

METRO VANCOUVER REGIONAL DISTRICT HOUSING COMMITTEE

REGULAR MEETING

Thursday, January 13, 2022

1:00 pm

**Meeting conducted electronically pursuant to the Procedure Bylaw
28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia
Webstream available at <http://www.metrovanancouver.org>**

A G E N D A¹

OPENING REMARKS

Director Sav Dhaliwal, Board Chair

1. ADOPTION OF THE AGENDA

1.1 January 13, 2022 Regular Meeting Agenda

That the Housing Committee adopt the agenda for its regular meeting scheduled for January 13, 2022 as circulated.

2. ADOPTION OF THE MINUTES

pg. 4

2.1 November 3, 2021 Regular Meeting Minutes

That the Housing Committee adopt the minutes of its regular meeting held November 3, 2021 as circulated.

3. DELEGATIONS

4. INVITED PRESENTATIONS

5. REPORTS FROM COMMITTEE OR STAFF

5.1 2022 Housing Committee Meeting Schedule and Work Plan

pg. 8

That the Housing Committee

- a) receive for information the Housing Committee Terms of Reference and the 2022 Annual Meeting Schedule, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan"; and
- b) endorse the 2022 work plan, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan".

¹ Note: Recommendation is shown under each item, where applicable.
January 6, 2022

5.2 Metro Vancouver Housing Naming Framework pg. 15

That the MVHC Board endorse the Metro Vancouver Housing Naming Framework as presented in the report dated December 6, 2021, titled "Metro Vancouver Housing Naming Framework".

5.3 Metro Vancouver Housing and Sustainable Building Design and Operations pg. 21

That the Housing Committee receive for information the report titled "Metro Vancouver Housing and Sustainable Building Design and Operations", dated December 17, 2021.

5.4 Manager's Report pg. 25

That the Housing Committee receive for information the report dated December 10, 2021, titled "Manager's Report".

6. INFORMATION ITEMS

7. OTHER BUSINESS

8. BUSINESS ARISING FROM DELEGATIONS

9. 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 regular meeting scheduled for January 13, 2022 pursuant to the *Community Charter* provisions, Section 90 (1) (e) and 90 (1) (k) as follows:

90 (1) A part of the 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 board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district.

(k) negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the board or committee, could reasonably be expected to harm the interests of the regional district if they were held in public;

10. ADJOURNMENT/CONCLUSION

That the Housing Committee adjourn/conclude its regular meeting of January 13, 2022.

Membership:

Hurley, Mike (C) - Burnaby	Cameron, Craig - West Vancouver	McNulty, Bill - Richmond
Morden, Mike (VC) - Maple Ridge	Coté, Jonathan - New Westminster	Pollock, Glen - Port Coquitlam
Annis, Linda - Surrey	De Genova, Melissa - Vancouver	Storteboom, Rudy - Langley City
Bond, Mathew - North Vancouver District	Dingwall, Bill - Pitt Meadows	Towner, Teri - Coquitlam
Buchanan, Linda - North Vancouver City	Long, Bob - Langley Township	Walker, Darryl - White Rock

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**METRO VANCOUVER REGIONAL DISTRICT
HOUSING COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Housing Committee held at 1:00 p.m. on Wednesday, November 3, 2021 in the 28th Floor Boardroom Room, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Chair, Mayor Mike Hurley, Burnaby
 Vice Chair, Mayor Mike Morden*, Maple Ridge (arrived at 1:06 p.m.)
 Councillor Linda Annis*, Surrey
 Councillor Mathew Bond*, North Vancouver District
 Councillor Craig Cameron*, West Vancouver (arrived at 1:02 p.m.)
 Mayor Jonathan Côté*, New Westminster
 Councillor Melissa De Genova*, Vancouver
 Mayor Bill Dingwall*, Pitt Meadows
 Councillor Bob Long*, Langley Township
 Councillor Bill McNulty*, Richmond
 Councillor Glenn Pollock*, Port Coquitlam
 Councillor Rudy Storteboom*, Langley City
 Councillor Teri Towner*, Coquitlam
 Mayor Darryl Walker*, White Rock

MEMBERS ABSENT:

Mayor Linda Buchanan, North Vancouver City

STAFF PRESENT:

Heather McNell, General Manager, Regional Planning and Housing Services
 Jerry W. Dobrovolny †, Chief Administrative Officer
 Natalia Melnikov, Legislative Services Coordinator, Board and Information Services

1. ADOPTION OF THE AGENDA

1.1 November 3, 2021 Regular Meeting Agenda

It was MOVED and SECONDED

That the Housing Committee:

- a) amend the agenda for its regular meeting scheduled for November 3, 2021 by adding Item 6.2 Award of Contract Resulting from Tender No. 21-241 Construction of Welcher Avenue Multi-Family Affordable Housing; and
- b) adopt the agenda as amended.

CARRIED

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

† denotes electronic meeting participation

1:02 p.m. Councillor Cameron arrived at the meeting.

2. ADOPTION OF THE MINUTES

2.1 October 6, 2021 Regular Meeting Minutes

It was MOVED and SECONDED

That the Housing Committee adopt the minutes of its regular meeting held October 6, 2021 as circulated.

CARRIED

3. DELEGATIONS

No items presented.

