

**METRO VANCOUVER REGIONAL DISTRICT  
HOUSING COMMITTEE**

**MEETING**

**Friday, January 12, 2024**

**9:00 am**

**28<sup>th</sup> Floor Committee room, 4515 Central Boulevard, Burnaby, British Columbia**

**Webstream available at <https://www.metrovancover.org>**

**REVISED AGENDA<sup>1</sup>**

**A. ADOPTION OF THE AGENDA**

**1. January 12, 2024 Meeting Agenda**

That the Housing Committee adopt the agenda for its meeting scheduled for January 12, 2024 as circulated.

**B. ADOPTION OF THE MINUTES**

**1. October 13, 2023 Meeting Minutes**

That the Housing Committee adopt the minutes of its meeting held October 13, 2023 as circulated.

*pg. 4*

**C. DELEGATIONS**

**D. INVITED PRESENTATIONS**

**E. REPORTS FROM COMMITTEE OR CHIEF ADMINISTRATIVE OFFICER**

**1. 2024 Housing Committee Meeting Schedule and Work Plan**

That the Housing Committee:

- a) receive for information the Housing Committee Terms of Reference and the 2024 Annual Meeting Schedule, as presented in the report dated January 2, 2024, titled "2024 Housing Committee Meeting Schedule and Work Plan"; and
- b) endorse the 2024 Work Plan, as presented in the report dated January 2, 2024, titled "2024 Housing Committee Meeting Schedule and Work Plan".

*pg. 8*

<sup>1</sup> Note: Recommendation is shown under each item, where applicable.

- Revised 2. Renewal of MVRD Internal Financing of MVHC Mortgages** *pg. 26*
- That the MVHC/MVRD Boards:
- a) approve the MVRD continuing to provide first mortgage financing on four MVHC properties (Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor). The mortgages will be for another five-year term, and will have a variable interest rate based upon Metro Vancouver’s internal rate of return on investments; and
  - b) direct the Corporate Officer to publish in the newspaper, pursuant to requirements of Section 272 of the Local Government Act, Metro Vancouver’s intention to lend money to the MVHC.

- Revised 3. The Steller (Southwynde Ave) Affordable Housing Development – Project Budget Update** *pg. 30*
- That the MVHC Board:
- a) approve the updated project budget of \$93.9M based on Class C cost estimates for Metro Vancouver Housing’s The Steller affordable housing project; and
  - b) authorize project construction financing and take-out mortgage of up to \$26.6M and a contribution from MVHC development reserves of up to \$22.5M to fund the design and construction of Metro Vancouver Housing’s The Steller affordable housing project.

- Revised 4. The Connection (Eastburn Square) Affordable Housing Development – Project Budget Update** *pg. 35*
- That the MVHC Board:
- a) approve the updated project budget of \$120.8M, based on Class B cost estimates, for Metro Vancouver Housing’s The Connection affordable housing project; and
  - b) authorize project construction financing and take-out mortgage of up to \$43.5M and a contribution from MVHC development reserves of up to \$17.0M to fund the design and construction of Metro Vancouver Housing’s The Connection affordable housing project.

- 5. Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines – Engagement Update** *pg. 40*
- That the Housing Committee receive for information the report dated December 4, 2023, titled “Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines – Engagement Update”.

- 6. Manager’s Report** *pg. 44*
- That the Housing Committee receive for information the report dated January 2, 2024, titled “Manager’s Report”.

**F. INFORMATION ITEMS**

- 1. Tree Management on Metro Vancouver Lands – Revised Board Policy** *pg. 66*

**G. OTHER BUSINESS**

**H. RESOLUTION TO CLOSE MEETING**

*Note: The Committee 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 Housing Committee close its meeting scheduled for January 12, 2024 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:
- (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;

**I. ADJOURNMENT**

That the Housing Committee adjourn its meeting of January 12, 2024.

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Membership:

Ruimy, Dan (C) – Maple Ridge  
Locke, Brenda (VC) – Surrey  
Buchanan, Linda –North Vancouver City  
Ferguson, Steve – Langley Township

Hepner, Gordon – Surrey  
Kruger, Dylan – Delta  
McNulty, Bill – Richmond  
Meiszner, Peter – Vancouver

Pollock, Glenn – Port Coquitlam  
Tetrault, Daniel – Burnaby  
Towner, Teri – Coquitlam

**METRO VANCOUVER REGIONAL DISTRICT  
HOUSING COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Housing Committee held at 1:00 pm on Friday, October 13, 2023 in the 28<sup>th</sup> Floor Committee Room, 4515 Central Boulevard, Burnaby, British Columbia.

**MEMBERS PRESENT:**

Chair, Mayor Brenda Locke\*, Surrey  
Vice Chair, Mayor Dan Ruimy\*, Maple Ridge  
Mayor Linda Buchanan\*, North Vancouver City  
Councillor Gordon Hepner\*, Surrey  
Councillor Dylan Kruger\*, Delta  
Councillor Barb Martens\*, Langley Township  
Councillor Bill McNulty\*, Richmond  
Councillor Peter Meiszner\*, Vancouver  
Councillor Glenn Pollock\*, Port Coquitlam  
Councillor Daniel Tetrault, Burnaby  
Councillor Teri Towner\*, Coquitlam

**MEMBERS ABSENT:**

None.

**STAFF PRESENT:**

Jerry W. Dobrovolny, Chief Administrative Officer  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning  
Nikki Tilley, Legislative Services Supervisor, Board and Information Services

**1. ADOPTION OF THE AGENDA**

**1.1 October 13, 2023 Meeting Agenda**

**It was MOVED and SECONDED**

That the Housing Committee adopt the agenda for its meeting scheduled for October 13, 2023 as circulated.

**CARRIED**

\*denotes electronic meeting participation as authorized by the *Procedure Bylaw*

**2. ADOPTION OF THE MINUTES**

**2.1 September 8, 2023 Meeting Minutes**

**It was MOVED and SECONDED**

That the Housing Committee adopt the minutes of its meeting held September 8, 2023 as circulated.

**CARRIED**

**3. DELEGATIONS**

No items presented.

**4. INVITED PRESENTATIONS**

- 4.1 Patrick Stewart, Director, Sim'oogit Saa-Bax Patrick R. Stewart, PhD, Architect  
AIBC, FRAIC, Lu'ma Native Housing Society  
David Wells, Chair, Indigenous Homelessness Steering Committee for Metro  
Vancouver  
Lorraine Copas, Chair, Greater Vancouver Community Advisory Board for Reaching  
Home**  
Members were presented with an overview of the 2023 Regional Homeless Count Results.

Presentation material titled “2023 Regional Homeless Count Results” is retained with the October 13, 2023 Housing Committee agenda.

**5. REPORTS FROM COMMITTEE OR STAFF**

**5.1 2024 - 2028 Financial Plan Overview**

Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer and Harji Varn, Chief Finance Officer/General Manager, Financial Services presented members with an overview of the 2024 – 2028 Financial Plan, including the 2024 budget cycle timeline, its major cost drivers, and the overall household impact.

Presentation material titled “2024 – 2028 Financial Plan Overview” is retained with the October 13, 2023 Housing Committee agenda.

**It was MOVED and SECONDED**

That the Housing Committee receive the 2024-2028 Financial Plan Overview presentation for information.

**CARRIED**

**5.2 2024 - 2028 Financial Plan – Housing Planning and Policy**

Report dated September 28, 2023, from Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, presented the Housing Committee with an update on the 2024 – 2028 Financial Plan for Housing Policy and Planning for consideration.

Members were provided with an overview of the 2024 – 2028 Financial Plan for Metro Vancouver’s Housing Planning and Policy functions, highlighting an overview of proposed service activities and anticipated financial impacts for the next five years.

**It was MOVED and SECONDED**

That the Housing Committee endorse the 2024 - 2028 Financial Plan for Housing Planning and Policy as presented in the report dated September 28, 2023, titled “2024 - 2028 Financial Plan – Housing Planning and Policy”, and forward it to the Metro Vancouver Board Budget Workshop on October 20, 2023 for consideration.

**CARRIED**

**5.3 2024 - 2028 Financial Plan – Metro Vancouver Housing Corporation (MVHC)**

Report dated September 26, 2023, from Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, presented the Housing Committee with an update on the 2024 – 2028 Financial Plan for the Metro Vancouver Housing Corporation for consideration.

Members were provided with an overview of the 2024 – 2028 Financial Plan for the Metro Vancouver Housing Corporation, outlining the proposed capital projects and operating programs, and the financial impact of these projects over the next five years.

**It was MOVED and SECONDED**

That the Housing Committee endorse the 2024 - 2028 Financial Plan for the Metro Vancouver Housing Corporation as presented in the report dated September 28, 2023, titled “2024 - 2028 Financial Plan – Metro Vancouver Housing Corporation”, and forward it to the Metro Vancouver Board Budget Workshop on October 20, 2023 for consideration.

**CARRIED**

**5.4 Manager’s Report**

Report dated September 18, 2023, from Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, providing the Housing Committee with an update on Housing Committee 2023 Work Plan, information about the Housing Central Conference, the impact of GST rental rebates for new purpose-built rental housing and examples of off-site and prefabricated housing construction.

**It was MOVED and SECONDED**

That the Housing Committee receive for information the report dated September 18, 2023, titled "Manager's Report."

**CARRIED**

**6. INFORMATION ITEMS**

**6.1 Streamlining the Delivery of Rental Housing Through Pre-Approved Plans and Off-Site Construction**

**7. OTHER BUSINESS**

No items presented.

**8. BUSINESS ARISING FROM DELEGATIONS**

No items presented.

**9. ADJOURNMENT/CONCLUSION**

**It was MOVED and SECONDED**

That the Housing Committee adjourn its meeting of October 5, 2023.

**CARRIED**

(Time: 2:12 pm)

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Nikki Tilley,  
Legislative Services Supervisor

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Brenda Locke,  
Chair

63136241 FINAL

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To: Housing Committee

From: Michael Epp, Director, Housing Planning and Development, Metro Vancouver Housing

Date: January 2, 2024 Meeting Date: January 12, 2024

Subject: **2024 Housing Committee Meeting Schedule and Work Plan**

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## RECOMMENDATION

That the Housing Committee:

- a) receive for information the Housing Committee Terms of Reference and the 2024 Annual Meeting Schedule, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”; and
  - b) endorse the 2024 Work Plan, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”.
- 

## EXECUTIVE SUMMARY

The Terms of Reference for the Housing Committee set out the committee responsibilities in the areas of reviewing and endorsing budgets and financial plans for MVHC and MVRD’s Housing Planning and Policy function, overseeing implementation of the Metro Vancouver Housing 10-Year Plan, overseeing strategic direction on the performance, operations, and management of MVHC assets and capital programs, which provides guidance and oversight on the implementation of the annual work plan.

Work plan priorities for 2024 are consistent with the endorsed 2024 Budget and include: progressing design, approvals, and construction for Metro Vancouver Housing development and rehabilitation projects, initiating the next phase of development and expansion under the Metro Vancouver Housing 10-Year Plan, pursuing portfolio funding partnerships and other funding opportunities, and continuing to develop tenant programs and policies. Pursuant to the Terms of Reference, the meeting schedule proposes 10 meetings.

## PURPOSE

To provide the Housing Committee with the 2024 Work Plan, Terms of Reference, and Annual Meeting Schedule.

## BACKGROUND

Annually, following the Board Inaugural meeting in November, the Board Chair establishes the committee structure and the terms of reference for each committee for the new year. To support the Committee in its work, this report brings forward the committee’s Work Plan and the Schedule of Meetings for 2024.

## 2024 WORK PLAN

The Annual Work Plans for the MVHC function and MVRD Housing Planning and Policy function are based on the 2024 Budget approved by the MVHC and MVRD Boards on October 27, 2023, which



include a list of key actions that were used to develop the Housing Committee's Work Plan presented in this report (Attachment 1). The Work Plan presented in this report is consistent with the Housing Committee's Terms of Reference (Attachment 2) and with the Board Strategic Plan and is being brought forward for the Committee's information, review and endorsement.

Key actions in the 2024 Work Plan for the Committee are described below and listed according to the Committee responsibilities in its Terms of Reference.

### **Metro Vancouver Housing Corporation**

- Finalize construction for redevelopment of Salal Landing (Port Coquitlam) and Kingston Gardens Phase 1 (Surrey);
- Progress construction for Heather Place Building B (Vancouver);
- Continue design and permit approvals for Malaspina Village Phase 1 (Coquitlam), The Connection (Burnaby), The Steller (Burnaby), and Heron's Nest (Pitt Meadows);
- Initiate detailed design for Riverside Drive (District of North Vancouver), a new housing site identified through MVH's Expression of Interest Round 2;
- Initiate Metro Vancouver Housing's Tranche 2 Strategy for the next phase of development and expansion under the *Metro Vancouver Housing 10-Year Plan*;
- Continue to pursue portfolio funding partnerships and other funding opportunities with provincial and federal governments;
- Advance partnership opportunity sites at Poplar Landing, Ozada Village, Park Court and Sutton Place;
- Explore opportunities to purchase inclusionary housing units, or acquire existing purpose-built rental housing;
- Progress building rehabilitation projects at Minato West (Richmond), Manor House (North Vancouver) and Strathearn Court (Vancouver) into construction;
- Advance detailed design for deep retrofits at Le Chateau Place (Coquitlam), and Crown Manor (New Westminster);
- Continue to develop and implement innovative tenant programs that support and enhance engaged communities; and
- Continue to support tenants who need to be relocated due to redevelopment.

### **Housing Planning and Policy**

- Initiate the *Metro Vancouver Housing 10-Year Plan: Phase Two Implementation Plan (2025-2030)*;
- Explore partnerships to deliver affordable rental housing;
- Provide information on regional housing issues and solutions; and
- Continue to regularly review MVH policies and procedures to support tenant operations.

The committee will be updated on the status of the actions and projects in this Work Plan on a quarterly basis per the Committee's schedule.

## **2024 COMMITTEE MEETING SCHEDULE**

The *Procedure Bylaw* requires the Corporate Officer to provide the Committee with an Annual Meeting Schedule for the upcoming year, including the date, time, and place of the meetings (Attachment 3).

### **Meeting Place**

Committee meetings will be held at Metro Vancouver Committee Room, 28<sup>th</sup> Floor, 4515 Central Blvd, Burnaby, BC, at 9:00 am, unless otherwise specified on the Metro Vancouver public notice board, the Metro Vancouver website, and the respective agenda.

### **ALTERNATIVES**

1. That the Housing Committee:
  - a) receive for information the Housing Committee Terms of Reference and the 2024 Annual Meeting Schedule, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”; and
  - b) endorse the 2024 Work Plan, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”.
  
2. That the Housing Committee:
  - a) receive for information the Housing Committee Terms of Reference and the 2024 Annual Meeting Schedule, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”; and
  - b) endorse the 2024 Work Plan, as presented in the report dated January 2, 2024, titled “2024 Housing Committee Meeting Schedule and Work Plan”, incorporating the requested changes from the Housing Committee.

### **FINANCIAL IMPLICATIONS**

The priorities in the 2024 Work Plan of the Housing Committee are consistent with the 2024 Budget approved by the MVHC and MVRD Boards on October 27, 2023, and with key actions included in the Annual Work Plans. Committee meeting expenses and remuneration associated with meeting attendance have been allocated in the annual budget.

### **CONCLUSION**

The Work Plan presented in this report identifies the 2024 priorities for the Housing Committee, and is consistent with its Terms of Reference and the 2024 Budget approved by the MVHC Board. To assist the Committee, the 2024 Annual Meeting Schedule has been established to guide the Committee’s success in completing the business of the Work Plan. Staff recommends that Alternative 1 be approved.

