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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

METRO VANCOUVER REGIONAL DISTRICT
FINANCE AND INTERGOVERNMENT COMMITTEE

REGULAR MEETING

Friday September 21, 2018
1:00 PM
28th Floor Committee Room, 4730 Kingsway, Burnaby, British Columbia

REVISED AGENDA[1]

1. ADOPTION OF THE AGENDA

1.1 September 21, 2018 Regular Meeting Agenda
That the Finance and Intergovernment Committee adopt the agenda for its regular meeting scheduled for September 21, 2018 as circulated.

2. ADOPTION OF THE MINUTES

2.1 July 18, 2018 Regular Meeting Minutes
That the Finance and Intergovernment Committee adopt the minutes of its regular meeting held July 18, 2018 as circulated.

3. DELEGATIONS

4. INVITED PRESENTATIONS

5. REPORTS FROM COMMITTEE OR STAFF

5.1 Asset Management for Housing Corporation Policy
Designated Speaker: Ravi Chhina, Director, Housing Operations and Jade Hume, Program Manager, Housing Maintenance and Capital Planning
That the MVHC Board approve the *Asset Management for Housing Corporation Policy* as presented in the report dated August 30, 2018, titled "Asset Management for Housing Corporation Policy".

[1] *Note: Recommendation is shown under each item, where applicable.*

5.2 Asset Management for Liquid Waste Services Policy

Designated Speaker: Peter Navratil, General Manager, Liquid Waste Services and Jennifer Crosby, Program Manager, Management Systems, Liquid Waste Services

That the GVS&DD Board approve the *Asset Management for Liquid Waste Services Policy* as presented in the report dated September 13, 2018, titled "Asset Management for Liquid Waste Services Policy".

5.3 Bowen Island – Support for Rural Designation for Grant Eligibility

Designated Speaker: Dean Rear, Director, Financial Planning and Operations, Financial Services and Marcin Pachcinski, Division Manager, Electoral Area and Environment, Parks, Planning and Environment

That the MVRD Board:

a) write a letter in support of designating Bowen Island as an eligible rural community to:
   i. the Minister of Forests, Lands, Natural Resource Operations and Rural Development, with respect to the BC Rural Dividend Program;
   ii. the Minister of Jobs, Trade and Technology, with respect to the Island Coastal Economic Trust; and
   iii. the federal Minister of Innovation, Science and Economic Development, with respect to Community Futures funding; and
b) write a letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development requesting a review of the BC Rural Dividend Fund eligibility criteria which specifically excludes communities within the Metro Vancouver Regional District.

5.4 MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *MVRD Sustainability Innovation Fund Reserve Fund Bylaw No. 1269, 2018* being a bylaw to govern the MVRD Sustainability Innovation Fund Reserve;
b) pass and finally adopt *MVRD Sustainability Innovation Fund Reserve Fund Bylaw No. 1269, 2018.*

5.5 Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018* being a bylaw to establish the Regional Geospatial Reference System Reserve as a Statutory Reserve;
b) pass and finally adopt *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018.*

5.6 Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018* being a bylaw to establish the Regional Parks Infrastructure Reserve as a Statutory Reserve;

b) pass and finally adopt *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018.*

5.7 Affordable Housing Reserve Fund Bylaw No. 1272, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Affordable Housing Reserve Fund Bylaw No. 1272, 2018* being a bylaw to govern the Affordable Housing Reserve as a Statutory Reserve;

b) pass and finally adopt *Affordable Housing Reserve Fund Bylaw No. 1272, 2018.*

5.8 Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Corporate Self Insurance Reserve Fund Bylaw No. 1273,* 2018 being a bylaw to establish the Corporate Self Insurance Reserve as a Statutory Reserve;

b) pass and finally adopt *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018.*

5.9 Corporate Fleet Reserve Fund Bylaw No. 1274, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018* being a bylaw to govern the Corporate Fleet Reserve as a Statutory Reserve;

b) pass and finally adopt *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018.*

5.10 Electoral Area Election Reserve Fund Bylaw No. 1275, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the MVRD Board:

a) give first, second and third reading to *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018* being a bylaw to govern the Electoral Area Election Reserve as a Statutory Reserve;

b) pass and finally adopt *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018.*

5.11 Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the GVS&DD Board:

a) give first, second and third reading to *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018* being a bylaw to govern the Liquid Waste Laboratory Equipment Reserve;

b) pass and finally adopt *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018.*

5.12 Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the GVS&DD Board:

a) give first, second and third reading to *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018* being a bylaw to govern the Liquid Waste Sustainability Innovation Fund Reserve as a Statutory Reserve;

b) pass and finally adopt *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018.*

5.13 Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the GVWD Board:

a) give first, second and third reading to *Water Laboratory Equipment Reserve Establishment Bylaw No. 249, 2018* being a bylaw to establish Water Laboratory Equipment Reserve as a Statutory Reserve;

b) pass and finally adopt *Water Laboratory Equipment Reserve Establishment Bylaw No. 249, 2018.*

5.14 Water Sustainability Innovation Fund Reserve Fund Bylaw No. 250, 2018

Designated Speaker: Phil Trotzuk, Chief Financial Officer

That the GVWD Board:

a) give first, second and third reading to *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018* being a bylaw to govern the Water Sustainability Innovation Fund Reserve as a Statutory Reserve;

b) pass and finally adopt *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018.*

6. INFORMATION ITEMS

6.1 2018 Finance and Intergovernment Committee Work Plan

Corrected **6.2 Correspondence re Metro Vancouver Voting Structure**

6.3 Correspondence re Funding Proposal for the Coquitlam River Watershed Roundtable

6.4 Correspondence re Review of Auditor General for Local Government Act and Office

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 Finance and Intergovernment Committee close its regular meeting scheduled for September 21, 2018 pursuant to the *Community Charter* provisions, Section 90 (1) (g) 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:

(g) litigation or potential litigation affecting the regional district."

10. ADJOURNMENT/CONCLUSION

That the Finance and Intergovernment Committee adjourn/conclude its regular meeting of September 21, 2018.

Membership:

Louie, Raymond (C) – Vancouver
Moore, Greg (VC) – Port Coquitlam
Brodie, Malcolm – Richmond
Clay, Mike – Port Moody
Corrigan, Derek – Burnaby
Deal, Heather – Vancouver
Mussatto, Darrell – North Vancouver City
Steele, Barbara - Surrey
Stewart, Richard – Coquitlam
Walton, Richard – North Vancouver District

METRO VANCOUVER REGIONAL DISTRICT
FINANCE AND INTERGOVERNMENT COMMITTEE

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Finance and Intergovernment Committee held at 1:04 p.m. on Wednesday, July 18, 2018 in the 28th Floor Committee Room, 4730 Kingsway, Burnaby, British Columbia.

MEMBERS PRESENT:
Chair, Councillor Raymond Louie, Vancouver
Mayor Malcolm Brodie, Richmond
Mayor Mike Clay, Port Moody
Councillor Heather Deal, Vancouver (arrived at 1:05 p.m.)
Mayor Darrell Mussatto, North Vancouver City
Councillor Barbara Steele, Surrey
Mayor Richard Stewart, Coquitlam (arrived at 1:31 p.m.)
Mayor Richard Walton, North Vancouver District

MEMBERS ABSENT:
Vice Chair, Mayor Greg Moore, Port Coquitlam
Mayor Derek Corrigan, Burnaby

STAFF PRESENT:
Carol Mason, Chief Administrative Officer
Janis Knaupp, Legislative Services Coordinator, Board and Information Services

1. ADOPTION OF THE AGENDA

1.1 July 18, 2018 Regular Meeting Agenda

It was MOVED and SECONDED
That the Finance and Intergovernment Committee adopt the agenda for its regular meeting scheduled for July 18, 2018 as circulated.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 June 13, 2018 Regular Meeting Minutes

It was MOVED and SECONDED
That the Finance and Intergovernment Committee adopt the minutes of its regular meeting held June 13, 2018 as circulated.

CARRIED

3. DELEGATIONS

No items presented.

4. INVITED PRESENTATIONS

No items presented.

5. REPORTS FROM COMMITTEE OR STAFF

5.1 Sustainable Building and Infrastructure Policy

Report dated July 4, 2018 from Connor Reynolds, Program Manager, Air Quality and Climate Change Policy, and Megan Gerryts, Corporate Projects Coordinator, presenting the *Sustainable Infrastructure and Buildings Policy* for consideration and approval.

1:05 p.m. Councillor Deal arrived at the meeting.

It was MOVED and SECONDED

That the MVRD/MVHC/GVWD/GVS&DD Boards approve the *Sustainable Infrastructure and Buildings Policy* as presented in the report dated July 4 2018, titled "Sustainable Infrastructure and Buildings Policy".

CARRIED

5.2 Debt Management Principles

Phil Trotzuk, Chief Financial Officer/General Manager, Financial Services, provided members with a presentation on debt management principles highlighting the 30-year financial plan process, debt management principles and seeking committee feedback. The presentation included a summary of the capital expenditures plan, scenarios for 15- to 30-year amortization terms, debt service ratios, and a comparison of household impact projected from 2022 to 2060 looking at various amortization terms.

Members offered comments about the need to consider:

- broader issues of affordability in the region and ability for taxpayers to pay
- exploring longer amortization and financing assets based on life expectancy
- potential for future Boards to incur debt as other debt is paid down

In response to questions, members were informed that the GVWD and GVS&DD are not subject to a cap on debt to revenue ratios like municipalities under the legislation, and that inflation and conservative capital projections have been included in developing of the 30-year financial plan.

1:31 p.m. Mayor Stewart arrived at the meeting.

Regarding amortization, members suggested that consideration be given to:

- cost-savings, resiliency, and consistent rate of return for a 15-year term
- differences between municipal and regional debt management approaches
- investigating practices and approaches by member municipalities
- including a list of assumptions to support principles in future presentations

In response to questions, members were informed about municipal amortization terms, meetings with municipal staff on regional capital plans, a variety of municipal approaches to debt servicing among members, and risk associated with increasing debt exposure which may impact Metro Vancouver's AAA credit rating as municipal borrowing and regional debt service ratios increase.

Members were provided with a presentation on managing the debt service ratio.

Members were informed that staff will report back with a draft policy following meetings with the Regional Administrators Advisory Committees and Performance and Audit Committee, and will also provide information comparing services offered and household impact in other major metropolitan centres.

In response to whether or not to keep the 15-year amortization term and 40 percent debt service ratio, members suggested that consideration be given to:

- identifying gaps in infrastructure funding and exploring different approaches to funding these gaps
- demonstrating taxpayer cost-savings on interest paid on debt comparing short- and long-term amortization terms
- debt servicing ratio (DSR) including exploring a cap for future implementation, identifying how projected debt servicing ratios will impact Metro Vancouver's credit rating prior to developing draft policy, and exploring other funding mechanisms to avoid credit rating impacts

In response to comments, members were informed that 62 percent of debt over the next 15-years is associated with major utilities capital projects and is expected to decrease after completion of these projects, and that the MFA looks at the ability to pay and supports Metro' Vancouver's Contribution to Capital Program.

Presentation material titled "Debt Management Principles" are retained with the July 18, 2018 Finance and Intergovernment Committee agenda.

6. INFORMATION ITEMS

6.1 2018 Finance and Intergovernment Committee Work Plan

6.2 FCM's Special Advocacy Fund - Seizing the Moment, Securing Our Future – May 4, 2018

Members were informed that on May 4, 2018, the Federation of Canadian Municipalities requested that Metro Vancouver consider making a voluntary contribution to the FCM's *Special Advocacy Fund*, and that the contribution is determined based on the population of the Electoral Area A.

It was MOVED and SECONDED

That the MVRD Board approve a voluntary contribution to Federation of Canadian Municipalities (FCM) of $500 per year for 2018 and 2019 for the 2-year FCM Special Advocacy Fund.

CARRIED

6.3 Correspondence re Island Trust Resolutions for Rural Dividend – June 25, 2018

Correspondence dated June 25, 2018 from Mayor Murray Skeels, Bowen Island, addressed to MVRD Board Chair Greg Moore seeking MVRD Board support for a request to the Province of BC to designate Bowen Island permanently eligible for Rural Dividend Program funding.

6.4 Correspondence re Bowen Island Municipality Eligibility for Rural Dividend Funding

Correspondence dated July 4, 2018 from the Honourable Jordan Sturdy, MLA, West Vancouver–Sea-to-Sky, addressed to the Honourable John Horgan, Premier of BC, in support of a Bowen Island's request be designated permanently eligible for Rural Dividend Program funding.

Members considered both Items 6.3 and 6.4 at this point and suggested that staff review Bowen Island's request and report back to the Committee.

It was MOVED and SECONDED

That the Finance and Intergoverment Committee:

a) refer to staff Items 6.3 and 6.4 of the July 18, 2018 Committee agenda as follows:
   i) correspondence dated June 25, 2018 from Bowen Island Municipality to Greg Moore, MVRD Board Chair, requesting MVRD Board support for the Islands Trust Council resolution seeking that the Province designate all islands in the Islands Trust Area eligible for the Rural Dividend Program and other granting programs for rural communities including the Island Coastal Economic Trust, and
   ii) correspondence dated July 4, 2018 from The Honourable Jordan Sturdy, MLA, West Vancouver – Sea to Sky, in support of Bowen Island's designation request; and
b) direct staff to report back to the Committee with recommendations.

CARRIED

6.5 Metro Vancouver Newsletters – Fall 2017 and Spring 2018

It was MOVED and SECONDED

That the Finance and Intergoverment Committee receive for information the following Information Items:

6.1 2018 Finance and Intergovernment Committee Work Plan
6.5 Metro Vancouver Newsletters – Fall 2017 and Spring 2018

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 Finance and Intergovernment Committee close its regular meeting scheduled for July 18, 2018 pursuant to the *Community Charter* provisions, Section 90 (1) (c), (d), (e), (g), (i) and 90 (2) (b) 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:

(c) labour relations or other employee relations;

(d) the security of the property of the regional district;

(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;

(g) litigation or potential litigation affecting the regional district;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

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

(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both and a third party."

CARRIED

10. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Finance and Intergovernment Committee adjourn its regular meeting of July 18, 2018.

CARRIED

(Time: 2:16 p.m.)

_____ _____

Janis Knaupp, Raymond Louie, Chair

Legislative Services Coordinator

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Housing Committee

Date: September 7, 2018 Meeting Date: September 21, 2018

Subject: **Asset Management for Housing Corporation Policy**

FINANCE AND INTERGOVERNMENT COMMITTEE RECOMMENDATION
That the MVHC Board approve the *Asset Management for Housing Corporation Policy* as presented in the report dated August 30, 2018, titled "Asset Management for Housing Corporation Policy".

At its September 7, 2018 meeting, the Housing Committee considered the attached report titled "Asset Management for Housing Corporation Policy", dated August 31, 2018. The Committee subsequently endorsed the *Asset Management for Housing Corporation Policy* and provided no additional comments.

The matter is now before the Finance and Intergovernment Committee for its consideration.

Attachment:
"Asset Management for Housing Corporation Policy", dated August 31, 2018

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ATTACHMENT

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Jade Hume, Program Manager, Housing Maintenance and Capital Planning
Ravi Chhina, Director, Housing Operations

Date: August 30, 2018 Meeting Date: September 21, 2018

Subject: **Asset Management for Housing Corporation Policy**

RECOMMENDATION
That the MVHC Board approve the *Asset Management for Housing Corporation Policy* as presented in the report dated August 30, 2018, titled "Asset Management for Housing Corporation Policy".

PURPOSE
To present to Finance and Intergovernment Committee and MVHC Board for consideration, an *Asset Management for Housing Corporation Policy* which addresses asset management principles and a framework that balances asset performance, risk and the cost that supports the long term provision of affordable housing.

BACKGROUND
In Metro Vancouver's *2015-2018 Board Strategic Plan*, a key strategic direction was to "Develop and implement an asset management strategy for the maintenance and replacement of existing MVHC housing stock". As part of the 2017 MVHC Work plan, staff began initial work on the development of an asset management program for MVHC housing including the use of new asset management software used to track housing inventory.

Condition assessments have now been completed for all MVHC sites and associated data has been populated into the asset management software. To support the implementation of the asset management program, a formalized policy has been prepared for consideration. The adoption of an asset management policy is an appropriate next step for the Committee and Board to consider that will provide a clear and consistent framework of asset management principles that balances asset performance, risk and the cost that supports the long term provision of affordable housing.

This report brings forward a proposed policy for Committee and Board consideration.

ASSET MANAGEMENT IN HOUSING
MVHC provides housing to families and individuals with low to moderate income throughout the lower mainland. These assets equate to approximately $500,000,000. Managing and maintaining MVHC's existing assets is critical to providing safe and affordable housing to the region. MVHC is committed to comprehensive stewardship of the housing stock.

Historically MVHC has conducted maintenance planning activities using spreadsheets to track assets, their condition and to schedule maintenance operations. Although this approach was effective in managing repairs and replacements of individual building elements, the strategy did not provide comprehensive data on the overall site condition or the ability to evaluate site redevelopment

opportunities. Additionally, due to the vast quantity of data to be tracked and managed, a need was recognized for a formal, systematic process of deploying, operating, maintaining and disposing of assets cost effectively.

To address these shortcomings, asset management software was acquired in 2017 that provided the tools to develop a more comprehensive system for managing housing assets. Condition assessments have now been completed for all MVHC sites and associated data has been populated into the asset management software. MVHC's Asset Management Program is in line with best practices of other major affordable rental housing providers in Canada.

Asset management is an integrated approach involving all levels of the organization that translates the organization's objectives into asset related decisions, plans and activities using a risk based approach in order to maximize benefits, reduce risks and provide the desired performance of assets in a sustainable manner over their full life cycle, considering both current and future needs. Asset related decision-making is evidence based and supports the delivery of clearly defined performance measures.

Proposed Asset Management Policy

The proposed *Asset Management Policy* contains the following key areas that will guide the management of assets within the Metro Vancouver Housing Corporation:

- Asset Management Principles
- Asset Data and Information
- Asset Performance & Likelihood of Failure
- Asset Criticality & Consequence of Failure
- Asset Risk & Lifecycle Management Strategies
- Asset Management Plans
- Continuous Improvement

The principles and evaluation criteria outlined in the proposed Policy will assist staff in implementing the direction of the MVHC Board by ensuring that the appropriate asset management principles are adopted as a core business model that promotes continuous improvement. The Policy provides asset management principles that balances asset performance, risk and the cost that supports the long term provision of affordable housing. This is a strong mandate and catalyst for business improvement activities and a basis to develop asset management related objectives that align with Metro Vancouver's overarching strategic objectives.

ALTERNATIVES

1. That the MVHC Board approve the *Asset Management for Housing Corporation Policy* as presented in the report dated August 30, 2018, titled "Asset Management for Housing Corporation Policy".

2. That the MVHC Board receive for information the report dated August 30, 2018 titled "Asset Management for Housing Corporation Policy" and provide alternate direction.

FINANCIAL IMPLICATIONS

If alternative one is approved, no additional costs are anticipated in the housing budget. The adoption of the proposed Policy will provide clear guidance to staff on the preparation of annual budgets and for the long term financial plan which will enable more reliable projections of costs to maintain MVHC assets.

Under alternative two, the Committee may wish to make changes to the Policy or refer it back to staff for further analysis.

SUMMARY / CONCLUSION

The proposed *Asset Management for Housing Corporation Policy* will improve the ability to manage the wealth of data, streamline current maintenance activities and use that data to guide decisions regarding long-term rehabilitation and development opportunities. The goal of the *Asset Management Policy* is to balance asset performance, risk, and cost. This Policy outlines MVHC's commitment and methodology to manage housing assets in a manner that minimizes asset failure risks and impact to tenants and optimizes the life cycle of assets. The Policy will guide MVHC to meet asset performance targets within a specified budget and enable evidence based decision making to continuously provide quality housing.