4. INVITED PRESENTATIONS

4.1 William Johnston, Senior Director, WSP

William Johnston, Senior Director, WSP provided members with a presentation on the Mass Timber Study Findings highlighting modular housing construction, and the cost and schedule implications of using different construction materials and systems including mass timber.

1:06 p.m. Vice Chair Morden arrived at the meeting.

Members discussed the cost effectiveness and energy benefits of mass timber construction.

Presentation material titled “Cost and Schedule Implications of Using Mass Timber: What BC Developers Need to Know Before They Choose” is retained with the November 3, 2021 Housing Committee agenda.

5. REPORTS FROM COMMITTEE OR STAFF

5.1 Manager’s Report

Report dated October 14, 2021 from Heather McNell, General Manager, Regional Planning and Housing Services, providing the Housing Committee with update on Fortis BC Funding project, rental subsidy, vacancy rates, Operations and Tenant Program updates, and a quarterly update on redevelopment, rehabilitation and capital renewal projects.

Presentation material titled “Capital Project Updates” and “2021 Tenant Programs and Services Update” is retained with the November 3, 2021 Housing Committee agenda.

It was MOVED and SECONDED

That the Housing Committee receive for information the report dated October 14, 2021, titled "Manager's Report".

CARRIED

6. INFORMATION ITEMS

6.1 Metro Vancouver Housing Tenant Newsletter (Fall-Winter 2021 Edition)

6.2 Award of Contract Resulting from Tender No. 21-241 Construction of Welcher Avenue Multi-Family Affordable Housing

Report dated October 19, 2021 from Roy Moulder, Director, Purchasing and Risk Management, Financial Services, and Leigh Rollins, Senior Project Engineer, Regional Planning and Housing Services, providing the Housing Committee with an update on the results of the award of a contract that were presented at the October 29, 2021 Metro Vancouver Housing Committee Board meeting.

It was MOVED and SECONDED

That the Housing Committee receive Items 6.1 and 6.2 for information.

CARRIED

7. OTHER BUSINESS

No items presented.

8. BUSINESS ARISING FROM DELEGATIONS

No items presented.

9. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

That the Housing Committee close its regular meeting scheduled for November 3, 2021 pursuant to the *Community Charter* provisions, Section 90 (1) (e) as follows:

- "90 (1) A part of the 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 board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district."

CARRIED

10. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Housing Committee adjourn its regular meeting of November 3, 2021.

CARRIED

(Time: 1:53 p.m.)

Natalia Melnikov,
Legislative Services Coordinator

Mike Hurley, Chair

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To: Housing Committee

From: Heather McNell, General Manager, Regional Planning and Housing Services

Date: December 8, 2021 Meeting Date: January 13, 2022

Subject: **2022 Housing Committee Meeting Schedule and Work Plan**

RECOMMENDATION

That the Housing Committee

- a) receive for information the Housing Committee Terms of Reference and the 2022 Annual Meeting Schedule, as presented in the report dated December 8, 2021, titled “2022 Housing Committee Meeting Schedule and Work Plan”; and
 - b) endorse the 2022 work plan, as presented in the report dated December 8, 2021, titled “2022 Housing Committee Meeting Schedule and Work Plan”.
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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*, and 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 2022 include progressing construction, design, and concept planning for development and rehabilitation projects, pursuing portfolio funding partnerships, and continuing to develop tenant programs and policies, and are consistent with the endorsed 2022 Budget. Pursuant to the terms of reference, the meeting schedule proposes 10 meetings, which unless otherwise determined, will be held virtually.

PURPOSE

To provide the Housing Committee with its Terms of Reference, the 2022 Work Plan, 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 2022.

2022 WORK PLAN

The Annual Work Plans for the MVHC function and MVRD Housing Planning & Policy function are based on the 2022 Budget approved by the MVHC and MVRD Boards on October 29, 2021, 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.

The responsibilities of the Housing Committee as laid out in its Terms of Reference are to:

- Review and endorse the annual budget and five-year financial plan for the Housing Planning and Policy function and the MVHC;
- Oversee the implementation of the *Metro Vancouver Housing 10-Year Plan*;
- Guide policy and strategic direction on the performance, operations, and management of MVHC assets;
- Oversee the implementation of MVHC capital programs, including award of contracts over \$5 million; and
- Review and endorse regional housing data, research and best practices stemming from the Housing Planning and Policy and Regional Planning functions.

Key actions in the 2022 Work Plan for the Committee are described below and listed according to the Committee responsibilities in its Terms of Reference:

- Progress construction for redevelopment of Kingston Gardens Phase 1 (Surrey) and Welcher Avenue (Port Coquitlam);
- Continue the design and permit approvals of Heather Place Building B (Vancouver), Eastburn Square (Burnaby), Malaspina Village Phase 1 (Coquitlam), Southwynde Avenue (Burnaby), and Civic Centre site (Pitt Meadows);
- Initiate concept planning and viability studies for a new housing site identified through MVH's Expression of Interest Round 2 call for member jurisdiction lands;
- Continue to pursue portfolio funding partnerships and other funding opportunities with provincial and federal governments;
- Advance partnership opportunities for the three sites approved for redevelopment through partnerships;
- Ongoing construction on Kelly Court (Vancouver) and Evergreen Downs (Delta) building rehabilitation projects, and advance Strathearn Court through permitting approvals and construction tendering;
- Begin detailed design for deep retrofits at Manor House (North Vancouver), Crown Manor (New Westminster), and Le Chateau (Coquitlam);
- Continue to develop and implement innovative tenant programs that support and enhance engaged communities;
- Continue to support tenants who need to be relocated due to redevelopment;
- Support implementation of policies related to housing for *Metro 2050*; and
- Develop new policies and procedures to support periodic income testing for Low-End-of-Market tenants and new baseline affordability options.