### **ATTACHMENTS**

1. Housing Committee 2024 Work Plan
2. Housing Committee Terms of Reference
3. Housing Committee 2024 Annual Meeting Schedule
4. Presentation re: 2024 Housing Committee Meeting Schedule and Work Plan

**Housing Committee 2024 Work Plan**

Report Date: January 2, 2024

**Priorities**

<b>1<sup>st</sup> Quarter</b>	<b>Status</b>
Housing Committee 2024 Work Plan Adoption	Pending
MVH 10-Year Plan: Phase Two Implementation Plan (2025-2030): Project Scope	Pending
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>2<sup>nd</sup> Quarter</b>	<b>Status</b>
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>3<sup>rd</sup> Quarter</b>	<b>Status</b>
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>4<sup>th</sup> Quarter</b>	<b>Status</b>
MVH 10-Year Plan: Phase Two Implementation Plan (2025-2030) – Update	Pending
2025 Budget and 5-year Financial Plan – Approve	Pending
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending

## Housing Committee

### Terms of Reference

The Housing Committee is the standing committee of the Metro Vancouver Board that provides advice and recommendations on plans, policies, bylaws, programs, budgets and issues related to Metro Vancouver's Housing Planning and Policy service, and the Metro Vancouver Housing Corporation (MVHC) service.

#### **Committee Responsibilities**

Within the scope of the *Board Strategic Plan*, *Metro Vancouver Housing 10-Year Plan*, and *Metro Vancouver Financial Plan*, the Committee provides guidance and oversight to staff on the implementation of the annual work plans and business plans for the Housing Planning and Policy function and the Metro Vancouver Housing Corporation. Specific Committee responsibilities include:

- Reviewing and endorsing the annual budget and five-year financial plan for the Housing Planning and Policy function and the MVHC;
- Overseeing the implementation of the *Metro Vancouver Housing 10-Year Plan*;
- Guiding policy and strategic direction on the performance, operations, and management of MVHC assets;
- Overseeing the implementation of MVHC capital programs, including award of major contracts; and
- Reviewing and endorsing regional affordable housing data, research and best practices stemming from the Housing Planning and Policy and Regional Planning functions.

#### **Committee Membership and Meetings**

The Chair, Vice Chair and members are appointed annually by the Chair of the Metro Vancouver Board. The Committee meets monthly, except for August and December, and holds special meetings as required. A quorum of 50% plus one of the Committee membership is required to conduct Committee business.

#### **Committee Management**

The Committee Chair, or in the absence of the Chair, the Vice Chair is the chief spokesperson on matters of public interest within the Committee's purview. For high profile issues, the role of spokesperson rests with the Metro Vancouver Board Chair or Vice Chair. On technical matters or in cases where an initiative is still at the staff proposal level, the Chief Administrative Officer or designate is the appropriate spokesperson. Where necessary and practical, the Board Chair, Committee Chair and Chief Administrative Officer will confer to determine the most appropriate representative to speak.

The Chief Administrative Officer assigns a Committee Manager for the Committee. The Committee Manager is responsible for coordinating agendas and is the principal point of contact for Committee members.

**Housing Committee 2024 Annual Meeting Schedule**

- **Friday, January 12, 2024 at 9:00 am**
- **Friday, February 9, 2024 at 9:00 am**
- **Friday, March 8, 2024 at 9:00 am**
- **Friday, April 5, 2024 at 9:00 am**
- **Friday, May 10, 2024 at 9:00 am**
- **Friday, June 14, 2024 at 9:00 am**
- **Friday, July 5, 2024 at 9:00 am**
- **Friday, September 6, 2024 at 9:00 am**
- **Friday, October 4, 2024 at 9:00 am**
- **Friday, November 1, 2024 at 9:00 am**

*\* Committee Meetings are subject to change.*

# Attachment 4



## 2024 Housing Committee Orientation & Work Plan

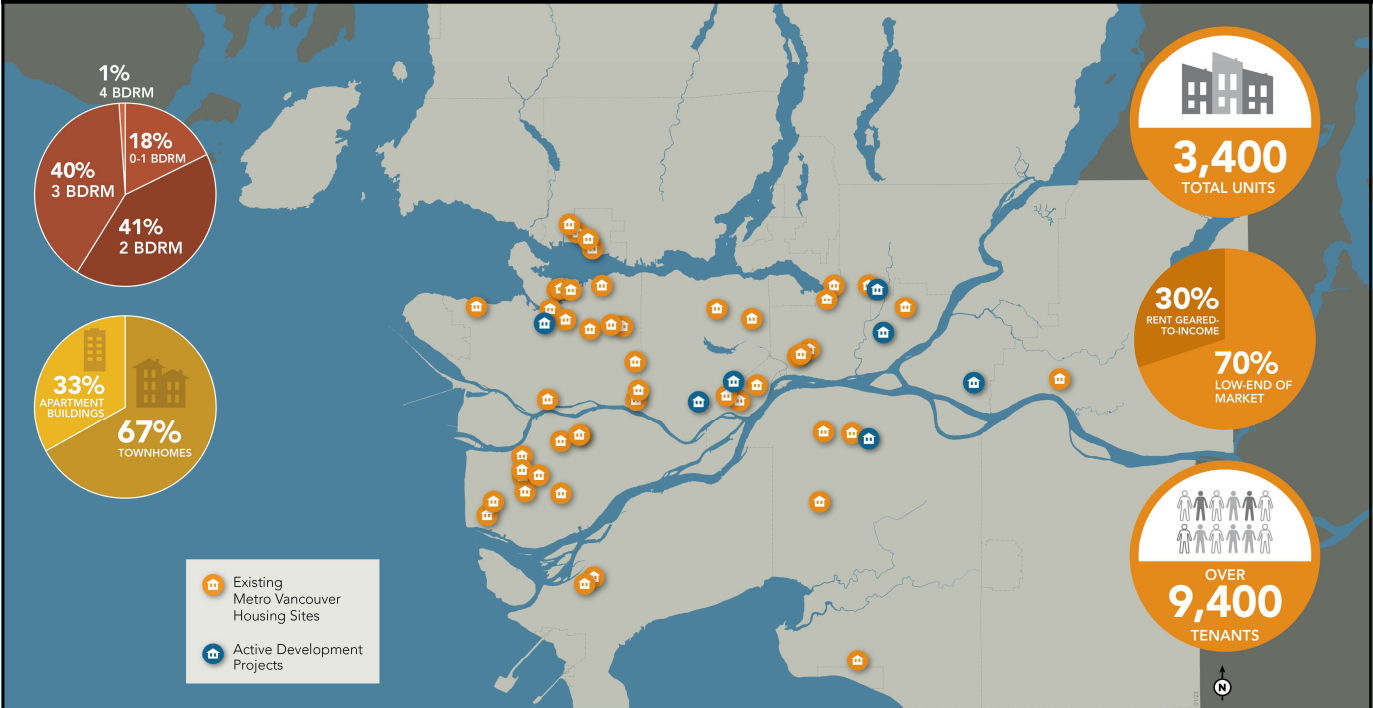
Michael Epp

Director, Planning and Development, Metro Vancouver Housing

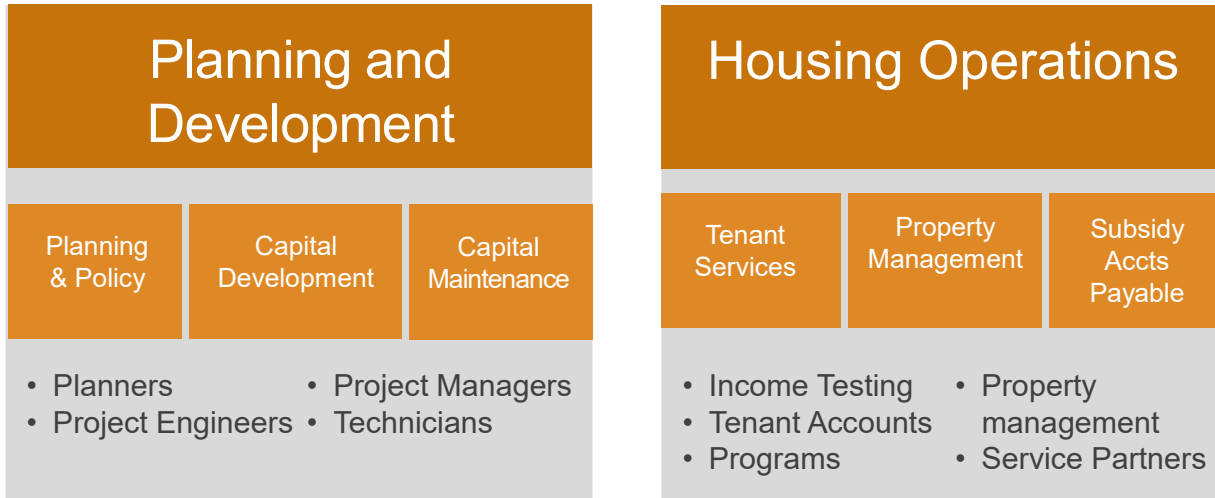
Housing Committee, January 12, 2024



### Metro Vancouver Housing Portfolio

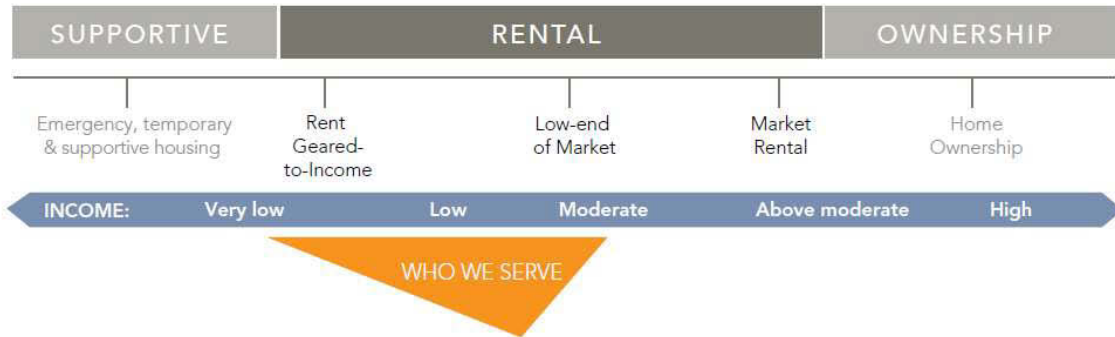


## METRO VANCOUVER HOUSING – SERVICE AREAS



## WHO WE SERVE

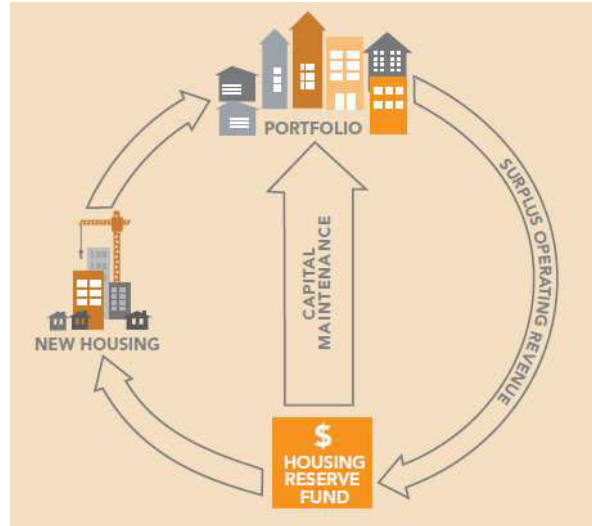
Non-market rental housing for low to moderate income families, seniors, people with disabilities





## MIXED-INCOME MODEL

- Operate at no cost to taxpayer
- Mixed income rents help cover operating expenses
- Surpluses re-invested back in Housing Reserve Fund
  - Capital Maintenance



## 10-YEAR PLAN



## 10-YEAR PLAN GOALS



**GOAL 1:** Support healthy, engaged communities



**GOAL 2:** Preserve and renew existing housing

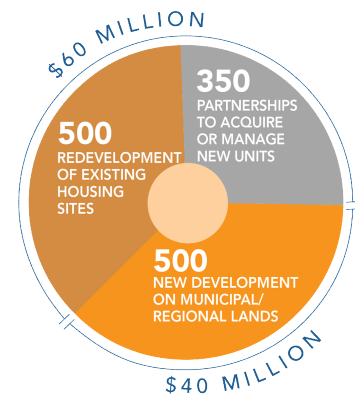
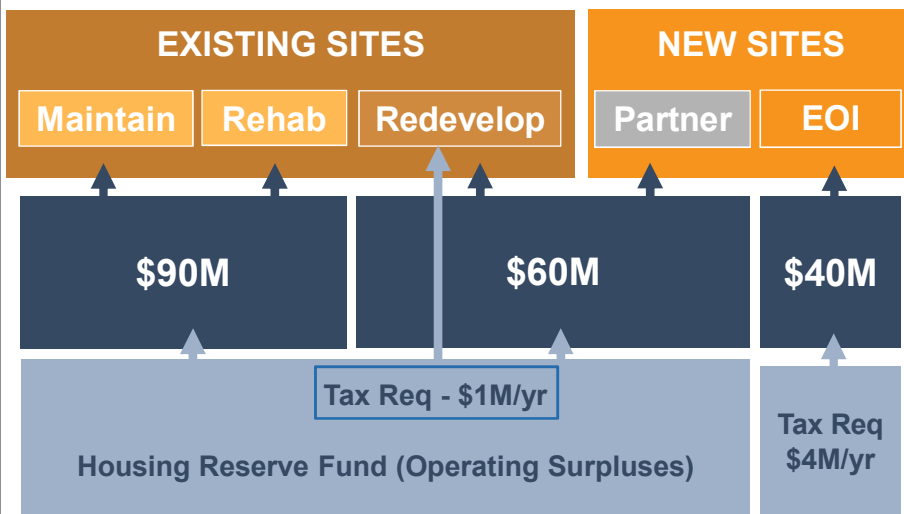


**GOAL 3:** Grow strategically via redevelopment & expansion

**GOAL 4:** Develop relationships and partnerships to support affordable rental housing across the region

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## 10-YEAR PLAN FUNDING



\$90 MILLION - RENEWAL  
 \$158 MILLION - BC GRANTS

Metro Vancouver is now on track to achieve 2,000+ units, exceeding the original target of 1,350 units over 10 years.

