



STAFF REPORT

DATE: October 20, 2023 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: Dave Leitch
Chief Administrative Officer

RE: **BYLAWS NO. 512 & 515 – REGIONAL HOUSING SERVICE**

PURPOSE

To consider proceeding at this time with an alternative approval process for Bylaws No. 512 and 515 which would establish a service to provide housing within the Strathcona Regional District and authorize borrowing up to \$10,000,000 for housing purposes on an as-needed basis and as circumstances warrant.

EXECUTIVE SUMMARY

At its August 16, 2023 meeting the Board gave third reading to Bylaws No. 512 and 515 and authorized approval of the electors to be obtained through an alternative approval process (AAP). Bylaws No. 512 and 515 were subsequently forwarded to the Inspector of Municipalities for approval which has now been obtained. The Board may therefore proceed at this time to seek elector approval.

Before proceeding with public notification for the AAP, the Board will need to establish the elector response form to be used, the deadline for elector responses and the total number of electors eligible to participate in the AAP. All of that information will be available to the public as part of the approval process. It is recommended that the deadline for elector responses be confirmed as noon on Tuesday, January 2, 2024 which will meet all of the statutory requirements for public notification and give sufficient time for submission of elector responses as required by the *Community Charter* and the *Local Government Act*. At the conclusion of the elector response period a further report will be presented to the Board confirming the total number of valid responses and the results of the AAP.

In the event that less than 10% of the electors submit responses to the Regional District prior to the deadline the Board may proceed with adoption of Bylaws No. 512 and 515 without further approvals. On the other hand, if at least 10% of the total electors respond in the negative, the Board will only be able to adopt Bylaws No. 512 and 515 if an assent voting opportunity is provided and a majority of electors who vote at that opportunity are in favour of the bylaws.

The attached schedule of milestones presented with this report is based on the approval process described above.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.

2. THAT the total number of electors within the area affected by Bylaws No. 512 and 515 be fairly determined to be 34,551 for purposes of the alternative approval process.
3. THAT the deadline for submission of elector responses in respect of the alternative approval process for Bylaws No. 512 and 515 be established as 12:00 noon on Tuesday, January 2, 2024.
4. THAT the elector response form attached to the October 20, 2023 report from the Chief Administrative Officer be approved for use with the alternative approval process for Bylaws No. 512 and 515.

Respectfully:



David Leitch
Chief Administrative Officer

Schedule	Action
July 19, 2023	Regional Board considers report on regional housing service and authorizes preparation of service establishing and loan authorization bylaws.
August 16, 2023	Regional Housing Service Establishing Bylaw No. 512, 2023 and Regional Housing Loan Authorization Bylaw No. 515, 2023 given first 3 readings and authorized for elector approval by alternative approval process (AAP).
August 21, 2023	Bylaws No. 512 and 515 submitted to Inspector of Municipalities for approval under s.342 of <i>Local Government Act</i> .
September 19, 2023	Inspector of Municipalities approval received for Bylaws No. 512 and 515.
November 8, 2023	Regional Board establishes elector response form, elector response deadline and determines total number of electors for AAP.
November 15, 2023	Public notice of AAP for Bylaw No. 522 published on Regional District website.
November 22, 2023	Public notice of AAP for Bylaw No. 522 published in Campbell River newspaper.
January 2, 2024	Deadline for filing AAP responses with Regional District.
January 10, 2024	If elector approval received, Regional Board adopts Bylaws No. 512 and 515.
February 12, 2024	Quashing period for Loan Authorization Bylaw No. 515 expires. Application made to Inspector of Municipalities for Certificate of Approval.

Prepared by: *T. Yates, Corporate Services Manager*

Attachments: Elector Response Form (Bylaws No. 512 and 515)
Bylaws No. 512 and 515
Copy of August 10, 2023 report to the Board



ELECTOR RESPONSE FORM
Bylaws No. 512 & 515
(Regional Housing Service)

I, the undersigned, being a duly qualified elector of the Strathcona Regional District, am **opposed to** the Board of Directors for the Strathcona Regional District adopting Bylaw No. 512, being Regional Housing Service Establishing Bylaw 2023, and Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023, without first obtaining the assent of the electors by voting, and by affixing my signature below, I hereby certify that:

- I am eighteen years of age or older;
- I am a Canadian citizen;
- I have resided in British Columbia for at least the last six months;
- I am a resident of the Strathcona Regional District,

OR

I have been a registered owner of real property within the Strathcona Regional District for at least the last 30 days;

- I am not disqualified by law from voting in local elections; and
- I am entitled to sign this elector response form and have not previously submitted an elector response form in relation to Bylaws No. 512 and 515.