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.

2022 COMMITTEE MEETING SCHEDULE

The MVRD *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 – Electronic and In-Person Meetings

The MVRD *Procedure Bylaw* authorizes a flexible model for meeting attendance. Most meetings will be electronic meetings: essentially hybrid meetings at which a member may attend in-person or by electronic facilities at their discretion (e.g. Zoom); however, certain meetings throughout the year may be deemed to require in-person attendance when: 1) carried by resolution of the committee; or 2) the Chair determines in-person attendance as a requirement, subject to committee members being provided with seven (7) days of advance notice of the requirement to attend in person. The Committee may wish to consider if in-person attendance would benefit any of the meeting dates on the schedule.

ALTERNATIVES

1. That the Housing Committee:
 - a) receive for information the Housing Committee Terms of Reference and the 2022 Annual Meeting Schedule, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan"; and
 - b) endorse the 2022 work plan, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan".
2. That the Housing Committee:
 - a) receive for information the Housing Committee Terms of Reference and the 2022 Annual Meeting Schedule, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan"; and
 - b) endorse the 2022 work plan, as presented in the report dated December 8, 2021, titled "2022 Housing Committee Meeting Schedule and Work Plan", incorporating the requested changes from the Housing Committee.

FINANCIAL IMPLICATIONS

The priorities in the 2022 Work Plan of the Housing Committee are consistent with the 2022 Budget approved by the MVHC and MVRD Boards on October 29, 2021 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 priorities for the Housing Committee in 2022 and is consistent with its terms of reference and the 2022 Budget approved by the MVHC and MVRD Boards. To assist the Committee, the 2022 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 2022 Work Plan
2. Housing Committee Terms of Reference
3. Housing Committee 2022 Annual Meeting Schedule

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Housing Committee 2022 Work Plan

Report Date: December 8, 2021

Priorities

1st Quarter	Status
Housing 2022 Work Plan Adoption	In progress
MVH Housing Naming Framework	In progress
RPAC Housing Sub-committee Annual Work Plan - Update	Pending
Funding Progress – Update	Pending
Poplar Landing Concept	Pending
EOI Round 2 Evaluation and Site Recommendation	Pending
Capital Rehabilitation Projects - Update	Pending
Capital Development & Redevelopment Projects - Update	Pending
MVHC Subsidy Program - Update	Pending
Tenant Programs & Services - Update	Pending
2nd Quarter	
EOI (Round 2) New Site Concept	Pending
Capital Rehabilitation Projects - Update	Pending
Capital Development & Redevelopment Projects - Update	Pending
MVHC Subsidy Program - Update	Pending
Tenant Programs & Services - Update	Pending
3rd Quarter	
2023 Budget and 5-year Financial Plan - Approve	Pending
Metro 2050 Housing Policy Implementation – Update	Pending
Tenant Policies – Update	Pending
Capital Rehabilitation Projects -Update	Pending
Capital Development & Redevelopment Projects - Update	Pending
MVHC Subsidy Program - Update	Pending
Tenant Programs & Services - Update	Pending
4th Quarter	
Capital Rehabilitation Projects -Update	Pending
Capital Development & Redevelopment Projects - Update	Pending
MVHC Subsidy Program - Update	Pending
Tenant Programs & Services - 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 2022 Annual Meeting Schedule

- **Thursday, January 13, at 1:00 pm Electronic Meeting**
- **Thursday, February 3, at 1:00 pm Electronic Meeting**
- **Thursday, March 3, at 1:00 pm Electronic Meeting**
- **Thursday, April 7, at 1:00 pm Electronic Meeting**
- **Thursday, May 19, at 1:00 pm Electronic Meeting**
- **Wednesday, June 1, at 1:00 pm Electronic Meeting**
- **Thursday, July 7, at 1:00 pm Electronic Meeting**
- **Wednesday, September 7, at 1:00 pm Electronic Meeting**
- **Thursday, October 6, at 1:00 pm Electronic Meeting**

To: Housing Committee

From: Jessica Hayes, Senior Planner, Regional Planning and Housing Services

Date: December 6, 2021 Meeting Date: January 13, 2022

Subject: **Metro Vancouver Housing Naming Framework**

RECOMMENDATION

That the MVHC Board endorse the Metro Vancouver Housing Naming Framework as presented in the report dated December 6, 2021, titled “Metro Vancouver Housing Naming Framework”.

