastructure, including the finalization of the customer relationship management (CRM) system, in

support of scaling investment attraction efforts and increasing the brand's global visibility and profile. Further, Invest Vancouver introduced an event-based business development approach as a key tool for lead generation and promotional activities along with leveraging Invest Vancouver's global network of trade commissioners and BC Trade Representatives.

Prospective Investors

As reminder, the Invest Vancouver team started the year with 10 companies that had stated interest in investing in the region. These leads were all generated in 2022 and are still active. In the first quarter (Q1) the Invest Vancouver team added 13 more interested/prospective companies to bring the pipeline total to 23 prospects.

For the second quarter (Q2) Invest Vancouver has added another 54 prospects to the pipeline representing a 426% increase over the first quarter (Q1). As of June 22, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and $2,468,000,000 in investment potential.

These prospects come from a variety of sources including partners at the Canadian Trade Commissioner Service (TCS), Invest in Canada, and BC Trade and Invest, but the majority of Invest Vancouver's leads have come from Invest Vancouver's events-based business development approach as described in the paragraph above.

Table 1: Investment Attraction Pipeline at June 30, 2023

Stage	# Prospects (leads)	Potential Jobs	Potential Investment
Interested	50	992	$1, 242,000,000
Exploring	14	246	$89,000,000
Facilitating	5	335	$1,059,000,000
Aftercare - Expansion	6	120	$78,000,000
Totals:	**75**	**1,693**	**$2,448,000,000**

Table 2: Breakdown of Current Prospects

Key Sectors representation	
Technology	21
Green Economy	18
Lifesciences	8
Agritech	1
Digital Media	15
Transportation	7
Apparel	0
Other	5

Geographic representation	
United States	14
Europe	38
Asia	10
Canada (outside BC)	4
Other	9

To avoid double counting, prospects are assigned to one category only. In some cases, a prospect can represent more than one key sector. For example, an electric vehicle (EV) battery manufacturer could be attributed to both Green Economy and Transportation sectors.

Landed Investors

In addition to the two companies that chose Metro Vancouver in the first quarter (Q1), Invest Vancouver can report two more landed investments for the second quarter (Q2) representing 47 jobs and $17,000,000 invested (over the next three years). Groke (Mexico) is a heavy duty equipment company and has chosen to open up a small office. Northpool, a Dutch energy trading company, has made a small expansion of their finance team.

These companies are now part of the total of landed deals for 2023 detailed in Table 3.

Table 3: Landed Companies (Q1 and Q2 2023)

Company Name	# New Jobs	Total Investment	Member Jurisdiction
Tree Top Party (Korea)	200	$30,000,000	Port Moody
Highspot (USA)	40	$13,000,000	Vancouver
Q1 Total:	**240**	**$43,000,000**	
Groke (Mexico)	42	$15,000,000	Vancouver
Northpool (Netherlands)	5	$2,000,000	Vancouver
Q2 Total:	**47**	**$17,000,000**	
YTD Total	**287**	**$60,000,000**	

Note: The numbers in the table represents only investment that has landed in the Metro Vancouver region in 2023 for which Invest Vancouver was involved.

Global Networks

Invest Vancouver had the opportunity to meet directly with key in-market Canadian Trade Commissioners and BC Trade Representatives from the following markets:

Table 4: Canadian Trade Commissioners and BC and Trade Investment Representative Meetings (Q2)

Canadian Trade Commissioners	
Berlin	Rome
Munich	Barcelona
Paris	Madrid
London	Istanbul
Dublin	Stockholm
Vienna	Helsinki
Zurich	Oslo
Milan	Copenhagen
San Diego	San Francisco
Boston	New York
Los Angeles	Seoul
Bangkok	Montevideo
Warsaw	Tokyo

BC Trade and Invest Reps
Delhi
Taipei
Boston
London

Staying engaged with these networks keeps the Metro Vancouver region top of mind for business development leads which is particularly important when competing for attention with other major Canadian markets.

Support Systems
Another highlight for the second quarter is the launch of Invest Vancouver's customer relationship management (CRM) system, Microsoft Dynamics. This an important tool is used to track prospects and investment opportunities that the organization is managing. Furthermore, this CRM will be Invest Vancouver's primary contact database making communications and outreach even more efficient.

Event-based Business Development
In the second quarter (Q2), the Invest Vancouver increased its time in-market significantly by participating in the following:

Global Affairs Spring Roadshow:

- An organized trade mission with more than two-dozen Canadian metropolitan regions and four provinces represented. Leveraging the Invest in Canada brand, Invest Vancouver attended Hanover Messe, the world's largest trade show for advanced manufacturing which included a strong presence from the global tech companies and hydrogen fuel cell sectors. The trade mission conducted seminars and business-to-business (B2B) meetings and met with a variety of European Union (EU) companies on the trade floor. In Paris, in partnership with the Trade Commissioner Service (TCS), Invest Vancouver met with a variety of French companies interested in learning more about Canadian city regions.

Canadian Hydrogen Convention:

- In only its second year, this Edmonton convention doubled in size from 4,000 to over 8,000 participating professionals and hydrogen and fuel cell companies, and garnered extraordinary interest from global players in Japan, the middle east, and parts of Europe. Invest Vancouver attended to better understand the hydrogen ecosystem and meet with companies that could do business in the Metro Vancouver region.

BIO International Convention:

- With over 14,000 biotechnology and pharma leaders from over 30 countries for one week of intensive networking in Boston to discover new opportunities and promising partnerships, Invest Vancouver attended to meet with global pharma companies, understand the latest developments in the life sciences ecosystem, and promote the Metro Vancouver region as an investment destination for growing startups. Invest Vancouver also took the opportunity to connect with partners in economic development and learn more about the thriving life sciences cluster in Boston as a model to replicate locally.

London Tech Week:

- As a global celebration of tech, uniting the most innovative thinkers and talent of tomorrow in a week-long festival, the multi-event program attracts over 13,000 participants from around Europe. Activities included a wide range of industry events including the Canadian government backed Artificial Intelligence (AI) Summit. Invest Vancouver used this event to connect with the European AI ecosystem and promote the Metro Vancouver region's

strengths in the sector. The week was also an opportunity for Invest Vancouver to understand global trends in tech, especially AI.

Collision (Tech Conference in Toronto):

- As one of the world's biggest tech conferences, this event attracts 40,000 attendees from startups to Fortune 500 companies. Representation from over 140 countries and thousands of companies. Invest Vancouver is participating to meet with growing companies and global enterprise to promote the tech ecosystem in the Metro Vancouver region.

There were also a number of local opportunities in the Metro Vancouver region with a global profile including:

Canadian Venture Capital and Private Equity Assoc. (CVCA) Annual Conference:

- This annual conference is hosted in the Metro Vancouver region every four years. About 700 venture capital and private equity professionals were in attendance representing billions of dollars of investments across the spectrum from innovative start-ups to multi-billion dollar companies. Invest Vancouver spent time meeting with CVCA members and promoting the region's innovation ecosystem and making introductions where appropriate.

Canadian Hydrogen and Fuel Cell Association (CHFCA) Annual Conference

- This annual event hosted about 500 people from the sector and attracted ministers, executives, and innovators. There was a significant focus was on the clean energy transition, especially long haul transportation. Invest Vancouver hosted site tours and introduced about 120 professionals and potential investors to six different organizations in the region. Invest Vancouver also took space on the trade floor to promote the region and take meetings of interest.

Clean Energy Summit

- Hosted by the Burnaby Board of Trade, this inaugural event was oversubscribed by three times. Designed to celebrate Burnaby as a hub for clean energy and hydrogen fuel cells, in particular, this day-long event featured speakers from the region's local institutions and politicians. Invest Vancouver provided opening remarks for a panel on clean transportation further raising the profile of Invest Vancouver to a local audience.

BC Advanced Air Mobility Summit

- With an eye to support innovation in urban mobility, technology and logistics, Invest Vancouver participated in this afternoon event in late June to support the ecosystem players to enact the theme of operationalizing Advanced Air Mobility (AAM) and Zero-Emission Aviation in BC. The focus of the event was on how to unlock private and public capital towards Metro Vancouver projects.

Motivate (Clean Transportation)

- Invest Vancouver is a partner of this investor-focused summit on clean transportation along with TransLink, the Vancouver Entrepreneurs Forum and the NewCities Foundation (CoMotion). Organized by the NewCities Foundation, this event shines a global spotlight on

the Metro Vancouver region's most dynamic early-stage companies in the rapidly-evolving emerging mobility and clean transportation space.

Inbound Delegations
In addition to participating in these global and local events, the Invest Vancouver team also hosted inbound delegations from the following organizations:

Netherlands – Agritech Mission

- In April, The Netherlands government in conjunction with the BC government hosted a trade-focused agritech delegation to promote further partnerships between the Netherlands and BC based companies and academic institutions. Invest Vancouver had the opportunity to attend some of their content sessions and networking receptions to further build relationships with Dutch companies that are already in the region. Invest Vancouver also had the opportunity to understand the needs and obstacles for growth experienced by local industry.

Ireland – Ireland-Canada Business Association

- In May, a small delegation of mostly professional service providers visited the Invest Vancouver offices to learn about opportunities in the region. The primary focus was on the technology ecosystem.

France – Business France – Immersive Technologies

- In May, Business France brought four digital media companies to Vancouver to learn more about the region's AR/VR and interactive media ecosystem. Invest Vancouver met with each company and also attended some networking sessions.

Colorado – Colorado Business Roundtable – Clean Energy

- In partnership with BC Trade and Invest, Invest Vancouver put together a two-day executive briefing and familiarization tour. The first day included briefings from experts in technology, digital media, and cleantech while the second day was dedicated to site tours at UBC, with the Cities of Surrey and Burnaby. The delegation primarily came from the energy sector.

Hungary – Ambassador to Canada

- This facilitated discussion compared the regional economies between the two parties with an eye to better understand how Budapest and Vancouver can do more business together.

Belgium – Hub.Brussels

- Invest Vancouver's peer organization from Brussels flew out their Chief Executive Officer and new department head for the Americas to meet and to explore opportunities. There was strong interest in Hydrogen Fuel Cells.

ALTERNATIVES
This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

There are no financial implications to this report, all activities were completed as part of the 2023 Board approved Invest Vancouver budget.

CONCLUSION

Invest Vancouver has seen momentum build in the second quarter (Q2) with respect to strategic investment activity. The second quarter (Q2) has seen an increase in-market activity, through event-based business development, inbound delegations and through meetings with the global networks through the Canadian Trade Commissioners and BC Trade Representatives. Through continued work through in-market activities and the strengthening of internal supporting systems including the customer relationship management (CRM) system, these changes position Invest Vancouver well with respect to the deliverables outlines in the Invest Vancouver 2023 Annual Plan. Invest Vancouver staff will continue to provide regular updates on progress and developments as they become available.

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ATTACHMENT 2

INVEST VANCOUVER

Opportunity, Amplified.
In a region like no other.

Invest Vancouver

OVERVIEW AND UPDATE ON STRATEGIC INVESTMENT

Heather McNell
DEPUTY CAO, POLICY AND PLANNING

Jacquie Griffiths
PRESIDENT, INVEST VANCOUVER

Caucus of Committee Chairs, July 25, 2023

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METRO VANCOUVER'S REGIONAL ECONOMY

$149 billion
GDP (2019)

2.8 million
Population

1.5 million
Workers



METRO VANCOUVER'S REGIONAL ECONOMY

$149 billion
GDP (2019)

2.8 million
Population

1.5 million
Workers

We are one region, one workforce, one economy.



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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

Invest Vancouver is a proud service of Metro Vancouver, providing a regional economic development leadership service to all members, and providing complementary services to economic development efforts in member jurisdictions.

Three functional areas:

- Data, Research and Policy
- Collaboration
- Strategic Investment

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

ECONOMIC DEVELOPMENT MATTERS:

Attracting investment (FDI) in export-oriented industries **facilitates high quality employment.**

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

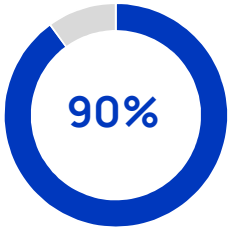
5

FDI Opportunity

$64.6 billion

Annual foreign direct investment in Canada, 2022

Source: Invest in Canada



of successful FDI wins across Canada are in major city-regions

Source: Consider Canada City Alliance

Multi-national enterprises contribute **a lower share of GDP in BC than in Canada**, suggesting further growth is possible

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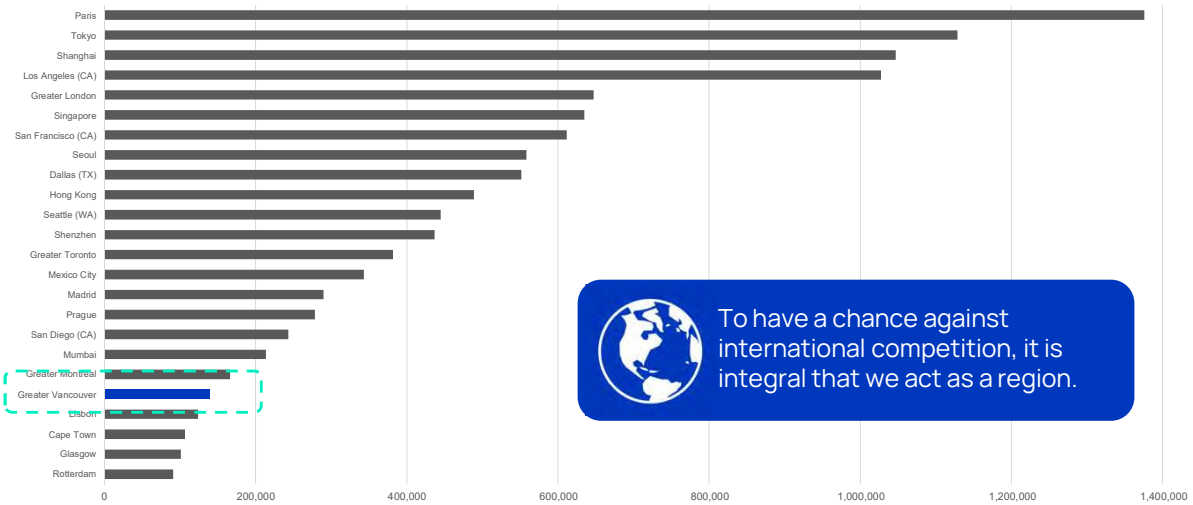
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

6

The scale of our regional economy

This chart shows **GDP (PPP, estimated)**, expressed as International dollars (million) for 20 sample city-regions.



Source: fDi Benchmark from the Financial Times Ltd

7

The Power of a Regional Service

Thought leadership

Regional convener

One voice on regional strategic priorities

A global front door

Unified Investment Attraction Across Canada

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MTL INTL Montréal International

TORONTO GLOBAL

calgary economic development be part of the energy

8

Investment Attraction Results

Q1 2023 announced wins:



1 HIGHSPOT
Seattle-based software unicorn

2 TREE TOP PARTY
CREATE ANOTHER LEVEL
Korean Visual Effects studio

2022 results
70 Investment leads serviced, 150 points of engagement representing the region

Pipeline: Start of 2022
10 companies with a stated interest in investing in the region

Pipeline: Current (June 2023)
75 companies representing 1,693 jobs and $2.47B in investment potential

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9

"For the implementation of the new site, the **collaboration with Invest Vancouver was particularly valuable for cellcentric** to create the importance and momentum for fuel cell technology, support the industry and accelerate our development efforts.

- Andrea Engelen, CEO & CFO, cellcentric Canada

cellcentric
A Daimler Truck & Volvo Group Company



cellcentric's expanded Canadian presence at Riverbend Business Park in Burnaby

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

Support local, grow global: building capacity in local, export-oriented industry clusters



avigilon, BALLARD, SAMSUNG, Hootsuite, SIERRA WIRELESS, AbCellera, FORTINET, Microsoft, SAP, mastercard, DAMON, FUJITSU, salesforce, Electronic Arts, Meta, amazon, SONY PICTURES imageworks

11

EXAMPLE OF 3 FUNCTIONS:

Clean Transportation 2021/2022

Data, Research and Policy: **Research & Analyze** ▶ Collaboration: **Support & Socialize** ▶ Strategic Investment: **Promote & Facilitate**









12

EXAMPLE OF 3 FUNCTIONS:

Life Sciences 2023

Data, Research and Policy: **Research & Analyze** ▶ Collaboration: **Support & Socialize** ▶ Strategic Investment: **Promote & Facilitate**







13

Global Promotion And Regional Visibility











14

Global Promotion And Regional Visibility

"Discover Our Region" social media promotion

22 posts over four and a half months, highly tailored and drafted in consultation with member jurisdiction economic development and communications staff.



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16

To: Caucus of Committee Chairs

From: Heather McNell, Deputy Chief Administrative Officer, Policy and Planning
Amanda McCuaig, Director, Communications, External Relations

Date: July 12, 2023 Meeting Date: July 25, 2023

Subject: **2022-2026 Board Strategic Plan**

RECOMMENDATION

That the MVRD Board approve the *2022-2026 Board Strategic Plan* as presented in the report dated July 12, 2023 titled "*2022-2026 Board Strategic Plan*".

EXECUTIVE SUMMARY

The *Board Strategic Plan* is the guiding document for the Metro Vancouver Board of Directors for their four-year mandate. The Board Strategic Planning Session held in March 2023 was an opportunity for the Board to provide guidance on common themes and key drivers to inform the development of the *2022-2026 Board Strategic Plan*.

Building from the 2019-2022 plan, and responding to the current regional and global context, the feedback from Board Directors was to develop a strategic plan centered around five key strategic priorities:

- Financial Sustainability and Regional Affordability
- Climate Action
- Resilient Services and Infrastructure
- Reconciliation
- Affordable Housing.

Staff have compiled the input provided at the planning session and are bringing forward the *2022-2026 Board Strategic Plan* for Board consideration.

PURPOSE

To present the *2022-2026 Board Strategic Plan* for the Board's consideration based on the direction provided at the March 2023 Board Strategic Planning Session.

BACKGROUND

The *Board Strategic Plan* is the guiding document for the Metro Vancouver Board of Directors for their four-year mandate. At the beginning of a Board's term, a workshop is held to discuss priorities and develop a framework for a new plan to guide the decisions that the Board will take to address regional priorities, in both the short and long term. The plan informs staff's approach to the delivery of utility services, planning, and other activities required in order for Metro Vancouver to remain one of the most desirable places in the world to live and do business.

2022–2026 BOARD STRATEGIC PLAN

In March 2023, Metro Vancouver Board Directors identified the priorities for the work that Metro Vancouver does. Board members confirmed that the *2019-2022 Board Strategic Plan* continued the organization's strong trajectory, and that the 2022-2026 plan would build upon the success and work completed in the previous term.

The Vision for Metro Vancouver continues to be:

> *Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.*

Metro Vancouver's mission is framed around three broad roles:

- To Serve as a Regional Federation – where Metro Vancouver can as act as the main political forum for discussion of significant community issues at the regional level and facilitate collaboration amongst member jurisdictions.

- To Deliver Core Services – providing regional water, liquid waste, and solid waste utility services to members and provide regional services directly to residents including parks, affordable housing, and acting as the local government for Electoral Area A.

- To Plan for the Region – carrying out planning and regulatory responsibilities related to the three utility services, as well as regional planning, air quality and climate action, regional parks, housing, labour relations, regional economic prosperity through Invest Vancouver, and regional emergency management.

Board members provided the following work cloud responding to the kind of legacy they hope this Board would leave the region by the year 2050:



Input over the course of the session confirmed that the Board is focused on delivering on five key strategic priorities for their term:

- Financial Sustainability and Regional Affordability
- Climate Action
- Resilient Services and Infrastructure
- Reconciliation
- Affordable Housing.

The session confirmed that the main drivers for Metro Vancouver's work continue to be: system stewardship, regional growth, and regulatory and legislative environment. In addition, the session further confirmed that financial sustainability, climate action, resilience, social equity and human health, environmental health, collaboration and strong partnerships will guide all that we do. The strategic plan will inform the work that Metro Vancouver will undertake during the Board's term to address regional challenges and to achieve the Board's collective vision for the Metro Vancouver organization.

The *2022-2026 Board Strategic Plan* provides a list of priority actions for each of Metro Vancouver's service areas, which are grounded in Metro Vancouver's suite of management plans. These services areas are:

- Regional Federation
- Water Services
- Liquid Waste Services
- Solid Waste Services
- Regional Parks
- Regional Planning
- Metro Vancouver Housing
- Air Quality and Climate Action
- Invest Vancouver

ALTERNATIVES

1. That the MVRD Board approve the *2022-2026 Board Strategic Plan* as presented in the report dated July 12, 2023 titled "*2022-2026 Board Strategic Plan*".
2. That the MVRD Board approve the *2022-2026 Board Strategic Plan* as amended at the July 28, 2023 Board meeting.
3. That the Caucus of Committee Chairs receive for information the report dated July 12, 2023, titled "*2022-2026 Board Strategic Plan*" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If the recommendation is approved, staff will finalize the *2022-2026 Board Strategic Plan* as presented. Implementation of the strategic directions identified in the plan may require the addition of some resources, as well as the need for additional resources over time. Any proposed additions of resources will be brought to the Board through the annual budget process.

CONCLUSION

Early Board orientation and strategic planning provided the opportunity for Board Directors to discuss regional priorities and their collective vision for Metro Vancouver, while informing the development of the *2022-2026 Board Strategic Plan.* Staff have compiled the feedback and direction provided, and are presenting the *2022-2026 Board Strategic Plan* for consideration and approval. Staff recommend Alternative 1.

ATTACHMENTS

1. *2022-2026 Board Strategic Plan*
2. Presentation re: *2022-2026 Board Strategic Plan*

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ATTACHMENT 1







Board Strategic Plan

2022 – 2026





DRAFT

Front Cover: (clockwise from top left)
Central Surrey Recycling and Waste Centre, Lulu Island Wastewater Treatment Plant,
Second Narrows Tunnel Construction, təmtəmíxʷtən/Belcarra Regional Park, Seymour Capilano Filtration Plant

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Message from the Chair



At Metro Vancouver, we have a tremendous opportunity to contribute to the ongoing health and well-being of this region's residents and the environment. Each day, we provide nearly 2.8 million residents with services that contribute to the livability of our region: clean drinking water, effective wastewater treatment, solid waste management, regional planning, affordable housing, regional parks, air quality and climate action, and regional economic prosperity support.

To keep the region livable, a strategic approach to ensuring financial sustainability and affordability while tackling the climate challenge and ensuring resilience is necessary.

It is no secret that our world today is a changed one. Affordability and equity are challenges that must be directly addressed as inflation and market conditions put pressures on both everyday living and the cost of delivering critical infrastructure. Climate change will continue to be the greatest challenge we face globally, and we must play a role in adapting to it while slowing its pace. The COVID-19 pandemic also exposed the need to be resilient and adaptable to the shocks and stresses that our region may experience.

The work that we do at Metro Vancouver is driven by the need to ensure our systems continue operating at a high level, to keep up with regional growth (approximately 35,000 new residents each year), and to meet regulatory and legislative requirements.

Metro Vancouver members have worked together throughout the last 137 years to strengthen our region collectively while maintaining the individual identity and culture of each member jurisdiction. Our Board of Directors, representing the region's 21 municipalities, Electoral Area A, and Tsawwassen First Nation, has been clear that we will do this work by prioritizing financial sustainability, climate action, resilience, housing, reconciliation, social equity, and human and environmental health, as well as by collaborating with the public, members, other orders of government, and First Nations.

Together, we can leverage our important work to guide this region into a future that remains livable, clean, affordable, and healthy for our residents.

George V. Harvie

Chair, Metro Vancouver Board of Directors

DRAFT

Metro Vancouver Board of Directors

John McEwen
Anmore

Jamie Ross
Belcarra

Andrew Leonard
Bowen Island

Mike Hurley
Burnaby

Pietro Calendino
Burnaby

Sav Dhaliwal
Burnaby

Craig Hodge
Coquitlam

Teri Towner
Coquitlam

George V. Harvie
Delta

Dylan Kruger
Delta

Jen McCutcheon
Electoral Area A

Paul Albrecht
Langley City

Eric Woodward
Langley Township

Steve Ferguson
Langley Township

Ken Berry
Lions Bay

Dan Ruimy
Maple Ridge

Patrick Johnstone
New Westminster

Linda Buchanan
North Vancouver City

Lisa Muri
North Vancouver District

Nicole MacDonald
Pitt Meadows

Brad West
Port Coquitlam

Meghan Lahti
Port Moody

Malcolm Brodie
Richmond

Bill McNulty
Richmond

Chak Au
Richmond

Brenda Locke
Surrey

Gordon Hepner
Surrey

Harry Bains
Surrey

Rob Stutt
Surrey

Pardeep Kooner
Surrey

Mike Bose
Surrey

Laura Cassidy
sc̓əw̓aθən məsteyəxʷ
(Tsawwassen First Nation)

Ken Sim
Vancouver

Lisa Dominato
Vancouver

Rebecca Bligh
Vancouver

Sarah Kirby-Yung
Vancouver

Mike Klassen
Vancouver

Lenny Zhou
Vancouver

Adriane Carr
Vancouver

Mark Sager
West Vancouver

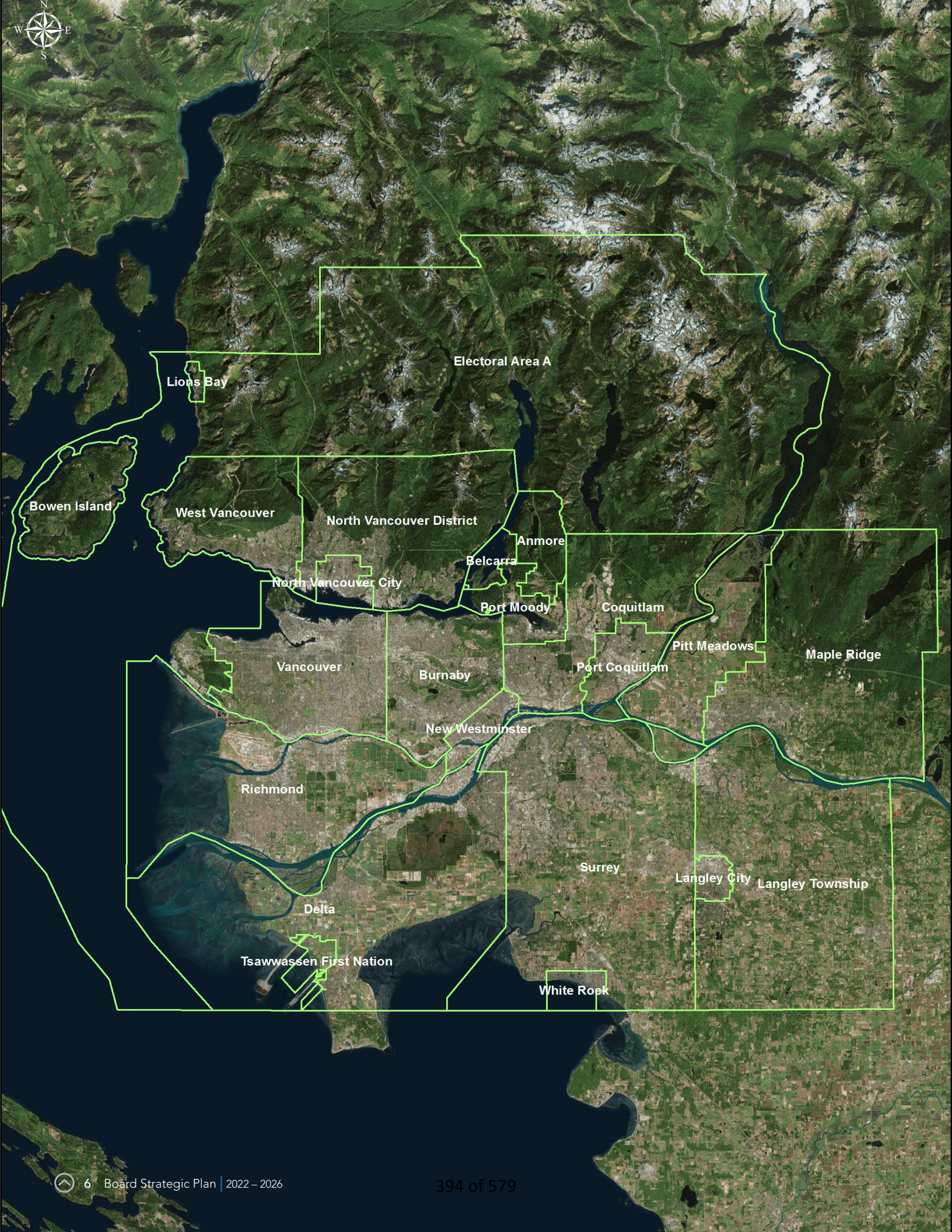
Megan Knight
White Rock

Current as of April 2023

DRAFT



Metro Vancouver Board of Directors 2022 – 2026


N
W
E
S
Electoral Area A
Lions Bay
Bowen Island
West Vancouver
North Vancouver District
Anmore
Belcarra
North Vancouver City
Port Moody
Coquitlam
Pitt Meadows
Maple Ridge
Vancouver
Burnaby
Port Coquitlam
New Westminster
Richmond
Surrey
Langley City
Langley Township
Delta
Tsawwassen First Nation
White Rock

About Metro Vancouver

Metro Vancouver is a diverse organization that plans for and delivers regional-scale water, liquid waste, and solid waste services. It also regulates air quality, plans for urban growth, manages a regional parks system, and provides affordable housing.

The governance framework under which Metro Vancouver operates consists of four separate legal entities, each with specific legislation. These include:

- Metro Vancouver Regional District (MVRD)
- Greater Vancouver Water District (GVWD)
- Greater Vancouver Sewerage and Drainage District (GVS&DD)
- Metro Vancouver Housing Corporation (MVHC)

DRAFT

The Regional District and the Federation

Regional districts were introduced in British Columbia by the provincial government in 1965, when the Province amended the *Municipal Act* — today known as the *Local Government Act*.

A regional district is a federation composed of its members: the municipalities, electoral areas, and in some cases treaty First Nations that are located within the boundaries of the regional district, and that have representation on a regional district board.

Collaboration is fundamental to Metro Vancouver. Our regional model lets our members and ratepayers benefit from economies of scale, regional expertise, and a unified regional voice.

Metro Vancouver members began working collaboratively soon after our cities were formed. Throughout the last 137 years, we have worked together to make this region a better place for everyone, and we have been able to do it in a format that allows each member to retain their own unique character — by being a federation. Remarkably, 2024 will be the 100th anniversary of the water service. The liquid waste service is 109 years old. Even our "newest" entity, the Metro Vancouver Housing Corporation, is an impressive 49 years old.

Of the 27 regional districts in British Columbia, Metro Vancouver Regional District is the largest by population, representing over 53 per cent of the province's population.

Metro Vancouver Membership

Metro Vancouver comprises 23 members: 21 municipalities, one treaty First Nation, and one electoral area.

Village of Anmore
Village of Belcarra
Bowen Island Municipality
City of Burnaby
City of Coquitlam
City of Delta
Electoral Area A
City of Langley
Township of Langley
Village of Lions Bay
City of Maple Ridge
City of New Westminster
City of North Vancouver
District of North Vancouver
City of Pitt Meadows
City of Port Coquitlam
City of Port Moody
City of Richmond
City of Surrey
scəẃaθən məsteyəxʷ (Tsawwassen First Nation)
City of Vancouver
District of West Vancouver
City of White Rock

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Relationships with First Nations

The Metro Vancouver region lies on the shared territory of many Indigenous peoples, including 10 local First Nations: q́ićəý (Katzie), q́ʷɑ:ńƛ̓əń (Kwantlen), kʷikʷəƛ̓əm (Kwikwetlem), máthxwi (Matsqui), xʷməθkʷəýəm (Musqueam), qiqéyt (Qayqayt), se'mya'me (Semiahmoo), Sḵwx̱wú7mesh Úxwumixw (Squamish), scəẃaθən məsteyəxʷ (Tsawwassen), and sə́lílwətaʔɬ (Tsleil-Waututh). Eight of these First Nations also have reserve lands located within Metro Vancouver, and scəẃaθən məsteyəxʷ (Tsawwassen First Nation) treaty lands form part of the regional district.
Metro Vancouver's policies, plans, and activities have an impact on Indigenous peoples and communities across the region and can interact with First Nations' rights. Indigenous knowledge, perspectives, and priorities can contribute to Metro Vancouver's work.
Recent legislation at both the federal and provincial level codifies commitments to aligning laws with the objectives and obligations contained in the *United Nations Declaration on the Rights of Indigenous Peoples*. Metro Vancouver is working in particular with the Province and local First Nations, to realize those commitments.

Metro Vancouver Governance and Collaboration

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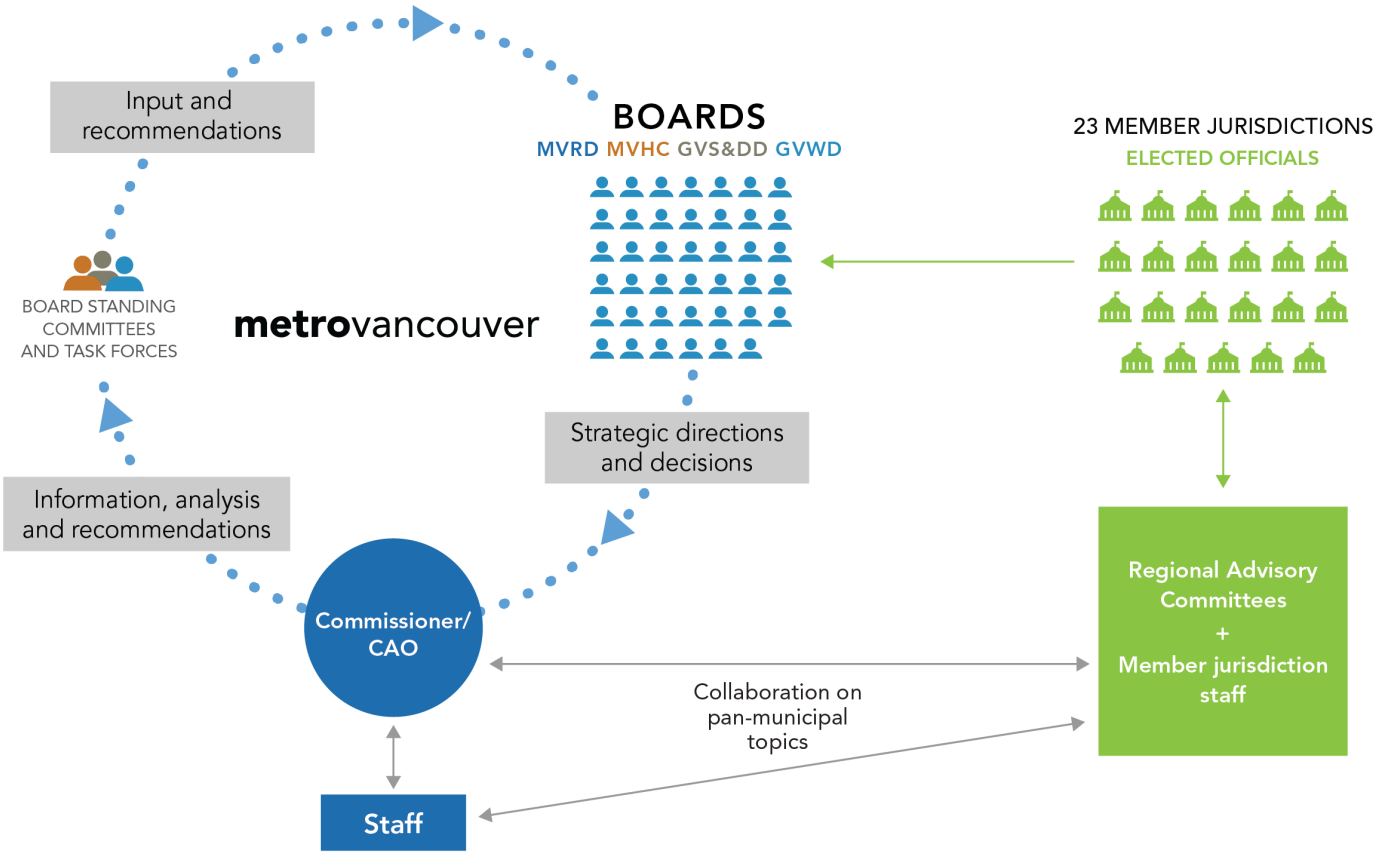
Metro Vancouver actively collaborates with member jurisdictions through the design of its Board and Committees.

The Board of Directors ensures representation from all members. Standing committees of the Board include representation from elected officials from across the region. Regional advisory committees are made up of senior member jurisdiction staff in various professional areas (such as engineering, planning, and finance). Metro Vancouver staff foster relationships with member jurisdiction staff. Metro Vancouver also continues to proactively learn from the 10 local First Nations on how to improve information-sharing, mutual learning, and collaboration.



Planning for the Future

2022-2026 Board's Vision for the Future

The Board Strategic Plan

The *Board Strategic Plan* identifies the overarching priorities and directions for how Metro Vancouver will get the necessary work done to achieve the mission, vision, and objectives of the organization. Work outlined in Metro Vancouver's long-term management plans is guided over the four-year term by the *Board Strategic Plan*.

With the adoption of the *Board Strategic Plan*, annual departmental work plans are prepared for Metro Vancouver's service areas that respond to the directions of the plan. These work plans include high-level performance indicators that have been developed across the organization to evaluate trends, determine key actions for the coming year, and assist in long-term planning. The departmental work plans are then refined and incorporated into the individual work plans of the standing committees of the Board that provide governance to these activities.

