



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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### **REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LIONS BAY HELD ON TUESDAY, JANUARY 10, 2017 at 7:00 PM COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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#### **AGENDA**

- 1. Call to Order**
  - 2. Approval of Agenda**
  - 3. Public Participation**
  - 4. Delegations**
    - A. Mr. Louis Peterson (Page 3)
  - 5. Minutes**
    - A. Regular Council Meeting – December 20, 2016 (Page 9)

THAT the Regular Council Meeting minutes of December 20, 2016 be approved as circulated.
  - 6. Business Arising from the Minutes**
  - 7. Unfinished Business**
    - A. Information and Resource Requests (IRRs) (Page 17)

THAT the IRRs be updated in accordance with the following:
  - 8. Reports**
    - A. Staff
      - i. CFO: Repeal of Sewer Parcel Tax By-Law #108 (Page 23)

THAT Council direct staff to prepare a bylaw to repeal Sewer Parcel Tax By-Law #108; and

THAT the Chief Financial Officer ensure the necessary revenue adjustments are included in the 2017 – 2021 Five Year Financial Plan of the Village of Lions Bay.
    - B. Mayor
    - C. Council
    - D. Committees
    - E. Emergency Services
- 9. Resolutions**
  - A. Request to the Greater Vancouver Water District

WHEREAS the annual cost of supplying potable water from Lions Bay's surface water sources is significantly higher than the cost of potable water for the average Metro Vancouver resident; and

WHEREAS Lions Bay's surface water supply is prone to debris slides, and subject to year-to-year weather variations and the long-term impacts of climate change, which results in a long-term uncertainty in supply; and

WHEREAS current average consumption in Lions Bay is on the order of 250,000 USG a day in winter and 400,000 USG in summer.

NOW THEREFORE Lions Bay requests the Greater Vancouver Water District (GVWD) conduct a cost and feasibility study of supplying GVWD water via a pipeline to the Village of Lions Bay treatment plants, with pipeline alignments along Highway 99, the CN/BC Rail alignment, undersea along the foreshore, or other alignment or combination of alignments, and that the cost of this study be funded from GVWD sources.

**10. Bylaws**

**11. Correspondence**

A. List of Correspondence to January 5, 2017 (Page 27)

THAT the following actions be taken with respect to the correspondence:

**12. New Business**

**13. Public Questions & Comments**

**14. Closed Council Meeting**

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

**90 (1)** A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

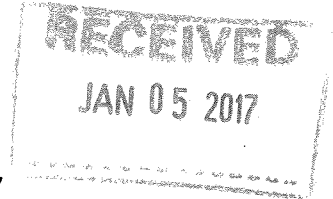
c) labour relations or other employee relations

**90 (2)** A part of a council 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 municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**15. Reporting Out From Closed Portion of Meeting**

**16. Adjournment**



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

DELEGATION REQUEST FORM

Please forward your Delegation Request Form to the Village Office by 12:00 pm, the Thursday prior to the regular Council meeting. Delegations may speak for a maximum of 10 minutes total.

Today's Date: January 05, 2017 Council Meeting Date: 10<sup>th</sup> January 2017

SUBJECT OF DELEGATION I wish to speak before the Council regarding: Information about (a) the LACA and (b) the Resources Directory

SUPPORTING MATERIAL I will provide additional information in advance of the Council meeting: (by 12:00 pm the Thursday prior to the Council meeting so that the material can be included in Council package.) Provided

ACTION. The specific action I would like Council to take is: see Supporting Material

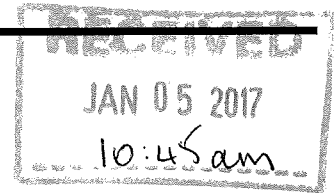
NAME AND ADDRESS OF SPEAKER FOR THE DELEGATION:

Name: Louis K. Peterson
Signature: Louis K. Peterson
Organization (if any): SSC / LACA
Address: [Redacted] Lions Bay VON 2FO
Phone: [Redacted] Fax:
Email: [Redacted]

Note: A telephone number (where a message can be left with a person or voicemail), fax number or email address is required so that we can contact you in a timely manner.

**Louis Peterson**

To: office@lionsbay.ca  
Subject: Delegation Request



DELEGATION REQUEST FORM

To Mayor and Council,  
Village of Lions Bay.  
04/Jan/2017.

Council Meeting Date: 10th January 2017

SUBJECT OF DELEGATION: I wish to address Council to provide background and clarification about a project that has to do with the production of a new updated Resources Directory, and the reasons for the formation of a new group or committee called "The Lions Bay Community Association (LBCA)". This presentation is a little bit premature, as Council is in the process of dealing with Budget matters and has had no opportunity to consider Municipal Grant Applications

SUPPORTING MATERIAL: The idea of a new "social directory" originated within the Seniors Social Circle. A review of the 45 Villages within BC shows that quite a number have "community-type" directories. It was initially seen as a possible means by which to publicise SSC events and activities more effectively. A grant (\$400) from the Vancouver Foundation was secured for this purpose, and the SSC itself has some residual publicity funds. It was soon realised that Lions Bay has social groups or "circles" of various kinds and interests, such that an expansion of the original "Resource Directory concept" seemed highly desirable, to be inclusive of all or most "circle" groups. In addition, the Telephone Directory dating from 2011 was considerably out-of-date. The concept of an all encompassing "Resources Directory" emerged. Previous Telephone Directories have usually included some "resource" material. For this concept to come to fruition, given the work involved in preparation and costs, there arose a need for broadened community involvement via a group such as "The Lions Bay Community Association" ("A Linking of Circles"). Informal discussions have taken place with the broader community (potential "Affiliates"), and are continuing. It will take some time to complete the project, hence this presentation. In the future, the LBCA as an organization with credibility may be able to act in a supportive role as an advocate for its Affiliates.

An accompanying set of Appendices provides further information: Appendix I - Purpose and background; Appendix II - Potential Affiliates; Appendix III - Outline of Contents; Appendix IV: Addendum to Municipal Grant Application, outlining financial aspects.

ACTION: Although the Municipal Grant Applications have not yet been discussed and considered, any Support in Principle that Council can offer would be greatly appreciated.

Louis K Peterson

*Louis K. Peterson (pro tem chair)*

Seniors Social Circle and Lions Bay Community Association  
PO [REDACTED] Lions Bay, V0N 2E0



## *Appendix I*

### *Lions Bay Community Association (LBCA)*

*[re Lions Bay Resource Directory]*

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***Statement of Purpose: "To recognise, support and facilitate where possible the efforts and activities of local societies, clubs and other incidental social groups and individuals who wish to be affiliated with the LBCA and that contribute to the well-being of the community".***

An idea for a Resources Brochure has often been talked about and is now the "brainchild" of the local Seniors Social Circle (SSC). A most welcome Vancouver Foundation Grant of \$400 was awarded for this purpose, to improve publicity and enhance community awareness of local social activities.

The catalytic effect of the Grant is such that the initially proposed project has blossomed into ideas for something much more comprehensive and potentially more valuable, namely, a "*Lions Bay Resources Directory*", to be produced by the entire community, under a new grassroots umbrella - "*The Lions Bay Community Association*", rather than by the SSC alone. Anyone participating in the "Association" would be an independent "Affiliate" of the LBCA (see Appendix II). The "Association" may come to represent one aspect of "Investing in Community".

## *Appendix II*

### *Potential Affiliates of a Lions Bay Community Association*

**The Municipal Council**

**Societies:**

**Historical Society  
Arts Council Society  
Native Plant Garden Society**

**Clubs, groups (recreational "circles"):**

**Events committee  
Trail blazers/hikers  
Yoga  
Tai Chi  
Badminton  
Tennis  
Volleyball  
Theatre, Music  
Outings, Tours  
"Gourmet Kitchens"**

**Book Clubs**

**Cards & Games**

**School and Education support groups**

**Scholarship Awards groups  
Parent Advisory Committee  
Elementary School group  
Pre-school group  
Playschool Association  
Montessori program  
Daycare**

**External Recreation Centres**

**West Van Rec Centre  
Gleneagles Community Centr**

*Appendix III*

*An outline of the Contents of a Resources Directory is shown below:*

*"Lions Bay Resources Directory"*

**Contents**

- 1 Overview of Municipal Matters**
- 2 Updated Telephone Directory**
- 3 Recreational Clubs, Groups, and Societies**
- 4 The School Scene**
- 5 Health related Professional Service Information**
- 6 Other Professional Service Information**
- 7 Local Community Service Information**
- 8 Commercial Advertising**

## Appendix IV

### Addendum to the LBCA 2017 Municipal Grant Application

The Lions Bay Community Association (LBCA) is a new voluntary 'ad hoc' not-for-profit organization. It will provide a broad opportunity for all "circles" within Lions Bay - community groups, clubs, registered societies and socially active individuals, to come together collegially, to do things we enjoy doing, ultimately for the well-being of the community as a whole.

Although it is still very much in its infancy, the LBCA is in the process of planning a new "Lions Bay Resources Directory" with the intention of distributing one free copy to all households in the Village, with extra copies available for purchase. The Resources Directory as a "community endeavour" will contain much useful information of value to all age groups, young, old, and new residents as well as seasoned ones, as shown in the preliminary content list is below.

Preliminary quotations indicate a cost of printing in the range \$4,500 - \$5,500. Suggestions to provide for an on-line version on an LBCA website are being explored.

Possible sources of funding are:

- (a) A \$400 Grant from the Vancouver Foundation to the Seniors Social Circle for publicity awareness;
- (b) An allocation of about \$300 from the SSC publicity account;
- (c) A fund-raising "launching the LBCA" event (possibly \$1,000);
- (d) Advertising revenue (possibly \$1,000 - \$1,500)
- (e) A requested Municipal Grant of \$2,500 - \$3,000, to be used only to the extent that it is needed (unused portion to be returned to the Village coffers).

Louis K. Peterson (lpeterso@sfu.ca), pro tem chair of the 'ad hoc' LBCA group (Wendy Conway-Maier, Tony Cox, Rose Dudley, John Dudley, Trudi Luethy, John Phillips, Linda Thomson...)

#### The Lions Bay Resources Directory 2017

##### A Project of the Lions Bay Community Association (LBCA)

"To support and facilitate the efforts and activities of local societies, clubs and other incidental social groups and individuals who wish to be affiliated with the LBCA and who contribute to the well-being of the community".

#### Preliminary Resources Directory Contents List:

- 1 Overview of Municipal Matters and function.
- 2 Updated Telephone Directory
- 3 Recreational Clubs, Groups, and Societies (*Events*)
- 4 The School Scene (*PAC, Playschool, School Daycare, Scholarships/Awards ...*)
- 5a Professional Service Information (*e.g., Emergencies, Health related, Legal advice, Advocacy ...*)
- 5b Professional Service Information (*e.g., Real Estate Agents, Contractors ...*)
- 6 Local Service Information (*public transport, volunteer drivers, grocery/ food delivery, babysitting, home care, dog walking ...*)
- 7a Advertising (*Commercial, business ...*)
- 7b Advertising (*not-for-profit organization, ...*)

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**REGULAR MEETING OF THE COUNCIL  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, DECEMBER 20, 2016 at 7:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**MINUTES**

In Attendance:

Council: Mayor Karl Buhr  
Councillor Fred Bain  
Councillor Jim Hughes  
Councillor Ron McLaughlin  
Councillor Eileen Wilke

Staff: Chief Administrative Officer Peter DeJong  
Chief Financial Officer Pamela Rooke  
Office Coordinator Shawna Gilroy (Recorder)

Delegations: 0

Public: 1

**1. Call to Order**  
Mayor Buhr called the meeting to order at 7:00 p.m.

**2. Approval of Agenda**  
Moved/Seconded

THAT item 8Div "Board of Variance Draft Minutes of December 7, 2016" be added; and

THAT item 12C "Council Procedures" be added; and

THAT the agenda be approved.

**CARRIED**

**3. Public Participation**

A. Mr. Alan Henshaw

Mr. Henshaw was concerned of the snow on the sidewalk along the bridge on Crosscreek Road which has not yet been shovelled. He also queried what the life-span of the noise reduction pavement is along the highway through Lions Bay.

#### 4. Delegations

None

#### 5. Minutes

##### A. Regular Council Meeting – December 6, 2016

The following items were amended:

- Item 1: change “Mayor Buhr” to read “Acting Mayor Bain”
- Item 4A: change the sentence to read “Mr. Loutet queried whether Council organizes individual/group Annual Performance Reviews for themselves.”
- Item 12: after “detailed proposal” add “regarding an Arts and Culture Centre to be established in the previous library space,”

Moved/Seconded

THAT the Regular Council Meeting Minutes of December 6, 2016 be approved as amended.

**CARRIED**

*Audio: 00:11*

#### 6. Business Arising from the Minutes

##### A. Item 8A - IRRs

Mayor Buhr queried why ID111 “Hall Sound Speakers” was moved to the pre-empted list. Upon being advised the speakers are connected, they work and are used, he asked if they could be connected to the Public Address System as well. CAO DeJong offered to follow up on this question.

*Audio: 00:16*

#### 7. Unfinished Business

##### A. Information and Resource Requests (IRRs)

Moved/Seconded

THAT the IRRs be updated in accordance with the following:

- ID 110: CFO hoping to send BC Assessment Data by December 22, 2016
- ID 114: referred to January
- ID 115: Public Works Manager to report back to Council in January regarding the Communications Study
- ID 116: staff to determine the whereabouts of the old “Harvey Creek” trestle sign

Staff to establish a timeline for IRR #s 103, 105 and 106 on the “Resolutions” page and report back to Council at the next meeting.

**CARRIED**

*Audio: 00:26*

#### 8. Reports

##### A. Staff

i. Chief Election Officer’s By-Election Report

Mr. DeJong discussed the key points of his CEO’s By-Election report, noting the breakdown of voting in the by-election and assent voting opportunity, voter turnout, staff training and experience gained for next general election, and suggestions for amendments to the Election Procedures Bylaw No. 474, 2014.

Moved/Seconded

THAT the information report “Chief Election Officer’s By-Election Report” be received.

**CARRIED**

*Audio: 00:47*

ii. CFO – Approval of By-Election and Referendum Expenses

Moved/Seconded

THAT Council approve the \$26,820.76 of operating expenses incurred for the November 19, 2016 by-election and referendum.

**CARRIED**

*Audio: 00:52*

iii. CFO – BDO Planning Report

Moved/Seconded

THAT the information report “BDO Planning Report” be received for information purposes.

**CARRIED**

*Audio: 00:58*

iv. Public Works Manager – Award of Contract for Waste Collection Services

Council queried what Smithrite currently does with recyclable glass and requested a response at the next Council meeting. Council unanimously agreed on staff’s recommendation.

Moved/Seconded

THAT Waste Control Services Incorporated (WCS) be awarded the waste collection services contract for the Village of Lions Bay; and

THAT the Mayor and Corporate Officer be authorized to execute contract documents in substantial accordance with the Request for Proposals.