EXECUTIVE SUMMARY

The *Metro Vancouver Housing Naming Framework* is intended to provide guiding principles and a process to support decision-making when naming new development sites, or renaming housing sites (where appropriate) in the case of redevelopment. Metro Vancouver Housing (MVH) recognizes the opportunity to celebrate the unique history and diversity of the region through naming recognition. The Framework outlines key steps in the naming/renaming process such as research and engagement, the establishment of a Naming Advisory Committee, consultation, and communication. This report summarizes the proposed MVH Naming Framework and outlines the process that MVH will follow when naming or renaming its housing sites.

PURPOSE

To seek Housing Committee and MVHC Board endorsement of the Metro Vancouver Housing Naming Framework.

BACKGROUND

The *Metro Vancouver Housing 10-Year Plan* seeks to expand MVH’s portfolio of affordable rental housing across the region, creating opportunities to name new housing sites, or rename existing housing sites. The MVH Naming Framework provides a process for naming or renaming of housing sites that result from the implementation of the *Metro Vancouver Housing 10-Year Plan*.

NAMING FRAMEWORK

Staff have conducted a scan of non-profit, governmental, and public agencies’ asset and property naming practices to inform the development of the MVH Naming Framework, ensuring that the approach is aligned with best practices in naming conventions used by similar non-profit and public entities. In addition, the Framework has been reviewed by MVH staff from Operations, Planning, and Project Delivery as well as Metro Vancouver’s Indigenous Relations department and Corporate Planning Committee.

Metro Vancouver’s practice is to name assets in a way that is consistent with geographical, topographical, historical, or cultural features of the local area. For example, the *Metro Vancouver Regional Parks Naming, Renaming, and Dedications Policy* (2020) takes this approach. MVH has further developed the following naming principles for its housing sites:

- names should celebrate the diversity of the Metro Vancouver region and MVH's tenant communities;
- names should highlight features of local significance (e.g. geographical, historical, and/or cultural characteristics);
- names should reflect meaningful consultation and engagement; and
- names should not be political, corporate, or discriminatory in nature.

PROCESS

The MVH Naming Framework provides general direction for the naming or renaming of housing sites. Each step in the proposed process is outlined chronologically in the Framework, and summarized below.

1. Research and Engagement

MVH staff will undertake research (e.g. historical or archival research, interviews, and/or Indigenous knowledge), internal engagement with tenants and staff (e.g. contests, surveys, tenant newsletters) and external outreach (e.g. with member jurisdiction, community or cultural groups, and local First Nations as appropriate) to develop preliminary name suggestions that reflect the housing site's unique characteristics, history, and location.

2. Naming Advisory Committee

Once a site concept has been approved by the Housing Committee and MVHC Board, MVH will strike an *ad hoc* Naming Advisory Committee (comprised of representatives from Metro Vancouver Housing Services and other departments as appropriate) that will review the preliminary list of names and propose a short list of names for further consultation.

3. Consultation

MVH will consult on the short list of names selected by the Naming Advisory Committee with the appropriate community or cultural groups, First Nation(s), and relevant departments in the applicable member jurisdiction. MVH will adhere to appropriate cultural practices or protocols for proposed names of housing sites and ensure that short listed housing site names fit well within the neighbourhood context (i.e. do not conflict with nearby place or street names, support wayfinding and emergency response).

4. Naming Recommendation

The Naming Advisory Committee will consider feedback received from research, engagement, and consultation and put forward its final naming recommendation to Metro Vancouver Housing senior management who will make a decision.

5. Communication

Metro Vancouver Housing will publicly communicate the selected housing site name via the MVHC Board once the project has received a Development Permit or equivalent from the applicable local government.

ALTERNATIVES

1. That the MVHC Board endorse the Metro Vancouver Housing Naming Framework as presented in the report dated December 6, 2021, titled “Metro Vancouver Housing Naming Framework”.
2. That the MVHC Board direct staff to amend the Metro Vancouver Housing Naming Framework as discussed by the Housing Committee at their January 13, 2022 meeting, and report back to the Housing Committee.
3. That the Housing Committee receive for information the report dated December 6, 2021, titled “Metro Vancouver Housing Naming Framework” and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If Alternative 1 is approved, there are no financial implications. Costs associated with research and engagement related to housing site naming or renaming will be considered as part of each new development or redevelopment’s business plan.

CONCLUSION

This report summarizes the proposed MVH Naming Framework and outlines the principles and process that MVH will follow when naming its housing sites. Meaningfully naming new or redeveloped housing sites is an opportunity to recognize the unique history and diversity of the region as it is reflected in MVH’s tenant communities. The Framework outlines key steps in the naming/renaming process such as research and engagement, the establishment of a Naming Advisory Committee, consultation, and communication. MVH will communicate its intention to name or rename housing sites to the Housing Committee and MVHC Board on a case-by-case basis. Staff recommend Alternative 1, to endorse the Metro Vancouver Housing Naming Framework.

Attachment (48075333)

Metro Vancouver Housing Naming Framework

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Metro Vancouver Housing Naming Framework

The [Metro Vancouver Housing 10-Year Plan](#) (2019) provides a vision to guide how Metro Vancouver Housing will **provide**, **preserve**, and **expand** its portfolio of affordable housing over the next decade. Naming housing sites is a way to celebrate the Metro Vancouver region's unique history and diversity, and Metro Vancouver Housing's tenant communities. Metro Vancouver's practice is to name assets in a way that is consistent with geographical, topographical, historical, or cultural features of the local area and community.