As presented in alternative one, it is recommended that the *Asset Management for Housing Corporation Policy* be approved by the MVHC Board.

Attachments

Asset Management for Housing Corporation Policy

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

ASSET MANAGEMENT FOR HOUSING CORPORATION

Effective Date:

Approved By: MVHC Board

PURPOSE

To establish asset management principles and a framework that balances asset performance, risk and the cost that supports the long term provision of affordable housing.

POLICY

Metro Vancouver Housing Corporation (MVHC) provides homes throughout the region for families and individuals with low to moderate incomes. This policy outlines Metro Vancouver's commitment and methodology to manage housing assets in a manner that minimizes asset failure risks and impact to tenants and optimizes the life cycle value of assets. The Asset Management Policy guides MVHC to meet asset performance targets within a specified budget and enable evidence based decision making to continuously provide quality affordable housing.

ASSET MANAGEMENT PRINCIPLES

The following principles guide the methodology for managing MVHC assets:

a) Integrated: a comprehensive approach that examines the combined implications of managing all aspects of the asset life cycle. This includes interdependencies of assets or asset systems

b) Risk-based: manage asset risk relative to defined performance targets and asset criticality and focus expenditures and priorities based on risk and associated cost and benefit

c) Sustainable: a long-term approach to estimating asset investment and activities, which will better enable assets to meet future challenges, including changing demographics, legislative requirements and technological, financial and environmental factors

d) Fiscally Responsible: ensure activities and decisions are aimed at reducing the life cycle cost of asset ownership, while achieving defined asset performance targets

e) Systematic: a formal, consistent, repeatable and methodical approach to the management of assets

f) Innovative: continuous improvement in Asset Management by examining new tools, technologies, practices and solutions

ASSET DATA AND INFORMATION

To measure performance of MVHC assets, MVHC will maintain an Asset Registry with comprehensive and accurate asset data and information. Data will be organized in a structured manner so that it can be stored, analyzed and reported at an adequate level for different business needs. Integrity of the data shall be constantly monitored, updated and maintained to provide accurate asset information.

The MVHC Asset Registry will include at a minimum, the following:

- Asset grouping (e.g. building element)
- Asset location (e.g. site)
- Asset details (e.g. make, model, material, size, install date, expected service life)
- Asset criticality and risk information
- Financial information (e.g. estimated replacement cost)
- Asset condition and/or estimated remaining service life

ASSET PERFORMANCE AND LIKELIHOOD OF FAILURE

MVHC will manage and renew each asset in accordance with clearly defined asset performance metrics and targets.

Performance Criteria	Performance Criteria Definition	Key Performance Indicator (KPI)*	Performance Target*
Condition Rating	Condition of asset below target	Facility Condition Index (FCI) FCI – is an industry standard infrastructure risk metric used to track condition performance of facilities and portfolios.	The performance target for FCI is presented as a percentage in the MVHC Asset Management Plan.
Performance	Asset performing below targeted performance (expected service life)	Asset performance vs Designed Performance	Frequency of work requests generated to maintain asset.

ASSET CRITICALITY & CONSEQUENCE OF FAILURE

Asset criticality is a measure of the asset's relative consequence of failure. It is considered in planning asset replacement, rehabilitation, operations and maintenance strategies as well as alternative risk mitigation strategies (e.g. emergency preparedness and response planning). High criticality asset elements (e.g. parkades, roofing) have the potential for significant impact on services if they fail. Failure of low criticality assets will have low impact on services. As there is less tolerance for asset failure of high criticality assets, they will be monitored more frequently and have higher priority for asset inspection and improvement work than medium or low criticality assets.

The criteria outlined below will be considered and ranked when determining asset criticality (consequence of failure):

Consequence of Failure Criteria (Criticality)	
Health & Safety	Life safety
Site	Site safety and security
Regulatory Requirement	Building code compliance
Occupancy Impact	Impact to tenants or increased vacancy rate
Operational	Increase in O&M cost
Asset Life Cycle	Reduced asset life expectancy

ASSET RISK AND LIFECYCLE MANAGEMENT STRATEGIES

Managing risks associated to the assets is essential for maintaining expected service levels. Risk is the combination of likelihood and consequence of a failure event occurring.

Key performance indicators and asset performance targets will be monitored to identify the likelihood of failure of an asset. When asset data and information indicates that an asset is failing to meet performance target(s), MVHC staff will identify the relative consequence if the asset fails (asset criticality), assess the risk and identify options to address the risk. Risk mitigation options could include asset replacement, rehabilitation, modified operations and maintenance strategies.

In evaluating different options, economic, social and environmental benefits will be considered for each option. Total asset life cycle costs including capital investment, expenditures related to operations and maintenance of the asset costs will be considered. Where major capital investment is required, MVHC will evaluate potential redevelopment of the site versus rehabilitation to ensure that the best long term solution is considered and achieved prior to major capital investment.

ASSET MANAGEMENT PLANS

MVHC will have an asset management plan to summarize asset performance data and information, including a summary of performance risks. The Asset Management Plan will also outline the risk mitigation strategies (including capital investments, operating and maintenance strategies and emergency response strategies).

The Asset Management Plan will be updated on a regular schedule (minimum every 5 years).

CONTINUOUS IMPROVEMENT

MVHC will examine, monitor, identify and address asset management improvement opportunities to enhance asset management tools, technologies and business practices.

Staff will be properly trained to support asset management activities from assessing asset condition to renewing assets to improve asset performance.

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Peter Navratil, General Manager, Liquid Waste Services
Jennifer Crosby, Program Manager, Management Systems, Liquid Waste Services

Date: September 13, 2018 Meeting Date: September 21, 2018

Subject: **Asset Management for Liquid Waste Services Policy**

RECOMMENDATION

That the GVS&DD Board approve the *Asset Management for Liquid Waste Services Policy* as presented in the report dated September 13, 2018, titled "Asset Management for Liquid Waste Services Policy".

PURPOSE

To present to Finance and Intergovernment Committee and GVS&DD Board for consideration the *Asset Management for Liquid Waste Services Policy* which will establish asset management principles and a framework to balance asset performance, risk and cost to deliver liquid waste services with the goal of maximizing the lifecycle of Liquid Waste Services (LWS) assets.

BACKGROUND

Included in the 2018 Finance and Intergovernment Committee work plan are a number of key policy initiatives that are intended to provide guidance, direction and consistency to the organization in the management of its core services. This report provides an update on the work underway across the organization to develop a series of Asset Management Policies for all Metro Vancouver functions as part of an overall asset management program and focuses specifically on the progress to date in the development of an *Asset Management Policy* for the Liquid Waste function.

To support the implementation of the asset management program, a formalized policy for Liquid Waste assets has been prepared for consideration. The adoption of an asset management policy is an appropriate next step for the Committee and Board to consider that will provide a clear and consistent framework of asset management principles that balances asset performance, risk and the cost that supports the long term provision of liquid waste services.

This report brings forward a proposed policy for Committee and Board consideration.

ASSET MANAGEMENT IN LIQUID WASTE SERVICES

Building new infrastructure and maintaining the existing assets in a state of good repair is critical to the success of Liquid Waste Services. Good infrastructure stewardship enables the utility to provide quality and affordable services to the community. Metro Vancouver liquid waste infrastructure is a public investment with a replacement value of approximately $15 billion.

Metro Vancouver (GVS&DD) has been acquiring, managing and disposing of assets to deliver services since its inception as a utility. Due to the vast quantity of data to be tracked and managed, the

collection and updating of data and information on the assets has varied across business units, with assets being recorded using various tools, including work planning software and spreadsheets. An organizational need was recognized to implement a formal, systematic process of deploying, operating, maintaining and disposing of assets cost effectively to manage the vast quantity of data within the system, and to develop a system that will apply consistent asset management principles across all Metro Vancouver legal entities.

Liquid Waste Services staff have been developing asset risk assessments, customer levels of service metrics, asset performance metrics, condition assessment frameworks and asset management plan reporting tools. In addition, a process has been initiated to identify gaps and priorities to improve asset data collection and information systems and to link these to short term budgeting and long term financial planning activities.

Asset management is an integrated approach involving all levels of the organization that translates the organization's objectives into asset related decisions, plans and activities using a risk based approach in order to maximize benefits, reduce risks and provide the desired performance of assets in a sustainable manner over their full life cycle, considering both current and future needs. Asset related decision-making is evidence based and supports the delivery of clearly defined performance measures.

PROPOSED ASSET MANAGEMENT POLICY

The proposed *Asset Management for Liquid Waste Services Policy* contains the following key areas that will guide the management of assets within the Greater Vancouver Sewerage & Drainage District:

- Asset Management Principles
- Asset Classes
- Asset Data and Information
- Asset Performance & Likelihood of Failure
- Asset Criticality & Consequence of Failure
- Asset Risk & Lifecycle Management Strategies
- Asset Management Plans
- Continuous Improvement

The principles and evaluation criteria outlined in the proposed Policy will assist staff in implementing the direction of the GVS&DD Board by ensuring that the appropriate asset management principles are adopted as a core business model that promotes continuous improvement. The Policy provides asset management principles that balances asset performance, risk and the cost that supports the long term provision of liquid waste services. This is a strong mandate and catalyst for business improvement activities and a basis to develop asset management related objectives that align with Metro Vancouver's overarching strategic objectives.

ALTERNATIVES

1. That the GVS&DD Board approve the *Asset Management for Liquid Waste Services Policy* as presented in the report, dated September 13, 2018, titled "Asset Management for Liquid Waste Services Policy".

2. That the GVS&DD Board receive for information the report dated September 13, 2018, titled "Asset Management for Liquid Waste Services Policy" and provide alternate direction.

FINANCIAL IMPLICATIONS

If alternative one is approved, implementation of the Policy can be initiated with existing resources and without additional immediate costs to Metro Vancouver. Over the next 5 years, additional effort will be required to improve the coverage and accuracy of asset data and information, through condition and risk assessments as well as software improvements to manage the wealth of data, streamline current maintenance activities and use that data to guide decisions regarding long-term infrastructure investments. Over the longer term, costs for the asset management program are anticipated to be offset by maximizing the lifespan of assets and avoiding costs for reactive asset repair and replacement.

Under alternative two, the Committee may wish to make changes to the Policy or refer it back to staff for further analysis.

SUMMARY / CONCLUSION

The goal of the proposed *Asset Management for Liquid Waste Services Policy* is to balance asset performance, risk, and cost.

This Policy outlines GVS&DD's commitment and methodology to manage liquid waste assets in a manner that minimizes asset failure risks and impacts to both residents and member jurisdictions while optimizing the life cycle of assets. The Policy will guide Liquid Waste Services to meet asset performance targets within a specified budget and enable evidence based decision making with respect to infrastructure rehabilitation and replacement.

As presented in alternative one, it is recommended that the *Asset Management for Liquid Waste Services Policy* be approved by the GVS&DD Board.

Attachment:

Asset Management for Liquid Waste Services Policy (25784055)

26523852

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

BOARD POLICY

ASSET MANAGEMENT FOR LIQUID WASTE SERVICES

Effective Date:

Approved By: GVS&DD Board

PURPOSE

To establish asset management principles and framework to balance asset performance, risk, and cost to deliver liquid waste services.

POLICY

Liquid Waste Services delivers wastewater collection, treatment and drainage services through an extensive and complex portfolio of assets. This policy outlines Metro Vancouver's commitment and methodology to manage these assets in a manner that minimizes asset failure risks and impact to customers and optimizes the lifecycle value of assets to consistently meet asset performance targets and enable evidence based decision making to continuously provide quality services.

ASSET MANAGEMENT PRINCIPLES

The methodology for managing Liquid Waste Services assets is guided by the following principles:

a) Integrated: a comprehensive approach that examines the combined implications of managing all aspects of the asset life cycle. This includes interdependencies of assets or asset systems

b) Risk-based: manage asset risk relative to defined performance targets and asset criticality and focus expenditures and priorities based on risk and associated cost and benefit

c) Sustainable: a long-term approach to estimating asset investment and activities, which will better enable assets to meet future challenges, including changing demographics, legislative requirements and technological, financial and environmental factors

d) Fiscally Responsible: ensure activities and decisions aim at reducing the life cycle cost of asset ownership, while achieving defined asset performance targets

e) Systematic: a formal, consistent, repeatable and methodical approach to the management of assets

f) Innovative: continuous improvement in Asset Management by examining new tools, technologies, practices and solutions

ASSET CLASSES

This policy is applicable to the management of each Liquid Waste Services asset in the following six asset classes:

- Wastewater Treatment Plants
- Sewers
- Pump Stations

- Odour and Corrosion Control Facilities
- Storage Facilities
- Drainage

ASSET DATA AND INFORMATION

To measure performance of Liquid Waste Services assets, Liquid Waste Services will develop and maintain an Asset Registry with comprehensive and accurate asset data and information. Data will be organized in a structured manner so that it can be stored, analyzed and reported at an adequate level for different business needs. Integrity of the data shall be constantly monitored, updated and maintained to provide accurate asset information.

The Liquid Waste Services Asset Registry will include at a minimum, the following:

- Asset grouping (e.g. utility, asset class)
- Asset location (e.g. facility, sub-facility/process)
- Asset details (e.g. make, model, material, size, install date, expected service life)
- Asset identification (e.g. type, number, description)
- Asset criticality and risk information
- Financial information (e.g. acquisition and disposal costs, estimated replacement cost, Operations & Maintenance costs)
- Asset condition and/or estimated remaining service life

ASSET PERFORMANCE AND LIKELIHOOD OF FAILURE

Liquid Waste Services will manage and renew each asset in accordance with clearly defined asset performance metrics and targets. Asset performance information is used as an indicator of an assets' likelihood of failure. Liquid Waste Services asset performance categories, key performance indicators and targets are provided in the table below.

Performance Category	Performance Category Description	Key Performance Indicator (KPI)	Performance Target
Condition	Asset physical condition	Condition Grade (see table below)	*All assets:* Condition is Grade 4 (Poor) or better *High criticality assets:* Condition is Grade 3 (Fair) or better
Maintenance Costs	Cost to maintain the asset (e.g. labour, parts)	Annual asset maintenance costs	Annual asset maintenance cost is less than 20% of replacement cost
Obsolescence	Asset is obsolete; technology is no longer supported and cannot be maintained or replaced	Assets with obsolete technology	No assets with obsolete technology
Functionality	Current functionality of the asset (e.g. capacity, velocity, safety)	Asset functionality vs as-designed functionality	Asset functioning as-designed

Liquid Waste Services will use a 1 to 5 condition grading system in accordance with the table below. When condition information is not available, an age based remaining service life will be used as a proxy for asset condition. Condition information will be stored in the asset register at a level most practical to capture and maintain the condition data. Liquid Waste Services will develop asset specific descriptions based on the table below to enable assignment of 1-5 condition grades for all assets.

Condition Score		Description
1	Very Good	New or Excellent condition, no apparent defects.
2	Good	In good state of repair, some minor defects (e.g. finishes) that do not detract from functionality.
3	Fair	Some non-critical defects are apparent.
4	Poor	Failure possible, some critical defects are apparent and functionality is affected.
5	Very Poor	Failure imminent (within 12 months).

Liquid Waste Services will consider asset vulnerability in assessing likelihood of failure. Vulnerability is the extent to which the asset or grouping of assets can withstand a potential failure and includes factors such as asset redundancy, asset material, soil type and cathodic protection.

ASSET CRITICALITY AND CONSEQUENCE OF FAILURE

Asset criticality is a measure of the asset's relative consequence of failure. It is considered in planning asset replacement, rehabilitation, operations and maintenance strategies as well as alternative risk mitigation strategies (e.g. emergency preparedness and response planning). High criticality assets (e.g. river crossings) have the potential for significant impact on services if they fail. Failure of low criticality assets (e.g. portable sump pump) will have low or no impact on services. As there is less tolerance to asset failure for high criticality assets, they will be monitored more frequently and have higher priority for asset inspection and improvement work than medium or low criticality assets. The information outlined in the table below will be considered to determine asset criticality (consequence of failure).

Consequence of Failure Categories (Criticality)	
Worker and Public Safety	Injuries from physical infrastructure failure
Ecological & Public Health	Reportable discharge to water (>200L of sewage), WWTP Operating Certificate, Odour, Biosolids Quality
Social	Loss of use of facility/ property
	Disruption to land/ marine transportation services
Economic	Asset restoration and supplemental O&M costs
	Economic impact to third parties and penalties

The following criteria are taken into consideration in assessing the relative consequence of failure:

- Population/ number of people affected
- Type of infrastructure/services affected (e.g. hospital, school, park, highway, rail)
- Location of potential failures (e.g. waterways, land use)

ASSET RISK AND LIFECYCLE MANAGEMENT STRATEGIES

Managing risks to assets is essential to maintaining expected Liquid Waste Services service levels and the core focus of Asset Management. Risk is the combination of likelihood and consequence of a failure event occurring:

Risk = Likelihood x Consequence

Key performance indicators and asset performance targets will be monitored to identify the likelihood of failure of an asset. When asset data and information indicates that an asset is failing to meet performance target(s), Liquid Waste Services staff will identify the relative consequence if the asset fails (asset criticality), assess the risk and identify options to address the risk. Risk mitigation options could include asset replacement, rehabilitation, modified operations and maintenance strategies as well as modified emergency preparedness and response planning.

In evaluating different options, economic, social and environmental benefits will be considered for each option. Total asset life cycle costs including capital investment, expenditures related to operations and maintenance of the asset and decommissioning costs will be considered.

Where infrastructure investment is required, Liquid Waste Services will consider opportunities to address other needs or future requirements (e.g. capacity increase, seismic resiliency improvement, etc.) consistent with integrated infrastructure investment planning and the following service level objectives:

Eliminate Unauthorized Discharges from the Sewer System

- Minimize Impacts on Human Health and the Environment from Authorized Discharges
- Improve Environmental Stewardship
- Minimize Timeline to recover from a Major Event (including Seismic, Power and Climate Change)

ASSET MANAGEMENT PLANS

Liquid Waste Services will have asset management plans to summarize asset performance data and information, including a summary of performance risks. Asset Management Plans will also outline the risk mitigation strategies (including capital investments, operating and maintenance strategies and emergency response strategies) and short and long term projected costs.

Liquid Waste Services will have 11 facility-level Asset Management Plans as follows:

- Lions Gate WWTP
- Iona Island WWTP
- Lulu Island WWTP
- Annacis Island WWTP
- Northwest Langley WWTP
- North Shore Sewerage Area
- Vancouver Sewerage Area
- Lulu Island Sewerage Area
- Fraser Sewerage Area – North
- Fraser Sewerage Area – South
- Drainage System

Asset Management Plans will be updated on a regular schedule (minimum every 5 years). Information from the facility-level Asset Management Plans will be aggregated and summarized to prepare a departmental Liquid Waste Services Asset Management Plan.

CONTINUOUS IMPROVEMENT

Liquid Waste Services will examine, monitor, identify and address asset management improvement opportunities to enhance asset management tools, technologies and business practices.

Staff will be properly trained to support asset management activities from assessing asset condition to renewing assets to improve asset performance. Liquid Waste Services will report on improvement activities related to the Liquid Waste Services Asset Management Program.