Leadership with a Vision

The Metro Vancouver Board seeks to provide leadership with a vision to keep our region livable. Metro Vancouver will strive to make bold decisions that show courageous, thoughtful leadership and will lead to sustainable, resilient outcomes for human and environmental health. This will be done in a financially sustainable way while working to protect residents from the consequences of climate change. A culture of continuous innovation will lay the foundation for proactive approaches to the challenges we face both today and in our region's future. Relationships with member jurisdictions, other orders of government, First Nations, and the public remain critical to our shared heath and success, as we are making choices today that will ensure the future we all desire.

Livability Remains Critical

Livability remains central to the work that Metro Vancouver does each day. To Metro Vancouver, "livable" means we have healthy, safe, and vibrant urban areas that connect to natural environments with clean air and clean water. Livable means the region remains a place where people want to live, work, and raise their families, with room for everyone, regardless of income. Livable means diversity is embraced, the economy is thriving, and there is space for arts, culture, and fun. Livable means walkable, complete communities with access to low emission transportation and support for public transit. Livable means homes for everyone.

Metro Vancouver can contribute to keeping our region livable by protecting the environment, creating and operating affordable housing, building economic prosperity, taking climate action, and supporting long-term regional planning that keeps the region aligned and able to make evidence-based decisions.

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Vision

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

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Mission

Metro Vancouver's mission is framed around three broad roles.

- **Serve as a Regional Federation**

  Serve as the main political forum for discussion of significant community issues at the regional level and facilitate the collaboration of members in delivering the services best provided at the regional level.

- **Deliver Core Services**

  Provide regional utility services related to drinking water, liquid waste, and solid waste to members. Provide regional services, including parks and affordable housing, directly to residents and act as the local government for Electoral Area A.

- **Plan for the Region**

  Carry out planning and regulatory responsibilities related to the three utility services, as well as air quality and climate action, regional planning, regional parks, Electoral Area A, affordable housing, labour relations, regional economic prosperity, and regional emergency management.



Annacis Island Wastewater Treatment Plant

Strategic Priorities

Financial Sustainability and Regional Affordability

Metro Vancouver will complete a long-term financial plan, which will ensure the long-term serviceability of its assets and funding sources. Metro Vancouver operates using a Financial Management Policy that sets out principles that guide decision-making with respect to long-term operating and capital expenditures. Metro Vancouver will work to define affordability in the context of the region as a whole, including Metro Vancouver's relationship to its member jurisdictions, with an equity lens that will ensure that growth pays for growth. Metro Vancouver will also make a meaningful contribution to addressing the housing crisis in the region, both through its role as a housing developer and provider, and through its regional planning function in getting the region to be more housing ready.

Climate Action

As a climate leader, Metro Vancouver has been at the forefront of climate action for more than 20 years. We have guided the region in taking steps to mitigate unavoidable climate impacts while reducing regional greenhouse gas emissions, and incorporating climate change-related strategies into all utility and growth management plans. Metro Vancouver's work in this area will continue to be a priority.

Resilient Services and Infrastructure

Metro Vancouver will continue to make investments and adaptations in its service areas to ensure that the region can be resilient. Regional resilience is the capacity of communities and organizations to prepare for, avoid, absorb, recover from, and adapt to the effects of shocks and stresses in an efficient manner through the preservation, restoration, and adaptation of essential services and functions, while learning from events to build a more resilient place.

Reconciliation

Metro Vancouver will continue building and strengthening respectful and reciprocal relationships with local First Nations. Metro Vancouver will also continue to engage meaningfully with First Nations on plans, programs, and projects.

Housing

Metro Vancouver Housing provides affordable rental homes to close to 10,000 people, primarily for families, seniors, and people with disabilities with low to moderate incomes. And we are expanding the portfolio significantly to help the region address the housing crisis. In addition, Metro Vancouver supports member jurisdictions in their efforts to increase affordable housing through policy, best practices, data, and advocacy.

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Strategic Directions

Metro Vancouver's service areas will be guided by strategic directions for how the work will be done. Each of these directions are inherently integrated into the objectives and deliverables of every Metro Vancouver service area.

These themes are intertwined — action in one area impacts another, and together they are treated as a cohesive system and thoughtfully balanced for each project or program delivered by the organization.

What Drives Our Work

System Stewardship

Metro Vancouver must ensure that our critical regional infrastructure is sufficiently maintained or replaced to meet current and future service needs, and is resilient to impacts from seismic events, wildfires, power failures, and natural disasters.

Regional Growth

Metro Vancouver must ensure that our services and infrastructure are able to meet the needs of a growing population (projected to grow by about 35,000 people per year). This is a major driver for our significant capital program.

Regulatory and Legislative Environment

Metro Vancouver must ensure all services and infrastructure anticipate and meet regulatory requirements, and that the organization is responsive to legislative change.

What Guides Our Work

Financial Sustainability

Metro Vancouver will deliver utility and regional services in a way that ensures affordability for residents and long-term financial sustainability for the organization. They will be delivered using sound fiscal policies that balance the organization's long-term financial health while maintaining affordability for regional ratepayers.

Climate Action

Metro Vancouver will proactively work to respond to the climate emergency by preparing for the impacts of climate change and accelerating reductions in greenhouse gas emissions.

Resilience

Metro Vancouver will continue to make investments and adaptations in its service areas to ensure that our communities and organizations can prepare, avoid, absorb, recover, and adapt to the effects of shocks and stresses in an efficient manner.

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Social Equity and Human Health

Metro Vancouver will promote fairness, equity, and the removal of systemic barriers that may cause or aggravate disparities experienced by different groups of people both internally and through the services it provides. Metro Vancouver actively looks for ways to lift those at the bottom so we all rise up, and works to build an even better livable community.

Environmental Health

Metro Vancouver will continue to use its services to ensure the region has clean air and water and protect healthy ecosystems. Metro Vancouver will also continue to take action to reduce pollutants, prevent waste, and conserve our natural environment.

Collaboration and Strong Partnerships

Metro Vancouver will continue to engage with members on processes and initiatives that contribute to an effective and well-functioning organization. Metro Vancouver will strengthen awareness of the services it provides, and continue to engage with the public, members, other orders of government, interested and affected parties, and First Nations on a range of initiatives that support Metro Vancouver's services.

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Word cloud generated by Board of Directors when asked to share their vision of the region in 2050

The Region's Livable Foundation: Strategic Plan in Action

Metro Vancouver's services lay the bedrock on which livability, human well-being, and environmental health in the region are built.

The following section outlines how the creation and implementation of Metro Vancouver's long-term management plans will be guided by the Board Strategic Plan over the next four years.

Metro Vancouver's Service Areas

- Regional Federation
- Water Services
- Liquid Waste Services
- Solid Waste Services
- Regional Parks
- Regional Planning
- Metro Vancouver Housing
- Air Quality and Climate Action
- Invest Vancouver

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Metro Vancouver Management Plans



Overall Strategic Actions

The following list outlines strategic actions that apply across all service areas and the operational approach to Metro Vancouver as a whole.

Priority Actions:

- Ensure that Metro Vancouver decision-making is guided by the value of a regional perspective
- Continue to develop and implement asset management and capital plans that build and maintain regional infrastructure
- Develop and implement financial plans and policies that reflect a commitment to sound financial management and long-term planning, and which consider current and future ratepayers
- Develop and implement long-term financial planning that serves as the foundation for affordable service provision
- Continue to use household impact and debt service ratio as indicators of financial sustainability
- Facilitate collaboration with member jurisdictions to create efficiencies and improve alignment between local government policies and actions with those of Metro Vancouver
- Explore new mechanisms to implement the "growth pays for growth" principle
- Collaborate and coordinate with other orders of government to ensure Metro Vancouver, together with Indigenous Peoples, are responding to the changing legal landscape while noting the need for appropriate financial support for significant infrastructure and housing projects
- Improve public and media understanding of the role of local government
- Strengthen government-to-government relationships with First Nations by building trust through genuine collaboration, creating a mutually respectful space for meaningful dialogue and outcomes, and creating opportunities for Board-to-Nation relationships to thrive
- Advance initiatives aligned with a transformation to a circular economy
- Continue to develop and implement Climate 2050 Roadmaps, including critical climate adaptation actions, and to update roadmaps based on scientific advances and new opportunities
- Prioritize climate action (greenhouse gas reduction and resilience to impacts) in all services, projects, and initiatives
- Enhance understanding of Indigenous knowledge to help inform policies and goals on ecosystem preservation and adaptation measures
- Strengthen restoration and protection of regional ecosystems, such as increasing forest canopies, to sequester carbon and enhance biodiversity

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Regional Federation

The Regional Federation:

Metro Vancouver is a regional federation of 21 municipalities, one treaty First Nation, and one electoral area. Together, the members of Metro Vancouver strive to create a resilient, livable region for the residents who share these spaces. Metro Vancouver serves as the main political forum for discussion of significant community issues at the regional level and facilitates the collaboration of members in delivering the services best provided at the regional level.

Priority Actions:

- Maintain and create venues for sharing information on funding applications and the consideration of regional priorities
- Maintain Metro Vancouver's regional role in emergency preparedness through continued delivery of services, including:
  - Contribute to the coordination of emergency response within the region
  - Identify new threats due to climate change, including wildfires and flooding, and assess the value of proactive measures
- Provide the region with effective and timely 9-1-1 initial cell answer service

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Seymour-Capilano Filtration Plant

Water Services

Metro Vancouver provides world-class drinking water equitably to residents and businesses through a complex treatment and transmission system that is safe, reliable, and resilient to future shocks and stresses.

Guiding Plans:

Water Supply Outlook 2120

Drinking Water Management Plan (update underway)

Priority Actions:

- Complete the update to the *Drinking Water Management Plan*
- Ensure the long-term resilience of the regional drinking water system by prioritizing seismic upgrades, upgrading aging assets, and installing back-up power for critical water system infrastructure
- Implement enhanced asset management practices and integrate resulting data with long-term financial planning and decision making
- Complete development and implementation of formalized environmental and quality management systems
- Integrate climate change mitigation and adaptation measures within water utility operations to reduce greenhouse gases and respond to the effects of the changing climate
- Enhance public understanding of the water system and appreciation of drinking water as a precious resource through education, communication, and engagement
- Work with First Nations and fisheries agencies to support the restoration of fish populations in the water supply areas while maintaining the delivery of high quality drinking water
- Improve region-wide water usage data to enable evidence-based decision making on drinking water conservation measures and timing of new water infrastructure
- Ensure water infrastructure is built to accommodate growth projections across the region
- Optimize revenue and cost efficiency, and explore other revenue opportunities related to the utility including the evolution of development cost charges
- Ensure the continued delivery of high-quality drinking water through water treatment system upgrades and enhancements of water quality monitoring throughout the transmission system
- Work collaboratively with members to reduce peak day and annual per-capita water demand

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Iona Wastewater Treatment Plant

Liquid Waste Services

Metro Vancouver manages the liquid waste system with a commitment to innovative approaches to protect the health of the public and the environment.

Guiding Plan:

Integrated Liquid Waste and Resource Management Plan (2010) (update underway)

Priority Actions:

- Advance the North Shore Wastewater Treatment Plant upgrade project and Annacis Wastewater Treatment Plant expansion, commence detailed design for Iona Island Wastewater Treatment Plant, and commence construction of expansion of the Northwest Langley Wastewater Treatment Plant
- Complete the update of the *Liquid Waste Management Plan* and develop comprehensive long-range expansion plans, in collaboration with members and First Nations, leveraging engagement on these plans to accelerate progress on collaboration and engagement targets
- Work with First Nations and senior levels of government on collaborative environmental management initiatives
- Continuously improve the performance of existing systems and optimize asset life cycles by adopting new processes and technologies and improving asset management knowledge
- Minimize operating and capital expenditures by continuing the implementation of improvement strategies
- Work with members and senior levels of government to streamline capital delivery requirements
- Work with members on the implementation of effective inflow and infiltration reduction strategies, including adjustments to wet weather pricing, incentives, and enforcement of private property connections
- Implement new revenue opportunities that align with user-pay principles
- Pursue partnership funding for large infrastructure projects with regional benefit
- Regularly update development cost charges following best practices to ensure that growth pays for growth while supporting housing development
- Consider new categories of expenditures that could be allocated to members through Tier 3 cost apportioning
- Meet corporate targets for GHG emission reductions by continuing to expand energy and heat recovery opportunities and incorporating climate change adaptation and mitigation actions into the design of new facilities, retrofit opportunities, operations, and long-range plans
- Complete the detailed design of the proposed biosolids dryer
- Enhance the role of new source controls and incentives to prevent the release of contaminants into the liquid waste system, while collaborating with members, partner organizations, and product producers
- Strengthen the resilience of our workforce through purposeful consideration and promotion of culture, collaboration with local education institutions and industry associations, and increased awareness of equity, diversity, and inclusion
- Expand public awareness of the contribution of liquid waste management to human and environmental health

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United Boulevard Recycling and Waste Centre

Solid Waste Services

Metro Vancouver proactively works to reduce waste, increase recycling, increase recovery of materials and energy from remaining waste, and then dispose of residuals in a cost-effective and environmentally sustainable manner.

Guiding Plan:

Integrated Solid Waste and Resource Management Plan (2010) (update underway)

Priority Actions:

- Complete the update to the Solid Waste and Resource Management Plan
- Work with members, the provincial government, and the federal government on strategies to reduce single-use items and other disposable consumer products
- Continue to develop programs and related communication campaigns that increase diversion rates of materials that can be reused, repurposed, or recycled
- Focus on the multi-family residential and commercial/institutional sectors, where recycling rates are lower
- Continue to expand recycling options at regional recycling and waste centres
- Research opportunities to close the gaps and ensure sufficient capacity in the regional recycling and re-use system
- Develop a waste-to-energy district energy system
- Work with the private sector to innovate in the provision of recycling solutions, including micro-solutions
- Assess Metro Vancouver's role in processing organics and wood
- Identify future disposal alternatives and develop analysis for each, providing life cycle and full cost analysis, including greenhouse gas emission estimates
- Leverage the National Zero Waste Council and the Zero Waste Conference to promote the importance of waste prevention and the value of transitioning to a circular economy
- Facilitate cross-sector collaboration to design waste out of products and packaging, and to harmonize policies across Canadian jurisdictions that will both reduce waste and create economies of scale in remanufacturing opportunities
- Work with the provincial government and key stakeholders to expand the products included in extended producer responsibility programs

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Pacific Spirit Regional Park

Regional Parks

Metro Vancouver protects natural areas and connects people to nature.

Guiding Plans:

Regional Parks Plan (2022)

Regional Greenways 2050 (2020)

Regional Parks Land Acquisition 2050 Strategy (2018)

Priority Actions:

- Update existing financial tools and investigate additional financial mechanisms to support service provision, land acquisition, and operations and maintenance of park land including development cost charges, grant opportunities, and philanthropic endeavours
- Work together with First Nations to develop collaborative agreements (such as cultural planning and cooperation agreements), and name or rename regional parks to affirm the importance of the lands to the Nations
- Provide more passive recreation opportunities and improve ecological health and resilience of the region by growing the regional parks system, as identified in the *Regional Parks Land Acquisition 2050 Strategy*
- Collaborate with others to advance the completion of the regional greenways network to support sustainable transportation and access to regional parks
- Develop and implement a climate action strategy for regional parks
- Advance nature-based solutions to climate change to increase infrastructure and ecosystem resilience, including monitoring forest health and implementing necessary restoration activities to support long-term resilience and ecological health
- Expand the ecological stewardship program to provide more opportunities for people to engage with regional parks
- Deliver interpretive and educational events that provide opportunities for people to connect with nature
- Manage built and natural assets proactively as part of an asset management system to support the provision of safe and well-maintained infrastructure and integrity of ecosystems
- Design, develop, and program parks to provide a range of opportunities to support the region's growing and diverse population
- Develop a visitor use strategy to protect natural resources and support a safe and high-quality visitor experience

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Burnaby

Regional Planning

Metro Vancouver supports planning throughout the region to help achieve the shared vision outlined in Metro 2050, the regional growth strategy. Metro Vancouver provides projections, data, analysis, applied policy research, and best practices; convenes on issues of regional planning concern; and acts as a planning resource.

Guiding Plan:

Metro 2050, the Metro Vancouver Region's Regional Growth Strategy (2023)

Priority Actions:

- Work closely with member jurisdictions, TransLink, First Nations, the Province, and other regional agencies and organizations to advance *Metro 2050*'s goals, strategies, and policy actions
- Continue to refine and update the population, housing, employment, and land-use projections and their expected geographical density distributions to support the long-range planning of utilities, members, and TransLink
- Create a regional housing policy roadmap to support the implementation of *Metro 2050*'s housing objectives and help the region achieve the *Metro 2050* target of 15 per cent affordable rental housing for new housing in urban centres and along transit corridors
- Develop policy models, including best practice guidance to achieve more housing (specifically more affordable rental housing) using tools like inclusionary policies and zoning
- Support member jurisdictions to update existing or implement new housing policies
- Support member jurisdictions to develop and implement effective policies and tools that will help the region achieve its targets to protect 50 per cent of lands for nature and achieve a 40 per cent urban tree canopy
- Work closely with member jurisdictions to update targets and prepare a strategy to intensify land uses in the urban centres and frequent transit development areas (transit corridors) to meet the region's environmental, climate, economic, and equity objectives
- Develop a regional data portal that will help the region monitor progress towards the targets of *Metro 2050* and create a central location for planners, decision makers, and the public to explore and use data from various regional data models, inventories, and projects
- Undertake innovative research that supports the overarching goals in *Metro 2050*, including projects such as a Regional Parking Strategy, Housing and Transportation Cost Burden Study Update, Regional Food System Strategy Update, and Growth Management and Investment Model
- Work with members to protect industrial and employment lands that support economic activities contributing to regional prosperity
- Develop a regional planning advocacy strategy to guide the region's efforts to shape the provincial and federal governments' priorities related to land use, transportation, and housing policy

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View of North Shore Mountains

Air Quality and Climate Action

Metro Vancouver develops and implements plans, policies, regulations, and projects that improve air quality and reduce greenhouse gas emissions. These plans and policies are supported by comprehensive monitoring of outdoor air quality and tracking of emissions in the Lower Fraser Valley airshed.

Guiding Plans:

Climate 2050 (2019)

Clean Air Plan (2021)

Priority Actions:

- Protect public and environmental health and fight climate change by continuing to provide world-class air quality and greenhouse gas management services, including monitoring, emissions inventories, and air quality advisories
- Expand the regional air quality monitoring network, including the new Tsawwassen First Nation station, and increase spatial coverage using small sensors
- Introduce regulatory requirements to reduce greenhouse gas emissions from large and small buildings
- Accelerate emission reductions from all types of vehicles through policies and regulations working in collaboration with regional partners
- Integrate greenhouse gas requirements into existing and new sector-specific emission regulations to maximize emission reductions from industrial, commercial, and business sources
- Promote transition to clean, renewable energy at the regional and corporate levels in collaboration with energy utilities and other partners
- Lead by example by implementing corporate climate actions, including low- or zero-carbon policies for corporate fleet, travel, and procurement
- Continue to develop policies and processes to integrate social equity into all air quality and climate policies
- Continue partnering with and advocating to other governments and agencies to implement initiatives that accelerate emission reductions in priority areas, including:
  - Large-scale regional electrification
  - Funding and infrastructure for public transit and active transportation
  - Regulating health-harming and greenhouse gas emissions from regionally significant sources
  - Fuel decarbonization in transportation
  - Incentives and equity-oriented programs to support purchase of low- and zero-carbon technologies, e.g., electric vehicles and heat pumps, by residents and businesses

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Fraserwood

Metro Vancouver Housing

Metro Vancouver Housing provides affordable rental homes for families, seniors, and people with disabilities with low to moderate incomes, and is committed to building inclusive, healthy, and engaged communities.

Guiding Plan:

Metro Vancouver Housing 10-Year Plan (2019)

Priority Actions:

- Advance Metro Vancouver's role in providing affordable housing
- Preserve and renew existing housing to maintain affordability and improve sustainability and accessibility
- Grow strategically through redevelopment and expansion by adding 1,350 new and redeveloped units over the next 10 years, with the potential to double that number through partnerships
- Implement the Metro Vancouver Housing 10-Year Plan to support the retention and expansion of affordable housing in the region, and refresh it with ambitious new actions and targets to expand and expedite the creation of new affordable homes across the region
- Advance many new Metro Vancouver Housing projects to "shovel-ready" status, ensuring that we are well positioned for potential partnerships and opportunities
- Expand Metro Vancouver's approach to partnerships, working with member jurisdictions, other orders of government, private sector developers, funding partners, and others
- Support healthy and engaged communities in Metro Vancouver Housing's sites
- Enhance tenant programs that build community and foster tenant well-being, with a focus on joy-based healing, investment in social capital, and poverty alleviation
- Review and implement measures to modernize and scale up Metro Vancouver Housing's operations to continue to deliver cost-effective services, ensure readiness for expansion, expand online services, and provide leading tenant services
- Continue to work with the provincial and federal governments to access programs that will generate new affordable housing and support upgrading existing rental units to be more energy efficient
- Explore a non-profit affordable rental housing development prototype that demonstrates innovation in environmentally sustainable affordable housing and can be easily replicated and scaled for cost-effective delivery by Metro Vancouver Housing and others
- Expand Metro Vancouver Housing's role as a regional leader in low-carbon retrofits of existing buildings, working towards creating an effective, replicable approach to keeping Metro Vancouver Housing on track to meet its climate commitments and improving resiliency for existing buildings

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THE SHIPYARDS

Invest Vancouver

Metro Vancouver, through Invest Vancouver, is positioning the region for success in a rapidly evolving global economy by actively working to ensure our regional economy is dynamic, resilient, and delivers prosperity for all. Invest Vancouver works to secure strategic investment, promote the region to a global audience, and advise decision makers through forward-thinking economic policy analysis.

Guiding Plan:

Invest Vancouver 2023 Annual Plan (2023)

Priority Actions:

- Provide regional leadership in economic development and investment promotion to enhance regional competitive advantages, complementing and amplifying the local work of member jurisdictions
- Attract world-class companies to the region, with a particular emphasis on priority sectors to increase quality employment opportunities for residents
- Promote strategic investment opportunities in key industries to global investors through presence and profile at events and initiatives within the region and in key markets
- Use an evidence-based approach to advocate to decision-makers to increase economic resilience and fortify the regional economy by identifying strengths, addressing barriers, and advancing opportunities
- Convene leaders and establish partnerships on innovative initiatives of regional significance to address economic shifts, including the digital economy, climate change, and supply of industrial land
- Develop a three- to five-year regional economic development strategy intended to further advance a resilient, sustainable, prosperous, and equitable regional economy
- Strengthen the region's talent and labour market competitiveness by leading or partnering on initiatives related to workforce development, retention, immigration, and global talent attraction
- Engage Indigenous Peoples to advance economic reconciliation and Indigenous prosperity through regional economic development opportunities and partnerships
- Continue to identify opportunities and align resource efforts across levels of government to maximize impact for the region
- Work with industry, the business community, internal partners, and key regional institutions to accelerate economic opportunities related to the transition to a low-carbon or "net-zero" economy

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metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

ATTACHMENT 2



Metro Vancouver Board of Directors, Inaugural Meeting, November 2021

2022-2026 Board Strategic Plan

Amanda McCuaig
Director, Communications

Caucus of Committee Chairs, July 25, 2023
Orbit Link

metrovancouver

2022-2026 BOARD VISION CONTEXT

The Metro Vancouver Board seeks to provide leadership with a vision that is focused on the region remaining livable.



LEGACY OF THIS BOARD IN 2050



VISION

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

MISSION

A federation that collaboratively plans for and delivers regional-scale services



Deliver Core Services

Attain the highest possible levels of excellence in meeting our service delivery responsibilities.



Plan for the Future

Develop and use an integrated system of plans to manage all activities within Metro Vancouver's legislated scope of authority towards the achievement of a sustainable region.



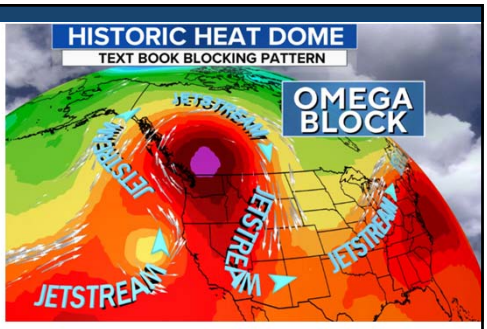
Act as a Regional Forum

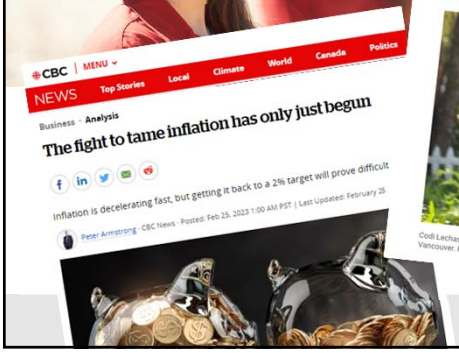
Build and facilitate collaborative processes, including those that engage citizens, to achieve a robust partnership that works together for a sustainable region.

CURRENT CONTEXT

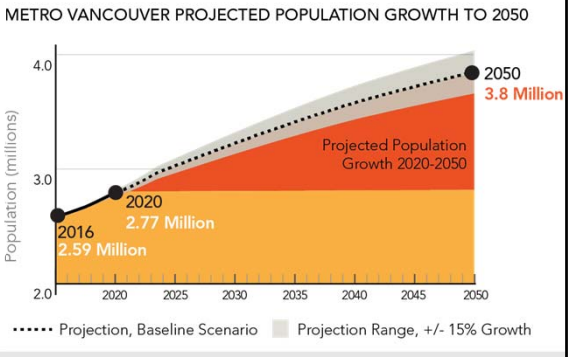












STRATEGIC PRIORITIES

Financial Sustainability and Affordability

Climate Action

Resilient Services and Infrastructure

Reconciliation

Affordable Housing



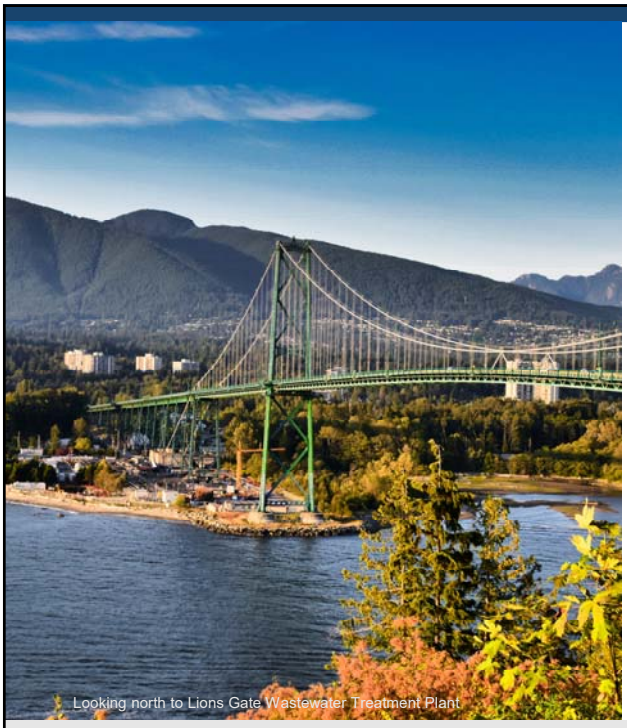
WHAT DRIVES OUR WORK

Why we need to do the work that we do

- System Stewardship
- Regional Growth
- Regulatory and Legislative Environment



Tunnel boring machine


Looking north to Lions Gate Wastewater Treatment Plant

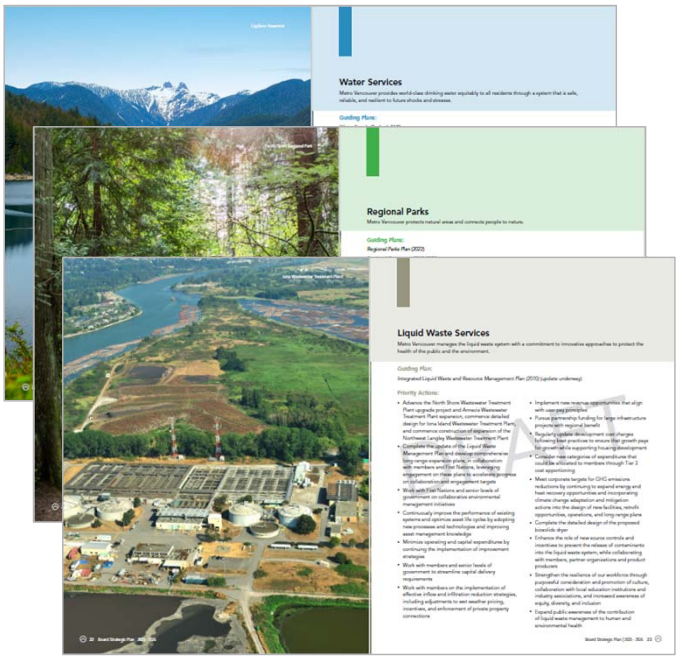
WHAT GUIDES OUR WORK

Principles that influence how we do our work

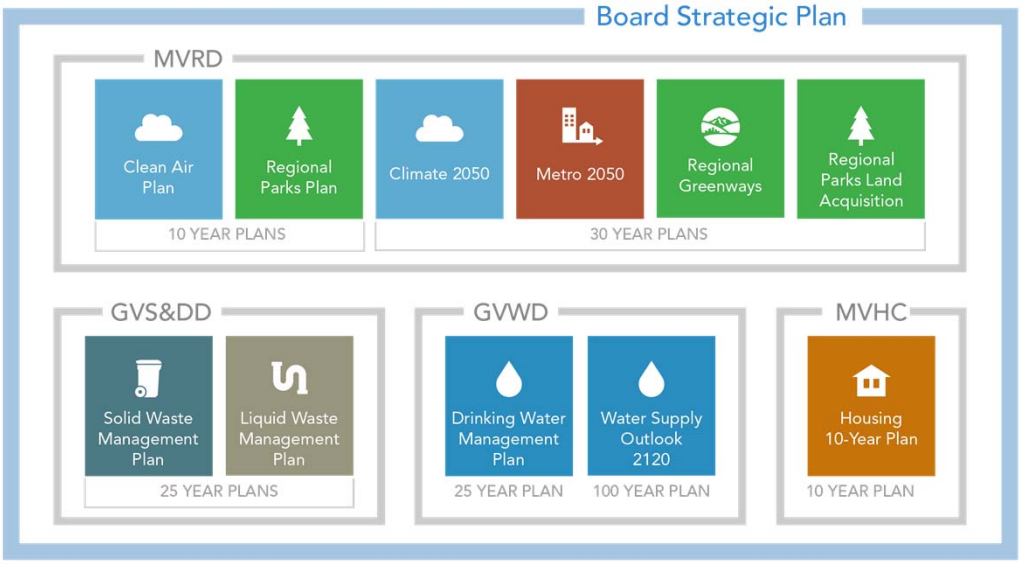
- Financial Sustainability
- Climate Action
- Resilience
- Social Equity and Human Health
- Environmental Health
- Collaboration and Strong Partnerships

PRIORITY ACTIONS FOR CORE SERVICE AREAS

- Overall Strategic Actions
- Regional Federation
- Water Services
- Liquid Waste Services
- Solid Waste Services
- Metro Vancouver Housing
- Regional Parks
- Regional Planning
- Air Quality and Climate Action
- Invest Vancouver



MANAGEMENT PLANS & STRATEGIC ACTIONS





Thank you

metrovancouver

To: Caucus of Committee Chairs

From: Cheryl Nelms, General Manager, Project Delivery
Nick Kassam, General Manager, Procurement & Real Estate Services

Date: July 10, 2023 Meeting Date: July 25, 2023

Subject: **Due Diligence Improvements for Major Projects**

RECOMMENDATION

That the MVRD Board receive for information the report dated July 10, 2023, titled "Due Diligence Improvements for Major Projects."

EXECUTIVE SUMMARY

Responding to capacity needs due to population growth and meeting regulatory requirements have led to a dramatic increase in the scope of Metro Vancouver's capital program, and in the scale and complexity of capital projects. In light of these challenges, Metro Vancouver has undertaken extensive continuous improvement measures to enhance the management and delivery of projects, particularly those of the highest value, risk, and consequence. Significant measures taken since 2020 include the establishment of a Project Delivery Department as a centre of project delivery expertise for the organization, and the development of a restructured Procurement and Real Estate Services Department, as well as implementation of enhanced project management and permitting processes.

PURPOSE

To provide the Caucus of Committee Chairs and MVRD Board an update on due diligence and continuous improvement measures undertaken since 2020 to strengthen the management of capital project delivery.

BACKGROUND

At a number of June Standing Committee meetings, questions were asked by Committee members related to the steps taken to improve Metro Vancouver's management, delivery and control of major capital projects over the past number of years. The Chair of the Caucus of Committee Chairs requested that staff provide an overview and update on this work. This report responds to that request.

CONTEXT FOR CONTINUOUS IMPROVEMENT

In the fall of 2019, the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board expressed interest in undertaking a review of Metro Vancouver's capital project delivery practices to ensure value for residents. Responding to capacity needs due to population growth and meeting regulatory requirements have led to a dramatic increase in the scope of Metro Vancouver's capital program and the scale of projects within this program. The current construction market dynamics coupled with the complex nature of these projects adds additional challenges.

In light of these challenges, Metro Vancouver has undertaken extensive continuous improvement measures to enhance the management and delivery of projects, particularly those of the highest value, risk, and consequence. Several of these measures were informed by recommendations from KPMG following a review of Metro Vancouver's major capital project management in early 2020 (see Figure 1).

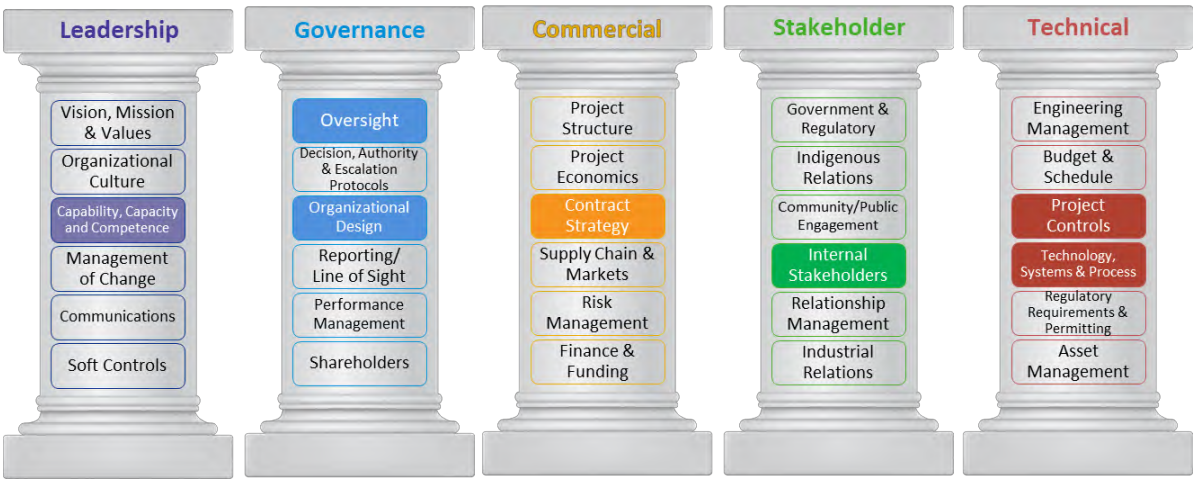


Figure 1: Strategic Areas of Opportunity Identified by KPMG, 2020.

A detailed description of due diligence and continuous improvement measures is included in the Attachment.

CONTINOUS IMPROVEMENT ACTIVITIES

Leadership and Governance

In 2020, the CAO/Commissioner created the General Manager of Project Delivery position, and established a Project Delivery Department as a centre of project delivery expertise for the organization. Within this department, new functions have been established, focusing on regulatory strategy, project and portfolio management, quality management, and project controls.

In 2022, the CAO/Commissioner created the General Manager of Procurement and Real Estate position, to lead a revitalized Procurement and Real Estate Services Department. Updates have been made to the department's organizational structures to modernize the real estate and procurement functions and establish leading practices within these disciplines, while delivering increased value and benefits through procurement of third-party goods and services.

Both the Project Delivery and the Procurement and Real Estate Services departments were created with an emphasis on restructuring to optimize existing resources, with additional resources added to meet industry best practices. Since their initiation, both departments have provided advice and coordination across Metro Vancouver's functions, and have collaborated with member jurisdictions and government and interagency partners (e.g., BC Ministry of Transportation and Infrastructure, the Port of Vancouver, and TransLink) to improve the efficiency, capability, and certainty of capital project delivery.

Commercial, Stakeholder, and Technical

Project Management, Project Delivery, and Project Controls

Metro Vancouver has been implementing enhanced processes to improve the management, delivery, and control of major projects. In 2021, Metro Vancouver launched a Project Management Framework program to develop, implement, and deliver standard capital project management methodologies, processes, templates, and tools to improve and standardize project management planning, execution, monitoring, and reporting practices. A new Cost Estimating Framework has also been applied to existing major projects to assist projects with development of robust, realistic, and well documented cost estimates. This includes transparent and consistent development and control of contingency and risk reserves. The Stage Gate Framework, implemented in 2022, provides an opportunity for decision makers to review key components of a project and make go/no-go decisions on whether a project has completed sufficient due diligence to confirm readiness to proceed to the next stage and whether the organization is willing and ready to do so. In addition to these frameworks, additional enhanced processes to improve project delivery and facilitate continuous improvement have been introduced since 2020.

Permitting and Regulatory

In 2021, Metro Vancouver began embedding regulatory specialists within each major project team. This has allowed for the development and implementation of strategic regulatory approaches related to items such as consultation with the public and First Nations, environmental assessments, compliance deadlines, and other high risk regulatory processes. This strategic approach has resulted in obtaining an environmental assessment exemption, streamlining permitting processes, accelerating project schedules, and avoiding commercial risks related to permit expirations.

