



BOARD REPORT

TO: Chair and Directors

File No: 1855 50 05

SUBJECT: UBCM Housing Needs Reports Grant Program

DESCRIPTION: Report from Gerald Christie, Manager Development Services, dated May 16, 2019.
Union of British Columbia Municipalities (UBCM) Housing Needs Reports grant application.

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to apply for a UBCM Housing Needs Reports Program grant up to \$35,000 to complete Housing Needs Reports for CSRD Electoral Areas C and E, this 16th day of May, 2019.

SHORT SUMMARY:

The Province of BC has brought in legislation requiring local governments to complete Housing Needs Reports in their jurisdictions over the coming years and include report data and recommendations in local Official Community Plans (OCP). In support of this new requirement the Ministry of Municipal Affairs and Housing (MMAH) has earmarked \$5 million over the next three years to help in funding the completion of these reports. UBCM will administer this funding and consider application requests. As Development Services staff are currently working on the Electoral Area E OCP, and will be starting the Electoral Area C Zoning Bylaw and amendments to the Electoral Area C OCP in 2019, the timing of this grant opportunity would allow the information gleaned from these reports to be included in the OCPs as now required by the Province.

VOTING: Unweighted LGA Part 14 Weighted Stakeholder
Corporate (Unweighted) Corporate (*Weighted*)

BACKGROUND:

Bill 18 Local Government Statutes (Housing Needs Reports) Amendment Act was adopted in May 2018, requiring local governments to quantify housing needs in their jurisdictions and develop policies to help deal with the identified housing issues when creating or amending OCPs. The Act will come into force shortly once the Ministry of MMAH has developed and enacted regulations pertaining to the specific details of the types of statistical information that is required to be collected and what housing needs information is to be generated from the data. Being a new requirement of local governments throughout the province, the MMAH has committed \$5 million to aid local governments in preparing the first of these reports. Available grant funding can be for 100% of eligible costs to a maximum amount determined by population of the planning area, e.g. Electoral Area C - \$20,000 max; Electoral Area E - \$15,000 max.

POLICY:

A requirement of the grant application is that the Board provide a resolution of support for the application to be made.

FINANCIAL:

There are no financial implications to the CSRD in applying for the Housing Needs Reports Grant and no financial commitment is expected of the CSRD for the project; grant funds may be used to cover 100% of the eligible activities deemed necessary for the project, e.g. project management, data collection, research, community engagement. Staff plan on applying for the full \$35,000 grant amount available for the Electoral C and E Housing Needs Reports as it is anticipated that this work will exceed the maximum grant funding available. Additional budget is available in the EA C and E OCP project budgets to help in communicating the results of these reports, formalizing OCP policy, and organizing meetings to consult with the public on the draft OCP bylaws.

KEY ISSUES/CONCEPTS:

Undertaking Housing Needs Reports is now a mandatory requirement of local governments in BC if creating or significantly amending OCPs. These reports are primarily a data gathering exercise of which numerous inventory sources are used that relate to housing needs, building types, tenure types (ownership/rental), incomes, population projections, demographics, community services, etc. to paint a picture of the overall housing situation in a particular area. The intent is that once the data has been collected that an analysis would be performed, significant trends or gaps identified, and recommendations made that would enable staff to create proposed goals, objectives and policies that would then be included in an OCP. Provincial legislation notes that Housing Needs Reports should be re-examined every five years.

For clarity, Housing Needs Reports are primarily data focused and are not "Housing Strategies" which typically include much more detail specific to the where, who, when and how the identified housing issues will be dealt with, inclusive of such items as costing, management, partnerships and grants.

Although the legislation has been passed it has not yet been enacted, given that the province has yet to approve and disseminate to local governments the regulations necessary which will detail provincial expectations related to the minimum content and format required of these reports. CSRD staff have had multiple conversations with Ministry staff and have a good idea as to what those expectations will be and therefore feel that it is desirable to apply for this grant funding at the first intake (deadline May 31, 2019) instead of waiting for the regulations to be revealed. If the CSRD is successful with this grant application these funds will be used this summer to create these reports and then have those findings included as amendments in the respective Electoral Area C and E OCPs.

SUMMARY:

The Province has recently mandated that all local governments must now complete Housing Needs Reports for their respective jurisdictions and have the results of those reports included in any new or significantly amended OCPs. To this end, the MMAH has earmarked \$5 million to be administered through UBCM to help local governments fund the completion of these reports. As CSRD staff are currently working on the EA E OCP, and will be considering amendments to the EA C OCP starting late this year, this grant funding will be helpful in completing these Housing Needs Reports and to have the report findings and recommendations included in the respective OCP.

IMPLEMENTATION:

If the resolution of support is approved by the Board, CSRD staff will apply for the UBCM Housing Needs Reports Program grant prior to the first intake deadline of May 31, 2019.

COMMUNICATIONS:

A copy of the Board resolution will be included in the UBCM Housing Needs Reports Program grant application.

DESIRED OUTCOMES:

That the Board resolve to support a grant application be made to the UBCM Housing Needs Report Program for funding to complete Housing Needs Reports for EA C and E.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2019-05-16_Board_DS_18555005_Housing_Needs_Grant.docx
Attachments:	- UBCM_housing-needs-report-2019-program-guide.pdf
Final Approval Date:	May 6, 2019

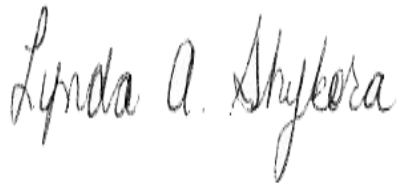
This report and all of its attachments were approved and signed as outlined below:

No Signature found

Gerald Christie - May 3, 2019 - 3:57 PM

No Signature found

Sheena Haines - May 6, 2019 - 8:08 AM



Lynda Shykora - May 6, 2019 - 2:50 PM



Charles Hamilton - May 6, 2019 - 3:37 PM