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Dean Rear, Director, Financial Planning and Operations, Financial Services
Marcin Pachcinski, Division Manager, Electoral Area and Environment, Parks, Planning and Environment

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Bowen Island – Support for Rural Designation for Grant Eligibility**

RECOMMENDATION

That the MVRD Board:

a) write a letter in support of designating Bowen Island as an eligible rural community to:
   i. the Minister of Forests, Lands, Natural Resource Operations and Rural Development, with respect to the BC Rural Dividend Program;
   ii. the Minister of Jobs, Trade and Technology, with respect to the Island Coastal Economic Trust; and
   iii. the federal Minister of Innovation, Science and Economic Development, with respect to Community Futures funding; and
b) write a letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development requesting a review of the BC Rural Dividend Fund eligibility criteria which specifically excludes communities within the Metro Vancouver Regional District.

PURPOSE

To provide the MVRD Board the opportunity to consider sending a letter in support of designating Bowen Island a rural community for the purposes of provincial and federal rural grant programs.

BACKGROUND

At its July 18, 2018 meeting, the Finance and Intergovernment Committee reviewed two pieces of correspondence (Attachments 1 and 2) related to Bowen Island's eligibility in provincial and federal rural grant programs. Following deliberation, the Committee adopted the following resolutions:

a) refer to staff Items 6.3 and 6.4 of the July 18, 2018 Committee agenda as follows:
   i) correspondence dated June 25, 2018 from Bowen Island Municipality to Greg Moore, MVRD Board Chair, requesting MVRD Board support for the Islands Trust Council resolution seeking that the Province designate all islands in the Islands Trust Area eligible for the Rural Dividend Program and other granting programs for rural communities including the Island Coastal Economic Trust, and
   ii) correspondence dated July 4, 2018 from The Honourable Jordan Sturdy, MLA, West Vancouver – Sea to Sky, in support of Bowen Island's designation request; and
b) direct staff to report back to the Committee with recommendations.

In response to the Committee's direction, this report provides the Committee with recommendations for consideration related to supporting Bowen Island's eligibility in provincial and federal grant programs aimed at rural communities. Additional correspondence received after the July 18, 2018 Committee meeting is found in Attachment 3.

BC RURAL DIVIDEND PROGRAM

Program Summary

The BC Rural Dividend provides $25 million a year to assist rural communities with a population of 25,000 or less in addressing the unique challenges they face to diversify their economies beyond natural resources. The Dividend is used to support projects that help rural communities navigate changes impacting their economies, such as attracting and retaining youth, improvements to social and environmental conditions, using innovation to drive economic growth, and developing new and effective partnerships to support shared prosperity.

The BC Rural Dividend Program includes four broadly defined project categories: community capacity building, workforce development, community and economic development, and business sector development. To fund projects in these categories, the Program provides three funding streams:

1. Project Development (max. $10,000) – for preliminary work (e.g. feasibility assessments and business cases).
2. Single Applicant (max. $100,000) – to support implementation of community-driven projects.
3. Partnerships (max. $500,000) – to support implementation of community-driven projects with at least one eligible partner.

To be eligible, the benefiting community must either:

- have a population of 25,000 or less and must be located outside the geographic boundaries of Metro Vancouver and the Capital Regional District (however, communities within the Capital Regional District's Juan de Fuca Electoral Area, Salt Spring Island Electoral Area, and the Southern Gulf Islands Electoral Areas are eligible); or
- be an unincorporated area with a population of 25,000 people or less.

Eligible applicants are local governments, First Nations, and not-for-profit organizations. For-profit entities can serve as partners with an eligible applicant as long as the proposed project identifies broad community benefits and does not negatively impact other businesses. The Rural Dividend is administered by the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Eligibility of Metro Vancouver Municipalities

The letter dated November 15, 2017 from Bowen Island Mayor Murray Skeels to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations & Rural Development, sets out the rationale for why Bowen Island should be designated as a rural community for eligibility purposes in rural grant programs. The rationale includes the following points:

- Given its geographical remoteness and reliance on BC Ferries, Bowen Island more closely resembles and has the capacity of other small, rural islands and coastal communities on the Sunshine Coast.

- The *Islands Trust Act* establishes an obligation to preserve and protect the islands and their rural character on behalf of all the people of British Columbia.
- Bowen Island is the only island municipality in the Province. (If it were unincorporated, as all other islands, it would be eligible for the BC Rural Dividend Program.)

Bowen Island has a population of 3,680 (2016 Census), but is ineligible under the current criteria because it is an incorporated community within the Metro Vancouver Regional District. This illustrates the issue that the use of regional district boundaries may be too coarse a tool to assess individual communities as rural or urban for grant purposes. In the case of the BC Rural Dividend Program, which sets a 25,000 population threshold, the fact that communities elsewhere in the Province with populations up to six times that of Bowen Island would be considered rural while Bowen Island would not is problematic. The current eligibility criteria have disqualified Bowen Island from accessing rural grant opportunities at the provincial level and have had the compounding effect of disqualifying the Island from federal Community Futures funding.

In addition to Bowen Island, five other Metro Vancouver jurisdictions that can be thought of as rural would also not be eligible using the current population criteria (using 2016 Census data): Anmore (2,210), Belcarra (643), Lions Bay (1,334), Pitt Meadows (18,573), and Tsawwassen First Nation (816). While rural parts of the Electoral Area A would meet the eligibility criteria for population, it is unclear whether UBC or the University Endowment Lands would qualify given their distinct legislation and the intent of the BC Rural Dividend.

In evaluating support for Bowen Island's designation, the Committee may wish to consider recommending that provincial and federal ministries employ a more granular set of assessment criteria before excluding entire regional districts from grant programs, as it may have bearing on the eligibility of other Metro Vancouver jurisdictions, such as smaller municipalities and Electoral Area A, in accessing future grant opportunities.

ISLAND COASTAL ECONOMIC TRUST

Program Summary

The Island Coastal Economic Trust was created by the Province through legislation in 2006 and initially capitalized by the Province at the same time. The Trust is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. To date, over $50 million in funding has been approved to support more than 180 economic infrastructure and economic development readiness projects. In early 2018, the Province provided the Island Coastal Economic Trust with a new funding infusion of $10 million to pursue its work in the region and support the development of a robust technology and innovation sector.

The Island Coastal Economic Trust invests its funds primarily through its two grant programs, the Economic Infrastructure Program and the Economic Development Readiness program. It also provides regional funding and capacity building support through select sponsorship of events, bursaries and internships.

Eligibility of Metro Vancouver Municipalities

The specific region where the Trust may invest is defined by legislation and regulation, and is shown on the map in Reference 1. Bowen Island is not within the area defined for investment eligibility, though nearby Gambier Island and communities on the Sunshine Coast Regional District mainland are within the eligible area. Passage Island and Bowyer Island, which are part of Electoral Area A, are the other two Metro Vancouver communities that are part of the Islands Trust but not eligible for the Island Coastal Economic Trust.

In the case of the Island Coastal Economic Trust, Bowen Island's exclusion from eligibility because it lies within the Metro Vancouver Regional District while nearby Gambier Island and mainland Sunshine Coast communities are eligible indicates undo weight is given to jurisdictional boundaries at the expense of examining individual community characteristics and an assessment of their needs.

COMMUNITY FUTURES

Program Summary

Community Futures is a network of non-profit offices across Canada that provide small business services to people living in rural communities. Each office delivers small business loans, tools, training and events for people wanting to start, expand, franchise or sell a business. In western Canada, Community Futures operations are funded by Western Economic Diversification Canada, which is a federal institution that is part of the Innovation, Science and Economic Development portfolio.

According to the letter dated January 4, 2018 from Capital Regional District Board Chair Steve Price to The Honourable John Horgan, Premier of British Columbia, the Federal Government follows the Provincial classification of 'rural' to determine which communities are eligible for Community Futures funding.

Eligibility of Metro Vancouver Municipalities

Because Bowen Island is not designated as rural for provincial grant programs aimed at rural communities, it is ineligible for Community Futures funding. Using the BC Rural Dividend Program as an example, a number of Metro Vancouver communities might become eligible for Community Futures funding if the Province were to revise what it considers to be an eligible rural community and if the federal grant programs relied on such classifications.

ALTERNATIVES

1. That the MVRD Board:
   a) write a letter in support of designating Bowen Island as an eligible rural community to:
      i. the Minister of Forests, Lands, Natural Resource Operations and Rural Development, with respect to the BC Rural Dividend Program;
      ii. the Minister of Jobs, Trade and Technology, with respect to the Island Coastal Economic Trust; and
      iii. the federal Minister of Innovation, Science and Economic Development, with respect to Community Futures funding; and
   b) write a letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development requesting a review of the BC Rural Dividend Fund eligibility criteria which specifically excludes communities within the Metro Vancouver Regional District.

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Bowen Island – Support for Rural Designation for Grant Eligibility" and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report. Bowen Island and potentially other Metro Vancouver member jurisdictions may become eligible for additional grant opportunities should provincial and federal ministries revise their rural grant eligibility criteria in the future.

SUMMARY / CONCLUSION

At its July 18, 2018 meeting, the Finance and Intergovernment Committee reviewed two pieces of correspondence (Attachments 1 and 2) related to Bowen Island's eligibility in provincial and federal rural grant programs and directed staff to report back with recommendations. The three rural grant opportunities that Bowen Island is currently not eligible for are the BC Rural Dividend Program (provincial), Island Coastal Economic Trust (provincial), and Community Futures (federal). Bowen Island's ineligibly is a result of the criteria used by the Province in designating a community rural in these programs, which in part is based on a community's location within MVRD boundaries.

The rationale provided in support of designating Bowen Island as a rural community for the purposes of provincial and federal grant programs aimed at rural communities includes its resemblance to neighbouring rural communities and its being governed under the *Islands Trust Act*, which establishes an obligation to preserve and protect the islands and their rural character. Metro Vancouver staff also note that the current use of regional district boundaries to determine whether a community is rural for the purposes of grant eligibility may be too coarse a tool to assess individual communities, and one which does not consider each community's characteristics or their needs. Staff recommend Alternative 1.

Attachments

1. Correspondence from Bowen Island Municipality re: Island Trust Resolutions for Rural Dividend – June 25, 2018
2. Correspondence from Jordan Sturdy, MLA re: Bowen Island Municipality Eligibility for Rural Dividend Funding – July 4, 2018
3. Correspondence from Ministry of Municipal Affairs and Housing re: BC Rural Dividend and Island Coastal Economic Trust – August 23, 2018

Reference: Island Coastal Economic Trust Map

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BOWEN ISLAND Municipality

June 25, 2018

Greg Moore, Chair
Metro Vancouver Regional District
4730 Kingsway
Burnaby BC V5H 0C6

By email: Greg.Moore@metrovancouver.org

Dear Chair Moore,

We are writing to request that the Directors of Metro Vancouver Regional District formally support the following resolutions adopted by the Islands Trust Council on June 20, 2018:

> That Trust Council request the Chair to write to the Premier of British Columbia to request that the Province designate all islands in the Islands Trust Area as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Island Coastal Economic Trust.
>
> That Trust Council request the Chair to write to the federal Minister of Innovation, Science and Economic Development, responsible for Western Economic Diversification of Canada, to request that the Minister designate all islands in the Islands Trust Area as eligible for Community Futures funding and other granting programs for rural communities.

These resolutions reflect an ongoing issue for Bowen Island: our ineligibility to apply for funding that supports economic development and infrastructure projects in rural communities, an ineligibility resulting in part from our inclusion within the Metro Vancouver Regional District.

The attached documents explain the situation in more detail. We should note that Bowen Island has recently received an exemption to allow us to apply to the fifth intake of the Rural Dividend Program. While this exemption is welcome, it does not deal with the ongoing issue of the misclassification of our community as urban.

981 Artisan Lane, Bowen Island, BC V0N 1G2 bimbc.ca
Tel: 604-947-4255 Fax: 604-947-0193 bim@bimbc.ca

We would be happy to provide additional information if needed and would very much appreciate Metro Vancouver support in this matter.

Sincerely,

Mayor Murray Skeels
Bowen Island Municipality
mskeels@bimbc.ca

Maureen Nicholson

Councillor Maureen Nicholson
Metro Vancouver Director
mnicholson@bimbc.ca

cc. Pamela Goldsmith-Jones, MP, West Vancouver – Sunshine Coast – Sea to Sky Country
Pam.Goldsmith-Jones@parl.gc.ca
Jordan Sturdy, MLA, West Vancouver – Sea to Sky jordan.sturdy.mla@leg.bc.ca
Peter Luckham, Chair, Islands Trust Council pluckham@islandstrust.bc.ca
Carol Mason, CAO, Metro Vancouver carol.mason@metrovancouver.org

Attachments:

Request for Decision from Trustees Peter Grove, Sue Ellen Fast, and Alison Morse, to the Islands Trust Council, "Rural Designation," dated June 1, 2018.

Letter from the Chair, Capital Regional District, to Premier John Horgan, "Re: Distribution of Federal and Provincial Funding Through Grant Programs to Support Rural Areas and Smaller Communities," dated January 4, 2018.

Letter from MLA Adam Olsen to the Minister Selina Robinson, "Urban Classification of the Islands," dated November 22, 2017.

Letter from Mayor Murray Skeels to Minister Doug Donaldson, "Reconsideration of the Rural Dividend Fund Eligibility Criteria," November 15, 2017.

Letter from Minister Doug Donaldson to Mayor Murray Skeels, "Response to Reconsideration of the Rural Dividend Fund Eligibility Criteria," December 27, 2017.

Letter from Mayor Murray Skeels to Minister Doug Donaldson, "Response Regarding Continuing Ineligibility for the Rural Dividend Fund," January 15, 2018.

TRUSTEE SPONSORED REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 20, 2018
From:	Peter Grove, Sue Ellen Fast, Alison Morse	**Date Prepared:**	June 1, 2018
SUBJECT:	**Rural Designation**		

RECOMMENDATIONS:

1. **That Trust Council request the Chair to write to the Premier of British Columbia to request that the Province designate all islands in the Islands Trust Area as rural and eligible for Rural Dividend Program funding and other granting programs, including the Islands Coastal Economic Trust.**

2. **That Trust Council request the Chair to write to the Minister of Western Economic Diversification of Canada to request that the Minister designate all islands in the Islands Trust Area as rural and eligible for Western Economic Diversification Program funding.**

CHIEF ADMINISTRATIVE OFFICER COMMENTS: This request will initiate advocacy on a new topic for the Islands Trust. The topic is not mentioned in Trust Council's Strategic Plan but staff does not recommend amending the plan at this point in the term to accommodate this topic. While this request can be accommodated with existing staff resources, any new advocacy requests pulls TAS time from the Policy Statement amendment project.

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1 PURPOSE:

To express support for provincial and federal classification of all islands in the Islands Trust Area as rural, so that they may qualify and receive the benefits from provincial and federal government programs that are directed at rural communities.

2 BACKGROUND:

Currently some Trust Area islands are not eligible for economic development and infrastructure programs intended for rural communities as they are within the Capital Reginal District or the Metro Vancouver Regional District. Bowen Island is not eligible for the provincial Rural Dividend Program funding, while many other Trust islands are. Similarly, many Trust Area islands are not eligible for federal funding through the Community Futures program, funded through Western Economic Diversification Canada.

Community Futures offers a variety of services and tools to help entrepreneurs and small business owners achieve their goals, including business support services, business planning advice, loans and self-employment assistance. Community Futures provides financing alternatives to small and medium enterprises when access to credit is a challenge to starting or growing their

business. Different than a bank, Community Futures uses different lending criteria, focusing on rural development and providing business financing to small local businesses. They also work in partnership with other business lenders, educational institutions, not-for-profits and community governments to grow and diversify the local economy.

The BC Rural Dividend provides $25 million a year to assist rural communities with a population of 25,000 or less to reinvigorate and diversify their local economies. It was developed to recognize both the contribution rural communities have made to B.C.'s economy, and the unique challenges they face to diversify beyond natural resources. The program is focused on supporting worthy projects that help rural communities navigate changes impacting their economies, such as attracting and retaining youth, using innovation to drive economic growth, and developing new and effective partnerships to support shared prosperity.

Island Coastal Economic Trust (ICET) was established through provincial legislation in 2006 and capitalized by the Province. It is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. Through a community centered decision-making process, funding is invested in a wide range of economic development and community building initiatives in the Vancouver Island and Sunshine Coast region for. To date, over $50 million in funding has been approved to support more than 180 economic infrastructure and economic development readiness projects. In early 2018, the Province of British Columbia provided the Island Coastal Economic Trust with a new funding infusion of $10 million to pursue its work in the region and support the development of a robust technology and innovation sector. The specific region where the ICET may invest is defined by provincial regulation and is shown on this map.

Without access to these funding sources, Trust Area islands are subject to ongoing development without community infrastructure and facilities such as trails and community halls. If islands near large urban centers are to remain rural for the benefit of all British Columbians, and not become seasonal resorts or bedroom suburbs, they need some help to do so.

Within British Columbia the distribution of federal and provincial funding through grant programs is critical to support rural areas and smaller communities. The federal and provincial governments have recognized that rural areas lack the service capacity or base to sustain services and have established specific grant programs or grant criteria and policy to enable rural areas to access these funds.

The Salt Spring Island and Southern Gulf Islands electoral areas of the Capital Regional District (CRD) have been classified as urban centers due to their inclusion with the Capital Regional District. As you know, the decision to exclude these rural districts from rural programs and funding does not reflect their geography, land use or capacity to sustain services. The inclusion of the electoral areas with the CRD does not provide for subsidies or the redistribution of funds to support local services. Further, the *Islands Trust Act* establishes an obligation to preserve and protect the islands and their rural character on behalf of all the people of British Columbia.

In 2016, UBCM passed a resolution asking the Provincial Government to officially recognize and classify the three CRD electoral areas as rural communities. The three CRD electoral areas are now eligible for the Rural Dividend Program.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Approximately one day of Trust Area Services staff time to implement the recommendation. The Chair's time would be required to review and approve the letters.

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Staff will draft the letters for the Chair's approval, send out via email with cc's and post to the Islands Trust website. The cc's will include the Capital Regional District Board and the Metro Vancouver Regional District Board.

FIRST NATIONS: First Nations will be cc'd on the letter.

OTHER: None.

4 RELEVANT POLICY(S):

Islands Trust Act, Section 3
The object of the trust is to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.

Advocacy Policy 6.10.iii

5 ATTACHMENT(S):

1) January 4, 2018 letter from Capital Regional District Chair to Premier Horgan re Distribution of federal and provincial funding through grant programs to support rural arenas and smaller communities.
2) November 22, 2017 letter from MLA Adam Olsen to Minister of Municipal Affairs and Housing re urban classification of the islands.
3) November 15, 2017 letter from Bowen Island Municipality Mayor to Minister of Forests, Lands, Natural Resource Operations and Rural Development re Rural Dividend Fund eligibility criteria.
4) December 27, 2017 letter from Minister of Forests, Lands, Natural Resource Operations and Rural Development to Bowen Island Municipality Mayor re Rural Dividend Fund eligibility criteria.
5) January 15, 2018 November 15, 2017 letter from Bowen Island Municipality Mayor to Minister of Forests, Lands, Natural Resource Operations and Rural Development re Rural Dividend Fund eligibility criteria.

RESPONSE OPTIONS

Recommendation:

1. **That Trust Council request the Chair to write to the Premier of British Columbia to request that the Province designate all islands in the Islands Trust Area as rural and eligible for Rural Dividend Program funding and other granting programs, including the Islands Coastal Economic Trust.**

2. **That Trust Council request the Chair to write to the Minister of Western Economic Diversification of Canada to request that the Minister designate all islands in the Islands Trust Area as rural and eligible for Western Economic Diversification Program funding.**

Alternative:

1) Request a letter with a revised message.
2) Request that Executive Committee submit a resolution to UBCM on this topic. (June 30 deadline).
3) Do not request a message.