All relationships with regulators, municipalities, and third parties have transitioned from being held by consultants to being held by Metro Vancouver staff, enabling Metro Vancouver to maintain relationships throughout the lifecycle of a project and ensure more open and collaborative discussions with agencies. It has also facilitated early issuance and extensions of permits. A series of best practices and training related to permitting has also been developed since 2021.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

The due diligence improvements activities outlined in this report materially reduce the immediate and longer term financial, social, environmental and service delivery risks related to Metro Vancouver capital project scope, schedule and cost variances, especially as related to the highest value, risk and consequence projects. As an example, value engineering exercises on projects in the design phase, and processes to improve controls of contractors and consultants, has already resulted in hundreds of millions of dollars in savings. The consistent application of project management practices across projects will also deliver value for years to come across all project types.

CONCLUSION

Since 2020, following a review of major capital project management, Metro Vancouver has implemented numerous due diligence improvements to enhance the management and delivery of projects, particularly those of the highest value, risk, and consequence. Significant measures include the establishment of a Project Delivery Department and a restructured Procurement and Real Estate Services Department, as well as implementation of enhanced project management and permitting processes.

Attachments

1. Due Diligence Improvement Measures Since 2020
2. Presentation re: Due Diligence Improvements for Major Projects

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Due Diligence Improvement Measures Since 2020

Leadership and Governance

- 2020: Created the General Manager of Project Delivery position
- 2020: Created Project Delivery Department for consistent management of highest value, risk, consequence projects
    - Developed a vision to: "*Provide services and oversight to deliver highest value, risk, consequence projects and enable continual improvement in project, quality and asset management across Metro Vancouver"*
- 2020: Created Project Delivery Department Regulatory Strategy Team to deliver complex permitting and regulatory strategies
- 2020 (Ongoing): Reviewed and revised project teams to ensure appropriate oversight and effective use of in-house and external expertise for major projects
- 2021: Implemented enhanced project governance with Expert Advisory Panels (activated for each major project prior to Stage Gate Reviews)
- 2021: Created Project Delivery portfolio dashboard report for REAC (issued 3 times/year) to provide regular, consistent, and transparent reporting on major projects
- 2021: Created Project and Portfolio Management Division (Project Delivery Department)
    - Net new function to develop and implement a corporate Project Management Framework, design and deliver PMO-related continuous improvement training and development and expert advisory services
- 2021: Created Quality Management Division (Project Delivery Department)
    - Net new function to develop and implement a corporate Quality Management Program to comply with regulation of firms engaged in the practice of professional engineering and geoscience, including reporting regularly to the CAO and GMs on progress towards compliance, audit-readiness, and liability exposure
- 2021: Created Project Controls Division (Project Delivery Department)
    - To insource specialized expertise in cost estimating, planning, cost and schedule control, risk management, digitalization and project benchmarking
- 2021-2023: Embedded regulatory specialists into each major project team (Project Delivery Department)
    - This allows for the development and implementation of strategic regulatory approaches related to items such as consultation with the public and First Nations, environmental assessments, compliance deadlines, and other high risk regulatory processes. This has resulted in obtaining an environmental assessment exemption, streamlining permitting processes, accelerating project schedules, and avoiding commercial risks related to permit expiries.
- 2022: Completed *Project Management Maturity Assessment*
    - Measurable baseline for the maturity of project management practices for each department and Metro Vancouver as an organization
    - Compares Metro Vancouver against peer organizations with comparable capital programs
    - Informs the development and implementation of the organizational Project Management Framework, which will provide the foundation for improving the efficiency, capability, and certainty of capital project delivery at Metro Vancouver,

including improved integration of procurement, real estate, finance and other key support services over the project lifecycle.

- 2022: Created the General Manager of Procurement and Real Estate position
- 2022: Created Procurement and Real Estate Services Department to optimize existing resources and meet industry best practices
- 2022-2023: Updated organizational structures of real estate and procurement functions to maximize department deliverables
- 2022/23: Implemented Stage Gate Framework across major projects to provide opportunity for decision makers to review key components of a project and make go/no-go decisions on whether a project has completed sufficient due diligence to confirm readiness to proceed to the next stage and whether the organization is willing and ready to do so (financially, strategically etc.).

Currently Underway:

- Establishing leading practices to modernize Procurement & Real Estate Department functions (e.g. category management, strategic sourcing, market research, proactive and integrated real estate strategies)
- Enhancing in-house procurement and real estate capacity and capability through recruitment, staff development and on-going training
- Process improvements to Board reports for urgent requirements
- Established a Major Projects Team in Real Estate Services to lead the acquisition of land rights required for major infrastructure projects (e.g., Iona Island Wastewater Treatment Plant Projects)

Commercial, Stakeholder, and Technical

- 2019 (Ongoing): Collaboration with REAC and RAAC on improving coordination of capital project delivery with member jurisdictions and standardize project impact assessment and mitigation
    - 2023: Published *Metro Vancouver Capital Projects Guide for Member Jurisdictions*
    - (Ongoing): Developing an Impact Mitigation Framework in coordination with member jurisdictions to standardize practices for assessing and mitigating impacts of capital projects on member jurisdictions and
- 2020 (Ongoing): Leveraging relationships with other government entities (e.g., BC Ministry of Transportation and Infrastructure) to provide insight into large infrastructure projects
- 2020-2022: Leveraged new Project Delivery Department to coordinate COVID-related claims and provide advice and support to negotiate and settle major claims across all departments
- 2021: Launched Project Management Framework program to develop, implement, and deliver standard capital project management methodologies, processes, templates, and tools to improve and standardize project management planning, execution, monitoring, and reporting practices
- 2021-2022: Applied the new Cost Estimating Framework to existing major projects to assist projects with development of robust, realistic, and well documented cost estimates. This includes transparent and consistent development and control of contingency and risk reserves.

- 2021-2022: Comprehensive design peer reviews leading to capital cost savings (Iona Island and Northwest Langley WWTP projects).2021-2023: Transitioned any relationships with regulators, municipalities, and third parties from being held by consultants to being held by Metro Vancouver staff
    - This has enabled us to maintain relationships throughout the lifecycle of a project and ensure that we have more open and collaborative discussions with agencies. It has also facilitated early issuance and extensions of permits.
- 2021 (ongoing): Developed a series of best practices and training related to permitting:
    - Early engagement with regulators and First Nations during Project Definition
    - Metro Vancouver submitting and holding permit instead of contractor to remove risk of losing a permit if a contractor is terminated
    - Metro Vancouver leading permit reporting and compliance management with permit issuer.
    - Updated processes so that in-house regulatory specialists review all permits and conditions when a project enters construction phase in order to ensure compliance is met.
    - On-site monitoring, commercial review of procurement documents, and review of contractor's construction methodologies to avoid commercial risk from contractors not adhering to permit conditions.
- 2022: Following termination of the DB contractor, project delivery, procurement and others collaborated to pivot the delivery model for the North Shore WWTP project to keep progressing the design and construction works.
- 2022: Corporate Quality Management Program launched, including internal quality auditing and training on Lean Six Sigma to standardize quality management practices and better enable ongoing continuous improvement
- 2022: Published Project Charter Templates and Project Classification Tool and training to provide a standard approach to documenting key aspects of a project prior to initiation such as project scope, schedule, budget, risk, stakeholders and oversight.
- 2022: Developed digitalization roadmap and strategy to plan for incorporation of advanced analytics into decision making for major projects.
- 2022 (Ongoing): Corporate Project Management Information System acquisition and implementation to enable use of a software solution integrated with MV's financial, document and other systems, in line with other leading large utilities with large capital programs globally (award expected in Q3 2023).
- 2022-23: Acquired licenses to enable use of advanced tools for project management and controls for major projects (Acumen Risk, Primavera P6, Bluebeam, CRM and others in progress)
- 2022-23: Project Document Management Continuous Improvement Project – Phase 1 to assess root causes of challenges with project document management and initiate prioritized projects for continuous improvement.
- 2022-2023: Project Delivery Department in-house experience and contributions to Treasury Board submission, resulting in $250M provincial grant for Iona Island WWTP.
- 2023: Published Metro Vancouver Project Management Standards (Phase 1)
    - Training completed for over 150 Metro Vancouver staff (for Risk Management, Communications, Project Management Plan, Relationship Management)

- 2023: Facilitated continuous improvement and transparency through data capture of project information through the creation of PowerBI portfolio dashboards.

Currently Underway:

- Cost and Schedule Control for major projects: Implementing a process to ensure a clear establishment of cost and schedule baselines, stringent management of project changes, and accurate forecasting of cost and schedule to project completion. This will enable confident and effective decision-making, by providing timely and high quality data.
- Risk-adjusted project schedules for major projects: Implementing a process to ensure integration of project stakeholders and that proper logic, interdependencies, durations, resources, and constraints are incorporated into project schedules
- Continuous risk management: Implementing a process to ensure active and continuous risk and opportunities management, to help projects successfully manage project delivery and protect / enhance project value.
- Further revisions and updates to procurement and real estate policies to better reflect current and future market conditions and
    - 2021: Updated procurement policy documents at the RFQ stage to include additional flexibility and discretion for Metro Vancouver to take into account its past experience with contractors when making procurement decisions
- Developing holistic procurement and real estate strategies (e.g., pre-procurement to post procurement, land acquisition strategies, statutory right of way compensation framework, focus on improving existing right of ways)
- Post-award contract/vendor management for on-going risk mitigation and value creation
- Enhancing technology platforms to support process improvements, create operational efficiencies and improve data/analytics to support data-driven decision making
- Updating competitive tendering tools, templates and contract agreements
- Taking longer-term view on organizational needs; connected to market; contracting approach and models focused on pro-active risk mitigation strategies; focus on supporting Board strategic priorities through the money Metro Vancouver spends (e.g., sustainability, climate, local economy, and reconciliation)
- Establishing relationships with key contractors for market sounding and industry trends and positioning Metro Vancouver as a “customer of choice” with vendors
- Developing a compensation policy for permanent and temporary use rights of ways to mitigate impacts of capital projects on member jurisdictions
- Organizational review of warehousing and inventory management function to determine future state which optimally supports maintenance of existing and newly delivered utility assets by Project Delivery and other departments.
- Established working relationships with BC Ministry of Transportation and Infrastructure, the Port of Vancouver, and TransLink to share best practices on procurement and real estate and establish working agreements for mutual benefits

ATTACHMENT 2



Annacis Island Wastewater Treatment Plant

Due Diligence Improvements for Major Projects

Cheryl Nelms, P.Eng., PhD
General Manager, Project Delivery

Nick Kassam
General Manager, Procurement & Real Estate Services

Caucus of Committee Chairs – July 25, 2023
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PURPOSE

To provide an update on improvement measures undertaken since 2020 to enhance due diligence on the management, delivery and control of capital project delivery



North Shore Wastewater Treatment Plant Digesters

PROJECT DELIVERY CHALLENGES



Scale



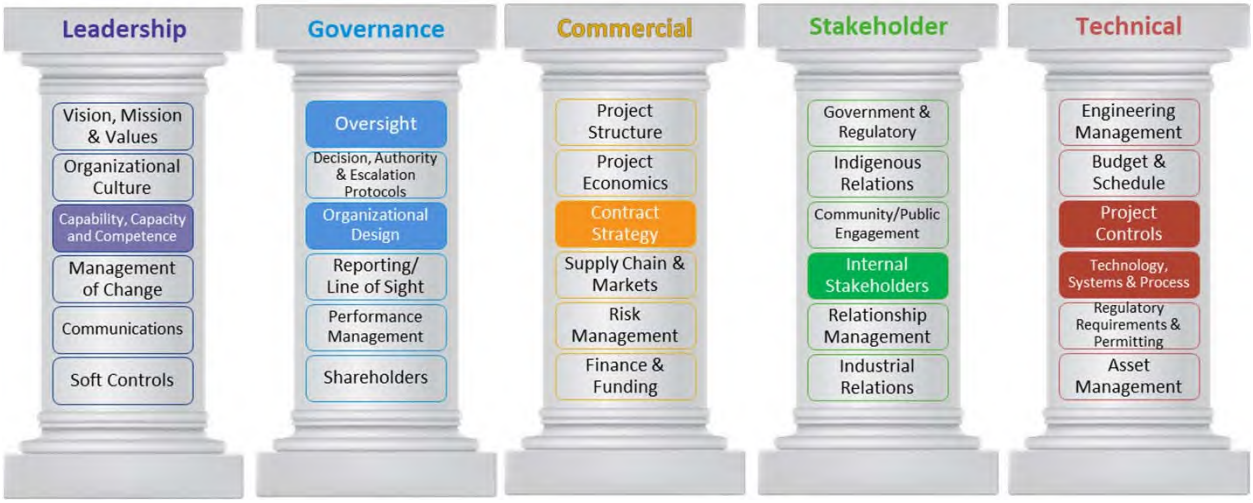
Complexity



Market Influences

BEST PRACTICE RESPONSE

Independent Review and Recommendations



Strategic Areas of Opportunity Identified by KPMG, 2020

LEADERSHIP AND GOVERNANCE

2020: Established Project Delivery Department

- New functions – regulatory strategy, project and portfolio management, quality management, project controls



REAC Project Delivery Dashboard and Stage Gate Framework

LEADERSHIP AND GOVERNANCE

2022: Created Procurement and Real Estate Services Department

- Establishing leading practices to modernize functions, leading land acquisition needed for major projects



Second Narrows Water Supply Tunnel and Water Mains

COMMERCIAL, STAKEHOLDER, TECHNICAL

2020-2023

- Launched Project Management Framework to improve and standardize project management planning, execution, monitoring, and reporting
- Applied new Cost Estimating Framework to include consistent development and control of contingency and risk reserves
- Transitioned regulatory relationships from consultants to staff



COMMERCIAL, STAKEHOLDER, TECHNICAL

Currently underway

- Improving coordination of capital project delivery with member jurisdictions
- Implementing new processes for continuous risk management, cost and schedule controls
- Updating procurement and real estate policies to better reflect current and future market conditions
- Establishing relationships for market sounding



TANGIBLE OUTCOMES

Examples of recent financial impacts from improvements

- Consistent, coordinated approach for large project claims, including pandemic response
- Comprehensive design peer reviews leading to capital cost savings (Iona Island WWTP, Northwest Langley WWTP)
- Project Delivery Department in-house experience and contributions to Treasury Board submission, resulting in $250M provincial grant for Iona Island WWTP



Iona Island WWTP Project Provincial Funding Announcement



Fraser River Crossing pipe installation – Northwest Langley Wastewater Treatment Plant Projects

Questions

metrovancouver

To: Finance Committee

From: Linda Sabatini, Director Financial Operations

Date: June 29, 2023 Meeting Date: July 13, 2023

Subject: **MFA Fall 2023 Borrowing for the Village of Anmore – MVRD Security Issuing Bylaw No. 1367, 2023**

RECOMMENDATION

That the MVRD Board:

a) give consent to the request for financing from the Village of Anmore in the amount of $2,500,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter*;
b) give first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023* being a bylaw to authorize the entering into an Agreement respecting financing between the Metro Vancouver Regional District and the Municipal Finance Authority of British Columbia;
c) pass and finally adopt *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023* and forward it to the Inspector of Municipalities for Certificate of Approval.

EXECUTIVE SUMMARY

Metro Vancouver Regional District (MVRD) serves as a borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA). As set out in the *Community Charter*, MVRD must adopt a security issuing bylaw in order for a member municipality to proceed with long-term borrowing from the MFA. The Village of Anmore is requesting long-term borrowing of $2,500,000 to finance the construction of the Anmore Community Hub. The Village of Anmore's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately $165,830 which is roughly 13.8% of their liability servicing limit of $1,203,442. The Village of Anmore has met the regulatory requirements and has the legislative authority to undertake the planned borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1367, 2023* will authorize Anmore's borrowing request.

Staff recommends consenting to the Village of Anmore's borrowing request and adopting the Security Issuing Bylaw as outlined in Alternative 1.

PURPOSE

To seek the adoption of a Security Issuing Bylaw to authorize a borrowing request from the Village of Anmore in the amount of $2,500,000 for the Fall 2023 MFA long term debt issue.

BACKGROUND

Metro Vancouver Regional District serves as a borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA). As set out in the *Community Charter*, MVRD must adopt a security issuing bylaw in order for a member municipality to proceed with long-term borrowing from the MFA. Long-term borrowing through the MFA generally occurs

two times per year, in the spring and fall. Metro Vancouver received a request from the Village of Anmore to borrow $2,500,000, for the fall MFA offering, to finance the construction of the Anmore Community Hub. This request has been approved by their respective council by way of Loan Authorization Bylaw and Security Issuing Resolution as required under provincial legislation. This report is being brought forward to the MVRD Board to seek the adoption of *Metro Vancouver Security Issuing Bylaw No. 1367, 2023* which will authorize the borrowing request from the Village of Anmore. The borrowing must be approved by the MVRD Board before the Security Issuing Bylaw can be issued and the request forwarded to the MFA for consideration.

MUNICIPAL BORROWING REQUEST

Request Details

The Village of Anmore has adopted the Loan Authorization Bylaw as outlined in Table 1 below. Their Council subsequently passed the required Security Issuing Resolution on March 21, 2023 to proceed with the 2023 Fall Borrowing for the requested amount within the authorized and outstanding balance of the bylaw. This request is within the parameters set out in the Village of Anmore's Financial Plan Bylaw.

Table 1

MVRD Bylaw	Member Bylaw	Date Bylaw Passed	Purpose	Borrowing Request	Term
1367, 2023	663-2022	December 5, 2022	To contribute to funding of construction of Anmore Community Hub	$2,500,000	25 years
Total 2023 Fall Borrowing Request				$2,500,000	

The member's loan authorization bylaw identified above has been reviewed by the Inspector of Municipalities and has received the necessary Certificate of Approval. This certificate in included in Attachment 2 of this report.

Financial Analysis

Per the Liability Servicing Limit Certificate dated June 5, 2023, the Village of Anmore had a liability servicing limit of $1,203,442. This limit represents the maximum amount, as prescribed by the Province, that Anmore can annually pay for servicing debt. The estimated annual debt servicing cost proposed in this bylaw will be approximately $165,829. The Village of Anmore has no other capital liabilities, contingent commitments, debt, unused borrowing or loan guarantees, so the total costs will be $165,829 which is roughly 13.8% of their overall liability servicing limit.

All debt of the MVRD is a joint and several liability of its member municipalities.

Included, as an attachment, is the following information provided by the Village of Anmore to assist in considering this request:

- Adopted Loan Authorization Bylaw along with Certificate of Approval
- Copy of Security Issuing Resolution
- Liability Servicing Limit Certificate

- The 2023 - 2027 Financial Plan Bylaw
- 2022 Audited Consolidated Financial Statements

ALTERNATIVES

1. That the MVRD Board:
   a) give consent to the request for financing from the Village of Anmore in the amount of $2,500,000 pursuant to Sections 182(1)(b) and 182(2)(a) of the *Community Charter*;
   b) give first, second and third reading to *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023* being a bylaw to authorize the entering into an Agreement respecting financing between the Metro Vancouver Regional District and the Municipal Finance Authority of British Columbia;
   c) pass and finally adopt *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023*; and forward it to the Inspector of Municipalities for Certificate of Approval.

2. That the MVRD Board receive for information the report dated June 26, 2023, titled "MFA Fall 2023 Borrowing for the Village of Anmore – MVRD Security Issuing Bylaw No. 1367, 2023".

FINANCIAL IMPLICATIONS

Although all member debt is a joint and shared liability of all member municipalities, there are no direct financial implications to Metro Vancouver with the adoption of the bylaw.

If the Board approves Alternative 1, the Village of Anmore will proceed to borrow $2,500,000 to fund the Anmore Community Hub.

If the Board approves Alternative 2, the Village of Anmore would be unable to borrow funds as required for the purpose intended and would need to look for other funding sources, potentially causing the Village undue financial challenges.

CONCLUSION

The Village of Anmore requested to borrow $2,500,000 to finance the construction the Anmore Community Hub. The Village has met all regulatory requirements and has the legislative authority to undertake the borrowing. The proposed *Metro Vancouver District Security Issuing Bylaw No. 1367, 2023* will authorize the Village of Anmore's borrowing request which will be forwarded to MFA for consideration upon approval. Staff recommends consenting to the Municipality's borrowing and adopting the Security Issuing Bylaw as outlined in Alternative 1.

Attachments

1. *Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023*
2. The Village of Anmore - Additional Information

57028192

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1367, 2023
A Bylaw to Authorize the Entering into a Finance Agreement with the Municipal Finance Authority of British Columbia in the Amount of $2,500,000 (Canadian)

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for Regional Districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

WHEREAS the Village of Anmore is a member municipality of the Metro Vancouver Regional District (the "Regional District");

WHEREAS the Regional District is to finance from time to time on behalf of and at the sole cost of the member municipalities, under the provisions of Section 410 of the *Local Government Act*, the works to be financed pursuant to the following loan authorization bylaw:

Member Loan Authorization Bylaw Number	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
663-2022	Construction of Anmore Community Hub	$2,500,000	$0	$2,500,000	25 years	$2,500,000
Total 2023 Fall Borrowing Request						$2,500,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority:

NOW THEREFORE the Metro Vancouver Regional District Board of Directors enacts as follows:

1. The Regional Board hereby consents to financing the debt of the Village of Anmore in the amount of two million five hundred thousand dollars ($2,500,000) in accordance with the following terms.

2. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Village of Anmore up to, but not exceeding two million five hundred thousand dollars ($2,500,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed $2,500,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority

may deem appropriate in consideration of the market and economic conditions pertaining.

3. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.

4. The Agreement in the form of Schedule “A” shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the Local Government Act, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.

5. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.

6. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.

7. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

8. During the currency of the obligation incurred under the said Agreement to secure borrowings in respect of the “Anmore Community Hub Loan Authorization Bylaw No. 663-2022”, there shall be requisitioned annually an amount sufficient to meet the annual payment of interest and the repayment of principal.

9. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

10. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

This bylaw may be cited as "Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023".

Read a first, second, and third time this _____ day of _____, _____.

Passed and finally adopted this _____ day of _____, _____.

Approved by the Inspector of Municipalities this ____ day of _____, _____.

George V. Harvie, Chair

Dorothy Shermer, Corporate Officer

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T

Metro Vancouver Regional District

The Metro Vancouver Regional District (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of two million five hundred thousand dollars ($2,500,000) in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing below hereof commencing on the day of _____ , _____ provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at_____, British Columbia, this day of _____, 2023.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1367, 2023 cited as "Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023". This Agreement is sealed with the Corporate Seal of the Metro Vancouver Regional District and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

_____
Chair

_____
Treasurer

Pursuant to the *Local Government Act*, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated _____, 2023
(month, day)

_____
Inspector of Municipalities

Schedule B

PRINCIPAL AND/ OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Principal and/or Sinking Fund Deposit	Interest	Total
	$	$	$
	$	$	$

ATTACHMENT 2

3900-20-2022

CERTIFICATION OF BYLAW

Certified to be a true and correct copy of the "Anmore Community Hub Loan Authorization Bylaw No. 663-2022" adopted by the Council of the Village of Anmore on the 6th day of December, 2022.

Dated this 30th day of June, 2023.

Rhonda Schell
Corporate Officer

VILLAGE OF ANMORE

BYLAW NO. 663-2022

A bylaw to authorize the borrowing towards the estimated cost of construction for the Anmore Community Hub.

WHEREAS it is deemed desirable and expedient to build a new community amenity, the Anmore Community Hub, which will act as a municipal hall and a central gathering space and hub for community events and programs;

AND WHEREAS the estimated cost of the construction of a the Anmore Community Hub, including expenses incidental thereto is the sum of eight million five hundred thousand dollars ($8,500,000), of which the sum of two million five hundred thousand dollars ($2,500,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as **"Anmore Community Hub Loan Authorization Bylaw No. 663-2022"**.

2. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out design and construction of the Anmore Community Hub, and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

    a. To borrow upon the credit of the Village of Anmore a sum not exceeding two million five hundred thousand dollars ($2,500,000).

    b. To acquire all such real property, easements, rights-of-way, licenses, rights, or authorities, as may be requisite or desirable for or in connection with the design and construction of the Anmore Community Hub for the Village of Anmore.

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.

READ a first time the 20th September, day of ,2022

READ a second time the 20th day of September, 2022

READ a third time the 20th day of September, 2022

RECEIVED the approval of the Inspector of Municipalities the 18th day of November, 2022

ADOPTED the 6th day of December , 2022

MAYOR

CORPORATE OFFICER

BRITISH COLUMBIA

Certificate of Approval

Under the authority of the *Local Government Act*, I certify that Bylaw No. 663-2022, cited as the "Anmore Community Hub Loan Authorization Bylaw No. 663-2022" of the Village of Anmore has been lawfully and validly made and enacted, and that its validity is not open to question on any ground in any court of British Columbia.

Dated this Sixth *day*

Of June , *2023*

Deputy Inspector of Municipalities of British Columbia

CORPORATE OFFICER'S CERTIFICATE (Form CO2)

The Village of Anmore **(the "Local Government")**

The undersigned, Corporate Officer, as the person responsible for corporate administration of the Local Government under section 148 of the *Community Charter* (the *Charter*) or section 236 of the *Local Government Act*, hereby certifies as follows:

1. That Loan Authorization Bylaw No. 663-2022 (the "Loan Authorization Bylaw") was duly and properly enacted in accordance with the provisions of the local government legislation at a duly constituted meeting of the Local Government in accordance with the requirements of the Local Government's applicable procedure bylaw and at which a quorum was present and acting throughout. **Attached is an adopted copy of the Loan Authorization Bylaw.**

2. That the Loan Authorization Bylaw has not been amended or repealed and is in full force and effect as at the date hereof.

3. Approval of the electors for the Loan Authorization Bylaw is not required under section 180 of the *Charter* or section 407 of the *Local Government Act* for one of the following reasons:

   ☑ The liability is within the approval-free liability zone determined in accordance with section 7 of the *Municipal Liabilities Regulation* (BC Reg. 254/2004) or;

   ☐ The money is being borrowed for a purpose referred to in section 179 (1) (d) to (g) of the *Charter* [loan authorization bylaws for court, arbitration and expropriation requirements] or in the case of regional districts, paying compensation in respect of property expropriated or injured in carrying out works referred to in section 291 of the *Local Government Act* [entry on land to mitigate damage] or;

   ☐ The money is being borrowed for works required to be carried out under an order of the Inspector of Dikes; an order under section 84 [abatement of municipal pollution], or section 85 [environmental protection orders] or section 87 [environmental emergency measures] of the *Environmental Management Act*.

   ☐ The money is being borrowed for water treatment works in compliance with an order of a drinking water protection officer and the Inspector of Municipalities has approved the proposed liability under section 8 of the *Municipal Liabilities Regulation* (BC Reg. 254/2004) or section 4 of the *Regional District Liabilities Regulation* (BC Reg. 261/2004).

☐ The liability is for the purpose of a regional park or regional trail and the requirements in section 3 of the *Regional District Liabilities Regulation* (BC Reg. 261/2004) have been met.

☐ The money is being borrowed for the purpose of preparing or implementing a waste management plan under section 24 of the *Environmental Management Act*.

☐ As per section 180 (3) of the *Community Charter*, approval of the electors has been waived by the Inspector of Municipalities.

☐ The money is being borrowed for the purpose of responding to a State of Emergency situation, pursuant to section 13 of the *Emergency Program Act*.

4. No application has been made or action or proceeding brought to quash or to set aside the Loan Authorization Bylaw under section 623 of the *Local Government Act* or otherwise and the validity of the Loan Authorization Bylaw has not been attacked, questioned or adjudicated in any court and to the best of the knowledge of the undersigned no such action is pending or has been threatened and the undersigned knows of no objections to the validity of the Loan Authorization Bylaw.

DATED this 3rd day of March, 2023.



[signature]

Name: Karen Elrick

Title: Corporate Officer

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, March 21, 2023, at 7:00 p.m. in **Multipurpose Room at Anmore Elementary School, 30 Elementary Road,** Anmore, BC

ELECTED OFFICIALS PRESENT
Mayor John McEwen
Councillor Doug Richardson
Councillor Polly Krier

ABSENT
Councillor Kim Trowbridge
Councillor Paul Weverink

OTHERS PRESENT
Karen Elrick, Chief Administrative Officer
Lena Martin, Manager of Financial Services
Chris Boit, Manager of Development Services
Scott Donaldson, Operations Superintendent

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R026/23 That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

None.

4. Delegations

(a) Countryside Strata

Ted Littlewood and Stephanie Gabriel, Countryside Strata representatives, distributed and provided a presentation which is included as Attachment 1 and forms part of the original minutes. In response to concerns raised, staff reiterated that there is no change to service for water delivery, rather the meter will now be read at the property line and billed directly to the strata, as is standard practice with strata properties. It was noted

that other strata properties within Anmore that are still currently billed separately will be moved over to this same process as necessary infrastructure updates are complete.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on March 7, 2023

It was MOVED and SECONDED:

R027/23 That the Minutes of the Regular Council Meeting held March 7, 2023 be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

7. Consent Agenda

It was MOVED and SECONDED:

R028/23 That the Consent agenda be adopted.

Carried Unanimously

(a) Lower Mainland Local Government Association – Annual Conference and AGM

That Council authorize Councillor Polly Krier to attend the 2023 Lower Mainland Local Government Association Annual Conference and AGM May 3-5, 2023 at Harrison Hot Springs, BC at a registration cost of $650.

(b) Request for funds for SVFD Volunteer Appreciation Dinner

That Council contribute on behalf of the Village of Anmore to the Sasamat Volunteer Fire Department Volunteer Appreciation Dinner the amount of $400.

8. Items Removed from the Consent Agenda

9. Legislative Reports

(a) Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw

It was MOVED and SECONDED:

R029/23 That Council adopt Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw 674-2023

Carried Unanimously

(b) 2023 Anmore Water Rates and Regulations Bylaw Amendment

It was MOVED and SECONDED:

R030/23 That Council give first, second, and third readings to Anmore Water Rates and Regulations Amendment Bylaw No. 675-2023.

Carried Unanimously

(c) 2023 Anmore Solid Waste Management Bylaw Amendment

It was MOVED and SECONDED:

R031/23 That Council give first, second, and third readings to Anmore Solid Waste Management Bylaw Amendment No. 676-2023.

Carried Unanimously

10. Unfinished Business

None.

11. New Business

None.

12. Items from Committee of the Whole, Committees, and Commissions

(a) HUB Borrowing Next Steps

Ms. Lena Martin, Manager of Financial Services, provided an overview of the staff report.

It was MOVED and SECONDED:

R032/23 That Council direct Staff to draw partial funds for the HUB Loan by Temporary Borrowing Bylaw; AND;
That Council to direct Staff to draw full funds for the HUB Loan by Long Term Borrowing.

Carried Unanimously

13. Mayor's Report

Mayor McEwen reported that:

- He attended a strategic planning session with Council and staff on March 13
- He attended announcement with Mayors council regarding Translink funding
- He will be going to Victoria next week as Vice Chair of Metro Vancouver for CAO meetings as well as Municipal Finance Authority
- Will be attending strategic planning session with Metro Vancouver next Friday

14. Councillors Reports

Councillor Polly Krier reported that:

- She was away from last meeting organizing Tri City Homeless count
- Mental Health Task Force has taken a pause but will provide more information on any further updates
- She completed Responsible Conduct for Elected Officials training
- She attended Share imagine gala which raised $200,000
- She participated in Council photos, finance committee meeting and strategic planning sessions
- Easter Egg hunt and colouring contest will be Saturday April 8
- She will attend Heritage Woods capstone day
- She noted update from beneath the surface on the council agenda

Councillor Doug Richardson reported that:

- Further to a question at last Council meeting questioned reference to Anmore by provincial government regarding the Housing Supply Act

It was MOVED and SECONDED:

R033/23 That Council direct staff to send a letter on behalf of Anmore Council to Premier Eby and Minister Kahlon requesting clarification on specifics regarding Anmore being mentioned regarding the Housing Supply Act in their recent statements.

Carried Unanimously

15. Chief Administrative Officer's Report

Ms. Elrick reported that:

- Water main flushing will begin March 27 for approximately three weeks
- Additional garbage collection was added on March 31 for all three streams
- Easter Egg hunt will be held at Anmore Elementary on the field at 11 a.m. Saturday April 8. Colouring contest was sent out to residents and is available on the website and at Village Hall

16. Information Items

(a) Committees, Commissions and Boards – Minutes

None.

(b) General Correspondence

- Communication dated January 17, 2023 from BC Epilepsy Society regarding International PURPLE DAY;
- Beneath the Surface progress report

17. Public Question Period

Nancy Maloney, asked about Council committees. It was noted that committee activities will be evaluated once the Manager of Corporate Services position is filled.

Joerge Dyrkton, asked about funds collected by Ugly Sweater Christmas dash and it was noted that he should ask the organization as this was not a Village event. He also asked about documenting stages of Community Hub construction and it was noted that this is being done by the general contractor.

Linda Weinberg, asked about Ma Murray Lane subdivision development delegation at the last meeting and whether sewer infrastructure would be required with that type of subdivision development. It was noted that this would not be a requirement under infill.

Greg Moore, asked if Council was aware that Anmore was not specifically mentioned in the statement regarding the Housing Supply Act rather the statement was that communities from Anmore to Vancouver would need to do their part related to the housing crisis.

Earl Batemen, noted that residents at Countryside were not informed by the strata of any ongoing discussions of change regarding water meter billing.

18. Adjournment

It was MOVED and SECONDED:

R034/23 That the meeting be adjourned at 8:00 p.m.

Carried Unanimously

"Karen Elrick"
_____
Karen Elrick
Corporate Officer

"John McEwen"
_____
John McEwen
Mayor

LIABILITY SERVICING LIMIT CERTIFICATE

The *Village of Anmore* **(the "Municipality")**

In relation to *Anmore Community Hub Loan Authorization Bylaw No. 663-2022*

The undersigned Financial Officer assigned responsibility for financial administration under section 149 of the Community Charter, SBC 2003, Chapter 26 (the "Charter") or Auditor appointed for the Municipality under section 169 of the Charter hereby certifies as follows:

Calculation revenue for the previous year *(section 4 & 5, BC Reg 254/2004)*	$4,813,767.00 a	
Liability Servicing Limit (a x 25%) *(section 2, BC Reg 254/2004)*		$1,203,441.75 b
Annual Servicing cost for previous year	$0.00 c	

Plus: New liabilities incurred, **other than current request**

Liability Type and reference	Annual servicing cost	
		d
		e
		f
		g
		h
		i
		j
		k
		l

Total of lines d through l $0.00 m

Less: Liabilities which have matured

Liability type and reference	Annual servicing cost	
		n
		o
		p
		q
		r

Total of lines n through r $0.00 s

Amount of new liability *(section 3, BC Reg 254/2004)* $2,500,000.00 t

Annual servicing cost of new liability *(section 3, BC Reg 254/2004)* $165,829.00 u

Total liability servicing cost including current request (lines c+m-s+u) $165,829.00 v

[X] which is less than the annual liability servicing limit stated on line b.

OR

[-] which exceeds the annual liability servicing limit stated on line b, and the undersigned hereby requests approval of the Inspector of Municipalities under section 174 of the Charter to exceed the limit established under the section.

In accordance with section 179(5) or section 175(1)(b) of the Charter, as applicable, the debt to be contracted under the loan authorization bylaw, or other liability for which certification is being made, referred to above will not exceed the lesser of 30 years and the reasonable life expectancy of the capital asset, activity, work or service, or the remaining term of the applicable agreement, as the case may be, for which the debt is to be contracted.

The undersigned Financial Officer or Auditor also hereby authorizes Legal Counsel of the Municipal Finance Authority of British Columbia to rely on this Certificate in giving any opinion in connection with any borrowing by the Municipal Finance Authority of British Columbia ("MFA") and the issuance of bonds, debentures, and other securities by the MFA in respect of the loan authorization bylaw, or other liability for which certification is being made, referred to above.

DATED this ___ 05 day of June, 2023

Lena Martin Digitally signed by Lena Martin DN: CN=Lena Martin, C=CA, OU=Manager of Financial Services, O=Village of Anmore, E=lena.martin@anmore.com Reason: I am approving this document with my legally binding signature. Location: Date: 2023-06-05 12:16:46

OR

Financial Officer **Auditor**

Lena Martin

(Please print full name) (Please print full name & company)

VILLAGE OF ANMORE

BYLAW NO. 680-2023

A bylaw to adopt the 2023 Five-Year Financial Plan

WHEREAS pursuant to section 165 of the *Community Charter*, requires that every municipality must have a five-year financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted;

AND WHEREAS the Municipal Council has caused to be prepared a Five-Year Financial Plan for the period 2023-2027 inclusive;

NOW THEREFORE the Council of the Village of Anmore enacts as follows:

1. This bylaw may be cited for all purposes as "Anmore Five-Year Financial Plan Bylaw No. 680-2023".

2. Council hereby adopts the Five-Year Financial Plan for the years 2023-2027 inclusive, for each year of the plan, as set out in Schedules A and B, attached hereto and forming part of this bylaw.

3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

4. That "Anmore Five-Year Financial Plan Bylaw No. 658-2022" is hereby repealed in its entirety.

READ a first time the	18th	day of April, 2023
READ a second time the	18th	day of April, 2023
READ a third time the	18th	day of April, 2023
ADOPTED the	2nd	day of May, 2023

"John McEwen" **"Karen Elrick"**

_____ _____

MAYOR MANAGER OF CORPORATE SERVICES

SCHEDULE "A"

2023-2027 FINANCIAL PLAN STATEMENT OF OBJECTIVES AND POLICIES

1. In accordance with the *Community Charter*, the Village of Anmore is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

   (a) The proportion of total revenue that comes from each of the funding sources described in the Community Charter;
   (b) The distribution of property taxes among the property classes; and
   (c) The use of permissive tax exemptions.