**CARRIED**

*Audio: 01:15*

v. CFO – Budget Process Discussion – Verbal Report

CFO Rooke updated Council on what the budget process looks like for 2017 and requested budget asks from Council at the January 10, 2017 meeting.

Moved/Seconded

THAT Council receive the CFO's Budget Process Discussion verbal report.

**CARRIED**

B. Mayor

Mayor Buhr updated Council on the previous Local Government Leadership Academy (LGLA) meeting he attended on December 6<sup>th</sup>, as well as the UBCM meeting he attended with other small Metro community mayors and Community Sport and Cultural Development Minister Fassbender.

C. Council

None

*Audio: 01:50*

D. Committees

Councillor Bain provided an update on the Infrastructure Committee's discussions with UBC regarding a water study and potential in-kind contributions that may be required of Lions Bay.

i. Trees, Views & Landscapes Committee – Application #76

Moved/Seconded

THAT Council approve the Trees, Views & Landscapes Committee's recommendation for application #76 to cut the subject trees and remove the associated debris.

**CARRIED**

ii. Bylaw and Policy Review Standing Committee – Dissolution

Mayor Buhr dissolved the Bylaw and Policy Review Committee and will write a letter to Ian Mackie to thank him for his service.

iii. Board of Variance – August 22, 2016 Draft Minutes

Moved/Seconded

THAT the draft August 22, 2016 Board of Variance minutes be received for information.

**CARRIED**

iv. Board of Variance – December 7, 2016 Draft Minutes

Moved/Seconded<sup>9i</sup>

THAT the draft December 7, 2016 Board of Variance minutes be received for information.

**CARRIED**

*Audio: 02:06*

E. Emergency Services

i. Lions Bay Fire Rescue Monthly Report

Moved/Seconded

THAT the Lions Bay Fire Rescue monthly report be received for information.

**CARRIED**

**9. Resolutions**

A. CAO Forum

Moved/Seconded

THAT Council approves sending CAO DeJong to the CAO Forum in Victoria from February 22-24, 2017, including the optional pre-conference workshop on Human Resource Strategies for Healthy Organizations; and

THAT the CFO add the cost of the workshop to the 2017 budget.

**CARRIED**

B. MATI Courses for Successful CAOs

Moved/Seconded

THAT Council approves sending CAO DeJong to the MATI course for Successful CAOs in Victoria from February 17-22, 2017, if available (presently waitlisted); and

THAT the CFO add the cost of the workshop to the 2017 budget, if CAO DeJong gets in.

**CARRIED**

*Audio: 02:15*

**10. Bylaws**

A. Fees Bylaw No. 497, 2016

Moved/Seconded

THAT Fees Bylaw No. 497, 2016 be adopted.

**CARRIED**

**11. Correspondence**

The following items from correspondence were discussed:

- R1: Carole Conlin – CAO DeJong to respond.
- G1: CFO Rooke to add Sea to Sky Clean Air Society to the 2017 budget.

**12. New Business**

A. BC Community Achievement Awards

Councillor Wilke updated Council on the BC Community Achievement Awards noting that it is a year round award, located in Victoria, that more time is needed, and perhaps Council address this next year.

B. Medal of Good Citizenship

Councillor Wilke updated Council on the Medal of Good Citizenship noting that it is a year round award, located in Victoria, that more time is needed, and perhaps Council address this next year.

C. Council Procedures – Action Items

Moved/Seconded

THAT this item be deferred due to time constraints on the Agenda.

**CARRIED**

**13. Public Questions & Comments**

None

**14. Closed Council Meeting**

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

**90 (1)** A part of a council 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;
- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

**90 (2)** A part of a council 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 municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

*The meeting was closed to the public at 9:25 p.m.*

*The meeting was re-opened to the public at 10:59 p.m.*

**15. Reporting Out From Closed Portion of Meeting**

None

**16. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 10:59 p.m.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

Date Adopted by Council:	
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<b>REQUESTS FOR COUNCIL</b>
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<u>Request ID</u>	<u>Date of Request</u>	<u>Requester</u>	<u>Subject</u>	<u>Issue and Information/Resources Requested</u>	<u>Requester's Priority 1 (lo) - 5 (hi)</u>	<u>Rationale</u>	<u>Personnel and/or Financial</u>	<u>Admin Owner</u>	<u>Preliminary Administration Response</u>	<u>Committee Recommendation and/or Council Disposition</u>
114	20/Dec/16	Buhr	Drones	Please report on taking up the resident's drone offer.				PWM	Staff will make contact and do some investigation.	Deferred to January, 2017
115	20/Dec/16	Buhr	Communications Study	Please provide information on re-pointing the communications study budget (installation of Shaw Cable to the treatment plants?)				CFO	Staff is reviewing and will provide a report for consideration.	Deferred to January, 2017
117	10/Jan/17	Buhr	Signage	Mayor's request for signage changes around Village per email of Jan./16				PWM	This was to be examined with parking plan signage requirements, which did not, and still haven't, come to fruition. Should be examined in that context as parking plan returns for review in 2017 for budget consideration.	
118	10/Jan/17	Buhr	To Do Lists	Can we resume using the To Do List for Business Arising from the Minutes				CAO	All To Dos are encompassed in Resolutions. However, the Resolutions Index is too big to publish with each Agenda, but will be available on the website in due course.	
119	10/Jan/17	Buhr	Correspondence	Include all agreed outgoing correspondence in agenda package.				CAO	Treatment of all Correspondence to be covered in Correspondence Policy, to come to next meeting.	
120	10/Jan/17	Buhr	IPGs	Please report why no Infrastructure Planning Grants have been applied for				PWM	Staff will speak to this at the meeting.	
121	10/Jan/17	Buhr	Website	Please report on website progress, including demo				CAO	We are still plugging away on preparing our existing documentation for transfer to the new website (OCRing of documents, content proofing, copywriting, etc.) Will need to get assistance with labour intensive task of uploading and ask that Council approve re-budget of remaining allocation from \$10,000 budget (about \$1600). Once we have content on the site, there will be additional tweaking of formats and functionality by contractor. Not currently ready for any demos.	
122	10/Jan/17	Buhr	Area A OCP	Can we have a recommendation on input to the Area A OCP				CAO	I have not yet had time to thoroughly review this document. Council must also read it if they are to provide input to Metro, regardless of any thoughts staff may have.	

## RESOLUTIONS

Request ID	Date of Request	Requester	Subject	Information Provided and/or Requested	Requestor's Priority	Rationale	Personnel and/or Financial	Admin Own	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
1	1/Jan/15	Buhr	Oceanview creep	Can we install millimeter-accuracy survey markers on mid-Oceanview?	4	Infrastructure	Contractor, \$2000	PWM	PWM can obtain quotations; further road condition testing will be undertaken by AECOM as part of the IMP in April	THAT staff obtain quotes for installing millimeter-accuracy markers on mid-Oceanview Rd; and THAT staff bring the quotes back to Council if the cost is over the \$2000
22	1/Jan/16	Buhr	SOFI changes	Can changes to wording of the SOFI report be accommodated?	2	Council priority (communication)		CFO	Please advise what changes are being requested. Legislation is very prescriptive.	THAT, if permitted, staff to add description of who are the payees on the list of contractors.
23	2/Jan/16	Buhr	Municipal land	Please report on Vestergaard land use application situation	2		Staff report	CAO	Investigating	THAT staff report back on the status of the Vestergaard Land Use Application by the April 19, 2016 Regular Council Meeting.
35	5/Jan/16	Buhr	Municipal land	Can we please get a report summarizing BCAA's 2016 assessments for Lions Bay (eg: medians, averages, Lions Bay v. Province, long term changes, etc.)	1	Council priority (communication)	Staff report	CFO	Staff can complete a report after final roll is received (and after completion of budget and yearend audit).	THAT staff produce a report summarizing BCAA's 2016 assessments for Lions Bay to be added to the Supplementals section of the Annual Report
44	25/Jan/16	Buhr	Highway Water Tank	Please develop a plan to run a "Decorate the Tank" competition thru the Arts Council mural?	2	Showing pride in our Village	Staff report	CAO	Staff can prepare a report with options for Council to consider.	THAT staff be directed to prepare report and liaise with Arts Council
60	15/Feb/16	Buhr	Anti-encroachment marketing	Can we undertake an Anti-Encroachment campaign?	2		Staff time	CAO	Let's discuss what this should look like, resources to be devoted to it, timing, communication plan, etc.	THAT "anti-encroachment marketing" be dealt with in the larger context of a comprehensive anti encroachment policy.
63	15/Feb/16	Buhr	2016 water shortage plan	Please provide staff's recommendations for 2016 water contingency plans, and comments on 2015 Water Plan	4	Water supply	Staff time	PWM & CAO	Require confirmation whether this is in reference to an operational water contingency plan, or Village-wide. PWM can work with CAO to ensure that operational plans are referenced within the strategic plan for water contingency and conservation; and that the strategic plan is congruent with EMBC's plans	THAT the "2016 Water Shortage Plan" be referred to the Emergency Plan Steering Committee.
83	15/Feb/16	Buhr	Clean air 1	Learn to Burn campaign	2	Public health		CAO	Metro may have some materials. Once we have data from MAMU, we should discuss appropriate communication plan, resources, etc.	THAT "Clean Air Learn to Burn Campaign" be kept on the IRR sheet but tabled until Fall.

## RESOLUTIONS

Request ID	Date of Request	Requester	Subject	Information Provided and/or Requested	Requestor's Priority	Rationale	Personnel and/or Financial	Admin Own	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
87	16/Feb/16	Buhr	Move Bear Smart sign	Can we move the Bear Smart Community sign to a more highly visible location?	3	Council priority (communication)		CAO	Requires investigation and consultation.	THAT staff consult with the Bear Smart Committee regarding the preferred location of the Bear Smart sign.
94	17/Feb/16	Buhr	Searchable minutes	Please report on what's involved in making all Council proceedings (agendas and Minutes) searchable on the website.	2	Council priority (communication)		CAO	A new website would take into account the desirability of having searchable materials. This factor is included in discussions with web designers.	THAT staff look into the options for making all Council proceedings searchable on the new website.
96	13/Apr/16	Buhr	Procedure Bylaw	Procedure Bylaw should be amended to allow Delegations to present to Council re. matters not on the Agenda.		Governance	Staff time	CAO	Agreed. Will review and bring recommendations in due course, if desired by Council, along with other potential changes to the Procedures Bylaw.	THAT staff amend the Council Procedures Bylaw for delegations, as time permits.
97	13/Apr/16	Buhr	Procedure Bylaw	Procedure Bylaw should be amended to allow Delegations to present to Council re. matters not on the Agenda; and remove 18(1)(d) so Mayor doesn't have to certify minutes.		Governance	Staff time	CAO	Mayor doesn't certify minutes - only CO does that. Mayor or Councillor presiding signs only after adoption of minutes by Council.	THAT staff amend Procedure Bylaw to allow Delegations to present to Council regarding matters not on the agenda.
98	14/Apr/16	Waterson	Office Hours	I would like to request a review of the hours that the office is open to the residents.				CAO	Will review with staff for discussion with Council.	THAT staff to bring a report to Council by the first week of June regarding office hours of operation.
102	25/Apr/16	Waterson	Volunteer Recognition	Request that a policy be drafted regarding Volunteer recognition. Willing to do the initial research to see what other municipalities do and consult with Volunteer organizations. Will report back to Council with a first draft for discussion.	?	Council Priority (Volunteers)	Time to check research and tweak/format draft policy. Consider if there should be any budget allocation.	CAO	Normally, staff would take direction from Council and report back with a draft, but I agree that this is important and support Councillor Waterson's proposed methodology, given my workload. If Council approves, please provide her with input at the outset regarding your thoughts so she can incorporate them early in the process.	THAT Councillor Waterson research Volunteer Recognition policies, obtain Council input and create a first draft for discussion.
103	12/May/16	Waterson	Communications Policy/Plan	Request that a policy/plan be drafted regarding communications.		Communications	Staff time required to properly draft a Communications Policy and Plan	CAO	Agreed that one is required, but this will take some time to pull together amidst all the other matters requiring my attention.	THAT the CAO work on a Communication Policy framework as time permits.

## RESOLUTIONS

Request ID	Date of Request	Requester	Subject	Information Provided and/or Requested	Requestor's Priority	Rationale	Personnel and/or Financial	Admin Own	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
104	27/Oct/16	Buhr	Chambers Monitor & Whiteboard	60" TV or Monitor and 4'x4' Whiteboard for Chambers			This requires some further investigation, if necessary.	CAO and CFO	Logistics may not be feasible. What to do with flags? No wall space for whiteboard. When would a whiteboard even be used? Projector and screen work fine for anyone who wants/needs to use it.	defer to 2017 budget process
105	27/Oct/16	Buhr	Correspondence	Staff to bring draft Correspondence Policy to next meeting			Staff time to review current draft vs. other munis	CAO	I will try to elevate matter to get it done shortly.	correspondence policy to come to next meeting
106	27/Oct/16	Buhr	Emergency Notification System	Need a system that residents can subscribe to that will enable us to send out emergency notifications when necessary - eg: Harvey Water Offline: Conserve Water; or Power Outage: Check on Neighbours in Need			Staff speaking with providers and testing products	CAO and PWM	Hope to have a recommended solution shortly with reasonable price point.	Emergency Notification System continue to be researched
108	27/Oct/16	Buhr	Property Tax	Please report on the Softtrak/ Smart Consulting Group Inc. tax bill preparation opportunity, which they are prepared to offer free.			Staff time	CFO	Awaiting staff preliminary response.	CFO to review Mayor's suggestion of using property tax software from Softtrak/Smart Consulting Group Inc. and report back to Council
109	27/Oct/16	Buhr	Hydrology Grants	Can we seek Metro funding for the Watershed Hydrology Study (WHYS?) under their Climate Change Impacts & Adaption Strategy work? Green Municipal Fund: can it be used for the WHYS			Staff time	PWM		staff to review potential grants from Metro and FCM regarding hydrology study with UBC

## RESOLUTIONS

Request ID	Date of Request	Requester	Subject	Information Provided and/or Requested	Requestor's Priority	Rationale	Personnel and/or Financial	Admin Own	Preliminary Administration Response	Committee Recommendation and/or Council Disposition
110	9/Nov/16	Buhr	BC Assessment Data	Please provide street address and PID data. 1. What are the rolls that have positive land + building assessments in earlier years and then go to 0? 2. Are the 8 lowest-value rolls, which have assessments ranging from just \$165 to 95,000, valid properties? 3. To be able to do the rest of the work I wanted (a heat map of property values, for example), I'm going to need the public addresses and PID data too, please, as Council expected. Is there data breaking down land and buildings, so that I can tell which lots have houses?			Significant staff time required to create the information in our MAIS accounting software before we can output it in a spreadsheet format. CFO will speak to this at meeting.	CFO	Questions 1 and 2 already answered. Request 3 being worked on by finance department.	Staff to continue working with Mayor to provide available information
113	6/Dec/16	Buhr	Festive Lights	Pending Council's OK and my landing a sponsor, please ask MOTI whether they would be OK with us lighting the tall conical fir at the Lions Bay Ave. exit, and if they would allow a licensed electrician to tap power.			\$\$\$???	PWM		Refer to 2017 budget process
116	20/Dec/16	Buhr	Signage	Please find and mount the "Harvey Creek" trestle sign, which was seen in Chambers after the reno and prior to the other signs being mounted.				PWM		Staff to find sign and report back.