ELECTOR'S FULL NAME (please print legibly including first, last and middle names)
RESIDENTIAL ADDRESS
MAILING ADDRESS (if different than residential address)
CHOOSE ONE:
<input type="checkbox"/> I am a resident elector within the Strathcona Regional District.
<input type="checkbox"/> I am not a resident elector within the Strathcona Regional District but own real property within the Strathcona Regional District that is legally described as follows: _____ _____ _____
(Please attach page 3 if property is owned by more than one person)
SIGNATURE OF ELECTOR

See the reverse side of this form for further information regarding the alternative approval process.



ELECTOR RESPONSE FORM
Bylaws No. 512 & 515
(Regional Housing Service)

The Board of directors for the Strathcona Regional District is seeking the approval of the electors by alternative approval process for Bylaw No. 512, being Regional Housing Service Establishing Bylaw 2023, and Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023. If adopted, Bylaws No. 512 and 515 would authorize the Regional District to establish a service to provide housing within the Regional District and to borrow up to \$10,000,000 (Ten Million Dollars) to be repaid over a period not exceeding 30 years in connection therewith.

INSTRUCTIONS

1. If you qualify as an elector within the Strathcona Regional District and are opposed to the adoption of Bylaws No. 512 and 515 without first seeking assent of the electors by voting, you can sign and submit an elector response form.
2. If you are **NOT opposed** to the adoption of Bylaws No. 512 and 515 you need not do anything.
3. To submit an elector response form you must qualify as a resident elector or a non-resident property elector within the Strathcona Regional District.

[Note: Only one non-resident property elector may submit an elector response form per property regardless of the number of owners for that property. If a property is owned by more than one person, the elector appointed by a majority of the owners is the only person able to complete and submit a response form on behalf of the property. See Page 3 of this form.]

4. Only one elector per elector response form is permitted.

1.

Elector response forms must be received by the Regional District not later than 12:00 noon on Tuesday, January 2, 2024.

Emailed or faxed elector response forms cannot be accepted; forms **must** be submitted with original signatures.

2.

The total number of electors in the Strathcona Regional District has been fairly determined to be 34,551. Unless at least 10% of those electors submit an elector response form to oppose the adoption of Bylaws No. 512 and 515, the Regional District may adopt the bylaws without first obtaining the assent of the electors by voting.

3.

For further information please contact:

Thomas Yates
Corporate Officer
Strathcona Regional District
990 Cedar Street
Campbell River, BC
V9W 7Z8

250-830-6700
corporate@srd.ca

**NON-RESIDENT PROPERTY ELECTOR
AUTHORIZATION TO SUBMIT A RESPONSE FORM*
Bylaws No. 512 and 515, Regional Housing Service**

*To be used only for property having multiple owners.

APPOINTMENT AND CONSENT	
We the undersigned persons, together with the person named as our appointee, constitute a majority of registered owners of the real property described below and we hereby appoint that person and give consent for them to act as the designated non-resident property elector for the purposes of this alternative approval process.	

NAME AND ADDRESS OF APPOINTEE	
LAST NAME	FIRST NAME(S)
RESIDENTIAL ADDRESS	
CITY/TOWN	POSTAL CODE
B.C.	

PROPERTY DESCRIPTION	
LEGAL DESCRIPTION	CIVIC ADDRESS (if applicable)
or	

OWNER SIGNATURES		
1. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)
2. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)
3. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)
4. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)
5. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)
6. _____ (PRINT NAME)	_____ (SIGNATURE)	_____ (DATE)

- Note:
- If more than one person owns the above property the person wishing to submit a response form for that property must provide, at the time of submission, written consent from a majority of the property owners.
 - The person appointed as the non-resident property elector must be one of the registered owners of the property.
 - The only persons who are registered owners of the real property, either as joint tenants or tenants in common, are individuals who are not holding the property in trust for a corporation or another trust.
 - A non-resident property elector may not submit more than one response form regardless of the number of properties owned.