PURPOSE

This framework provides general direction for the naming or renaming of Metro Vancouver Housing (MVH) housing sites.

NAMING PRINCIPLES

- **Names should celebrate the diversity of the Metro Vancouver region and MVH's tenant communities** – MVH will select names that celebrate the uniqueness of our region, and MVH's diverse, mixed-income tenant communities. Consideration will also be given to the housing site's target population (i.e. additional consideration is warranted where the targeted tenant population is women, seniors, minority groups, persons with disabilities or Indigenous peoples).
- **Names should highlight features of local significance** – MVH will select names that promote a sense of place and belonging through geographical, historical, and/or cultural characteristics.
- **Names should reflect meaningful consultation and engagement** – MVH will integrate engagement and consultation into any naming or renaming process, and ensure that the input received is considered as part of decision-making.
- **Names should not be political, corporate, or discriminatory in nature** – MVH will not select names that are discriminatory or that have any political or corporate affiliation (e.g. naming after an elected official currently in office or for-profit company). MVH reserves the right to rename a housing site should the substance of an existing name no longer align with these naming principles.

DEFINITIONS

"Housing site" refers to existing, new, or redeveloped housing developments, buildings, or facilities owned or operated by Metro Vancouver Housing;

"Naming" means giving a housing site a name;

"Renaming" means replacing a current name with a new name (e.g. during redevelopment of an existing housing site); and

"Support" means, in relation to an individual's name, a letter of support from that person or their family (if deceased), and, in relation to an Indigenous language name, a council resolution (or

equivalent) in support of the Indigenous language name from the First Nation or First Nations whose territories include the housing site.

PROCESS

This framework outlines the general process to be used by MVH when naming housing sites. MVH will work in collaboration with its staff and tenant communities, local First Nations, member jurisdictions, and other relevant audiences to ensure that there are opportunities to learn about the naming process and to inform decision-making. Engagement and consultation will ensure that housing site names reflect the local area, its residents, and Metro Vancouver Housing's mandate to provide safe and affordable rental homes.

Consideration of Renaming Existing Housing Sites

The process for existing housing sites will differ from that of new housing sites, given the importance of the housing site to the existing tenant community, many of whom may choose to return following redevelopment. Because of this, existing tenants, along with MVH staff will be a priority audience for engagement, to evaluate the benefits of renaming, and if applicable, be highly involved in the renaming process. While other audiences may also be engaged in renaming processes, existing tenants and staff would be the primary participants, particularly when renaming housing sites due to redevelopment.

Naming New Housing Sites

Naming new housing sites provides an opportunity to reflect and celebrate the local area and community. Within this context, research and engagement with a range of audiences will help to explore opportunities for meaningful naming of housing sites, that best reflects the geographical, historical, and/or cultural characteristics of the location, while carefully balancing a diverse range of perspectives. In certain contexts (e.g. partnership with an Indigenous housing provider, culturally-significant sites), there could be opportunities to explore Indigenous naming in support of reconciliation, guided by Metro Vancouver's Indigenous Relations Department.

Process

1) Research and Engagement

- a) Initial research will be undertaken in order to develop a preliminary list of potential names and/or characteristics that reflect the housing site's unique attributes, history, and location. Research may include methods such as historical, archival, or demographic research, interviews, and/or Indigenous and cultural knowledge.
- b) Research will be used to guide engagement activities which could include:
 - Internal engagement to gather feedback and suggestions from existing MVH tenants, MVH staff and other Metro Vancouver departments (e.g. using a range of techniques such as contests, surveys, tenant newsletters, etc.); and,
 - External outreach to gather feedback and suggestions from the member jurisdiction, community or cultural groups, and local First Nation(s), as appropriate.
- c) A preliminary list of names based on the results of research and engagement activities will be provided to the Naming Advisory Committee for further consideration.

2) Naming Advisory Committee

- a) For each housing site requiring naming or renaming, and once a site concept has been approved by the Housing Committee and MVHC Board, MVH will strike an *ad hoc* advisory committee which will include representatives from Metro Vancouver Housing (Planning & Policy, Operations, Maintenance & Project Delivery), and other departments, as appropriate.
- b) The Naming Advisory Committee will review the preliminary list of names provided by MVH and propose a short list of names for further consultation.

3) Consultation

- a) MVH will lead a consultation period using the short list of names selected by the Naming Advisory Committee and summarize the input for the Committee's consideration when making their final recommendation.
- b) Consultation will take place with the following groups as appropriate:
 - i) **Community or cultural groups:** In cases where the Naming Advisory Committee is recommending a name with meaning or significance to a community or cultural group, MVH will consult with representatives from those communities;
 - ii) **First Nations:** In cases where the Naming Advisory Committee is recommending an Indigenous language name or a name with Indigenous meaning or significance, MVH will consult with the appropriate First Nation or First Nations and adhere to appropriate Indigenous practices or protocols for proposed names of housing sites;
 - iii) **Member jurisdictions:** MVH will consult with relevant departments in the applicable member jurisdiction to ensure that short listed housing site names fit well within the neighbourhood context (i.e. do not conflict with nearby place or street names), support wayfinding, support emergency response, etc.
- c) Where an individual's name or an Indigenous language name is recommended for naming or renaming of a housing site, such action must include support from the individual, family, or First Nation(s).