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## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

<b>Type</b>	<b>Request for Decision</b>		
<b>Title</b>	<b>Repeal of Sewer Parcel Tax By-law #108</b>		
<b>Author</b>	<b>Pamela Rooke</b>	<b>Reviewed By:</b>	<b>Peter DeJong</b>
<b>Date</b>	<b>January 4, 2017</b>	<b>Version</b>	
<b>Issued for</b>	<b>January 10, 2017 Regular Council Meeting</b>		

### RECOMMENDATION

- (1) THAT Council direct staff to prepare a bylaw to repeal Sewer Parcel Tax By-law #108;  
and
- (2) THAT the Chief Financial Officer ensure the necessary revenue adjustments are included in the 2017 – 2021 Five Year Financial Plan of the Village of Lions Bay.

### ATTACHMENTS

- (1) Sewer Parcel Tax By-law #108

### KEY INFORMATION

Sewer Parcel Tax By-law #108 was adopted 34 years ago on November 15, 1982. It was adopted to enable the Village to collect sewer revenue from the 95 vacant parcels in Kelvin Grove. When Kelvin Grove came into existence in 1982, the Village's only means of collecting revenue was in the form of a parcel tax as the parcels were vacant. The purpose of the parcel tax was to "meet the costs of maintenance or works and services".

Per Part 7, Division 4, Section 200(2)b of the Community Charter, a parcel tax is required to "state the years for which the tax is imposed". As Sewer Parcel Tax By-law #108 pre-dates the Community Charter, the parcel tax is not in contravention of the Charter; however the parcel tax does not meet the intent of the Community Charter to have an end date and it has been collected for 34 years, longer than the length of most parcel taxes.



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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Currently, there are 84 parcels that pay both the sewer user rates and the parcel tax. There are an additional 11 vacant parcels that only pay the parcel tax. Two of the parcels have been amalgamated into one and a house is being constructed on the combined properties. And two of the lots have recently been sold and are expected to be developed soon. If Sewer Parcel Tax By-law #108 was repealed, the remaining 7 vacant lots would no longer pay a parcel tax and would not be charged the sewer user rates. However, as the lots are vacant, they are not using the sewer service for which the parcel tax is charged and have paid a parcel tax for 34 years.

### **FINANCIAL CONSIDERATIONS**

Repealing the Sewer Parcel Tax would have no impact on the amount of sewer revenue collected; only the method in which the revenue is collected will change. All sewer revenue would be collected through the sewer user rates billed in February. As the sewer user rates would be billed to fewer property owners than the parcel tax, this would result in an annual increase of about \$35 per property. In addition, this would reduce the amount that Kelvin Grove property owners can defer (\$266.80 in 2016). However, only 6 Kelvin Grove property owners deferred their taxes in 2016.

### **OPTIONS**

- (1) Repeal Sewer Parcel Tax By-law #108
- (2) Do not repeal Sewer Parcel Tax By-law #108
- (3) Staff to come back to Council with additional information.

### **PREFERRED OPTION**

Staff recommend Option 1. The Sewer Parcel Tax does not meet the intent of the Community Charter to have an end date and the tax has been collected for 34 years. The revenue is being collected for the same purpose as the sewer user rates – to meet the costs of maintenance, works and services.



## THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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### **COMMUNICATION PLAN**

A letter would be sent to Kelvin Grove property owners with the 2017 Utility Notice explaining the changes made to the sewer revenue and the impact on their property tax and utility notices.

### **FOLLOW UP ACTION**

The sewer revenue adjustments would be incorporated into the 2017 – 2021 Five Year Financial Plan.

A true copy of By-Law No. 108 registered in the office of the Inspector of Municipalities this 13th day of November 1982.  
Deputy Inspector of Municipalities

MUNICIPALITY OF THE VILLAGE OF LIONS BAY

By-law #108 - Sewer Parcel Tax By-law

A By-law to impose a Parcel Tax pursuant to the to the Provisions of Section 482 of the Municipal Act.

WHEREAS the Council of the Village of Lions Bay is empowered by the Municipal Act to impose and levy a parcel tax to meet the costs of maintenance or works and services that benefit the lands within the Municipality;

AND WHEREAS certain costs have been incurred by the Village in works and servicing its sewage treatment plant within the municipal boundaries.

AND WHEREAS it is deemed desirable and expedient to impose and levy a parcel tax on all lands benefitting from such works and services;

NOW THEREFORE the Council of the Corporation of the Village of Lions Bay in open meeting assembled, enacts as follows:

1. That in this By-law, unless the context otherwise requires,
  - (a) Village shall mean the Village of Lions Bay or the area within the Village of Lions Bay, as the context may require.
  - (b) "Common Sewer" shall mean any sewer under the control of the Village which is intended for Public use, including the collection, conveyance and disposal of sewage.
  - (c) "Parcel" means any lot, block or other area in which real property is held, or into which real property is subdivided.
2. That a tax shall be levied on each parcel of real property within the Village which is capable of being connected to the common sewer.
3. That the annual tax shall be in the amount of \$40.00 per parcel.
4. That the parcel tax imposed on each parcel of land which is capable of being connected to the common sewer shall be shown by the Municipal Collector on the real property tax roll, and payment of the parcel tax shall be made in the same manner on or before the same dates as the real property tax. The parcel tax shall have the same rights and remedies as the said real property tax.
5. That this By-law be cited for all purposes as the "Village of Lions Bay Sewer Parcel Tax By-law #108, 1982."

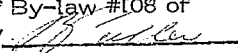
READ A FIRST TIME THIS.....1st Day of November,, 1982


READ A SECOND TIME THIS ....1st Day of November, 1982.

READ A THIRD TIME THIS.....1st Day of November,, 1982,.

Reconsidered, approved and finally adopted this....15th Day of November, 1982.

  
Mayor

Certified a true copy of By-law #108 of the Village of Lions Bay 

 Village Clerk

## VILLAGE OF LIONS BAY

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### Incoming Correspondence - January 10, 2017

*General Correspondence:*

- G-1: Metro Vancouver 2040 (Page 1)
- G-2: Input Needed for CCMARD and Update on Habitat III (Page 15)
- G-3: Provincial Property Taxes and Home Owner Grants (Page 38)
- G-4: Woodfibre LNG Meeting (Page 40)

*Resident Correspondence:*

- R-1: Hosting Howe Sound Community Forum (Page 43)



*Board and Information Services, Legal and Legislative Services  
Tel. 604 432-6250 Fax 604 451-6686*

DEC 14 2016

File: CR-12-01  
RD 2016 Oct 28

Mayor Karl Buhr and Council  
Village of Lions Bay  
400 Centre Road  
Lions Bay, BC V0N 2E0

Dear Mayor Buhr and Council:

**Re: Metro Vancouver 2040: Shaping our Future Minor Amendment to Incorporate Revised Housing Demand Estimates**

At its October 28, 2016 regular meeting, the Board of Directors of the Greater Vancouver Regional District ('Metro Vancouver') adopted the following resolution:

*That the GVRD Board:*

- a) Initiate a Metro Vancouver 2040: Shaping our Future Type 3 Minor Amendment to incorporate revised housing demand estimates;*
- b) Give first and second readings to Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1237, 2016; and*
- c) Direct staff to notify affected local governments, appropriate agencies, and the public in accordance with Metro Vancouver 2040: Shaping our Future Section 6.4.2.*

This letter provides notification to affected local governments and other agencies, in accordance with section 437(2) of the *Local Government Act*, and Sections 6.4.2, 6.4.4 and 6.4.5 of *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy of a proposed amendment to *Metro 2040* to incorporate revised housing demand estimates (Attachment 1).

To support *Metro 2040* housing provisions, *Metro 2040* Appendix A Table A4 includes anticipated demand for housing units by tenure for the region and for each municipality over a ten-year period. These demand estimates are provided as a reference (not as targets or requirements) for member municipalities in preparing their local housing priorities and Housing Action Plans.

As part of the process of developing the 2016 *Regional Affordable Housing Strategy (RAHS)*, Metro Vancouver, in collaboration with municipalities and other agencies, developed updated housing demand estimates for the period 2016 to 2026. These estimates were included in the *Regional Affordable Housing Strategy* adopted by the GVRD Board on May 27, 2016. The Regional Planning Advisory Committee's (RPAC) Housing Sub-committee identified revised housing demand estimates as a critical component of the new RAHS.

The rationale was two-fold:

1. The current *Metro 2040* housing estimates were based on the 2006 Census, and should be updated to include 2011 Census and National Household Survey data.
2. Currently, *Metro 2040's* housing demand estimates assume that future increases in rental housing demand in all municipalities will be consistent with overall regional demand (35% of households) rather than reflecting the unique housing and demographic characteristics of each municipality. This assumption is problematic as those municipalities having renter household share lower than the regional average (i.e. 20%) are portrayed to greatly increase their renter households in the following 10 years. Conversely, those municipalities having renter household share higher than the regional average are portrayed as decreasing their renter share over time.

The updated housing demand estimates have revised methodology to estimate future households and housing tenure based on the housing trends and population / household formation dynamics in each municipality. Consequently, those municipalities with lower than the regional average in renter households would generally maintain a lower than regional average renter share, and have rental demand estimates lower than shown currently in *Metro 2040*.

The revised housing demand estimates were prepared by Metro Vancouver staff in consultation with municipal staff through the RPAC Housing Sub-committee and the Regional Planning Advisory Committee. Several different methodological approaches were explored, and the methodology described above was chosen. Full background and policy details are provided in the attached GVRD Board report (Attachment 2).

*Metro 2040* Section 6.3.4 h) provides that revised housing demand estimates can be incorporated into the regional growth strategy through a Type 3 Minor Amendment, which requires an affirmative 50% + 1 weighted vote of the GVRD Board and does not require a regional public hearing. *Metro 2040* Section 6.4.2 Notification and Request for Comments, states that for all proposed amendments to the regional growth strategy the GVRD Board will:

- a) provide written notice of the proposed amendment to all affected local governments;
- b) provide a minimum of 30 days for affected local governments, and the appropriate agencies, to respond to the proposed amendment,
- c) post notification of the proposed amendment on the Metro Vancouver website, for a minimum of 30 days.

You are invited to provide written comments on the proposed amendment to *Metro 2040*. Please provide comments in the form of a Council or Board resolution, as applicable, and submit to Chris Plagnol, Corporate Officer by email at [Chris.Plagnol@metrovancover.org](mailto:Chris.Plagnol@metrovancover.org) by February 10, 2017. Following the notification period, a report to the GVRD Board will be prepared with recommendations regarding next steps in the bylaw amendment process.

If you have any questions with respect to the proposed amendment, please contact Heather McNell, Division Manager of Growth Management by email at [Heather.McNell@metrovancover.org](mailto:Heather.McNell@metrovancover.org) or by phone at 604-436-6813. Metro Vancouver staff are available to make a presentation on the proposed amendment to Council or staff if requested. More information and a copy of *Metro 2040* can be found on our website at [www.metrovancover.org](http://www.metrovancover.org).

Yours truly,



Chris Plagnol  
Corporate Officer / Director

CP/NC/ec

cc: Peter De Jong, Chief Administrative Officer, Village of Lions Bay

Attachments:

1. Regional Growth Strategy Amendment Bylaw No. 1237, 2016 (*Doc: 19930076*)
2. GVRD Board Report titled "*Metro Vancouver 2040: Shaping our Future* Minor Amendment to Incorporate Updated Housing Demand Estimates", dated October 14, 2016 (*Doc: 19708882*)

19838093

**GREATER VANCOUVER REGIONAL DISTRICT  
REGIONAL GROWTH STRATEGY AMENDMENT BYLAW NO. 1237, 2016**

A Bylaw to Amend  
Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010.

**WHEREAS:**

- A. The Board of the Greater Vancouver Regional District adopted the Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010 on July 29, 2011;
- B. The Board adopted on May 27, 2016, a new Regional Affordable Housing Strategy, which includes revised housing demand estimates;
- C. The Board wishes to replace the Regional Growth Strategy Appendix A, Tables A.2, A.3, and A.4, with a new consolidated table to be consistent with housing demand estimates included in the new Regional Affordable Housing Strategy;
- D. In accordance with regional growth strategy section 6.3.4 (h), an amendment to the regional growth strategy housing demand estimates is a Type 3 Minor Amendment;

**NOW THEREFORE**, the Board of the Greater Vancouver Regional District in open meeting assembled enacts as follows:

1. The Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010 is hereby amended as follows:
  - a) Table A.2: Housing Demand Estimates by Tenure for Metro Vancouver Subregions (10 Year Estimates), contained in Appendix A of Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010, is deleted and replaced with the Table A.2: Housing Demand Estimates by Tenure and Household Income for Metro Vancouver Subregions and Municipalities (2016-2016 Estimates) contained in Schedule A;
  - b) Table A.3: Rental Housing Demand Estimates by Household Income for Metro Vancouver Subregions (10 Year Estimates), contained in Appendix A of Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010, is deleted;
  - c) Table A.4: Housing Demand Estimates by Tenure and Household Income for Metro Vancouver Subregions and Municipalities (10 Year Estimates), contained in Appendix A of Greater Vancouver Regional District Regional Growth Strategy Bylaw No. 1136, 2010, is deleted.
2. The official citation for this bylaw is "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No, 1237, 2016". This bylaw may be cited as "Regional Growth Strategy Amendment Bylaw No. 1237, 2016".