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# BUDGET OVERVIEW

## MVRD: Housing Planning & Policy

- **\$8.2M**
- Implement MVH 10 Year Plan
  - ID Redevelopment and Expansion Priorities
  - Manage redevelopment and expansion projects to pre-construction
- Partnerships and Funding applications
- MVHC Policy and Agreements
- Regional Policy, Data and Research

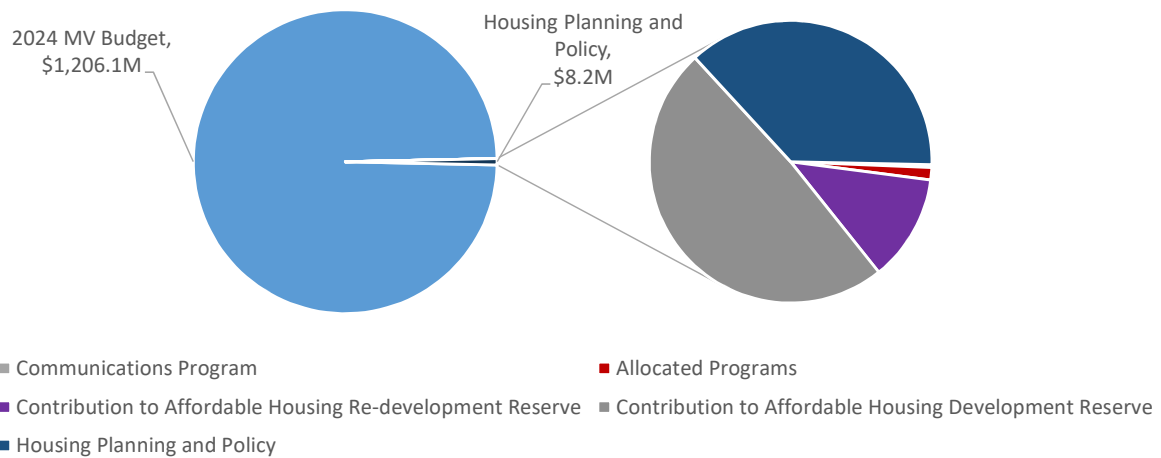
## MVHC

- **\$60.3M**
- Operations (49 sites)
- Capital Maintenance
- Development and Redevelopment Projects
- Tenant Programs
- Finance (Tenant Accounts and Subsidies)

# BUDGET OVERVIEW

## Housing Planning and Policy

2024 Operating Budget Breakdown – Housing Planning and Policy

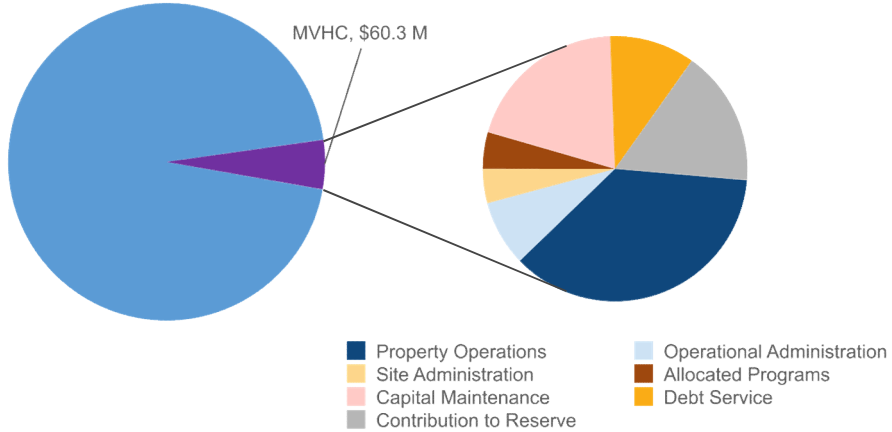


# BUDGET OVERVIEW

MVHC Financial Plan

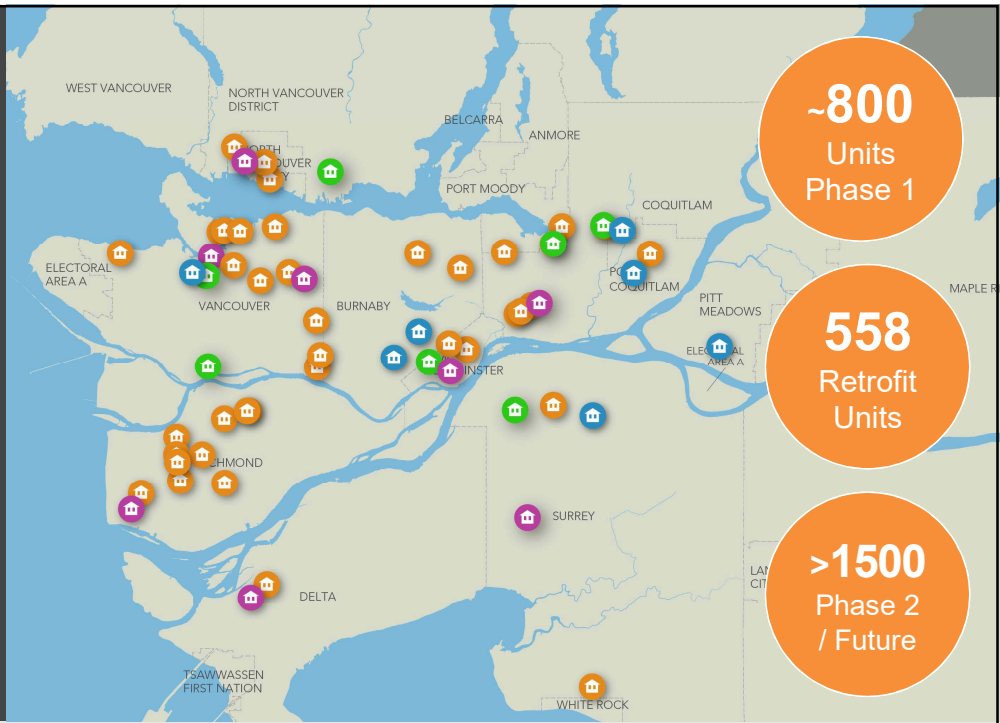
## 2024 Operating Budget Breakdown – MVHC

Total 2024  
MV Budget  
\$1,206.1M



# Metro Vancouver Housing Development Pipeline

- Existing Sites
- Major Retrofits
- Active Development
- Future Development



## HOUSING COMMITTEE TERMS OF REFERENCE

### Purpose

The Housing Committee is a standing Committee that provides advice and recommendations to the Board on policies, bylaws, plans, programs, budgets, and issues related to the Metro Vancouver Housing Corporation.

## HOUSING COMMITTEE PRIORITIES

- Progress Tranche 1 redevelopment and new development projects:
  - 3 in construction stage
  - 5 in design and approval stage
- Progress building rehabilitation projects;
- Initiate Tranche 2 strategy for the next phase of development and expansion under the *Metro Vancouver Housing 10-Year Plan*;
- Continue to pursue development partnerships and portfolio funding partnerships and other funding opportunities;
- Explore opportunities to acquire inclusionary housing units or purpose-built rental housing;
- Encourage innovative tenant programs and support for tenants who need to be relocated due to redevelopment;
- Initiate *Metro Vancouver Housing 10-Year Plan: Phase Two Implementation Plan (2025-2030)*;
- Advise on housing operational policies and procedures.



## HOUSING DEVELOPMENT

### Redevelopment

- Kingston Gardens – Ph 1 (Surrey)
- Salal Landing (Port Coquitlam)
- Heather Place B (Vancouver)
- The Connection (Burnaby)
- Malaspina Village – Ph 1 (Coquitlam)

### New Development

- Heron’s Nest (Pitt Meadows)
- The Steller (Burnaby)
- Riverside Drive (District of North Vancouver)



## CAPITAL MAINTENANCE

### BUILDING REHABILITATION

- Minato West (Richmond)
- Manor House (North Vancouver)
- Strathearn Court (Vancouver)

### DEEP RETROFITS

- Le Chateau Place (Coquitlam)
- Crown Manor (New Westminister)



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## HOUSING OPERATIONS

### TENANT SERVICES

- Tenant placement
- Tenant programs
- Tenant relations
- Tenant relocation

### AREA OPERATIONS

- On-site administration
- Maintenance
- Tenant relations

### HOUSING FINANCE

- Subsidy / income testing
- Accounting



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## REGIONAL HOUSING POLICY

- *Reports through Regional Planning Committee with information coming to Housing Committee*
- Convene and coordinate stakeholders around housing issues
- Support members with research, advocacy & best practices
- Support implementation of **Metro 2050** housing policies to increase affordable rental across the region





## MVH PLANNING AND POLICY

- Performance Monitoring and Implementation for 10-Year Plan
- Building partnerships (e.g. EOIs)
- Funding applications and relationships with BC Housing and CMHC
- Review and update MVH Policies
- Administer GVS&DD DCC waivers



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Heather Place A

TOGETHER  
WE MAKE OUR REGION  
STRONG

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Questions

To: Housing Committee

From: Linda Sabatini, Director Financial Operations

Date: December 8, 2023 Meeting Date: January 12, 2024

Subject: **Renewal of MVRD Internal Financing of MVHC Mortgages**

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### **RECOMMENDATION**

That the MVHC/MVRD Boards:

- a) approve the MVRD continuing to provide first mortgage financing on four MVHC properties (Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor). The mortgages will be for another five-year term, and will have a variable interest rate based upon Metro Vancouver's internal rate of return on investments; and
  - b) direct the Corporate Officer to publish in the newspaper, pursuant to requirements of Section 272 of the *Local Government Act*, Metro Vancouver's intention to lend money to the MVHC.
- 

### **EXECUTIVE SUMMARY**

The approval of continuing to provide first mortgage financing for Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor for a five-year term at a variable interest rate based on MVRD's estimated internal rate of return on investments, is recommended. The estimated rate for 2024 is 4.10%, well below current institutional rate of 7.20%. MVRD has provided first mortgage financing for these properties since 2014. The current 5-year financing terms for these four properties are set to expire in spring 2024. The mortgages will fully mature in 2038.

As there continues to be uncertainty in the economy and whether interest rates will continue to rise, financing these mortgages through MVRD provides MVHC with the greatest flexibility and financial savings. The risk of rising interest rates is somewhat mitigated in that MVHC will earn the same internal rate on its reserve funds held by MVRD.

### **PURPOSE**

To seek MVRD Board approval to continue providing first mortgage financing for the Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor properties. All of these properties are owned by the MVHC.

### **BACKGROUND**

The MVRD has provided first mortgage financing for Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor since 2014. The current mortgage arrangements cover five year terms with a variable interest rate, charged annually, based on MVRD'S estimated internal rate of return on investments. The current 5-year financing terms for these four properties are set to expire in March and July 2024. The mortgages for these properties have approximately 14 years remaining. This report brings forward the options for renewal.

**FINANCING DETAILS**

Details on the financing arrangements for each of the mortgages is shown below. Interest rates for all four mortgages will be variable, based on MVRD's estimated weighted internal rate of return. (this represents the rate of interest had the monies been invested rather than loaned to the MVHC). The estimated internal rate for 2024 is 4.10%. The total balances outstanding for the four mortgages, at their renewal dates, is \$4,824,893.

<b>Manor House, 145 West 5th Street, North Vancouver, BC</b>	
Property Description	50-unit complex located in lower Lonsdale
Renewal Date	March 15, 2024
Remaining Principal at renewal	\$ 945,455
Amortization Period	25 years, beginning March 15, 2014
Term	5 years
Annual Principal Payment	\$ 66,647

<b>Regal Place Hotel, 144 West Hastings Street, Vancouver, BC</b>	
Property Description	Hotel located in downtown, East Vancouver
Renewal Date	March 15, 2024
Remaining Principal at renewal	\$ 335,680
Amortization Period	25 years, beginning March 15, 2014
Term	5 years
Annual Principal Payment	\$ 22,952

<b>Cedarwood Place, 7260 Granville Ave, Richmond, BC</b>	
Property Description	73-unit seniors' complex located on Granville Street
Renewal Date	July 01, 2024
Remaining Principal at renewal	\$ 2,992,765
Amortization Period	25 years, beginning July 01, 2014
Term	5 years
Annual Principal Payment	\$ 206,400

<b>Crown Manor, 430 – 9<sup>th</sup> Street, New Westminster, BC</b>	
Property Description	28-unit complex located near downtown
Renewal Date	July 15, 2024
Remaining Principal at renewal	\$ 550,991
Amortization Period	25 years, beginning July 15, 2014
Term	5 years
Annual Principal Payment	\$ 38,674

**FINANCING OPTIONS**

Financing renewal options are as follows:

1. MVRD Internal Financing - The MVRD can continue to provide MVHC with financing under its general corporate powers, under subsection 263(1)(c) of the *Local Government Act*, in that it

"provides assistance for the purpose of benefiting the community or any aspect of the community". The form of security would be first mortgages under terms consistent with the current arrangement.

The total outstanding mortgages, at their renewal dates, is \$4,824,893 and will be fully paid off in 14 years. These mortgages provide the MVHC with good interest rates and administrative flexibility. The mortgages are registered on title with the Land Titles Office.

2. MFA Debenture Financing - MVHC cannot borrow directly from MFA, but could borrow through the conduit of MVRD, similar to GVWD and GVS&DD. The interest rate would be higher (current rate is 4.43%) and the security for MVRD is the same. Under this option, there is limited flexibility with debenture debt to change terms, or pay off debt early.
3. Market Financing – traditional commercial mortgages could be obtained, however the up-front costs of this option are significant. Lenders require surveys, property appraisals and environmental and building assessments to be completed on each property. In addition, there are legal fees, possible mortgage insurance underwriting fees and an application fee. Total fees and closing costs on these mortgages could range from \$70,000-\$90,000. The market average rate for commercial mortgages is 6.25%, these first mortgages would likely be 1.50 - 2.50% higher than the MVRD rate.

#### **ALTERNATIVES**

1. That the MVHC and MVRD Boards:
  - a) approve the MVRD continuing to provide first mortgage financing on four MVHC properties (Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor). The mortgages will be for a five-year term, and will have a variable interest rate based upon Metro Vancouver's internal rate of return on investments; and
  - b) direct the Corporate Secretary to publish in the newspaper, pursuant to requirements of Section 272 of the *Local Government Act*, Metro Vancouver's intention to lend money to the MVHC.
2. That the MVHC and MVRD Boards receive for information the report dated December 8, 2023, titled "Renewal of MVRD Internal Financing of MVHC Mortgages" and provide alternate direction regarding financing options to staff.

#### **FINANCIAL IMPLICATIONS**

The approval of alternative one as presented will have no impact on the current financial position of the MVRD. As debt servicing costs in the 5-year financial plan were assuming a renewal of the current arrangement, there will be no impact on the MVHC's 5-year financial plan. Ensuring the lowest servicing costs for MVHC long-term debt, financial flexibility and the mitigation of current and future financial risk are objectives the Financial Management Policy. The approval of Alternative one is consistent with these objectives.

Should option two be selected and financing outside of MVRD be pursued there would be little direct financial impact on the MVRD; however, the MVHC may incur additional legal and

administrative fees and likely pay higher interest rates. These additional costs could place additional pressure on the MVHC.

**CONCLUSION**

As presented under alternative one, the approval of continuing to provide first mortgage financing for Manor House, Regal Place Hotel, Cedarwood Place and Crown Manor for a five-year term at a variable interest rate based on MVRD's estimated internal rate of return on investments, is recommended. Financing through the MVRD presents little financial burden on the MVRD while providing the MVHC with financial savings in terms of lower legal and administrative fees as well as interest rates. The approval of Alternative one is consistent with the objectives of the Financial Management Policy.

62591903

To: Housing Committee

From: Lori Gray, Housing Construction Manager, Metro Vancouver Housing

Date: December 21, 2023 Meeting Date: January 12, 2024

Subject: **The Steller (Southwynde Ave) Affordable Housing Development – Project Budget Update**

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## RECOMMENDATION

That the MVHC Board:

- a) approve the updated project budget of \$93.9M based on Class C cost estimates for Metro Vancouver Housing's The Steller affordable housing project; and
- b) authorize project construction financing and take-out mortgage of up to \$26.6M and a contribution from MVHC development reserves of up to \$22.5M to fund the design and construction of Metro Vancouver Housing's The Steller affordable housing project.

## EXECUTIVE SUMMARY

Metro Vancouver Housing (MVH) is preparing a submission for Building Permit for the Steller (formerly Southwynde Ave) affordable housing development, a 6-storey, 122-unit redevelopment located in Burnaby. In October 2020, the MVHC Board authorized staff to proceed with design and funding applications for the original design concept for a 122-unit rental building including an integrated child care facility with a project budget of \$45.5M. From 2021 to 2023, site studies were undertaken, an architect and design team was engaged, a construction management team was engaged, and the design and permitting for new building progressed through schematic design, design development and the rezoning application process. Since the original MVHC Board approval in 2020, estimated project costs have increased to \$93.9M, based on Class C cost estimates prepared in November 2023.