Regional Housing Service **Bylaws No. 512 and 515**

Determination of Total Number of Electors for Purposes of an Alternate Approval Process

- Purpose:** To make a fair determination of the total number of electors within the area affected by Bylaw No. 512, being Regional Housing Service Establishing Bylaw 2023, and Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023. An elector is defined as a person who would qualify to vote on the question of approving Bylaws No. 512 and 515 if such a vote was to be held on the date this report was prepared.
- Area Affected:** The area affected by Bylaws No. 512 and 515 is the entire area included within the Strathcona Regional District.
- Approval Process:** The Regional District intends to proceed with an alternative approval process to determine whether Bylaws No. 512 and 515 may be adopted without first obtaining the assent of the electors by voting. Should it be determined that less than ten percent of the eligible electors within the affected area file a written objection to Bylaws No. 512 and 515 prior to the deadline for responses, the Regional Board may proceed to adoption without the requirement to obtain elector assent by voting in accordance with the provisions¹ of the *Local Government Act*. In the event that ten percent or more of eligible electors object to adoption of Bylaws No. 512 and 515 prior to the response deadline, the Board would need to consider the options that may be available for adopting the bylaw or, alternatively, defeating the bylaw.
- Authority:** The use of an alternative approval process for obtaining the approval of the electors for Bylaws No. 512 and 515 is authorized by section 407 of the *Local Government Act*.
- Elector Eligibility:** For the purposes of this report the criteria used for determining the eligibility of persons to vote as electors is based on Part 4 [*Assent Voting*] of the *Local Government Act* of British Columbia. That statute defines electors to include persons who meet the following criteria:
- Canadian citizen
 - 18 years of age or older
 - resident of British Columbia for the last 6 months
 - resident of the Strathcona Regional District (or owner of real property within the Strathcona Regional District for the last 30 days)
 - not otherwise disqualified from voting

Corporate entities are not permitted to qualify as electors in British Columbia.

Methodology: This report will attempt to make a fair determination of the total number of electors within the area affected by Bylaws No. 512 and 515. The number of electors will be the total of those persons who qualify to vote as resident electors and those who qualify to vote as non-resident property electors.

Resident Electors

Both the Federal and Provincial election authorities maintain lists of registered voters but those databases are not necessarily aligned with local government jurisdictional boundaries and are therefore not particularly useful for purposes of this report. Since there is no reliable information available using existing voter enumeration data, it is necessary to consider the use of other data for the purpose of preparing an estimate of eligible electors.

BC Stats, Elections BC and the Ministry of Municipal Affairs are public agencies that maintain comprehensive databases of population, population distribution, voter eligibility, voter participation rates and other demographics. The following data are supplied by those agencies:

Demographic	Estimate	Source
Population of British Columbia	5,319,324	BC Stats (July 1, 2022)
Population of Strathcona Regional District	48,150	Municipal Affairs (December 31, 2022)
Provincial electors in British Columbia	3,618,796	Elections BC (September 20, 2023)

Using the above data, it can be determined that just over 68% of the population of British Columbia would likely qualify as provincial electors. Notwithstanding minor variations in regional demographics, it is believed that this ratio would be sufficiently accurate for estimating the number of provincial electors within the Strathcona Regional District. Once this number has been determined and, since the majority of qualifications required for voting in provincial elections are the same as those required for voting as a resident in local elections, this total should provide a reasonable estimate of the number of resident electors within the area affected by Bylaws No. 512 and 515.

To summarize, the number of resident electors within the service area for the proposed regional housing service may therefore be estimated as follows:

$$\begin{aligned} \text{Step 1: } & 3,618,796 \text{ (eligible provincial electors)} \\ & \div 5,319,324 \text{ (total population of B.C.)} \\ & = 68.03\% \text{ (B.C. average \% of electors)} \end{aligned}$$

$$\begin{aligned} \text{Step 2: } & 48,150 \text{ (Regional District population)} \\ & \times 68.03\% \text{ (B.C. average \% of electors)} \\ & = 32,757 \text{ (Regional District resident electors)} \end{aligned}$$

It may therefore be concluded that a fair estimate of the number of resident electors within the Regional District, based on the above data, is 32,757.

