



RENTAL, SOCIAL AND AFFORDABLE HOUSING TASK FORCE

Virtual Meeting – Thursday, April 8, 2021

7:00 – 9:00 pm – MS TEAMS

MINUTES

Members:	Kelly Bond	Katherine Fagerlund
	Keith Collyer	Heather Fowler
	Bruce Crowe (Chair)	Derek Holloway
	Hesam Deihimi	Ellison Mallin
	Phil Dupasquier (Vice Chair)	Michael Sadler offline 8:15-8:26
	Ian Cullis	
Staff:	Josh Cairns, Community Planner	
	Leanne Carroll, Community Clerk	

1. Welcome- 7:05pm

The Chair called the meeting to order at 7:05 pm and provided a land acknowledgement. 15 seconds of silence were observed for the victims of the Lynn Valley tragedy

2. Adoption of Agenda

- Revision to the agenda was suggested to first look at Item 5 *Discussion – Review of Draft Report & Executive Summary* before looking at Item 4 *Motion: To Send Draft Report to Tech Writer*
Moved by Ms. Fagerlund and Seconded by Ms. Fowler
- However another revision to the agenda was suggested to incorporate Item 5 *Discussion – Review of Draft Report & Executive Summary* into Item 4 *Motion: To Send Draft Report to Tech Writer*. This was the revision that was adopted.
Moved by Mr. Dupasquier and Seconded by Ms. Fagerlund

The agenda was moved by Ms. Bond and Ms. Fagerlund seconded
To adopt the amended agenda.

CARRIED

3. Adoption of the March 18, 2021 Minutes

Mr. Mallin moved and Mr. Dupasquier seconded
To adopt the March 18, 2021 minutes.

CARRIED

4. Motion: To Send Draft Report to Tech Writer & Discussion – Review of Draft Report & Executive Summary

The following comments were provided during the discussion of this item:

- Ms. Fagerlund worked on reconciling her input and Mr. Deihimi's input for the executive summary. She assured the group that the content has not changed but the executive summary was added to the rest of the report..
- Mr. Deihimi gave credit to Ms. Fagerlund for doing most of the work on the Executive Summary
- There was concern around the changes being made without the groups input and it was requested that in the future, such changes are done and shared with the group prior to the meeting.
- Ms. Fowler also raised a concern about the number of iterations and versions and how some information and comments may have been omitted during the amendment of these versions. There was mention of container homes and tiny homes in previous versions and the interim report that appears to be missing from the most recent version.
- Mr. Crowe had a question about missing information in the draft. Ms. Fagerlund confirmed it is information that can be added once it is returned from the tech writer as it will likely be revised by the tech writer at least one more time before it is final. Mr. Crowe will phone Ms. Fowler over the weekend to discuss missing information and comments from the current iteration of the report
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- There was a request that the Priority Actions were listed separately to the Executive Summary and perhaps are reconciled with the staff report. This is an area that work is needed and it is not work that the tech writer can do as she doesn't speak for the group. This could be worked on in the background (while the main report is with the tech writer) and sent to the tech writer at a later point
- Mr. Dupasquier made a suggestion to send the draft report to the tech writer as is and review the report again once it has been edited and returned by the tech writer. A window of time can be dedicated to revisions once it is received back but the longer it is delayed in sending to the tech writer, the shorter that window for revisions becomes
- Everyone was asked for their opinion on the discussion. There was a unanimous opinion to get the report sent to the tech writer on April 12th, as the date has been set and discuss further once it has been received back.
- Everyone was then asked which version they would like to have sent to the tech writer. The version that was sent in the previous days or the version that includes the Executive Summary.

Motion was posed by Mr. Dupasquier to send the draft report to the DNV appointed technical writer by Monday, April 12th, 2021, with the Executive Summary. The motion was seconded by Mr. Cullis and voted upon by the group. There were no objections and no abstentions.

5. DNV Update

Mr. Cairns provided some updates from the DNV

- Residential Tenant Relocation Assistance Policy – It was mentioned at the last meeting and Ms. Daley has shared it with Ms. Bond and Ms. Fowler for some early input. It is being reviewed by legal, by Urban Development Institute, Landlord BC and the Tenant Resource Advisory Centre before it goes to council in the next couple of months. Ms. Daley will reach out to the Task Force for opportunities for feedback and to address questions or comments that arise before it goes to Council. Later in the discussion, Mr. Cairns confirmed to Ms. Fagerlund that the Task Force will be contacted for feedback for the draft RTRAP so there is an opportunity to consider the feedback before it goes to council.
- Housing Planner 2 position is open and this comes following the Task Force's recommendations for a hi-ranking position in the interim report. It is a priority position and there is a hope to have it filled quickly. It will close in a few weeks and Josh will provide updates as necessary. Mr. Dupasquier later followed with a question concerning the timeline and asking if it was accelerated and wondered how much of an impact the Task Force is having. Mr. Cairns confirmed that the position was created as a response to their recommendations, as it was not originally part of the organisational structure of Community Planning
- The tech writer is lined up and ready; it will be the same person who edited the interim report. She is expecting the draft and has made time available to prioritise the item.
- Members of the Task Force contacted Mayor and Council a number of months ago encouraging them to pursue provincial funding applications that became available to a maximum of \$500k per municipality. The funding was earmarked for projects that would reduce delays in the development review or permitting process. There is confirmation that the DNV is anticipating to pursue this funding and is preparing to present it to Council at the end of April as the deadline is the first week of May.

There was a request from Mr. Deihimi for an update on missing information for the Executive Summary with regards to occupancy reports that were issued since September. Mr. Cairns provided an update on the Pace of Development Report, which is ahead of schedule and as soon as there is data from that report it will be shared with the Task Force. Mr. Cairns offered to update the report when it is returned from the tech writer with any numbers that need to be updated by staff.

Mr. Cullis followed up with some comments on the Pace of Development Report and the funding that is being applied for. He queried what the DNV were planning on changing and also

what projects are being approved and progressing with the recommendations of the Task Force. There is a sense that work is happening behind the scenes but the Task Force is not being kept in the loop. Mr. Cairns responded stating that the point was noted and efforts are consistently made to share with the Task Force as early as possible; however, for a variety of reasons, certain items have to remain confidential at times and cannot be shared externally. When information is able to be released, efforts are made to share relevant items with the Task Force prior to sharing with the public. One example is how the Task Force has been involved with the preparation and review the proposed changes to RTRAP before it is shared publicly.

6. Any Other Business

Mr. Mallin mentioned that there may be an opportunity to present the report to MLA Susie Chant once it is completed. Mr. Deihimi and Mr. Mallin will look into opportunities to present the report once completed to local people of note who may have influence. Suggested to put names on BaseCamp of people they are interested in hearing from.

Ms. Fowler gave the update that Capilano Care centre in West Vancouver is closing in a business move. They are working to relocate the 155 residents within the next year. The decision seems to have come from Rivera due to renovation needs. It is a loss for the District of West Van and sad news for the residents. Raised an interesting question on the applicability and role of policies like RTRAP. An email summary of the RTRAP meeting held with Ms. Bond and Ms Fowler was a possibility.

7. Next Meeting

The next meeting dates for the Task Force is on Thursday, April 22nd.

8. Adjournment

The meeting was adjourned at 8:50 pm.

Ms. Fowler made the motion to adjourn, Mr. Dupasquier seconded