Since 2020, MVH has secured \$31.8M in grant funding, with applications in progress for further grant funding (\$13.0M), construction financing and an anticipated take-out mortgage of \$26.6M. The remaining \$22.5M will be funded through MVHC development reserves.

## PURPOSE

To seek Housing Committee and MVHC Board approval for: an increased project budget of \$93.9M, supported by a Class C cost estimates; construction financing and takeout mortgage of \$26.6M; and an MVH equity contribution of \$22.5M, for The Steller affordable housing project located in Burnaby.

## BACKGROUND

At its October 2, 2020 meeting, the MVHC Board endorsed the concept and capital budget for the 7388 Southwynde Avenue, Burnaby (The Steller) affordable housing development project as presented in the report dated August 19, 2020, titled "Metro Vancouver Housing Expression of Interest Priorities – Recommendations to Advance for Funding Applications". Staff were also directed to submit applications to funding and financing opportunities for the original design

concept, a 6-storey woodframe building with 122 units, and an integrated child care facility on the ground floor with 37 child care spaces. The original concept approved had a total capital cost of \$45.5M.

The Class C cost estimate provided November 24, 2023 by the construction manager and Class C cost estimate provided November 27, 2023 from the quantity surveyor indicate increased construction costs, that, along with increased financing costs, support an increased project budget and equity contribution. This requires approval from the MVHC Board for a revised project budget of \$93.9M and equity contribution of up to \$22.5M.

### **PROJECT HISTORY**

Following an Expression of Interest (EOI) call issued by MVH in 2020 where member jurisdictions were asked to put forth potential project sites for the development of affordable housing, the City of Burnaby's Southwynde Ave site was selected, and the project was endorsed by the MVHC Board.

Staff obtained initial environmental, geotechnical and archaeological site studies, following which Integra Architecture and a team of engineering sub-consultants were engaged in November 2021 to complete the detailed project design. The project achieved second reading for rezoning in July 2023. As of December 2023, the design team is working through the design development phase and is progressing through the rezoning process with the City of Burnaby. The project team recently submitted for partial building permit and Preliminary Plan Approval (PPA) in November 2023, and the project has an anticipated construction start in Q4 of 2024.

### **PROJECT DESIGN AND COST IMPLICATIONS**

The project is designed to the BC Housing Design Guidelines and Construction Standards, as well as CMHC's National Co-Investment Fund requirements. These standards are requirements of grant and loan funding partnerships, and outline dwelling unit and common space design criteria, energy performance targets and accessibility requirements.

During the design and rezoning process, changes to the conceptual project design were necessary and are described below:

1. **Increase in gross floor area:** The total gross floor area increased by 9% from the concept plan. This increase is attributed to larger unit sizes and common spaces to accommodate BC Housing and CMHC design requirements for eligibility for grant and loan funding in order to provide additional accessibility and adaptability throughout the units and all common spaces, as well as a significant increase to the integrated child care facility to comply with licensing requirements.
2. **Increase in parking area and addition of bike storage lockers and rooms:** Additional requirements for bike lockers and bike storage were requested by the municipality during collaboration meetings. This requirement, along with decreased efficiencies in the parkade design due to the irregular shaped lot, increased the parkade area by approximately 21% from the concept design.
3. **Increased parkade ramp size, provision of loading space and turn-around:** In order to comply with the City of Burnaby's loading and garbage staging requirements, an additional dedicated

loading space and turn-around were created at the ground level to facilitate tenant move-ins and move-outs and to allow for garbage truck turn-around.

This project is currently beginning the detailed design phase and the project team is working to further refine the design and reduce costs where possible.

### **Construction Cost Factors**

At its May 19, 2022 meeting, the Housing Committee received a report titled “Construction Cost Escalation Since 2020” (Reference 1), which noted that construction costs have seen unprecedented increases over the past three years. The pressure on construction costs outlined in this report, combined with the project design changes noted above have resulted in the increase to the proposed budget for this project.

In November 2023, following the completion of the 25% design documents, Class C cost estimates were prepared by Hanscomb Quantity Surveyors (Hanscomb) and by the construction manager, Kinetic Construction Ltd. (Kinetic). Construction costs noted in the estimates are in alignment with the cost factors and design updates noted above, and are consistent with current market pricing. Class B cost estimates will be completed by Hanscomb and Kinetic as the design further progresses and, prior to tendering the project, Class A cost estimates will be completed by Hanscomb and Kinetic, confirming project pricing. Should anticipated costs following the receipt of any of the Class estimates exceed the updated budget, staff will bring a report forward to the Housing Committee and MVHC Board for review and approval.

### **PROJECT FUNDING**

The Steller project is leveraging significant grant contributions from BC Housing, the City of Burnaby, CMHC, and the Ministry of Education and Child Care. MVH has signed a memorandum of understanding with BC Housing that commits a total of \$158M in grant funding to Tranche 1 MVH projects currently in the design or construction phase. Of these funds, \$29.3M is allocated to The Steller project.

The City of Burnaby approved in principle \$6.1M in grant funding to support the delivery of non-market housing and achieve an affordability target of 25% Shelter rate / 25% Rent-Geared-to-Income (RGI) / 50% Low End of Market (LEM) at The Steller and a further \$2.2M in grants to off-set infrastructure costs and municipal fees. Staff are working with the City of Burnaby to finalize these contributions.

In March 2023, the project received confirmation of \$2.4M in grant funding from the Ministry of Education and Child Care for the design and construction of a 37-space integrated child care facility.

In March 2021, the project received confirmation of \$150,000 in grant funding from CMHC through the Seed Funding program.

MVH staff have submitted an application to CMHC’s Co-Investment Fund that could potentially provide a grant of up to \$75,000 per unit as well as favorable terms on construction financing and a takeout mortgage following completion of construction. Interest rate increases for both



construction financing and takeout mortgage financing have increased lending costs during construction and decreased the mortgage financing that can be leveraged, increasing the MVH equity contribution required for this project.

The anticipated project funding strategy can be seen in the table below:

<b>Contributor</b>	<b>Confirmed</b>	<b>Anticipated</b>	<b>Total</b>
BC Housing – Grant	\$29.3M		\$29.3M
City of Burnaby Community Benefit Bonus Affordable Housing Reserve		\$6.1M	\$6.1M
City of Burnaby Approval-in-principle Contribution to Capital Development Cost		\$2.2M	\$2.2M
CMHC – Grant		\$4.7M	\$4.7M
CMHC – Loan		\$26.6M	\$26.6M
Ministry of Education and Child Care	\$2.4M		\$2.4M
CMHC Seed Funding	\$0.2M		\$0.2M
MVH Equity		\$22.5M	\$22.5M
<b>Total</b>	<b>\$31.8M</b>	<b>\$62.1M</b>	<b>\$93.9M</b>

Once grant and loan amounts are finalized, staff will bring forward a report to the Housing Committee and MVHC Board for review and approval.

**ALTERNATIVES**

1. That the MVHC Board:
  - a) approve the updated project budget of \$93.9M based on a Class C cost estimates for Metro Vancouver Housing’s The Steller affordable housing project; and,
  - b) authorize project construction financing and take-out mortgage of up to \$26.6M and a contribution from MVHC development reserves of up to \$22.5M to fund the design and construction of Metro Vancouver Housing’s The Steller affordable housing project.
2. That the Housing Committee receive for information the report dated December 21, 2023, titled “The Steller (Southwynde Ave) Affordable Housing Development – Project Budget Update” and provide alternate direction to staff.

**FINANCIAL IMPLICATIONS**

The Steller project represents an expansion of MVH’s portfolio by developing on member municipality lands. MVH’s equity component would be funded from contributions raised through the \$4M annual tax requisition for municipal partnerships and expansion. This project will require \$22.5M of MVH equity, with the remainder of the project funded by a combination of federal, provincial, and municipal grants and loans. The MVHC development reserve has sufficient funds to support the equity contribution required for this project. A separate report entitled “10-Year Development Priorities - Tranche 1 Financial Outlook Update,” and dated November 27, 2023 includes further details regarding the financial environment and MVH’s available equity to complete Tranche 1 projects (Reference 2).

## CONCLUSION

MVH is nearing completion of the detailed design phase of the Steller affordable housing development project in Burnaby, consisting of a 6-storey, 122-unit residential rental building including an integrated 37-space child care facility. MVH is requesting approval for the updated project budget and funding strategy in advance of the anticipated construction tender in Q3 2024.

The project has completed schematic design and is in the final stages of rezoning. Staff have submitted for partial building permit and PPA application in November 2023. Class C cost estimates were issued in November 2023, based on the 25% design documents, supporting a project budget of \$93.9M. The project cost increases (from the 2020 project budget) are attributed to market conditions causing significant cost increases across the construction industry, increased lending rates, as well as design changes from the concept phase, including larger residential, child care, and parkade floor areas, and increased parking ramp size and inclusion of loading and turn-around areas.

Staff recommend approval of an overall project budget of \$93.9M including an MVH equity contribution of \$22.5M, and loan financing in the amount of \$26.6M. The remainder of the funding required for this project will be secured through municipal, provincial, and federal grants.

Through the remainder of the detailed design phase, staff will work with the design team to refine and optimize the project design, as well as continue to pursue funding partnerships to secure grant funding and favorable loan terms. Prior to construction, staff will bring forward a report to the Housing Committee and MVHC Board to approve a construction contract and updated project budget.

## REFERENCES

1. "[Construction Cost Escalation Since 2020](#) ", dated, April 25, 2022
2. "10-Year Development Priorities - Tranche 1 Financial Outlook Update," dated December 20, 2023

44885472

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To: Housing Committee

From: Lori Gray, Housing Construction Manager, Metro Vancouver Housing

Date: December 22, 2023 Meeting Date: January 12, 2024

Subject: **The Connection (Eastburn Square) Affordable Housing Development – Project Budget Update**

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### RECOMMENDATION

That the MVHC Board:

- a) approve the updated project budget of \$120.8M, based on Class B cost estimates, for Metro Vancouver Housing's The Connection affordable housing project; and
  - b) authorize project construction financing and take-out mortgage of up to \$43.5M and a contribution from MVHC development reserves of up to \$17.0M to fund the design and construction of Metro Vancouver Housing's The Connection affordable housing project.
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### EXECUTIVE SUMMARY

Metro Vancouver Housing (MVH) is progressing with site preparation and construction tender for The Connection (formerly Eastburn Square) affordable housing development, a 6-storey, 174-unit redevelopment located on the existing Eastburn Square housing site in Burnaby. In October 2020, the MVHC Board authorized staff to proceed with design and funding applications for the original design concept for a 172-unit rental building with a project budget of \$63.8M. From 2021 to 2023, site studies were undertaken, an architect and design team was engaged, and the design and permitting for new building progressed through schematic design, design development and the rezoning application process. Through the design development process, the unit count increased from 172 units to 174 units. Since the original Board approval in 2020, the estimated project costs have increased to \$120.8M, based on Class B construction cost estimates prepared in October and December 2023.

Since 2020, MVH has secured \$42.2M in grant funding with applications in progress for further grant funding (\$18.1M), construction financing and an anticipated take-out mortgage of \$43.5M. The remaining \$17.0M will be funded through the MVHC development reserve.

### PURPOSE

To seek Housing Committee and MVHC Board approval for: a revised project budget of \$120.8M, supported by Class B cost estimates; construction financing and takeout mortgage of \$43.5M; and an MVH equity contribution of up to \$17.0M, for the Connection affordable housing project located in Burnaby.

### BACKGROUND

At its October 2, 2020 meeting, the MVHC Board endorsed the concept and capital budget for the 7730 6th Street, Burnaby (The Connection) redevelopment project as presented in the report dated August 19, 2020 titled "Metro Vancouver Housing Redevelopment Priorities – Recommendations to

Advance for Funding Applications”. Staff were authorized to proceed with applications for funding and financing opportunities for the original design concept, a 6-storey rental building with a total capital budget of \$63.8M. The concept provided 172 units, replacing the 30 units previously on the site and resulting in a net increase of 142 units.

Class B cost estimates provided by the quantity surveyor on October 13, 2023 and the construction manager on December 22, 2023 indicate increased construction costs, that, along with increased financing costs, support an increased project budget and equity contribution. This requires approval from the MVHC Board for a revised project budget of \$120.8M and equity contribution of up to \$17.0M.

### PROJECT HISTORY

Following initial environmental, geotechnical and archaeological site studies, VIA Architecture and a team of engineering sub consultants were engaged in January 2022 to complete the detailed project design. MVH also engaged a construction manager, Kinetic Construction Ltd. (Kinetic), to provide design input and cost estimates through the design stages and to undertake deconstruction and construction following municipal approvals. A quantity surveyor, Hanscomb Ltd. (Hanscomb), has been engaged to provide cost estimates and quantity surveyor services throughout design and construction.

The project achieved second reading for rezoning in April 2023 and Preliminary Plan Approval (PPA) application in October 2023. As of December 2023, the design team is working through the design development phase and is nearing the final stage of the rezoning process with the City of Burnaby. The project team has completed 95% design development drawings and submitted for building permit in October 2023. Deconstruction of the existing buildings is anticipated to commence in Q1 2024 and construction start is anticipated in Q3 of 2024.

### PROJECT DESIGN AND COST IMPLICATIONS

The project is designed to the BC Housing Design Guidelines and Construction Standards, as well as CMHC’s National Co-Investment Fund requirements. These standards are requirements of grant and loan funding partnerships, and outline dwelling unit and common space design criteria, energy performance targets and accessibility requirements.

During the design and rezoning process, changes to the conceptual project design were necessary and are described below.

1. **Increase in gross floor area:** The addition of 1,820 m<sup>2</sup> (12%) total gross floor area is attributed to larger unit sizes and common spaces to accommodate BC Housing and CMHC design requirements for eligibility for grant and loan funding in order to provide additional accessibility and adaptability throughout the units and all common spaces.
2. **Increase in residential units from 172 to 174:** The increase in units was due to efficiencies created throughout the schematic design process. This included floor structure alignment for greater efficiency, reduction of circulation spaces and the separation of the elevator core to allow for elevators on either end of the building.

3. **Addition of bike storage lockers and rooms:** Additional requirements for bike lockers and bike storage were provided by the municipality during collaboration meetings. This required a redesign of the below grade spaces to accommodate two bike storage lockers per residential unit.
4. **Accommodation of loading space within parkade:** In order to comply with the City of Burnaby's loading and garbage staging requirements, an additional dedicated loading space was created within the parkade to facilitate tenant move-ins and move-outs. This required the adjustment of the ceiling height in the parkade to accommodate the oversized vehicle.

This project is currently in the detailed design phase and the project team is working to further refine the design and reduce costs where possible.

### **Construction Cost Factors**

At its May 19, 2022 meeting, the Housing Committee received a report titled "Construction Cost Escalation Since 2020" (Reference 1), which noted that construction costs have seen unprecedented increases over the past three years. The pressure on construction costs outlined in this report, combined with the project design changes noted above have resulted in the increase to the proposed budget for this project.

Following the completion of the 75% design documents a Class B cost estimate was completed by Hanscomb Quantity Surveyors (Hanscomb) in October 2023. Following completion of 95% design documents, a Class B cost estimate were completed by Kinetic Construction Ltd. (Kinetic) in December 2023. Construction costs noted in the estimates are in alignment with the cost factors and design updates noted above, and are consistent with current market pricing. Prior to tendering the project, an additional Class B cost estimate will be provided by Hanscomb and Class A cost estimates will be completed by Hanscomb and Kinetic confirming project pricing. Should anticipated costs following the receipt of the Class A cost estimates exceed the proposed budget, staff will bring a report forward to the Housing Committee and MVHC Board for review and approval.