Prepared By: Peter Grove, Sue Ellen Fast

Reviewed By/Date: Clare Frater, Director, Trust Area Services, June 1, 2018
Russ Hotsenpiller, CAO, June 4, 2018
Executive Committee, June 6, 2018

Making a difference...together

Executive Services
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www.crd.bc.ca

January 4, 2018

File: 0400-50 Premier

Premier John Horgan
West Annex Parliament Buildings
Victoria, BC V8V 1X4

Dear Premier Horgan:

RE: DISTRIBUTION OF FEDERAL AND PROVINCIAL FUNDING THROUGH GRANT PROGRAMS TO SUPPORT RURAL AREAS AND SMALLER COMMUNITIES

Within British Columbia the distribution of Federal and Provincial funding through grant programs is critical to support rural areas and smaller communities. The Federal and Provincial governments have recognized that rural areas lack the service capacity or base to sustain services and have established specific grant programs or grant criteria and policy to enable rural areas to access these funds.

The Juan de Fuca, Salt Spring Island and Southern Gulf Islands electoral areas of the Capital Regional District (CRD) have been wrongfully classified as urban centers due to their inclusion with the CRD. As you know, the decision to exclude these rural districts from rural programs and funding does not reflect their geography, land use or capacity to sustain services. The inclusion of the electoral areas with the CRD does not provide for subsidies or the redistribution of funds to support local services. Further, the Islands Trust Act applicable to the Salt Spring Island and Southern Gulf Islands electoral areas establishes an obligation to preserve and protect the islands and their rural character on behalf of all the people of British Columbia.

The CRD Board has considered this issue and has resolved to request that your government correctly classify the CRD's three electoral areas as rural, so that they may qualify and receive the benefits from Provincial and Federal Government programs that are directed at rural communities.

Currently the CRD's three electoral areas are excluded from the provincially funded Island Coastal Economic Trust (I.C.E.T) and the federally funded Community Futures program. I.C.E.T. alone has contributed over 50 million dollars to coastal communities from Lake Cowichan to Port Hardy and from Gabriola Island to Lund. Every Gulf Island and rural community outside the CRD has been included. Although Nanaimo is considered a rural center, Salt Spring Island, Mayne Island, Pender Island, Port Renfrew, Shirley and Otter Point are considered urban.

In addition to I.C.E.T., programs such as the HST exclusion on rural cottages, BC Rural Dividend grant program and specific grant programs directed at Provincial rural communities have specifically excluded the three electoral areas of the CRD. Community Futures, sponsored by the Federal Government has excluded the three electoral areas because they follow the Provincial classification.

In 2016, UBCM passed a resolution asking the Provincial Government to officially recognize and classify the three CRD electoral areas as rural communities. I would respectfully ask that your government include the Juan de Fuca, Salt Spring and Southern Gulf Islands electoral areas in I.C.E.T., include them in all rural programs and grant opportunities and inform the Federal Government of your re-classification so that they may receive the benefits of the Community Futures program.

I understand that you have arranged for the Minister of Municipal Affairs and Housing to meet with the Juan de Fuca Electoral Area Director, Mike Hicks, to discuss this request and that he has invited the other two electoral area Directors and our CAO to attend. On behalf of the CRD Board we appreciate your quick action to resolve this issue.

Sincerely,

Steve Price
Board Chair, Capital Regional District

cc: The Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Mike Hicks, Director, Juan de Fuca Electoral Area, CRD
David Howe, Director, Southern Gulf Islands Electoral Area, CRD
Wayne McIntyre, Director, Salt Spring Island Electoral Area, CRD
Robert Lapham, Chief Administrative Officer, CRD

LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

CCTY

Nov 22, 2017

Honourable Selina Robinson
Minister of Municipal Affairs and Housing

Adam Olsen MLA
Saanich North and the Islands

Dear Minister Robinson,

Thank you for meeting with me and my staff on November 2, 2017. I appreciate the opportunity to discuss certain issues facing Saanich North and the Islands. I write to you today as a follow-up to that meeting.

A major source of frustration for my constituents in the Southern Gulf Islands is the "urban" classification of the islands. The mandate of the Islands Trust is to preserve and protect the natural environment. The Gulf Islands are rural but they are, in some cases, classified as "urban" due to their membership in the Capital Regional District.

As you know, the populations on each of the islands are all quite small - Salt Spring has the largest population of just over 10,000. The island communities all require significant travel on the ferry system and much of the islands are without cell service or high-speed internet capability. Suffice to say that Ganges is more rural than Duncan, yet Duncan is considered a rural community while Ganges does not always have that classification.

This arbitrary distinction is having a profound impact on access to grant funds for communities in my riding. For example, my understanding is that because of their association with the CRD they are excluded from participating in the Island Coastal Economic Trust program and the federal Community Futures program - both of which are programs targeted to help rural communities, and could substantially help with needed infrastructure funding and economic programs in the Gulf Islands.

The distinction is also troubling for important services like the community libraries. For example, the Ministry of Education's Libraries Branch has refused the request of the Salt Spring Public Library Association to change their classification to rural in order to be able to better serve their community. On the other hand, Pender Island's community library is classified as rural.

The confusion around the classification is compounded by the rural-dividend program that Salt Spring and the Southern Gulf Islands have qualified for in the past. In this case, it appears an exception has been made despite their association with the CRD.

It is frustrating for gulf islanders that in some cases they are considered rural and in some cases they are not. I am not aware of a definition of "rural" in either the Local Government Act or the Community Charter, yet under the Interpretation Act of 1996, a 'rural area' is defined as "territory that is not in a municipality." The Salt Spring Island Electoral Area and the Southern Gulf Islands Electoral Area clearly fall into this definition.

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Adam.Olsen.MLA@leg.bc.ca

In 2016, there was a unanimous motion at UBCM to support rural status for three CRD electoral areas: Juan de Fuca, Southern Gulf Islands, and Salt Spring. This issue has been discussed for a number of years now and I am asking your ministry to find a resolution at the earliest possible opportunity.

HÍ SW̱ KE,

Adam Olsen

MLA for Saanich North and the Islands

Cc. Minister Bruce Ralston (Jobs, Trade and Technology)
Minister Donaldson, (Forest Lands Natural Resource Operations and Rural Development)
Wayne McIntyre, Electoral Area Director Salt Spring
Dave Howe, Electoral Area Director Southern Gulf Islands
Steve Price, Capital Regional District Chair
Peter Luckham, Islands Trust Chair
Elizabeth May, MP, Saanich Gulf Islands

BOWEN ISLAND Municipality

November 15, 2017 VIA E-MAIL: FLNR.Minister@gov.bc.ca

Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations & Rural Development
Government of British Columbia
PO Box 9049, Stn Prov Govt
Victoria BC V8W 9E2

Dear Minister Donaldson:

I am writing to request reconsideration of the Rural Dividend Fund eligibility criteria, which currently exclude Bowen Island Municipality.

Bowen Island is the only island municipality in the province. While the Island is a member municipality of Metro Vancouver, it is outside of the Urban Containment Boundary and is therefore effectively defined as "rural" by the regional district.

Bowen Island Municipality is not a signatory to the Metro Vancouver Regional Growth Strategy because the island is within the Islands Trust and subject to the Islands Trust Policy Statement.

Many of the opportunities for regional district partnering on infrastructure projects and consequent economies of scale are not available to Bowen Island because of our geography and inclusion within the Islands Trust. For example, under the Trust Policy Statement, Bowen is expected to be self-sufficient in water and consequently is not part of the Metro Vancouver Water District. However, we are part of the Metro Vancouver Regional District and therefore hold a unique and disadvantaged position when seeking funding support because the Island is a rural community that is generally not recognized as rural for funding purposes.

As well, community capacity building and community economic development are constrained by our small tax base and transportation costs. The Island is a small community located within Howe Sound, accessed by a 20-minute BC Ferries ride from Horseshoe Bay Terminal in West Vancouver. The Island has a permanent population of approximately 3,700, with an estimated additional seasonal influx of up to 1,500 residents.

Given our geographical remoteness and reliance on BC Ferries, the Island more closely resembles and has the capacity of other small, rural islands and coastal communities on the Sunshine Coast.

981 Artisan Lane, Bowen Island, BC V0N 1G2 bimbc.ca
Tel: 604-947-4255 Fax: 604-947-0193 bim@bimbc.ca

Bowen Island secured a one-time eligibility exemption in 2016. We are now seeking a continuing exemption as has been granted to the Salt Spring Island Electoral District, which, like Bowen, is part of a regional district and the Islands Trust.

If any further information is required to enable your decision, please contact me at 604-947-4255 or mskeels@bimbc.ca.

Sincerely,

per: Murray Skeels
Mayor

cc. Carol Mason, CAO, Metro Vancouver carol.mason@metrovancouver.org
Cheryl McLay, Regional Manager, South Vancouver Island/Coast (Victoria), Regional Economic Operations Branch, FLNRO Cheryl.McLay@gov.bc.ca
Greg Moore, Chair, Metro Vancouver greg.moore@metrovancouver.org

BRITISH COLUMBIA

Reference: 234047

December 27, 2017

VIA EMAIL: mskeels@bimbc.ca

His Worship Mayor Murray Skeels
Bowen Island Municipality
981 Artisan Lane
Bowen Island, British Columbia
V0N 1G2

Dear Mayor Skeels:

Thank you for your letter of November 15, 2017, regarding the eligibility of the Bowen Island Municipality to apply for funding through the Rural Dividend Program.

The program is part of the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development's mandate to support community and economic development in rural regions throughout the province.

Communities within the geographic boundaries of Metro Vancouver are not eligible applicants for the program. As the Bowen Island Municipality is located within Metro Vancouver, it is not an eligible applicant.

We are unable to make an exception to this criteria at this time; however, we will take your request under advisement when we complete a review of the Rural Dividend Program following the completion of the fourth intake period. This review will focus on options and opportunities to improve our support to rural stakeholders in pursuing economic and community development projects in the future.

Thank you again for your letter.

Sincerely,

Doug Donaldson
Minister

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Office of the Minister
Mailing Address: PO BOX 9049 Stn Prov Govt Victoria, BC V8W 9E2
Tel: 250 387-6240
Fax: 250 387-1040
Website: www.gov.bc.ca/for

BOWEN ISLAND Municipality

January 15, 2018 VIA E-MAIL: Minister.FLNR@gov.bc.ca

Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations & Rural Development
Government of British Columbia
PO Box 9049, Stn Prov Govt
Victoria BC V8W 9E2

Dear Minister Donaldson:

Thank you for your letter of December 27, 2017 (Reference 234047), regarding our continuing ineligibility at this time for the Rural Dividend Program.

We understand that the basis for our ineligibility results from our inclusion within the geographic boundaries of Metro Vancouver. Communities within the geographic boundaries of the Capital Regional District are also deemed ineligible; however, the Juan de Fuca Electoral Area, Salt Spring Island Electoral Area, and the Southern Gulf Islands Electoral Areas have all been permitted to apply and receive funding support for infrastructure projects (see p. 3 of the program guide). Moreover, with each of the intakes of the Rural Dividend Fund, the eligibility criteria have been broadened.

We do not understand why the only island municipality in the province, located outside of the Metro Vancouver Urban Containment Boundary, is not considered sufficiently rural to be deemed eligible to apply.

We look forward to participating in the planned review of the Rural Dividend Program and ask for your support in our efforts to resolve this inequity in the program.

Sincerely,

Mayor Murray Skeels
Bowen Island Municipality

cc. Greg Moore, Chair, Metro Vancouver greg.moore@metrovancouver.org
Jordan Sturdy, MLA West Vancouver–Sea to Sky jordan.sturdy.mla@leg.bc.ca
Bowen Island Municipal Council mayorandcouncil@bimbc.ca
Carol Mason, CAO, Metro Vancouver carol.mason@metrovancouver.org
Cheryl McLay, Regional Manager, South Vancouver Island/Coast (Victoria), Regional Economic Operations Branch, FLNRO Cheryl.McLay@gov.bc.ca

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LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA
Jordan Sturdy MLA West Vancouver - Sea to Sky

July 4, 2018

The Honourable John Horgan, Premier of British Columbia
Office of the Premier
Parliament Buildings
501 Belleville St
Victoria, BC
V8V 1X4

Sent by Email:

Premier@gov.bc.ca

Premier Horgan,

RE: BOWEN ISLAND MUNICIPALITY ELIGIBILITY FOR RURAL DIVIDEND FUNDING

As MLA for West Vancouver – Sea to Sky I write to request that you consider directing that Bowen Island be designated as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Island Coastal Economic Trust.

Bowen Island is currently not eligible to apply for development funds due to its inclusion in the Metro Vancouver Regional District. Bowen Island was recently granted an exemption to allow it to apply to the fifth intake of the Rural Dividend program. While the exemption is appreciated, the ongoing misclassification of Bowen Island should be addressed so that Bowen Island may qualify and receive the benefits from Provincial and Federal programs that are directed at rural communities.

The BC Rural Dividend was developed to recognize the contributions that rural communities make to B.C.'s economy and the challenges they face in supporting economic growth and development. Without access to Provincial and Federal funding sources, Bowen Island is experiencing ongoing development pressures without community infrastructure programs accessable in other similar jurisdictions.

Capacity building and community economic development are limited by Bowen Island's small tax base and it dependence on BC Ferries. The Island resembles rural and coastal communities on the Sunshine Coast more than it does the urban ones in Metro Vancouver.

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jordan.sturdy.mla@leg.bc.ca

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Room 201 Parliament Buildings
Victoria BC V8V 1X4
T 250-387-3445 F 250-387-9100

Despite being a member of the Metro Vancouver Regional District Bowen Island is truly a rural community albeit not generally recognized as one for grant and funding eligibilty purposes.

I respectfully request that you consider permanent eligibility for Bowen Island for the BC Rural Dividend program and other Provincial funding opportunities.

Regards

Jordan Sturdy, MLA
West Vancouver – Sea to Sky

c.c. The Honourable Selina Robinson, Minister of Municipal Affairs and Housing
mah.minister@gov.bc.ca
c.c. The Honourable Doug Donaldson, Minister of Forests, Lands, and Natural Resource Operations and Rural Development FLNR.minister@gov.bc.ca
c.c. Mayor and Council, Bowen Island Municipality mayorandcouncil@bimbc.ca
c.c. Peter Luckham, Chair, Islands Trust Council pluckham@islandstrust.ca
c.c. Carol Mason, CAO, Metro Vancouver carol.mason@metrovancouver.org

BRITISH COLUMBIA

August 23, 2018

Ref: 238906

Jordan Sturdy, MLA
West Vancouver-Sea to Sky
6650 Royal Ave
West Vancouver BC V7W 2B8

Dear Mr. Sturdy:

Thank you for your letter addressed to the Honourable John Horgan, Premier, requesting that the Bowen Island Municipality be permanently eligible for Rural Dividend Program (RDP) funding and other grant programs for rural communities, including the Island Coastal Economic Trust (ICET). As Minister responsible for the local government system, I am pleased to respond and apologize for the delay.

The Province of British Columbia is committed to meeting the unique needs of small, rural and remote communities. As such, the RDP was developed to recognize both the contributions rural communities have made to British Columbia's economy, and the unique challenges that they face to diversify beyond natural resources. On the other hand, the ICET was created by the Province to bring economic diversification, planning and regional revitalization to Vancouver Island and the Sunshine Coast.

It is important to note that the RDP and the ICET are not under the responsibility of the Ministry of Municipal Affairs and Housing. The RDP is under the responsibility of the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resources Operations and Rural Development. The ICET is under the responsibility of the Honourable Bruce Ralston, Minister of Jobs, Trade and Technology and is governed by an independent board.

Similar concerns have been brought forward from other small communities in or adjacent to urban areas on how senior government grant programs may exclude communities that have been previously considered urban for purposes of eligibility, but in fact have all the characteristics of rural areas. The RDP established criteria for small municipalities to request an extension. I understand that Bowen Island has received approval to apply in two rounds of the program including the most recent fifth round, which closed on July 31, 2018.

.../2

Ministry of Municipal Affairs and Housing

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Room 310
Parliament Buildings
Victoria BC V8V 1X4

http://www.gov.bc.ca/mah

I appreciate that Bowen Island's small tax base and its dependence on BC Ferries resembles rural and coastal communities on the Sunshine Coast more than it does the urban ones in Metro Vancouver. However, the boundaries of the ICET are defined in legislation and regulation. Any changes would need to consider the views of the Trust Board and other stakeholders. Therefore, I have provided Minister Ralston with a copy of this correspondence for his review and consideration.

You may be pleased to know that the Province signed an integrated bilateral agreement with the federal government for the Investing in Canada Infrastructure Program (ICIP). The ICIP will provide opportunities for communities to apply for new project funding, a valuable tool which will support long-term economic growth, the advancement of sustainable communities, and continued movement to a low carbon, green economy. Information regarding this program is available at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program. Bowen Island is eligible to apply to the ICIP Environmental Quality program, which is currently open for intake until August 29th, 2018.

If you have any questions, I encourage you to contact the Infrastructure and Finance Branch, Local Government Division, Ministry of Municipal Affairs and Housing, by telephone at: 250 387-4060, or by email at: infra@gov.bc.ca.

Thank you again for writing.

Sincerely,

Selina Robinson
Minister

pc: Honourable John Horgan
Premier

Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations and Rural Development

Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

His Worship Mayor Murray Skeels and Council
Bowen Island Municipality

Peter Luckham, Chair
Islands Trust Council

Carol Mason, Chief Administrative Officer
Metro Vancouver

LEGISLATIVE ASSEMBLY
FOR BRITISH COLUMBIA

Jordan Sturdy MLA West Vancouver - Sea to Sky

July 4, 2018

The Honourable John Horgan, Premier of British Columbia
Office of the Premier
Parliament Buildings
501 Belleville St
Victoria, BC
V8V 1X4

Sent by Email:

Premier@gov.bc.ca

Premier Horgan,

RE: BOWEN ISLAND MUNICIPALITY ELIGIBILITY FOR RURAL DIVIDEND FUNDING

As MLA for West Vancouver – Sea to Sky I write to request that you consider directing that Bowen Island be designated as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Island Coastal Economic Trust.

Bowen Island is currently not eligible to apply for development funds due to its inclusion in the Metro Vancouver Regional District. Bowen Island was recently granted an exemption to allow it to apply to the fifth intake of the Rural Dividend program. While the exemption is appreciated, the ongoing misclassification of Bowen Island should be addressed so that Bowen Island may qualify and receive the benefits from Provincial and Federal programs that are directed at rural communities.

The BC Rural Dividend was developed to recognize the contributions that rural communities make to B.C.'s economy and the challenges they face in supporting economic growth and development. Without access to Provincial and Federal funding sources, Bowen Island is experiencing ongoing development pressures without community infrastructure programs accessable in other similar jurisdictions.

Capacity building and community economic development are limited by Bowen Island's small tax base and it dependence on BC Ferries. The Island resembles rural and coastal communities on the Sunshine Coast more than it does the urban ones in Metro Vancouver.

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T 250-387-3445 F 250-387-9100

Despite being a member of the Metro Vancouver Regional District Bowen Island is truly a rural community albeit not generally recognized as one for grant and funding eligibilty purposes.

I respectfully request that you consider permanent eligibility for Bowen Island for the BC Rural Dividend program and other Provincial funding opportunities.