Read a First time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Read a Second time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Read a Third time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Passed and Finally Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Chris Plagnol  
Corporate Officer

\_\_\_\_\_  
Greg Moore  
Chair

## SCHEDULE A

**Table A.2: Housing Demand Estimates by Tenure and Household Income for Metro Vancouver Subregions and Municipalities (2016-2026 Estimates)**

Subregions and Municipal Estimates	Housing Demand by Tenure			Housing Rental Demand by Household Income				
	Total Demand	Ownership Demand	Rental Demand	Very Low	Low Income	Moderate Income	Above Moderate	High Income
Metro Vancouver	182,000	128,000	54,000	23,500	11,200	8,700	4,800	5,800
Burnaby, New Westminster	24,000	15,900	8,100	3,740	1,760	1,280	630	690
Burnaby	19,000	13,100	5,900	2,520	1,260	1,010	510	600
New Westminster	5,000	2,800	2,200	1,220	500	270	120	90
Langley City, Langley Township	19,000	15,400	3,600	1,380	850	540	360	470
Langley City	2,000	1,300	700	420	130	70	40	50
Langley Township	17,000	14,100	2,900	960	720	470	320	420
Maple Ridge, Pitt Meadows	6,000	4,600	1,400	780	250	220	120	20
Maple Ridge	5,000	3,800	1,200	730	210	190	80	10
Pitt Meadows	1,000	800	200	50	40	30	40	10
Northeast Sector	22,000	15,700	6,300	2,770	1,430	990	470	580
Coquitlam	17,000	12,000	5,000	2,140	1,180	840	350	480
Port Coquitlam	3,000	2,200	800	470	160	70	50	30
Port Moody	2,000	1,500	500	160	90	80	70	70
North Shore	7,000	4,800	2,200	1,150	430	250	150	190
North Vancouver City	2,000	1,000	1,000	580	240	70	30	50
North Vancouver District	3,000	2,300	700	360	80	120	60	70
West Vancouver	2,000	1,500	500	210	110	60	60	70
Delta, Richmond, Tsawwassen	18,000	13,600	4,400	1,890	980	750	350	350
Delta	3,000	2,200	800	430	210	90	20	10
Richmond	14,000	10,800	3,200	1,300	700	600	300	300
Tsawwassen First Nation	1,000	600	400	160	70	60	30	40
Surrey, White Rock	48,100	36,320	11,780	4,510	2,660	2,200	1,230	1,070
Surrey	47,000	35,500	11,500	4,290	2,600	2,200	1,200	1,100
White Rock	1,100	820	280	220	60	-	30	(30)
Vancouver, Electoral Area A	32,000	19,200	12,800	5,910	2,340	1,930	1,120	1,450
Vancouver	32,000	19,200	12,800	5,910	2,340	1,930	1,120	1,450

## NOTES:

1. To meet this estimated demand, funding from other levels of government is required.
2. Increase in total households over 10 years based on regional population and household projections. Regional total exceeds municipal aggregate totals due to municipal variance.
3. Very Low Income <\$30,000/year, Low Income <\$30,000-50,000/year, Moderate Income \$50,000-75,000/year, Above Moderate Income \$75,000-\$100,000/year, High Income \$100,000/year plus.
4. Household maintainer rates and cohort projection method using census/NHS based household maintainer rates and projected demographic characteristics (age, births, deaths, immigration, Canadian migration, intra-regional migration). Assumes that household income and household type ratios remain constant over the projection period. See Metro Vancouver Regional Planning, Metro Vancouver Housing Demand Projections – Overview of Assumptions and Methodology, Dec 2015.
5. These estimates are to assist in long range planning and represent an approximate range of potential increase in each municipality.
6. The housing demand estimates set out in Table A.2 are net additional units based on the population and household projections set out in Table A.1.
7. Anmore, Belcarra, and Lions Bay are not included in the table above given the modest levels of growth anticipated in these communities.
8. Bowen Island is not included in the table above as it does not fall under the jurisdiction of the regional growth strategy.

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## Attachment 2

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To: GVRD Board of Directors

From: Regional Planning Committee

Date: October 14, 2016 Meeting Date: October 28, 2016

Subject: ***Metro Vancouver 2040: Shaping our Future*** Minor Amendment to Incorporate Updated Housing Demand Estimates

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### REGIONAL PLANNING COMMITTEE RECOMMENDATION

That the GVRD Board:

- a) Initiate a Metro Vancouver 2040: Shaping our Future Type 3 Minor Amendment to incorporate revised housing demand estimates;
- b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1237, 2016"; and
- c) Direct staff to notify affected local governments, appropriate agencies, and the public in accordance with Metro Vancouver 2040: Shaping our Future Section 6.4.2.

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At its October 14, 2016, meeting, the Regional Planning Committee considered the attached report titled "*Metro Vancouver 2040: Shaping our Future* Minor Amendment to Incorporate Updated Housing Demand Estimates", dated September 16, 2016. The Committee subsequently amended the recommendation as presented above in underline style to reflect the modified methodology used to determine Housing demand estimates.

Attachment:

*"Metro Vancouver 2040: Shaping our Future* Minor Amendment to Incorporate Updated Housing Demand Estimates", dated September 16, 2016

19708882



To: Regional Planning Committee

From: Terry Hoff, Senior Regional Planner, Parks, Planning and Environment  
Eric Aderneck, Senior Regional Planner, Parks, Planning and Environment

Date: September 16, 2016 Meeting Date: October 14, 2016

Subject: ***Metro Vancouver 2040: Shaping our Future* Minor Amendment to Incorporate Updated Housing Demand Estimates**

### RECOMMENDATION

That the GVRD Board:

- a) Initiate a *Metro Vancouver 2040: Shaping our Future* Type 3 Minor Amendment to incorporate updated housing demand estimates;
- b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1237, 2016"; and
- c) Direct staff to notify affected local governments, appropriate agencies, and the public in accordance with *Metro Vancouver 2040: Shaping our Future* Section 6.4.2.

### PURPOSE

The purpose of this report is to provide the GVRD Board with the opportunity to consider initiation and first and second readings of a Type 3 Minor Amendment to *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy, to incorporate updated housing demand estimates developed through the preparation of the new *Regional Affordable Housing Strategy*.

### BACKGROUND

As part of the process of developing the new *Regional Affordable Housing Strategy (RAHS)*, Metro Vancouver, in collaboration with municipalities and other agencies, developed updated housing demand estimates for the period 2016 to 2026. These estimates were included in the *Regional Affordable Housing Strategy* adopted by the GVRD Board on May 27, 2016.

Housing demand estimates are included in *Metro 2040* Appendix A. The existing estimates in *Metro 2040* were developed based on the 2006 Census, and need to be updated. *Metro 2040* Section 6.3.4 h) provides that revised housing demand estimates can be incorporated into the regional growth strategy through a Type 3 Minor Amendment, which requires an affirmative 50% + 1 weighted vote of the GVRD Board and does not require a regional public hearing. Metro Vancouver staff propose such an amendment to incorporate revised housing demand estimates developed through the preparation of the *Regional Affordable Housing Strategy*.

### HOUSING DEMAND ESTIMATES

10-year housing demand estimates were provided in Appendix A, Table A4 of the 2011 regional growth strategy (*Metro 2040*) to provide guidance to municipalities in preparing their Housing Action Plans and Official Community Plans, to monitor and identify gaps in housing development in relation to projected demand, and to advocate housing issues to senior levels of government.

*Metro 2040* specifies the following with respect to Housing Demand Estimates:

- **Goal 4, Strategy 4.1.7** specifies that the role of municipalities is to adopt Regional Context Statements (RCSs) that include policies or strategies that indicate how municipalities will work towards the estimated future housing demand estimates contained in Appendix A, Table A4.
- **Implementation Section 6.13** states that the estimates included in Appendix A, Table A4 are incorporated as guidelines only, and are intended to be used as a reference when preparing Regional Context Statements (RCSs). Metro Vancouver, in collaboration with municipalities, is provided with the role of proposing updates in accordance with the process set out in *Metro 2040* Section 6.3.4.

All current municipal Regional Context Statements reference the 2011 (existing) housing demand estimates in *Metro 2040* Appendix A, Table A4. If the current amendment process proceeds, the assumption is that the new housing demand estimates will be in effect and municipalities can update and amend their respective Regional Context Statements at the next available opportunity.

#### **Rationale for Updated Housing Demand Estimates**

The Regional Planning Advisory Committee's (RPAC) Housing Sub-committee identified updated housing demand estimates as a critical component of the new RAHS. The rationale was two-fold:

1. Planning for housing affordability requires up-to-date estimates of housing demand. The 2011 (existing) estimates are based on the 2006 Census.
2. The 2011 (existing) estimates assumed that future increases in rental housing demand in all municipalities would be consistent with overall regional demand rather than reflecting the housing and demographic characteristics of each municipality. The updated demand estimates provide both an overall regional demand estimate as well as municipal estimates based on the household characteristics and anticipated demand in each municipality.

The updated housing demand estimates were prepared by Metro Vancouver staff in consultation with municipal staff through the RPAC Housing Sub-committee. Several different methodological approaches were explored and it was determined that a traditional cohort modeling approach to projecting household formation, based on municipal household data from the 2011 Census / National Household Survey, would be most appropriate.

When the Regional Affordable Housing Strategy was adopted in May 2016, Councils were asked by the Board Chair to endorse RAHS and inform the Board of that endorsement by November 30, 2016.

#### **Comparison of 2011 (Existing) and 2016 (Updated) Methodologies**

The 2016 (updated) housing demand estimates vary from those currently in *Metro 2040* due to the following methodological factors:

- more current data sources
- lower projected household growth
- projected lower share renter households in the future
- methodology places more emphasis on the specific municipal household characteristics rather than applying regional averages to each municipality.

**Table 1: Projected Housing Demand Methodologies**

Comparison	Existing (2011) <i>Metro 2040</i> HDE	Updated (2016) HDE
<b>Time period – 10 yrs</b>	2011-2021	2016-2026
<b>Method</b>	<ul style="list-style-type: none"> <li>Overall housing growth 2011 to 2021 based on Metro Vancouver's <i>Metro 2040</i> regional growth projections (2008).</li> <li>For each municipality, the rental housing demand share of new housing 2011 to 2021 was based on the 2006 Census regional rate of 35% of the new housing projected in each municipality.</li> <li>Allocation of rental housing by income/affordability allocations based on regional household income distributions.</li> </ul>	<ul style="list-style-type: none"> <li>Overall housing growth 2016 to 2026 based on Metro Vancouver's <i>Metro 2040</i> regional growth projections (2015).</li> <li>For each municipality, the rental housing demand share of new housing 2016 to 2026 was based on 2011 Census / NHS rental housing demand characteristics of the projected population in each municipality.</li> <li>Allocation of rental housing by income/ affordability allocations is based on 2011 Census / NHS renter household incomes applied to the projected population and households in each municipality.</li> </ul>
<b>Data source</b>	Up to 2006 Census	Up to 2011 Census/NHS
<b>Income categories</b>	3 categories, unclear language (i.e. low-to-moderate income)	5 categories, clearer language

**2016 Housing Demand Estimates Update Results**

As shown in Table 2, the results of the updated housing demand estimates differ from the existing ones in a number of ways:

- the updated 10-year total housing growth projections are slightly lower;
- the regional totals are prepared separately from each of the municipal totals, rather than being simply an aggregate of the municipalities;
- the municipal totals are generally lower than the existing *Metro 2040* totals due to:
  - lower projected household growth in the region;
  - a projected decrease in renter households as a share of total households, due largely to the aging population / households less likely to be renters, and a related increase in the share of owner households as shown in the Census data (the update projects a decrease in the share of renter households from 34.5% in 2011 to 33.5% by 2026 - as such, renter households will comprise only 30% (vs. 35%) of the *increase* in total housing demand over that period); and
  - municipal totals reflect municipal rather than regional renter household demographics. Generally, those municipalities having a share of renter households lower than the regional average, and/or a high proportion of older households, are likely to have growth in renter households that is lower than the regional average.

The demographics of an aging population are a primary factor in housing demand projections. The share of seniors' led households will increase dramatically (20-30%) in the next 10 years, and with 77% of senior-led households as owners, will perpetuate high rates of homeownership. However at the same time, with 23% of seniors' led households as renters, the overall increase in senior households will result in seniors comprising about 50% of the increase in total rental households.

**Metro Vancouver 2040: Shaping our Future Minor Amendment to Incorporate Updated Housing Demand Estimates**

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Table 2 compares the existing (2011) and updated (2016) housing demand estimates by tenure.

**Table 2: Comparison of Existing Metro 2040 HDE and the Updated HDE (Regional Affordable Housing Strategy 2016)**

	Existing Metro 2040			Affordable Housing Strategy			Comparison		
	Housing Demand Estimates (2011-2021)			Updated Housing Demand Estimates (2016-2026)			Total	Ownership	Rental
	Demand	Ownership	Rental	Demand	Ownership	Rental			
Metro Vancouver	185,600	120,700	64,900	182,000	128,000	54,000	(3,600)	7,300	(10,900)
Burnaby	21,300	13,800	7,500	19,000	13,100	5,900	(2,300)	(700)	(1,600)
New Westminster	6,000	3,900	2,100	5,000	2,800	2,200	(1,000)	(1,100)	100
Langley City	2,300	1,500	800	2,000	1,300	700	(300)	(200)	(100)
Langley Township	12,200	7,900	4,300	17,000	14,100	2,900	4,800	6,200	(1,400)
Maple Ridge	6,600	4,300	2,300	5,000	3,800	1,200	(1,600)	(500)	(1,100)
Pitt Meadows	1,600	1,000	600	1,000	800	200	(600)	(200)	(400)
Coquitlam	14,800	9,600	5,200	17,000	12,000	5,000	2,200	2,400	(200)
Port Coquitlam	4,600	3,000	1,600	3,000	2,200	800	(1,600)	(800)	(800)
Port Moody	4,100	2,700	1,400	2,000	1,500	500	(2,100)	(1,200)	(900)
North Vancouver City	2,400	1,600	800	2,000	1,000	1,000	(400)	(600)	200
North Vancouver District	4,000	2,600	1,400	3,000	2,300	700	(1,000)	(300)	(700)
West Vancouver	1,400	900	500	2,000	1,500	500	600	600	-
Delta	3,000	1,900	1,100	3,000	2,200	800	-	300	(300)
Richmond	16,000	10,400	5,600	14,000	10,800	3,200	(2,000)	400	(2,400)
Tsawwassen First Nation	700	500	200	1,000	600	400	300	100	200
Surrey	49,400	32,100	17,300	47,000	35,500	11,500	(2,400)	3,400	(5,800)
White Rock	1,800	1,200	600	1,100	820	280	(700)	(380)	(320)
Vancouver	30,700	20,000	10,700	32,000	19,200	12,800	1,300	(800)	2,100

Note: Metro Vancouver totals show an overall regional projection that is not an aggregate of each municipal projection.

### Limitations

As with all projections, the figures are not intended to be precise or absolute, and represent a mid-point within a range. It also must be emphasized that the housing demand estimate figures in *Metro 2040* are not targets, but are intended as reference and guidance to assist in planning policies.

### Metro 2040 Amendment Bylaw – Housing Demand Estimates

The proposed *Metro 2040* bylaw amendment (Attachment) comprises updates to the *Metro 2040* Appendix A, and replaces three tables with new *Table A.2: Housing Demand Estimates by Tenure and Household Income for Metro Vancouver Subregions and Municipalities (2016-2026 Estimates)*. The three tables being replaced are:

- A.2: Housing Demand Estimates by Tenure for Metro Vancouver Subregions (10 Year Estimates);
- A.3: Rental Housing Demand Estimates by Household Income for Metro Vancouver Subregions (10 Year Estimates), and;
- A.4: Housing Demand Estimates by Tenure and Household Income for Metro Vancouver Subregions and Municipalities (10 Year Estimates),

These updates include figures based on both the 2011 Census and a refined household projection methodology, as well as updated growth estimates based on accepted Regional Context Statements (results of which were reflected in a 2015 amendment to *Metro 2040's* projected population, dwelling unit, and employment figures).