2. Funding Sources

   Table 1, below, shows the proportion of total revenue proposed to be raised from each fund source in 2023.

   Government grants provide the largest proportion of revenue in 2023 thanks to additional funds from Growing Great Communities grant of $1.73 Million and BC Active Transportation grant of $500 Thousand. Other grants are sourced from the Major Road Network Fund (MRN), the Small Communities Fund, remaining Investing in Canada Infrastructure grant revenues and other miscellaneous grants.

   Property value tax revenues are the largest portion of planned revenues. Property Taxation provides a stable and consistent revenue source for general services that cannot be recovered from user-pay fees. It is simple to administer and easy for residents to understand.

   Fees & charges provide the next largest proportion of planned revenue and are sourced from the utility fees collected for water and garbage & organic waste collection, as well as various development and permit fees.

   Objectives
   - Over the next five years, the Village will increase the portion of revenue received from user fees and charges to reflect service levels and changes in inflation.

   Policies
   - All user-fee levels will be reviewed, on an annual basis, to ensure they are adequately meeting both the respective service delivery and capital costs.
   - Revenues will be recovered from user fees and charges or grants where possible, rather than general taxation, to lessen the burden on the Village's limited property tax base.

Table 1 – Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Taxation	33%	2,869,296
Fees and Charges	16%	1,359,477
Grants	49%	4,301,468
Interest and Other	2%	160,000
TOTAL	**100%**	**8,690,241**

3. Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes most Village services.

Objectives

- Tax rates maintain tax stability in accordance with the Village's operational and capital requirements.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities having similar property class composition.

Table 2 – Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION
Residential (1)	99.81%
Utilities (2)	0.00001%
Business and Other (6)	0.00045%
Rec/Non Profit (8)	0.00144%
TOTAL	**100%**

4. Permissive Tax Exemptions

No property in the Village of Anmore is permissively exempt. Village properties do not meet the legislated criteria.

SCHEDULE "B"

Village of Anmore						
Financial Plan						
2023 - 2027						
		2023	2024	2025	2026	2027
REVENUES						
	Property Tax	$ 2,869,296	$ 3,250,144	$ 3,398,805	$ 3,528,905	$ 3,567,640
	Permits, Fees and Charges	$ 1,359,477	$ 1,413,201	$ 1,458,329	$ 1,493,529	$ 1,517,700
	Grants	$ 4,301,468	$ 712,643	$ 738,557	$ 758,770	$ 772,650
	Interest & Other	$ 160,000	$ 128,000	$ 102,400	$ 102,400	$ 102,400
	SUBTOTAL REVENUES	$ 8,690,241	$ 5,503,989	$ 5,698,092	$ 5,883,604	$ 5,960,389
EXPENSES						
	General Government	$ 1,320,636	$ 1,424,723	$ 1,481,712	$ 1,556,163	$ 1,556,687
	Public Works	$ 852,534	$ 895,161	$ 930,967	$ 958,896	$ 978,074
	Protective Services	$ 349,129	$ 261,585	$ 272,049	$ 280,210	$ 285,815
	Planning & Development	$ 117,900	$ 123,795	$ 128,746	$ 132,609	$ 135,261
	Water Utility	$ 604,853	$ 635,095	$ 660,499	$ 680,314	$ 693,920
	Debt Interest	$ 20,000	$ 107,750	$ 107,750	$ 107,750	$ 107,750
	Amortization of TCAs	$ 1,071,135	$ 1,241,135	$ 1,235,864	$ 1,235,864	$ 1,235,864
	SUBTOTAL EXPENSES	$ 4,336,187	$ 4,689,245	$ 4,817,588	$ 4,951,807	$ 4,993,371
SURPLUS / (DEFICIT)		$ 4,354,054	$ 814,744	$ 880,504	$ 931,797	$ 967,018
INTERNAL TRANSFERS						
	Capital	$ 10,344,759	$ 873,960	$ 430,594	$ 259,099	$ 401,506
	Transfer to (from) Reserves	$ (2,385,970)	$ 1,155,120	$ 1,665,658	$ 1,889,546	$ 1,783,116
	Transfer to (from) Surplus	$ (33,600)	$ (35,280)	$ (36,691)	$ (37,792)	$ (38,548)
	Debt	$ (2,500,000)	$ 62,079	$ 62,079	$ 62,079	$ 62,079
	Investment in TCA	$ (1,071,135)	$ (1,241,135)	$ (1,241,135)	$ (1,241,135)	$ (1,241,135)
	SUBTOTAL INTERNAL EXPE	$ 4,354,054	$ 814,744	$ 880,504	$ 931,797	$ 967,018
FINANCIAL PLAN BALANCE		$ -	$ 0	$ 0	$ 0	$ 0

Village of Anmore

Financial Statements

For the year ended December 31, 2022

Village of Anmore
Financial Statements
For the year ended December 31, 2022

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Statement of Management's Responsibility

The financial statements contained herein have been prepared by management in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board. A summary of the significant accounting policies are described in the summary of significant policies which proceed the notes to the financial statements. Management is also responsible for all statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by Council. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.

Lena Martin

Manager of Financial Services

May 3, 2023

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BDO Canada LLP
202-1200 Alpha Lake Rd.
Whistler, BC V8E 0H6

Independent Auditor's Report

To the Mayor and Council of The Village of Anmore

Opinion

We have audited the financial statements of the Village of Anmore (the "Village") which comprise the Statement of Financial Position as at December 31, 2022 and the Statements Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally-accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of this report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Unaudited Information

We have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of Schedule 4 of the Village's financial statements.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally-accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally-accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
May 3, 2023

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

Village of Anmore
Statement of Financial Position

December 31	2022	2021
Financial Assets		
Cash	$ 10,397,584	$ 9,383,025
Accounts receivable (Note 1)	2,707,678	752,985
Loan receivable (Note 2)	179,400	-
Property taxes receivable	205,779	199,276
Investments (Note 3)	6,451,088	6,397,698
	19,941,529	16,732,984
Liabilities		
Accounts payable and accrued liabilities (Note 4)	3,100,400	657,150
Unearned revenue (Note 5)	1,375,344	1,355,418
Development cost charges (Note 6)	1,779,013	1,702,132
Deposits (Note 7)	900,737	829,091
	7,155,494	4,543,791
Net Financial Assets	12,786,035	12,189,193
Non-Financial Assets		
Tangible capital assets (Schedule 2)	61,662,424	59,014,948
Prepaid expenses	25,529	24,528
Inventories	42,117	48,019
	61,730,070	59,087,495
Accumulated surplus (Note 8)	$ 74,516,105	$ 71,276,688

Manager of Financial Services

Mayor

Village of Anmore
Statement of Operations

For year ended December 31	2022 Fiscal Plan (Note 9)	2022	2021
Revenue (Schedule 1)			
Taxation (Note 11)	$ 2,653,025	$ 2,669,828	$ 2,592,650
Government transfers - unconditional (Schedule 3)	673,600	844,154	743,756
Government transfers - conditional (Schedule 3)	2,500,000	2,004,457	53,151
Community amenity contribution	-	-	1,093,500
Permits, fees and other revenues	1,348,663	1,409,069	1,302,081
Interest income	99,514	278,870	85,326
Gain on disposal of tangible capital assets	-	-	44,416
	7,274,802	7,206,378	5,914,880
Expenses (Schedule 1)			
General Government	1,314,402	1,216,207	1,182,953
Public Works	1,235,439	1,324,589	1,228,120
Protective Services	346,197	252,526	245,057
Planning & Development	173,943	93,165	223,899
Solid Waste & Recycling	210,970	214,482	200,660
Water System	877,360	865,992	930,745
	4,158,311	3,966,961	4,011,434
Annual surplus	3,116,491	3,239,417	1,903,446
Accumulated surplus, beginning of year	71,276,688	71,276,688	69,373,242
Accumulated surplus, end of year	$ 74,393,179	$ 74,516,105	$ 71,276,688

Village of Anmore
Statement of Changes in Net Financial Assets

For year ended December 31	2022 Fiscal Plan (Note 9)	2022	2021
Annual surplus	$ 3,116,491	$ 3,239,417	$ 1,903,446
Acquisition of tangible capital assets	(11,159,133)	(3,718,611)	(606,290)
Amortization of tangible capital assets	920,000	1,071,135	1,077,594
Change in prepaid expenses	-	(1,001)	20,302
Change in inventories	-	5,902	14,075
Change in net financial assets for the year	(7,122,642)	596,842	2,409,127
Net financial assets, beginning of year	12,189,193	12,189,193	9,780,066
Net financial assets, end of year	$ 5,066,551	$ 12,786,035	$ 12,189,193

Village of Anmore
Statement of Cash Flows

For the year ended December 31	2022	2021
Cash provided by (used in)		
Operating activities		
Annual surplus	$ 3,239,417	$ 1,903,446
Items not involving cash:		
Amortization of tangible capital assets	1,071,135	1,077,594
	4,310,552	2,981,040
Changes in non-cash operating balances:		
Accounts receivable	(1,954,693)	226,685
Property taxes receivable	(6,503)	205,489
Prepaid expenses	(1,001)	20,302
Accounts payable and accrued liabilities	2,443,250	(214,441)
Unearned revenue	19,926	1,451
Deposits	71,646	(91,704)
Inventories	5,902	14,075
	4,889,079	3,142,897
Capital activities		
Acquisition of tangible capital assets	(3,718,611)	(606,290)
Investing activities		
Purchase of Investments	(53,390)	(182,526)
Loan receivable advances	(230,000)	-
Loan receivable repayments	50,600	-
	(232,790)	(182,526)
Financing transactions		
Development cost charges and interest received	76,881	9,311
Increase in cash during the year	1,014,559	2,363,392
Cash, beginning of year	9,383,025	7,019,633
Cash, end of year	$10,397,584	$ 9,383,025

The Village of Anmore (the "Village") is a municipality in the Province of British Columbia incorporated under the Local Government Act (British Columbia) and operates under the provisions of the Community Charter. The Village provides municipal services such as public works, planning, parks and other general government services.

Basis of Accounting

The Village prepares its financial statements in accordance with Canadian public sector accounting standards for local governments using guidelines developed by the Public Sector Accounting Board (PSAB).

The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, interest, legal fees, and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use.

Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Roads	5 to 50 years
Buildings	15 to 40 years
Machinery and vehicles	8 to 10 years
Equipment and furniture	5 to 10 years
Water infrastructure	15 to 50 years
Other infrastructure	10 to 50 years

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include estimating the fair market value of contributed assets and useful lives of tangible capital assets.

Revenue Recognition

Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event has occurred. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the same time they are awarded. Levies imposed on behalf of other taxing authorities are not included as taxes for municipal purposes.

Charges for water usage are recorded as services are delivered. Connection fee revenues are recognized when the connection has been established.

Building permit revenue is recognized when building inspections have been satisfactorily completed and clearance certificate issued.

Tangible capital assets received as contributions or transfers from developers are recorded at their estimated fair value at the date of receipt.

Sale of services and other revenue is recognized on an accrual basis as the services are delivered.

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Where stipulations give rise to a liability, transfers are initially recognized as unearned revenue when transferred and subsequently as revenue in the statement of operations as the stipulation liabilities are settled.

Community amenity contributions received by the Village are included on the Statement of Operations. Revenue is recognized on the cash basis in the year the payment was received.

Collection of Taxes on Behalf of Other Taxation Authorities

The Village collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of the entities are not reflected in these financial statements.

Unearned Revenue

Contributions with stipulations giving rise to a liability and revenues (building permits) pertaining to services required in future years have been deferred. These amounts will be recognized as revenue once the conditions giving rise to the liability have been settled.

Financial Instruments

Financial instruments consist of cash, accounts receivable, investments, loan receivable, accounts payable and deposits and are recorded at amortized cost. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

Municipal Pension Plan

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records liabilities and assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

Segmented Information

The Village segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Note 13 and Schedule 1.

Contaminated Sites

A liability for remediation of a contaminated site is recognized at the financial statement date when an environmental standard exists, contamination exceeds the standard, and it is expected that future economic benefits will be given up and the liability can be reasonably estimated.

Loan Receivable

Loans receivable are initially recorded at cost less any amount for valuation allowance. Valuation allowances are used to reflect collectability and risk of loss and to reflect loans receivable at the lower of cost and the net recoverable value. Changes in valuation allowance are recognized in expenses in the statement of operations. When the loss is known with sufficient precision and there is no realistic prospect of recovery the loan receivable is reduced by the amount of the loss. Interest income is accrued on loans receivable as earned to the extent it is deemed collectable.

1. Accounts Receivable

	2022	2021
GST receivable	$ 74,041	$ 57,458
Government grants receivable	2,309,064	536,755
Interest receivable	95,182	37,164
Other	44,635	9,529
Water levies	184,756	112,079
	$ 2,707,678	$ 752,985

2. Loan Receivable

Bylaw No. 673-2022 was established as a local area service for the purpose of securing a loan from the Village to Strata Property LMS 3080 (Anmore Green Estates), to allow for completion and operation of the David Avenue regional sewer connection project. The full cost of the project, including borrowing and administration costs, will be paid for by the owners within the local area service.

At the April 26, 2022 Regular Council meeting, Council approved the request on behalf of the owners of Anmore Green Estates requesting financing be provided by the Village in the amount of $230,000 in order to execute the sewer connection project.

Interest on the loan receivable accrues at the Municipal Finance Authority short-term financing floating daily rate, 5.06% at December 31, 2022, plus a 2.5% administration fee and is to be recovered equally over 5 years in the form of a parcel tax. In 2022, eleven strata lot owners opted to repay their respective allotment of the loan receivable in full, totalling $50,600.

3. Investments

The Village's investments consist of guaranteed investment certificates ("GICs") held at a Canadian chartered bank and are recorded at amortized cost. The GICs earn interest at rates ranging from 3.45% to 4.10% (2021 - 0.50% to 0.55%) with maturities ranging from August 21, 2023 to Decemer 1, 2023.

4. Accounts Payable and Accrued Liabilities

	2022	2021
Trade accounts payable and accrued liabilities	$ 304,686	$ 200,378
Construction trade accounts payable and holdbacks	2,297,882	-
School taxes and police services payable	484,483	439,220
Wages and benefits	13,349	17,552
	$ 3,100,400	$ 657,150

5. Unearned Revenue

Unearned revenue represents revenues and unspent capital contributions to be recognized as revenue in operations in subsequent years when the related expenditures are incurred or services delivered. Unearned revenue is comprised as follows:

	2022	2021
Community centre developer restricted donations	$ 595,236	$ 595,236
Outdoor plaza grant	124,358	124,358
Other deferred government grants	19,855	19,855
Unearned building permits and other	345,348	318,645
Tax prepayments	290,547	297,324
	$ 1,375,344	$ 1,355,418

6. Development Cost Charges

Development cost charges (DCCs) are collected to pay for the general capital and utility expenditures required for developments. In accordance with the *Community Charte*r, these funds must be deposited into a separate reserve fund. The Village records DCCs levied as deferred revenues until the related expenditures are incurred, then the DCCs are recognized as revenue.

	2022	2021
Balance, beginning of year	$ 1,702,132	$ 1,692,821
Receipts in the year	42,876	-
Interest earned and deferred	34,005	9,311
Balance, end of year	$ 1,779,013	$ 1,702,132

7. Deposits

Deposits are collected in respect of development activities as security against potential damage to Village property. Deposits, less any draw down of damage to Village property, are refunded upon satisfactory conditions being met and approved by the Village.

	2022	2021
Balance, beginning of year	$ 829,091	$ 920,795
Receipts in the year	133,201	136,008
Refunds issued	(61,555)	(227,712)
Balance, end of year	$ 900,737	$ 829,091

8. Accumulated Surplus

The Village segregates its accumulated surplus into the following categories:

	2022	2021
Unrestricted current funds	$ 2,010,535	$ 1,666,253
Statutory reserve funds	8,428,209	8,259,208
Non-statutory reserve funds	2,347,288	2,263,732
Invested in non-financial assets	61,730,073	59,087,495
Balance, end of year	$74,516,105	$ 71,276,688

Unrestricted current funds represent the amount of Accumulated Surplus remaining after deducting the other appropriated surplus balances. It is available to temporarily finance operations until planned revenues (i.e. property taxes, fees, grants etc.) are received, or for other operating or capital purposes as determined by Council, to the extent that it is available as cash.

Non-statutory and statutory reserves are accumulated surplus that has been set aside by decision of Council for a specified purpose. Statutory reserves have been established by bylaw in accordance with the Community Charter and their use is restricted by the related bylaw and legislation. In the normal course of operations, these funds will be used to finance the future services or capital works for which they have been appropriated. Details of Statutory reserve funds are shown below:

	2022	2021
Parks	$ 425,141	$ 422,035
Capital	7,244,052	7,124,854
Water storage	40,030	39,264
Water utility	372,282	365,161
Operating	346,704	307,894
	$ 8,428,209	$ 8,259,208

Details of Non-statutory reserve funds are shown below:

	2022	2021
Community Works Gas Tax Funds	$ 195,766	$ 127,227
Major Road Network Funds	-	56,815
Community Amenity Contributions	1,279,576	1,255,102
Climate Action Funds	59,082	-
COVID-19 Restart Grant	812,864	824,588
	$ 2,347,288	$ 2,263,732

8. Accumulated Surplus (continued)

Investment in non-financial assets is equal to the book value of the tangible capital assets, inventories and prepaid expenses. In the normal course of operations the tangible capital assets, inventories and prepaid expenses are not available to finance operations, but will be consumed/used to provide services, and any related debt repaid by future period revenues.

9. Fiscal Plan

The budget figures reported in the Financial Statements represent the 2022 component of the Financial Plan Bylaw adopted by Council on May 10, 2022.

The following reconciles the approved bylaw to the amounts presented in the financial statements:

	2022
Annual surplus per Financial Plan bylaw	$ 2,025,391
Plus: Capital project budgeted in expenses	1,091,100
Annual surplus on a PSAS basis	3,116,491
Acquisition of tangible capital assets	(11,159,133)
Amortization	920,000
Change in net financial assets	$ (7,122,642)

10. Contingent Liabilities

(a) The Village is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Village along with the other participants, would be required to contribute towards the deficit.

(b) The Village is responsible as a member of Metro Vancouver for its proportion of any operating deficits or long-term debt related to functions in which it participates.

(c) In the regular course of operations, legal claims are initiated against the Village in varying and unspecified amounts. The outcome of any potential claims cannot reasonably be determined at this time. Any ultimate settlements will be recorded in the year the claim is deemed to be likely to be paid and can be reasonably estimated.

11. Taxation - Net

	2022	%	2021	%
Total taxation	$ 6,726,733	100.00	$ 6,577,161	100.00
Collections on behalf of other governments:				
Metro Vancouver	518,169	7.70	681,545	10.36
School District - school tax	2,796,840	41.58	2,567,433	39.04
Municipal Finance Authority	378	0.01	319	-
BC Assessment Authority	67,178	1.00	66,876	1.02
TransLink	431,827	6.42	418,467	6.36
Police	242,513	3.61	249,871	3.80
	4,056,905	60.32	3,984,511	60.58
General municipal taxation	$ 2,669,828		$ 2,592,650	

12. Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trusteed pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of the benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2021, plan membership has about 227,000 active members and 118,000 retired members. Active members include approximately 42,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2021, indicated a $3,761 million funding surplus for basic pension benefits on a going concern basis.

The Village paid $78,004 (2021 - $82,406) for employer contributions while employees contributed $72,140 (2021 - $72,230) to the plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

13. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as roads, water and drainage infrastructure, garbage collection and parkland. The Village also contributes to the costs of police protection and transit which are under the jurisdiction of the provincial government and of TransLink, respectively. Distinguishable functional segments have been separately disclosed in the segmented information.

The nature of the Village's segments and the activities they encompass are as follows:

General Government

The general government department is the communications link between Council and the other municipal departments and the general public, providing assistance and advice to citizens with respect to Council/Committee processes, reporting procedures and decisions. This department is also responsible for the overall financial and risk management of the Village.

Public Works

Public works is responsible for the essential services of the Village:

- ensuring clean and safe water to the Village, supplied through underground pipes;
- providing and maintaining the Village's roads, sidewalks, street lights, signage and line markings, storm drainage and hydrants; and
- providing other key services including street cleaning and the coordination of residential garbage collection services.

Protective Services

Protection and inspection services are comprised of bylaw enforcement and building inspection.

- Bylaw enforcement administers, monitors and seeks compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Village of Anmore.

- The Village of Anmore's Building Department maintains the quality of life for the Village's citizens by regulating all construction within the Village. This is achieved through the use of the Village of Anmore's Building Bylaw, the British Columbia Building Code, the British Columbia Fire Code and other related bylaws and enactments within the Village of Anmore.

13. Segmented Information (continued)

Planning and Development

The planning and development department provides short-term and long-term planning services.

- Long-term planning includes work within the community plan on reviewing the Village's Official Community Plan, developing new Neighbourhood Plans, and the review of relevant bylaws.
- Short-term planning includes the processing of subdivision and development applications.

Water Utility

The water utility provides the distribution of water to residents.

Solid Waste and Recycling

The solid waste and recycling department provides curbside garbage and recycling collection services to the residents of the Village.

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2022

	General Government	Public Works	Protective Services	Planning & Development	Solid Waste & Recycling	Water System	2022 Actual	2022 Fiscal Plan	2021 Actual
Revenues									
Taxation	$ 2,669,828	$ -	$ -	$ -	$ -	$ -	$ 2,669,828	$ 2,653,025	$ 2,592,650
Government transfers-unconditional	520,793	323,361	-	-	-	-	844,154	673,600	743,756
Government transfers-conditional	-	2,004,457	-	-	-	-	2,004,457	2,500,000	53,151
Community amenity contribution	-	-	-	-	-	-	-	-	1,093,500
Permits, fees and other revenue	17,871	-	160,047	108,541	242,038	880,572	1,409,069	1,348,663	1,302,081
Interest income	278,870	-	-	-	-	-	278,870	99,514	85,326
Gain on disposal of TCAs	-	-	-	-	-	-	-	-	44,416
Total revenue	3,487,362	2,327,818	160,047	108,541	242,038	880,572	7,206,378	7,274,802	5,914,880
Expenses									
Goods & services	457,883	266,036	33,313	93,165	206,304	506,939	1,563,640	1,797,250	1,696,205
Salaries & benefits	719,192	319,144	219,213	-	8,178	80,004	1,345,731	1,441,061	1,237,634
Amortization on TCAs	39,132	739,409	-	-	-	279,049	1,057,590	920,000	1,077,595
Total expenses	1,216,207	1,324,589	252,526	93,165	214,482	865,992	3,966,961	4,158,311	4,011,434
Excess (deficiency) in revenues over expenses	$ 2,271,155	$ 1,003,229	$ (92,479)	$ 15,376	$ 27,556	$ 14,580	$ 3,239,417	$ 3,116,491	$ 1,903,446

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2021

	General Government	Public Works	Protective Services	Planning & Development	Solid Waste & Recycling	Water System	2021 Actual	2021 Fiscal Plan	2020 Actual
Revenues									
Taxation	$ 2,592,650	$ -	$ -	$ -	$ -	$ -	$2,592,650	$ 2,541,664	$ 2,516,820
Government transfers-unconditional	481,532	262,224	-	-	-	-	743,756	664,600	1,333,508
Government transfers-conditional	-	46,209	6,942	-	-	-	53,151	-	502,030
Community amenity contribution	-	1,093,500	-	-	-	-	1,093,500	-	-
Permits, fees and other revenue	17,453	-	225,756	24,266	217,249	817,357	1,302,081	1,247,090	1,197,776
Interest income	85,326	-	-	-	-	-	85,326	180,810	162,560
Gain on disposal of TCAs	-	44,416	-	-	-	-	44,416	-	-
Total revenue	3,176,961	1,446,349	232,698	24,266	217,249	817,357	5,914,880	4,634,164	5,712,694
Expenses									
Goods & services	471,899	239,656	10,996	223,899	197,143	552,612	1,696,205	1,747,210	1,442,770
Salaries & benefits	666,968	249,135	234,061	-	3,517	83,953	1,237,634	1,290,694	1,308,811
Loss on disposal of TCAs	-	-	-	-	-	-	-	-	24,871
Amortization on TCAs	44,086	739,329	-	-	-	294,180	1,077,595	920,000	1,396,555
Total expenses	1,182,953	1,228,120	245,057	223,899	200,660	930,745	4,011,434	3,957,904	4,173,007
Excess (deficiency) in revenues over expenses	$ 1,994,008	$ 218,229	$ (12,359)	$ (199,633)	$ 16,589	$ (113,388)	$1,903,446	$ 676,260	$ 1,539,687

Village of Anmore
Schedule 2 - Tangible Capital Assets

For the year ended December 31, 2022

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Water Infrastructure	2022	2021
Balance, beginning of year	$ 37,790,548	$ 970,498	$ 169,867	$ 7,982,835	$ 14,038,218	$ 953,747	$ 12,003,706	$ 73,909,419	$ 73,509,864
Additions	-	2,980,874	12,273	-	446,889	28,903	249,672	3,718,611	606,290
Disposals & adjustments	-	-	-	-	-	-	-	-	(206,735)
Cost, end of year	37,790,548	3,951,372	182,140	7,982,835	14,485,107	982,650	12,253,378	77,628,030	73,909,419
Accumulated amortization, beginning of year	-	153,920	96,455	3,379,945	6,579,601	468,202	4,216,348	14,894,471	14,023,612
Amortization	-	21,361	17,771	255,946	386,131	97,332	292,594	1,071,135	1,077,594
Disposals & adjustments	-	-	-	-	-	-	-	-	(206,735)
Accumulated amortization, end of year	-	175,281	114,226	3,635,891	6,965,732	565,534	4,508,942	15,965,606	14,894,471
Net book value, end of year	$ 37,790,548	$ 3,776,091	$ 67,914	$ 4,346,944	$ 7,519,375	$ 417,116	$ 7,744,436	$ 61,662,424	$ 59,014,948

Included in buildings at December 31, 2022 is $3,349,115 of construction in progress related to the new Community Hub (2021 - $615,640).

For the year ended December 31, 2021

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Water Infrastructure	2021	2020
Balance, beginning of year	$ 37,790,548	$ 679,479	$ 134,027	$ 7,906,947	$ 14,038,218	$ 979,759	$ 11,980,886	$ 73,509,864	$ 72,588,926
Additions	-	291,019	35,839	75,888	-	180,723	22,821	606,290	1,775,434
Disposals & adjustments	-	-	-	-	-	(206,735)	-	(206,735)	(854,496)
Cost, end of year	37,790,548	970,498	169,866	7,982,835	14,038,218	953,747	12,003,707	73,909,419	73,509,864
Accumulated amortization, beginning of year	-	136,185	83,649	3,126,784	6,184,099	584,272	3,908,623	14,023,612	13,456,682
Amortization	-	17,735	12,806	253,161	395,502	90,665	307,725	1,077,594	1,396,555
Disposals & adjustments	-	-	-	-	-	(206,735)	-	(206,735)	(829,625)
Accumulated amortization, end of year	-	153,920	96,455	3,379,945	6,579,601	468,202	4,216,348	14,894,471	14,023,612
Net book value, end of year	$ 37,790,548	$ 816,578	$ 73,411	$ 4,602,890	$ 7,458,617	$ 485,545	$ 7,787,359	$ 59,014,948	$ 59,486,252

Village of Anmore
Schedule 3 - Government Transfers

For year ended December 31	2022 Fiscal Plan (Note 9)	2022	2021
Unconditional			
Community Works Fund - Gas Tax	$ 61,600	$ 64,793	$ 126,532
TransLink - Major Road Network	107,000	107,000	105,000
TransLink - Operation, Maintenance and Rehabilitation	150,000	150,000	147,000
Small community grant	355,000	456,000	355,000
Other grants	-	66,361	10,224
Total unconditional grants	673,600	844,154	743,756
Conditional			
Canada Infrastructure Grant	2,500,000	2,004,457	-
TransLink - Major Road Network	-	-	46,209
COVID-19 Emergency Preparedness	-	-	6,942
Total conditional grants	2,500,000	2,004,457	53,151
Total government grants	$ 3,173,600	$ 2,848,611	$ 796,907

Village of Anmore

Schedule 4 - Annual Report on COVID-19 Safe Restart Grant Spending (unaudited)

For the year ended December 31, 2022

	2022	2021
COVID-19 Safe Restart Grant		
Balance, beginning of year	$ 824,589	$ 882,000
Interest	15,548	4,511
Total Grant Funds Available	840,137	886,511
Less: Funds Spent	27,273	61,922
Balance, end of year	$ 812,864	$ 824,589

In November 2020, the Village received a COVID-19 Safe Restart Grant for $882,000 from the Province of British Columbia. An annual report on the grant spending is a requirement of the Province and will be provided annually until the grant funds are fully spent. COVID-19 Safe Restart Funding is classified as an unconditional Provincial operating government transfer with revenue recognized on the Statement of Operations in the period in which the funds were received.

As at December 31, 2022, $89,195 in grant funds were spent.

To: MVRD Board of Directors

From: Dorothy Shermer, Corporate Officer
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning

Date: July 10, 2023 Meeting Date: July 28, 2023

Subject: **Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley**

RECOMMENDATION

That the MVRD Board:

a) receive for information the comments from the affected local governments and agencies as presented in the report dated July 10, 2023, titled "Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley";
b) adopt *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023;* and
c) accept the Township of Langley's amended, and corresponding, Regional Context Statement showing, for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, amended from an "Agricultural" to "Industrial" regional land use designation.

EXECUTIVE SUMMARY

In April 2023, the MVRD Board initiated a Type 3 Amendment to *Metro 2050*, the regional growth strategy, and gave first, second and third readings to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364*. The amending bylaw would redesignate the site from Agricultural to Industrial and move the Urban Containment Boundary to allow for 14.59 hectares of land, at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, to be added to the Gloucester Industrial Park.

As required by the *Local Government Act* and *Metro 2050*, Metro Vancouver notified affected local governments and agencies of the proposed amendment. Eight responses were received from affected local governments and agencies, plus responses from the Kwantlen First Nation and the Greater Langley Chamber of Commerce. Comments are attached to the report and summarized below. Bylaw No. 1364 and the corresponding amended Regional Context Statement are now before the Board for consideration of adoption and acceptance, respectively.

PURPOSE

To provide the MVRD Board with a summary of comments received as a result of the notification to affected local governments and agencies; an opportunity to consider adoption of *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023* (Attachment 1); and an opportunity to consider the Township of Langley's amended Regional Context Statement.

BACKGROUND

At its April 28, 2023 meeting, the MVRD Board passed the following resolution:

That the MVRD Board:

a. *initiate the regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Agricultural to Industrial for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street;*
b. *give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023"; and*
c. *direct staff to notify affected local governments as per section 6.4.2 of Metro 2050*

Metro Vancouver gave notice to affected local governments, local First Nations and agencies by way of a letter dated May 16, 2023. The amendment notice was also posted on the Metro Vancouver website. This report provides the comments received, and attaches the amendment bylaw for consideration of adoption by the MVRD Board.

PROPOSED *METRO 2050* REGIONAL LAND USE DESIGNATION AMENDMENT

Metro Vancouver received the application to amend *Metro 2050* on March 14, 2023. The requested *Metro 2050* Type 3 Amendment requires adoption through an affirmative 50%+1 weighted vote of the MVRD Board. As the Township of Langley is a signatory to *Metro 2050*, adoption of the amended OCP Bylaw cannot occur until the MVRD Board has adopted the amending bylaw for *Metro 2050*.

COMMENTS FROM AFFECTED LOCAL GOVERNMENTS AND EXTERNAL AGENCIES

Metro Vancouver received correspondence in response to the notification of Bylaw No. 1364, 2023 from eight affected local governments and agencies: City of Richmond, TransLink, Agricultural Land Commission, City of White Rock, City of Port Moody, City of Langley, Squamish-Lillooet Regional District, and City of New Westminster (Attachment 2).

The comments reflect a mixture of support (four), a mix of support and concern (two), and opposition (two), as follows:

Support:

- The City of Richmond indicated support for the amendment.
- Translink indicated that the amendment was consistent with the Regional Transportation Strategy, so long as permitted uses remain per the *Metro 2050* regional 'Industrial' land use designation description.
- The Agricultural Land Commission (ALR) had no objection to the proposed amendment as the lands are no longer in the Agricultural Land Reserve per ALR Resolution 109/2020, and subsequent exclusion from the ALR on March 10, 2022.
- The City of White Rock does not object to the proposed amendment request.

Mix of Support and Concern:

- The City of Port Moody indicated support for increased regional industrial land while expressing concern for rezoning of agricultural land and expansion of the Urban Containment Boundary.
- The City of Langley indicated support for initiatives that address the urgent need for industrial land within the region while expressing the need to support the goal of creating a compact urban area. It also noted a potential reduction in the region's agricultural land base and the provision of services such as water, sewer, and transit.

Opposition:

- The Squamish-Lillooet Regional District (SLRD) indicated opposition and cited that the proposed amendment is inconsistent with the SLRD Regional Growth Strategy goals and strategic directions, which prioritize protection of the Agricultural Land Reserve and Urban Containment Boundaries.
- The City of New Westminster indicated opposition citing concerns about erosion of the Urban Containment Boundary, citing its vital role in maintaining a stable, long-term footprint for urban development while reinforcing the protection of agricultural, conservation, and rural lands for ecological and climate values.

COMMENTS FROM THE PUBLIC, FIRST NATIONS, AND EXTERNAL ORGANIZATIONS

Metro Vancouver also received comments from the Kwantlen First Nation and the Greater Langley Chamber of Commerce regarding the proposed amendment.

The comments reflect a mixture of support and concern as follows:

- The Kwantlen First Nation had previously submitted a letter in support of this application. Through the comment period, Kwantlen First Nation submitted an email expressing a concern in relation to the developer's revised amenity package. Originally there had been a proposal for "in kind" site enhancement for the gifted site located at 22710-96 Avenue. The amenity package was revised regarding the "in kind" site enhancement and now includes a larger cash contribution. Kwantlen First Nation wanted to *"express our disappointment that the original plans are no longer a viable option. We will reach out to Conwest to continue our discussions and hopefully find other opportunities for Kwantlen to realize benefits from this project."*
- The Chamber of Commerce indicated support and cited the need for increased industrial lands as an employment and economic driver.

PROPOSED AMENDMENT TO THE TOWNSHIP OF LANGLEY'S REGIONAL CONTEXT STATEMENT

Regional Growth Strategy amendment requests often trigger consequential revisions to the requesting municipality's Regional Context Statement to ensure consistency between the Official Community Plan and *Metro 2050*.

The Township of Langley's amended Regional Context Statement includes an updated Regional Land Use Designation map showing the proposed land use change at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street from

Agricultural to Industrial (Attachment 3). These changes are consistent with the proposed amendment to *Metro 2050* that is under consideration by the MVRD Board. The Regional Context Statement amendment is procedural in nature to ensure consistency among the Township's Official Community Plan, including the Regional Context Statement, and *Metro 2050*.

ALTERNATIVES

1. That the MVRD Board:
   a) receive for information the comments from the affected local governments and agencies as presented in the report dated July 10, 2023, titled "Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley";
   b) adopt *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023*; and
   c) accept the Township of Langley's amended, and corresponding, Regional Context Statement showing, for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, amended from an "Agricultural" to "Industrial" regional land use designation.

2. That the MVRD Board decline the proposed amendment for 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street and notify the Township of Langley of the decision.

FINANCIAL IMPLICATIONS

If the MVRD Board chooses Alternative 1, there are no financial implications for Metro Vancouver related to the acceptance of the Township of Langley's proposed Type 3 Amendment. Metro Vancouver will notify the Township of Langley that the amendment bylaw was passed, and corresponding update to the Regional Context Statement was accepted. If the MVRD Board chooses Alternative 2, a dispute resolution process may take place as prescribed by the *Local Government Act*. The cost of a dispute resolution process is prescribed based on the proportion of assessed land values. Metro Vancouver would be responsible for most of the associated costs.

CONCLUSION

The Township of Langley submitted a request to Metro Vancouver for a Type 3 Amendment on March 14th, 2023 for the properties located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street. The proposed amendment changes the regional land use designation of the subject properties from Agricultural to Industrial to allow for the lands to be added to the Gloucester Industrial Park.

In April 2023, the MVRD Board initiated the amendment process and gave first, second, and third reading to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364*. During the notification period, 10 responses total were received during the notification period, with five indicating either support or no objection to the amendment bylaw, three expressing a mix of support and concern, and two expressing opposition. This report provides a summary of comments received, and attaches both the amendment bylaw for consideration of

adoption and the corresponding amended Regional Context Statement for consideration of acceptance by the MVRD Board.

Staff recommend Alternative 1, that the MVRD Board adopt the amendment bylaw and accept the Township of Langley's amended Regional Context Statement.

Attachments

1. *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364*.
2. Correspondence received regarding "Land Use Designation Amendment to Metro 2050 Amendment – Township of Langley – Gloucester Industrial Park".
3. Township of Langley Official Community Plan Bylaw 1979 No. 1842, Amendment (Gloucester Industrial Park) Bylaw 1988 No. 2556 Amendment (Rural Plan) Bylaw 1993 No. 3250 Amendment (Conwest) Bylaw No. 5706; and Amended Regional Context Statement.

References

1. Report dated March 31, 2023 titled "Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park", MVRD Board Regular Meeting, April 28, 2023.