Regards

Jordan Sturdy, MLA
West Vancouver – Sea to Sky

c.c. The Honourable Selina Robinson, Minister of Municipal Affairs and Housing mah.minister@gov.bc.ca
c.c. The Honourable Doug Donaldson, Minister of Forests, Lands, and Natural Resource Operations and Rural Development FLNR.minister@gov.bc.ca
c.c. Mayor and Council, Bowen Island Municipality mayorandcouncil@bimbc.ca
c.c. Peter Luckham, Chair, Islands Trust Council pluckham@islandstrust.ca
c.c. Carol Mason, CAO, Metro Vancouver carol.mason@metrovancouver.org

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *MVRD Sustainability Innovation Fund Reserve Fund Bylaw No. 1269, 2018* being a bylaw to govern the MVRD Sustainability Innovation Fund Reserve;
b) pass and finally adopt *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for funding costs associated with the MVRD Sustainability Innovation Fund.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The MVRD Sustainability Innovation Fund Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018* outlining the authority for contributions and application of funds for MVRD's Sustainability Innovation Fund Reserve.

STATUTORY RESERVE FUND

The *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "activities described in the MVRD *Regional District Sustainability Innovation Fund Policy*, as amended from time to time." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy*.

Two of the key criteria of the *Regional District Sustainability Innovation Fund Policy* are activities that:

- result in a positive contribution, in the form of tangible results and/or measurable benefits, to the sustainability of the region; and
- demonstrate innovation and facilitate action.

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018* being a bylaw to govern the MVRD Sustainability Innovation Fund Reserve as a Statutory Reserve;
   b) pass and finally adopt *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the MVRD Sustainability Innovation Fund Reserve would be created as a Statutory Reserve consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the MVRD Sustainability Innovation Fund Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that are to be established by bylaw. The recommended approval of the *MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018* defining the appropriate use and funding for the MVRD Sustainability Innovation Fund Reserve meets the requirements under the *Community Charter*.

Attachment:

MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018 (Doc# 26617066)

26703513

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1269, 2018
A Bylaw to Govern a Reserve Fund for the MVRD Sustainability Innovation Fund

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS the *Local Government Act* authorizes the Board to provide general administration, which the MVRD provides under the General Government Function;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to activities described in the MVRD *Regional District Sustainability Innovation Fund Policy*, as amended from time to time;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "MVRD Sustainability Innovation Fund Reserve".

2. Money from the current revenue of the General Government Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the MVRD Sustainability Innovation Fund Reserve.

3. The money in the MVRD Sustainability Innovation Fund Reserve may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the MVRD Sustainability Innovation Fund Reserve, and interest earned on it, must be used only for activities described in the MVRD *Regional District Sustainability Innovation Fund Policy*, as amended from time to time.

5. This bylaw may be cited as the "MVRD Sustainability Innovation Reserve Fund Bylaw No. 1269, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018* being a bylaw to govern the Regional Geospatial Reference System Reserve as a Statutory Reserve;
b) pass and finally adopt *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for the Regional Geospatial Reference System Service.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Regional Geospatial Reference System Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018* outlining the authority for contributions and application of funds for costs, projects, initiatives and equipment related to the Regional Geospatial Reference System Service.

STATUTORY RESERVE FUND

The *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "costs, projects, initiatives and equipment related to the Regional Geospatial Reference System Service." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018* being a bylaw to govern the Regional Geospatial Reference System Reserve as a Statutory Reserve;
   b) pass and finally adopt *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Regional Geospatial Reference System Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Regional Geospatial Reference System Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018* defining the appropriate use and funding for the Regional Geospatial Reference System Reserve meets the requirements under the *Community Charter*.

Attachment

Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018 (Doc# 26619417)

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1270, 2018
A Bylaw to Govern a Reserve Fund for Regional Geospatial Reference System

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS the Board did by *Greater Vancouver Regional District Geospatial Reference System Service Establishment Bylaw No. 1030, 2005* establish the Regional Geospatial Reference System (Also known as Global Positioning System) Service;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs, projects, initiatives and equipment related to the Regional Geospatial Reference System Service;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Regional Geospatial Reference System Reserve".

2. Money from the current revenue of the Regional Geospatial Reference System Service, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Regional Geospatial Reference System Reserve.

3. The money in the Regional Geospatial Reference System Reserve may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Regional Geospatial Reference System Reserve, and interest earned on it, must be used only for costs, projects, initiatives and equipment related to the Regional Geospatial Reference System Service;

5. This bylaw may be cited as the "Regional Geospatial Reference System Reserve Fund Bylaw No. 1270, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 12, 2018 Meeting Date: September 21, 2018

Subject: **Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018* being a bylaw to govern the Regional Parks Infrastructure Reserve as a Statutory Reserve;
b) pass and finally adopt *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for the Regional Parks Function.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Regional Parks Infrastructure Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271,* 2018 outlining the authority for contributions and application of funds for Regional Parks Infrastructure.

STATUTORY RESERVE FUND

The *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "acquisition, construction, replacement and maintenance of capital infrastructure related to the Regional Parks Function." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018* being a bylaw to govern the Regional Parks Infrastructure Reserve as a Statutory Reserve;
   b) pass and finally adopt *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018.*

2. That the MVRD Board receive for information the report dated September 12, 2018, titled "Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Regional Parks Infrastructure Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Regional Parks Infrastructure Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 201* defining the appropriate use and funding for the Regional Parks Infrastructure Reserve meets the requirements under the *Community Charter*.

Attachment:

Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018 (Doc# 26625443)

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1271, 2018
A Bylaw to Govern a Reserve Fund for Regional Parks Infrastructure

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS Supplementary Letters Patent dated January 13, 1972 granted to the Greater Vancouver Regional District the function of Regional Parks;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to the acquisition, construction, replacement and maintenance of capital infrastructure related to the Regional Parks Function;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Regional Parks Infrastructure Reserve".

2. Money from the current revenue of the Regional Parks Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Regional Parks Infrastructure Reserve.

3. The money in the Regional Parks Infrastructure Reserve may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Regional Parks Infrastructure Reserve, and interest earned on it, must be used only for the acquisition, construction, replacement and maintenance of capital infrastructure related to the Regional Parks Function.

5. This bylaw may be cited as the "Regional Parks Infrastructure Reserve Fund Bylaw No. 1271, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Affordable Housing Reserve Fund Bylaw No. 1272, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Affordable Housing Reserve Fund Bylaw No. 1272, 2018* being a bylaw to govern the Affordable Housing Reserve as a Statutory Reserve;
b) pass and finally adopt *Affordable Housing Reserve Fund Bylaw No. 1272, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for the Affordable Housing Function.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Affordable Housing Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Affordable Housing Reserve Fund Bylaw No. 1272,* 2018 outlining the authority for contributions and application of funds for costs associated with the Affordable Housing Function.

STATUTORY RESERVE FUND

The *Affordable Housing Reserve Fund Bylaw No. 1272, 2018,* Attachment 1*,* outlines the prescribed uses of funds within the reserve. These are defined as "to fund affordable housing development, projects and initiatives." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Affordable Housing Reserve Fund Bylaw No. 1272, 2018* being a bylaw to govern the Affordable Housing Reserve as a Statutory Reserve;
   b) pass and finally adopt *Affordable Housing Reserve Fund Bylaw No. 1272, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Affordable Housing Reserve Fund Bylaw No. 1272, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Affordable Housing Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Affordable Housing Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Affordable Housing Reserve Fund Bylaw No. 1272, 2018* defining the appropriate use and funding for the Affordable Housing Reserve meets the requirements under the *Community Charter*.

Attachment:

Affordable Housing Reserve Fund Bylaw No. 1272, 2018 (Doc# 26621716)

26699924

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1272, 2018
A Bylaw to Govern a Reserve Fund for Affordable Housing

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS Supplementary Letters Patent dated January 19, 1971 granted to the Greater Vancouver Regional District the function of Public Housing for the purpose of providing affordable housing;

AND WHEREAS Supplementary Letters Patent dated April 30, 1974 granted to the Greater Vancouver Regional District to allow for the incorporation and financing of one or more housing subsidiaries;

AND WHEREAS the Board on October 27, 2017 approved funding for housing development projects using the Affordable Housing Function;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to funding affordable housing development, projects and initiatives;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Affordable Housing Reserve".

2. Money from the current revenue of the Affordable Housing Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Affordable Housing Reserve.

3. The money in the Affordable Housing Reserve may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Affordable Housing Reserve, and interest earned on it, must be used only to fund affordable housing development, projects and initiatives.

5. This bylaw may be cited as the "Affordable Housing Reserve Fund Bylaw No. 1272, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Corporate Self Insurance Reserve Fund Bylaw No. 1273,* 2018 being a bylaw to govern the Corporate Self Insurance Reserve as a Statutory Reserve;
b) pass and finally adopt *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for corporate Self Insurance activities described in the *General Liability and Property Loss Claims Policy*.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Corporate Self Insurance Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018* outlining the authority for contributions and application of funds for administration to fund property and liability claims in accordance with the *General Liability and Property Loss Claims Policy*.

STATUTORY RESERVE FUND

The *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "to provide for costs related to funding property and liability claims in accordance with the MVRD *General Liability and Property Loss Claims Policy*, as amended from time to time" This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy*.

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018* being a bylaw to govern the Corporate Self Insurance Reserve as a Statutory Reserve;
   b) pass and finally adopt *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Corporate Self Insurance Reserve would be created as a Statutory Reserve consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Corporate Self Insurance Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that are to be established by bylaw. The recommended approval of the *Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018* defining the appropriate use and funding for the Corporate Self Insurance Reserve meets the requirements under the *Community Charter*.

Attachment:

Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018 (Doc# 26618822)

26707501

ATTACHMENT 1

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1273, 2018
A Bylaw to Govern a Reserve Fund for Corporate Self Insurance

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS the *Local Government Act* authorizes the Board to provide general administration, which the MVRD provides under the General Government Function;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to funding property and liability claims in accordance with the MVRD *General Liability and Property Loss Claims Policy*, as amended from time to time;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Corporate Self Insurance Reserve".

2. Money from the current revenue of the General Government Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Corporate Self Insurance Reserve.

3. The money set aside may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Corporate Self Insurance Reserve, and interest earned on it, must be used only to fund property and liability claims in accordance with the MVRD *General Liability and Property Loss Claims Policy*, as amended from time to time.

5. This bylaw may be cited as the "Corporate Self Insurance Reserve Fund Bylaw No. 1273, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Corporate Fleet Reserve Fund Bylaw No. 1274, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018* being a bylaw to govern the Corporate Fleet Reserve as a Statutory Reserve;
b) pass and finally adopt *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for corporate-wide Fleet Assets.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Corporate Fleet Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018* outlining the authority for contributions and application of funds for Corporate Service's fleet asset acquisition, replacement and maintenance.

STATUTORY RESERVE FUND

The *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "acquisition, replacement and maintenance of fleet assets." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy*.

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018* being a bylaw to govern the Corporate Fleet Reserve as a Statutory Reserve;
   b) pass and finally adopt *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Corporate Fleet Reserve Fund Bylaw No. 1274, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Corporate Fleet Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Corporate Fleet Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Corporate Fleet Reserve Fund Bylaw No. 1274, 2018* defining the appropriate use and funding for the Corporate Fleet Reserve meets the requirements under the *Community Charter*.

Attachment:

Corporate Fleet Reserve Establishment Bylaw No. 1274, 2018 (Doc# 26630742)

26704616

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1274, 2018
A Bylaw to Govern a Reserve Fund for Corporate Fleet

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS the *Local Government Act* authorizes the Board to provide general administration, which the MVRD provides under the General Government Function;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to the acquisition, replacement and maintenance of corporate fleet assets;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Corporate Fleet Reserve".

2. Money from the current revenue of the General Government Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Corporate Fleet Reserve.

3. The money set aside may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Corporate Fleet Reserve, and any interest earned on it, must be used only to fund the acquisition, replacement and maintenance of fleet assets.

5. This bylaw may be cited as the "Corporate Fleet Reserve Fund Bylaw No. 1274, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

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SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Electoral Area Election Reserve Fund Bylaw No. 1275, 2018**

RECOMMENDATION

That the MVRD Board:

a) give first, second and third reading to *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018* being a bylaw to govern the Electoral Area Election Reserve as a Statutory Reserve;
b) pass and finally adopt *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for Electoral Area election expenses.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Community Charter* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Electoral Area Election Reserve is one such reserve that does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018* outlining the authority for contributions and application of funds for costs relating to the Electoral Area's local government election.

STATUTORY RESERVE FUND

The *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "costs associated with the Electoral Area A local government election or by-election." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the MVRD Board:
   a) give first, second and third reading to *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018* being a bylaw to govern the Electoral Area Election Reserve as a Statutory Reserve;
   b) pass and finally adopt *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018.*

2. That the MVRD Board receive for information the report dated September 10, 2018, titled "Electoral Area Election Reserve Fund Bylaw No. 1275, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Electoral Area Election Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Electoral Area Election Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that are to be established by bylaw. The recommended approval of the *Electoral Area Election Reserve Fund Bylaw No. 1275, 2018* defining the appropriate use and funding for the Electoral Area Election Reserve Reserve meets the requirements under the *Community Charter*.

Attachment:

Electoral Area Election Reserve Fund Bylaw No. 1275, 2018 (Doc# 26754782)

26755967

METRO VANCOUVER REGIONAL DISTRICT
BYLAW NO. 1275, 2018
A Bylaw to Govern a Reserve Fund for Electoral Area Election

WHEREAS the *Local Government Act* authorizes the Metro Vancouver Regional District (the "MVRD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS Supplementary Letters Patent dated June 29, 1967 granted to the Greater Vancouver Regional District the function of General Administration within Electoral Area A;

AND WHEREAS the *Local Government Act* confers responsibility for all Electoral Area A local government election costs to the Regional District;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs associated with the Electoral Area A local government election or by-election;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Electoral Area Election Reserve".

2. Money from the current revenue of the General Government Function, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Local Government Act*, may from time to time be paid into the Electoral Area Election Reserve.

3. The money set aside may be invested in the manner provided by the MVRD *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Electoral Area Election Reserve, and interest earned on it, must be used only to fund costs associated with the Electoral Area A local government election or by-election.

5. This bylaw may be cited as the "Electoral Area Election Reserve Fund Bylaw No. 1275, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018**

RECOMMENDATION

That the GVS&DD Board:

a) give first, second and third reading to *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018* being a bylaw to govern the Liquid Waste Laboratory Equipment Reserve;
b) pass and finally adopt *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for the Liquid Waste Service's Laboratory Equipment.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Greater Vancouver Sewerage and Drainage District Act,* like the Community *Charter,* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Liquid Waste Laboratory Equipment Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316,* 2018 outlining the authority for contributions and application of funds for Liquid Waste Service's laboratory equipment acquisition, repair, replacement, upgrade and improvement.

STATUTORY RESERVE FUND

The *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018,* Attachment 1*,* outlines the prescribed uses of funds within the reserve. These are defined as "acquisition, repair, replacement, upgrading or improvement of laboratory equipment used by the Greater Vancouver Sewerage and Drainage District for testing and analysis." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the GVS&DD Board:
   a) give first, second and third reading to *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018* being a bylaw to govern the Liquid Waste Laboratory Equipment Reserve;
   b) pass and finally adopt *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018.*

2. That the Board receive for information the report dated September 10, 2018, titled "Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Liquid Waste Laboratory Equipment Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Liquid Waste Laboratory Equipment Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018* defining the appropriate use and funding for the Liquid Waste Laboratory Equipment Reserve meets the requirements under the *Community Charter*.

Attachment: (Doc# 26612718)
Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018

26702925

GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BYLAW NO. 316, 2018
A Bylaw to Govern a Reserve Fund for Liquid Waste Laboratory Equipment

WHEREAS the *Greater Vancouver Sewerage and Drainage District Act* authorizes the Greater Vancouver Sewerage and Drainage District (the "GVS&DD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to the acquisition, repair, replacement, upgrading or improvements of laboratory equipment used by the GVS&DD for testing and analysis;

NOW THEREFORE the Board of the Greater Vancouver Sewerage and Drainage District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Liquid Waste Laboratory Equipment Reserve".

2. Money from the current revenue of the GVS&DD, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Greater Vancouver Sewerage and Drainage District Act*, may from time to time be paid into the Liquid Waste Laboratory Equipment Reserve.

3. The money in the Liquid Waste Laboratory Equipment Reserve may be invested in the manner provided by the Metro Vancouver Regional District *Corporate Investment Policy*, as amended from time to time, until its use is required.

4. Money in the Liquid Waste Laboratory Equipment Reserve, and interest earned on it, must be used only for acquisition, repair, replacement, upgrading or improvements of laboratory equipment used by the GVS&DD for testing and analysis.

5. This bylaw may be cited as the "Liquid Waste Laboratory Equipment Reserve Fund Bylaw No. 316, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018**

RECOMMENDATION

That the GVS&DD Board:

a) give first, second and third reading to *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018* being a bylaw to govern the Liquid Waste Sustainability Innovation Fund Reserve as a Statutory Reserve;
b) pass and finally adopt *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for funding costs associated with the Liquid Waste Sustainability Innovation Fund.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Greater Vancouver Sewerage and Drainage Act,* like the *Community Charter,* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Liquid Waste Sustainability Innovation Fund Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018* outlining the authority for contributions and application of funds for Liquid Waste Service's Sustainability Innovation Fund Reserve.

STATUTORY RESERVE FUND

The *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018,* Attachment 1, outlines the prescribed uses of funds within the reserve. These are defined as "activities described in the GVS&DD *Liquid Waste Sustainability Innovation Fund Policy*, as amended from time to time." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

Two of the key criteria of the *Liquid Waste Sustainability Innovation Fund Policy* are activities that:

- result in a positive contribution, in the form of tangible results and/or measurable benefits, to the sustainability of the region; and
- demonstrate innovation and facilitate action.

ALTERNATIVES

1. That the GVS&DD Board:
   a) give first, second and third reading to *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018* being a bylaw to govern the Liquid Waste Sustainability Innovation Fund Reserve as a Statutory Reserve;
   b) pass and finally adopt *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018.*

2. That the GVS&DD Board receive for information the report dated September 10, 2018, titled "Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Liquid Waste Sustainability Innovation Fund Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Liquid Waste Sustainability Innovation Fund Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that are to be established by bylaw. The recommended approval of the *Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018* defining the appropriate use and funding for the Liquid Waste Sustainability Innovation Fund Reserve meets the requirements under the *Community Charter*.

Attachment:

Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018 (Doc# 26627163)

26700388

GREATER VANCOUVER LIQUID WASTE DISTRICT
BYLAW NO. 317, 2018
A Bylaw to Govern a Reserve Fund for the Liquid Waste Sustainability Innovation Fund

WHEREAS the *Greater Vancouver Sewerage and Drainage District Act* authorizes the Greater Vancouver Sewerage and Drainage District (the "GVS&DD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to activities described in the GVS&DD *Liquid Waste Sustainability Innovation Fund Policy*, as amended from time to time;

NOW THEREFORE the Board of the Greater Vancouver Sewerage and Drainage District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Liquid Waste Sustainability Innovation Fund Reserve".

2. Money from the current revenue of the GVS&DD, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Greater Vancouver Sewerage and Drainage District Act*, may from time to time be paid into the Liquid Waste Sustainability Innovation Fund Reserve.

3. The money in the Liquid Waste Sustainability Innovation Fund Reserve may be invested in the manner provided by the Metro Vancouver Regional District *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Liquid Waste Sustainability Innovation Fund Reserve, and interest earned on it, must be used only for activities described in the GVS&DD *Liquid Waste Sustainability Innovation Fund Policy*, as amended from time to time.

5. This bylaw may be cited as the "Liquid Waste Sustainability Innovation Reserve Fund Bylaw No. 317, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018**

RECOMMENDATION

That the GVWD Board:

a) give first, second and third reading to *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018* being a bylaw to govern the Water Laboratory Equipment Reserve as a Statutory Reserve;
b) pass and finally adopt *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for the Water Service's Laboratory Equipment.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Greater Vancouver Water Act,* like the *Community Charter,* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Water Laboratory Equipment Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Water Laboratory Equipment Reserve Fund Bylaw No. 249,* 2018 outlining the authority for contributions and application of funds for Water Service's laboratory equipment acquisition, repair, replacement, upgrade or improvement.