### **Processing the Type 3 Minor Amendment**

The proposed bylaw amendment, along with a draft version of this staff report, was advanced to the Regional Planning Advisory Committee on September 8, 2016, for information and comment as required by *GVRD Regional Growth Strategy Procedures Bylaw No. 1148, 2011*. Committee members requested more information about the context for the housing demand estimate amendment, the new methodology, and resulting demand estimate adjustments at the municipal level.

A Type 3 Minor Amendment requires that an amendment bylaw receive an affirmative vote of the GVRD Board at each reading, and requires no regional public hearing. Adjusting housing demand estimates is defined as a 'housekeeping' amendment in *Metro 2040* section 6.3.4 (h).

### **ALTERNATIVES**

1. That the GVRD Board:
  - a) Initiate a *Metro Vancouver 2040: Shaping our Future* Type 3 Minor Amendment to incorporate updated housing demand estimates;
  - b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1237, 2016"; and
  - c) Direct staff to notify affected local governments, appropriate agencies, and the public in accordance with *Metro Vancouver 2040: Shaping our Future* Section 6.4.2.
2. That the GVRD Board receive for information the report dated September 16, 2016, titled "*Metro Vancouver 2040: Shaping our Future* Minor Amendment to Incorporate Updated Housing Demand Estimates".

### **FINANCIAL IMPLICATIONS**

There are no financial implications to this report.

### **OTHER IMPLICATIONS**

If the GVRD Board chooses Alternative 1, the proposed bylaw amendment will be initiated and given initial readings. Staff will refer the proposed amendment to affected local governments and appropriate agencies for comment, and will post the proposed amendment on the Metro Vancouver website. While the minimum notification period as identified in *GVRD Regional Growth Strategy Procedures Bylaw No. 1148, 2011*, is 30 days, the deadline for comments will be extended to December 20, 2016 to ensure that a reasonable opportunity is provided to respond. All comments received will be included in the report to the GVRD Board, with opportunity to give third and final readings and to adopt the amendment bylaw.

If the GVRD Board chooses Alternative 2, the process for amending *Metro 2040* to reflect updated housing demand estimates will not be initiated. The result is that accepted housing demand estimates in *Metro 2040* and in the Regional Affordable Housing Strategy will be inconsistent, which has no material effect as the accepted Regional Context Statements are the legally binding documents. However, *Metro 2040*, as the publicly accessible and consolidated record of long-term growth estimates, would not reflect the GVRD Board's recent decisions.

### **SUMMARY / CONCLUSION**

*Metro 2040* Section 6.3.4 h) provides that updated housing demand estimates can be incorporated into the regional growth strategy through a Type 3 Minor Amendment. Metro Vancouver staff are proposing such an amendment to incorporate revised housing demand estimates (by housing tenure

***Metro Vancouver 2040: Shaping our Future Minor Amendment to Incorporate Updated Housing Demand Estimates***

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and household incomes) developed during the preparation of the Regional Affordable Housing Strategy. The revised housing demand estimates were adopted by the GVRD Board on May 27, 2016, as part of the updated Regional Affordable Housing Strategy.

Staff recommend Alternative 1.

~~**Attachment:** *Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1237, 2016.*~~

*NB. For the purpose of this correspondence, Bylaw No. 1237, 2016 is Attachment 1.*

*Message sent on behalf of Cynthia Lacasse, Program Officer at the Canadian Commission for UNESCO*

Dear CCMARD signatory municipalities and partners,

**We would love to hear from you and your city on a number of things...**

1. We would be interested in hearing about **themes and topics** you think should be explored by or for CCMARD, either for research or in the form of an initiative or activity...etc. Feel free to contact us either via email or we could organize a teleconference to discuss your ideas.
2. We would also be interested in any **actions your city is undertaking following the nationwide call for action under the Truth and Reconciliation Commission**. We would like to compile and share initiatives in that context. For ideas and tools to guide your efforts in this process, be sure to check out **FCM's new publication *Pathway to Reconciliation*** [here](#).
3. We are currently exploring ways to **celebrate March 21<sup>st</sup> - International Day for the Elimination of Racial Discrimination** and your suggestions would be most welcome. More to come early in 2017.
4. Finally and as always, we encourage all CCMARD members to advise us of **any activities, events or initiatives on inclusion and diversity related themes organized throughout the year**. This information will assist us in sharing CCMARD municipalities' promising practices on national and international levels.

**CCMARD at Habitat III...**

As you know, the Canadian Coalition of Municipalities against Racism and Discrimination (CCMARD) and the International Coalition of Inclusive and Sustainable Cities (formerly International Coalition of Cities against Racism – ICCAR) were present during the [UN Conference on Housing and Sustainable Urban Development \(Habitat III\)](#) in Quito, Ecuador from October 17<sup>th</sup> to 20<sup>th</sup> 2016. Please find below updates about CCMARD's and ICCAR's participation at this conference.

- **Key highlights**
  - **Canada at Habitat III**
  - **Sessions on Inclusive Cities**
  - **New publication: "Creating Inclusive and Equitable Cities"**
  - **Regional perspective paper on the Canadian Coalition**
  - **New Urban Agenda**
  - **Virtual Exhibition**
  - **Launch of UNESCO's Report on Culture for Sustainable Urban Development**
    - **Featuring two CCMARD cities**
- **New UNESCO Publication Cities Welcoming Refugees and Migrants**
- **UNESCO and sustainable cities**

Do not hesitate to contact us should you require additional information on any of the aspects below.

With best regards,

Cynthia  
\*\*\*\*\*

- **Key highlights**

- **Canada's National Report to Habitat III:** Canada recognizes the complex issues in creating suitable, affordable and sustainable living spaces, and the Canadian Government is committed to cooperating in developing approaches and solutions to advance the priorities set out in the New Urban Agenda adopted at Habitat III. This report outlines seven key areas where Canada is looking to ensure all Canadians have healthy, sustainable and prosperous opportunities. [Read the full report here.](#) (Note that CCMARD is mentioned on page 46).
- **Interactive Panels:** UNESCO and CCUNESCO co-organized an interactive panel discussion entitled *Sharing good practices in promoting urban inclusion and non-discrimination* which highlighted promising practices and expertise developed throughout ICCAR. This interactive panel was divided into two topics: "Promoting urban inclusion through dialogue and innovation" and "Inclusive urban development: what works?". CCMARD was represented on each panel, the first by Mayor Nathalie Simon from the City of Chateauguay, QC (Montreal Metropolitan Region) and the second by Ms. Becky Sasakamoose Kuffner from the City of Saskatoon, SK. To view the final concept note and programme for the panel discussion click [here.](#)
- **Videos:** CCUNESCO also interviewed panelists and participants from the session to share their views on sustainable cities. You can watch the interviews on our [Facebook page.](#)
- **Creating Inclusive and Equitable Cities publication launched:** CCUNESCO launched *Creating Inclusive and Equitable Cities*, a new report focusing on issues of racism and discrimination at the city-level, at Habitat III. Building on the experience of CCMARD, the report includes:
  - **The role of municipal actors** with regard to inclusion.
  - **Canada's contributions** to the United Nations' 2030 Agenda on Sustainable Development. Agenda 2030 identifies "Sustainable Cities and Communities" as a key Sustainable Development Goal in the fight to end inequality and poverty.
  - **Successful strategies** used by the Canadian Coalition of Municipalities against Racism and Discrimination.
  - **Municipal challenges** in creating and maintaining social inclusion initiatives (i.e. how to avoid barriers that hamper cities' progress).
  - **Key recommendations** for municipal governments to consider and implement in their work as inclusive and equitable cities.

For **more information on CCUNESCO/CCMARD at Habitat III** or to download (free of charge) the report please visit CCUNESCO's [website.](#)

- **Regional Papers:** In order to continue ICCAR's commitment to contribute to Habitat III, the ICCAR Global Steering Committee agreed to the production of a short regional perspective paper by each regional/national Coalition. These regional papers were produced to be included in UNESCO's portfolio for Habitat III. Attached you will find CCMARD's regional paper which includes achievements, challenges, and lessons learned throughout the network. We will keep you informed of when other regional papers will be available on UNESCO's website.

- **New Urban Agenda:** Habitat III ended with the adoption of the New Urban Agenda, an action-oriented document which sets global standards of achievement in sustainable urban development and rethinking the way we build, manage and live in cities. This Agenda draws together cooperation with committed partners, relevant stakeholders, and urban actors at all levels of government and the private sector. Read more on the [Adopted Draft of the New Urban Agenda](#).
- **Virtual Exhibition:** UNESCO - ICCAR curated an exhibition (both virtual and physical) to showcase a range of materials from around the world related to the promotion of inclusion, diversity and freedom from all forms of discrimination at the city level. The exhibition was shown on screens at the UNESCO booth at the Habitat III and highlighted resources, publications and successful actions and initiatives implemented by city-level actors in the promotion of urban inclusion and cultural diversity. We received numerous materials from CCMARD members and partners that showcased all the work being done to keep our communities inclusive, rich in diversity and free of discrimination, which were submitted to UNESCO for possible use. We have compiled the material you sent us and are pleased to share the draft version with you (see attached document). We would like to eventually publish the compilation on our website, if you see any factual errors please don't hesitate to contact us.
- **Launch of the Culture and Sustainable Development Report:** UNESCO produced a major report on Culture and Sustainable Urban Development, which was launched at Habitat III and included an extended feature on ICCAR. CCMARD as well as other regional Coalitions were asked to contribute a number of 'promising practices' for possible use in this report. We are pleased to share that the City of Winnipeg's initiative entitled 'Know your Neighbours Guide' and the City of Vancouver's initiative 'Equal Employment Opportunity Program' were selected to be featured in this report (pages 259-261). The report also includes the role of culture for sustainable development, its contribution to urban sustainability, and recommendations for fostering the role of culture for sustainable development such as safeguarding urban identities, sustainable, resilient and green cities, and sustainable local development, and much more.

The report is available for download (free of charge) on UNESCO's [website](#).

- **New UNESCO Publication *Cities Welcoming Refugees and Migrants*:** As part of the 'Welcoming cities for refugees: promoting inclusion and protecting rights' initiative launched in May 2016, UNESCO published a report on Cities Welcoming Refugees and Migrants. This report aims to promote a shared understanding of the reception and integration of refugees and migrants to offer guidance for effective holistic local governance. To read or download the full report click [here](#).

To know more on UNESCO's action for sustainable cities: <https://en.unesco.org/sustainable-cities>

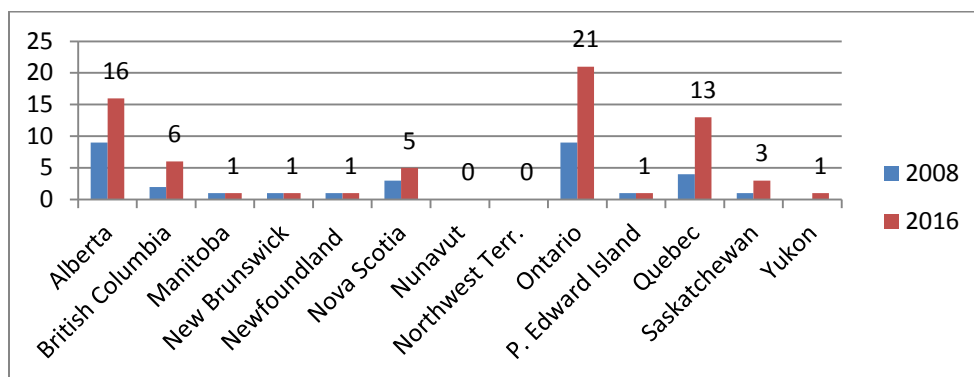


### The Canadian Coalition of Municipalities against Racism and Discrimination

Cities play an increasingly key role in addressing social issues, particularly those associated with equity and inclusion in a context of growing urbanization and rapid demographic changes. Currently, more than half of the world’s population lives in urban areas.<sup>1</sup> In Canada, this figure rises to 81%,<sup>2</sup> with slightly more than one third of the population living in the three largest metropolitan areas (Montréal, Toronto and Vancouver).<sup>3</sup> In 2011, 6.8 million immigrants lived in Canada, 91% of whom dwelt in one of the country’s 33 metropolitan areas, as opposed to 63.3% of native-born Canadians.<sup>4</sup> That same year, more than half of Canada’s Indigenous Peoples (First Nations, Métis and Inuit), representing 4.3% of Canada’s population,<sup>5</sup> lived in cities. According to Statistics Canada, up to 14.4 million people (approximately one third of the country’s population) will belong to a visible minority by 2031.<sup>6</sup>

This has been the operating context for the Canadian Coalition of Municipalities against Racism and Discrimination (CCMARD) launched in 2005 by the Canadian Commission for UNESCO (CCUNESCO). Thanks to support from partners like the Canadian Association of Statutory Human Rights Agencies and the Canadian Foundation for Race Relations, there are now 69 signatory municipalities in CCMARD, which also receives support from other local, provincial and national partners.

**Distribution of CCMARD Signatory Municipalities, 2008 & 2016**



*\*Revised in September 2016*

<sup>1</sup> World Bank, <http://data.worldbank.org/topic/urban-development?display=graph> (accessed September 15, 2016)

<sup>2</sup> Statistics Canada, <http://www.statcan.gc.ca/tables-tableaux/sum-som/l01/cst01/demo62a-eng.htm> (accessed September 15, 2016)

<sup>3</sup> Statistics Canada, <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-010-x/99-010-x2011001-eng.cfm> (accessed September 15, 2016)

<sup>4</sup> *Ibid.*

<sup>5</sup> *Ibid.*

<sup>6</sup> Statistics Canada. Projections of the Diversity of the Canadian Population, 2006 to 2031, March 2010.

## I. CCMARD: Lines of Action

Inclusion and diversity, as well as efforts to combat racism and discrimination, are priorities for municipalities that welcome a growing number of immigrants and Indigenous Peoples. This reality strains available resources and calls for innovative, engaging and effective strategies.

CCMARD offers a structured yet flexible framework for helping municipalities develop such strategies. This framework consists of Ten Common Commitments that are crucial for achieving the inclusion and equity mandated by CCMARD. The Ten Common Commitments define necessary areas of action, notably employment, education, housing, policing, cultural activities and civic engagement.