4) Naming Recommendation

- a) The Naming Advisory Committee will consider feedback received from research, engagement, and consultation and put forward its final naming recommendation to MVH senior management in a memo that includes the Naming Advisory Committee's decision-making rationale.

5) Communication

- a) Metro Vancouver Housing will publicly communicate the selected housing site name via the MVHC Board once MVH senior management has selected and approved naming or renaming of the housing site and the project has received a Development Permit or equivalent from the applicable local government.

To: Housing Committee

From: Leigh Rollins, Senior Project Engineer, Metro Vancouver Housing

Date: December 17, 2021 Meeting Date: January 13, 2022

Subject: **Metro Vancouver Housing and Sustainable Building Design and Operations**

RECOMMENDATION

That the Housing Committee receive for information the report titled “Metro Vancouver Housing and Sustainable Building Design and Operations”, dated December 17, 2021.

EXECUTIVE SUMMARY

Metro Vancouver Housing strives to enhance environmental and energy sustainability in its affordable rental housing development while balancing financial sustainability and affordability. This requires alignment with provincial and municipal building standards, Corporate Building Standards, MVH 10-Year Plan objectives, and funding partner requirements. As an evolving industry, MVH is continually exploring best practices, codes, and standards including: BC Building Code, Vancouver Building Bylaw, BC Energy Step Code, Passive House, LEED, and the National Energy Code for Buildings. This report provides an overview of these standards and some key elements that impact sustainable building design and operations.

PURPOSE

To inform the Housing Committee about considerations guiding sustainable building design and operations for Metro Vancouver Housing. Staff will provide an accompanying presentation to this report.

BACKGROUND

The *Metro Vancouver Housing 10-Year Plan* endorsed by the Board in 2019 sets key targets to enhance energy efficiency and reduce greenhouse gas (GHG) emissions. This report provides the Housing Committee with information about various considerations for Metro Vancouver Housing with regards to sustainable building for new (re)development projects.

OVERVIEW OF APPROACHES TO SUSTAINABLE DEVELOPMENT

Metro Vancouver Housing strives to enhance environmental and energy sustainability in its affordable rental housing development while balancing financial sustainability and affordability for tenants. MVH’s new development must align with provincial and municipal building codes and standards, Corporate Building Standards, MVH 10-Year Plan objectives, and funding partner requirements (including BC Housing Design Guidelines and CMHC Co-Investment minimum design requirements for energy and GHG emission reductions).

As an evolving industry, MVH is continually exploring best practices, codes, and standards including: BC Building Code, Vancouver Building Bylaw, BC Energy Step Code, Passive House, LEED, and the National Energy Code for Buildings. While MVH has minimum design standards for sustainable building, specifics

are assessed on a project-by-project basis depending on the context, municipal requirements, and potential funding partners.

Relevant Codes in BC

There are two main provincial/municipal codes guiding all development in the province:

- Vancouver Building Bylaw (VBBL 2019) – City of Vancouver
- Building Columbia Building Code (BCBC 2018) – all of BC, aside from City of Vancouver

Relevant Standards

There are also several relevant standards that may be used to comply with energy and environmental requirements set out in building codes, or to guide sustainable building:

- **BC Energy Step Code:** Part of the BC Building Code, this provincial standard is being implemented over time to work towards all buildings being Net Zero Ready by 2032. For Part 3 buildings (multi-family wood-frame residential), there are four steps. Select municipalities across Metro Vancouver have implemented various minimum standards ranging from Step 2, Step 2 with a low carbon system, to Step 3. Generally, the BC Energy Step Code levels can be described as follows:
 - Step 1: required by the BC Building Code
 - Step 2: 20-40% better energy efficiency
 - Step 3: 50% better
 - Step 4: Net Zero Ready
- **Vancouver Building Bylaw (VBBL):** The VBBL is similar to Step 4 with additional GHG reduction requirements. In some cases, buildings seeking permits in the City of Vancouver may be designed to the Passive House Standard.

Both the BCBC and VBBL program require energy modeling during the design process to confirm:

- TEDI – Thermal Energy Demand Intensity: The amount of annual space conditioning energy to maintain a stable interior building temperature. Measures the efficiency of the building envelope systems and form/orientation of the building.
- TEUI – Total Energy Usage Intensity: The total amount of energy used per square meter in a year. Measures the total operational energy usage of the building including heating, lighting, air conditioning, and hot water.

Once the building is constructed, air tightness testing must be performed to validate the energy model and associated energy performance.

- **Passive House:** An Austrian-based standard widely used in Europe and increasingly in North America. Passive House Canada was originally founded in 2013 as the Canadian Passive House Institute West. With energy performance targets similar to BC Energy Code Step 4, this standard focuses on efficient design to reduce the operational energy demand of the building.

- **LEED (Leadership in Energy & Environmental Design):** A points-based rating system that covers design, construction, operation, and maintenance including the following categories: location and transportation, sustainable sites, water efficiency, energy & atmosphere, material & resources, indoor environmental quality, innovation, regional priority, and integrative process.