### **PROJECT FUNDING**

The Connection project is leveraging significant grant contributions from BC Housing, the City of Burnaby, CMHC, and the Ministry of Education and Childcare. BC Housing has committed a total of \$158M in grant funding to Tranche 1 MHVC projects currently in the design or construction phase. Of these funds, \$41.8M is allocated to the Connection affordable housing project.

The project has received approval in principle of \$8.5M in grant funding from the City of Burnaby to support the delivery of non-market housing and achieve an affordability target of 20% Shelter rate / 20% Rent-Geared-to-Income (RGI) / 60% Low End of Market (LEM) at the site and a further anticipated grant of \$3.6M to partially cover infrastructure costs and municipal fees associated with the project. MVH staff are working with the City of Burnaby to finalize this commitment.

In March 2023, the project received confirmation of \$260,074 in grant funding from the Ministry of Education and Child Care for the design and construction of one in-suite daycare unit with 8 child care spaces.

MVH staff have also submitted an application to CMHC’s Co-Investment Fund that could potentially provide a grant of up to \$75,000 per unit as well as favorable terms on construction financing and a takeout mortgage following completion of construction. Interest rate increases for both construction financing and takeout mortgage financing have increased lending costs during construction and decreased the mortgage financing that can be leveraged, increasing the equity contribution required for this project.

The anticipated project funding strategy can be seen in the table below:

<b>Contributor</b>	<b>Confirmed</b>	<b>Anticipated</b>	<b>Total</b>
BC Housing - Grant	\$41.8M		\$41.8M
City of Burnaby Community Benefit Bonus Affordable Housing Reserve		\$8.5M	\$8.5M
City of Burnaby Approval-in-principle Contribution to Capital Development Cost		\$3.6M	\$3.6M
CMHC – Grant		\$6.0M	\$6.0M
CMHC – Seed Funding	\$0.2M		
CMHC – Loan		\$43.5M	\$43.5M
Ministry of Education and Child Care	\$0.3M		\$0.3M
MVHC Equity		\$17.0M	\$17.0M
<b>Total</b>	<b>\$42.2M</b>	<b>\$78.6M</b>	<b>\$120.8M</b>

Once grant and loan amounts are finalized, staff will bring forward a report to the Housing Committee and Board for review and approval.

**ALTERNATIVES**

1. That the MVHC Board:
  - a) approve the updated project budget of \$120.8M, based on Class B cost estimates, for Metro Vancouver Housing’s The Connection affordable housing project; and,
  - b) authorize project construction financing and take-out mortgage of up to \$43.5M and a contribution from MVHC development reserves of up to \$17.0M to fund the design and construction of Metro Vancouver Housing’s The Connection affordable housing project.
2. That the Housing Committee receive for information the report dated December 22, 2023, titled “The Connection (Eastburn Square) Affordable Housing Development – Project Budget Update” and provide alternate direction to staff.

**FINANCIAL IMPLICATIONS**

The Connection development project represents expansion of MVH’s portfolio by redevelopment of existing MVH sites. This project will require \$17.0M in funds from the MVHC development reserve, with the remainder of the project funded by a combination of federal, provincial, and municipal grants and loans. The MVHC development reserve has sufficient funds to support the equity contribution required for this project. A separate report entitled “10-Year Development Priorities - Tranche 1 Financial Outlook Update,” and dated November 27, 2023 includes further details

regarding the financial environment and MVH's available equity to complete Tranche 1 projects (Reference 2).

### **CONCLUSION**

MVH is nearing completion of the detailed design phase of the Connection affordable housing development project in Burnaby, consisting of a 6-storey, 172 unit residential rental building including one in-suite daycare unit with 8 child care spaces. MVH is requesting approval for the updated project budget and funding strategy in advance of the anticipated deconstruction of the existing buildings in Q1 2024 and construction tender in Q2 2024.

The project has completed schematic design and is in the final stages of rezoning. Staff submitted the PPA and building permit applications in October 2023. Class B cost estimates were issued in December 2023, based on the 95% design documents, supporting a project budget of \$120.8M. The project cost increases (from the 2020 project budget) are attributed to market conditions causing significant cost increases across the construction industry, increased lending rates, as well as design changes from the concept phase, including a larger floor area, increased unit count, increased parkade ceiling height, and increased bike storage.

Staff recommend approval of an overall project budget of \$120.8M including an MVH equity contribution of \$17.0M, and loan financing in the amount of \$43.5M. The remainder of the funding required for this project will be secured through municipal, provincial, and federal grants.

Through the remainder of the detailed design phase, staff will work with the design team to refine and optimize the project design, as well as continue to pursue funding partnerships to secure grant funding and favorable loan terms, and to deepen affordability. Prior to construction, staff will bring forward a report to the Housing Committee and Board to approve a construction contract and updated project budget.

### **REFERENCES**

1. "[Construction Cost Escalation Since 2020](#)", dated April 25, 2022
2. "10-Year Development Priorities - Tranche 1 Financial Outlook Update," dated December 20, 2023

57846521

To: Housing Committee

From: Jessica Hayes, Acting Program Manager, Housing Policy and Planning  
Metro Vancouver Housing

Date: December 4, 2023 Meeting Date: January 12, 2024

Subject: **Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines – Engagement Update**

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### RECOMMENDATION

That the Housing Committee receive for information the report dated December 4, 2023, titled “Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines – Engagement Update”.

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### EXECUTIVE SUMMARY

Non-profit rental housing projects face a number of challenges, including increasing costs and extended timelines, which have been exasperated in the current economic climate. To maximize the number of affordable homes delivered in the region, and to ensure affordable rental housing projects remain viable, supportive municipal policies that reduce development costs and approval timelines for non-market housing are critical. This report provides an update on engagement activities undertaken to date, following direction from the MVHC Board to work with Metro Vancouver member jurisdictions to identify opportunities for more regional consistency and supportive policy measures to aid in more effective delivery of non-market housing in the region.

### PURPOSE

To update the Housing Committee and MVHC Board on efforts undertaken to engage with member jurisdictions and to identify municipal measures to reduce the cost and time to deliver affordable non-market housing, including Metro Vancouver Housing projects.

### BACKGROUND

The Housing Committee’s Terms of Reference and 2023 Work Plan included conducting research and preparing policy guidance on housing-related best practices, and building strong partnerships between Metro Vancouver Housing and member jurisdictions to deliver more affordable rental housing.

At its April 28, 2023 meeting, the MVHC Board passed the following resolution:

*That the MVHC Board direct staff to work with member jurisdictions to identify opportunities for more regional consistency and supportive policy measures to aid in more effective delivery of non-market housing in the region and report back to the Committee and Board with recommendations.*



Between Q2-Q3 2023, Metro Vancouver staff have been engaging with member jurisdiction staff to identify effective municipal measures to reduce the cost and time to deliver affordable non-market housing, including MVH's projects.

### **ENGAGEMENT UPDATE**

Since 2012, Metro Vancouver has compiled the "Matrix of Municipal Measures for Housing Affordability and Diversity" (Reference 1). The matrix provides an inventory of policies, programs and municipal actions to support the development of affordable and diverse housing across the region. Municipalities vary in the incentives that are offered to support affordable and not-for-profit rental housing. The type and range of incentives offered makes a significant difference to the viability and level of affordability achievable for non-market housing projects. Actions to streamline the approval of non-market housing projects, including Metro Vancouver Housing's (MVH's) active projects, have the potential to reduce costs, increase affordability, and improve the ability of non-profits to leverage funding from provincial and federal governments.

Following the Board's endorsement of the recommendation in the April 2023 report "Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines" (Reference 2), staff have undertaken the following engagement activities:

- Outgoing correspondence was sent to Metro Vancouver member jurisdiction Mayors and Councils, extending an invitation to meet with staff to discuss collaborative solutions to reduce costs and development timelines for non-market housing projects, including for MVH's current, forthcoming and future projects.
- Metro Vancouver staff have had several productive meetings with the member jurisdictions who responded, and have advanced discussions around innovative solutions to delivering more non-market housing in the region, for example:
  - opportunities to reduce development costs for non-profit affordable housing projects through grants and fee waivers, and continued advocacy for further tools that enable local governments to collect funds or eliminate costs for affordable housing;
  - exploring the concept of 'batch' rezonings of multiple MVH properties in a single municipality, and other opportunities to expedite approvals and streamline projects;
  - exploring the use of standardized zones and guidelines, and pre-reviewed designs for rental apartment development; and
  - opportunities to incent and grow the off-site construction industry.
- Outgoing correspondence was sent to Metro Vancouver member jurisdictions in October 2023 seeking interest in exploring actions to streamline the delivery of rental housing through standardized regulations, pre-approved plans, and modern construction methods.
  - To date, 10 member jurisdictions have signed on as 'early adopters' to advance coordination on approvals and regulations to expedite six-storey rental apartment development.
- Initiated an update of the Matrix of Municipal Measures for Housing Affordability and Diversity (Reference 1). The new online dashboard version of this resource is expected to be launched in Q3 2024.

- Initiated an update of the 2016 research published by Metro Vancouver, *What Works: Municipal Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing* (Reference 3). The updated report is anticipated to be complete in early 2024 as a resource for municipal planners, housing policy personnel, the development industry, and non-profit housing providers.
- Provincial advocacy requesting greater clarity and consistency in the application of Development Cost Charge (DCC) waivers and reductions for not-for-profit affordable rental housing projects.
  - Presently, the majority of municipalities replace the value of DCC waivers/reductions granted from an Affordable Housing Reserve Fund or other growth-related fund, or applicants are encouraged to apply for a grant from the municipality's Affordable Housing Reserve Fund (or similar source), to cover the value of the DCCs, effectively reducing the amount of funding that is available to invest directly into increasing housing supply; and
  - In November 2023, the Province proposed new legislative authority for Amenity Cost Charges (ACCs), which, like DCCs, may be waived or reduced for non-profit rental housing and for-profit affordable rental housing. As such, Metro Vancouver will continue engaging the Province to seek greater clarity and guidance on how to minimize development fees for affordable housing through DCC and ACC waivers/reduction, while ensuring that such fee waivers do not create funding gaps for the direct delivery of housing or other essential services.

#### **NEXT STEPS**

Metro Vancouver Housing is working to deliver 2,000+ new affordable rental housing units over the next decade to contribute to regional, provincial and national housing goals. There is a significant opportunity for non-profits such as MVH to provide more affordable housing through redevelopment of existing non-market housing sites, and through partnerships with municipalities, senior levels of government, other non-profits, and private development partners.

Staff will continue to develop a supportive role for MVH in identifying and encouraging additional municipal measures to reduce the cost and time to deliver affordable non-market housing. Additional work will be undertaken to advance several of the opportunities identified in this report, working in collaboration with member jurisdictions to unlock non-market housing across the region. These actions will be particularly critical given new legislation in BC that enables the Province to set housing targets at the municipal level, including recommending a proportion of units that should be delivered as below-market rental units, and changes to the planning framework requiring that local governments pre-zone for the 20-year total amount of housing units anticipated to meet housing needs in their communities.

Staff will continue to report back on the progress of these various initiatives, particularly on the exploration of 'batch' rezonings for MVH properties, impacts of the project led by the Province to pilot the use of pre-approved building plans and off-site construction to streamline the delivery of rental housing, and the update to the "What Works: Municipal Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing" research.

## **ALTERNATIVES**

This is an information report. No alternatives are presented.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report. Any positive financial impacts to Metro Vancouver Housing projects resulting from municipal incentives and support will be reported to the Housing Committee and MVHC Board where applicable through project budgets.

## **CONCLUSION**

This report provides an update on engagement activities undertaken by Metro Vancouver staff during the spring and summer 2023, following direction from the MVHC Board to work with member jurisdictions to identify opportunities for more regional consistency and supportive policy measures to aid in more effective delivery of non-market housing. As a result of this engagement with member jurisdictions, several actions are being explored which have the potential to decrease the delivery time of non-market rental housing projects and reduce project costs if successful. Staff will report back to the Housing Committee and MVHC Board on an ongoing basis, to identify progress made in these areas.

## **REFERENCES**

1. [Matrix of Municipal Measures for Housing Affordability and Diversity](#)
2. [Report dated April 3, 2023, titled "Municipal Measures to Reduce Non-Market Housing Development Costs and Approval Timelines".](#)
3. [What Works : Municipal Measures for Sustaining and Expanding the Supply of Purpose-Built Rental Housing \(2016\)](#)

61292260

To: Housing Committee

From: Heather McNell, Deputy Chief Administrative Officer, Policy and Planning

Date: January 2, 2024 Meeting Date: January 12, 2024

Subject: **Manager's Report**

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### **RECOMMENDATION**

That the Housing Committee receive for information the report dated January 2, 2024, titled "Manager's Report".

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### **ATTENDANCE AT 2024 STANDING COMMITTEE EVENTS**

Participation at external events provides important learning and networking opportunities. The following events that fall under the purview of the Housing Committee were included in the 2024 Leadership and Engagement budget. Both in-person and virtual attendance will be considered. If Housing Committee members are interested in attending any of the following events, please contact the Committee Manager and Committee Chair via email by no later than January 27, 2024.

#### **Canadian Housing and Renewal Association Congress 2024**

- Date: April 9 – 11, 2024
- Place: Fredericton, New Brunswick
- Number of attendee(s): 2
- The Canadian Housing and Renewal Association represents various organizations and municipalities across Canada and works to strengthen the community housing sector through advocacy, research, partnership, and member services. The annual congress focuses on affordable housing and homelessness issues and solutions across Canada.

#### **American Planning Association National Planning Conference 2024**

- Date: April 13 – 16, 2024 (in-person), or May 8 – 10, 2024 (online)
- Place: Minneapolis, Minnesota
- Number of attendee(s): 1
- The American Planning Association is a professional organization representing the field of urban planning. Its annual conference serves as a forum to focus on crucial topics that impact communities and the planning profession as a whole.

#### **Housing Central Conference 2024**

- Date: November 18 – 20, 2024
- Place: Sheraton Wall Centre Hotel, Vancouver, BC
- Number of attendee(s): 3
- The annual Housing Central Conference, delivered by the BC Non-Profit Housing Association, in partnership with the Aboriginal Housing Management Association and the Co-operative Housing Federation of BC, is Canada's largest affordable housing conference and leading professional development event for the community housing sector.

## GOVERNMENT OF CANADA FALL ECONOMIC STATEMENT

On November 21, 2023, the federal government delivered its 2023 Fall Economic Statement, which outlined various housing and funding announcements, including:

- \$15 billion of additional loan funding, starting in 2025-26, to the Apartment Construction Loan Program (formerly the Rental Housing Construction Finance Initiative) to support 30,000 additional purpose-built rental homes by 2028; and
- \$1 billion of additional direct funding, starting in 2025-26, to the Affordable Housing Fund (formerly the National Housing Co-Investment Fund) to support non-profit, co-op, and public housing providers to build more than 7,000 new homes by 2028;

In addition, the Fall Economic Statement announced additional funding for co-operative housing development, the removal of GST for new co-operative rental housing, and resources to support municipal enforcement of short-term rental restrictions.

Metro Vancouver Housing will continue to explore funding and financing opportunities for its current and upcoming redevelopment and new development projects through existing and redesigned funding programs at the appropriate intervals.

## RENT-GEARED-TO-INCOME UPDATE

Metro Vancouver Housing provides mixed-income affordable rental housing for low to moderate income households. This includes two different types of tenancies:

- Rent-Geared-to-Income (RGI) tenancies are intended for households on low or fixed incomes, and rents are set at 30% of gross monthly household income; and
- Low-End-of-Market (LEM) tenancies are intended for low to moderate incomes, and rents are generally 10-20% below comparable market rents.