61119631

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1364, 2023
A bylaw to amend "Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022"

WHEREAS:

A. The Metro Vancouver Regional District Board (the "Board") adopted the *Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022* on February 24, 2023;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

Citation

1. The official citation of this bylaw is "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023".

Schedules

2. The following Schedules are attached to and form part of the bylaw:
   - Schedule "A", Subject Properties; and
   - Schedule "B", Official Regional Land Use Designation Maps

Amendment of Bylaw

3. "Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022" is hereby amended as follows:

   a) re-designating the subject properties, as listed in the table below:

PID	Legal Description
012-734-063	LOT 11 EXCEPT: PART DEDICATED ROAD ON PLAN 85670, SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
012-734-071	LOT 12 EXCEPT: PART DEDICATED ROAD ON PLAN 85782, SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
012-734-080	LOT 13 SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
001-619-811	LOT 14 SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
012-734-098	LOT 15 SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
012-734-101	LOT 16 SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
003-370-623	LOT 4 EXCEPT PART DEDICATED ROAD ON PLAN 86434; SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492
002-459-914	LOT 3 SECTION 7 TOWNSHIP 14 NEW WESTMINSTER DISTRICT PLAN 2492

   from 'Agricultural' to 'Industrial', and adjusting the Urban Containment Boundary, as shown in Schedule "A" of this bylaw; and

   b) replacing the official regional land use designation maps numbered 2, 3, 4, 5, 6, 7, 8, 9, and 12 in Schedule "A" of "Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022" with the maps numbered 2, 3, 4, 5, 6, 7, 8, 9, and 12 in Schedule "B" of this bylaw.

Read a first, second and third time this 28th day of April, 2023.

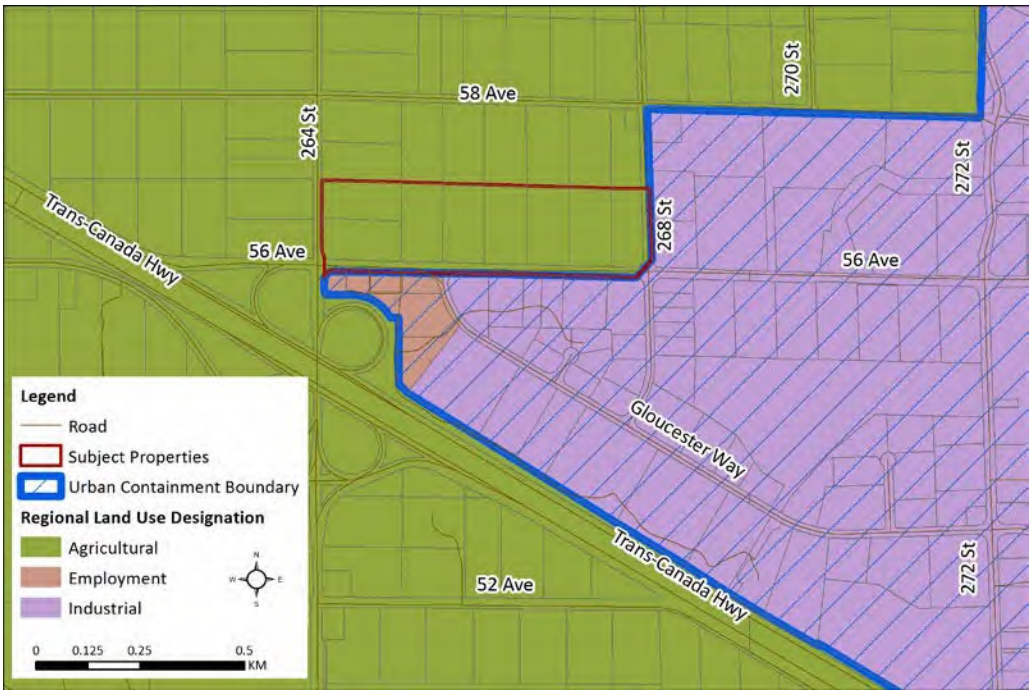
Adopted this _____ day of _____, _____.

George V. Harvie, Chair

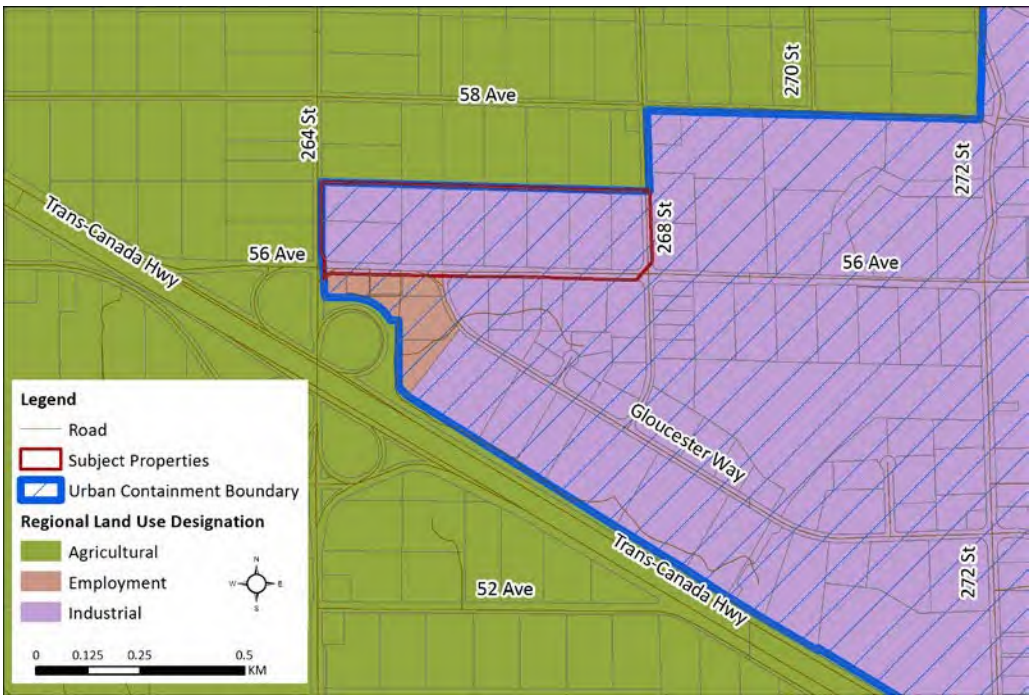
Dorothy Shermer, Corporate Officer

Schedule A
Subject Properties

Prior to Amendment

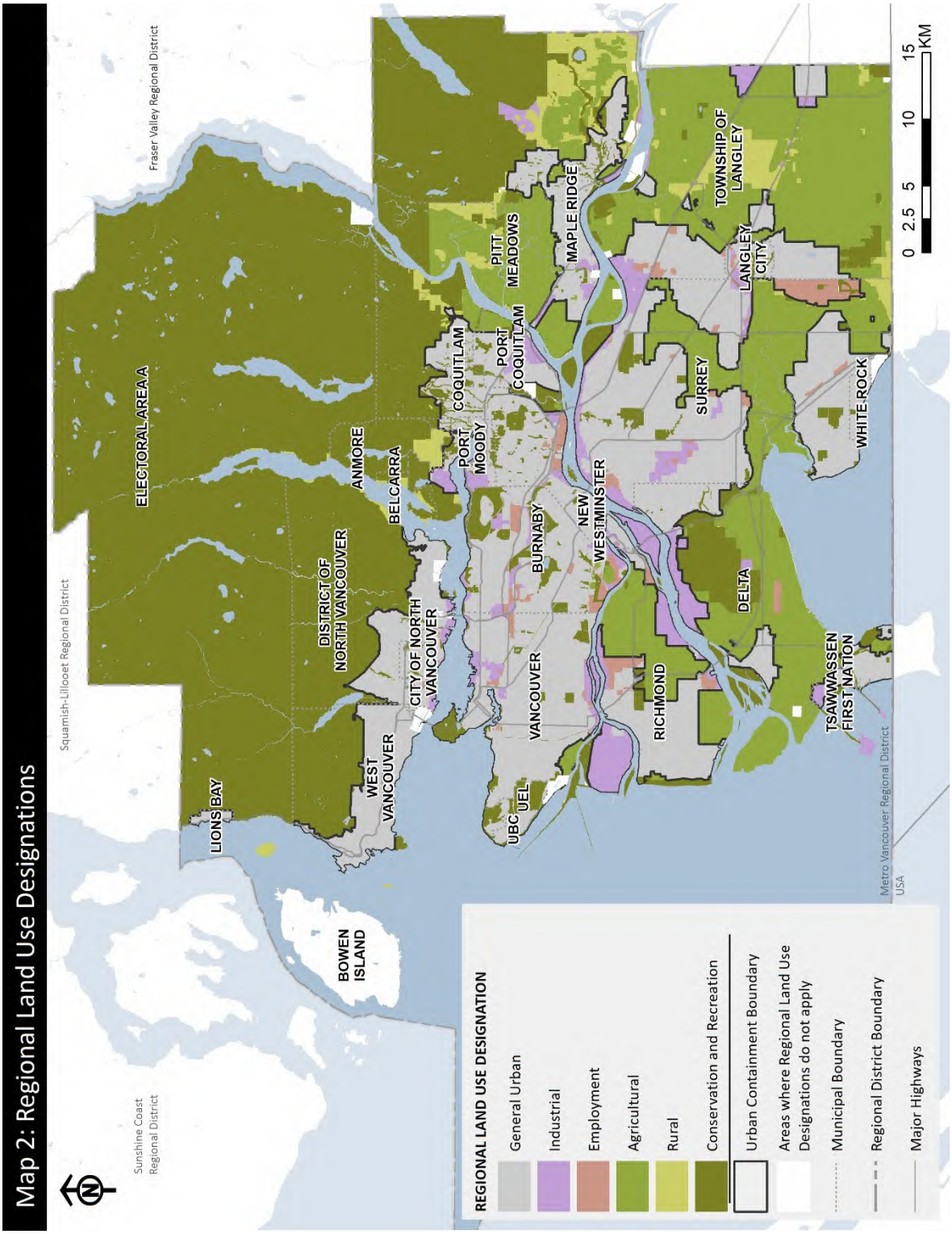


Post Amendment

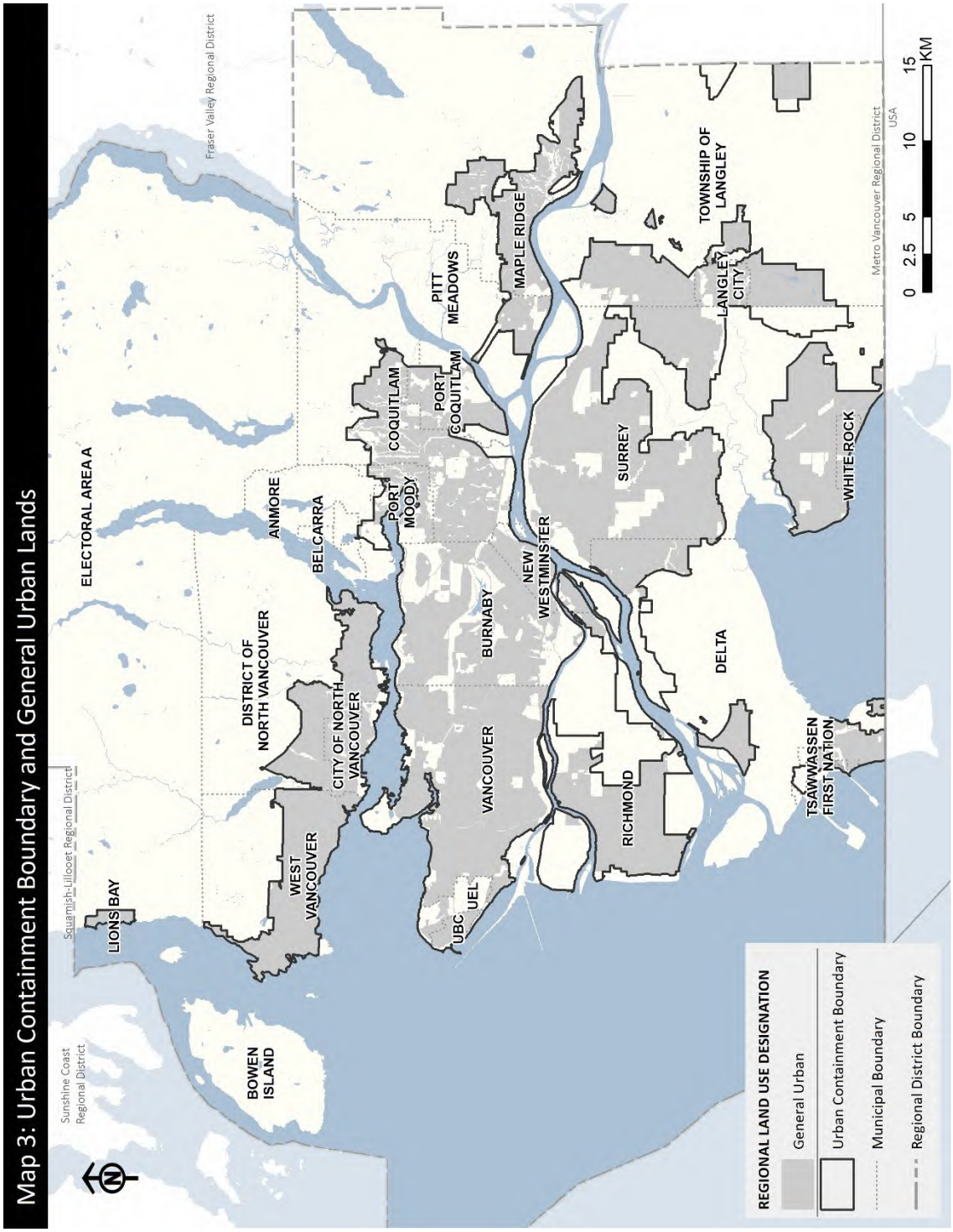


Schedule B
Official Regional Land Use Designation Maps

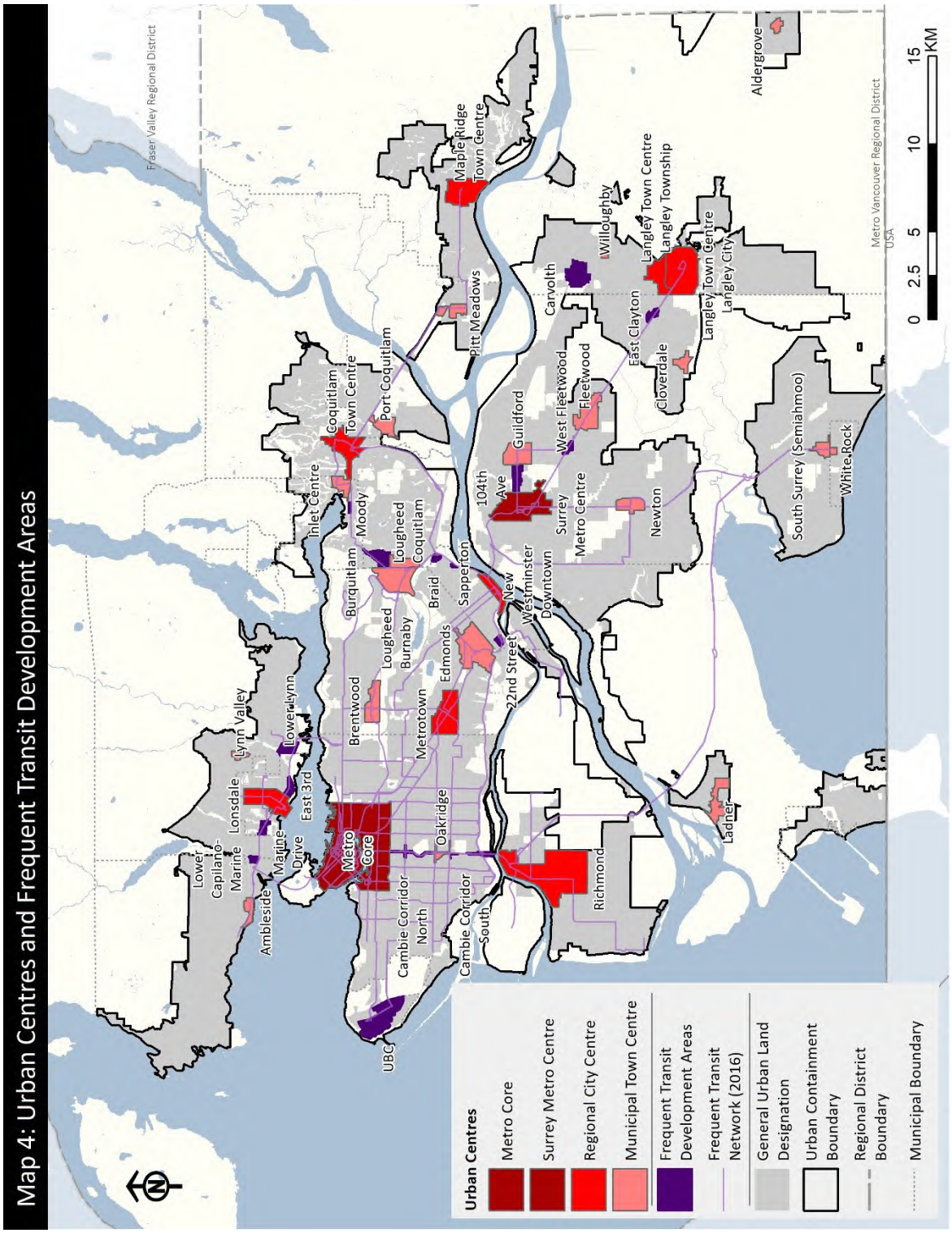
Map 2: Regional Land Use Designations



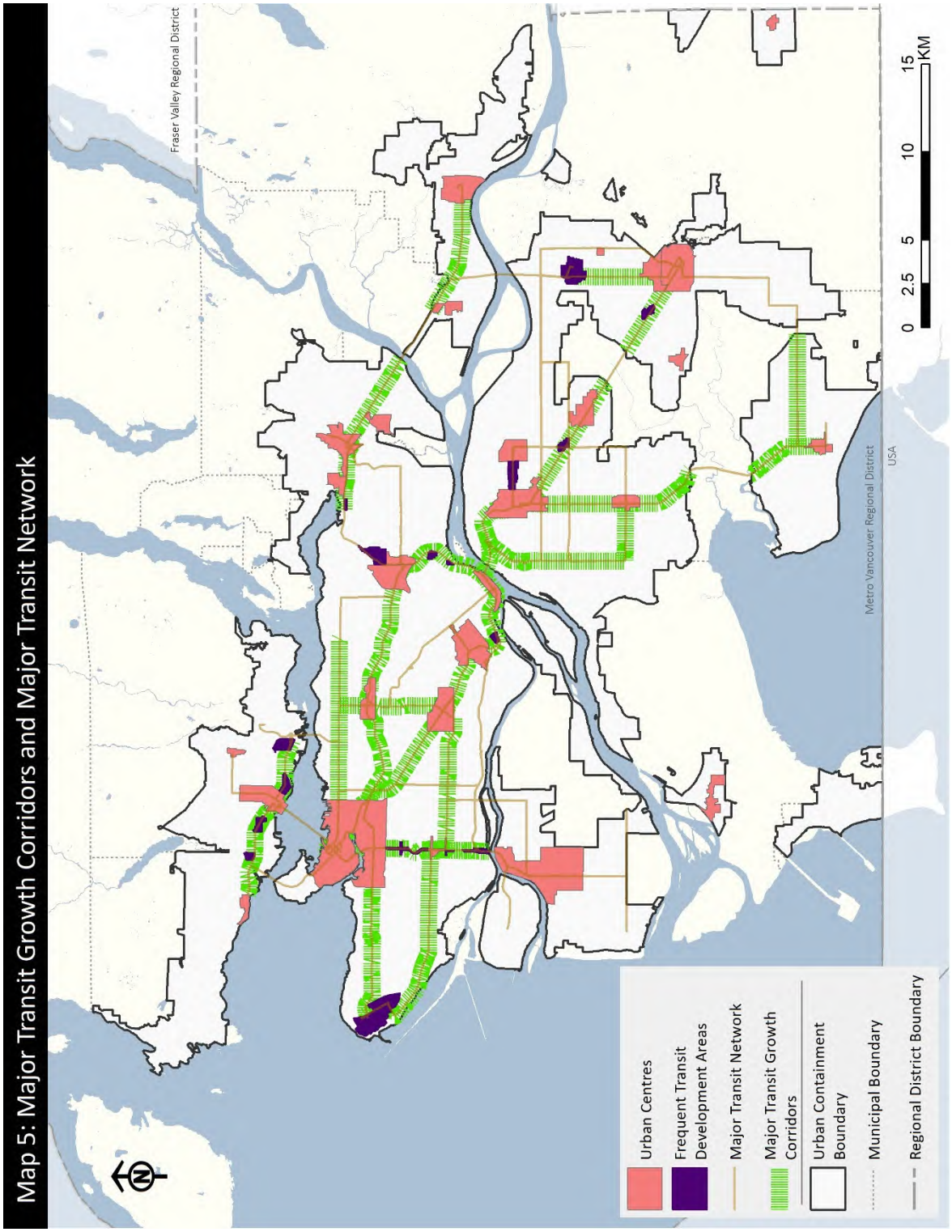
Map 3: Urban Containment Boundary and General Urban Lands



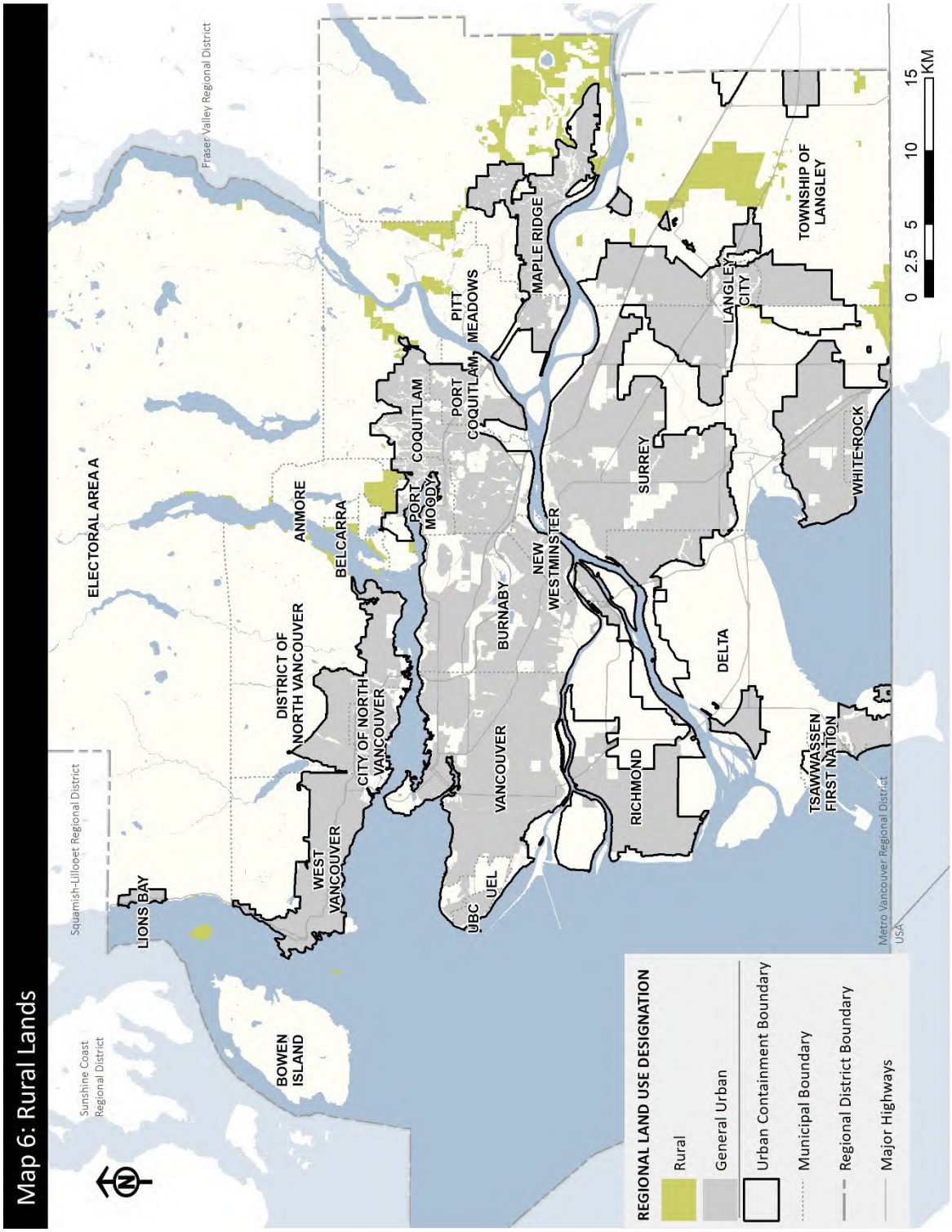
Map 4: Urban Centres and Frequent Transit Development Areas



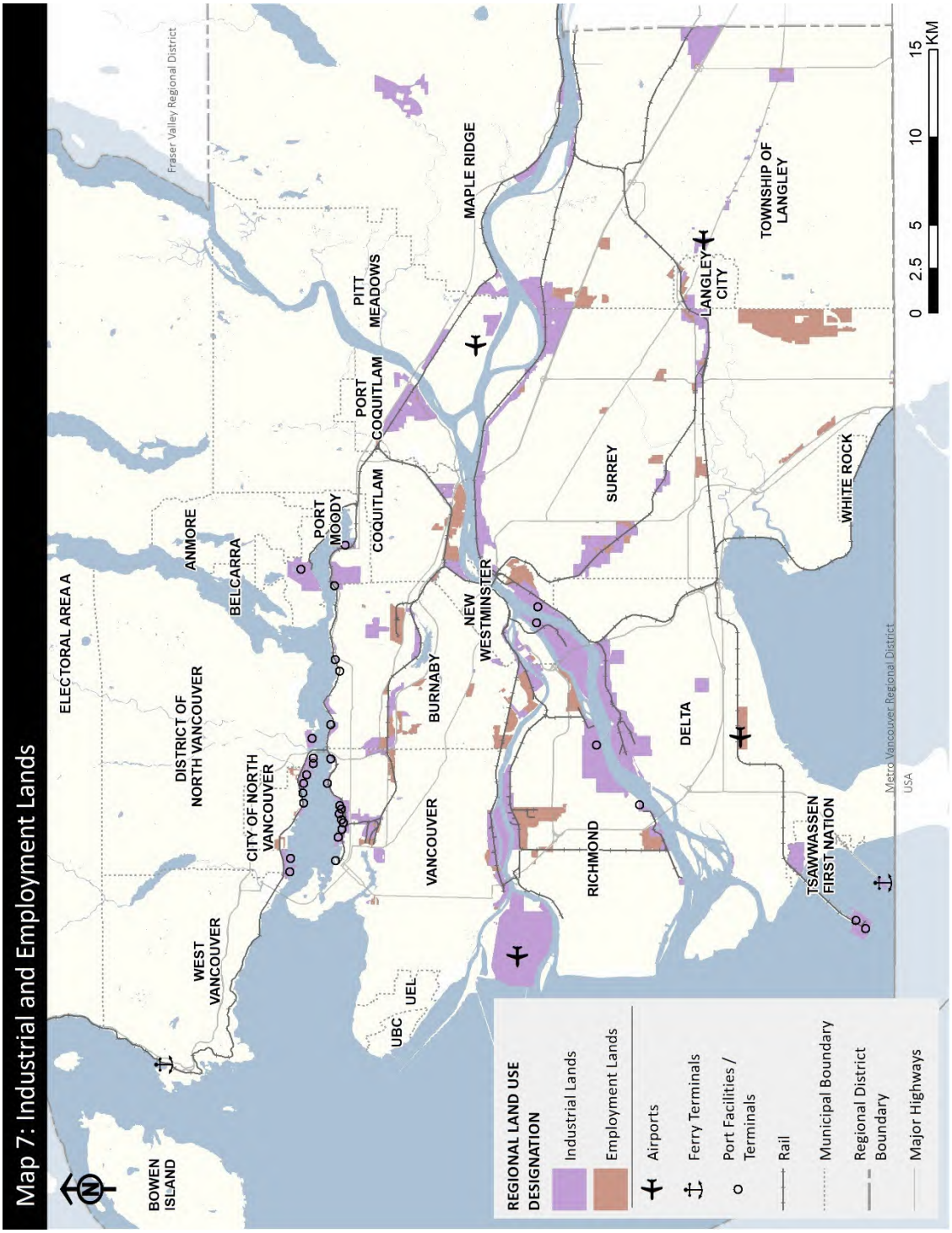
Map 5: Major Transit Growth Corridors and Major Transit Network



Map 6: Rural Lands



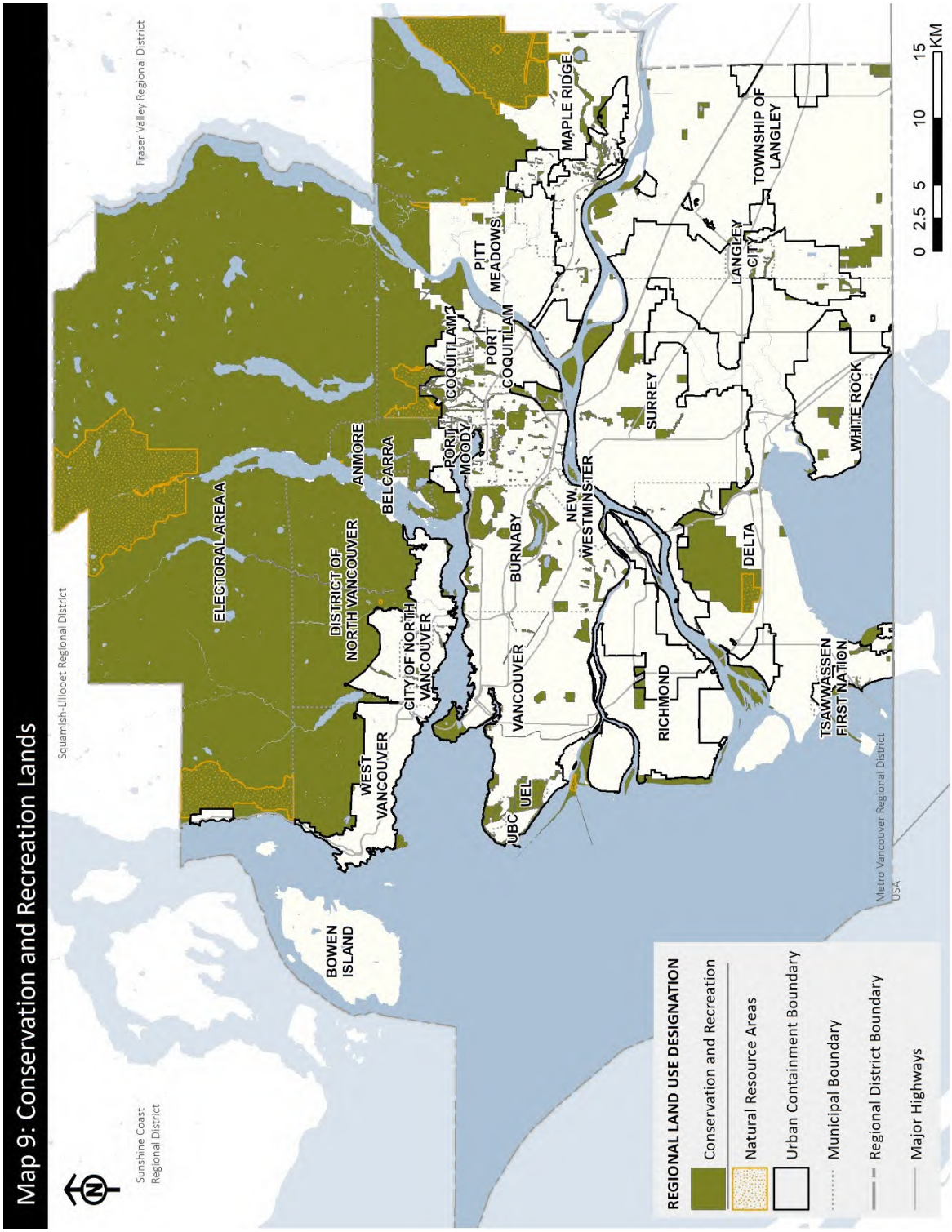
Map 7: Industrial and Employment Lands



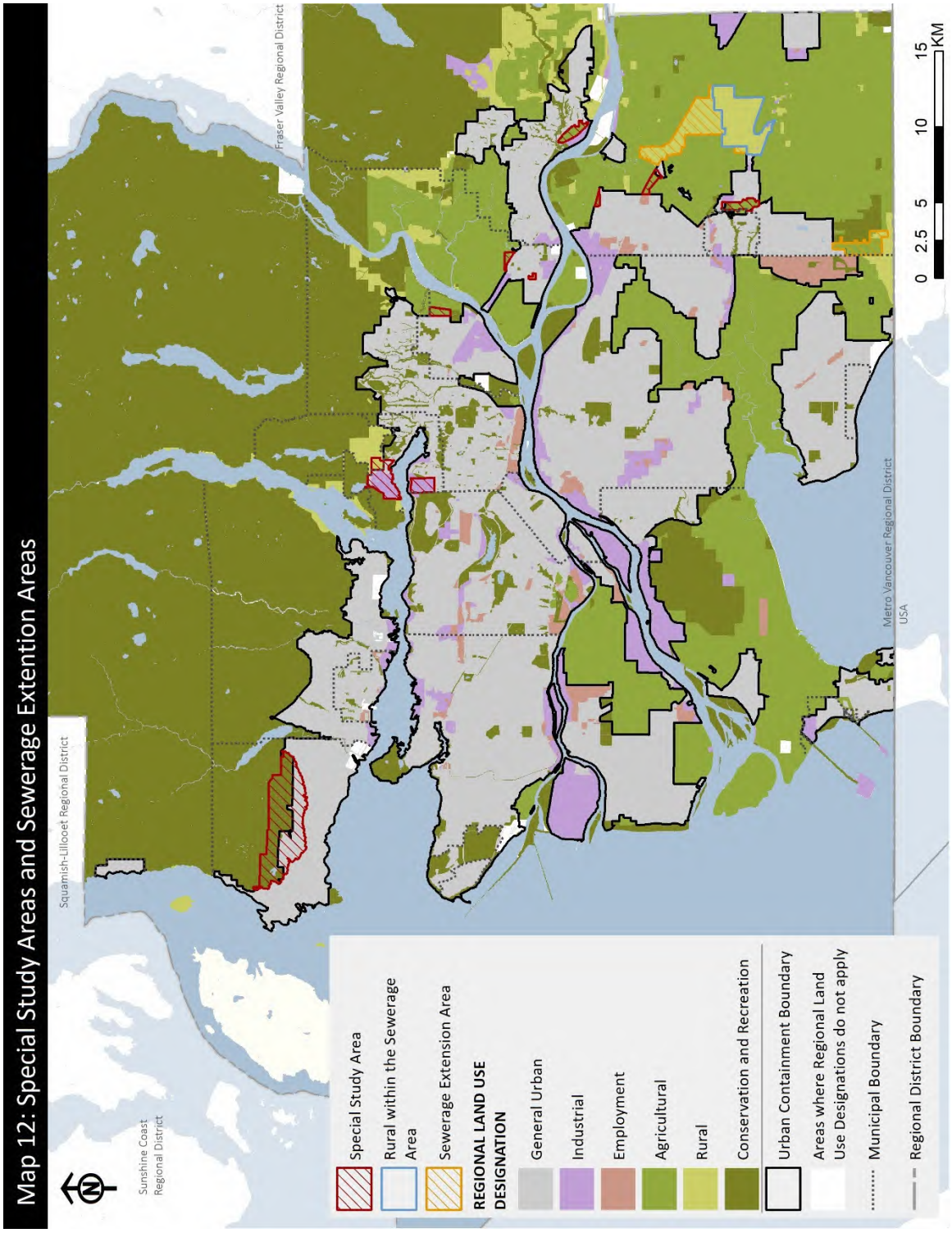
Map 8: Agricultural Lands



Map 9: Conservation and Recreation Lands



Map 12: Special Study Areas and Sewerage Extension Areas



ATTACHMENT 2

City of Richmond

Malcolm D. Brodie
Mayor
6911 No. 3 Road
Richmond, BC V6Y 2C1
Telephone: 604-276-4123
Fax No: 604-276-4332
www.richmond.ca

July 5, 2023

George V. Harvie, Board Chair
Metro Vancouver
Metrotower III, 4515 Central Boulevard
Burnaby, BC, V5H 0C6

Dear Chair Harvie, George

Re: Response to Metro Vancouver's Referral: Land Use Designation Amendment to the Metro 2050 Regional Growth Strategy Proposed by the Township of Langley

This is to advise that Richmond City Council at its Regular Council meeting held on June 26, 2023, considered the above matter and adopted the following resolution:

That staff be directed to communicate to the Metro Vancouver Regional District Board the City of Richmond's approval, as proposed by the Township of Langley.

If you have any questions or require additional information, please do not hesitate to John Hopkins, Director, Policy Planning at 604-276-4279.

Yours truly,

Malcolm D. Brodie
Mayor

Richmond

TransLink
400 - 287 Nelson's Court
New Westminster, BC V3L 0E7
Canada
Tel 778.375.7500
translink.ca

South Coast British Columbia
Transportation Authority

July 4th, 2023

George Harvie
Chair, Metro Vancouver Board
4515 Central Boulevard,
Burnaby, BC VB5H 0C6

Dear Chair Harvie,

RE: Land Use Designation Amendment to *Metro 2050* Amendment – Township of Langley - Gloucester Industrial Park

The following constitutes the response from the TransLink Board of Directors to the above-described notification from Metro Vancouver, dated May 16, 2023.

Thank you for your correspondence and the opportunity for TransLink to provide input on the Township of Langley's requested amendment to the *Metro 2050* Regional Growth Strategy (RGS) for Gloucester Industrial Park. TransLink understands that the proposed amendment would redesignate the site from Agricultural to Industrial and expand the Urban Containment Boundary to allow for the subject properties to be added to the existing Gloucester Industrial Park.