STATUTORY RESERVE FUND

The *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018,* Attachment 1*,* outlines the prescribed uses of funds within the reserve. These are defined as "acquisition, repair, replacement, upgrading or improvements of laboratory equipment used by the Greater Vancouver Water District for testing and analysis." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

ALTERNATIVES

1. That the GVWD Board:
   a) give first, second and third reading to *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018* being a bylaw to govern the Water Laboratory Equipment Reserve as a Statutory Reserve;
   b) pass and finally adopt *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018.*

2. That the Board receive for information the report dated September 10, 2018, titled "Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Water Laboratory Equipment Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Water Laboratory Equipment Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that require governance by bylaw. The recommended approval of the *Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018* defining the appropriate use and funding for the Water Laboratory Equipment Reserve meets the requirements under the *Community Charter*.

Attachment:

Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018 (Doc# 26608142)

26431162

GREATER VANCOUVER WATER DISTRICT
BYLAW NO. 249, 2018
A Bylaw to Govern a Reserve Fund for Water Laboratory Equipment

WHEREAS the *Greater Vancouver Water District Act* authorizes the Greater Vancouver Water District (the "GVWD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to the acquisition, repair, replacement, upgrading or improvements of laboratory equipment used by the GVWD for testing and analysis;

NOW THEREFORE the Board of the Greater Vancouver Water District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Water Laboratory Equipment Reserve".

2. Money from the current revenue of the GVWD, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Greater Vancouver Water District Act*, may from time to time be paid into the Water Laboratory Equipment Reserve.

3. The money in the Water Laboratory Equipment Reserve may be invested in the manner provided by the Metro Vancouver Regional District *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Water Laboratory Equipment Reserve, and interest earned on it, must be used only for acquisition, repair, replacement, upgrading or improvements of laboratory equipment used by the GVWD for testing and analysis.

5. This bylaw may be cited as the "Water Laboratory Equipment Reserve Fund Bylaw No. 249, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

To: Finance and Intergovernment Committee

From: Phil Trotzuk, Chief Financial Officer

Date: September 10, 2018 Meeting Date: September 21, 2018

Subject: **Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018**

RECOMMENDATION

That the GVWD Board:

a) give first, second and third reading to *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018* being a bylaw to govern the Water Sustainability Innovation Fund Reserve as a Statutory Reserve;
b) pass and finally adopt *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018.*

PURPOSE

To consider the adoption of a Reserve Fund Bylaw for funding costs associated with the Water Sustainability Innovation Fund.

BACKGROUND

On April 27, 2018, the Boards of the MVRD, GVS&DD, GVWD and MVHC approved the *Operating, Statutory and Discretionary Reserves Policy* covering the establishment and usage of reserves. The *Greater Vancouver Water District Act,* like the *Community Charter,* requires that all reserves which receive direct contributions through budgeted revenue sources, be governed through bylaw. The Water Sustainability Innovation Fund Reserve is one such reserve which does not currently have a bylaw which governs its establishment and usage.

This report introduces the *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018* outlining the authority for contributions and application of funds for Water Service's Sustainability Innovation Fund Reserve.

STATUTORY RESERVE FUND

The *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018,* Attachment 1*,* outlines the prescribed uses of funds within the reserve. These are defined as "activities described in the GVWD *Water Sustainability Innovation Fund Policy*, as amended from time to time." This bylaw is consistent with the *Operating, Statutory and Discretionary Reserves Policy.*

Two of the key criteria of the *Water Sustainability Innovation Fund Policy* are activities that:

- result in a positive contribution, in the form of tangible results and/or measurable benefits, to the sustainability of the region; and
- demonstrate innovation and facilitate action.

ALTERNATIVES

1. That the GVWD Board:
   a) give first, second and third reading to *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018* being a bylaw to govern the Water Sustainability Innovation Fund Reserve as a Statutory Reserve;
   b) pass and finally adopt *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018.*

2. That the GVWD Board receive for information the report dated September 10, 2018, titled "Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018".

FINANCIAL IMPLICATIONS

If the Board approves alternative one, the Water Sustainability Innovation Fund Reserve would be a Statutory Reserve governed by this bylaw consistent with the framework outlined in the *Operating, Statutory and Discretionary Reserves Policy*. This framework ensures that reserves are established, used and managed in a prudent and consistent manner.

The approval of alternative two would result in the Water Sustainability Innovation Fund Reserve not meeting the definition of a Statutory Reserve thereby limiting the contributions it can receive and leaving its usage undefined.

SUMMARY / CONCLUSION

The *Operating, Statutory and Discretionary Reserves Policy* adopted by the MVRD, GVS&DD, GVWD and MVHC Boards on April 27, 2018 identified a number of reserves that are to be established by bylaw. The recommended approval of the *Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018* defining the appropriate use and funding for the Water Sustainability Innovation Fund Reserve meets the requirements under the *Community Charter*.

Attachment:

Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018 (Doc# 26619773)

26692601

GREATER VANCOUVER WATER DISTRICT
BYLAW NO. 250, 2018
A Bylaw to Govern a Reserve Fund for the Water Sustainability Innovation Fund

WHEREAS the *Greater Vancouver Water District Act* authorizes the Greater Vancouver Water District (the "GVWD") Board (the "Board") to establish by bylaw a reserve fund for a specified purpose;

AND WHEREAS it is considered desirable to establish a reserve fund to set aside funds to provide for costs related to activities described in the GVWD *Water Sustainability Innovation Fund Policy*, as amended from time to time;

NOW THEREFORE the Board of the Greater Vancouver Water District enacts as follows:

1. There is hereby established a reserve fund to be known as the "Water Sustainability Innovation Fund Reserve".

2. Money from the current revenue of the GVWD, or amounts otherwise assigned by the Board, to the extent to which it is permitted by the *Greater Vancouver Water District Act*, may from time to time be paid into the Water Sustainability Innovation Fund Reserve.

3. The money in the Water Sustainability Innovation Fund Reserve may be invested in the manner provided by the Metro Vancouver Regional District *Corporate Investments Policy*, as amended from time to time, until its use is required.

4. Money in the Water Sustainability Innovation Fund Reserve, and interest earned on it, must be used only for activities described in the GVWD *Water Sustainability Innovation Fund Policy*, as amended from time to time.

5. This bylaw may be cited as the "Water Sustainability Innovation Reserve Fund Bylaw No. 250, 2018".

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2018.

PASSED AND FINALLY ADOPTED this _____ day of _____, 2018.

_____
Greg Moore, Chair

_____
Chris Plagnol, Corporate Officer

2018 Finance and Intergovernment Committee Work Plan

Report Date: September 21, 2018

Priorities

1st Quarter	**Status**
2018 Standing Committee Events	Complete
2018 International Program	Complete
Fraser Basin Contribution Agreement	Complete
Zero Waste Conference Update	Complete
National Zero Waste Council Update	Complete
Regional Prosperity Initiative Update	Complete
Public Engagement Policy	Complete
Intergovernmental Communications and Engagement Update	Complete
Board Policies (As Required/Applicable)	Complete
2nd Quarter	
Affordable Housing Development Cost Charge Waiver Bylaw	Complete
Statutory and Non-Statutory Reserves Policy	Complete
Debt Management Principles	Complete
2017 Statement of Financial Information	Complete
Intergovernmental Communications and Engagement Update	Complete
Board Policies (As Required/Applicable)	Complete
3rd Quarter	
Review of Debt Management Principles	Complete
TransLink Federal Gas Tax Application and Annual Report	In Progress
George Massey Tunnel Replacement Project Update	In Progress
Zero Waste Conference Update	In Progress
Regional Prosperity Initiative Update	In Progress
National Zero Waste Council Update	In Progress
Intergovernmental Communications and Engagement Update	Pending
Asset Management Policy	In Progress
Board Policies (As Required/Applicable)	In Progress
4th Quarter	
Regional District Service Area, General Government & Corporate Support Annual Budget Review	Pending
Overall Annual Budget and Five Year Financial Plan Update approval for Districts	Pending
Intergovernmental Communications and Engagement Update	Pending
Board Policies (As Required/Applicable)	Pending

BRITISH COLUMBIA

August 22, 2018

Ref: 238251

Greg Moore, Chair
Metro Vancouver Board
4330 Kingsway St
Burnaby BC V5H 4H9

Dear Chair Moore:

Further to my letter of May 9, 2018, responding to your request of March 29, 2018, I have now taken a deeper look at the request to change the Metro Vancouver Regional District (Metro Vancouver) voting structure.

Metro Vancouver is by far the most populous regional district in British Columbia, and the most diverse with respect to the distribution of population among its members. In this context, equity and fairness are extremely important with respect to representation on regional district boards, and I appreciate that some municipalities in Metro Vancouver would prefer greater differentiation of voting strength among members based on population.

That said, balancing the needs of several of the largest jurisdictions with the needs of the much smaller jurisdictions in the regional district continues to be an important issue in Metro Vancouver. I recognize that larger jurisdictions are concerned that their perspectives and votes need to be adequately accounted for at the Board table. However, recognizing that regional districts remain at their core a federated model, regardless of size, smaller jurisdictions do have a part to play in discussions and debate. The proposal put forward by Metro Vancouver would further limit their percentage of the vote and would dampen their already reduced influence at the Board table.

I do have concerns with the proposed change and am not convinced at this time that it is the ideal solution. In practice, the proposed change would increase the voting impact of the medium and larger jurisdictions in Metro Vancouver while reducing the impact of the smallest jurisdictions. Specifically, it would create large "blocks" of votes for the larger jurisdictions with very minimal votes for the smaller jurisdictions. Under the current voting unit and allocation, the two largest members exercise more than 43 percent of the votes at the Board table, and under the proposed 2,000/50 option, this would increase to more than 46 percent. The proposed scenario would also reduce the already low voting impact of the smallest members from 0.75 percent of the votes to .08 percent.

.../2

Ministry of Municipal Affairs and Housing

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Room 310
Parliament Buildings
Victoria BC V8V 1X4

http://www.gov.bc.ca/mah

I am also concerned that the proposal would have a negative impact on Board dynamics and discussions, as the relative power and influence of individual directors would change dramatically. While today the relatively narrow spread of votes among directors encourages dialogue, lifting the cap on votes to 50 may discourage engagement at either end of the allocation spectrum.

I encourage you to continue to consider that the existing federated structure of regional districts enables member jurisdictions to work together for the good of the region to build agreement among members, regardless of size, before voting occurs at the Board table. As a continued best practice, I would also encourage the Metro Vancouver Board to consider ways to further constructive discussion, negotiation and shared decision making among its members.

The background report you provided highlights the emerging issue of growth in the Board size. As Metro Vancouver's population continues to increase, the issue of Board size and the desire for greater differentiation of voting strength will continue to be present. A change to Letters Patent does need to consider local, regional, and provincial interests and considerations, and as such, we need to ensure a comprehensive and enduring solution is proposed.

Recognizing the growing challenge an increasing population brings to the Board size for Metro Vancouver, I would be willing to review a comprehensive proposal that carefully considers the purposes of a federated regional district model, population differences between the member jurisdictions, dynamics between individual directors, and the growing size of the Board. It is also important to recognize that ongoing consideration must also be given to provincial and local obligations with the Tsawwassen First Nation of any change to Board composition. I would certainly encourage Metro Vancouver, if you have not already done so, to have further discussion on this issue with the Tsawwassen representative on the Board.

In closing, as a next step I suggest that Metro Vancouver staff continue to follow up with Ministry of Municipal Affairs and Housing staff on this matter to remain engaged, please contact Catherine Lee, Program Analyst, Governance and Structure Branch. Ms. Lee can be reached at by email at: lggovernance@gov.bc.ca, or by telephone at: 778 698-3223.

Thank you again for writing.

Sincerely,

Selina Robinson
Minister

pc: Catherine Lee, Program Analyst
Governance and Structure Branch
Local Government Division
Ministry of Municipal Affairs and Housing

Coquitlam CITY OF PORT COQUITLAM

August 10, 2018
Our File: 11-5280-30/CRWM2/2018-1
Doc #: 3039596.v2

Greg Moore, Chair
Metro Vancouver Board
Metrotower III
4730 Kingsway
Burnaby, BC V5H 0C6

Dear Chair Moore:

RE: Funding Proposal for the Coquitlam River Watershed Roundtable

This letter is provided on behalf of the Mayors and Councils of the cities of Coquitlam and Port Coquitlam to request Metro Vancouver provide support for the ongoing and stable operation of the Coquitlam River Watershed Roundtable (the Roundtable).

The Coquitlam River Watershed forms part of the traditional territory of the Kwikwetlem First Nation and is a critically important resource for the Metro Vancouver Region. Preserving the health and function of this watershed is vitally important for ensuring the Region's ever-increasing drinking water and electrical demand needs are met. In addition, this watershed provides a substantial resource for fish and wildlife habitat, recreation and tourism, art and culture, business and industry, and housing development.

Historically, there have been competing views and interests that have affected the ability of the many different stakeholders of the watershed to work together. However, following the dedicated work of the Roundtable and its supporting Core Committee, many of these barriers have since been eliminated and stakeholders across all interest groups are now working together to achieve a shared vision of watershed health and collaborative governance. Following its official launch in 2011, the Roundtable has successfully completed an unprecedented "Lower Coquitlam River Watershed Plan," which is the first of its kind in Canada, has become a leading consultative body on many resource management and stewardship topics within the watershed, and is viewed by experts across Canada as a model for collaborative watershed management.

The achievements of the Roundtable to date have been made possible through grant funding and in-kind support of its many partners, including Metro Vancouver as a key stakeholder. In January

2018, the Roundtable released a document entitled "Sustainable Funding Options," which identifies a lack of stable base funding as a significant challenge to maintaining and progressing the work of the Roundtable. The document includes a five year financial model (2017-2021), with base operational funding estimated at $100K, plus an additional $35K for projects.

At a recent joint meeting of the Tri-Cities Mayors and Councils, the funding proposal was discussed, and it was recognized that the work of the Roundtable is of significant value to the Region and its stable and ongoing operation should be supported to the benefit of all. It was also noted that two key stakeholders were not contemplated in the proposed funding model. As such, we are requesting the Metro Vancouver Board of Directors consider and approve a minimum contribution of $34K/year to the Roundtable for the next three years. A similar request will be made to BC Hydro for an additional $34K share, and separately the two cities will consider contributions as part of their budget deliberations, scheduled for early next year.

For additional information, please refer to the attached "Backgrounder," which also includes the executive summary of the "Sustainable Funding Options" document, as well as additional supporting information.

We would appreciate it if you can arrange for the appropriate mechanism at Metro Vancouver to consider this request. Should you have any questions or require any further information, please contact Councillor Chris Wilson, City of Coquitlam at 604-341-0241 or Councillor Laura Dupont, City of Port Coquitlam at 604-328-8026.

We request your response by October 19, 2018 to allow sufficient time for us to align with annual budget review processes that are currently underway.

Sincerely,

Mayor Richard Stewart
City of Coquitlam

Mayor Greg Moore
City of Port Coquitlam

c - Carol Mason, Chief Administrative Officer, Metro Vancouver
Port Coquitlam Council
Coquitlam Council
Kristen Dixon, Chief Administrative Officer, City of Port Coquitlam
Peter Steblin, City Manager, City of Coquitlam
Jozsef Dioszeghy, General Manager Engineering and Public Works, City of Coquitlam
Steffanie Warriner, Manager Environmental Services, City of Coquitlam

File: 11-5280-30/CRWM2/2018-1 Doc# 3039596.v2

Coquitlam **Backgrounder**

August 1, 2018
Our File: 11-5280-30/CRWM2/2018-1
Doc #: 3039634

Subject: **Coquitlam River Watershed Roundtable Funding Strategy**

History

The Coquitlam River Watershed Roundtable (the Roundtable) is a multi-stakeholder initiative that coordinates and implements activities that promote the health and sustainability of the Coquitlam River watershed. The Roundtable was officially launched in 2011 following a multi-phase strategy that was initiated by the City of Coquitlam and the Kwikwetlem First Nation (KFN) with a goal to establish a "collaborative body" that could work to improve relations among stakeholders concerned with decisions and activities affecting the Coquitlam River. The initial strategy was substantively funded through the Fraser Salmon and Watersheds Program and Department of Fisheries and Oceans. In 2011 a Core Committee was created to operationalize the Roundtable, which includes representation from all sectors of interest; including, designated staff and members of Council from both Coquitlam and Port Coquitlam (refer to Attachment 1).

Since its inception the Roundtable has supported itself through a range of cash donations, grants, and in-kind support; with more than $260,000 of in-kind and $662,000 of in-cash contributions documented since 2007. As a founding partner the City of Coquitlam has been a significant supporter and to date has contributed over $15K cash and over $200K in-kind. Other substantive contributions from within the government sector have included: City of Port Coquitlam ($33K cash, $6K in-kind); Metro Vancouver ($40K cash, $5K in-kind); and DFO ($83K cash, $6K in-kind). Beyond participating in the regular meetings of the Core Committee, all of these organizations have also contributed additional in-kind support to assist with special projects and initiatives of the Roundtable.

Current Status

Securing stable funding has been an ongoing challenge for the Roundtable and a considerable amount of time and effort are expended to soliciting funding partners and applying for grants. This affects the stability of the Roundtable and impedes its ability to advance projects and initiatives. In recognition of the value of the Roundtable, and acknowledging the funding challenges that threaten its viability, in July 2016 the Real Estate Foundation of BC provided a $100,000 grant over three years (July 2016 – July 2019) with a an associated deliverable for the Roundtable to develop a long-term funding strategy. In response, the Roundtable released a "*Sustainable Funding Options*"

document in January 2018, which estimates a base operating budget of approximately $100K/yr plus an $35K for projects as the minimum amount needed to carry out basic operations (refer to the executive summary provided in Attachment 2). The KFN has subsequently written to both Coquitlam and Port Coquitlam Councils to request consideration of the funding strategy (refer to Attachment 3). Other stakeholders have also supported this initiative.

Upon review of the proposed funding mechanisms presented in the "*Sustainable Funding Options*" document, on balance of administrative ease and appropriateness, it is proposed that the $100K/yr base operational budget could be funded by a partnership between Metro Vancouver, BC Hydro, and the Cities of Coquitlam and Port Coquitlam.

Rationale for supporting and apportioning stable funding for the Roundtable is based on, but not limited to, the following:

- The watershed provides resource, recreational, economic and environmental benefits to both cities, as well as, the region more broadly;
- Both cities directly benefit from the Roundtable for representative advice related to land use planning and decision-making;
- The Greater Vancouver Water District provides drinking water to ~2.4M Metro Vancouver area residents, of which approximately one third of the total system supply comes from the Coquitlam Lake Reservoir (>130M m^3/yr); and
- BC Hydro draws > 750M m^3/yr from the reservoir for power generation.

Summary of Next Steps

The Roundtable has established a positive presence in the community, is engaged as an advisory body for local planning and decision-making, has developed and launched a first in Canada Lower Coquitlam River Watershed Plan, and is regarded as a model for collaborative watershed governance in British Columbia (refer to Attachments 4 and 5). A greater degree of financial stability is needed for the Roundtable to continue its operations and maintain its effectiveness. As such, it is recommended that the two city Councils, along with Metro Vancouver and BC Hydro work together to confirm their support for this important watershed management initiative by establishing a stable funding partnership as proposed above, and including this funding request in each agency's budget processes for 2019 through 2021. It is also recommended that these agencies work together to influence and leverage funding support through other significant partners in the watershed for the additional monetary resources that will be necessary for the Roundtable to implement tangible projects and initiatives.