The MVH housing portfolio is approximately 30% RGI and 70% LEM. This mixed-income approach supports MVH to have financially sustainable operations without reliance on taxes or external operating subsidies, and supports inclusive communities. By integrating a range of housing types incomes, ages, abilities, and families, MVH housing provides flexibility to meet a range of needs.

The *Metro Vancouver Housing 10-Year Plan* sets a target to maintain at least 30% RGI units across the portfolio. From time to time, the total percentage of RGI units may fluctuate due to the following factors:

- Units being temporarily unavailable during redevelopment or renovation;
- Households earning slightly higher incomes and being transferred from RGI to LEM, while remaining in the same unit; and/or
- Low turnover rates (and therefore not coming available to reabsorb for new RGI tenancies) due to increasing market rents.

As units turnover and new units are built, MVH strives to maintain an overall ratio of 30% RGI units across its portfolio. To monitor this target, the Housing Committee will receive regular updates on

the proportion of RGI households. As of November 2023, MVH has a total of 1,024 RGI households, representing 31.2% of MVH's overall portfolio.

Units		RGI Units	% RGI
Total Rentable Units	3,282	1,024	31.2%
Units unavailable due to redevelopment & renovation	176		
<b>Total</b>		<b>3,458</b>	

**VACANCY REPORT UPDATE**

The average vacancy rate across the MVH portfolio remained low through the last quarter of 2023 at 0.1%. Additional vacancy trends for Q4 2023 are shown in the attached Vacancy Report (Attachment 2).

**DEVELOPMENT PROJECTS: STATUS UPDATE**

The table below provides an update of the approved development projects as of December 31, 2023.

Project Name	Current Project Details and Milestones	Targeted Occupancy
<b>Kingston Gardens (Phase 1)</b>	<ul style="list-style-type: none"> <li>65% of construction complete</li> <li>Balcony membrane installation complete</li> <li>Exterior insulation installation in progress</li> <li>Mechanical, electrical, and sprinkler rough-ins in progress</li> </ul>	2024 Q2
<b>Salal Landing (Welcher Avenue)</b>	<ul style="list-style-type: none"> <li>25% of construction complete</li> <li>Raft slab and waterproofing complete</li> <li>Underground mechanical and electrical utilities installation are 100% complete</li> <li>Parkade/foundation walls in progress</li> </ul>	2024 Q4
<b>Heather Place – Building B</b>	<ul style="list-style-type: none"> <li>10% of construction complete</li> <li>Excavation and shoring 99% complete</li> <li>Crane erection beginning January 2024</li> <li>Suspended slab will begin February 2024</li> </ul>	2025 Q3
<b>Malaspina – Phase 1</b>	<ul style="list-style-type: none"> <li>DP/Rezoning revised submission January 2024</li> <li>BP submission expected September 2024 (subject to City issuance of DP)</li> <li>Targeted construction start December 2025</li> </ul>	2028 Q1
<b>Heron's Nest (Pitt Meadows Civic Centre Site)</b>	<ul style="list-style-type: none"> <li>98% of detailed design complete</li> <li>BP submitted November 2023</li> <li>CMHC Co-Investment loan application in progress</li> <li>Targeted construction start May 2024</li> </ul>	2026 Q2

<p><b>The Connection</b> (Eastburn Square)</p>	<ul style="list-style-type: none"> <li>• 95% of Detailed Design (Construction Documents) complete</li> <li>• 3<sup>rd</sup> reading approved in October 2023</li> <li>• BP Application submitted October 2023</li> <li>• Class B received December 2023</li> <li>• Abatement/deconstruction to commence in Jan/Feb 2024</li> <li>• Targeting construction start June 2024 (subject to agreements being finalized in time for final adoption – March 2024)</li> </ul>	<p>2026 Q3</p>
<p><b>The Steller</b> (Southwynde Avenue)</p>	<ul style="list-style-type: none"> <li>• 50% of Detailed Design (Construction Documents) complete</li> <li>• Class C received November 2023</li> <li>• Targeting February 2024 for 3<sup>rd</sup> reading (subject to designs or cost estimates being received from BC Hydro and TELUS.</li> <li>• Targeting construction start November 2024 (subject to Permits and Rezoning being finalized)</li> </ul>	<p>2026 Q4</p>

**REHABILITATION / CAPITAL RENEWAL PROJECTS: STATUS UPDATE**

The table below provides an update of the rehabilitation projects as of December 31, 2023.

Project Name	Current Phase	Projected Completion
<p><b>Strathearn Court</b></p>	<ul style="list-style-type: none"> <li>• Building Permit received October 30, 2023</li> <li>• Public construction tender closes January 16, 2024</li> </ul>	<p>2025 Q4</p>
<p><b>Crown Manor</b> ○ Pembina Reframed</p>	<ul style="list-style-type: none"> <li>• Consultant contract awarded October 2023</li> <li>• Draft Detailed Design Report issued to MVH December 2023</li> <li>• Final energy modelling and Detail Design Report in progress</li> <li>• Targeted Building Permit submission March 2024</li> </ul>	<p>2025 Q4</p>
<p><b>Manor House</b> ○ FortisBC DER Pilot Program ○ Pembina Reframed</p>	<ul style="list-style-type: none"> <li>• Construction tender(s) awarded October</li> <li>• Scaffolding erecting began November</li> <li>• Manager's Approval to Proceed (MAP) received from CoNV December 05, 2023</li> <li>• Construction began December 2023</li> <li>• Full BP expected January 2024</li> </ul>	<p>2024 Q4</p>
<p><b>Le Chateau</b> ○ Pembina Reframed</p>	<ul style="list-style-type: none"> <li>• Consultant contract awarded July 2023</li> <li>• Draft Detailed Design Report issued to MVH December 2023</li> <li>• Final energy modelling and Detailed Design Report in progress</li> <li>• Targeted Building Permit submission February 2024</li> </ul>	<p>2025 Q4</p>

**HOUSING OPERATIONS & TENANT PROGRAMS AND SERVICES UPDATE**

Tenant Programs and Services successfully delivered Fall work program items and milestones that will be covered in the January presentation. Community and inter-departmental partnerships continue to add capacity to youth, seniors and nature centric programming. In the final quarter of 2023, the team's emphasis was on development of specific programs aimed at alleviating mental health challenges and financial stress. This strategic initiative places a strong emphasis on mental health, combining active community engagement with the efficient delivery of essential resources.

Tenant Programs and Services continued work on the MVH Seniors' strategy by introducing educational campaigns for staying safe during the flu season including the dissemination of flu vaccines.

The Housing Committee will continue to receive updates on Tenant Programs and Services' implementation strategy, continued collaboration with Regional Parks, volunteering opportunities, and increased engagement from community champions. The Fall tenant newsletter also highlighted the impact of tenant programs in 2023.

**Reference**

[2023 Fall Economic Statement \(canada.ca\)](#)

**Attachments**

1. Housing Committee 2024 Work Plan
2. Vacancy Report Q4 2023
3. Fall and Winter 2023 Tenant Newsletter
4. Presentation re: Capital Project Updates
5. Presentation re: Tenant Programs & Services Update

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**Housing Committee 2024 Work Plan**

Report Date: January 2, 2024

**Priorities**

<b>1<sup>st</sup> Quarter</b>	<b>Status</b>
Housing Committee 2024 Work Plan Adoption	Pending
MVH 10-Year Plan: Phase Two Implementation Plan (2025-2030): Project Scope	Pending
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>2<sup>nd</sup> Quarter</b>	<b>Status</b>
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>3<sup>rd</sup> Quarter</b>	<b>Status</b>
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending
<b>4<sup>th</sup> Quarter</b>	<b>Status</b>
MVH 10-Year Plan: Phase Two Implementation Plan (2025-2030) – Update	Pending
2025 Budget and 5-year Financial Plan – Approve	Pending
MVHC Subsidy Program – Update	Pending
Tenant Programs & Services – Update	Pending
Capital Rehabilitation Projects – Update	Pending
Capital Development & Redevelopment Projects – Update	Pending

# Vacancies by Portfolio Q4 2023

## METRO VANCOUVER HOUSING

MVHC Portfolio Summary	All MVHC Units #	Average Vacant Units #	Average Vacancy Rate %
<b>TOTAL</b>	<b>3203</b>	<b>4.3</b>	<b>0.1%</b>
<b>Included in table above</b>			
*Units Held for Renovation	20		
*Units Held for Redevelopment Activity	54		
<b>*Total Units Held for Reno &amp; Redevelopment</b>	<b>74</b>		
<b>*Not Included in table above</b>			
<b>*Downtown Eastside Vancouver Units excluded (Contract Managed):</b>			
Claude Douglas	39		
Hugh Bird	65		
Regal Place	41		
<b>*Total Units Contract Managed</b>	<b>145</b>		
Kingston Gardens (Deconstructed Units)	24		
<b>*Total Units Excluded</b>	<b>169</b>		
<b>TOTAL ALL MVHC UNITS</b>	<b>3372</b>		

**Availability:** A rental unit is considered available if the existing tenant has given, or has received, notice to move, and a new tenant has not signed a lease; or the unit is vacant (see definition of vacancy)

**Vacancy:** A unit is considered vacant if, at the time of the survey, it is physically unoccupied and available for immediate rental (ie not held for unit renovation or other)

**\*Not Included:** Vacancies are not tracked for the Downtown Eastside Single Room Occupancy (SRO) buildings

# Vacancies by Municipality Q4 2023

## METRO VANCOUVER HOUSING

Municipality	MVHC Total Units #	MVHC Average Available Units Q4 2023 #	MVHC Average Available Units Q4 2023 %	CMHC Average 2022
Maple Ridge	48	0.7	1.4%	0.8%
North Vancouver City	141	0.0	0.0%	1.0%
Burnaby	254	1.2	0.5%	1.1%
Port Moody	148	1.0	0.7%	0.5%
Port Coquitlam	204	3.2	1.6%	0.5%
Surrey	604	0.7	0.1%	0.6%
Richmond	636	0.0	0.0%	0.6%
Coquitlam	268	2.7	1.0%	0.5%
Vancouver	640	3.0	0.5%	0.9%
New Westminster	171	0.3	0.2%	0.6%
Delta / Ladner	89	0.0	0.0%	0.4%
	3203	4.3	<b>0.1%</b>	

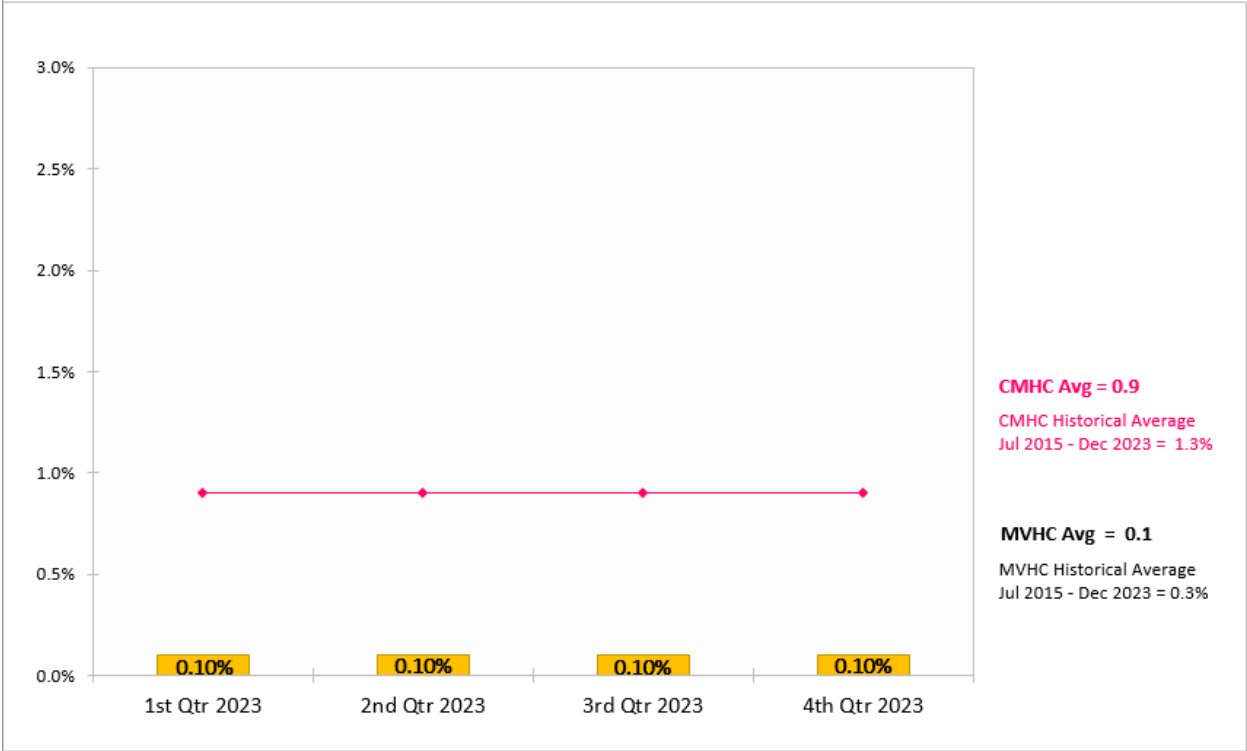
\*CMHC Average per Rental Market Report - Vancouver CMA, 2021

\*CMHC averages Port Moody, Port Coquitlam and Coquitlam together as Tri-Cities

\* Excluding Contract Managed Units in the Downtown Eastside (Regal Place, Claude Douglas, Hugh Bird Residence)

# Vacancy Rate Trend (Jan 2023 – Dec 2023)

## METRO VANCOUVER HOUSING



# Tenant Newsletter

Fall and Winter 2023

## A Message from Jag

This past year, we have expanded Tenant Programs and Services to broaden outreach across Metro Vancouver's 49 housing sites. Our goal is to create a collaborative environment where we work with residents to bring programming that is timely and relevant. We aspire to make Metro Vancouver Housing a place you are proud to call home and an example of the best in community living.



Jag Gill Klair, Director of Housing Operations

## ENGAGING COMMUNITY



## Celebrating the People of Metro Vancouver Housing

Building thriving, active communities is a priority for Metro Vancouver Housing. Keep an eye out over the coming months as we tell the stories of people who live in and work for Metro Vancouver Housing.

### Deidra, Tenant

"As a single mom, I chose to live here to give my daughter stability and a sense of community. Volunteering is important to me. It helps create a sense of unity. I volunteer with my daughter's school and Girl Guides. I also love gardening. I was looking at a plot thinking we can plant a community garden, we could plant some stuff and we can, you know, make the place look nice. It's uplifting to have flowers!"

# HALLOWEEN SAFETY



### Tips for Walking Safely

- 👉 **Wear** reflective tape, use glowsticks, or carry a flashlight so **drivers can see you**
- 👉 **Cross** at corners, using traffic signals and **crosswalks**
- 👉 **Look** left, right, and left again
- 👉 Use **sidewalks**
- 👉 **Watch** for cars turning or backing up

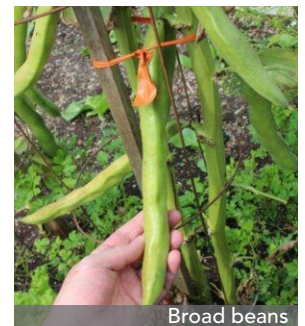


### Tips for Driving Safely

- 👉 **Watch out** for kids crossing mid-block
- 👉 **Slow down** and be on **alert**
- 👉 **Avoid** any **distractions**, including phones

## Winter Gardening in Metro Vancouver

Prepare to extend your gardening joys into the winter months in Metro Vancouver! Our mild coastal climate is ideal for growing hearty vegetables. Here are some top picks for a spring and summer harvest: broad beans, cabbage, garlic, onions, and radishes.