Consistent with policy in the Regional Transportation Strategy, TransLink supports the location of major trip generating land uses within Urban Centres and Frequent Transit Development Areas (FTDAs), and along the Frequent Transit Network (FTN). We also support maximizing the intensification of growth to the greatest degree possible within the existing Urban Containment Boundary (UCB). Our Transit-Oriented Communities Design Guidelines speak further to how communities can be designed to be as supportive of transit and active transportation as possible.

TransLink has reviewed the Gloucester Industrial Park proposed RGS amendment in light of the Regional Transportation Strategy (RTS) and finds that it is overall consistent with the RTS, so long as permitted uses remain per the RGS regional 'Industrial' land use designation description. The Metro Vancouver staff report describes what the properties' permitted uses within the Township of Langley's Official Community Plan (OCP) would be, and it's noted that the list includes "technical and educational uses, office and business uses". If such uses were more than "appropriately-related and scaled accessory uses", per the

RGS Industrial designation description, then these uses have the potential to become significant trip generators, and thereby result in an inconsistency with the goals of the Regional Transportation Strategy.

Should the MVRD Board approve this amendment, we encourage the Board to request that the Township of Langley clarify in the OCP and Regional Context Statement that any "technical and educational uses, office and business uses" be limited to "appropriately-related and scaled accessory uses". We also encourage the Township to integrate active transportation facilities into the site design and adjacent neighbourhood, and reach out to TransLink to develop Transportation Demand Management programs (e.g. vanpools, secure bicycle parking) for future commuters to and from the industrial park.

Conclusions

TransLink's key comments discussed above are provided based on our legislated mandate to review requested RGS amendments and advise Metro Vancouver on implications to the regional transportation system, and to provide a regional transportation system that supports the RGS. The Regional Transportation Strategy further directs TransLink to work with partner agencies toward aligned transportation and land use, with the RGS being of critical importance for regional transportation and land use alignment. Should you have any questions or wish to discuss our feedback, please contact Matt Craig, Director , System Planning, at Matt.Craig@translink.ca.

Regards,



Lorraine Cunningham
Chair, TransLink Board of Directors

cc: Kevin Quinn, CEO, TransLink
Sarah Ross, VP, Transportation Planning and Policy, TransLink
Matt Craig, Director, System Planning, TransLink
Jerry Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver
Jonathan Cote, Deputy General Manager, Regional Planning & Housing Development, Metro Vancouver

PROVINCIAL AGRICULTURAL LAND COMMISSION

T: 604-660-7000
E: ALCBurnaby@Victoria1.gov.bc.ca
201 – 4940 Canada Way, Burnaby
B.C., Canada V5G 4K6

July 4, 2023 ALC Application: 51725

George V. Harvie
Chair, Metro Vancouver Board
DELIVERED ELECTRONICALLY

Re: May 16, 2023 Referral of Land Use Designation Amendment to Metro 2050, Township of Langley – Gloucester Industrial Park (Metro Vancouver File CR-12-01)

Thank you for the referral of the above noted Metro 2050 Land Use Designation amendment application for review and comment by the Agricultural Land Commission ("ALC").

The eight subject properties referenced in the referral were conditionally approved for exclusion from the Agricultural Land Reserve (ALR) by ALC Resolution #109/2020, and subsequently excluded from the ALR on March 10, 2022. As the properties are no longer within the ALR, the ALC has no objection to the proposed amendment to the Regional Growth Strategy designation from Agricultural to Industrial, and the inclusion of the properties in the Metro Vancouver Urban Containment Boundary.

In accordance with the conditions of ALC Resolution #109/2020, the proponent has provided a financial security to the ALC to ensure that appropriate fencing and buffering along the ALR boundary is established on the properties during development. ALC staff encourage the consideration of additional urban-side edge planning measures outlined in Part 3 of the Ministry of Agriculture and Food Guide to Edge Planning in any future development of the subject lands to mitigate the potential for urban/rural conflict.

ALC Resolution #109/2020 is attached for reference.

*****

The ALC strives to provide a detailed response to all referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any decisions of the Commission. This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3276 or by e-mail (ALC.Referrals@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Mike Bandy, Regional Planner

Enclosures: ALC Resolution #109/2020

CC: Ministry of Agriculture and Food – Attention: Jeff Weightman (jeff.weightman@gov.bc.ca)

51725m10

Agricultural Land Commission
201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

March 10, 2020

ALC File: 51725

Gerry Mazzei
DELIVERED ELECTRONICALLY

Dear Gerry Mazzei:

Re: Application 51725 to exclude land from the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Executive Committee for the above noted application (Resolution #109/2020). As agent, it is your responsibility to notify the applicant(s) accordingly.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. A request for reconsideration may be submitted in writing to the e-mail address below.

Please direct further correspondence with respect to this application to ALC.SouthCoast@gov.bc.ca.

Yours truly,

Nicole Mak, Land Use Planner

Enclosure: Reasons for Decision (Resolution #109/2020)
Schedule A: Decision Map
Schedule B: ALC Landscape Buffer Specifications, 1998
Schedule C: BC Ministry of Agriculture's Guide to Edge Planning (Promoting Compatibility Along Agricultural – Urban Edges), 2015
Schedule D: Sample Irrevocable Letter of Credit

cc: Township of Langley (File: 14-07-0035)
John Shewfelt of Miller Thomson LLP (Applicants' legal representative)

AGRICULTURAL LAND COMMISSION FILE 51725

REASONS FOR DECISION OF THE EXECUTIVE COMMITTEE

Exclusion Application Submitted Under s. 30(1) of the *Agricultural Land Commission Act*

Applicants:	Cornerstone Training Stables Inc. Costep Enterprises Ltd., Inc. No. BC1085178 Barry Duellious McCall & Delaine Marie McCall Brian Kennedy Woodley & Marilyn Kathleen Woodley Taralee Anne Murphy Frances Lorraine Blackall 0774606 BC Ltd., Inc. No. 0774606 Kang Hyung Baik & Jung Hee Baik
Agent:	Gerry Mazzei
Properties:	**Property 1:** Parcel Identifier: 002-459-914 Legal Description: Lot 3, Section 7, Township 14, New Westminster District Plan 2492 Civic: 5670- 264th Street, Langley, BC Area: 1.82 ha Owner(s): Cornerstone Training Stables Inc. **Property 2:** Parcel Identifier: 012-734-063 Legal Description: Lot 11 (Except Part Dedicated Road), Section 7, Township 14, New Westminster District Plan 2492 Civic: 5625- 268th Street, Langley, BC

Area: 1.38 ha

Owner(s): Costep Enterprises Ltd., Inc.
No. BC1085178

Property 3:

Parcel Identifier: 012-734-071

Legal Description: Lot 12 (Except Part Dedicated Road), Section 7, Township 14, New Westminster District Plan 2492

Civic: 26713- 56th Avenue, Langley, BC

Area: 1.90 ha

Owner(s): Barry Duellious McCall and Delaine Marie McCall

Property 4:

Parcel Identifier: 012-734-080

Legal Description: Lot 13, Section 7, Township 14, New Westminster District Plan 2492

Civic: 26695- 56th Avenue, Langley, BC

Area: 1.92 ha

Owner(s): Brian Kennedy Woodley and Marilyn Kathleen Woodley

Property 5:

Parcel Identifier: 001-619-811

Legal Description: Lot 14, Section 7, Township 14, New Westminster District Plan 2492

Civic: 26601- 56th Avenue, Langley, BC

Area: 1.92 ha

Owner(s): Taralee Ann Murphy

Property 6:

Parcel Identifier: 012-734-098

Legal Description: Lot 15, Section 7, Township 14, New

Westminster District Plan 2492
Civic: 26575- 56th Avenue, Langley, BC
Area: 1.92 ha
Owner(s): Frances Lorraine Blackall

Property 7:
Lot Identifier: 012-734-101
Legal Description: Lot 16, Section 7, Township 14, New Westminster District Plan 2492
Civic: 26473- 56th Avenue, Langley, BC
Area: 1.93 ha
Owner(s): 0774606 BC Ltd., Inc. No. 0774606

Property 8:
Lot Identifier: 003-370-623
Legal Description: Lot 4 (Except Part Dedicated Road), Section 7, Township 14, New Westminster District Plan 2492
Civic: 26477- 56th Avenue, Langley, BC
Area: 1.78 ha
Owner(s): Kang Hyung Baik and Jung (Joseph) Hee Baik

Executive Committee: Gerry Zimmermann, Acting Chair and Okanagan Panel Chair
Ione Smith, South Coast Panel Chair
Linda Michaluk, Island Panel Chair
Janice Tapp, North Panel Chair
Richard Mumford, Interior Panel Chair

OVERVIEW

[1] The Properties are located within the Agricultural Land Reserve (the "ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").

[2] Pursuant to s. 30(1) of the ALCA, the Applicants are applying to the Agricultural Land Commission (the "Commission") to exclude eight properties, totalling 14.58 ha, from the ALR for the purpose of industrial development (the "Proposal").

[3] The first issue the Executive Committee considered is whether the Properties are capable and suitable for agriculture.

[4] The second issue the Executive Committee considered is whether exclusion of the Properties would impact adjacent ALR properties.

[5] The third issue the Executive Committee considered is whether, if exclusion were granted, it should be subject to conditions, and, if so, what those should be.

[6] The Proposal was considered in the context of the purposes of the Commission set out in s. 6 of the ALCA. These purposes are:

(a) to preserve the agricultural land reserve;
(b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
(c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD

[7] The Proposal along with all other documentation before the Executive Committee from the Applicants, Agent, local government, third parties, and the Commission is collectively

referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

[8] Commission representatives conducted a walk-around and meeting site visit on October 21, 2019 in accordance with the *ALC Policy Regarding Site Visits in Applications* (the "Site Visit"). The site visit report, prepared in accordance with the *ALC Policy Regarding Site Visits in Applications*, was certified by the Applicants' legal representative (John Shewfelt) on November 19, 2019 as accurately reflecting the observations and discussions of the Site Visit (the "Site Visit Report").

[9] On November 20, 2019, the Executive Committee conducted a meeting with the Agent, the Applicants' legal representative, and certain of the Applicants at the offices of the Commission (the "Applicant Meeting"). An applicant meeting report was prepared and was certified by John Shewfelt on December 11, 2019 as accurately reflecting the observations and discussions of the Applicant Meeting (the "Applicant Meeting Report"). The Applicant Meeting Report is titled 'New Reconsideration Meeting Report' in the application material.

BACKGROUND

[10] The request for exclusion of the Properties was originally refused by the Commission by Resolution #2623/2010. After subsequent events and proceedings, Madam Justice Burke of the Supreme Court of British Columbia issued an Order dated September 26, 2017 (the "Order"), which forms the basis for the proceeding presently before the Commission. Pursuant to the Order, certain members and staff of the Commission, including Chair Dyson, were not to, and did not participate in this proceeding.

EVIDENCE AND FINDINGS

[11] In considering the suitability of a parcel for agricultural use, the Commission often considers individual and cumulative impacts of any limitations on a property (if any), or limitations imposed on the property by surrounding land uses. With respect to the Properties under application, the Executive Committee found there to be cumulative impacts from

individual variables that it considered germane to its deliberation.

[12] This section sets out the findings of the Executive Committee, or where specified of the majority of the Executive Committee (Commissioners Michaluk, Tapp, Mumford, and Zimmermann).

Issue 1: Whether the Properties are capable and suitable for agriculture.

Agricultural Capability

[13] To assess agricultural capability on the Properties, the Executive Committee referred in part to agricultural capability ratings. The ratings are identified using the BC Land Inventory (BCLI), 'Land Capability Classification for Agriculture in B.C.' system. The improved agricultural capability ratings applicable to the Properties are Class 2, 3, and 4, more specifically approximately 20% (60% Class 3DT and 40% Class 3DW) and 80% (50% Class 3T, 30% Class 2T, and 20% Class 3DW).

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 3 - land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

Class 4 - land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

The limiting subclasses associated with this lot of land are D (undesirable soil structure), T (topographic limitations), and W (excess water).

[14] In addition, the Executive Committee received three professional Agrologist's reports and two Agrologist report reviews, prepared by:

- Regency Consultants Ltd (Bob Holtby), dated December 22, 2010 (the "Holtby Opinion");

- Whiskey Jack Land Management Corp, dated September 30, 2015 (the "Whiskey Jack Report");
- C&F Land Resource Consultants Ltd, dated December 14, 2018 commissioned by the Commission (the "C&F Report");
- C&F Land Resource Consultants Ltd, dated December 17, 2018 which provides a review of the Holtby Opinion; and
- C&F Land Resource Consultants Ltd, dated December 17, 2018 which provides a review of the Whiskey Jack Report.

[15] While the C&F Report indicates that 5.22 ha (35.8%) of the Properties have an improved agricultural capability rating of Class 3, and 1.44 ha (9.9%) have an improved rating of Class 4, it concludes that 7.92 ha of the Properties (54.3%) is unclassified anthropogenic filled sites, buildings, and curtilage. The Whiskey Jack Report also concludes that major sections of the Properties have imported fill material. According to the C&F Report, the fill material was generally low in organic matter, and included some foreign non-soil materials including bricks, concrete, and other non-soil materials; therefore, limiting the potential for soil bound agricultural use of filled areas. The C&F Report also indicates that the low-lying areas of the Properties have shallow topsoil over glacio-marine till subsoils which are difficult to drain even with the use of tile drainage systems.

[16] Based on the agricultural capability ratings and the C&F Report, the Executive Committee finds that the Properties have mixed prime and secondary agricultural capability and that the Properties are limited by excess water.

Lot Size

[17] The Properties range in size from 1.3 ha to 1.9 ha. With respect to the Properties, the Executive Committee finds that the size of the Properties alone is not an impediment to their use for agriculture. Small lots generally have value for uses such as small lot agriculture (soil bound or non-soil bound), and can be used for both subsistence and commercial agriculture provided that there are no extenuating factors that would impede the use of that land for agriculture now or in future.

Traffic

[18] The Properties are located on the north side of 56th Avenue between Highway 13 and 268th Street in the Township of Langley. 56th Avenue is a major east-west four-lane arterial road near an intersection with access to Highway 1. At the Site Visit, the Commission representatives observed the consistent volume of traffic along 56th Avenue and considered the impact the traffic may have on using the Properties for agriculture. The majority of the Executive Committee finds that the impact of traffic on 56th Avenue would pose an impediment to movement of farm machinery and vehicles, which limits the feasibility of the Properties to be used for agriculture generally.

Drainage

[19] The C&F Report indicates that, in 2007, the Township of Langley upgraded 56th Avenue and 268th Street to install concrete curbs, gutters, sidewalks, and buried storm sewers. At the time, the existing road ditches fronting the Properties were closed, and a connection to the municipal storm sewer was provided to each property fronting 56th Avenue.

[20] At the Site Visit, certain of the Applicants explained the drainage issues of the Properties which included natural presence of clay soils in some areas, and increase discharge of storm water from development (i.e. mushroom facility to the north) resulting in areas of standing water. Applicant Barry McCall also explained that he previously had animals (cattle and sheep) on his property but they were removed due to wet soil conditions that caused hoof rot. Some of the Applicants discussed measures undertaken to address the drainage issues including installation of tile drainage, surface drainage ditches, and placement of fill that were unsuccessful.

[21] Based on discussions with the Applicants present at the Site Visit and Applicant Meeting, the Executive Committee understands that fill has been placed on some of the Properties in order to address issues of inundation, as well as for some other non-farm reasons. The Executive Committee notes that some properties received over 1000 loads of fill. While the C&F Report concludes that the extensive placement of fill on the Properties has impeded normal farm practices including drainage, it further states that drainage would be difficult to

improve in these areas without using ditching, which could be hazardous to farm equipment. The Executive Committee does not accept degradation of land by fill placement as an acceptable rationale to exclude land from the ALR. However, the Executive Committee does acknowledge that the fill described in the C&F Report has diminished the agricultural capability of the Properties.

Summary

[22] While the Executive Committee finds that any one of the variables applicable to the Properties (i.e. agricultural capability, lot size, traffic, drainage) is not insurmountable on its own, in this case, the majority of the Executive Committee finds that when considered on the whole, the restrictions have a substantial cumulative impact on the Properties' capability and suitability for agriculture. The majority of the Executive Committee finds that the size of the Properties, in combination with the drainage limitations, and access challenges restricts the use of the Properties for soil bound or non-soil bound agriculture.

Issue 2: Whether exclusion of the Properties would impact adjacent ALR properties.

[23] The Executive Committee considered the potential impacts of exclusion and future industrial development of the Properties on adjacent ALR properties located to the north and west.

[24] Noting the drainage issues presented in this application, the Executive Committee is concerned with the drainage impacts on adjacent ALR lands. However, the majority of the Executive Committee finds that their concern regarding the drainage impacts on adjacent ALR lands can be addressed through the development of a drainage plan for the industrial development, similar to Resolution #377/2015 (the "Surrey Approval"), to ensure there are no adverse impacts related to drainage on adjacent ALR lands.

[25] Further, if the Properties are excluded for industrial purposes, industrial development that is undertaken would be immediately beside lands that remain in the ALR. The Executive Committee finds that a fence, constructed in accordance with Schedule D.6 of the *ALC Landscape Buffer Specifications,* 1998 (Schedule B), along the new ALR

boundary (north of the Properties), as shown in Schedule A (Decision Map), and vegetative buffering and setbacks (as discussed in the next subheading) will create important separation between adjacent agricultural and industrial uses.

Issue 3: Whether, if exclusion were granted, it should be subject to conditions, and, if so, what those should be.

[26] Exclusion of the Properties from the ALR could have certain impacts contrary to the purposes of the Commission set out in s.6 of the ALCA. However, the majority of the Executive Committee finds, in this case, the cumulative impacts affecting the Properties' capability and suitability for agriculture, on balance, outweighs the benefits of retaining the lands in the ALR, subject to certain conditions.

[27] The majority of the Executive Committee finds that certain conditions of exclusion of the Properties would be appropriate. The conditions are as follows:

a. **Properties dealt with together** – the majority of the Executive Committee requires that all of the Properties be removed from the ALR at the same time to create a continuous ALR boundary;
b. **Fence Construction** – Before exclusion of the Properties from the ALR, either:
    I. A chain link fence must be constructed along the new northern ALR boundary, as shown in Schedule A, in accordance with the specifications set out in *Schedule D.6 of the ALC Landscape Buffer Specifications,* 1998 (Schedule B) (the "Schedule B specifications") (the "Fence Construction"); or
    II. If the Fence Construction is deferred, financial security in the form of an Irrevocable Letter of Credit (ILOC) (Schedule D) made payable to the Minister of Finance c/o the Agricultural Land Commission must be posted in the amount of a quote (also to be submitted to the Commission, at or before the time the security is posted) for the Fence Construction. The ILOC shall be returned once the Fence Construction is completed;
        i. For greater clarity, some or all of the ILOC will be forfeited upon failure to comply with the any or all aspects of condition B contained herein;

c. **Vegetative Buffer and Setbacks** – Before exclusion of the Properties from the ALR:

   I. a plan must be submitted to the Commission, that is acceptable to the Commission, that addresses vegetative buffering and setbacks on the Properties, as shown in Schedule A, to the extent necessary for buffering in accordance the BC Ministry of Agriculture's Guide to Edge Planning (Schedule C) for Level 2 Urban-side Non-Residential Setback & Buffer (page 22) (the "Vegetative Buffer and Setback Construction"); and

   II. either:

      i. a vegetative buffer and setbacks in accordance with the plan referred to in (c)(I) must be in place; or

      ii. if the Vegetative Buffer and Setback Construction is deferred, a financial security in the form of an ILOC (Schedule D) made payable to the Minister of Finance c/o the Agricultural Land Commission must be posted in the amount of a quote (also to be submitted to the Commission, at or before the time the security is posted) for the Vegetative Buffer and Setback Construction. The ILOC shall be returned once the Vegetative Buffer and Setback Construction is completed;

         a. For greater clarity, some or all of the ILOC will be forfeited upon failure to comply with the any or all aspects of condition C contained herein;

d. **Covenant** – Before exclusion of the Properties from the ALR, a covenant must be registered against the title of the Properties in favour of the Commission, for the purpose of ensuring the maintenance of the chain-link fence described in Condition B, and the maintenance of the vegetative buffer and setbacks in Condition C, in accordance with Conditions B and C; and

e. **Drainage** – Before exclusion of the Properties from the ALR, develop a plan, acceptable to the Township of Langley, that, upon development of the Properties, ensures there are no adverse impacts to drainage on adjacent ALR properties.

[28] The majority of the Executive Committee recommends working with Commission staff and the Township of Langley prior to finalizing the vegetative buffer and setback plan for the Commission's review and the drainage plan for the Township of Langley's review.

DECISION

[29] For the reasons given above, the majority of the Executive Committee approves the Proposal to exclude the eight properties (totalling 14.58 ha) from the ALR, subject to the conditions set out in paragraph 27 above.

[30] The Commission will advise the Registrar of Land Titles that the Properties have been excluded from the ALR when it has received confirmation that the conditions of approval have been met.

[31] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[32] This is a decision of the majority of the Executive Committee.

[33] A decision of the Executive Committee is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

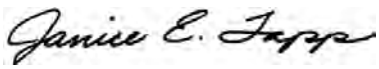
[34] Resolution #109/2020
Released on March 10, 2020



Gerry Zimmermann, Acting Chair and Okanagan Panel Chair



Linda Michaluk, Island Panel Chair



Janice Tapp, North Panel Chair



Richard Mumford, Interior Panel Chair

DISSENTING VOTE

[35] The reasons for which I do not support exclusion of the Properties from the ALR, even with conditions are:

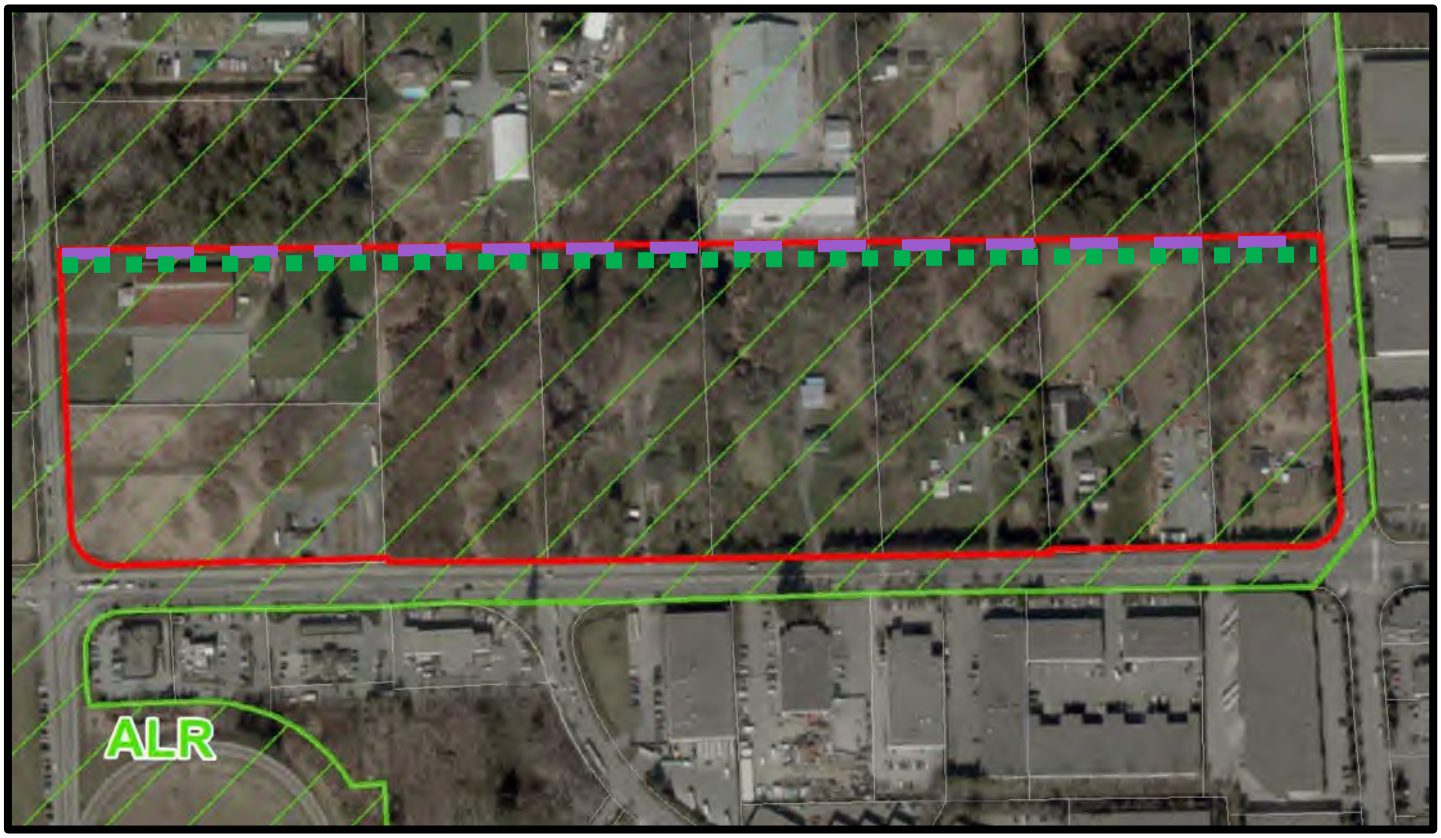
- Small ALR lots adjacent to busy arterial roads are not uncommon in the South Coast region;
- The limitations that the Applicants put forward, notably excessive moisture, are not unique to the Properties and are common throughout the South Coast region; and
- The placement of fill does not preclude the use of land for non-soil bound agriculture.

These are my reasons.



Ione Smith, South Coast Panel Chair

Schedule A: Agricultural Land Commission Decision Map
ALC File 51725 (McCall)
Conditionally Approved Exclusion
ALC Resolution #109/2020



The Properties & Conditionally Approved Exclusion (approximately 14.58 ha)

Chain-Link Fence (Condition B of Resolution #109/2020)

Vegetative Buffer and Setback (Condition C of Resolution #109/2020)

June 13, 2023

George V. Harvie
Chair, Metro Vancouver Board
Sent via email to: CAOAdministration@metrovancouver.org

Dear Chair Harvie,

RE: Land Use Designation Amendment to Metro 2050
Township of Langley – Gloucester Industrial Park

On June 12, 2023, White Rock City Council received your correspondence regarding the proposed amendment to *Metro 2050* Regional Growth Strategy. Council adopted the following resolution:

THAT Council:

1.Receive for information the corporate report dated June 12, 2023 from the Director of Planning and Development Services, titled "Response to Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park;" and

2.Authorize the Director of Corporate Administration to respond to the Metro Vancouver Board stating that the City does not object to the proposed amendment request by the Township of Langley to the Regional Growth Strategy, and by sending any applicable resolution along with this corporate report as a response to the Metro Vancouver Board request for comment.

Attached is the corporate report which was provided to Council for information.

If you have any questions, please contact Anne Berry, Director of Planning and Development Services, at aberry@whiterockcity.ca or 604 541 2293. Thank you.

Sincerely,

T. Arthur
Director of Corporate Administration

Attachment: Corporate report dated June 12, 2023

cc: Mayor and Council, City of White Rock
Director of Planning and Development Services

Corporate Administration
P: 604.541.2212 | F: 604.541.9348
City of White Rock
15322 Buena Vista Avenue, White Rock BC, Canada V4B 1Y6

THE CORPORATION OF THE

CITY OF WHITE ROCK

CORPORATE REPORT

DATE: **June 12, 2023**

TO: **Mayor and Council**

FROM: **Anne Berry, Director of Planning and Development Services**

SUBJECT: **Response to Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park**

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated June 12, 2023 from the Director of Planning and Development Services, titled "Response to Land Use Designation Amendment to *Metro 2050* Township of Langley – Gloucester Industrial Park;" and
2. Authorize the Director of Corporate Administration to respond to the Metro Vancouver Board stating that the City does not object to the proposed amendment request by the Township of Langley to the Regional Growth Strategy, and by sending any applicable resolution along with this corporate report as a response to the Metro Vancouver Board request for comment.

EXECUTIVE SUMMARY

The purpose of this report is to notify Mayor and Council of a proposed amendment to *Metro 2050* Regional Growth Strategy (RGS) and to provide Council with an opportunity to comment on the proposed amendment.

BACKGROUND

The Township of Langley has initiated an amendment to the RGS to change the regional land use designation for eight properties totalling 14.59 hectares (36 acres) located immediately northwest of the Gloucester Industrial Park. The proposed amendment would redesignate the site from "Agricultural" to "Industrial" and move the Urban Containment Boundary to allow for the lands to be added to the Gloucester Estates Industrial Park. The proposal also involves a voluntary community amenity contribution by the landowner for the transfer of a 2.6-hectare lot, approximately 10 kilometres from the site, to the Township upon securing all required environmental and Agricultural Land Commission approvals and associated works.

Prior to the Township of Langley approving an Official Community Plan amendment bylaw, the RGS would need to be amended by the Metro Vancouver Regional District (MVRD) Board to change the regional land use designation from "Agricultural" to "Industrial", and to revise the region's Urban Containment Boundary. Additionally, the subject properties received approval to be excluded from the Agricultural Land Reserve (ALR) by the Agricultural Land Commission (ALC) on March 10, 2022.

The proposed changes to the land use designation and Urban Containment Boundary are a 'Type 3' minor amendment to *Metro 2050*, requiring a 50%+1 weighted vote of the Metro Vancouver Board in favour of the amendment, and no regional public hearing is required. First, second and third readings of the MVRD amendment bylaw were given on April 28, 2023, and MVRD staff were directed to notify local governments to obtain input. Following consideration of written comments from local governments and other agencies (up to July 4, 2023), the MVRD Board will consider final adoption of the bylaw.

To provide further detail on the proposed amendment the letter from Metro Vancouver inviting comment from local governments, and the MVRD Board report are attached as Appendices A and B, for Council's information.

ANALYSIS

White Rock Implications

The proposed RGS amendment to *Metro 2050* is not anticipated to have a direct impact on services provided by the City of White Rock, as the location of the subject property is twenty-three (23) kilometres from the City's boundaries.

Regional Planning Implications

Metro Vancouver staff assessed the proposed amendment for its alignment with the RGS and recommended that the MVRD Board approve the requested amendment, noting alignment with regional goals, including:

- consolidating industrial areas and uses;
- increasing and expanding the supply of industrial lands in the region, particularly, large, flat sites proximate to the goods movement network;
- Supporting coordination of land use and transportation across the region which includes encouraging the integration of active transportation options for future communities to and from the industrial park;

Additionally, the landowner has provided a voluntary amenity contribution which includes the transfer of 22710 – 96 Avenue, a 2.6-hectare lot approximately 10 kilometres from the site, located within the Agricultural Land Reserve. This lot is situated adjacent to the Salmon River and could be enhanced to improve the fish habitat if the Township chooses to permanently protect, restore, and maintain these community benefit lands. This community amenity contribution could contribute toward region-wide efforts to protect 50% of the land base for nature by 2050.

The two anticipated impacts of the requested amendment are around Metro Vancouver utilities, specifically their Liquid Water Services (GVS&DD) and Water Services (GVWD). If the MVRB board resolves and amends Metro 2050, the Township of Langley will need to submit a Fraser Sewerage Area amendment request to the GVS&DD for a complete technical review and GVS&DD Board consideration. Additionally, the Township will also be requested to provide their demand forecast, and assessment of the impacts on the municipal and regional water systems, as well as their servicing plan for this development.

Staff have reviewed the commentary provided in the MVRD Board report dated April 14, 2023, and concur with the regional staff's interpretation of the Regional Growth Strategy and the consistency between this proposed amendment and the goals of the RGS. The MVRD report is included in Appendix B for reference.

ALR Implications

The ALC received an ALR exclusion application for the subject properties. While the regional goals include increasing land in the ALR and protecting farmland from conversion to higher-GHG land uses, as part of the ALC's review, various factors such as agricultural capability, traffic, drainage, how the ALR exclusion would impact adjacent ALR properties etc. were assessed. The ALC granted conditional approval subject to specific conditions being met. The applicant met these conditions and the ALC approved the exclusion of these lands from the ALR A copy of the ALC's decision can be found within the MCRD report in Appendix B.

Staff Commentary
Staff do not anticipate direct impacts to the City of White Rock from the proposed amendment and support the MVRD staff assessment for this application; therefore staff have no objection to this proposed amendment. Staff recommend this corporate report, along with Council comments and any applicable resolution be sent to Metro Vancouver Board as a response to their request for comments.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the proposed amendment.

COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS

None are identified at this time. White Rock is being invited to comment on a Regional Growth Strategy Amending Bylaw as required by the *Local Government Act* and *Metro 2050* RGS and as a member municipality of the MVRD.

CLIMATE CHANGE IMPLICATIONS

As with any development in White Rock, the City is interested in ensuring that amendments to the Metro 2050 RGS, will result in compact and sustainable development that addresses climate change mitigation and sustains environmental values.

OPTIONS / ALTERNATIVES

The following options are available for Council's consideration:

1. Council support Staff forwarding a letter on its behalf to Metro Vancouver expressing the City's opposition to the Township of Langley's Gloucester Industrial Park Land Use Designation amendment to the Regional Growth Strategy along with the comments noted in this report.
2. Council declines to participate in providing comments to Metro Vancouver on the Township of Langley's Gloucester Industrial Park Land Use Designation amendment.

CONCLUSION

Metro Vancouver is seeking comment on a proposed amendment to the Regional Growth Strategy. The requested Type 3 amendment to the RGS is not expected to directly affect the City's interests and staff have reviewed the assessment by MVRD staff regarding the regional planning implications of this proposed amendment and concur with the support expressed by MVRD staff. As such, staff have no objection to the proposed RGS amendment. Staff recommend that Council authorize the Director of Corporate Administration to respond to the Metro Vancouver Board by sending Council commentary and any applicable resolution along with this corporate report as a response to the Metro Vancouver Board request for comment.

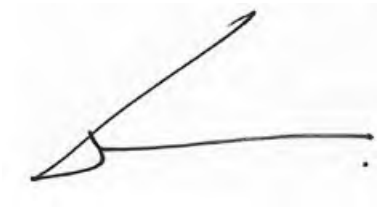
Respectfully submitted,



Anne Berry
Director, Planning and Development Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: Letter from Metro Vancouver received May 16, 2023
Appendix B: Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park

PORT MOODY
CITY OF THE ARTS

100 Newport Drive, Port Moody, B.C., V3H 5C3, Canada
Tel 604.469.4500 Fax 604.469.4550
www.portmoody.ca

June 28, 2023

File: 01-0480-20-03

Via email: jonathan.cote@metrovancouver.org

Metro Vancouver
4730 Kingsway
Burnaby, BC V5H 0C6

To Whom It May Concern:

Re: Land Use Designation Amendment to *Metro 2050* – Township of Langley – Gloucester Industrial Park

At the Regular Council meeting held on June 27, 2023, Council considered the attached report from the Community Development Department – Policy Planning Division and passed the following resolution:

> *RC23/148*
> THAT the City of Port Moody signal support for increased regional Industrial Land while expressing concern for rezoning of agricultural land and expansion past the urban containment boundary.

Sincerely,

Tracey Takahashi
Acting Corporate Officer

Encl.

Langley City
THE PLACE TO BE

Langley City Hall, 20399 Douglas Crescent, **Langley**, BC Canada V3A 4B3
T 604.514.2800 **F** 604.530.4371 **langleycity.ca**

June 21, 2023

Via Email jonathan.cote@metrovancouver.org

Metro Vancouver Regional District
4515 Central Boulevard
Burnaby, BC
V5H 0C6

Attention: Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development

Re: Staff Comments Regarding Proposed Type 3 Land Use Designation Amendment to Metro 2050 – Township of Langley, Gloucester Industrial Park

Dear Mr. Cote,

Thank you for the letter dated May 16, 2023 inviting the City of Langley to provide comment on the Township of Langley's request for a Type 3 Amendment to Metro 2050. This amendment involves eight properties adjacent to the Gloucester Industrial Park, and proposes to redesignate the regional land use of these properties from 'Agricultural' to 'Industrial', and also move the Urban Containment Boundary, to enable these properties to be added to the Gloucester Industrial Park.

If approved, this proposed amendment will provide additional industrial land directly adjacent to a large existing industrial park with regional significance. This will help in meeting the region's industrial land needs, given the high demand for new industrial development opportunities and a shortage of industrial-designated lands to effectively meet this demand.

The accompanying Metro Vancouver report notes that the proposed amendment is supportable and aligned with Metro 2050 goals and strategies, as it allows for new industrial uses in the Gloucester Industrial Park area and ensures new employment generating floorspace will be located very close to the Regional Truck Route Network.

While the City of Langley generally supports initiatives to address the urgent need for industrial land within the region, it is important to note that a foundational goal of Metro 2050 is creating a compact urban area, and that future urban growth, including much-needed industrial development, should continue to be directed to areas that are already within the Metro 2050 Urban Containment Boundary.

If future urban growth continues to occur outside of the current Urban Containment Boundary, it will likely require sewer and water service extensions, as well as transit service expansion, in areas that do not currently have these services. This will likely result in additional long-term costs for providing and maintaining regional and municipal sewer and water services, and will redirect valuable and finite transit service funding away from areas located along the Major Transit Network and other transit-service priority areas within the Urban Containment Boundary.

Further expansion of the Urban Containment Boundary could also reduce the region's agricultural land base, which is also a major contributor to the regional, provincial and national economy and fundamental to the long-term food security of the region.

Thank you for the opportunity to comment on the proposed Type 3 Amendment to Metro 2050 (Township of Langley, Gloucester Industrial Park). While this application will add much-needed industrial floorspace to the region's inventory, it is also important to continue to support future urban development in a manner that maintains the integrity of Metro 2050. If you have any questions or would like to discuss further, please contact the undersigned at 604.514.2815 or cjohannsen@langleycity.ca.

Sincerely,



Carl Johannsen, RPP, MCIP
Director of Development Services

c.