Non-Resident Property Electors

Unlike Provincial elections in British Columbia, persons who do not reside within the local voting jurisdiction may qualify to vote in local elections solely on the basis of real property ownership³. These non-resident property electors (NRPE's) must be qualified in all other respects (ie. Canadian citizen, 18 years of age or older, resident of BC, etc.) before they may be considered eligible electors. It is important to reiterate that persons who qualify as resident electors within a voting jurisdiction cannot also qualify as non-resident property electors for the same voting jurisdiction.

The following information has been extracted from the database of the Assessment Authority for BC and is useful for estimating the number of NRPE's who may exist within the proposed service area.

Demographic	Count	Source
Total properties within Strathcona Regional District	24,405	BC Assessment Authority (March 24, 2023)
Owners of properties in Strathcona Regional District	21,107	
Registered owners residing within Strathcona Regional District	17,172	
Registered owners residing outside of British Columbia	773	
Corporate and public owners of real property	1368	

In order to estimate the number of NRPE's within the boundaries of the proposed regional housing service area, the database of the BC Assessment Authority was queried, and it was determined that there are 24,405 separate properties within the Strathcona Regional District and 21,107 unique registered owners of those properties.

From this total of 21,107 potential electors the following were eliminated in order:

- 17,172 owners of property who reside within the Strathcona Regional District;
- 773 owners of property who reside outside of British Columbia; and
- 1368 owners who are corporate or public entities;

It may therefore be concluded that a reasonable estimate of the number of persons who would qualify to vote solely on the basis of ownership of real property located within the Strathcona Regional District would be 1,794. It may also be noted that this estimate does not account for age, citizenship or other factors that may affect voting entitlement since that information is not generally available to the Regional District.

Summary: The total number of eligible electors within the Strathcona Regional District has been fairly determined to include 32,757 resident electors and 1,794 non-resident property electors for a total of 34,551.

Conclusion: For the purpose of the alternative approval process for Bylaws No. 512, being Regional Housing Service Establishing Bylaw 2023, and Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023, the total number of eligible electors has been fairly determined to be 34,551. The number of valid elector responses required to ensure that approval for the adoption of Bylaws No. 512 and 515 is not given without first obtaining elector assent by voting is therefore 3,456.

- References:
1. S.86 *Community Charter* and s.342 *Local Government Act*
 2. S.65(1)(d) *Local Government Act*
 3. S.66 *Local Government Act*



BYLAW NO. 512

A BYLAW TO ESTABLISH A SERVICE FOR PROVIDING HOUSING WITHIN THE STRATHCONA REGIONAL DISTRICT

WHEREAS the Regional District may, pursuant to the *Local Government Act*, operate any service that it considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board wishes to establish a service to provide housing within the region;

AND WHEREAS participating area approval has been obtained in accordance with Division 4 of Part 10 of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Service Established

1. There is hereby established a service to be known as the Regional Housing Service.

Definition

2. In this bylaw, unless the context otherwise requires, "**housing**" means facilities intended for living accommodation by persons.

Service Described

3. The service hereby established includes the design, development, procurement, construction, renovation, operation and maintenance of housing.

Service Area Boundaries

4. The boundaries of the service area include the entirety of the Strathcona Regional District.

Participating Areas

5. The participating areas for the service are the City of Campbell River, Village of Gold River, Village of Sayward, Village of Tahsis, Village of Zeballos, Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nations, Electoral Area A (Kyuquot/Nootka-Sayward), Electoral Area B (Cortes Island), Electoral Area C (Discovery Islands-Mainland Inlets) and Electoral Area D (Oyster Bay-Buttle Lake).

Cost Recovery

- 6. The annual cost of operating the service shall be recovered by one or more of the following methods:
 - (a) property value taxes imposed in accordance with Division 2 of Part 11 of the *Local Government Act*;
 - (b) revenues received by way of agreement, enterprise, gift, grant or otherwise;
 - (c) revenues raised by other means authorized by the *Local Government Act* or another Act.

