

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Robin Beukens, Planner I

File No: 6430-01

Subject: Housing Needs Report Application

RECOMMENDATION

THAT the Fraser Valley Regional District submit an application to the Province of British Columbia for funding to support the completion of a housing needs report to assess the housing needs of each Electoral Area as outlined in the October 8, 2019 FVRD staff report titled '*Housing Needs Report Application*'.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

BACKGROUND

In 2018 the Provincial Government introduced *Bill 18 – Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*, amending the *Local Government Act*. The purpose of the legislation is to help the local governments understand current and future housing needs and requires the FVRD to complete a housing needs report for each of the FVRD Electoral Areas.

Provincial funding is available to assist with completing the housing needs reports. The application for funding is due November 29, 2019, and requires a resolution of support from the FVRD Board. Upon receipt of funding, one housing needs report will be developed for all eight (8) of the Electoral Areas in the FVRD, including separate housing needs assessments for each Electoral Area.

DISCUSSION

On April 16, 2019, provincial requirements came into effect requiring all local governments in BC to complete housing needs reports. This applies to municipalities, electoral areas in regional districts, and local trust areas. The initial reports must be completed by April 2022, and then every five years after the initial report is completed. A report outlining the new legislation was provided to the Board and Committee in May, 2019.

Provincial Requirements for Housing Needs Reports

For completing the housing needs reports, the Province requires local governments collect statistical information on:

- Current and projected population;
- Household income;
- Significant economic sectors; and
- Currently available and anticipated available housing units, including types of units.

The Province lists the following data as available for the completion of housing needs reports:

- BC Assessment data on assessed values and sales prices of housing;
- BC Housing data on non-market housing and new homes registered;
- BC Stats data on projected population and household demographics from 2018 to 2028;
- Canada Mortgage and Housing Corporation (CMHC) data on primary rental market prices, primary rental vacancy rates and some secondary rental market data;
- Statistics Canada Census data on population and household demographics, labour force, household income, housing units and core housing need; and
- Other sources such as local government data, community surveys, and public engagement.

The Province requires the completed housing needs reports to contain the following content:

- The number of housing units required to meet current housing and anticipated housing needs for at least the next five years, by housing type;
- Statements about key areas of local need;
- The number and percentage of households in core housing need and extreme core housing need; and
- A standardized summary form.

Once complete, the report must be received by the local government by resolution in a meeting that is open to the public, and must be publicly and freely accessible on the local government's website.

For implementation, the Province requires housing needs report be considered when a local government is:

- Developing an official community plan (OCP) or regional growth strategy,
- Amending an OCP in relation to housing statements, map designations, or policies,
- Amending a regional growth strategy in relation to proposed housing actions, and
- Considering every five years whether a regional growth strategy must be reviewed.

Community Partnerships

Local governments are expected to partner with neighbouring communities and organizations in the region. In preparing the housing needs report for Electoral Areas, FVRD staff will coordinate with local municipalities, First Nations, agencies, and non-governmental organizations as housing needs within the Electoral Areas are affected by and affect neighbouring communities. The FVRD will be contacting local organizations (such as First Nations organizations, Fraser Health, affordable housing providers, community development organizations, neighbourhood or ratepayers associations, and developers) to

seek letters of support to include in the application. Up to five letters of support may be included in the application as evidence of community partnerships.

Public Engagement

Public engagement sessions will be held in different parts of the FVRD to gather input from local residents.

Funding

The Province lists the following as eligible costs and activities for housing needs reports funding:

- Project management and coordination;
- Data collection (from public agencies and/or other data sources), compilation and analysis;
- Research specific to the development of housing needs reports;
- Community engagement, such as collaboration with neighbouring local governments and partner organizations, community surveys, and engagement activities;
- Publication of housing needs reports including editing, proofing, graphic design, etc.; and
- Presentation of housing needs reports to Council, Board, or Local Trust Committee.

The following expenditures are also listed as eligible, provided they relate directly to the activities identified above:

- Consultant costs;
- Incremental staff and administration costs;
- Public information costs; and
- Training and capacity building for local government staff specific to developing housing needs reports.

Maximum funding amounts are based on population. The FVRD can apply for \$15,000.00 for each the electoral areas, totalling \$120,000.00.

For More Information

Legislation:

[Local Government Statutes \(Housing Needs Reports\) Amendment Act, 2018, S.B.C. 2018, c. 20](#)

Application Program Guide:

<https://www.ubcm.ca/assets/Funding~Programs/LGPS/HNR/housing-needs-report-nov2019-program-guide.pdf>

COST

The application will be for a total of \$120,000.00 (\$15,000.00 per electoral area).

CONCLUSION

The Provincial Government is requiring all local governments to complete housing needs reports in an effort to help local governments understand current and future housing needs. The Province has made funding available to assist local governments in completing the reports. The FVRD will be submitting an application for funding prior to the November 29, 2019 deadline.

Staff will be returning to the Board with an update on the funding received and the next steps for the project once the funding amount is known.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and supported
Margaret Thornton, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comments.
Jennifer Kinneman, Acting Chief Administrative Officer	Reviewed and supported.