Metro Vancouver Policies and Targets

- Metro Vancouver Sustainable Infrastructure and Buildings Policy: Outlines priority performance objectives related to energy efficiency and GHG emissions, materials and resource allocation, and ecological health while balancing fiscal responsibility.
- *Metro Vancouver Housing 10-Year Plan:*
 - Energy efficient: Reduce energy consumption by 25% for new construction (from 2015 NECB)
 - Low carbon: Reduce GHG emissions in housing portfolio by 45% (from 2010 levels) over the next 10 years to work towards the region's goal of being carbon neutral by 2050.

Funding Program Requirements

As MVH is also seeking provincial and federal funding partnerships, (re)development projects must also align with potential funder requirements:

- BC Housing Design Guidelines & Construction Standards
- Canada Mortgage & Housing Corporation (CMHC) National Housing Co-Investment Fund: Minimum environmental requirements for new construction - 25% decrease in energy consumption and GHG emissions compared to 2015 NECB, or a 15% decrease relative to the 2017 NECB.

Key Design Elements for Sustainable Building

Some of the key design considerations for MVH development include:

- Building Form: A simple building form reduces heat losses through thermal bridges at building corners and projections while also simplifying building envelope detailing, the likelihood of air leakage at transitions as well as construction costs.
- Air Tightness: An airtight building envelope can significantly reduce energy losses and support tenant comfort by reducing heat loss and improving building acoustics.
- Insulation: Increased insulation at building envelope assemblies reduces heat losses and gains through the building envelope and is one of the most efficient ways to control energy efficiency in buildings.
- Windows
 - Window to Wall Ratio: Reducing the window to wall ratio reduces heat gains and losses through the window assemblies. Building designs must consider the need for both natural lighting as well as thermal gains and losses experienced through the window assemblies.
 - Window performance: Incorporating high efficiency double/triple paned vinyl or fiberglass windows with specialized coatings can have a significant impact on tenant comfort and energy efficiency. High performing windows help reduce heat losses in winter and reduce heat gains in summer.

- Mechanical Systems
 - Heat Recovery Ventilation (HRV) systems provide fresh air to the interior of the building. These systems incorporate a heat exchange system to heat the incoming outdoor air with the heat from the exhaust air. These systems can be either centralized systems or in-suite systems.
 - Domestic Hot Water Heating systems can incorporate high efficiency boilers/heaters or heat pumps to provide hot water to the building occupants.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

There are no financial implications to this report. Financial implications for new development are assessed on a project-by-project basis. MVH assesses the cost-benefit analysis of specific sustainable building approaches and standards within the context of each project and potential funding programs, balancing performance with tenant comfort and overall financial viability.

CONCLUSION

Metro Vancouver Housing strives to enhance environmental and energy sustainability in its affordable rental housing development while balancing financial sustainability and affordability. This requires alignment with provincial and municipal building standards, Corporate Building Standards, MVH 10-Year Plan objectives, and funding partner requirements. This report provides an overview of relevant codes and standards that guide MVH's approach to sustainable building design and operations. Staff will provide an accompanying presentation to this report.

49715354

To: Housing Committee

From: Heather McNell, General Manager, Regional Planning and Housing Services

Date: December 10, 2021 Meeting Date: January 13, 2022

Subject: **Manager's Report**

RECOMMENDATION

That the Housing Committee receive for information the report dated December 10, 2021, titled "Manager's Report".

ATTENDANCE AT 2022 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 2022 Leadership and Engagement budget. Both in-person and virtual attendance will be considered depending on any restrictions due to the COVID-19 pandemic. If Housing Committee Members are interested in attending any of the following events, please notify the Committee Chair or Committee Manager by no later than January 24, 2022. While these events were included in the approved budget, final approval on attendance rests with the Board Chair.

Canadian Housing and Renewal Association Congress 2022

- Date: April 27 - 28, 2022
- Place: Quebec City, Quebec
- Number of attendee(s): 1
- The Canadian Housing and Renewal Association is the national voice for the full range of affordable housing and homelessness issues and solutions across Canada.

American Planning Association National Planning Conference 2022

- Date: April 30 – May 3, 2022
- Place: San Diego, California
- Number of attendee(s): 2
- The American Planning Association is a professional organization representing the field of urban planning. Its main function is to serve as a forum for the exchange of ideas between people interested in the field of urban planning. The association holds an annual conference. The 2022 program for the conference has a number of sessions related to the topic of housing and will be of interest to the Housing Committee.

Housing Central Conference 2022

- Date: November 21 – 23, 2022
- Place: Sheraton Wall Centre Hotel, Vancouver, BC.
- Number of attendee(s): 2
- The Housing Central is western Canada's largest affordable housing conference. BCNPHA and Co-op Housing Federation of BC partner to deliver world class education. Housing Central is

a unique hub of cross-sector partnerships, with more than 1,200 delegates from non-profit, government, and private sectors attending education sessions and activities, designed to support a vision of a safe, affordable home for all. It is an opportunity to connect with key decision-makers in housing. Housing Central will be used to describe all kinds of cross-sector partnerships that help impact public, policy, media awareness and deliver world-class education and events to support our vision of a safe, affordable home for everyone.