Annual Limit on Requisition

- 7. The maximum amount that may be requisitioned annually for the service is the equivalent of \$0.05 per 1,000 of the net taxable value of land and improvements in the service area.

Apportionment of Costs

- 8. The annual net costs of the service shall be apportioned among the participating areas on the basis of the converted value of land and improvements for hospital district purposes.

Citation

- 9. This bylaw may be cited for all purposes as Bylaw No. 512, being Regional Housing Service Establishing Bylaw 2023.

READ A FIRST TIME ON THE 16TH DAY OF AUGUST, 2023

READ A SECOND TIME ON THE 16TH DAY OF AUGUST, 2023

READ A THIRD TIME ON THE 16TH DAY OF AUGUST, 2023

APPROVED BY THE INSPECTOR OF MUNICIPALITIES ON THE DAY OF , 2023

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF , 2023

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2023

Chair

Corporate Officer



BYLAW NO. 515

A BYLAW TO AUTHORIZE THE BORROWING OF FUNDS FOR PROVIDING HOUSING WITHIN THE REGIONAL DISTRICT

WHEREAS the Regional District has, by Bylaw No. 512, established a service to provide housing within the Strathcona Regional District;

AND WHEREAS the Regional District wishes to authorize the borrowing of funds to invest in the provision of housing, the estimated cost of which including expenses incidental thereto is \$10,000,000 (Ten Million Dollars) which is the maximum amount of borrowing authorized by this bylaw;

AND WHEREAS approval of the electors has been obtained in accordance with Division 6 of Part 11 of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Borrowing Authorized

1. The Regional District is hereby authorized and empowered to borrow upon its credit a sum not exceeding \$10,000,000 (Ten Million Dollars) to provide housing within the Regional District.

Service Identification

2. The Regional District service for which the debt authorized by this bylaw would be incurred is the service of regional housing.

Term of Debt

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.

Citation

4. This bylaw may be cited for all purposes as Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023.

READ A FIRST TIME ON THE 16TH DAY OF AUGUST, 2023

READ A SECOND TIME ON THE 16TH DAY OF AUGUST, 2023

READ A THIRD TIME ON THE 16TH DAY OF AUGUST, 2023

**APPROVED BY THE INSPECTOR OF MUNICIPALITIES ON THE 18TH DAY OF
SEPTEMBER, 2023**

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF , 2023

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2023

Chair

Corporate Officer



STAFF REPORT

DATE: August 10, 2023 **FILE:** 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: Dave Leitch
Chief Administrative Officer

RE: **BYLAWS NO. 512 & 515 – REGIONAL HOUSING SERVICE**

PURPOSE

To consider Bylaws No. 512 and 515 which would authorize the Regional District to establish a service and borrow funds as needed to provide housing of various types and to various demographics as circumstances warrant.

EXECUTIVE SUMMARY

The attached report was considered at the July 19, 2023 meeting of the Regional Board at which time the following resolution was passed:

Chapman/Dahl: SRD 656/23

THAT the Board proceed with the establishment of a housing service.

Based on the direction provided by the Board, the attached bylaws have been prepared for further consideration. The service contemplated in Bylaw No. 512 would be regional in scope (all areas participating) and is intended to allow the Regional Board to explore a variety of housing solutions and decide which programs and projects it wishes to support based on circumstances as they arise. For example, this could include such initiatives as workforce housing, seniors housing, affordable housing with the ability to provide housing directly or by supporting the efforts of third parties such as housing societies. It is also possible that the Regional District may find a larger role for itself with respect to housing research and planning. However, as previously noted, without having a housing service in place, the ability to take full advantage of programs and opportunities as they become available would be significantly curtailed since there would be no 'service umbrella' under which such initiatives could be seriously considered.