ATTACHMENT 1

Coquitlam River Watershed (CRW) Roundtable Core Committee Members and Alternates

Jun-18				CEDMS DOC # 2896968 -v1A
Sector	**Organization**	**Core Committee Member**	**Telephone**	**Email**
1) Local Government	City of Coquitlam (Council)	Chris Wilson	604-341-0241	cwilson@coquitlam.ca
2) Local Government	City of Coquitlam (Staff)	Steffanie Warriner	604-927-3536	swarriner@coquitlam.ca
Local Government	Alternate	Margaret Birch	604-927-3483	mbirch@coquitlam.ca
3) Local Government	City of Port Coquitlam (Council)	Laura Dupont	604-328-8026	dupontl@portcoquitlam.ca
4) Local Government	City of Port Coquitlam (Staff)	Neil MacEachern	604-927-5267	maceachernN@portcoquitlam.ca
Local Government	VACANT - Alternate			
5) First Nation	KFN (Technical Advisor)	Craig Orr	604-809-2799	corr@telus.net
6) First Nation	Kwikwetlem First Nation Alternate	Kelsey Taylor	604-540-0680	kelsey@kwikwetlem.com
7) Regional Government	Metro Vancouver, Water Management	Dave Dunkley	604-432-6285	dave.dunkley@metrovancouver.org
Regional Government	Alternate	Jesse Montgomery	778-452-4581	jesse.montgomery@metrovancovuer.org
8) Utilities	BC Hydro	Karen Popoff	604-528-2280	karen.popoff@bchydro.com
Utilities	VACANT - Alternate			
9) Federal Government	Fisheries and Oceans Canada	Scott Ducharme	c 604-561-0829 o 604-666-2821	Scott.Ducharme @dfo-mpo.gc.ca
10) Provincial Government	Ministry of Energy, Mines and Petroleum Resources	Jim Dunkley	250-953-4640 778-698-7294	jim.dunkley@gov.bc.ca
10) Aggregate Industry	Allard Contracting Ltd	Jim Allard (Jan 2018)	604-944-2556	jtallard@telus.net
Aggregate Industry	Alternate	Daniel Allard		dan.allard@gmail.com
11) Real Estate Development	Brook Pooni Associates, Urban Development Institute	Blaire Chisholm	604-731-9053 ext #104	bchisholm@brookpooni.com
Real Estate Development	Alternate -Beedie Group	David Roppel	604-436-7784	david.roppel@beediegroup.ca
12) Outdoor Recreation	VACANT			
13) Stewardship	PoCo & District Hunting and Fishing Club	Norm Fletcher	604-942-0371	nwfletcher@telus.net
Stewardship	Alternate - PCDHFC	Mike Jensen		jensenms@shaw.ca
14) Stewardship	North Fraser Salmon Assistance Project	Tony Matahlija	604-710-0581	anton.m@shaw.ca
Stewardship	Alternate	Robbin Wachell	c 604-561-0829	robbinwatchell@gmail.com
15) Stewardship	Tri-City Green Council	Elaine Willis	604-461-1048	eawillis@telus.net
Stewardship	VACANT - Alternate	Melissa Chaun		mchaun@gmail.com
16) Education	BC Institute of Technology	Marvin Rosenau	604- 451-6971	Marvin_Rosenau@bcit.ca
17) Arts and Culture	Arts Connect	Sherry Carroll	604-942-3260	scartsandculture@live.com
Arts and Culture	Alternate	Manfred Kraus	604-469-7051	vancouvermoments@shaw.ca
18) Roundtable Coordinator	Coquitlam River Watershed RT	Jill Dwyer	604-505-8676	coordinator@coquitlamriverwatershed.ca
Financial Trustee	Watershed Watch Salmon Society	Trish Hall	604-512-9782	hall@watershedwatch.ca

Finance and Intergovernment Committee

1 Executive Summary

The Coquitlam River Watershed Roundtable (CRWR) is a multi-stakeholder collaborative initiative that coordinates and implements activities to promote the long-term health and sustainability of the Coquitlam River watershed. The CRWR was established in 2007 and engages government, First Nations, industry, private, and community partners in watershed governance activities, such as regular multi-sector meetings, the development of the Lower Coquitlam River Watershed Plan (LCWRP), and implementation of Strategies for Action to improve the health of the watershed.

CRWR accomplishments since 2007

- Reach consensus on a shared mission, values, and guiding principles between disparate groups
- Successfully maintain partnerships and the continued participation of representatives from multiple sectors
- Develop and launch the LCRWP
- Become a leading consultative body on many resource management and stewardship topics in the watershed
- Secure significant partner donations and grants to support ongoing operations

The CRWR is lead by a Core Committee, which comprises representatives from the diverse sectors with vested interest in the watershed. A Coordinator executes key administrative, planning, and communication activities, and is the singular employed individual supporting the CRWR. All additional human resources expertise, such as participation as a Core Committee representative, is voluntary and is provided as in-kind support.

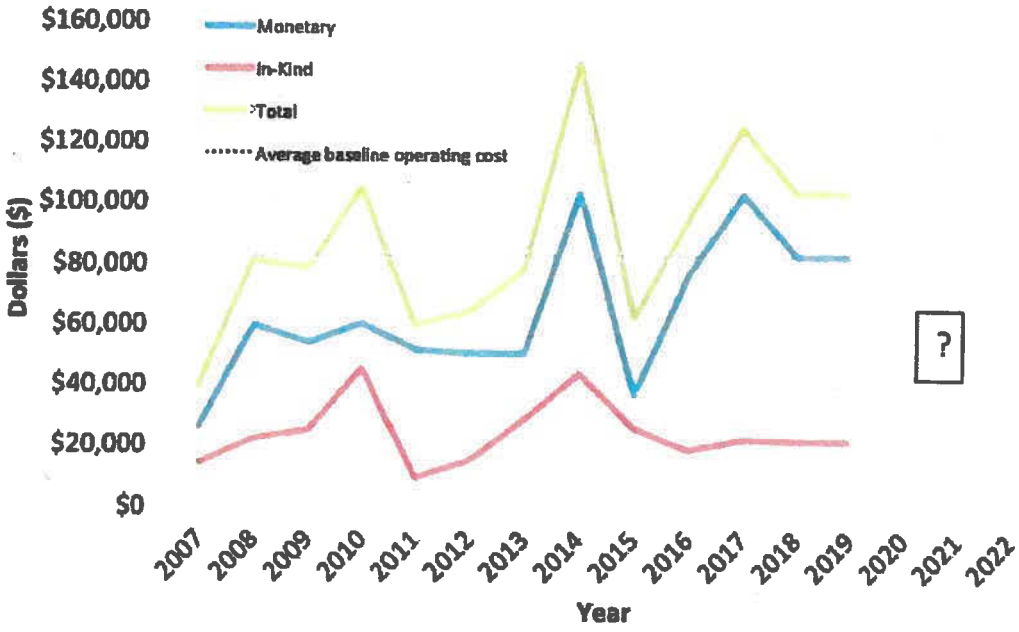


Figure 1. Monetary and in-kind contributions to the CRWR, with future projections (2019 onward) estimated by current variable funding model.

Currently, average baseline operating costs of the CRWR are $81,400 per year, with an additional $20,000 per year for development and/or implementation of special projects (Fig. 1; Appendix 1). Variable revenue sources cannot support long-term watershed governance initiatives and monitoring programs. There is a need for a renewed funding model that will provide stability and the ability to engage in long-range projects.

The CRWR provides recommendations to establish a sustainable funding model to build its capacity, to allow for long-range planning, and to implement Strategies for Action outlined in the LCRWP.

Long-range vision

The CRWR's long-range vision is to continue functioning as an independent initiative that provides the following services to the local, regional, and First Nations governments:

- Platform to gather representatives from multiple sectors to discuss important topics regarding watershed health and activities
- Provide consultation on local planning and decision-making
- Develop and implement campaigns to address ecological pressures in the watershed
- Lead monitoring and restoration activities in the watershed
- Provide regular reports on status of projects and the health of the watershed

Risks of losing the CRWR

Without a new finance model, the operations, credibility, and effectiveness of the CRWR are at risk. In the absence of a sustainable source of core funding, there is no financial security to maintain a Coordinator, which in turn jeopardizes the group's ability to apply for, receive, and leverage additional funds. If the CRWR continues to operate on a patchwork of short-term funding arrangements, it will lose any opportunity to lead long-range projects in the watershed, which would undermine the effectiveness of the group's work and its ability to provide key watershed services to its stakeholders. Without a stable CRWR, the local, regional, and First Nations governments risk to lose:

- A key consultative body in the watershed that successfully brings together disparate sectors that all have an interest in the health of the watershed
- An entity with valuable local knowledge and experience of land use practices and decisions
- Momentum on important projects addressing ecosystem pressures that align the LCRWP and First Nations, local, and regional plans
- The opportunity to be a leader in advancing collaborative watershed governance on the Provincial scale

Coordinator responsibilities

- Provide administrative support to the Core Committee
- Prepare grant applications, reports, and online content
- Design and implement campaigns
- Conduct research and communicating with other watershed initiatives
- Organize public outreach and education activities

Augmentation of the Coordinator position

The CRWR wishes to maintain the Coordinator position and to augment it from part-time to full-time by Year 2020. This increase of hours will allow the Coordinator to further engage in the development phases of projects, to strengthen partnerships through additional meetings and networking opportunities, to strategically manage external grant applications and funding, and to prepare reports and presentations to advance the work of the CRWR. The Coordinator will work directly with municipal staff to align CRWR efforts with local government priorities.

Leveraging funds

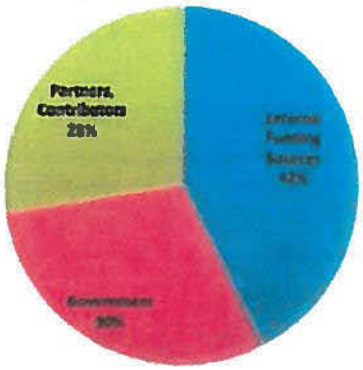
The CRWR will use the core funding received from the new finance model to leverage additional funds from grants, foundations, donations, and other sources of revenue to pursue special projects.

Recommendation for new funding model

Based on extensive research and consultation with experts, watershed residents, and members of the CRWR, it is recommended to establish a new funding model that is diverse, to encompass the various sectors involved in the CRWR and to support financial robustness. The recommended funding model is the following:

- Core funding in the total amount of $100,000[1] be provided to the CRWR annually to support baseline operations from:
  - City of Coquitlam, through a parcel tax/conservation fund, bylaw, and/or levy, and/or utility bill process
  - City of Port Coquitlam, through a parcel tax/conservation fund, bylaw, and/or levy, and/or utility bill process
  - Metro Vancouver, through the Water Board
  - A Funding Agreement, reviewed every 3 years between the CRWR and all core funding partners

Old funding model



Recommended new funding model

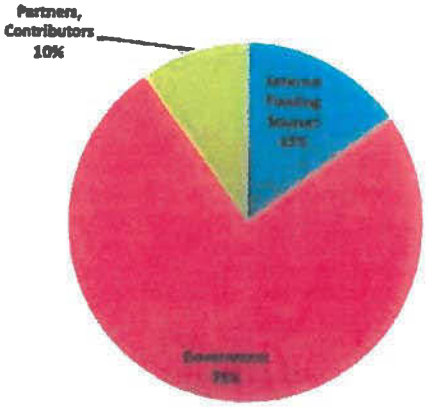


Figure 2. Relative average annual core funding contributions to the CRWR by category, comparing the old funding model to the recommended new model.

[1] The proportion allocation will be developed as part of the 2018 business analysis phase and formalized through dialogue with the cities of Coquitlam and Port Coquitlam, Metro Vancouver, and other funding partners. *Note: This does not include in-kind resource requirements.*

- Special project funding is leveraged on an annual basis through:
  - Kwikwetlem First Nation
  - BC Hydro
  - Other organizations represented on the Core Committee
- Special project funding is pursued through external grant opportunities, on a case-by-case basis

Next steps

A financial structure and delivery method will need to be developed for the preferred funding mechanisms, which will require close collaboration between the CRWR and core funding partners. The CRWR's Capacity and Resilience Building Sub-Committee will lead all subsequent communications on this matter.

CRWR 5-Year Plan

	Year 1 (2017)	Year 2 (2018)	Year 3 (2019)	Year 4 (2020)	Year 5 (2021)
Annual baseline budget and revenue source	$81,370 Donations from CRWR partners • City of Coquitlam • City of Port Coquitlam • PCDHFC • Jack Cewe Ltd • Watershed Watch Salmon Society External grants • REFBC	$81,370 Donations from CRWR partners • City of Coquitlam • City of Port Coquitlam • PCDHFC • Watershed Watch Salmon Society • Jack Cewe Ltd • Other (to be determined) External grants • REFBC	$81,370 Core funding from new finance model: Mechanisms to be determined Donations from CRWR partners • PCDHFC • Watershed Watch Salmon Society • Other (to be determined) External grants • REFBC	$100,000 Core funding from new finance model: Mechanisms to be determined	$100,000 Core funding from new finance model: Mechanisms to be determined
Annual project budget and revenue source, not including in-kind support	$20,884 • REFBC grant • BC Freshwater Legacy Initiative • Government of Canada • Port Coquitlam Community Foundation • Vancity • Fisheries & Oceans Canada • FWCP	$20,000 – 30,000 • REFBC grant • BC Freshwater Legacy Initiative • Vancity • Fisheries & Oceans Canada • FWCP • Government of Canada	$20,000 – 30,000 • REFBC grant • Dependent on support from funding partner/grant	$25,000 – 35,000 Dependent on support from funding partners/ external grants	$25,000 – 35,000 Dependent on support from funding partners/ external grants
Sustainable funding campaign	• Introduce sustainable funding campaign to local Council Committees and Roundtable participants • Receive guidance and feedback from external experts • Complete "Sustainable Funding Options" document	• Develop and establish new funding model in partnership with local governments and CRWR partners	• Receive baseline funding through new funding model • Final report to REFBC • Leverage additional funding	• Receive baseline funding through new funding model • Leverage additional funding	• Receive baseline funding through new funding model • Leverage additional funding
Implementation of Strategies for Action LCRWP	• Development • Water Extraction • Invasive Species	• Development • Water Extraction • Invasive Species	Dependent on support from funding partner/grant	Dependent on support from funding partner/grant	Dependent on support from funding partner/grant
Other activities	• Public Roundtable meeting(s) • Core Committee and Sub-Committee meetings • Education and outreach activities at public events in the watershed • Communication with other watershed initiatives and organizations in BC			• Expert facilitated sessions on sustainable funding mechanisms, long-range planning, and the *Water Sustainability Act* • Ongoing communications about the work of the CRWR • Provide consultation on local planning and decision-making	

Kwikwetlem First Nation
2-65 Colony Farm Road, Coquitlam, B.C. V3C 5X9
604-540-0880

kʷikʷəƛəm

March 27, 2018

Mayor and Council
City of Coquitlam
3000 Guildford Way
Coquitlam, BC V3B 7N2

Mayor and Council
City of Port Coquitlam
2580 Shaughnessy Street
Port Coquitlam, BC V3C 2A8

Dear Mayors and Councillors:

Re: Support for Coquitlam River Watershed Roundtable

As you know, the Kwikwetlem people have a long historical connection to the Coquitlam River and its fish. As a Nation, we are vitally concerned about water quality, fish habitat values, and development pressure on these resources.

It has come to the Nation's attention that there will be a Joint Council meeting of your respective mayors and councils to consider providing operational support for the Coquitlam River Watershed Roundtable. Kwikwetlem First Nation wishes to reiterate its strong support of the work of the Roundtable to protect watershed health, having recently made a donation to its operations in recognition of the Roundtable's accomplishments and ongoing value.

Many know that the Roundtable is a special collaborative body that plays an important role in the watershed. A review of the recent meeting agenda is proof of its diversity and inclusivity, and of the many issues it is involved with. Moreover, the Roundtable's watershed plan is unique in Canada in its focus on watershed and human health, and Kwikwetlem is appreciative of how the members help promote watershed, First Nation, and community interests.

Kwikwetlem's Lands Stewardship Committee was particularly pleased to hear from the Roundtable in late February. Kwikwetlem's representatives Craig Orr and Kelsey Taylor also reported positive results from the Roundtable's developers' workshop, as did our members in attendance. The role the Roundtable might play in the promotion and oversight of greener development should not be overlooked, and should in fact be strongly supported by both Cities.

The Roundtable already boasts an impressive track record of work and of obtaining outside recognition and funding support. What it lacks is sufficient and ongoing operational support from the municipalities within the watershed it serves.

Kwikwetlem urges both Cities to recognize and reward the special role the Roundtable provides in your and our watershed, by providing the support that is needed. As an investment to advance collaboration and good watershed governance, it would seem like it would be in the best interests of both Cities to ensure the Roundtable continues to thrive— not struggle with funding distractions.

All my relations,

Chief Ron Giesbrecht

CC; Craig Orr, Kelsey Taylor, Kwikwetlem representatives, Roundtable core committee

Coquitlam River Watershed Roundtable

Summer/Fall 2017

Kwikwetlem, known as "Red fish up the river." A living river that reveals its spirit.

The Coquitlam River Watershed Roundtable

The Coquitlam River Watershed Roundtable was founded in 2011 following a four year community engagement process. During this development period, individuals and organizations representing a broad range of perspectives on the watershed came together to develop a solid foundation for the Roundtable, including developing a mission statement, a set of values and guiding principles for the Roundtable.

The Roundtable coordinates and implements activities that promote the health and long-term sustainability of the watershed.

Anyone who supports the Roundtable's mission can participate in Roundtable meetings, which are held once or twice a year. A multi-sector Core Committee, whose members represent the diverse sectors of interest in the watershed, meet on a regular basis to carry out the work of the Roundtable. Sectors represented on the Core Committee include: municipal, provincial, regional and federal governments, First Nations elected officials and staff; the aggregate industry; arts and culture; education; outdoor recreation; real estate development; and stewardship groups.

Coquitlam River Watershed

The Coquitlam River watershed is located on the north shore of the Fraser River's lower reach in British Columbia's Lower Mainland region, within the traditional territory of the Kwikwetlem First Nation. The Coquitlam Lake Reservoir Dam divides the watershed. North of the dam is undeveloped wilderness. South of the dam, urban development in the watershed covers approximately 45% of the land within the City of Coquitlam and 30 % of the land within the City of Port Coquitlam. Based on 2011 Census data and additional municipal records to 2014, an estimated 156,700 residents live in the lower watershed. A newly launched Action Plan for the lower Coquitlam River watershed, that considers both ecological and human well-being components, will strengthen the Roundtable's effort to achieve its Vision for a healthy watershed and a healthy community.

Funding Partners

Mission, Values & Guiding Principles

The Mission, Values and Guiding Principles provide a firm foundation for the Roundtable's activities. They were defined and endorsed by community members and organizations who participated in numerous community meetings during the years preceding the establishment of the Roundtable.

Mission

The Coquitlam River Watershed Roundtable will:

- facilitate collaborative resolution of urban growth and natural resource use pressures consistent with agreed community objectives and values,
- inform and educate people about these matters and the watershed, and
- promote and support conservation of a sustainable, healthy watershed environment.

Values

Our values for the watershed are:

- Ecosystem integrity
- Home/Heritage/Culture
- Native bio-diversity
- Natural beauty
- Natural resources
- Protected areas
- Public access
- Recreation
- Responsibility to protect
- Spiritual qualities
- Sustainability

Guiding Principles

Guiding principles are proactive statements about the way the Roundtable will operate to achieve its mission. The guiding principles are:

- Accountable
- Adaptive
- Consensus-based decision-making
- Effective and Credible
- Efficient with Capacity
- Inclusive and Respectful
- Influential and Responsible
- Proactive approach
- Relationship-building

Contact Us! Get Involved!