METRO VANCOUVER HOUSING OVERVIEW & ORIENTATION

Established in 1974, Metro Vancouver Housing (MVH) supports diverse, mixed-income communities, primarily for families, seniors, and people with special housing needs. With 49 sites across the region, MVH provides over 3,400 units to support over 9,400 tenants. Supported primarily by tenants' rents, MVH is a non-profit organization that operates its facilities at no cost to the tax payer.

All housing provides some level of affordability. About 30% of housing consists of Rent-Geared-to-Income (RGI) in which the rent is not greater than 30% of the tenant's gross household income. The remainder is provided at the Low-End-of-Market (LEM), which is approximately 10% to 20% below market rents. This mixed-income model helps to support the 'missing middle' of the rental market, providing affordable rental homes for lower and moderate income working households, families, seniors, and people with disabilities who could not otherwise afford to live in the region.

Metro Vancouver Housing includes three core service areas:

- **Operations and Finance:** tenant management and administration (including placement, support, income testing), site management and maintenance, tenant relocation during redevelopment, service partnerships with other non-profits, and tenant programs and engagement.
- **Capital Development and Maintenance:** asset management, major building maintenance and rehabilitation projects, and development projects for MVH redevelopment and new housing sites.
- **Housing Planning and Policy:** supports MVH development projects, funding and partnerships, leads strategic planning and policy for MVHC, and supports region-wide housing policy and research.

The [Metro Vancouver Housing 10-Year Plan](#) outlines a vision and framework for how Metro Vancouver Housing will **provide**, **preserve**, and **expand** affordable housing in the region.

The [Metro Vancouver Housing Redevelopment Plan](#) outlines how Metro Vancouver Housing assesses existing housing sites to identify priorities for investment over time.

To support these Plans, MVH will invest \$190 million in affordable housing over the next 10 years and will also seek to partner with public, private, and non-profit sectors to leverage this investment and support even more affordable housing across the region.

SUBSIDY UPDATE

Metro Vancouver Housing's affordable rental units include a mix of Low End of Market (LEM) rents and Rent Geared to Income (RGI). LEM unit rents for MVHC are 10-20% below the average rent for a

comparable unit in the municipality. RGI rents do not exceed 30% of the gross monthly household income to accommodate those with low or fixed incomes.

Metro Vancouver Housing provided rental assistance to 1,036 households in December 2021, this represents 31.4% of Metro Vancouver Housing's portfolio.

	Units	RGI Units	% RGI
Total Rentable Units	3,303	1,036	31.4%
Units unavailable are due to redevelopment & renovation. Units unavailable for longer term projects	155		
Total		3,458	

VACANCY REPORT

The vacancy rate remained consistently low through the third quarter of 2021 at 0.1%. Please see Attachment for details of the Q3 2021 vacancy trends.

OPERATIONS & TENANT PROGRAM UPDATE

Operations staff were busier than usual as challenging weather conditions meant additional site checks to ensure storm systems were in working order and rain water was draining away. In some areas, the excess volume of rainwater was managed by digging trenches to ensure resident homes were safe from flooding. The storms also caused power outages as well as fallen trees and a high volume of debris. Some exterior work was delayed due to the inclement weather.

As we move from rain to snow, staff are well prepared – walkways and drives are salted and cleared as needed. Staff continue to respond to tenant and public inquiries, maintain buildings and sites, and fill vacant units (giving priority to tenants needing to relocate due to redevelopment). Flu shot clinics were organized in our senior's buildings and holiday events were hosted by a number of our Tenant Associations.

Attachment

Vacancy Report Q3

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Vacancies by Portfolio Q3 2021

METRO VANCOUVER HOUSING

MVHC Portfolio Summary	All MVHC Units #	Average Vacant Units #	Average Vacancy Rate %
TOTAL	3257	1.6	0.0%
Included in table above			
*Units Held for Renovation	38		
*Units Held for Redevelopment Activity	55		
*Total Units Held for Reno & Redevelopment	93		
*Not Included in table above			
*Downtown Eastside Vancouver Units excluded (Contract Managed):			
Claude Douglas	39		
Hugh Bird	65		
Regal Place	41		
*Total Units Contract Managed	145		
Heather Place Phase 1 Redevelopment (Deconstructed Units)	32		
Kingston Gardens (Deconstructed Units)	24		
*Total Units Excluded	201		
TOTAL ALL MVHC UNITS	3458		

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 Q3 2021

METRO VANCOUVER HOUSING

Municipality	MVHC Total Units #	MVHC Average Available Units Q3 2021 #	MVHC Average Available Units Q3 2021 %	CMHC Average 2020
Maple Ridge	48	0.8	1.7%	1.5%
North Vancouver City	141	0.0	0.0%	2.6%
Burnaby	254	0.2	0.1%	3.2%
Port Moody	148	0.0	0.0%	1.9%
Port Coquitlam	204	0.2	0.1%	1.9%
Surrey	604	1.8	0.3%	1.4%
Richmond	636	0.0	0.0%	1.9%
Coquitlam	268	1.0	0.4%	1.9%
Vancouver	694	0.2	0.0%	2.8%
New Westminster	171	0.0	0.0%	1.6%
Delta / Ladner	89	0.0	0.0%	2.2%
	3257	1.6	0.0%	

*CMHC Average per Rental Market Report - Vancouver CMA, 2019

*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 (Jul 2020 – Jun 2021)

METRO VANCOUVER HOUSING