SQUAMISH - LILLOOET
REGIONAL DISTRICT

Box 219, 1350 Aster Street
Pemberton, BC V0N 2L0
P. 604-894-6371 TF. 800-298-7753
F. 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

May 26, 2023

Attn: Jonathan Cote
Metro Vancouver Regional District
VIA EMAIL: jonathan.cote@metrovancouver.org; CAOAdministration@metrovancouver.org

Re: Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park – SLRD Comments

The Squamish-Lillooet Regional District (SLRD) received the *Referral for Comment - Metro Vancouver Regional District Board - Land Use Designation Amendment to Metro 2050 Township of Langley – Gloucester Industrial Park* on May 16, 2023.

The following resolution was passed at the May 24, 2023 SLRD Board meeting:

THAT in response to Metro Vancouver Regional District's invitation to provide written comments on its proposed regional land use designation amendment, staff prepare and send a letter (by the deadline date of July 4, 2023) incorporating the Board's comments about the importance of preserving agricultural lands.

It is understood that the proposed amendment is categorized as a Type 3 Amendment (Minor Amendment) per Policy 6.3.4(f) in Metro 2050 and requires adoption through an affirmative 50%+1 weighted vote of the MVRD Board. Adjacent regional districts can provide referral comments for information. SLRD staff also appreciate that Metro 2050 Policy 2.3.4 "*stipulates that where the Agricultural Land Commission has provided conditional approval to exclude land from the Agricultural Land Reserve, the Metro Vancouver Board may provide conditional approval of a regional land use designation amendment for the exclusion site, subject to the Agricultural Land Commission exclusion conditions being met*." The Metro 2050 staff report confirms that the subject lands were formally granted conditional approval for exclusion from the Agricultural Land Reserve as of March 10, 2022, pursuant to Agricultural Land Commission Resolution #109/2020.

According to the enclosed Metro Vancouver staff report, "*lands that are contiguous with the Urban Containment Boundary, that are not within the Agricultural Land Reserve, and that are changing from Agricultural to Industrial and associated Urban Containment Boundary adjustment are categorized as a Type 3 Amendment per Policy 6.3.4(f) in Metro 2050. The subject properties meet the criteria to apply for a Type 3 Amendment*."

SLRD staff are not clear how the proposed amendment adheres to the intent of the Type 3 Amendment criteria, as the subject lands were in the ALR and have only received conditional

approval for exclusion. Additionally, it would appear that the initial exclusion application to the Agricultural Land Commission and then subsequent RGS amendment has allowed this proposed amendment to be considered a minor rather than a major amendment.

The SLRD Board offers the following general comments for consideration:

- The proposed redesignation is inconsistent with the SLRD RGS goals and strategic directions, which prioritize protection of the Agricultural Land Reserve and Urban Containment Boundaries;
- The amount of land (14.59 hectares) proposed to be redesignated from Agricultural to Industrial is concerning;
- The conversion of agricultural land to industrial land is also of particular concern, as industrial uses will likely preclude the ability of the subject lands to contribute to the regional food system – now or in the future; and
- Moving the Urban Containment Boundary to allow for the lands to be added to the Gloucester Industrial Park appears to be analogous to sprawl.

Sincerely,



Claire Dewar
Senior Planner, SLRD

cc: Kim Needham, Director of Planning and Development Services, SLRD
cc: Craig Dalton, Chief Administrative Officer, SLRD

Patrick Johnstone
Mayor

June 5, 2023

George V. Harvie
Chair, Metro Vancouver Board

Via email: CAOAdministration@metrovancouver.org

Dear Mr. Harvie,

Re: Land Use Designation Amendment to *Metro 2050*
Township of Langley – Gloucester Industrial Park

At a meeting on May 29, 2023, New Westminster City Council received and discussed your letter dated May 16, 2023 regarding Gloucester Industrial Park and passed the following motion:

> THAT the Mayor write a letter to Metro Vancouver expressing concerns about erosion of the Urban Containment Boundary (UCB), citing its vital role in maintaining a stable, long-term footprint for urban development while reinforcing the protection of agricultural, conservation, and rural lands for ecological and climate values.

Council expressed the concern that sprawl of developed land outside of the UCB, whether for residential or commercial purposes, increases the cost of servicing these lands, undermines our regional transportation goals, and challenges our regional sustainable growth goals.

As indicated in the Metro 2050 Plan, recently adopted by all Municipalities in the region, "*Containing urban development, including job and housing growth, within the Urban Containment Boundary limits urban sprawl and supports the efficient and cost-effective provision of infrastructure (such as water, sewerage, and transit). Containing urban development also supports greenhouse gas emission reductions through trip reduction and trip avoidance, while protecting some of the region's important lands for food production and carbon sequestration and storage.*"

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Corporation of the City of New Westminster
511 Royal Avenue, New Westminster, BC • Canada V3L 1H9 T (604) 527 4522 F (604) 527 4594
www.newwestcity.ca

As such, the Council of New Westminster does not support the expansion of the UCB to include expanded industrial development in the Gloucester Industrial Park at this time.

Sincerely,



Patrick Johnstone
MAYOR

Cc: Jonathan Cote, Deputy General Manager
Regional Planning and Housing Development
Metro Vancouver jonathan.cote@metrovancouver.org

Office of the Mayor
Corporation of the City of New Westminster
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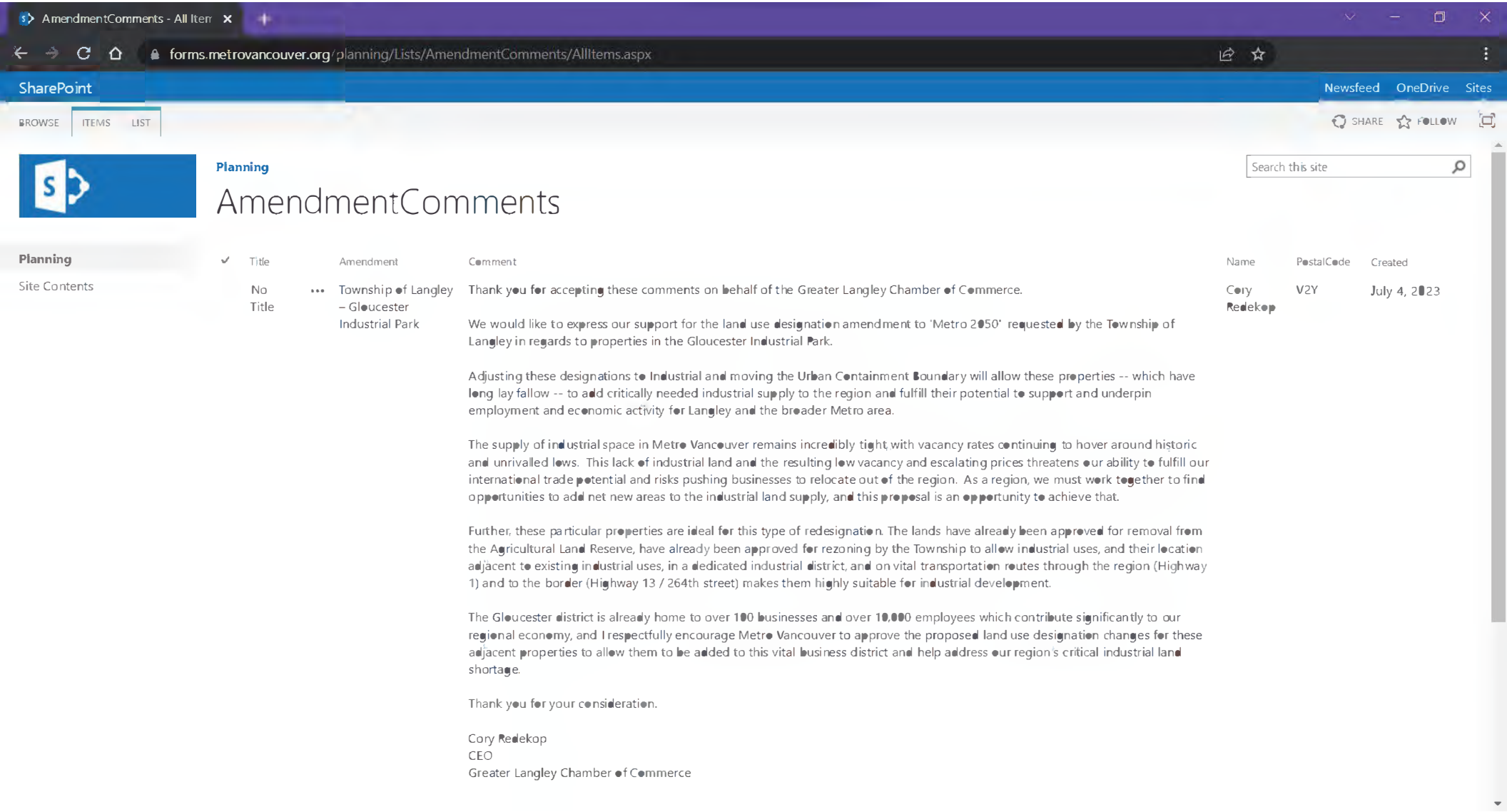
AmendmentComments - All Item
forms.metrovancouver.org/planning/Lists/AmendmentComments/AllItems.aspx
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Township of Langley – Gloucester Industrial Park
Thank you for accepting these comments on behalf of the Greater Langley Chamber of Commerce.
We would like to express our support for the land use designation amendment to 'Metro 2050' requested by the Township of Langley in regards to properties in the Gloucester Industrial Park.
Adjusting these designations to Industrial and moving the Urban Containment Boundary will allow these properties -- which have long lay fallow -- to add critically needed industrial supply to the region and fulfill their potential to support and underpin employment and economic activity for Langley and the broader Metro area.
The supply of industrial space in Metro Vancouver remains incredibly tight, with vacancy rates continuing to hover around historic and unrivalled lows. This lack of industrial land and the resulting low vacancy and escalating prices threatens our ability to fulfill our international trade potential and risks pushing businesses to relocate out of the region. As a region, we must work together to find opportunities to add net new areas to the industrial land supply, and this proposal is an opportunity to achieve that.
Further, these particular properties are ideal for this type of redesignation. The lands have already been approved for removal from the Agricultural Land Reserve, have already been approved for rezoning by the Township to allow industrial uses, and their location adjacent to existing industrial uses, in a dedicated industrial district, and on vital transportation routes through the region (Highway 1) and to the border (Highway 13 / 264th street) makes them highly suitable for industrial development.
The Gloucester district is already home to over 100 businesses and over 10,000 employees which contribute significantly to our regional economy, and I respectfully encourage Metro Vancouver to approve the proposed land use designation changes for these adjacent properties to allow them to be added to this vital business district and help address our region's critical industrial land shortage.
Thank you for your consideration.
Cory Redekop
CEO
Greater Langley Chamber of Commerce
Cory Redekop
V2Y
July 4, 2023

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842
AMENDMENT (GLOUCESTER INDUSTRIAL PARK) BYLAW 1988 NO. 2556
AMENDMENT (RURAL PLAN) BYLAW 1993 NO. 3250
AMENDMENT (CONWEST) BYLAW NO. 5706

EXPLANATORY NOTE

Bylaw No. 5706 amends the Rural Plan by deleting the subject site (located in the 5600 Block of 264 Street) from the Rural Plan area, and amends the Gloucester Industrial Park Community Plan by extending the Plan Boundary to include the subject site, designating the site "Service and General Industrial" and including the site as a mandatory Development Permit Area.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

OFFICIAL COMMUNITY PLAN BYLAW 1979 NO. 1842
AMENDMENT (GLOUCESTER INDUSTRIAL PARK) BYLAW 1988 NO. 2556
AMENDMENT (RURAL PLAN) BYLAW 1993 NO. 3250
AMENDMENT (CONWEST) BYLAW NO. 5706

The Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Gloucester Industrial Park) Bylaw 1988 No. 2556 Amendment (Rural Plan) Bylaw 1993 No. 3250 Amendment (Conwest) Bylaw No. 5706".
2. The "Langley Official Community Plan Bylaw 1979 No. 1842" as amended is further amended by amending "Map 1 - Land Use" to change the designation of the lands from "Agriculture" to "Industrial" and further amending "Map A-1 RGS Land Use" from "Agriculture" to "Industrial" with respect to the lands described as:

   Lot 4 Except Part Dedicated Road on Plan 86434;

   Lots 3, 13, 14, 15 And 16;

   Lot 12 Except: Part Dedicated Road on Plan 85782;

   Lot 11 Except: Part Dedicated Road on Plan 85670;

   All of Section 7 Township 14 NWD Plan 2492.

3. The "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Gloucester Industrial Park) Bylaw 1988 No. 2556" as amended is further amended with respect to the lands described as:

   Lot 4 Except Part Dedicated Road on Plan 86434;

   Lots 3, 13, 14, 15 And 16;

   Lot 12 Except: Part Dedicated Road on Plan 85782;

   Lot 11 Except: Part Dedicated Road on Plan 85670;

   All of Section 7 Township 14 NWD Plan 2492.

   a) by amending the Gloucester Industrial Park Development Concept map to include the lands in the Plan Boundary;
   b) designating the lands as "Service and General Industrial"; and
   c) designating the lands as a Development Permit Area.

4. The "Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Rural Plan) Bylaw 1993 No. 3250" as amended is further amended by revising Map 1 to include within the "Urban Boundary" and removing from the "Small Farms/Country Estates" designation the lands described as:

Lot 4 Except Part Dedicated Road on Plan 86434;

Lots 3, 13, 14, 15 And 16;

Lot 12 Except: Part Dedicated Road on Plan 85782;

Lot 11 Except: Part Dedicated Road on Plan 85670;

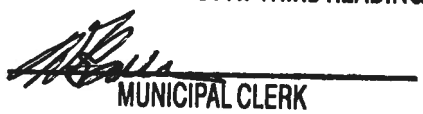
All of Section 7 Township 14 NWD Plan 2492.

as shown delineated on Schedule "A" attached to and forming part of this Bylaw.

READ A FIRST TIME the	28	day of	March	, 2022
READ A SECOND TIME the	28	day of	March	, 2022
PUBLIC HEARING HELD the	11	day of	April	, 2022
READ A THIRD TIME the	13	day of	March	, 2023
ADOPTED the		day of		, 2023

_____ Mayor _____ Township Clerk

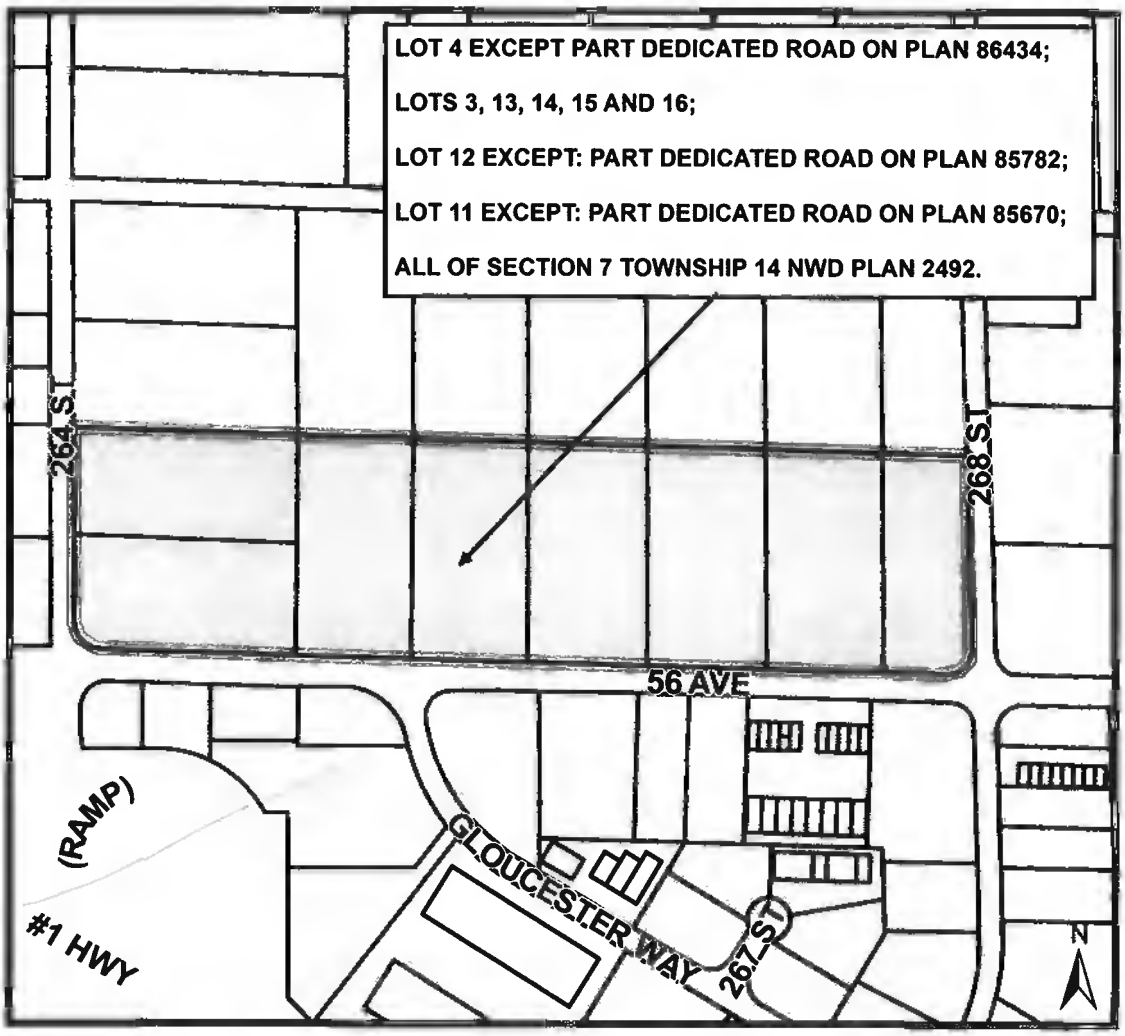
CERTIFIED CORRECT AT THIRD READING



MUNICIPAL CLERK

WENDY BAUER
Township Clerk

SCHEDULE 'A'
BYLAW NO. 5706



SCHEDULE 1 REGIONAL CONTEXT STATEMENT

1.1 REGIONAL GROWTH STRATEGY GOALS

The Regional Growth Strategy (RGS) of the Greater Vancouver Regional District has five goals:

- Create a compact urban area
- Support a sustainable economy
- Protect the region's environment and respond to climate change impacts
- Develop complete communities
- Support sustainable transportation choices

The Township of Langley OCP relates to all these goals as described in this Regional Context Statement. These RGS goals constitute the social, economic and environmental objectives of the Greater Vancouver Regional Board in relation to the Regional District.

1.1.1. Compact Urban Area

The OCP addresses creation of compact urban areas by identifying an urban development area and urban centres, including the Regional City Centre and Municipal Town Centres identified in the RGS. The urban development area and urban centres are described generally in Section 2.3. The OCP also identifies Community Centres (including the Local Centres in the RGS) and a Frequent Transit Development Area. Major commercial and office development is encouraged in these centres, as well as higher density housing. The Centres and the Frequent Transit Development Area are shown on Maps 3, 4, 5 and 6.

In the event of any inconsistency between the requirements of the Agricultural Land Commission Act, the regulations or orders of the Commission and the boundary of any urban development area, urban centre or associated economic development area, the Agricultural Land Commission requirements will prevail until such time as the inconsistency is resolved.

1.1.2. Sustainable Economic Development

Diverse economic development opportunities close to where people live are supported by encouraging office and commercial uses in the Regional Centre, Town Centre and Frequent Transit Development Areas. The OCP also supports industrial uses by protecting industrial lands and designating them as Industrial. Industrial policies support appropriate accessory uses and do not permit large scale retail or residential uses. Industrial, office, and limited commercial uses are permitted in Mixed Employment areas. Policies related to Mixed Employment permit office and retail commercial uses in these areas outside the Regional Centre and Frequent Transit Development Area. The supply of agricultural land for farming is protected by designating much of the Township as Agricultural. Agricultural viability is supported by policies to discourage subdivision of agricultural land. General interface policies along the agricultural–urban edge are provided. The Rural Plan and Agricultural Viability Strategy provide policies to address transportation, drainage and irrigation, economic development opportunities and educational programs related to agriculture.

1.1.3. Environment, Parks and Natural Areas/Reduction of Greenhouse Gas Emissions

Major conservation and recreation lands are protected by designation on the land use map and by policies that limit the use of these lands. To protect natural features and their connectivity watercourses are designated as a development permit area and a Recreational Greenways Network is provided in this plan. The plan identifies policies to reduce energy consumption from the perspectives of land use and transportation infrastructure. Integrated storm water management and water conservation policies are provided, as well as policies to minimize risks associated with climate change and natural hazards.

1.1.4. Complete Communities

Provision of affordable housing is encouraged through a mix of housing types and tenures and policies to increase the supply of affordable rental housing. The Housing Action Plan also contains policies designed to encourage development of affordable housing. Universally accessible design is supported by requirements for adaptable housing in a proportion of all housing type constructed. Development of healthy and complete communities is encouraged by supporting pedestrian, cycling, and transit oriented communities with public spaces and amenities. A number of policies support provision of recreational facilities and inviting pedestrian and cycling environments, as well as local food production. Local Centres are recognized as Community Centres in the OCP and lower order Neighbourhood Centres may also be recognized in community and neighbourhood plans.

1.1.5. Sustainable Transportation Choices

Land use and transportation are coordinated by aligning centres along major transit routes to encourage future expansion of transit. Mixed use centres are proposed to support transit use. A number of policies address walking, cycling, and transit use. Map 8 shows designated truck routes.

1.1.6. Regional District Services

The OCP contains policies in relation to housing, solid waste, and air quality. The OCP also generally encourages infrastructure and amenity investments in the Urban Centres and Frequent Transit Development Areas.

1.1.7. Agricultural Land Reserve

Township of Langley is committed to supporting agriculture. This commitment is articulated in the Township's Official Community Plan (OCP) land use designations, accompanying Rural Plan, and as referenced in the Revised Context Statement Table 9, Section 2.3.6. The 'Agriculture' land use designation in the OCP is intended primarily for agricultural uses and supporting services where food production and other forms of agriculture are encouraged. Subdivision is limited in agricultural areas, as set out in the Rural Plan and subject to the approval of the provincial Agricultural Land Commission for land within the ALR. Agricultural viability is further supported by OCP policies to manage the urban-agricultural interface through development permit guidelines, provision of setbacks, landscaped buffers, informational signage, restrictive covenants and transitional land uses.

Notwithstanding this commitment to the protection of agricultural land to support agricultural viability and to limit development, in certain cases and under specific conditions, appropriate

municipal flexibility allows amendments to the Township of Langley's OCP for sites with a regional Agricultural or Rural land use designation as specified below.

The following types of amendment to the Township of Langley's OCP are deemed to be consistent with its Regional Context Statement, subject to the satisfaction of the conditions set out below:

1) From an Agricultural designation to a Rural designation (or vice versa) within the Township of Langley's OCP, where:
    a) the proposed use is consistent with the general intent of the 'Agricultural' or 'Rural' land use designations contained in the Township's OCP;
    b) the subject site no more than 0.5 hectare in size; and
    c) the subject site is not contiguous with a site previously re-designated pursuant to Revised Context Statement Section 1.1.7.

2) From an 'Agricultural' or a 'Rural' designation to an urban designation within the Township of Langley's OCP, where:
    a) the proposed use is consistent with the general intent of an urban land use designation contained in the Township of Langley's OCP;
    b) the subject site is no more than 2 hectares in size;
    c) the subject site is contiguous with the existing Urban Containment Boundary specified in the Regional Growth Strategy; and
    d) the subject site is not contiguous with a site previously re-designated pursuant to Revised Context Statement Section 1.1.7.

3) From an 'Agricultural' or a 'Rural' designation to an 'Industrial' designation within the Township of Langley's OCP, where:
    a) the proposed use is consistent with the general intent of the 'Industrial' land use designation contained in the Township of Langley's OCP;
    b) the subject site is no more than 10 hectares in size;
    c) the subject site is contiguous with the existing Urban Containment Boundary specified in the Regional Growth Strategy; and
    d) the subject site is not contiguous with a site previously re-designated pursuant to Revised Context Statement Section 1.1.7.

4) From an 'Agricultural' or a 'Rural' designation to a designation supporting agro-industrial uses within the Township of Langley's OCP, where:
    a) the proposed use is consistent with the general intent of a land use designation in the Township of Langley's OCP that permits agro-industrial uses; and
    b) the subject site is used for agro-industrial uses such as washing, packaging, processing, storing and selling of farm products, or any agro-industrial use permitted by the Agricultural Land Commission.

In addition to the above, if the subject site is within the Agricultural Land Reserve, the Agricultural Land Commission must have approved exclusion of the subject site from the Agricultural Land Reserve, or granted permission for non-farm use or subdivision, as permitted under the *Agricultural Land Commission Act*. The aggregate of land affected by all re-designations under this provision cannot exceed 1 percent of the municipality's total lands within the Agricultural Land Reserve that has a regional 'Agricultural' or 'Rural' regional land use designation.

1.2 POPULATION, DWELLING AND EMPLOYMENT PROJECTIONS

1.2.1. Population

The Township's population has grown from less than 15,000 in 1961 to about 104,000 in 2011, an average increase of 4.2% per year. The region is growing, and continued robust population growth in the Township is anticipated over the next 30 years. The estimated 2041 population is expected to reach 211,000 based on past growth trends and future expectations of lower growth rates from 2021 to 2041. The population projections are meant as targets to ensure that the Township is prepared for the future. Historic and projected populations are shown graphically in Figure 7.

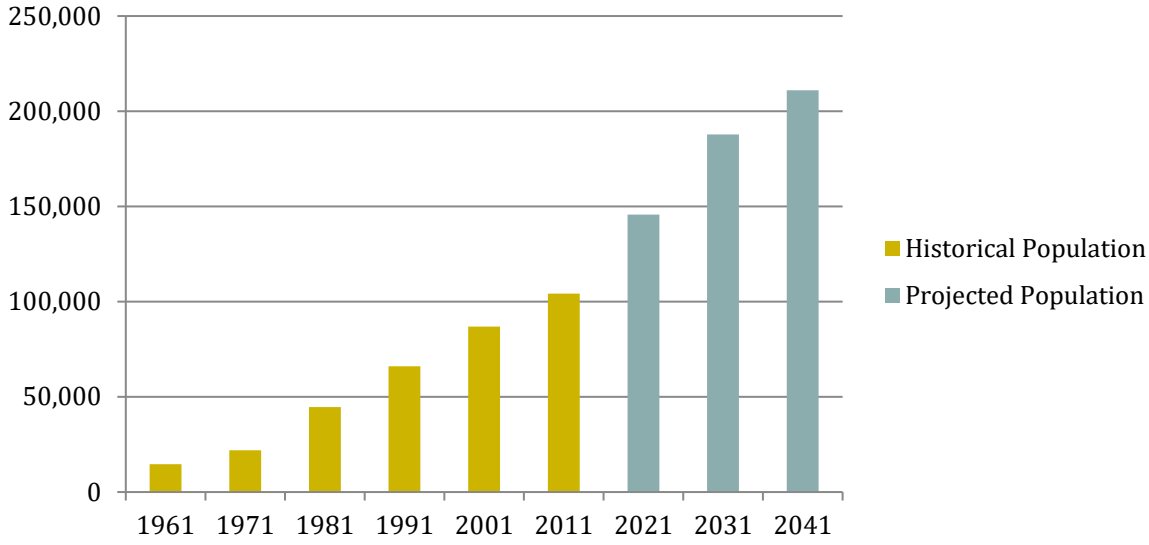


Figure 7 Historical and projected population growth in Langley (1961 to 2041).

Year	Population	Period	Annual Growth Rate
2011	104,000	-	-
2021	144,000	2011-2021	2.9%
2031	186,000	2021-2031	2.6%
2041	211,000	2031-2041	1.3%

Table 3 Projected Population and Growth Rates in Langley (2011 to 2041)

The projected population for the Regional Centre, the Town Centres, and the Frequent Transit Development Area are shown in the table below.

Area	2013	2021	2031	2041
Regional Centre (Willowbrook)	1,375	1,700	3,400	5,100
Willoughby Town Centre	10	2,100	3,000	2,925
Aldergrove Town Centre	680	1,100	2,000	3,520
Carvolth FTDA	1,460	4,500	6,335	6,962

Table 4 Projected Population for Areas in Langley (2011 to 2041)

Langley's population is expected to grow in all age groups over the next 30 years. As observed in the rest of the country, the highest growing age group in percentage terms over the next decades will be those over 65 years of age, as shown in Figure 8. The proportion of the population under 19 years of age is projected to decline from about 25% to 21.5% of the total population by 2041 and the proportion over 65 years is expected to increase from 13% to almost 21%. The aging population will have significant impacts on housing, mobility, accessibility, recreation, and servicing needs. Despite its aging population, Langley will remain a relatively young community compared to most municipalities and the region overall.

In addition to these age-related trends, the cultural profile of this population growth is anticipated to become increasingly diverse.

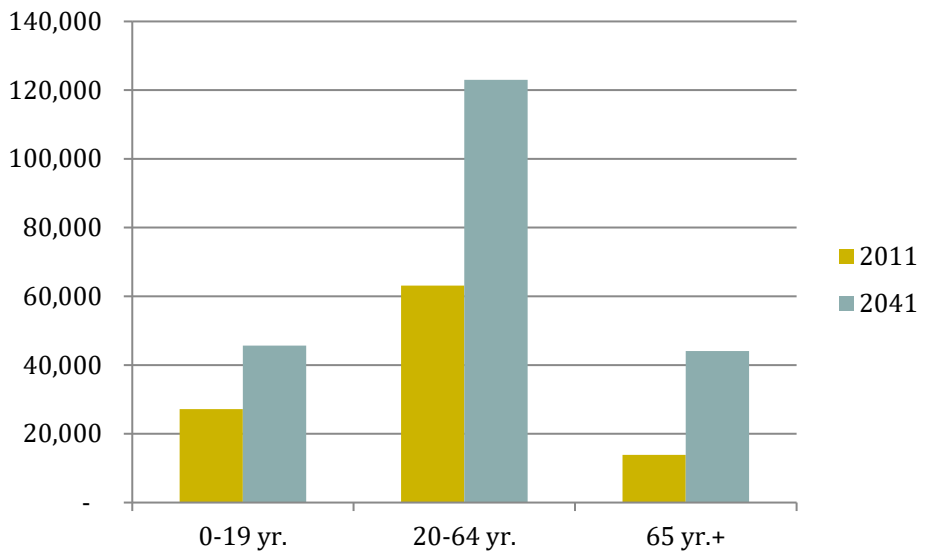


Figure 8 Age group projections in Langley (to 2041).

1.2.2. Housing

To accommodate the projected population growth, approximately 37,000 new dwelling units will have to be constructed by 2041 (accounting for those dwellings constructed from 2011 to 2013). Of these, the majority (85%) are projected to be ground-oriented units (single-family, rowhouse, and townhouse), with the remainder (15%) as apartment units. This represents an increase in the proportion of apartments as compared to the 2011 housing mix (8% apartments). Rental and affordable housing options will need to be considered as part of the housing mix.

Year	Number of Dwellings
2011	38,800
2013	41,100
2021	52,000
2031	69,000
2041	78,000

Table 5 Dwelling Units Needed in Langley (to 2041)

Dwelling unit projections for the Regional Centre, the Town Centres and the Frequent Transit Development Area are provided in the table below.

Area	2013	2021	2031	2041
Regional Centre (Willowbrook)	800	1,000	2,000	3,000
Willoughby Town Centre	4	1,000	1,500	1,625
Aldergrove Town Centre	270	500	1,000	2,000
Carvolth FTDA	832	2,500	3,500	3,825
Total	**1,906**	**5,000**	**8,000**	**10,450**

Table 6 Dwelling Units Needed for Areas in Langley (to 2041)

1.2.3. Employment

Providing employment in the community is important because it offers opportunities for residents to work close to where they live, thereby reducing the time, cost, and environmental impacts of commuting, and also providing a diversified assessment base for property taxes. Ideally, the number of jobs within the community would be equal to the number of people in the labour force.

The industrial, institutional, retail, and office sectors provide most of the employment in the Township, followed by home-based business, recreation, and agriculture. Robust employment growth is expected to continue in all sectors, with the largest increases in office and industrial jobs.

Two employment targets are provided. The first target was based on a regional projection, offered by the RGS. The second was developed as part of the Township's Employment Lands Study and provides a more ambitious target. The Township's target is an aspirational goal that if achieved would provide an approximately 1:1 ratio between the number of jobs in the Township and the number of residents in the labour force. The higher projection may be difficult to achieve due to an aging population and technological change, but a 1:1 job to labour force ratio would greatly assist in achieving a sustainable community.

Year	MV Projection (High)	Township Projection
2021	69,000	76,000
2031	88,000	91,000
2041	100,000	100,000

Table 7 Employment Targets in Langley (to 2041)

Employment projections for Regional Centre, the Town Centres, and the Frequent Transit Development Area are provided in the table below.

Area	2011	2021	2031
Regional Centre	17,400	20,000	20,400
Willoughby Town Centre	25	300	700
Carvolth FTDA	875	5,200	6,400
Aldergrove Core	1,800	2,400	2,600
Total	**20,100**	**27,900**	**30,100**

Table 8 Employment Targets for Areas in Langley (to 2041)

1.3 REGIONAL LAND USE DESIGNATIONS

On March 7, 2011, Township of Langley Council accepted, by resolution, *Metro Vancouver 2040: Shaping our Future* ("Metro 2040"), reflecting the Township's general commitment to its vision and goals. Pursuant to Section 446 of the Local Government Act, each municipality must submit to the board of the regional district a regional context statement that identifies the relationship between the municipal Official Community Plan (OCP) and the Regional Growth Strategy and, if applicable, how the OCP is to be made consistent with the RGS over time.

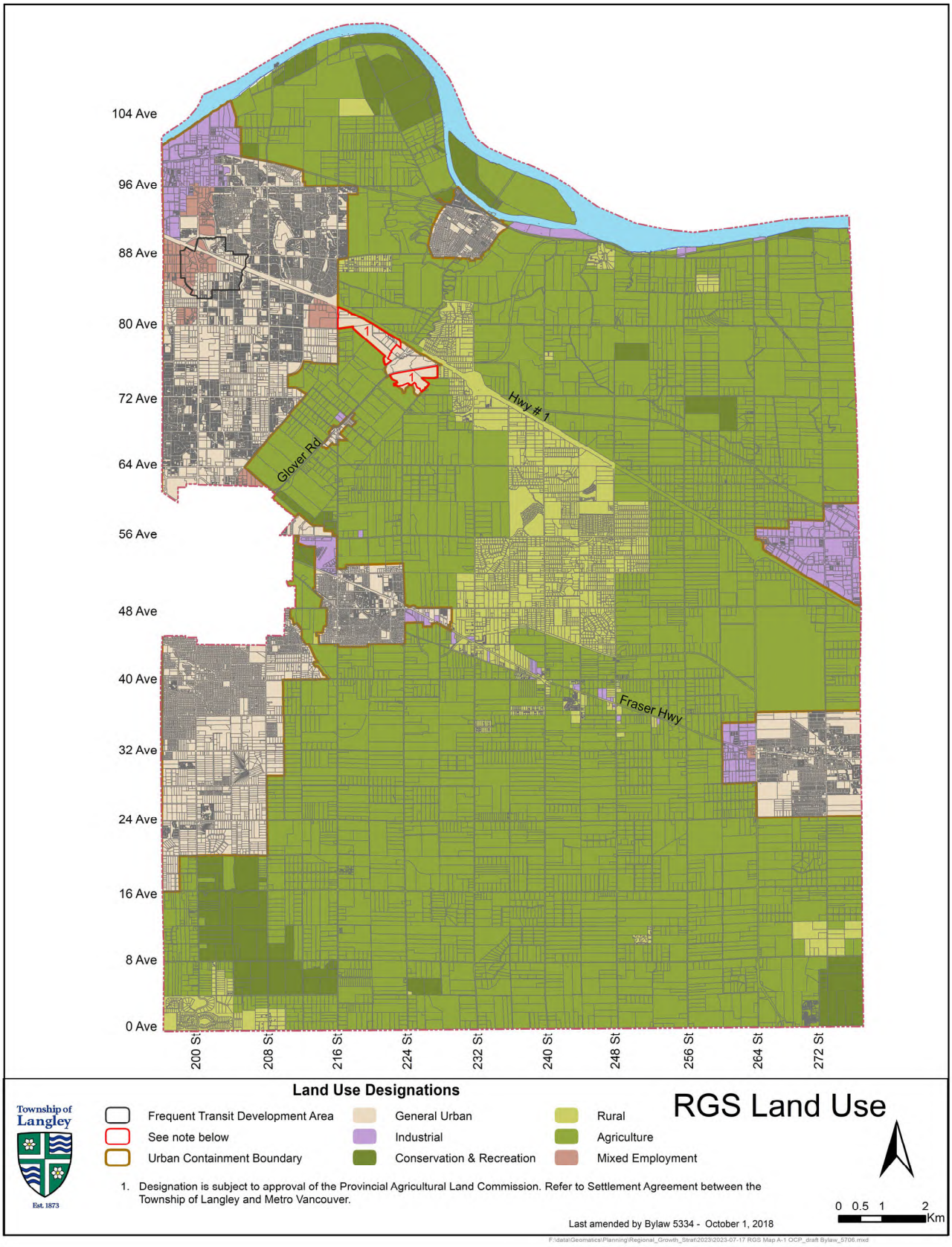
The Regional Growth Strategy provides a map of regional land use designations as a tool to achieve the goals of the Regional Growth Strategy and provide the basis for defining matters of regional significance. Section 447 of the Local Government Act provides that a Regional Context Statement will identify how the Official Community Plan is to be made consistent with the Regional Growth Strategy over time. The Official Community Plan is to be made consistent from time to time with the Regional Growth Strategy over time in the following manner:

a) by way of Township applications to the GVRD Board for amendments to the Regional Growth Strategy regional land use designations;

b) despite paragraph (a), by way of amendments to the Official Community Plan made consistent with the Regional Context Statement that has been accepted by the GVRD.