More information: coquitlamriverwatershed.ca

Follow us on Twitter
@CoqRiverWS

Like us on Facebook
/CoqRiverWS

Subscribe to e-News! Receive regular updates about Roundtable meetings, projects and events happening in the watershed. To subscribe, contact:
info@coquitlamriverwatershed.ca

Roundtable Coordinator: Our coordinator for the Roundtable and the Core Committee may be contacted at:
coordinator@coquitlamriverwatershed.ca

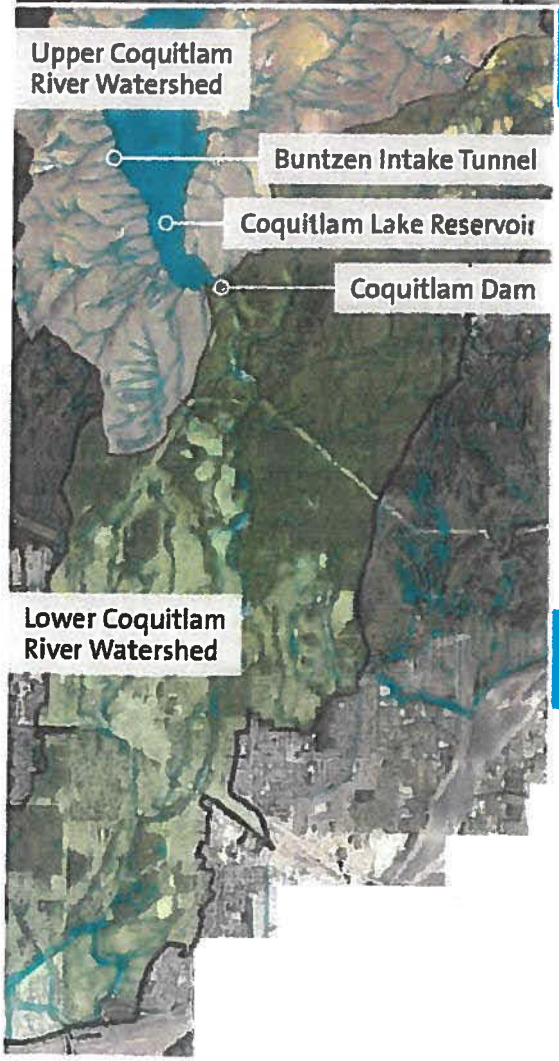
The Roundtable Core Committee

The Core Committee is the administrative body for the Roundtable. Members represent a diverse cross section of interests in the watershed. The Core Committee meets six times a year to move forward on projects and activities proposed by the Roundtable. Members serve an 18-month term on a volunteer basis or their participation is supported by their organizations. Their in-kind donation of time is a key contributor to the success of the Roundtable. These are the sectors and organizations which are currently represented on the Core Committee:

Sector	Organization
Local Government	City of Coquitlam
	City of Port Coquitlam
First Nations	Kwikwetlem First Nation
Regional Government	Metro Vancouver, Water Management
Utilities	BC Hydro
Federal Government	Fisheries and Oceans Canada
Provincial Government	BC Ministry of Energy, Mines and Petroleum Resources
Aggregate Industry	Jack Cewe Ltd.
Real Estate Development	Brook Pooni Associates, Urban Development Institute
Outdoor Recreation	Vacant
Stewardship	North Fraser Salmon Assistance Program
	Tri-City Green Council
	Port Coquitlam & District Hunting and Fishing Club
Education	BC Institute of Technology (BCIT)
Arts and Culture	ArtsConnect

Coquitlam River Watershed Roundtable
coquitlamriverwatershed.ca

Lower Coquitlam River Watershed Plan
Implementation Update 2018 Going Forward



Lower Coquitlam River Watershed Plan

The Coquitlam River Watershed Roundtable is a collaborative body that coordinates and implements activities which promote the long-term sustainability of the watershed. Between 2012 and 2015, the Roundtable created the Lower Coquitlam River Watershed Plan (LCRWP), which resulted from the efforts of more than 60 partners from municipal, provincial, regional, federal and First Nations governments, aggregate industry, arts and culture, education, outdoor recreation, real estate development sectors and stewardship groups. The LCRWP responds to key pressures that affect watershed health, and provides some initial strategies to address them. Implementing the LCRWP will require the commitment of key partners to support the plan's strategies for action, which aim to provide a healthy, liveable community for people in this watershed.

Strategies for Action – Progress update

This report highlights the progress to date on the strategies for action as provided in the LCRWP. In total, 17 strategy ideas were produced, some which resulted in detailed action plans being developed to address pressures from stormwater, invasive species and development. Recent interest during 2017 has resulted in further strategies for action to address pressures from water extraction. Recent resource support received through 2017, from the development and business community, and a legacy water funder provides the necessary support needed to implement strategies for action to address development, invasive species and water extraction through 2019.

The Coquitlam River Watershed Roundtable (the Roundtable) was founded in 2011 following a four-year community engagement process. The Roundtable coordinates and implements activities that promote the health and long-term sustainability of the watershed.

WHAT PRESSURES ARE AFFECTING THE THINGS WE CARE ABOUT?

Development (High)

Riparian Areas, Natural Areas, Liveable Communities and Recreation

Strategies for Action

Development Incentives Feasibility Study: to develop potential incentive tools for the development community. A detailed action plan was developed as part of the watershed plan process. **Budget:** $50,000 cash and in-kind.

Natural space watershed strategy: to assess current open space system, to identify areas to acquire new open space that provides multi-benefits derived from a watershed approach. A conceptual model has been drafted but as yet, no detailed action plan.

Develop impact map: to show cumulative watershed-wide impacts and assist decision-makers. A conceptual model has been drafted, but as yet, no detailed action plan. **Budget:** $10,000 - 15,000 cash and in-kind.

Implementation Status: ACTIVE. Cash funding was provided by several development and water funders to implement a **development incentives feasibility study** through to 2018. The project includes a developers' workshop, support for Roundtable participation, including First Nations, to provide advice on local watershed and land use planning in the watershed. The strategy to **develop an impact map** was started informally in 2017 through in-kind Roundtable support, however funding is required to complete the work.

Invasive Species (High)

Riparian Areas, Natural Areas, Recreation, and possibly Coquitlam River System and Salmon

Strategies for Action

Alignment of invasive species management efforts: to compile watershed-wide data and apply across municipalities to address Metro Vancouver Invasive Species Management Strategy (Goal 3-L). A detailed action plan has been developed. Currently seeking implementation funding.

Implement ban sale of invasive species: to address Metro Vancouver Invasive Species Management Strategy (Goal 3-L and 3-M). A conceptual model has been drafted. Some additional work through resource support is required to develop an action plan. First target effort is an educational awareness campaign for watershed residents to learn about the impacts of invasive species can have on watershed health, and how to help manage them.

Implementation Status: ACTIVE. Initial work towards the **ban on the sale of invasive species** has involved Roundtable members delivering outreach education programs and displays at community outreach events in Coquitlam and Port Coquitlam in 2016 and 2017. Funding and in-kind support was provided through community grants and services from $500 - $3,000. Events included a river walk, interactive activities and displays, participant surveys, a video production and volunteer guides. The Roundtable is seeking funding in 2018 to expand community outreach with the aim to measurable change in behaviour to invasive species and watershed health.

Stormwater (High)

Coquitlam River System, Riparian Areas, Salmon, Cultural and Spiritual Values, Human Health and Safety and Resource Industries

Strategies for Action

Stormwater homeowner outreach: to help single-family homeowners improve stormwater practices in the lower Coquitlam River watershed. A detailed action plan has been developed. This strategy may also align with the **water conservation outreach program strategy**.

Promote adaptive stormwater management process: to achieve stormwater improvements at a watershed-wide scale. A conceptual model has been drafted. Some additional work is required to develop action plan.

Implementation Status: NO PROGRESS YET

WHAT ECOLOGICAL AND HUMAN WELL-BEING COMPONENTS ARE BEING AFFECTED?

Water Extraction (Medium)

Coquitlam River System, Salmon, Human Health and Safety, Resource Industries, Cultural and Spiritual Values and Recreation

Strategies for Action

Develop a set of recommendations for next revision of Water Use Plan: to determine whether local-area water conservation efforts can offset water needs beyond WUP requirements to improve flows needed for salmon. A conceptual model has been drafted. Some additional work is required to develop action plan.

Implement water conservation outreach program: that focuses on the environmental flow benefits - connect water extraction and reduced water consumption of water to stream and salmon health. This strategy idea has not been fully developed. It will be furthered as capacity grows and potential community partners and/or municipalities express interest and support. This strategy may also align with the **stormwater homeowner outreach strategy**.

Promote "high" standards of water practices for new development, including supporting research: to show benefits can reduce demands of development on the watershed. Strategy idea has not been fully developed. This strategy also links to both Stormwater and Development actions and may be captured as part of alignment to address those pressures.

Implementation Status: ACTIVE. Funding support to **develop a set of recommendations for next revision of Water Use Plan** will advance in 2018. As part of the development incentives feasibility study there is possible overlap to the **promote "high" standards of water practices for new development strategy.**

Recreation (Medium)

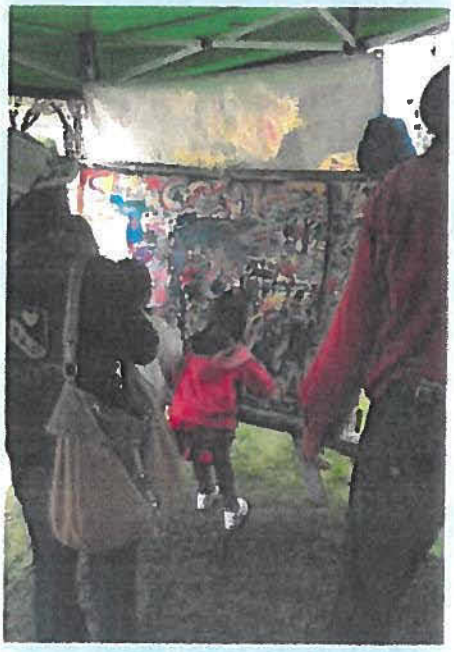
Coquitlam River System, Riparian Areas, Natural Areas, Salmon, Resource Industries and Recreation

Strategies for Action

"No Impact" Campaign in schools: to provide locations where kids have access to, and learn how to recreate without environmental impact. A conceptual model has been drafted as part of the watershed plan process, however additional work and implementer support is required to develop the action plan further.

Develop Coquitlam River mainstem outreach campaign: to prevent unsustainable recreation on the river corridor mainstem that harms riparian areas, aquatic habitat, native plants, species at risk. This strategy idea has not been developed but could be furthered as capacity grows and resources become available.

Implementation Status: NO PROGRESS YET



Vandalism/Illegal Activity (Medium)

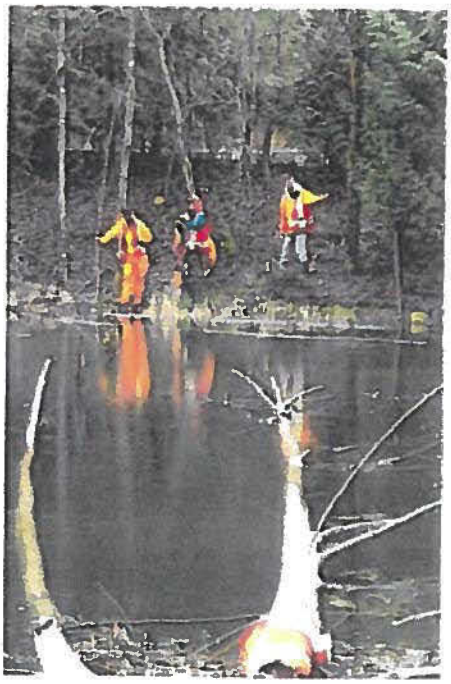
Coquitlam River System, Riparian Areas, Natural Areas, Stewardship, Cultural and Spiritual Values and Recreation

Strategies for Action

Littering/dumping public outreach campaign: to educate residents on cumulative damage of littering/dumping on a watershed-wide scale. A conceptual model was drafted as part of the watershed plan process. However additional work and implementer support is required to develop an action plan.

Outreach program: to provide awareness and understanding about existing tree management and clearing bylaws in the municipalities. This strategy idea has not been developed, but can be furthered as capacity grows and resources become available.

Implementation Status: NO PROGRESS YET



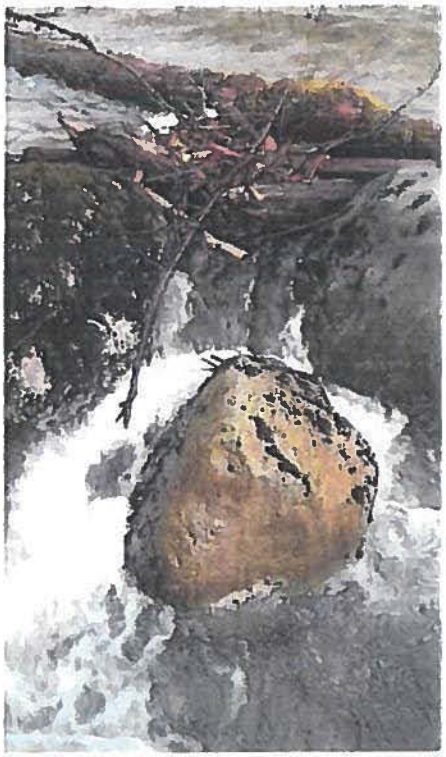
Mainstream Cultural Norms (Medium)

Human Health and Safety, Stewardship, Resource Industries, Cultural and Spiritual Values and Recreation

Strategies for Action

Outreach work: to link **natural space watershed strategy** (Development) and **Coquitlam River mainstem campaign** (Recreation) to make outdoor access easier. This concept requires further research and interest from partners.

Implementation Status: NO PROGRESS YET



Mining (Low)

Coquitlam River System, Salmon and Liveable Communities

Strategies for Action

Conduct outreach between stewardship groups and mining community: to share information about current mining operations to provide better transparency on mining operations in the watershed. A conceptual model has been drafted. Some additional work and resources are required to fully develop an action plan.

Outreach on current state of mining practices: to inform the community what mining operations do to protect the river. The strategy idea has not been fully developed.

Implementation Status: ACTIVE. The Roundtable includes aggregate industry sector representation and provides a forum for mine operators to provide information about the industry. Jack Cewe Ltd. participates in watershed tours to provide information about their mining operations and the **current state of mining practices** at their site. Jack Cewe Ltd., Allard Contracting and Lafarge Canada also attend core committee meetings and provide updates on their mining operations as well as seek input. Additional opportunities for the aggregate industry to support **outreach between stewardship groups** and the mining community will be pursued through 2018.

Implementation Partners for Watershed Plan Strategies for Action

The Roundtable gratefully acknowledges the support provided by several partners for the implementation of strategies for action through 2018.

- **Anthem Properties** (Development)
- **BC Freshwater Legacy Initiative** (Development and Water Extraction)
- **Beedie Group** (Development)
- **Brook Pooni & Associates** (Development)
- **Burke Mountain Holdings** (Development)
- **City of Coquitlam** (Development and Invasive Species)
- **City of Port Coquitlam** (Invasive Species)
- **Fisheries and Oceans Canada** (Invasive Species)
- **Jack Cewe Ltd** (Mining)
- **Kwikwetlem First Nation** (Development)
- **Port Coquitlam Community Foundation** (Invasive Species)
- **Real Estate Foundation of BC** (Development and Water Extraction)
- **Vancity Shaughnessy Station Community Branch** (Invasive Species)
- **Watershed Watch Salmon Society** (Development and Water Extraction)

For more information: coquitlamriverwatershed.ca

For information on Open Standards for the Practice of Conservation: cmp-openstandards.org

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Like us on Facebook /CoqRiverWS

I am also concerned that the proposal would have a negative impact on Board dynamics and discussions, as the relative power and influence of individual directors would change dramatically. While today the relatively narrow spread of votes among directors encourages dialogue, lifting the cap on votes to 50 may discourage engagement at either end of the allocation spectrum.

I encourage you to continue to consider that the existing federated structure of regional districts enables member jurisdictions to work together for the good of the region to build agreement among members, regardless of size, before voting occurs at the Board table. As a continued best practice, I would also encourage the Metro Vancouver Board to consider ways to further constructive discussion, negotiation and shared decision making among its members.

The background report you provided highlights the emerging issue of growth in the Board size. As Metro Vancouver's population continues to increase, the issue of Board size and the desire for greater differentiation of voting strength will continue to be present. A change to Letters Patent does need to consider local, regional, and provincial interests and considerations, and as such, we need to ensure a comprehensive and enduring solution is proposed.

Recognizing the growing challenge an increasing population brings to the Board size for Metro Vancouver, I would be willing to review a comprehensive proposal that carefully considers the purposes of a federated regional district model, population differences between the member jurisdictions, dynamics between individual directors, and the growing size of the Board. It is also important to recognize that ongoing consideration must also be given to provincial and local obligations with the Tsawwassen First Nation of any change to Board composition. I would certainly encourage Metro Vancouver, if you have not already done so, to have further discussion on this issue with the Tsawwassen representative on the Board.

In closing, as a next step I suggest that Metro Vancouver staff continue to follow up with Ministry of Municipal Affairs and Housing staff on this matter to remain engaged, please contact Catherine Lee, Program Analyst, Governance and Structure Branch. Ms. Lee can be reached at by email at: lggovernance@gov.bc.ca, or by telephone at: 778 698-3223.

Thank you again for writing.

Sincerely,

Selina Robinson
Minister

pc: Catherine Lee, Program Analyst
Governance and Structure Branch
Local Government Division
Ministry of Municipal Affairs and Housing

aKd Resource

5124 Brenton Page Road
Ladysmith, BC V9G 1L6
250.245.8734
aKdResource@shaw.ca

August 29, 2018

Chair Greg Moore
and Members of the Board
Metro Vancouver Regional District
4330 Kingsway
Burnaby BC V5H 4G8

Dear Chair Moore and Board Members,

Review of the Auditor General for Local Government Act and Office

The legislation that created the Auditor General for Local Government (AGLG) in 2012 requires a five-year review of the *Auditor General for Local Government Act* (the "*Act*") and the functioning of the office of the Auditor General.

A Working Group has been established by the Ministry of Municipal Affairs and Housing to provide oversight and input into the review. It is made up of representatives from Union of British Columbia Municipalities (UBCM) and Local Government Management Association as well as Ministry staff. The terms of reference are *to conduct a review of how the Office and the Act have achieved their stated objectives to date and determine options for the future.*

I have been retained by the Ministry of Municipal Affairs and Housing to conduct the review. I have over 25 years of experience as the Chief Administrative Officer (CAO) of both municipal and regional governments in Alberta and British Columbia. I was the CAO for the Regional District of Nanaimo for 13 years and, most recently, retired as the CAO of the Capital Regional District where I worked for seven years.

During the week of September 17 to 21, 2018, the following surveys will be sent out electronically:

- For those local governments that have had a performance audit completed by the AGLG prior to the 2015 UBCM survey, you will be asked for information regarding your experience implementing the recommendations from the audit.
- For those local governments that have had a performance audit completed after 2015, you will be asked for information regarding your experience implementing the recommendations from the audit. You will also receive the 2015 UBCM survey from CivicInfo BC to complete.
- For those that have not had a performance audit, the survey will seek to understand the overall impact and value of the AGLG to your organization.

I greatly appreciate your participation in this review as the more we hear from local governments the more relevant the final recommendations to the Minister can be. If you have any questions once you receive the survey, please contact me at kapow2@shaw.ca.

Sincerely,

Kelly Daniels

cc: Carol Mason, Chief Administrative Officer