Broad beans

For tips, visit [westcoastseeds.com](http://westcoastseeds.com) and search for the items above. Interested in FREE seeds?

Email [mvhcommunity@metrovancover.org](mailto:mvhcommunity@metrovancover.org)



## What's Your Superhabit? Choose Reusables and Reduce Single-Use Items at Home

Hosting or entertaining this fall? Use your own cutlery, containers, and napkins like a hero!

In 2022, 1.3 billion single-use items were disposed in the Metro Vancouver region. That's 480 bags, straws, utensils, cups, and containers per person! You can help our environment by choosing reusables!

Ordering takeout?

- Select "no utensils" in your food delivery app
- Request "no utensils" when ordering over the phone
- Request that your order be put in as few containers as possible
- Try a container share service instead. Visit [metrovancover.org](https://metrovancover.org) and search "container share service" for a list of providers

Hosting or entertaining?

- If you do not have enough cutlery or tableware, consider borrowing or renting reusable instead of buying single use
- Consider a BYO "C" party, and have guests bring their own cutlery
- Store leftovers in reusable containers
- If you plan to share leftovers with guests, ask them to bring their own reusable containers

Our small daily routines will save the day!

Get more tips at [Superhabits.ca](https://superhabits.ca).



## Sports Help Empower Youth

Sports are more than just fun – they open doors to personal growth. Participation nurtures life skills beyond physical activity. On the field, young minds flourish with teamwork, discipline, and confidence.

Benefits:

- **Physical wellness:** fitness and health
- **Mental toughness:** builds resilience
- **Team skills:** develops communication and cooperation
- **Goal setting:** teaches goal setting and time management
- **Confidence:** raises self-esteem, promotes leadership
- **Inclusivity:** brings people together, promoting unity and understanding

Organizations like the ones below reduce financial barriers and provide assistance for fees and equipment. This helps ensure that all youth can enjoy the benefits of sports.

Find grant opportunities:

[www.kidsportcanada.ca](https://www.kidsportcanada.ca) (KidSport Canada)

[https.jumpstart.canadiantire.ca](https://jumpstart.canadiantire.ca) (Jumpstart Canadian Tire)

[www.a4k.ca](https://www.a4k.ca) (Athletics 4 Kids)



## Kickstart the Path to Education

Have you heard of the Canada Learning Bond (CLB) or the BC Training and Education Savings Grant (BCTESG)? The CLB offers up to a lifetime maximum of \$2,000 per child for children from low-income families and does not require personal contributions. The BCTESG is a one-time \$1,200 grant for a child's Registered Education Savings Plan (RESP).

These savings accounts help prepare for a child's education. Deposits grow tax-free, boosted by government grants!

BC Training and Education Savings Grant: <https://bit.ly/457pTCu>

Canada Learning Bond: <https://bit.ly/453UwsF>

Registered Education Savings Plan: <https://bit.ly/3Ps4azl>

## COMMUNITY REFLECTIONS



Residents enjoying a lively game of Bingo

### Celebrating Seniors

At Metro Vancouver Housing, our commitment to caring for our seniors shines brightly. We take pride in honouring the seniors who call our sites home because they are the heart and soul of our communities.

At Cedarwood Place and Inlet Centre, we dedicated a week to our cherished seniors, and the echoes of their smiles, laughter, and connections continue to brighten these spaces. We played Bingo, had lunch, and did chair exercises.

A heartfelt nod to our Community Development Coordinators for orchestrating this wonderful occasion. Thank you to everyone who made this event possible!



Campers exploring our forests

### Connect Teach Sustain (CTS) Youth Society Summer Camps

CTS Youth Society provided Metro Vancouver Housing youth a unique opportunity to receive priority access to free day and overnight summer camps across four beautiful regional parks.

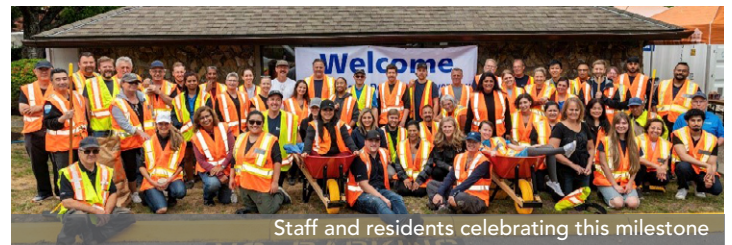
Summer campers explored nature, cooked outdoors, helped with park projects and community gardens, and gained valuable experience. Visit [ctsyouthsociety.com](https://ctsyouthsociety.com) for more information. Look for opportunities to sign up next year at your housing site!

### Community Summer Events

Community champions organized a joyful summer BBQ to promote connectedness! An artistic volunteer hand painted a sentimental photo booth for the occasion. This vibrant event symbolized Heather Place's resiliency through the pandemic, celebrated summer, and reignited the spirit of the community.



Heather Place's Summer BBQ



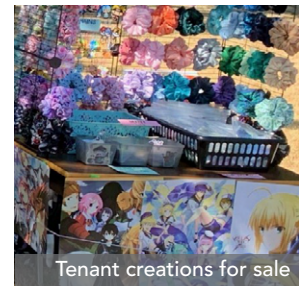
Staff and residents celebrating this milestone

### Makeover Day at Epsom Downs

Epsom Downs' Makeover Day demonstrated the passion Metro Vancouver Housing staff have for the work they do. Staff repainted the yellow road lines, built fences, planted flowers and shrubs, and more! Staff and tenants have transformed this 108-unit townhouse development through amazing teamwork.

### Yard Sale at Somerset Gardens

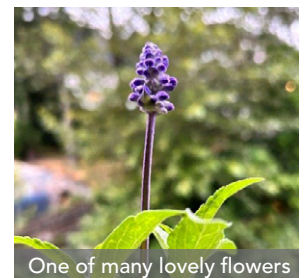
Entrepreneurial energy thrived at Somerset Gardens this summer at a yard sale! Tenants displayed pre-loved treasures, homemade creations, and art. This was a fantastic chance to reconnect with neighbours and promote sustainability. Cheers to our community's resourcefulness and neighbourliness!



Tenant creations for sale

### Spring Flowers

Spring is an exciting time at Metro Vancouver Housing! The Spring Flowers Program is special initiative where Metro Vancouver Housing provides annual spring flowers to residents for planting in their gardens and containers. This is always a highlight in our community calendar and resident volunteers make it meaningful, adding vibrancy and colour to the season.



One of many lovely flowers

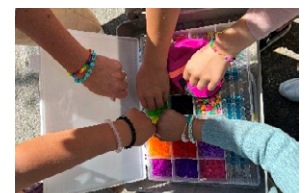
Here's what residents had to say this year:

- "I enjoy making our building prettier with spring flowers!"
- "The flowers were beautiful this year! Nice bright colours to help attract the hummingbirds and bees. So lovely!"
- "I enjoy meeting and chatting with my neighbours and helping them choose the right plants for their gardens, shade or sun."

Thank you to our volunteers and we hope that residents enjoyed the beautiful flowers! Also, thank you to a resident of Le Chateau Place for submitting this photo.

### Young Entrepreneurs

Malaspina Village youngsters have become entrepreneurs, creating bracelets that they sell. They proudly showcased and sold their one-of-a-kind creations on site!





### Recipe: Pumpkin Soup with Apple Walnut Topping

Looking for a way to use up pumpkins or squash? Try this easy and delicious recipe that helps prevent avoidable food waste.

**Prep time:** 15 minutes

**Serves:** 4

#### Ingredients:

- 1 tbsp canola oil
- 6 cups peeled, diced pumpkin
- 1/2 a small onion, diced
- 2 cloves garlic, peeled and crushed
- 3 cups sodium-reduced chicken broth
- 1 tbsp maple syrup
- 1/4 tsp ground nutmeg
- 1/4 tsp each salt and pepper

#### Topping:

- 1 Granny Smith apple, finely diced
- 1/4 cup finely chopped fresh chives
- 1/4 cup chopped walnuts
- 1 tbsp lemon juice
- 2 tbsp maple syrup, divided

#### Instructions:

1. Heat the oil in a large saucepan over medium-high heat. Stir in the pumpkin, onion, and garlic. Cook until lightly browned, 5 to 6 min. Add the broth, 1 tbsp (15 ml) maple syrup, nutmeg, salt, and pepper. Cover and simmer until the pumpkin is very tender, about 15 min.
2. Meanwhile, to make the topping, in a bowl combine apple, chives, walnuts, lemon juice, and 1 tbsp (15 ml) of maple syrup. Set aside.
3. Purée the pumpkin mixture using a blender until smooth. Ladle the soup into 4 bowls and add topping. Drizzle each bowl with remaining maple syrup before serving.

Recipe provided by Love Food Hate Waste Canada

Visit [lovefoodhatewaste.ca](http://lovefoodhatewaste.ca) for more tips and recipes!

### TENANT PROGRAMS & SERVICES TEAM

Community Development Coordinators

**North West and South West Areas:**  
Xanthi Dimitropoulos 604-432-6344

**North East and South East Areas:**  
Josie Mocnik 604-456-8802

Supervisor, Tenant Programs & Services

Mary Ricci 604-451-6155

Manager, Tenant Programs & Services

Saleh Altaf 604-432-6354



The team having fun at work

### Follow Metro Vancouver Housing on Instagram

Want to know more about the programs and services available to you? Follow us on Instagram @MVHousing! We will be spotlighting updates and celebrating the Metro Vancouver Housing community.



#### Stay in Touch

Would you like to share a story about your community? Your suggestions, comments, and stories are always welcome.

Contact: [housingnews@metrovancover.org](mailto:housingnews@metrovancover.org)

Sign up to receive this newsletter by email or view online at [www.metrovancover.org](http://www.metrovancover.org) and search for "tenant newsletters."

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Together we make our region strong



Attachment 4



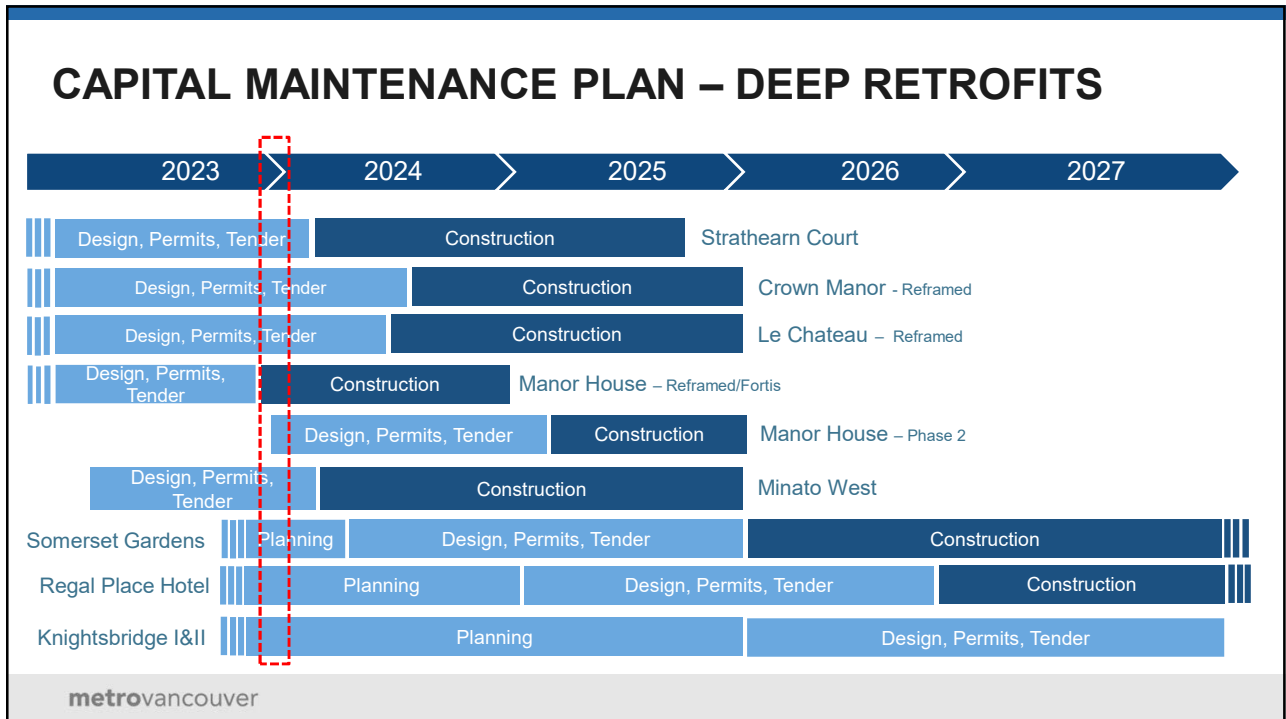
**Capital Project Updates**  
 QUARTERLY UPDATE

Evergreen Downs – Deep Retrofit

Jade Hume, P.Eng., PMP  
 Division Manager, Maintenance and Capital Projects  
 Metro Vancouver Housing

metrovancover

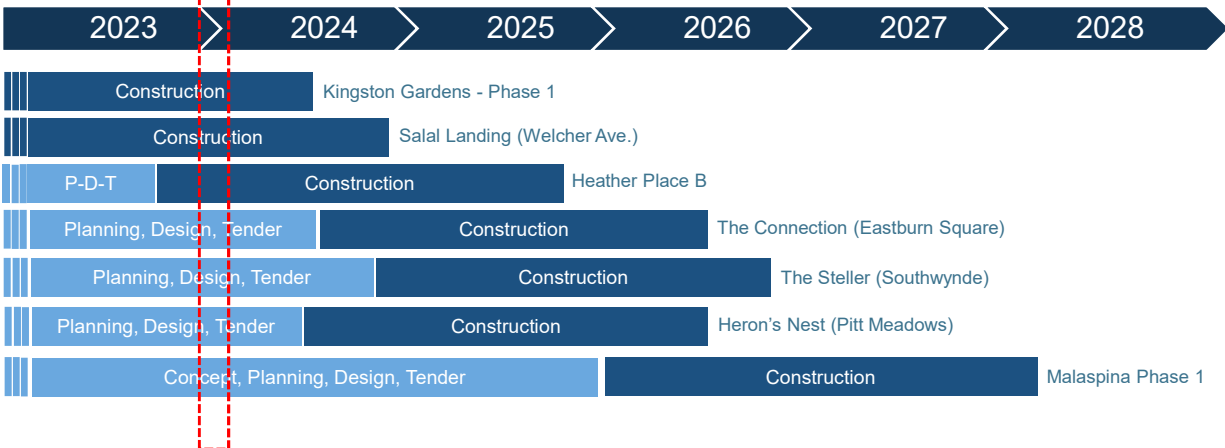
Housing Committee, January 12<sup>th</sup> 2023



## Manor House – Construction Progress



## CAPITAL DEVELOPMENT PLAN



## Kingston Gardens – Construction Progress



## Salal Landing – Construction Progress



## Heather Place B – Construction Progress



Attachment 5



Habitat Villa

# 2023 Tenant Programs & Services Update

Q4 2023

**Xanthi Dimitropoulos**  
 Community Development Coordinator, Tenant Programs and Services  
 Metro Vancouver Housing  
 Housing Committee Meeting, November 2023



Unity



Resilience



*Deidra, Tenant*

As a single mom, I chose to live here to give my daughter stability and a sense of community. Volunteering is important to me. It helps create a sense of unity. I volunteer with my daughter's school and Girl Guides. I also love gardening. I was looking at a plot thinking we can plant a community garden, we could plant some stuff and we can, you know, make the place look nice. It's uplifting to have flowers!