Map A-1 below sets out proposed changes to regional land use designations in the 2011 RGS that would make the OCP consistent with the RGS.

MAP A-1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264 St
272 St
Hwy # 1
Glover Rd
Fraser Hwy
1
1
Land Use Designations
Frequent Transit Development Area
See note below
Urban Containment Boundary
General Urban
Industrial
Conservation & Recreation
Rural
Agriculture
Mixed Employment
1. Designation is subject to approval of the Provincial Agricultural Land Commission. Refer to Settlement Agreement between the Township of Langley and Metro Vancouver.
Township of Langley
Est. 1873
RGS Land Use
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Km
Last amended by Bylaw 5334 - October 1, 2018
F:\data\Geomatics\Planning\Regional_Growth_Strat\2023\2023-07-17 RGS Map A-1 OCP_draft Bylaw_5706.mxd

1.4 ROLE OF MUNICIPALITIES

Table 9 below lists the municipal actions as required by the Regional Growth Strategy and provides information on the sections of the Official Community Plan that address those requirements or discusses how the Official Community Plan will be made consistent with the Regional Growth Strategy over time. In particular, the Table contains a description of Official Community Plan policy provisions relative to the listed "Role of Municipalities" within the Regional Growth Strategy. For certainty, the Official Community Plan policies contained in this Table are not incorporated by reference from the Official Community Plan so as to be substantive policies of the Regional Context Statement, but are inserted solely to specifically identify the relationship between the Official Community Plan and the Regional Growth Strategy matters referred to under Section 850 of the Local Government Act and to identify how the Official Community Plan will made consistent with the Regional Growth Strategy over time.

Table 9 RGS Actions and OCP Policies

Section	RGS Action	OCP Policies
1.1.3 a)	Depict Urban Containment Boundary on a map	The urban development area is defined by the urban land uses on Maps 1 and A-1.
1.1.3 b)	Provide population, dwelling unit, employment projections and how municipal plans will work towards accommodating the projected growth within the Urban Containment Boundary	Schedule 1 includes tables that provide population, dwelling unit and employment projections. Only about 2.5% of population growth from 2011 to 2041 is expected to occur outside the urban development area, shown on Map A-1.
1.2.6 a)	Provide population, dwelling unit, employment projections that indicate the municipal share of planned growth for Urban Centres, Frequent Transit Development Areas	Schedule 1 provides population, dwelling unit, employment projections for Urban Centres and Frequent Transit Development Areas
1.2.6 b)	Include policies for Urban Centres which i. Identify the general location, boundaries and types of Urban Centres on a map ii. Focus growth and development in Urban Centres iii. Encourage office development through policies and/or other financial incentives iv. In coordination with the provision of transit service, establish or maintain reduced residential and commercial parking requirements in Urban Centres	i. Urban Centres are shown on Maps 3 to 5. ii. Sections 2.3.2, 2.3.3, 2.3.7 and 2.3.8 provide policies to direct major commercial and higher density residential development to Urban Centres. The scale of development and densities permitted in the Urban Centres are higher than other areas in the Township. The Willowbrook Community Plan and the Langley Town Centre Plan guide the development of the Willowbrook area as part of the Regional City Centre. Future planning in the Willowbrook area will update the planning policies to assist in creating a mixed use high density transit oriented regional centre. The Aldergrove Community Plan provides for a compact, mixed use walkable and transit oriented downtown with commercial and high density residential uses. The Willoughby Community Plan and Yorkson Neighbourhood Plan provide for the development of a town centre for Willoughby consisting of mixed use commercial and high density residential uses in a pedestrian oriented environment. iii. Office development is encouraged in all Urban Centres (Section 2.3.7). Future work will be undertaken to determine appropriate policies and the need for incentives to encourage office development. iv. Consideration of reduced residential and commercial parking requirements are provided for in Section 2.3.13 as transit service improves.

Section	RGS Action	OCP Policies
1.2.6 c)	Include policies for Frequent Transit Development Areas that: i. Identify on a map, in consultation with TransLink, the general location and boundaries of Frequent Transit Development Areas consistent with Table 3, TransLink's Frequent Transit Network, and other applicable guidelines and policies ii. Focus growth and development in Frequent Transit Development Areas iii. In coordination with the provision of transit service, establish or maintain reduced residential and commercial parking within Frequent Transit Development Areas	i. Frequent Transit Development Areas are shown on Maps 3 and 6. Policies related to Frequent Transit Development Areas are in Sections 2.3.6, 2.3.7, 2.3.8, 2.3.11, 2.3.12, 2,3,13, and 2,3.14 ii. Sections 2.3.7 and 2.3.8 direct office development and higher density residential uses to Frequent Transit Development Areas. iii. Consideration of reduced residential and commercial parking requirements are provided for in Section 2.3.13 as transit service improves.
1.2.6 d)	Include policies for General Urban areas that: i. Identify the General Urban areas and their boundaries on a map ii. Ensure development of General Urban areas outside of Urban and Frequent Transit Development Areas are generally lower density iii. Where appropriate, identify small scale Local Centres in General Urban areas that provide a mix of housing types, local serving commercial activities and good access to transit iv. Exclude non-residential major trip-generating uses, as defined in the RCS, from those portions of General Urban areas outside Urban Centres and Frequent Transit Development Areas v. Encourage infill development by directing growth to established areas where possible	i. General Urban areas are identified on Maps 1 and A-1. ii. General Urban areas outside of Urban Centres and Frequent Transit Development Areas are designated for lower density land uses in the community plans. iii. Local Centres are identified on Map 3 as Community Centres and are intended to provide a mix of housing types, local serving commercial activities and good access to transit; the Walnut Grove, Fort Langley, Murrayville and Brookswood/Fernridge Community Plans designate commercial core areas with a mix of housing types in close proximity. iv. Section 2.3.8 directs higher density residential and commercial development and high trip-generating uses to Urban Centres and Frequent Transit Development Areas and restricts major non-residential trip-generating uses such as large format retail uses from locating outside those areas. v. Section 2.4.6 encourages infill development.
1.2.6 e)	Include policies that, for Urban Centres or Frequent Transit Development Areas that overlay Industrial, Mixed Employment or Conservation and Recreation areas, the Industrial, Mixed Employment or Conservation and Recreation intent and policies prevail, except that higher density commercial would be allowed in the Mixed Employment areas	Policies for the Mixed Employment designations in the Regional Centre and the Carvolth Frequent Transit Development Area are provided in Section 2.4.14.

Section	RGS Action	OCP Policies
1.2.6 f)	For Urban Centres, Frequent Transit Development Areas and GU areas, include policies which: i. Support continued industrial uses by minimizing the impacts of urban uses on industrial activities ii. Encourage safe and efficient transit, cycling and walking iii. Implement transit priority measures, where appropriate iv. Support district energy systems and renewable energy generation, where appropriate	i. Sections 2.3.12 and 2.4.7 support existing industrial uses and specify how new urban uses shall minimize impacts on existing industrial uses. ii. Sections 2.3.14 and 2.4.8 encourage safe and efficient transit, cycling and walking. iii. Sections 2.3.14 and 2.4.8 provide opportunity for transit priority measures where appropriate. iv. Section 3.16 supports district energy and other energy conservation measures.
1.3.3 a)	Identify Rural areas and their boundaries on a map	General boundaries identified on Maps 1 and A-1.
1.3.3 b)	Limit development to a scale, form and density consistent with the intent for the Rural land designation and what is compatible with on-site sewer servicing	Section 2.2.6 specifies density of development in the Rural area and discusses sewer servicing. Sections 5.5.3 and 5.6.2 of the Rural Plan include lot size provisions, subject to Agricultural Land Commission regulations. The Subdivision and Development Servicing Bylaw does not require municipal sewer system in the rural area other than in the community of Milner.
1.3.3 c)	Include policies which: i. Specify the allowable density and form ii. Support agricultural uses within the ALR, and where appropriate outside the ALR	i. Section 2.2.6 specifies the density and general form of development. Sections 5.5.3 and 5.6.2 of the Rural Plan include lot size provisions, subject to Agricultural Land Commission regulations and approvals. ii. Section 2.2.6 allows agricultural uses in the Rural area.

Section	RGS Action	OCP Policies
2.1.4 a)	Support appropriate economic development in Urban Centres, Frequent Transit Development Areas, Industrial and Mixed Employment areas	Sections 2.3.7 and 2.3.8 support office and commercial development in the Regional Centre, Town Centre, and Frequent Transit Development Areas. Sections 2.4.11, 2.4.13 and 2.4.14 support industrial uses in Industrial areas and industrial, office and limited commercial uses in Mixed Employment areas. The specific definition of "activities not normally attracted to these locations" in Section 2.4.14 related to Mixed Employment areas located outside the Regional Centre and Frequent Transit Development Area is detailed in community and neighbourhood plans.
2.1.4 b)	Support development of office space in Urban Centres, through policies such as zoning that reserves land for office uses, density bonus provisions to encourage office development, variable DCCs, and/or other financial incentives	Section 2.3.7 supports office development in the Regional Centre and Town Centres and provides incentives for office development for future consideration.
2.1.4 c)	Include policies that discourage major commercial and institutional development outside Urban Centres or Frequent Transit Development Areas	Section 2.3.5 allows for neighbourhood centres providing small-scale commercial development to serve the local area or neighbourhood. Sections 2.3.7 and 2.3.8 also provide policies encouraging higher density residential commercial development and office development to centres and Frequent Transit Development Areas.
2.1.4 d)	Show how the economic development role of Special Employment Areas, post-secondary institutions and hospitals are supported through land use and transportation policies	Sections 2.4.18 and 2.4.19 provide land use policies to support the growth and development of Trinity Western University. The Road Classifications map (Map 7) provides for extension of 80 Avenue to provide additional access to the University.
2.2.4 a)	Identify industrial areas and their boundaries on a map	Industrial areas are shown on Maps 1 and A-1.
2.2.4 b)	Include Industrial policies that: i. Support and protect industrial uses ii. Support appropriate accessory uses, including commercial space and caretaker units iii. Exclude uses which are inconsistent with the intent of industrial areas, such as medium and large format retail, residential uses (other than industrial caretaker units where necessary) and stand-alone office uses to a scale that are not supportive of industrial activities	i. Section 2.4.11 states the intention of Industrial areas to be used for manufacturing and warehousing use. Section 2.3.12 supports industrial activity by minimizing impacts on existing industrial areas through buffering, landscaping and building design, as does Section 3.7.7. ii. Section 2.4.11 allows retail use directly related and accessory to the industrial use and provides for limited commercial uses to support industrial activities, subject to policies in community plans. Residential use is limited to one unit for the owner, manager, or caretaker.

Section	RGS Action	OCP Policies
	iv. Encourage better utilization and intensification of industrial areas for industrial activities	iii. Section 2.4.11 provides that commercial and residential uses other than those permitted in that section would not be permitted. iv. Section 2.4.12 encourages better utilization and intensification of industrial areas. This will be based on Metro Vancouver's "Best Practices for the Intensive Use of Industrial Land".
2.2.4 c)	Identify Mixed Employment areas and their boundaries on a map	Mixed Employment Areas are shown on Maps 1 and A-1.
2.2.4 d)	Include policies for Mixed employment areas which: i. Support a mix of industrial, commercial, office and other related employment uses while maintaining support for established industrial areas, including potential intensification policies for industrial activities, where appropriate ii. Allow large and medium format retail where appropriate, provided that such development will not undermine the broad objectives of the RGS iii. Support the regional objective of concentrating commercial and other major trip-generating uses in Urban Centres and Frequent Transit Development Areas iv. Where Mixed Employment areas are located within Urban Centres or Frequent Transit Development Areas, support higher density commercial development and allow employment and service activities consistent with the intent of Urban Centres or Frequent Transit Development Areas v. Allow low density infill/expansion based on currently accepted local plans and policies in Mixed Employment areas and support increases in density only where the Mixed Employment area has transit service or where an expansion of transit service has been identified in TransLink's strategic transportation plans for the planned densities	i. Section 2.4.13 supports industrial uses in Mixed Employment Areas and encourages better utilization of land and intensification of industrial development. Section 2.4.14 also provides policies for office and commercial uses. Section 3.7.7 encourages buffering of employment lands from non-employment lands. ii. Section 2.4.14 permits commercial uses in conformity with community and neighbourhood plans. iii. Sections 2.3.7 and 2.3.8 direct higher density commercial development and high trip-generating uses to the Regional Centre, Town and Community Centres and the Frequent Transit Development Areas. iv. Section 2.4.14 provides for more intensive forms of commercial development in Mixed Employment areas located within Regional and Town Centres and Frequent Transit Development Areas. These provisions will be detailed in community and neighbourhood plans. v. Section 2.4.14 permits office and retail commercial uses in Mixed Employment Areas outside the Regional and Town Centres and Frequent Transit Development Areas in locations that are well served by transit. vi. Section 2.4.13 permits residential use for only one dwelling unit per lot for owner, manager or caretaker use.

Section	RGS Action	OCP Policies
	vi. Exclude residential uses, except for an accessory caretaker unit	
2.2.4 e)	Include policies which help reduce environmental impacts and promote energy efficiency	Section 3.13 includes a number of policies addressing environmental impacts. Section 3.16 includes policies related to energy.
2.3.6 a)	Specify Agricultural areas and boundaries on a map	Agricultural areas are shown on Maps 1 and A-1.
2.3.6 b)	Include policies to support agricultural viability including those which: i. Assign appropriate regional land use designations that support agricultural viability and discourage non-farm uses that do not complement agriculture ii. Discourage subdivision of agricultural land leading to farm fragmentation iii. Where feasible and appropriate with other governments and agencies, maintain and improve transportation, drainage and irrigation infrastructure to support agricultural activities iv. Manage the agricultural-urban interface to protect the integrity and viability of agricultural operations (e.g. buffers between agricultural and urban areas or edge planning) v. Demonstrate support for economic development opportunities for agricultural operations(e.g. processing, agri-tourism, farmers' markets and urban agriculture) vi. Encourage the use of agricultural land, with an emphasis on food production vii. Support educational programs that provide information on agriculture and its importance for the regional economy and local food systems	i. Agricultural lands are shown as Agriculture on Map 1 to support agricultural viability and limit development. These lands are further protected in Sections 5.5 and 5.6 of the Rural Plan with policies that encourage agricultural use and restrict other uses. ii. Sections 2.1.1 and 2.1.2 discourage development outside the urban development area and limit subdivision and commercial and industrial and institutional uses. The Rural Plan discusses minimum parcel sizes for subdivision, subject to the approval of the Agricultural Land Commission. iii. The Agricultural Viability Strategy addresses transportation, drainage and irrigation infrastructure to support agricultural activities. iv. Sections 2.1.3 and 2.1.4 and 3.6.9 and Section 5.11 of the Rural Plan provide general policies for the agricultural-urban interface. Development permit provisions have been enacted for some areas (Carvolth and Northeast Gordon neighbourhoods in Willoughby) and a development permit provision to cover all the agricultural-urban edges is underway. v. Section 2.1 of the Agricultural Viability Strategy and Part 4 of the Rural Plan support economic development opportunities related to agriculture. Urban agriculture is addressed in Sections 3.3.10 through to 3.3.13. vi. Section 2.2.1 encourages food production and Sections 4.3.1 and 5.5.1 of the Rural Plan recognizes the importance of agriculture. vii. Section 3.6.10 recommends exploration of an Agricultural Centre of Excellence with educational links, Section 3.3.11 encourages agricultural education and Section 4.5 of the Rural Plan makes a number of recommendations on education

Section	RGS Action	OCP Policies
		related to the agricultural industry. Section 2.1.4 of the Agricultural Viability Strategy also lists a number of actions to promote agriculture in the Township.
3.1.4 a)	Identify Conservation and Recreation (C&R) areas and their boundaries on a map	Conservation and Recreation areas are shown on Maps 1 and A-1.
3.1.4 b)	Include land use policies to support protection of Conservation and Recreation areas that are consistent with the following: i. Public service infrastructure, including the supply of drinking water ii. Environmental conservation iii. Recreation, primarily outdoor iv. Education, research and training facilities and uses that serve conservation and/or recreation users v. Commercial uses, tourism activities, and public, cultural or community amenities that are appropriately located, scaled and consistent with the intent of the designation vi. Limited agricultural use, primarily soil based	i. Areas designated as Conservation and Recreation are parks and open space areas in Langley that provide land for active and passive recreation and natural areas. ii. Section 2.2.14 states that Recreation and Conservation lands be used for environmental and ecological conservation iii. Section 2.2.14 states that Recreation and Conservation lands be used for outdoor recreation purposes iv. Section 2.2.14 includes education, research, and training associated with conservation and recreation v. Section 2.2.15 provides policies related to commercial activities. vi. Section 2.2.16 provides policies on limited agricultural use.
3.1.4 c)	Include policies, where appropriate, that effectively buffer Conservation and Recreation areas from activities in adjacent areas	Section 2.2.15 addresses buffering of Conservation and Recreation areas from activities in adjacent areas.
3.2.4	Include policies and/or maps that indicate how ecologically important areas and natural features will be managed (e.g. steep slopes and ravines, intertidal areas and other natural features not addressed in Strategy 3.1)	Section 3.13 addresses management of environmentally sensitive areas, wildlife habitat and streams and riparian areas. All watercourses in the Township are designated as a development permit area in Schedule 3. Section 3.15 addresses lands subject to hazardous conditions.
3.2.5	In collaboration with other agencies develop and manage municipal components of the MV Regional Recreation Greenway Network (RRGN) and connect community trails, bikeways and greenways to the RRGN where appropriate	Sections 3.14.3 through to 3.14.7 and Map 12 provide a plan for recreational greenways that incorporate the components of the Recreational Greenway Network.

Section	RGS Action	OCP Policies
3.2.6	Identify where appropriate measures to protect, enhance and restore ecologically important systems, features, corridors and established buffers and other ecologically important features (e.g. conservation covenants, land trusts, tax exemptions and eco-gifting)	Section 3.13, Ecological Services, identifies measures to protect enhance and restore ecologically important systems.
3.2.7	Consider watershed and ecosystem planning and/or Integrated Stormwater Management Plans in the development of municipal plans	Section 3.12.19 addresses provision and implementation of integrated stormwater management plans for all Township watersheds within Urban Development Areas.
3.3.4 a)	Identify how to use land development and transportation strategies to meet greenhouse gas reduction targets and consider how these targets will contribute to the regional targets	Development of mixed use, pedestrian, bicycle and transit friendly centres and urban areas with higher density housing forms is encouraged to reduce greenhouse gas emissions. Sections 2.5.18 and 3.17.5 address community design and GHG reduction strategies and Section 3.9 addresses walking, cycling, and transit.
3.3.4 b)	Identify policies and/or programs that reduce energy consumption and greenhouse gas emissions, and improve air quality from land use and transportation infrastructure, such as: i. Existing building retrofits and construction of new buildings to green performance guidelines or standards, district energy systems, and energy recovery and renewable energy generation technologies, such as solar panels and geoexchange systems, and electric vehicle charging infrastructure ii. Community design and facility provision that encourages transit, cycling and walking (e.g. direct and safe pedestrian and cycling linkages to the transit system	i. Section 3.16 provides policies encouraging district heating, green building design and renewable heart systems. ii. Sections 2.5.5 through to 2.5.11 provide design guidance for transit, cycling and pedestrian modes of transportation.
3.3.4 c)	Focus infrastructure and amenity investments in Urban Centres and Frequent Transit Development Areas, and at appropriate locations along TransLink's Frequent Transit Network	Infrastructure and amenities will be focussed in Urban Centres and Frequent Transit Development Areas.
3.3.4 d)	Implement land use policies and development control strategies which support integrated storm water management and water conservation objectives	Section 3.12 provides a number of policies to support integrated storm water management and water conservation

Section	RGS Action	OCP Policies
3.4.4	Include policies to encourage settlement patterns that minimize risks associate with climate change and natural hazards (e.g. earthquake, flooding, erosion, subsidence, mudslides, interface fires)	Sections 3.17 and 3.15 address climate change and lands subject to hazardous conditions.
3.4.5	Consider incorporating climate change and natural hazard risk assessments into the planning and location of municipal utilities, assets and operations	Section 3.17.7 recommends assessment of potential impacts of climate change. Section 3.15 addresses floodplain protection and setback of buildings from watercourses.
4.1.7 a)	Include policies or strategies that indicate how municipalities will work toward meeting the estimated future housing demand, which: i. ensure the need for diverse housing options is articulated in municipal plans and policies, including neighbourhood and area plans ii. increase the supply and diversity of the housing stock through infill developments, more compact housing forms and increased density iii. in collaboration with the federal government and the province, assist in increasing the supply of affordable rental units for households with low or low to moderate incomes through policies, such as density bonus provisions, inclusionary zoning or other mechanisms, particularly in areas that are well served by transit iv. encourage and facilitate affordable housing development through measures such as reduced parking requirements, streamlined and prioritized approval processes, below market leases of publicly owned property, and fiscal measures	i. Section 2.5.2 encourages a mix of housing forms and tenures. This policy is implemented through community and neighbourhood plans. ii. Section 2.5.2 encourages a mix of housing forms and tenures. This policy is implemented through community and neighbourhood plans. iii. Section 2.5.2 encourages a mix of housing tenures. Section 3.1.4 recommends policies to increase the supply of affordable rental housing. The Housing Action Plan includes an action to ensure that new neighbourhood plans include affordable, rental and special needs housing. The Township will work with the federal and provincial governments, Metro Vancouver, and the development industry to provide affordable rental housing for households with low or low to moderate incomes. iv. The Housing Action Plan includes actions to encourage affordable housing.

Section	Action	OCP Policies
4.1.8	Prepare and implement Housing Action Plans which: i. assess local housing market conditions, by tenure, including assessing housing supply, demand and affordability ii. identify housing priorities, based on the assessment of local housing market conditions, and consideration of changing household demographics, characteristics and needs iii. identify implementation measures within the jurisdiction and financial capabilities of municipalities, including actions set out in Section 4.1.7 iv. encourage the supply of new rental housing and where appropriate mitigate or limit the loss of existing rental housing stock v. identify opportunities to participate in programs with other levels of government to secure additional affordable housing units to meet housing needs across the continuum vi. cooperate with and facilitate the activities of the Metro Vancouver Housing Corporation under Action 4.1.5	Council endorsed a Housing Action Plan in 2013 that: i. assessed local housing conditions ii. identified housing priorities iii. identified actions to meet the objectives of the plan iv. encouraged supply of new rental housing, v. Section 3.1.2 provides that the Township will work with other levels of government to increase the number of affordable housing units. vi. Section 3.1.2 provides that the Township will work with the Metro Vancouver Housing Corporation to increase the number of affordable housing units.
4.2.4 a)	Support compact, mixed use, transit, cycling and walking oriented communities	Sections 2.5.3 through to 2.5.8 support compact, mixed use, transit, cycling and walking oriented communities.
4.2.4 b)	Locate community, arts, cultural, recreational, institutional, medical/health, social service educational facilities and affordable housing in Urban Centres or areas with good access to transit	Section 2.3.11 directs community arts and cultural facilities and other major institutional facilities to the Regional Centre, Town and Community Centres and the Frequent Transit Development Areas or other areas with good access to transit.
4.2.4 c)	Provide public spaces and other place-making amenities for increased social interaction and community engagement	Sections 2.5.7, 2.5.12, 2.5.19, 2.5.20 and 3.14 address the need for public spaces and amenities.

Section	Action	OCP Policies
4.2.4 d)	Support active living through the provision of recreational facilities, parks, trails, and safe and inviting pedestrian and cycling environments	Sections 3.3.1 through to 3.3.5, and Sections 3.3.7 through to 3.3.9 outline a number of ways to support active living.
4.2.4 e)	Support food production and distribution throughout the region, including in urban areas roof top gardens, green roofs and community gardens on private and municipally-owned lands and healthy food retailers, such as grocery stores and farmers' markets near housing and transit services	Sections 3.3.10 through to 3.3.13 support local food production and distribution.
4.2.4 f)	Assess overall health implications of proposed new communities, infrastructure and transportation services, including air quality and noise, with input from public health authorities	Section 3.13 provides for integration of ecological services into broader planning initiatives.
4.2.4 g)	Support universally accessible community design	Section 3.1.9 requires adaptable design (as set out in Schedule 2) of some dwelling units.
4.2.4 h)	Where appropriate, identify small scale Local Centres in the General Urban areas that provide a mix of housing types, local serving commercial activities and good access to transit. Local Centres are not intended to compete with or compromise the role of Urban Centres and should preferably be located within Frequent Transit Development Areas	Local Centres are designated as Community Centres (Section 2.3.4 and Map 3). Section 2.3.5 provides for the designation of Neighbourhood Centres in Community Plans.
4.2.4 i)	Recognize the Special Employment Areas as shown on the Map 11; Special Employment Areas are located outside of Urban Centres and Frequent Transit Development Areas, and are region-serving, special purpose facilities that have a high level of related transportation activity due to employee, student, or passenger trips	There are no Special Employment Areas in the Township, but Trinity Western University is recognized through designation of a University District intended to provide for integrated development of learning, cultural, employment, recreational, and housing opportunities (Sections 2.4.18 and 2.4.19) linked to the Willoughby area by an extension of 80 Avenue to Glover Road.

Section	Action	OCP Policies
5.1.6 a)	Identify land use and transportation policies and actions, and describe how they are coordinated, to encourage a greater share of trips made by transit, multiple-occupancy vehicles, cycling and walking, and to support TransLink's Frequent Transit Network	Higher density residential development and major commercial development is permitted in the Regional Centre, Town and Community Centres and Frequent Transit Development Areas. These centres are located on major roads in the community to encourage expansion of the transit system. The centres are located along direct routes. Section 2.3.9 and urban design guidelines in Section 2.5 encourage mixed use development. Where the guidelines are not incorporated into current plans, they will be considered in future Community and Neighbourhood plan updates. Section 3.9 includes a number of policies to encourage walking, cycling, transit and multiple-occupancy vehicles.
5.1.6 b)	Identify policies and actions that support the development and implementation of municipal and regional transportation system and demand management strategies, such as parking pricing and supply measures, transit priority measures, ridesharing, and car-sharing programs	Section 3.9.9 identifies a general policy to consider demand management strategies. Section 3.9 includes a number of policies to encourage walking, cycling, transit and multiple-occupancy vehicles.
5.1.6 c)	Identify policies and actions to manage and enhance municipal infrastructure to support transit, multiple-occupancy vehicles, cycling and walking	Section 3.9 includes a number of policies to encourage walking, cycling, and transit and multiple-occupancy vehicles.
5.2.3 a)	Identify routes on a map for the safe and efficient movement of goods and service vehicles to, from and within Urban Centres, Frequent Transit Development Areas, Industrial, Mixed Employment and Agricultural areas, Special Employment Areas, ports, airports, and international border crossings	Map 8 shows truck routes for the Township that serve Urban Centres, Frequent Transit Development Areas, Industrial, Mixed Employment and Agricultural areas, and the airport.
5.2.3 b)	Identify land use and related policies and actions that support optimizing the efficient movement of vehicles for passengers, Special Employment Areas, goods and services on the Major Road Network, provincial highways, and federal transportation facilities;	The land use policies in Section 2, particularly policies related to centres and land use designations (Sections 2.3 and 2.4), and policies in Sections 3.8 and 3.9 support efficient transportation. The Road Classifications map (Map 7) does so as well.

Section	Action	OCP Policies
5.2.3 c)	Support the development of local and regional transportation system management strategies, such as the provision of information to operators of goods and service vehicles for efficient travel decisions, management of traffic flow using transit priority measures, coordinated traffic signalization, and lane management;	Section 3.8.18 recommends consideration of demand management strategies where appropriate. Section 3.8 supports the development of local and regional transportation system management strategies.
5.2.3 d)	Identify policies and actions which support the protection of rail rights-of-way and access points to navigable waterways in order to reserve the potential for goods movement, in consideration of the potential impacts on air quality, habitat and communities	Section 3.8.14 addresses protection of rail rights-of-way and access to navigable waterways.

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: MVRD Board

From: Dorothy Shermer, Corporate Officer

Date: July 18, 2023 Meeting Date: July 28, 2023

Subject: **COVID-19 Vaccination Policy, Governance Group**

RECOMMENDATION

That the MVRD Board receive for information the report dated July 18, 2023 titled "COVID-19 Vaccination Policy, Governance Group".

EXECUTIVE SUMMARY

The *COVID-19 Vaccination Policy, Governance Group* was adopted on January 28, 2022 and remains in place. This policy requires all Board and Committee members as well as the CAO to provide proof of vaccination before attending any Metro Vancouver workplace, event, or Board- or Committee-related activity. This policy will remain in place until the Board deems it appropriate to rescind it by resolution.

PURPOSE

This report provides information on the status of the *COVID-19 Vaccination Policy, Governance Group*.

BACKGROUND

The *COVID-19 Vaccination Policy, Governance Group* was adopted on January 28, 2022. This policy requires all Board and Committee members as well as the CAO to provide proof of vaccination before attending any Metro Vancouver workplace, event, or Board- or Committee-related activity. This policy will remain in place until the Board deems it appropriate to rescind it. If the Board wishes to rescind this policy, the resolution required is as follows:

> That the MVRD Board rescind Policy No. HR-025, "COVID-19 Vaccination Policy, Governance Group."

ALTERNATIVES

1. That the MVRD Board receive for information the report dated July 18, 2023 titled "COVID-19 Vaccination Policy, Governance Group".
2. That the MVRD Board rescind Policy No. HR-025, "COVID-19 Vaccination Policy, Governance Group".

ATTACHMENTS

1. "COVID-19 Vaccination Policy, Governance Group", dated January 28, 2022.

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

BOARD POLICY

COVID-19 VACCINATION POLICY, GOVERNANCE GROUP

Effective Date: January 28, 2022

Approved By: MVRD Board

Policy No. HR-025

PURPOSE

The purpose of this policy is to promote and support a safe workplace for all Board and Committee members and the CAO as well as continuous operations of Metro Vancouver through the implementation of health and safety measures designed to incorporate Office of the Provincial Health Officer (PHO) guidance, thereby increasing the protection of all employees, visitors and members of the public from risk of serious illness and death from COVID-19.

DEFINITIONS

"COVID-19" means SARS-CoV-2 coronavirus, including all variants;

"COVID-19 Vaccine" means a COVID-19 vaccination series authorized by Health Canada;

"Fully Vaccinated" refers to an individual who has received all required doses of a COVID-19 Vaccine or combination of COVID-19 Vaccines that are accepted by the BC Centre for Disease Control;

"Proof of Vaccination" is an acceptable government issued documentation which confirms that the individual has been fully vaccinated, eg. BC Vaccine Card;

"**Governance Group**" refers to all Board and Committee members as well as the CAO; and

"Workplace" means locations, both indoors and outdoors, at which Metro Vancouver's work functions and responsibilities are performed or discharged (with the exception of when a member of the Governance Group participates in Metro Vancouver related activity through video conferencing or other remote participation arrangement).

POLICY

The COVID-19 pandemic has given rise to significant health and safety risks. PHO and other government officials have affirmed the importance of vaccination against COVID-19 as an effective tool for preventing serious illness and death from COVID-19.

This policy complements and is not intended to replace nor contradict any PHO orders, public health guidance and any orders, notices or guidance from BC Ministries guidelines which set out additional health and safety measures and procedures for local governments.

This policy sets out Metro Vancouver's requirements and process for the Chief Administrative Officer (CAO), Board and Committee members to provide confirmation of vaccination or, alternatively, when possible, to participate remotely in Metro Vancouver work functions and responsibilities.

SCOPE

This policy applies to all members of the Governance Group.

RESPONSIBILITIES

In order to protect the health and safety of Metro Vancouver employees, visitors and members of the public all members of the Governance Group:

a) are responsible for the administration of this Policy.
b) are required to comply with this Policy.

SAFETY REQUIREMENTS

1. Effective February 4, 2022 ("Deadline"), no member of the Governance Group may attend, in person, any Metro Vancouver Workplace, event, or represent Metro Vancouver, in person, at any work related activity unless prior to such in person attendance the member provides Metro Vancouver with Proof of Vaccination in accordance with Section 2 of this Policy.

2. Proof of Vaccination must be submitted for verification to designated Metro Vancouver staff by the Deadline. The Corporate Officer will maintain a current list of those members of the Governance Group who have submitted Proof of Vaccination.

3. Members of the Governance Group who do not comply with this Policy must not attend, in person, any Metro Vancouver Workplace, event, or represent Metro Vancouver, in person, at any Board or Committee related activity.

EXEMPTIONS/ACCOMMODATIONS

1. Metro Vancouver will consider requests for an accommodation or exemption from the requirements of this policy on an individual basis for those individuals who are unable to comply with the Policy because of a personal characteristic protected by the *British Columbia Human Rights Code*.

2. Accommodation or exemption requests must be submitted to the Corporate Officer. Metro Vancouver reserves the right to require supporting documentation and to verify that documentation prior to commencing the accommodation or exemption process.

3. To continue to protect the health and safety of Metro Vancouver's Workplaces, an accommodation or exemption may not necessarily excuse individuals from compliance, and may require them to undertake other preventative measures.

PRIVACY PROTECTION

1. Metro Vancouver will collect, use and disclose vaccination information, including proof of vaccination and COVID-19 rapid testing and screening results, in accordance with the *Freedom of Information Protection of Privacy Act*.

2. All personal information will be confidentially and securely stored and securely destroyed when no longer required. Metro Vancouver will disclose vaccination information on a strictly need to know basis and only for the purposes described above. Metro Vancouver may share vaccination information externally with its service providers, professional advisors as necessary for the purposes set out in this policy, or to other third parties such as law enforcement officials, public health officials, or other government agencies as permitted or required by law.

POLICY REVISION

This policy may be amended at any time and particularly in response to updated information from the PHO or other government entities.

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: GVS&DD, GVWD and MVRD Boards

From: Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer

Date: July 25, 2023 Meeting Date: July 28, 2023

Subject: **Public Engagement on Development Cost Charges**

RECOMMENDATION
That the GVS&DD/GVWD/MVRD Board direct staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended in the report dated July 25, 2023 titled "Public Engagement on Development Cost Charges".

EXECUTIVE SUMMARY
Per Board Policy No. GV-018 – Public Engagement, the Board of Directors is responsible for authorizing engagement processes. This report seeks authorization from each of the GVS&DD, GVWD and MVRD Boards for undertaking a consultation process in September with member jurisdictions, the Urban Development Institute (UDI) and other parties on proposed updates to Development Cost Charges imposed by each of GVS&DD, GVWD and MVRD respectively. The input received through this process will inform the budget process in October 2023.

PURPOSE
To seek authorization from each of the GVS&DD, GVWD and MVRD Boards for undertaking a consultation process in September with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges.

BACKGROUND
Per Board Policy No. GV-018 – Public Engagement, the Board of Directors is responsible for authorizing engagement processes. As changes to Development Cost Charges have the potential to impact the public and stakeholders, a public consultation process is recommended to ensure that each of the GVS&DD, GVWD and MVRD Boards' decisions are informed by public input. To meet budget cycle deadlines, staff recommend undertaking a consultation process in September with member jurisdictions and the UDI.

PUBLIC ENGAGEMENT PROCESS
Metro Vancouver staff will adhere to the *Public Engagement Guide* and seek input on the following topics from member jurisdictions and the Urban Development Institute:

- Updating Liquid Waste Development Cost Charge Rates
- Updating Water Development Cost Charge Rates
- Creation of a Parks Development Cost Charge

The results of this engagement process will be presented to the Board for its consideration as part of the Five-Year Financial Plan budget deliberations to be held in October.

ALTERNATIVES

1. That the GVS&DD/GVWD/MVRD Board direct staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended in the report dated July 25, 2023 titled "Public Engagement on Development Cost Charges".
2. That the GVS&DD/GVWD/MVRD Board receive for information the report dated July 25, 2023 titled "Public Engagement on Development Cost Charges".

FINANCIAL IMPLICATIONS

The costs of undertaking a consultation process with member jurisdictions and the UDI on proposed updates to Development Cost Charges can be accommodated within regular operating budgets. No budgetary impact is expected.

CONCLUSION

Authorization from each of the GVS&DD, GVWD and MVRD Boards is requested per Board Policy No. GV-018 for undertaking a consultation process in September with member jurisdictions and the Urban Development Institute on proposed updates to Development Cost Charges. The input received through this process will inform the budget process in October 2023. Alternative 1 is recommended.

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COMMITTEE INFORMATION ITEMS AND DELEGATION SUMMARIES

Metro Vancouver Regional District
Board Meeting Date – Friday, July 28, 2023

This information item, listing recent information received by committee, is provided for the MVRD Board's information. Please access a complete PDF package here.

Regional Parks Committee – July 5, 2023

Delegations:

3.1 Ellen Hayakawa
Subject: Regional Park at Cape Roger Curtis - Park Planning and Municipal Update
Executive Summary Provided

Information Items:

5.5 Draft 2024 – 2028 Regional Parks Capital Plan

Climate Action Committee – July 6, 2023

Delegations:

No delegations presented

Information Items:

5.4 2023 Update on Water Sustainability Innovation Fund Projects

George Massey Crossing Task Force – July 6, 2023

Delegations:

No delegations presented

Information Items:

5.1 Fraser River Tunnel Project Environmental Assessment Process Update
5.2 Fraser River Tunnel Project Procurement Process Update

Finance Committee – July 13, 2023

Delegations:

No delegations presented

Information Items:

5.6 Metro Vancouver Quarterly Financial Report – June 30, 2023

Invest Vancouver Management Board – July 14, 2023

Delegations:

No delegations presented

Information Items:

5.1 Economic Reconciliation Update

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