### The Ten Common Commitments relate to three primary areas of municipal responsibility

#### I - The municipality as a guardian of public interest

1. Providing increased vigilance against systemic and individual racism and discrimination
2. Monitoring racism and discrimination in the community broadly and taking action to address them
3. Informing and supporting people who experience racism and discrimination
4. Supporting police efforts to combat racism and discrimination

#### II- The municipality as an organization in the fulfillment of human rights

5. Providing equal opportunities as a municipal employer, service provider and contractor
6. Supporting measures to promote equity in the labour market
7. Supporting measures to challenge racism and discrimination and promote diversity and equal opportunity in housing

#### III. The municipality as a community that shares responsibility for respecting and promoting human rights and diversity

8. Involving citizens by giving them a voice in anti-racism initiatives and decision-making
9. Supporting measures to challenge racism and discrimination and promoting diversity and equal opportunity in the education sector and in other forms of learning
10. Promoting respect, understanding and appreciation of cultural diversity, and including Aboriginal and racialized communities into the cultural fabric of the municipality

In order to join CCMARD, municipalities must adopt a motion and sign the Declaration of Commitment. They must also work with local partners to develop an action plan based on the Ten Common Commitments. It is this action plan that guides the implementation of commitments. In many cases, action plans take the form of a policy or statement on diversity that enables both the general population and local partners to understand the directions in which their municipalities want to go in order to improve the quality of life of marginalized individuals and groups. CCMARD municipalities are encouraged to adopt a participatory and collaborative approach that encourages dialogue among communities in order to succeed with their action plan and related policies and programs.

It is important to emphasize that each municipality can implement the Ten Common Commitments in its own way. This flexible approach allows a municipality to adapt its action plan to its own realities, challenges and priorities, while also integrating the plan into existing policies and programs. CCMARD does not ask municipalities and their partners to reinvent the wheel but rather to reflect on the challenges their communities face and to identify ways to address these challenges. Municipalities are also encouraged to question the relevance of existing initiatives and programs, identify gaps, and select the areas of action they wish to prioritize.

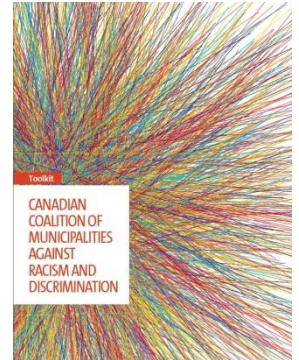
For most CCMARD municipalities, membership has helped in preparing and executing projects designed to create more inclusive communities. For example, some municipalities have responded to diversity by creating an advisory committee or developing a policy combined with a strategic framework and/or implementation plan. Others have created a job position to coordinate these activities, promote partnerships with local police forces or set up awareness, education, employment or housing programs. On the other hand, some municipalities prefer to focus on particular groups such as Indigenous Peoples, newcomers or seasonal workers.

No matter what approach is adopted, the desired main outcome is that CCMARD membership leads to political changes and commitments. The engagement of signatory municipalities leads to systemic change and the creation of sustainable and more inclusive communities for everyone in the medium and long terms.

## II. CCMARD: Achievements

CCMARD's purpose is helping municipalities address major social, economic and cultural challenges by facilitating the sharing of innovative approaches developed by other signatory municipalities of the International Coalition of Inclusive and Sustainable Cities—ICCAR and their partners in Canada and elsewhere.

Since its launch in 2005, CCMARD has attracted 69 signatory municipalities in 10 provinces and one territory, including major urban centres like Toronto, Vancouver, Calgary, Ottawa and Montréal. Over the course of two national meetings and more than 10 regional or provincial meetings, members shared experiences and best practices, which were compiled in a toolkit in 2012.<sup>7</sup> In addition, a special issue of *Canadian Diversity*, published by the Association of Canadian Studies to mark CCMARD's 10<sup>th</sup> anniversary, explored issues such as human rights in Canada, institutional racism, gender equity, the role of youth in efforts to combat racism and discrimination, and the situation of Indigenous Peoples living in urban areas.



Membership in the CCMARD network allows municipalities to develop inclusion and diversity policies that help them address some of the major challenges they are facing. Here are a few examples of steps taken by some signatory municipalities to create more inclusive and sustainable communities:

- *For the City of Lethbridge (Alberta), joining CCMARD has led to major results: A Framework for Action was developed in consultation with community partners and approved by City Council; an Inclusion Consultant was hired by the City; the City's CCMARD conference series led to concrete outcomes such as the "Tools for Action" Moving beyond Discussion. CCMARD became a broad community focused committee that oversees and gives direction to a wide range of activities and initiatives designed to make Lethbridge a more "Welcoming and Inclusive" community.*
- *The first step taken by the City of New Glasgow (Nova Scotia) after joining CCMARD in 2010 was to set up a committee for race relations and anti-discrimination that was charged with developing an action plan for the municipality. This plan was launched in 2013 following extensive consultations that enabled the municipality to identify not only local best practices but also shortcomings on the inclusion and diversity front. The municipality's cultural diversity efforts were bolstered by the accountability and sustainability that emerged from the process.*
- *In 2009, the City of Stratford (Prince Edward Island) addressed the challenge of rapid demographic growth and the arrival of many immigrants by adopting a plan for diversity and inclusion (based on the Ten Common Commitments), which was designed to give every resident the wherewithal to achieve their full potential and contribute to the community's sustainable development. Municipal councillors and staff became more sensitized to issues of diversity and inclusion, which facilitated programming and decision-making processes. Stratford's efforts have been recognized by the Newcomers Association of P.E.I. and the Chamber of Commerce.*
- *In 2014, the CCMARD advisory committee for the City of Whitehorse (Yukon) proposed a motion requesting the municipal council to support a national inquiry into missing or murdered Indigenous women and girls as well as the efforts to develop a national action plan to combat the root causes of this crisis. This motion passed unanimously.*

<sup>7</sup> *Toolkit: Canadian Coalition of Municipalities Against Racism and Discrimination (2012)* describes numerous examples of how municipalities implemented the Ten Common Commitments. These examples are designed to help municipalities prepare for membership in CCMARD and meet their commitments. The toolkit can be downloaded at [www.unesco.ca](http://www.unesco.ca)

- *CCMARD played a key role in the development of the City of Brooks' (Alberta) partnership plan for welcoming and inclusive cities (2012 – 2014). This plan led not only to a partnership with the local RCMP office and their increased involvement on various committees and at local events, but also to the creation of an Inclusion Coordinator position to monitor, update and implement the action plan's objectives. The municipal council even allocated a budget to organize events and other initiatives designed to foster a welcoming and inclusive community. Brooks also partnered with the business community and in 2012 instituted an award to recognize companies that promote employment equity.*

### III. CCMARD: The Challenges

Apart from changing demographics and the impact of such change on Canada's ethnocultural mosaic, the country's municipalities face several other significant challenges.

The first challenge is municipalities' limited human and financial resources. This shortfall sometimes pits inclusion and diversity objectives against one another, not to mention against other major issues (e.g. economic or environmental challenges) that are better known or have more visible impacts. In fact, resulting shifts in policies and political direction can also engender programming uncertainty. In other words, changes that directly impact the allocation of a municipality's resources can complicate the process of monitoring its CCMARD commitments. To address these challenges, it is important to invest time and energy in developing and strengthening partnerships at all three levels of government (federal, provincial and municipal) as well as with various civil society groups. For example, in the struggle to combat poverty and exclusion, municipalities can collaborate with local employers in order to eliminate employment barriers by challenging stereotypes and providing appropriate training. Partnerships are essential in the case of initiatives that use a holistic approach like CCMARD's because they pool expertise and share efforts and responsibilities. Partnerships are also opportunities to build on each partner's programs and past experience, thereby obviating potential duplication in the use of the limited financial and human resources of the partners involved.

In response to the emergence of challenges like religious rights, mental health issues or multiple cultural identities, municipalities adapt programs and policies to address the rights and needs of the groups concerned. However, these changes sometimes occur in haste without collecting the data needed to direct them (largely due to a lack of time or resources). The development of partnerships with research or research-action groups, both of which are encouraged by CCMARD, seems to be an effective way of providing municipalities and their partners with simplified access to research data and findings that can inform their decisions and help them maximize the results of their initiatives.

At the same time, the Internet and social media are changing the landscape within which urban dwellers, especially young people, develop socially. These new communication tools offer many possibilities to municipalities, especially in terms of service delivery. However, they can also open pathways to discrimination, radicalization, hate crimes and other social problems for municipalities. Here again, it is important to develop partnerships with organizations and researchers actively working on these issues in order to identify strategies and train the service providers (police, teachers, social workers, etc.) so as to nip such problems in the bud. CCMARD's Ten Common Commitments offer municipalities a basic framework for developing plans to combat the inequalities currently endured by certain groups and to mitigate their negative effects.

Racism and discrimination do not just manifest themselves in personal interactions. They also manifest systemically in policies and programs that can create, worsen or ignore exclusion. Racism and discrimination are difficult to address at this systemic level. The changes required to address systemic issues, and to see concrete and measurable results, require efforts over both the short and long terms. Prejudices against certain groups are often rooted deeply in cultures and require work at many levels over many years to address. When it comes to measuring the impacts and results of these initiatives and thereby justifying the resources allotted to them, city actors must consider the complexity of such issues and acknowledge that change takes time – a lot of time.

#### **IV. CCMARD: Lessons Learned**

There are many lessons to be drawn from the Canadian experience in the context of CCMARD when it comes to combatting racism and discrimination.

First, city actors must be familiar with their own local issues, challenges, programs, human and financial resources, and other realities when planning an initiative to foster inclusion, so their framework of activities conforms to their needs. In the CCMARD context, the fact that signatory municipalities can develop action plans on the basis of their own experience and local reality adds value to projects and drives more municipalities and partners to the network.

CCMARD enjoys a collaborative process that pools viewpoints from a broad range of actors who care about building an inclusive Canada, free of racism and discrimination. In developing partnerships, it is important to recognize the needs and mandates of those partners as well as the people for whom an initiative is created to serve. This requires consulting interested actors at the very outset of a project and at the implementation stage, as well as keeping them involved throughout the evaluation process. It also means respecting their unique responsibilities.

Developing an action plan gives municipalities an opportunity to initiate a dialogue among councillors, residents, municipal employees, community groups and local organizations. Such a dialogue can identify priority sectors requiring immediate action and galvanize the community to allow for a greater sense of ownership of the issues under discussion. The resulting action plans can then be used to foster accountability and to guide the development and carrying out of initiatives. It is then possible to use the initial action plan as a basis for future planning and action as things unfold.

It is also important to acknowledge the value of each partner's expertise and experience in order to take advantage of their respective strengths. Among CCMARD municipalities, we have witnessed the emergence of diversity champions whose dedication and commitment have advanced efforts to combat racism and discrimination by helping identify social issues or encourage civic engagement.

Lastly, it is also imperative that the commitment timeframe be clearly understood by all concerned parties so that inclusion initiatives can be sustained. The struggle to combat racism and discrimination implies both social and systemic changes that require time and effort. As the saying goes, "Rome wasn't built in a day." All parties must therefore recognize that long-term commitment is needed to achieve common objectives of inclusion and equality.

The future of CCMARD is promising. Thanks to imaginative planning, ongoing collaboration and more effective sharing of information about best practices and lessons learned, its signatory municipalities can not only help bring about systemic changes but also serve as inspiring models of inclusive institutions. Together, signatory municipalities can make Canada an inclusive and equitable country today and for future generations.

#### **Conclusion**

No one likes to discuss racism or discrimination, because they reflect aspects of Canadian history and society that we prefer to ignore. Addressing these realities is a challenge we need to face together because even one person enduring racism and/or discrimination is already one person too many. Concrete steps are needed to root out the problem. Over the past 11 years, CCMARD has offered interested municipalities ways of becoming actively engaged – publicly and politically – to help create inclusive communities.

By providing a platform for mutual learning, sharing best practices, open dialogue and creative problem-solving, CCMARD pools and draws on expertise, knowledge, resources and lessons learned. Given the social and systemic changes required, efforts to combat racism and discrimination demand the ongoing long-term commitment of many partners. One thing CCMARD has clearly demonstrated is that eliminating racism and discrimination is everyone's business.

City-level initiatives that highlight inclusion taken from

## THE CANADIAN COALITION OF MUNICIPALITIES AGAINST RACISM AND DISCRIMINATION



### City of Reconciliation – City of Vancouver, British Columbia (2014)

The City of Vancouver was designated a City of Reconciliation, following the designation and the commitment of the Year of Reconciliation in Vancouver (2013-2014). The City has developed components to further strengthen its services and ongoing relationships with their aboriginal communities. The long term commitment will move forward the City's continuing work on raising awareness, creating partnerships, and addressing capacity for the better of the city. Between 2013 and 2014 City departments implemented over 30 different initiatives in support of their designation which focused on: improving municipal services, supporting housing and shelter needs, increasing employment, enhancing staff and public awareness, promoting arts and culture, and supporting youth, among others. The video below is of the celebration of the achievements of the Year of Reconciliation.

Video: City of Vancouver Reconciliation event <https://youtu.be/Ke1Gy95UNnk>

Photos of art: [Art making Vancouver's Year of Reconciliation](#)

Other Links:

<http://vancouver.ca/people-programs/city-of-reconciliation.aspx>

<http://vancouver.ca/files/cov/year-of-reconciliation-proclamation.pdf>

### Say No To Racism YQL – City of Lethbridge, Alberta (2016)

This was a social media event that corresponded with anti-racism message in lieu of the FIFA Men's and Woman's World Cup. In downtown Lethbridge, a big screen TV was set up to display the ongoing games. The screen was also promoting the messaging #SayNoToRacismYQL to win prizes.

Link: [https://www.facebook.com/LethbridgeFamilyServices/photos/?tab=album&album\\_id=954637734600904](https://www.facebook.com/LethbridgeFamilyServices/photos/?tab=album&album_id=954637734600904)



**A Dialogues Summit on Strengthening Relations – City of Vancouver, British Columbia (2012)**

The goal of 'A Dialogues Summit on Strengthening Relations' is to build increased understanding and strengthened relations between Aboriginal and immigrant/non-Aboriginal communities and create a welcoming and inclusive city for all. The City, in collaboration with diverse community partners, developed this summit to increase inter-cultural interactions and to bridge the gap in a City that has a growing immigrant population and rich indigenous heritage. The video shows clips from the summit and has clips of interviews with summit participants.

Video: <https://youtu.be/k6ZTAtRj-M>

Other Links:

<http://vancouver.ca/files/cov/dialogues-project-book.pdf>

<http://vancouver.ca/files/cov/dialogues-synopsis.pdf>

<http://vancouver.ca/files/cov/dialogue-circles-summary.pdf>

**Walk with Me – City of Vancouver, British Columbia (2016)**

The Vancouver Police Department in partnership with the VPD's LGBTQ Advisory Committee and both the Trans Alliance Society Board and the City of Vancouver's LGBTQ2+ Advisory Committee, developed a training video to address issues faced by transgender people and provide guidance on how police officers can better understand and interact respectfully with a transgender person. As part of a policy developed, the training video will be shown to all VPD employees.