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3

## Mental Health







## YOUTH ENGAGEMENT



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# Tenant Newsletter

Fall and Winter 2023

## A Message from Jag

This past year, we have expanded Tenant Programs and Services to broaden outreach across Metro Vancouver's 49 housing sites. Our goal is to create a collaborative environment where we work with residents to bring programming that is timely and relevant. We aspire to make Metro Vancouver Housing a place you are proud to call home and an example of the best in community living.



Jag Gill Klair, Director of Housing Operations

## ENGAGING COMMUNITY



## Celebrating the People of Metro Vancouver Housing

Building thriving, active communities is a priority for Metro Vancouver Housing.

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## HALLOWEEN SAFETY

**Tips for Walking Safely**

- Wear reflective tape, use glowsticks, or carry a flashlight so **drivers can see you**
- **Cross** at corners, using traffic signals and **crosswalks**
- **Look** left, right, and left again
- Use **sidewalks**
- **Watch** for cars turning or backing up

**Tips for Driving Safely**

- **Watch** out for kids crossing mid-block
- **Slow down** and be on **alert**
- **Avoid** any **distractions**, including phones



Adelaide Court

# Thank you

**metrovancover**  
Together we make our region strong

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To: Housing Committee

From: David Leavers, Division Manager, Regional Parks, Visitor & Operations Services  
Mike Mayers, Division Manager, Water Services, Watershed Operations & Protection

Date: October 13, 2023 Meeting Date: January 12, 2024

Subject: **Tree Management on Metro Vancouver Lands – Revised Board Policy**

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At its September 14, 2023 meeting, the Finance Committee approved a recommendation that the MVRD/GVS&DD/GVWD/MVHC Boards approve revisions to the *Tree Management on Metro Vancouver Lands* Board policy. The staff report titled “*Tree Management on Metro Vancouver Lands – Revised Board Policy*” dated August 11, 2023 is attached for information.

The report was included on the agenda for the MVRD/GVS&DD/GVWD/MVHC Boards at the four meetings held on September 29, 2023. The revised policy was approved by the four Boards of Metro Vancouver without any further revisions.

Revisions to the *Tree Management on Metro Vancouver Lands Policy* will provide increased clarity and direction on the management of trees, specifically addressing tree risk assessment practices, specific references to new operating procedures and the implementation of the new hazard tree management system. New tree replacement requirements are imbedded in the revised policy. The proposed amended policy will further align and standardize processes for tree risk assessment across all Metro Vancouver operating departments including Regional Parks, Water Services, Liquid Waste Services, Solid Waste Services and Regional Housing.

#### **ATTACHMENT**

1. “*Tree Management on Metro Vancouver Lands – Revised Board Policy*”, dated August 11, 2023.

49192015

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To: Finance Committee

From: David Leavers, Division Manager, Regional Parks, Visitor & Operations Services  
Mike Mayers, Division Manager, Water Services, Watershed Operations & Protection

Date: August 11, 2023 Meeting Date: September 14, 2023

Subject: **Tree Management on Metro Vancouver Lands – Revised Board Policy**

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**RECOMMENDATION**

That the MVRD/GVS&DD/GVWD/MVHC Boards approve the revised Tree Management on Metro Vancouver Lands Policy as presented in the report dated August 11, 2023, titled “Tree Management on Metro Vancouver Lands Policy – Revised Board Policy.”

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**EXECUTIVE SUMMARY**

In February, 2018, a *Tree Management on Metro Vancouver Lands* board policy was approved by the Boards of MVRD, GVS&DD, GVWD, and MVHC (Metro Vancouver). The policy directs that Metro Vancouver maintain a consistent approach regarding the inspection and management of trees to ensure that its processes are aligned and standardized for risk assessment across all operating departments.

This report recommends a number of revisions to the *Tree Management on Metro Vancouver Lands* policy to continuously improve Metro Vancouver’s tree management practices. Proposed changes include new/revised definitions, an updated policy statement, and the removal of procedure based language (now that a new set of corporate procedures has been developed to support the policy). New to the policy is the inclusion of a section that imbeds direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. The policy will require that Metro Vancouver replace any trees removed at a minimum replacement ration of 2:1 or the standard set by the local municipality, whichever is higher.

**PURPOSE**

To seek approval of the revised *Tree Management on Metro Vancouver Lands* policy (Attachment 1) regarding the inspection and management of trees to manage associated risks, and to establish tree replacement requirements for trees removed.

**BACKGROUND**

Under the *Occupier’s Liability Act*, occupiers of land and premises have a duty to take reasonable care that people and their property will be reasonable safe in using the premises. That duty of care includes the management of trees.

Metro Vancouver has extensive landholdings in urban settings with frequent interface between inhabitants, assets, and Metro Vancouver trees; in forested areas such as regional parks and

conservation areas where the public is invited to recreate; and, in wilderness areas in which there are rare interfaces between the public or staff and assets and Metro Vancouver trees.

On February 23, 2018, a *Tree Management on Metro Vancouver Lands* board policy was approved by MVRD, GVS&DD, GVWD, and MVHC (Metro Vancouver). The policy was approved to provide staff with guidance regarding the inspection and management of trees wholly or in part on Metro Vancouver Lands to ensure that processes are aligned and standardized for risk assessment across all Metro Vancouver departments.

### **POLICY RELATED WORK (2018-2023)**

Over the past five years, staff from across the organization have worked with consultants, focused on the development of a set of corporate procedures to support the *Tree Management on Metro Vancouver Lands* policy. Procedures have been created to ensure that processes are aligned and standardized for risk assessment across all Metro Vancouver operation departments, as required by the Board policy. The procedures include direction for all operating departments including Water Services, Regional Parks, Liquid Waste Services, Metro Housing and Solid Waste Services. The procedures cover topics including:

1. Tree Risk Zoning
2. Site Types
3. On-demand Inspections
4. Scheduled Inspections
5. Tree Removal and Hazard Mitigation
6. Staff Roles and Responsibilities
7. Tree Risk Assessment Process

In addition, staff recently launched a standardized approach to managing hazard tree data throughout all Metro Vancouver operations. A database, accessed by staff through a cloud-based application and online desktop portal, was developed in-house to collect and retain all hazard tree information in order to maintain an inventory of trees and their respective inspection schedules, as required by the policy. All operating departments are required to transfer all existing records into the new database.

Over the past five years, a desire has been identified to imbed clear direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings.

### **PROPOSED REVISIONS TO THE POLICY**

Proposed revisions to the *Tree Management on Metro Vancouver Lands* policy reference much of the work that has been completed in the last five years to continuously improve Metro Vancouver's tree management practices. These revisions are illustrated in the red-line version of the policy, included in the report as Attachment 2.

The following is a summary of proposed revisions to the policy:

### **Definitions**

- Updated definition of “Hazard Tree” to introduce a time element;
- Introduced definition of “Metro Vancouver”;
- Updated definition of “Metro Vancouver Lands” to include lands without tenure where there is a legal assignment of the lands to Metro Vancouver; and
- Eliminated definition of “Tree Risk Rating” as it has been included in the new corporate procedures.

### **Policy Statement**

A new policy statement is proposed that references the types of interfaces Metro Vancouver has with inhabitants, assets, and trees on Metro Vancouver Lands. The new statement introduces language regarding the priorities of public and employee safety, environmental protection, property and critical infrastructure and prudent financial management in managing a hazard tree program. The statement notes that trees will be inspected and maintained in accordance with the policy, as well as by any procedures that are in effect from time to time. The statement “in accordance with the annual budget” is added in recognition that Metro Vancouver’s ability to manage risk is limited by the financial resources available through operating budgets.

### **Inspection and Management of Metro Vancouver Trees**

Section 1 of the policy has been revised to remove procedural language that has been moved to the new corporate procedures. The proposed policy states more emphatically that “Metro Vancouver will inspect and maintain Trees on Metro Vancouver Lands in accordance with its corporate procedures.”

### **Hazard Tree Abatement Actions**

Section 2 of the policy has been revised to state that abatement actions will be undertaken “in accordance with corporate procedures” rather than “in accordance with the recommendations of a Qualified Tree Assessor” to be consistent with the removal of procedural language for this revised policy.

### **Tree Replacement**

Section 3 of the policy imbeds direction for staff and consultants regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. Through this revision, Metro Vancouver commits to maintaining or providing a replacement ratio of a minimum 2:1 or the standard set by local municipality, whichever is higher.

## **ALTERNATIVES**

1. That the MVRD/GVS&DD/GVWD/MVHD Boards approve the revised Tree Management on Metro Vancouver Lands Policy as presented in the report dated August 11, 2023, titled “Tree Management on Metro Vancouver Lands Policy – Revised Board Policy.”
2. That the MVRD/GVS&DD/GVWD/MVHD Board receive for information the report dated August 11, 2023, titled “Tree Management on Metro Vancouver Lands Policy – Revised Board Policy.”

## **FINANCIAL IMPLICATIONS**

Subject to the approval of alternative 1, staff will proceed to manage its hazard tree management program with new corporate procedures in place and within current approved 2023 budgets and bring forward any required cost increases to future budgets.

Regional Parks has proposed an additional \$150,000 increase in 2024 operating budget to become fully compliant, and currently has over \$400K to continue to manage the hazard tree management program. The relative costs for Liquid Waste Services, Regional Housing, and Solid Waste Services will be less than for Regional Parks and increases for these divisions will be proposed in future years.

Additional funding will be required in most operating departments to become fully compliant with the *Tree Management on Metro Vancouver Lands* policy over the next 15 years (the minimum inspection cycle / schedule of assessment) as different operating departments are at different stages with respect to policy implementation. Individual departments will be required to complete a tree risk zoning mapping exercise for all properties under their authority, and illustrate all urban settings. Each zoning map will identify the site type of each property (urban settings / wilderness settings). Scheduled inspections will be required for all urban settings identified with potential targets in accordance with a minimum 15-year inspection cycle. Cost estimates related to tree removal and hazard mitigation will be determined year-to-year and will be built into future budget requests. Re-occurring assessment and reduced mitigation work requirements will reduce the need for cost increases for the ongoing program over future years.

## **CONCLUSION**

The proposed revisions to the Tree Management on Metro Vancouver Lands Policy provide increased clarity and direction on the management of trees, specifically addressing tree risk assessment practices, specific references to new operating procedures and the implementation of the new hazard tree management system. New tree replacement requirements are imbedded in the revised policy. The proposed amended policy will further align and standardize processes for tree risk assessment across all Metro Vancouver departments. Alternative 1 is recommended.

## **Attachments**

1. Revised *Tree Management on Metro Vancouver Lands* policy
2. Current *Tree Management on Metro Vancouver Lands* policy – Red-Line Version

**TREE MANAGEMENT ON METRO VANCOUVER LANDS**

Effective Date: February 23, 2018 (revised September 29, 2023)

Approved By: MVRD/MVHC/GVWD/GVS&amp;DD Boards

**Policy No. GV-017****PURPOSE**

To provide direction on the inspection and management of trees wholly or in part on Metro Vancouver lands.

**DEFINITIONS**

**“Hazard Tree”** means a Tree, identified in writing by a Qualified Tree Risk Assessor, to be in such a condition that there is a substantial likelihood that all or part of the Tree will fail within the schedule of assessment, resulting in the risk of personal injury or property damage;

**“Metro Vancouver”** means, collectively, the Metro Vancouver Regional District, the Greater Vancouver Sewerage and Drainage District, the Greater Vancouver Water District and the Metro Vancouver Housing Corporation;

**“Metro Vancouver Lands”** means fee-simple and leasehold properties held by one or more of the entities comprising Metro Vancouver, but does not include lands covered by statutory rights of way, licence agreements, permits or other land tenure or access agreements, unless responsibility for Tree management is specifically assigned to Metro Vancouver in the relevant instrument;

**“Qualified Tree Risk Assessor”** refers to a Metro Vancouver staff person or external party who is qualified and certified under a WorkSafeBC approved program to conduct a Tree risk assessment and make recommendations for abatement of risks where a Tree is assessed as a Hazard Tree; and

**“Tree”** means a woody perennial plant usually having a single trunk or stem which has a diameter of at least 10 centimetres when measured from a height of 1.4 metres above the natural grade of the land and with an overall height of at least 4.5 metres.

**POLICY**

Metro Vancouver has extensive landholdings in urban settings with frequent interface between inhabitants, assets, and Trees; in forested areas such as regional parks and conservation areas where the public is invited to recreate; and, in wilderness settings with rare interfaces between the public or Metro Vancouver staff, assets and Trees. In managing the risks associated with its Trees, Metro Vancouver prioritizes public and employee safety, environmental protection, property and critical infrastructure and prudent financial management of the organization. Trees will be inspected and maintained in accordance with this Policy, and any procedures in effect from time to time, in a manner that reflects the priority and urgency necessary to manage the risks, in accordance with the annual budget.

This Policy guides the inspection and management of Trees on Metro Vancouver Lands by ensuring that processes are aligned and standardized for risk assessment across all Metro Vancouver departments.

### 1. Inspection and Management of Metro Vancouver Trees:

- a) Where Metro Vancouver Lands contain Trees for which a failure could result in one or more of:
  - i. personal injury while using sites that are authorized for use by Metro Vancouver staff, contractors, and the public;
  - ii. damage to Metro Vancouver or adjacent property owner assets; or
  - iii. interruption in the provision of Metro Vancouver services to the public,Metro Vancouver will inspect and maintain Trees on Metro Vancouver Lands in accordance with its corporate procedures.
- b) Where Metro Vancouver Lands contain Trees which have not yet been part of a scheduled assessment, Metro Vancouver will assess and manage Trees upon receipt of a notice, whether from Metro Vancouver staff or the public, setting out a concern regarding perceived dangers posed by the Tree and the location of the Tree.

### 2. Hazard Tree Abatement Actions:

Where a Tree has been assessed as a Hazard Tree, abatement actions will be undertaken in accordance with corporate procedures in order to achieve the following broad objectives:

- i. to reduce/address risk to Metro Vancouver staff and the public;
- ii. to protect Metro Vancouver infrastructure and other assets; and
- iii. to enhance and maintain healthy forested ecosystems in urban settings and wilderness settings.

### 3. Tree Replacement:

Metro Vancouver will maintain a Tree replacement program to ensure successional replacement by defining the number of appropriate replacement Trees required for every Tree removed in urban settings. While managing for Hazard Trees or when accommodating new development in urban settings, Metro Vancouver will maintain or provide a replacement ratio of a minimum of 2:1 or the standard set by local municipality, whichever is higher.



**TREE MANAGEMENT ON METRO VANCOUVER LANDS**

Effective Date: February 23, 2018 (revised September 29, 2023)

Approved By: MVRD/GVS&DD/GVWD/MVHC Boards

**PURPOSE**

To provide direction on the inspection and management of trees wholly or in part on Metro Vancouver lands.

**DEFINITIONS**

“**Hazard Tree**” means a Tree, identified in writing by a Qualified Tree Risk Assessor, to be in such a condition that there is a substantial likelihood that all or part of the Tree will fail within the schedule of assessment, resulting in the risk of personal injury or property damage;

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- i. personal injury while using sites that are authorized for use by Metro Vancouver staff, contractors, and the public;
- ii. damage to Metro Vancouver or adjacent property owner assets; or
- iii. interruption in the provision of Metro Vancouver services to the public,

Metro Vancouver will inspect and maintain Trees on Metro Vancouver Lands in accordance with its corporate procedures.

(b) Where Metro Vancouver Lands contain Trees which have not yet been part of a scheduled assessment, Metro Vancouver will access and manage Trees upon receipt of a notice, whether from Metro Vancouver staff or the public, setting out a concern regarding perceived dangers posed by the Tree and the location of the Tree.

### **2. Hazard Tree Abatement Actions:**

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