



## RENTAL, SOCIAL AND AFFORDABLE HOUSING TASK FORCE

Virtual Meeting – Thursday, July 22, 2021

7:00 – 9:00 pm – MS TEAMS

### MINUTES

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**Members:** Kelly Bond  
Keith Collyer  
Bruce Crowe (Chair) (by phone)  
Phil Dupasquier (Vice Chair)  
Katherine Fagerlund  
Derek Holloway  
Ellison Mallin (7:45 – 8:11 pm)  
Michael Sadler

**Regrets:** Ian Cullis  
Hesam Deihimi  
Heather Fowler

**Guest:** Emme Lee, Housing Planner

**Staff:** Josh Cairns, Community Planner  
Mary Jukich, Committee Clerk

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#### 1. Welcome

The Chair called the meeting to order at 7:06 pm.

Emme Lee was welcomed and introduced as the new Housing Planner for the District of North Vancouver.

#### 2. Adoption of Agenda

MOVED by Mr. Dupasquier and seconded by Mr. Holloway  
To adopt the agenda.

**CARRIED**

#### 3. Adoption of the July 8, 2021 Minutes

MOVED by Mr. Dupasquier and seconded by Mr. Crowe  
To adopt the July 8, 2021 minutes.

**CARRIED**

#### 4. Final Report

##### a) Review Tech Writer comments for Final Report

Mr. Crowe requested the Committee members to provide their feedback on the Tech Writer's comments. Some of the key points were as follows:

- The final report is concise and will provide the District with a potential work plan, which is one of the accomplishments of the report.
- With respect to the suggestion to change the wording from “non-market” to “affordability”, members were reminded that in the report, there are words that

indicate that affordability was measured against Metro Vancouver and not the District of North Vancouver median.

- Overall, the report is the result of great work and reads well, and members indicated they are generally happy with the draft.

**b) Any Other Final Edits**

Members reviewed the final report, including the comments received back from the Tech Writer on July 19, and some of the more substantive discussion items were as follows:

- Information was provided that one of the best metrics for tracking new development is what has been approved by the District, as timelines and completion may vary. Mr. Cairns provided information on the number of units that have been approved and in-stream as of December 31, 2020.
- Ms. Fagerlund offered a new revision of the Executive Summary, only the highlighted items would be rearranged. Mr. Sadler took exception to any revision to the seven items in the Executive Summary. Discussion was limited by time constraints and the chair offered that a decision on the revision be delayed.
- Mr. Sadler suggested that it would be interesting to see how many units were delivered, occupied, and how many were in process, as this would give a useful indication of where the District is at and the speed of delivery. Information was provided that there are detailed charts available in the pace of development report, and the issuance of occupancy permits is the good proxy for estimating completion.
- Concern was indicated that with the way the report is written, key performance indicators may become the focus of the District in its response to the report. Mr. Sadler indicated that KPIs are important and should be kept in the front of the report.
- In response to concern about extrapolating vacancy rate trends and suggesting COVID-19 caused recent changes, it was determined that wording should be softened and clarified to note the uncertain nature of future changes to the vacancy rate.

Prior to the next meeting on September 2, some members of the Task Force will meet again as a working subgroup on August 24 (as was done on July 10 and July 12) to go over the remaining issues of the report and further respond to the Tech Writer's feedback.

**c) Send to Council and Staff**

This item will be addressed at the next meeting.

**d) Discuss Task Force Presentation for September Workshop**

This item will be addressed at the next meeting.

## **5. DNV Update**

M. Cairns provided the following update:

- Emme Lee, the new Housing Planner has been hired.
- The Targeted Official Community Plan Review Action Plan was referred by Committee and will go to Council for consideration on July 26.
- Clarification will be provided over the summer to the Task Force on the delegation process, if any, for presenting to Council.

## **6. Any Other Business**

### **a) Consultant interview plan**

The final date for submission to the consultant preparing the Housing Needs Report is July 31. This will ensure any input will inform their report and engagement summary. The consultant is happy to do a one-on-one conversation interview, as well as to have the Task Force submit written comments in response to the questions that were distributed.

A suggestion was presented that members review the questions and the responses provided by Ms. Bond and Mr. Collyer, to ensure the Task Force is in agreement with the responses, and to submit written responses to the consultant.

## **7. Next Meeting**

The next meeting will be on Thursday, September 2 to approve the report and to sort out plans for presenting at the end of September to Council. The workshop date for Council is expected to be on September 27, which means the Task Force would need to complete the report by the first week of September.

## **8. Adjournment**

The meeting was adjourned at 8:56 pm.