Video: <https://www.youtube.com/watch?v=qtwBgm8HEpM>

Other Links: <http://council.vancouver.ca/20160713/documents/cfsc6-StaffPresentation.pdf>

<http://vancouver.ca/police/organization/public-affairs/diversity-aboriginal-policing/>

**Muslims Next Door – City of Lethbridge, Alberta (2015)**

The City of Lethbridge and partners organized a Muslims Next Door Panel discussion to educate and raise awareness about their Muslim community in Lethbridge. This panel discussion also led to the creation of further panels on transgendered identities, homelessness and others. The videos below are of the panel discussion (in five parts). (Video credit: City of Lethbridge)

Video Part 1 <https://www.youtube.com/watch?v=x69CxroYptg&feature=youtu.be>

Video Part 2 <https://www.youtube.com/watch?v=xgOUZZ2ojwU>

Video Part 3 <https://www.youtube.com/watch?v=iPA8Z32c0rM>

Video Part 4 [https://www.youtube.com/watch?v=MGh1mj\\_gx34](https://www.youtube.com/watch?v=MGh1mj_gx34)

Video Part 5 [https://www.youtube.com/watch?v=4u5ukWg\\_ztg](https://www.youtube.com/watch?v=4u5ukWg_ztg)



Photo credit: CMARD Lethbridge

**Embracing Diversity – City of Sault Ste. Marie, Ontario (2015)**

Short video developed in the City of Sault Ste. Marie to encourage and celebrate its cultural diversity.

Video: <https://youtu.be/FrDGYLJDIYE>

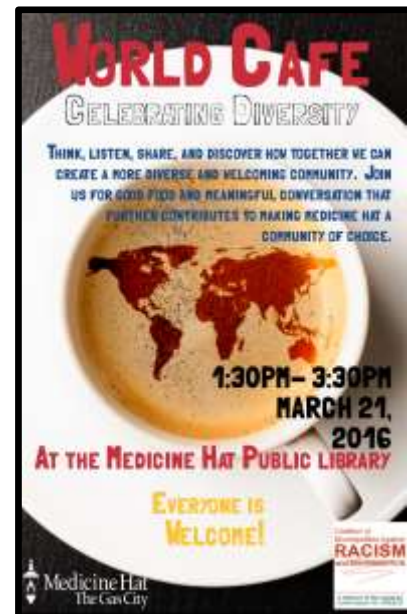
**Our Canada Symposium Living Together: Identity, Faith, Belonging and Canadian Values – Canadian Race Relations Foundation and the City of Red Deer, Alberta (2016)**

This symposium is part of a three-year initiative to heighten awareness, understanding and respect for Canadian values and traditions. *Our Canada* constructs a national framework for dialogue on Canadian values and promotes a deeper sense of identity for all Canadians. Living Together Symposia are cross-country discussions and knowledge-sharing events devoted to building a sense of belonging and reconciliation of community. In these conversations, Canadians come together to share stories and experiences of their Canadian values and identity – these are reflective of Canadian diversity and inclusive of all perspectives. The first video below shows clips of the events and interviews with participants and the 2<sup>nd</sup> video is Shaw TV coverage of the event.

Video: <https://www.dropbox.com/s/9ydw9kwps1vvomb/Red%20Deer%20CRRF%201.3.mp4?dl=0> Video: <https://www.youtube.com/watch?v=aYcJJeNoPQo>

**World Café – City of Medicine Hat, Alberta (2016)**

The City of Medicine Hat hosted a World Café in March 2016. The event which engaged a variety of different groups throughout the community, discussed diversity issues in the community, barriers and what the community would like to see moving forward. The feedback received has helped the City of Medicine Hat move forward in the creation of a committee to promote a larger event entitled “Raising the Curtain” which will take place in March 2017.



(Photo credit: City of Medicine Hat)

**Sault Connect – City of Sault Ste. Marie, Ontario (2016)**

As a newcomer or first-time visitor in a new city it can be challenging to connect with local businesses and people. The City of Sault Ste Marie created Sault Connect which is a messaging app for mobile devices that was developed to let newcomers and visitors of the City speak directly to local businesses and service providers. This easy to use resource allows connections in an easy and convenient manner, informs people of the services offered in the City and can update users on recent or upcoming events happening in Sault Ste. Marie and area.

Video: <https://www.youtube.com/watch?v=ZDuMff-Objk>

**Being a part of CCMARD – City of Lethbridge, Alberta (2015)**

A short video on the City of Lethbridge as a committed, welcoming and inclusive city and how their community engagement is strong. This video includes an interview with Roy Pogorzelski, an inclusion consultant with the City, who describes their involvement in inclusive initiatives within the City and in CCMARD, and includes examples of concrete actions taking in the City.

Video: <http://globalnews.ca/video/2141094/voices-of-yql-cmard>

**Lethbridge dances for Human Rights – City of Lethbridge, Alberta (2014)**

To commemorate the International Day for Human Rights, members of the Lethbridge community got together to create a grass roots video for Human Rights. This video, produced by the City of Lethbridge and the Southern Alberta Ethnic Association, aims to raise awareness and to celebrate Human Rights as the City of Lethbridge continues to build a welcoming and inclusive community.

Video: <https://www.youtube.com/watch?v=LszjR1oGHik&feature=youtu.be>

**CMARD Conferences – City of Lethbridge, Alberta (annually)**

The City of Lethbridge in collaboration with community partners, host a CMARD Conference with a different focus every two years. This conference gathers community members and municipal leaders to re-imagine and learn how to build inclusive neighbourhoods in a changing world. The event provides participants with an opportunity to hear and learn from each other and to attend experiential learning sessions.

Links: #cmard14yql (Twitter)

<https://www.facebook.com/events/29277261112067/>

<http://www.uleth.ca/conference>

Photo credit: CMARD Lethbridge



**Do you See What I Think? – Canadian Commission for UNESCO’s Youth Advisory Group (2010)**

In the context of the International Year of Youth 2010 (IYY), the Canadian Commission for UNESCO (CCUNESCO) launched the video project, "Do you See What I Think?" created by young Canadian members of the Commission's Youth Advisory Group (YAG). CCUNESCO believes that the messages conveyed through these creative works touch the major themes promoted by UNESCO. This is the beginning of a dialogue that will hopefully continue in the future and lead to greater mutual understanding. The two videos below were produced in the context of this project.

Videos: Drop the Label – Manitoba YAG <https://www.youtube.com/watch?v=bKbL4-gappl&list=PLjhCs-hRAvsEwnBn5r2jrPAgp4SAdH3T5&index=17>

Our World – Saskatchewan YAG <https://www.youtube.com/watch?v=Q5dM3J98Gc4&index=13&list=PLjhCs-hRAvsEwnBn5r2jrPAgp4SAdH3T5>

**Annual Diversity Celebration – York Regional Police, Ontario (2016)**

The York Regional Police commemorate the International Day for the Elimination of Racial Discrimination every year and celebrate diversity by hosting a cultural event. The yearly event includes displays from various organizations and participation from over 100 culturally unique communities from around the globe, along with great food and entertainment. The video below shows clips of the event and an interview with the Chief of York Regional Police on the importance of the event in the community.

Video: <https://youtu.be/EuKnw0o004s?t=1m12s> (1:12 – 11:20)

**Gabriel Commanda Walk – Aboriginal Friendship Centre of Val-d’Or, Quebec (2013)**

The Gabriel Commanda Walk is presented every year, in the City of Val-d’Or, as part of Awareness Week for the Elimination of Racial Discrimination. It gathers more than 1500 walkers and features performances with aboriginal artists. This event brings the community together and encourages discussion on discrimination and the impacts it can have in a community. The walk also commemorates Gabriel Commanda, an Algonquin from the Maniwaki area whose contribution to early mine development in the region led to the founding of Val-d’Or. The videos below shows highlights of the celebration.

Video: <https://www.youtube.com/watch?v=7f09YWaf1KE&feature=youtu.be> (only available in French)

Video: [www.youtube.com/watch?v=vfZr2FOmHPc](http://www.youtube.com/watch?v=vfZr2FOmHPc) (only available in French)

**Many Faces of Markham – City of Markham, Ontario (2013)**

The “Many Faces of Markham” concert was organized by the City of Markham’s Race Relations Committee. The event, which was celebrating its 10th anniversary in 2013, was attended by more than 500 people and featured local performers, guest speakers and local school performances, all from various cultures. This annual cultural celebration is held in recognition of the International Day for the Elimination of Racial Discrimination. In preparation for the Day, students from across the municipality were also invited to participate in an art, writing and video competition. Awards for their reflection and contribution to diversity in Markham and in Canada were presented at the event by Mayor Frank Scarpitti.

Examples of a video produced in the context of this award by a young student to educate others about diversity :

[www.youtube.com/watch?v=C2jK3kbuygo](http://www.youtube.com/watch?v=C2jK3kbuygo)

<https://www.youtube.com/watch?v=OgfiPKjWfLo>

[https://www.youtube.com/watch?v=uXtCiCBh\\_RI](https://www.youtube.com/watch?v=uXtCiCBh_RI)

Photos: <https://www.flickr.com/photos/cityofmarkham/sets/72157651556763101/>

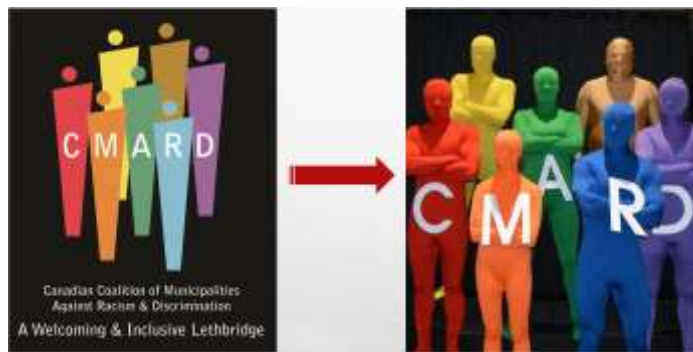
Link:  
[http://www.markham.ca/wps/portal/Markham/AboutMarkham/Awards/manyfaces!/ut/p/a1/idBBT4NAEAXgX8PR3Qe7wOqNLoYurRka0NK9GGiQkhRoKLRx30sbLyaKzm2S7yXzhmqau90V701dJE3fFafrrr2XWEHawQpXXB4ZAKdJsWCxyJZ8AvsJyChYcn8NIItCKD9dZMnTikF5\\_8vjlnwv35H9Y3wJJyvRWps-GAUuHWfQ5TO4EzD8QGx2Cuww3MHBIT3ZQtMYeWgNwL7oMJ14bHwB332jHoSiZqqofqtRqggbwN02-P43i-PFiwYlwhdd\\_Xp4ocCgs\\_JY79ZaT5N0jPbZajUXe6\\_DCfoEA9vw!!/dI5/d5/L2dBISevZ0FBIS9nQSEh/](http://www.markham.ca/wps/portal/Markham/AboutMarkham/Awards/manyfaces!/ut/p/a1/idBBT4NAEAXgX8PR3Qe7wOqNLoYurRka0NK9GGiQkhRoKLRx30sbLyaKzm2S7yXzhmqau90V701dJE3fFafrrr2XWEHawQpXXB4ZAKdJsWCxyJZ8AvsJyChYcn8NIItCKD9dZMnTikF5_8vjlnwv35H9Y3wJJyvRWps-GAUuHWfQ5TO4EzD8QGx2Cuww3MHBIT3ZQtMYeWgNwL7oMJ14bHwB332jHoSiZqqofqtRqggbwN02-P43i-PFiwYlwhdd_Xp4ocCgs_JY79ZaT5N0jPbZajUXe6_DCfoEA9vw!!/dI5/d5/L2dBISevZ0FBIS9nQSEh/)

**CMARD Living Logo – City of Lethbridge, Alberta (2014)**

The CMARD Logo from the City of Lethbridge inspired the creation of a “living logo”. The living logo is now used as a promotional prop for CMARD during various community events and. This is a creative and interactive way for people in the city to engage with the vision of CMARD and enables CMARD leads to answer questions on its activities in the city.

Link: <http://globalnews.ca/news/2591517/group-hopes-living-logo-will-help-eliminate-racism-in-lethbridge/>

Photo credit: CMARD Lethbridge



**Markham Straight Talk Forum - Diversity and the Media: Is the media portraying our diversity? – City of Markham, Ontario (2012)**

The City of Markham presented a unique media forum on diversity. The forum encouraged an open, transparent and insightful dialogue about the complex issue of portraying diversity in the media. The forum held a series of conversations in Markham to help educate the community about what's currently being done about diversity, the challenges faced by the media and our communities, and steps we can all take to encourage a more inclusive community. The video below contains interviews with the people of Markham on how media and diversity.

Video: [https://www.youtube.com/watch?v=wjtuKNzv\\_Hc](https://www.youtube.com/watch?v=wjtuKNzv_Hc)

**React-To-Racism Youth Forum - City of Winnipeg, Manitoba (2013)**

The City of Winnipeg's Coalition of Municipalities Against Racism and Discrimination (CMARD) Committee supported the organization of the "React-To-Racism Youth Forum" that brought together more than 100 students ages 14-20 from across Manitoba to talk about how we can fight racism. An online challenge "Take the React to Racism Challenge", by which youth were invited to create a piece of writing, artwork or multimedia that captured how racism has affected them and to offer some ideas on what we can do to end discrimination, was also organized in the context of the event. The event was organized in partnership with Ka Ni Kanichihk, the University of Winnipeg, Newcomers Employment and Education Development Services Inc. (NEEDS), the Manitoba Association of Rights and Liberties (MARL), Ma Mawi Wi Chi Itata, the Treaty Relations Commission of Manitoba (TRCM), Seven Oaks School Division, Manitoba Education and Aboriginal Affairs and Northern Development Canada (AANDC).

Video: In the context of this event, here is the multimedia challenge winner

<https://www.youtube.com/watch?v=9caumB5P9O0>

Photos: <http://reacttoracism.ca/march-21st-photos/>

**Annual Celebration of Multiculturalism and Inclusion - County of Kings, Nova Scotia (2013)**

Every year the Kings County Race Relations and Anti-Discrimination Committee host this Multicultural and Inclusion initiative to highlight the richness of cultures in the City and to provide an opportunity to share the work the Committee is doing within the community. This is an annual celebration in County of Kings that features a variety of live performances from artists and singers, guest speakers and displays from community organizations. The video below contains excerpts of the celebration, performances and guest speakers.

Video: <https://www.youtube.com/watch?v=ZG0aKzpUsU0>

**I am Kings County – County of Kings, Nova Scotia (2014)**

This public service announcement was produced by visiting students from the University of Kentucky and is based on their work with the Kings County Race Relations and Anti-Discrimination Committee and communities around the region. The short video illustrates the diverse people and cultures that make up the County of Kings.

Video: <https://www.youtube.com/watch?v=ghAsomGL8HI>

**I AM CMARD campaign – City of Lethbridge, Alberta ()**

I AM CMARD was a campaign that looked at utilizing the CMARD Logo in a different manner. It was a collective identity for people to be involved with making Lethbridge a more welcoming and inclusive community. This included T-shirts, which were presented on the International Day for the Elimination of Racism and Discrimination.



Photo credit: CMARD Lethbridge

**Newcomers Song (The Place We Both Belong) by Maria Dunn – City of Edmonton, Alberta (2008)**

This song was created by singer Maria Dunn together with newcomers from the City of Edmonton as a result of the workshop “Creative Construct: Building for Culture and Creativity” organized in April 2008. The song illustrates well how dialogue and interactions can be created through cultural expression.

