



**METRO VANCOUVER HOUSING CORPORATION (MVHC)
BOARD OF DIRECTORS**

BOARD MEETING

Friday, September 29, 2023

8:30 am

28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia

Webstream available at <https://metrovanancouver.org>

[Membership and Votes](#)

A G E N D A¹

A. ADOPTION OF THE AGENDA

1. September 29, 2023 Meeting Agenda

That the MVHC Board adopt the agenda for its meeting scheduled for September 29, 2023 as circulated.

B. ADOPTION OF THE MINUTES

1. July 28, 2023 Meeting Minutes

That the MVHC Board adopt the minutes for its meeting held July 28, 2023 as circulated.

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C. DELEGATIONS

D. INVITED PRESENTATIONS

E. CONSENT AGENDA

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

1. FINANCE COMMITTEE REPORTS

1.1 Tree Management on Metro Vancouver Lands – Revised Board Policy

That the MVHC Board 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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¹ Note: Recommendation is shown under each item, where applicable. All Directors vote unless otherwise noted.

F. ITEMS REMOVED FROM THE CONSENT AGENDA

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

I. OTHER BUSINESS

J. BUSINESS ARISING FROM DELEGATIONS

K. RESOLUTION TO CLOSE MEETING

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

That the MVHC Board close its meeting scheduled for September 29, 2023 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

- 90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (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; and
 - (g) litigation or potential litigation affecting the municipality.

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

M. ADJOURNMENT/CONCLUSION

That the MVHC Board adjourn/conclude its meeting of September 29, 2023.

**METRO VANCOUVER HOUSING CORPORATION
BOARD OF DIRECTORS**

Minutes of the Regular Meeting of the Metro Vancouver Housing Corporation (MVHC) Board of Directors held at 11:29 am on Friday, July 28, 2023, in the 28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Delta, Chair, Director George V. Harvie
Anmore, Vice Chair, Director John McEwen
Belcarra, Director Jamie Ross
Bowen Island, Director Andrew Leonard
Burnaby, Director Sav Dhaliwal
Burnaby, Director Mike Hurley
Coquitlam, Director Craig Hodge
Coquitlam, Director Teri Towner
Delta, Director Dylan Kruger
Electoral Area A, Director Jen McCutcheon
Langley City, Director Paul Albrecht*
Langley Township, Director Eric Woodward
Langley Township, Director Steve Ferguson*
Lions Bay, Director Ken Berry*
Maple Ridge, Director Dan Ruimy
New Westminster, Director Patrick Johnstone
North Vancouver City, Director Linda Buchanan*

Port Coquitlam, Director Brad West*
Port Moody, Director Meghan Lahti*
Richmond, Director Malcolm Brodie
Richmond, Director Bill McNulty
Richmond, Director Chak Au
Surrey, Director Mike Bose
Surrey, Director Gordon Hepner
Surrey, Director Pardeep Kooner
Surrey, Director Brenda Locke
Surrey, Director Rob Stutt
Vancouver, Director Rebecca Bligh*
Vancouver, Director Adriane Carr
Vancouver, Director Lisa Dominato
Vancouver, Director Sarah Kirby-Yung
Vancouver, Director Mike Klassen
Vancouver, Director Lenny Zhou
White Rock, Director Megan Knight

MEMBERS ABSENT:

Burnaby, Director Pietro Calendino
North Vancouver District, Alternate Director
Mike Little
Pitt Meadows, Director Nicole MacDonald
Surrey, Director Harry Bains

scəwəθən məsteyəx^w (Tsawwassen First Nation),
Director Laura Cassidy
Vancouver, Director Ken Sim
West Vancouver, Director Mark Sager

STAFF PRESENT:

Jerry W. Dobrovolsky, Chief Administrative Officer
Dorothy Shermer, Corporate Officer
Morgan Mackenzie, Legislative Services Coordinator, Board and Information Services

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

A. ADOPTION OF THE AGENDA

1. July 28, 2023 Meeting Agenda

It was MOVED and SECONDED

That the MVHC Board adopt the agenda for its meeting scheduled for July 28, 2023 as circulated.

CARRIED

B. ADOPTION OF THE MINUTES

1. June 2, 2023 Meeting Minutes

It was MOVED and SECONDED

That the MVHC Board adopt the minutes for its meeting held June 2, 2023 as circulated.

CARRIED

C. DELEGATIONS

No items presented.

D. INVITED PRESENTATIONS

No items presented.

E. CONSENT AGENDA

It was MOVED and SECONDED

That the MVHC Board adopt the recommendations presented in the following items as presented in the July 28, 2023 MVHC Board Consent Agenda:

- 1.1 BC Rental Protection Fund – Metro Vancouver Housing Pre-Qualification
- 1.2 Decarbonization Plan – Meeting Metro Vancouver Housing's 10-Year Plan Targets

CARRIED

The item and recommendation referred to above is as follows:

1.1 BC Rental Protection Fund – Metro Vancouver Housing Pre-Qualification

Report dated June 28, 2023, from Mikayla Tinsley, Regional Planner I, Housing Policy and Planning, seeking the MVHC Board direction to apply to pre-qualify for the BC Rental Protection Fund program and to further investigate potential opportunities.

Recommendation:

That the MVHC Board direct staff to submit an application for pre-qualification to the BC Rental Protection Fund program, and support exploration of potential options for future consideration under the program.

Adopted on Consent

- 1.2 Decarbonization Plan – Meeting Metro Vancouver Housing’s 10-Year Plan Targets**
Report dated June 28, 2023, from Adrian Lynch, Senior Project Engineer, Energy Management, Liquid Waste Services and Jade Hume, Division Manager, Capital Maintenance and Delivery, providing the Housing Committee with information on Metro Vancouver Housing’s (MVH) Decarbonization Plan, which aligns with meeting the greenhouse gas (GHG) emission reduction target outlined in the MVH 10-Year Plan.

Recommendation:

That the MVHC Board receive for information the report dated June 28, 2023 titled “Decarbonization Plan – Meeting Metro Vancouver Housing’s 10-Year Plan Targets”.

Adopted on Consent

F. ITEMS REMOVED FROM THE CONSENT AGENDA

No items presented.

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

No items presented.

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

No items presented.

I. OTHER BUSINESS

1. MVHC Board Committee Information Items and Delegation Summaries

J. BUSINESS ARISING FROM DELEGATIONS

No items presented.

K. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

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

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

- (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.”

CARRIED

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

No items presented.

M. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the MVHC Board adjourn its meeting of July 28, 2023.

CARRIED

(Time: 11:30 am)

CERTIFIED CORRECT

Dorothy Shermer, Corporate Officer

George V. Harvie, Chair

61449582 FINAL



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**

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.”

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&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.

BOARD POLICY

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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“**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

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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 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.

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