Song credits:

- Title: Newcomers Song (The Place We Both Belong)
- Song commissioned by Edmonton Mennonite Centre for Newcomers, Edmonton, Alberta
- Lyrics and music © Maria Dunn, 2006

Video: <http://www.dailymotion.com/video/x2v1hzz>

**Do You See What I See? – City of Brooks, Alberta (2015)**

This video series is an online interactive component of the City of Brooks 2015’s campaign for the International Day for the Elimination of Racial Discrimination. This video series feature interviews with a variety of individuals to show who we are on the outside are not who we are on the inside.

Video: [https://www.youtube.com/watch?v=neSTNun\\_Gfg](https://www.youtube.com/watch?v=neSTNun_Gfg)

<https://www.youtube.com/watch?v=zMaB2PtefEQ>

<https://www.youtube.com/watch?v=P1bXXYSqXSA>

<https://www.youtube.com/watch?v=cUjMMWxzeJA>

[https://www.youtube.com/watch?v=LGy-Ne6VD\\_I](https://www.youtube.com/watch?v=LGy-Ne6VD_I)

**On the Road With Alberta Hate Crimes Committee – Alberta Hate Crimes Committee (2016)**

This initiative and conversation allowed the Alberta Hate Crimes Committee to connect with groups who have been the target of hate crimes in the past. This video features people from small towns and communities across Alberta, Canada to discuss incidents of hate crimes and how they were impacted by these experiences.

Video: [https://www.youtube.com/watch?v=pk\\_cvRGn9oI](https://www.youtube.com/watch?v=pk_cvRGn9oI)

**YEG Dignity Campaign – John Humphrey Centre For Peace and Human Rights (2015)**

In alignment with the City of Edmonton’s work to eliminate poverty, The John Humphrey Centre for Peace and Human Rights gathered a group of diverse young Edmontonians together to explore poverty, participate in community engagement and formulate recommendations to present to the City’s Task Force. The videos below are of the group educating their peers and building relationships with marginalized youth and adults through mural art.

Video: <https://www.youtube.com/watch?v=9nllY3jCa4>

<https://www.youtube.com/watch?v=x9BitrkJXMo>

<https://www.youtube.com/watch?v=9tWOuEPXTkU>

**Public Forum on Syrian Refugee Crisis – City of Vancouver, British Columbia (2015)**

As part of the mobilization of mayors across the country to support in the humanitarian crisis facing Syria, Mayor Gregor Robertson (who also serves as the chair of Canada’s Big City Mayors’ Caucus) invited the public and key stakeholders to a public forum on the Syrian Refugee crisis. The event also shared other background information on the various actions citizens can take to help address the crisis and assist those in need.

Video: <http://vancouver.ca/people-programs/vancouver-city-local-immigration-partnership.aspx>

**Growing up Among Strangers – Aspen Family (2009)**

The film follows the experiences of Canadian youth from culturally diverse backgrounds as they struggle to balance two worlds: the traditional cultural values of home and the Westernized culture that lies outside.

Video: <http://www.aspenfamily.org/assets/publications/GUAS%20Jan%2026.swf>

**I Hold Up My Hand Up – Reel Youth (2011)**

In July 2011 Reel Youth hosted a residential film camp. With the support of a team of adults, the youth participants created six short films, which address some of the most pressing social and environmental issues facing them today. The video entitled “I Hold my Hand Up” focused on discrimination.

Video: [https://www.youtube.com/watch?v=5cso\\_ROYGKE](https://www.youtube.com/watch?v=5cso_ROYGKE)

**Pangaea Café – City of Lethbridge, Alberta (2010)**

The City of Lethbridge held a Pangaea café, which was an informal environment for people from all different backgrounds, cultures, ways of life, abilities and gender to come together in the spirit of diversity and friendship.





Photo credit: CMARD Lethbridge

**UNITAS Inclusion Series – City of Lethbridge, Alberta (2014)**

The UNITAS Inclusion Series came together through the City of Lethbridge and community partners to support and engage different community demographics. The goal was to collaborate to host an event with a specific focus every month to celebrate and provide awareness of the cultures and citizens in the City of Lethbridge’s community. The pictures below depict each month’s theme and event.

All photo credits below: CMARD Lethbridge

January – Filipino



February – Black History/ Afro Canadian



March – Inclusion Conference \* see pictures above under CMARD Conference\*

April – Hungary



May – Nicaraguan



June – Aboriginal



July – LGBTQ



August – Bhutanese



September – People of differing abilities



October – Nigerian

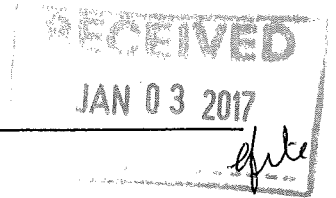


November – Ukrainian



December – International for Human Rights





CITY OF BURNABY  
OFFICE OF THE MAYOR  
DEREK R. CORRIGAN  
MAYOR

VILLAGE OF LIONS BAY  
FILE TO I/C .....  
FILE TO PROPERTY FILE .....  
OTHER .....

2016 December 16

Honourable Christy Clark  
Premier, Province of British Columbia  
PO Box 9041 Stn Prov Govt  
Victoria, BC V8W 9E1

Dear Premier Clark:

**Re: Provincial Property Taxes and Home Owner Grants**

The City of Burnaby received a copy of a letter dated December 12, 2016 from MetroVancouver to you regarding "Analysis of Provincial Property Taxes and Home Owner Grants". In the letter, the Board of Directors "demands that immediate action be taken" regarding the preliminary findings contained in the report titled *Analysis of Provincial Property Taxes and Homeowner Grants*, November 10, 2016.

The following motion adopted by Burnaby City Council on December 12, 2016 supports the Board of Directors of the Greater Vancouver Regional District position that action is warranted and required.

THAT Council write to Premier Christy Clark in support of Metro Vancouver's call for a review of the Provincial portion of the property tax; and

THAT Council further call on the Province to freeze property tax assessments at the 2015 level in light of the significant increase in values again this year; plus the potential of actual reduced values because of the Province's 15% Tax introduced after the 2016 July 01 assessment date; and

THAT a copy be forwarded to Metro Vancouver, Metro Vancouver member municipalities and Burnaby MLAs.

Additionally, lower mainland property values increased dramatically in 2016 leading up to the implementation of the Province's new foreign buyers' tax. The new tax which took effect in August of 2016 reduced housing values yet 2016 assessments will be

based on the market peak experienced prior to the July 1<sup>st</sup> assessment date. Burnaby City Council believes that using 2016 assessment values will result in inequitable taxation and hardship on our residents, and requests that the Province freeze property tax assessments at the 2015 level.

We urge the Province to seriously consider the recommendations advanced by MetroVancouver and Burnaby City Council, as noted herein.

Yours truly,

  
Derek R. Corrigan  
MAYOR

Copied to: Burnaby Member of the Legislative Assembly  
Metro Vancouver  
Metro Vancouver Municipalities

**From:** [Peter DeJong](#)  
**To:** [Shawna Gilroy](#)  
**Subject:** FW: INVITATION: Woodfibre Meeting January 27, 2017  
**Date:** Friday, January 06, 2017 10:18:25 AM  
**Attachments:** [AGENDA January 27 2017 Woodfibre LNG Meeting \(2\).pdf](#)

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Hi Shawna, please add to correspondence for this agenda.

**Peter DeJong**, BA, LLB, CRM  
*Chief Administrative Officer*

**The Municipality of the Village of Lions Bay** [www.lionsbay.ca](http://www.lionsbay.ca)  
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 , Canada  
Village Office (604) 921-9333 | Fax (604) 921-6643

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**From:** Jonathan.Wilkinson.C1A@parl.gc.ca [mailto:Jonathan.Wilkinson.C1A@parl.gc.ca]  
**Sent:** Friday, January 06, 2017 9:23 AM  
**To:** byng\_giraud@wlng.ca; chief.wsparrow@musqueam.bc.ca; chief@twnation.ca; bill\_williams@squamish.net; ian\_campbell@squamish.net; info@scrd.ca; info@slrd.bc.ca; Council @ Lions Bay <council@lionsbay.ca>; erestall@islandstrust.bc.ca; pheintzman@squamish.ca; mskeels@bimbc.ca; Jordan.Sturdy.MLA@leg.bc.ca; Sharon.Thompson@leg.bc.ca; Pam.Goldsmith-Jones.C1@parl.gc.ca; msmith@westvancouver.ca  
**Cc:** vivian.au@ceaa-acee.gc.ca; michael.shepard@gov.bc.ca; egeorge@twnation.ca; abruce@ratcliff.com; David.Rafael@scrd.ca; jean.stevens@scrd.ca; lflynn@slrd.bc.ca; Peter DeJong <cao@lionsbay.ca>; cfrater@islandstrust.bc.ca; sbicego@westvancouver.ca; rfung@westvancouver.ca; cwyckham@squamish.ca; GBuxton@squamish.ca; lglenday@squamish.ca; bbrokenshire@bimbc.ca; klalonde@bimbc.ca; lisa.walls@ceaa-acee.gc.ca; suzanne.manahan@gov.bc.ca; brian.murphy@bcogc.ca; nathan.braun@gov.bc.ca; heather.smith@ceaa-acee.gc.ca; regina.wright@ceaa-acee.gc.ca; Michelle.Carr@gov.bc.ca  
**Subject:** INVITATION: Woodfibre Meeting January 27, 2017

Dear Mayors, Chiefs, and officials:

On behalf of myself and British Columbia's Parliamentary Secretary to the Minister of Environment, Jordan Sturdy, M.L.A., I would like to invite you to a meeting of local government and Indigenous leaders regarding the Woodfibre LNG Project.

The meeting will be held on January 27, 2017, between 9:30 a.m. and 11:30 a.m. at the District of Squamish Municipal Hall. The Municipal Hall is located at 37955 Second Avenue in Squamish.

An agenda for the meeting is attached. Our objective at the meeting will be to provide you with up-to-date information on the Project and the status of federal and provincial environmental assessment and regulatory requirements. We hope that the meeting will enhance transparency with respect to progress of the project. The meeting will include presentations from federal and provincial officials as well as from the Project proponent, Woodfibre LNG Ltd.

Please confirm your attendance at the meeting with Vivian Au at the Canadian Environmental Assessment Agency via email at [vivian.au@ceaa-acee.gc.ca](mailto:vivian.au@ceaa-acee.gc.ca) or by telephone at (604) 666-2458. Should you not be able to attend personally, you may send a designate. Please provide your designate's name and contact information to Ms. Au.

We thank you in advance for your time and look forward to meeting with you on January 27.

Sincerely,

Jonathan Wilkinson, M.P.  
Parliamentary Secretary to the Minister of Environment and Climate Change

## AGENDA

### Meeting with Local Government and Indigenous Leadership on the Woodfibre LNG Project

January 27, 2017, 9:30 – 11:30 a.m.

Location: District of Squamish Municipal Hall  
37955 Second Avenue, Squamish, BC

#### Invited Participants

**Local governments:** Bowen Island Municipality, District of Squamish, District of West Vancouver, Islands Trust, Municipality of the Village of Lions Bay, Squamish-Lillooet Regional District, Sunshine Coast Regional District

**Indigenous groups:** Squamish Nation, Tsleil-Waututh Nation, Musqueam Indian Band

#### **Provincial government:**

Jordan Sturdy, M.L.A., Parliamentary Secretary to the Minister of Environment  
BC Environmental Assessment Office  
BC Oil and Gas Commission  
BC Ministry of Natural Gas Development

#### **Federal government:**

Jonathan Wilkinson, M.P., Parliamentary Secretary to the Minister of Environment and Climate Change  
Canadian Environmental Assessment Agency

**Proponent:** Byng Giraud, Vice President, Corporate Affairs, Woodfibre LNG Limited

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**Chairs: Parliamentary Secretaries Jonathan Wilkinson, M.P. and Jordan Sturdy, M.L.A.**

- 1. Introduction and Opening Remarks** 9:30 – 9:55 a.m.
  - Parliamentary Secretary Jonathan Wilkinson, M.P.
  - Parliamentary Secretary Jordan Sturdy, M.L.A.
  
- 2. Overview of roles in relation to environmental assessment conditions and regulatory oversight**
  - BC Environmental Assessment Office 9:55 – 10:10 a.m.
  - Canadian Environmental Assessment Agency 10:10 – 10:25 a.m.
  - BC Oil and Gas Commission 10:25 – 10:40 a.m.
  
- 3. Proponent's update on the Woodfibre LNG Project** 10:40 – 11:10 a.m.
  - Mr. Byng Giraud
  
- 4. Questions and Answers** 11:10 – 11:30 a.m.

**From:** [Peter DeJong](#)  
**To:** [REDACTED]  
**Cc:** [Shawna Gilroy](#); [Lions Bay Reception](#)  
**Subject:** RE: Hosting Howe Sound Community Forum  
**Date:** Wednesday, January 04, 2017 2:33:44 PM

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Hi Ruth:

This correspondence will be on the Jan.10<sup>th</sup> Council Meeting Agenda. We have a booking for the hall already April 21<sup>st</sup>, but have blocked April 28<sup>th</sup> pending Council consideration. I'll get back to you after the meeting next week. Thanks.

**Peter DeJong**, BA, LLB, CRM  
*Chief Administrative Officer*

**The Municipality of the Village of Lions Bay** [www.lionsbay.ca](http://www.lionsbay.ca)  
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 , Canada  
Village Office (604) 921-9333 | Fax (604) 921-6643

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**From:** Ruth Simons [REDACTED]  
**Sent:** Wednesday, December 21, 2016 12:33 PM  
**To:** Karl Buhr <mayor.buhr@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>; Council @ Lions Bay <council@lionsbay.ca>; Lions Bay Reception <reception@lionsbay.ca>  
**Subject:** Hosting Howe Sound Community Forum

Dear Mayor and Council,

It was anticipated the April Howe Sound Community Forum would be taking place on the Sunshine Coast but this will not happen now until the Fall.

The Village of Lions Bay last hosted a forum in 2013 and Mayor Buhr had suggested Lions Bay would be interested in hosting again. The next forum is planned to take place either Friday April 21st or 28th. I have suggested to Marcin Pachcinski and Director Harris of electoral area A they may want to co-host with Lions Bay to help share costs.

The costs for hosting would be minimal, just the cost of the catering for up to 70 people. \$17 per person is the target per person cost. As the volunteer coordinator I would be pleased to work with you and Director Harris, if she agrees on planning of the agenda, and to coordinate all the presenters and logistics for the day.

I am pleased to answer your questions and look forward to hearing from you.

Hope you have restful holidays and all the best for 2017.

Regards,

Ruth Simons,  
Executive Director,  
Future of Howe Sound Society  
604 921-6564

[www.futureofhowesound.org](http://www.futureofhowesound.org)

[www.facebook.com/futureofhowesound](https://www.facebook.com/futureofhowesound)

*Committed to the stewardship and conservation of Howe Sound for current and future generations.*

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