Similarly, it is proposed that Bylaw No. 515 be considered at the same time the housing service is being advanced to have the ability to access capital funding should the need arise and as the Board sees fit. As identified in the table below, the establishment of a regional district service takes several months, and a similar timeline can be associated with the establishment of a borrowing bylaw and elector assent. Initiating both the service establishment and borrowing bylaws at the same time will save considerable time and provide immediate opportunity should a program or project be presented that the Board believes is appropriate for public financial support. It is proposed that the limit on borrowing be set at \$6 million. As with most service establishing bylaws, it will be necessary to have an annual limit on requisition which is the maximum amount that the Regional District could collect annually to sustain the operating and debt costs associated with the service. The proposed limit of \$0.05/\$1,000.00 of assessed value would yield

approximately \$750,000 annually, however only \$373,000 annually would be required to service the long-term debt if the full \$6 million in capital was borrowed. This requisition amount does not consider the revenue that would be generated from housing projects that would likely offset the majority (if not all) of the costs to service the debt.

Before the Board can adopt Bylaws No. 512 and 515, the approval of the Inspector of Municipalities as well as the approval of the electors will need to be obtained. Given the relatively high cost of seeking elector approval through a voting process, the Board may wish to consider using an alternative approval process to gauge public support. If less than 10% of the electors submit written objections prior to the response deadline, the Board would be able to proceed with the adoption of Bylaws No. 512 and 515 without further approvals.

The attached schedule of milestones presented with this report is based on the approval process described above.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT Bylaw No. 512, being a bylaw to establish a service for providing housing within the Strathcona Regional District, be now introduced and read a first time.
3. THAT the rules be suspended and Bylaw No. 512 be given second and third readings.
4. THAT Bylaw No. 515, being a bylaw to authorize the borrowing of funds for providing housing within the Regional District, be now introduced and read a first time.
5. THAT the rules be suspended and Bylaw No. 515 be given second and third readings.
6. THAT approval of the electors for Bylaws No. 512 and 515 be authorized to be obtained using an alternative approval process.

Respectfully:



David Leitch
Chief Administrative Officer

Prepared by: *T. Yates, Corporate Services Manager*

Attachments: Bylaws No. 512 and 515
Copy of July 11, 2023 report to the Board

Schedule	Action
July 19, 2023	Regional Board resolves to proceed with a regional housing service.
August 16, 2023	Regional Housing Service Establishing Bylaw No. 512, 2023 and Regional Housing Loan Authorization Bylaw No. 515, 2023 given first 3 readings and authorized for elector approval by alternative approval process (AAP).
August 21, 2023	Bylaws No. 512 and 515 submitted to Inspector of Municipalities for approval under s.342 of <i>Local Government Act</i> .
October 23, 2023	Inspector of Municipalities approval received for Bylaws No. 512 and 515.
October 25, 2023	Regional Board establishes elector response form, elector response deadline and determines total number of electors for AAP.
November 1, 2023	First publication of AAP notice for Bylaws No. 512 and 515.
November 8, 2023	Second publication of AAP notice for Bylaws No. 512 and 515.
December 11, 2023	Deadline for filing AAP responses with Regional District.
December 13, 2023	If elector approval received, Regional Board adopts Bylaws No. 512 and 515.
January 14, 2024	Quashing period for Loan Authorization Bylaw No. 515 expires. Application made to Inspector of Municipalities for Certificate of Approval.



BYLAW NO. 512

A BYLAW TO ESTABLISH A SERVICE FOR PROVIDING HOUSING WITHIN THE STRATHCONA REGIONAL DISTRICT

WHEREAS the Regional District may, pursuant to the *Local Government Act*, operate any service that it considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board wishes to establish a service to provide housing within the region;

AND WHEREAS participating area approval has been obtained in accordance with Division 4 of Part 10 of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Service Established

1. There is hereby established a service to be known as the Regional Housing Service.

Definition

2. In this bylaw, unless the context otherwise requires, "**housing**" means facilities intended for living accommodation by persons.

Service Described

3. The service hereby established includes the design, development, procurement, construction, renovation, operation and maintenance of housing.

Service Area Boundaries

4. The boundaries of the service area include the entirety of the Strathcona Regional District.

Participating Areas

5. The participating areas for the service are the City of Campbell River, Village of Gold River, Village of Sayward, Village of Tahsis, Village of Zeballos, Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nations, Electoral Area A (Kyuquot/Nootka-Sayward), Electoral Area B (Cortes Island), Electoral Area C (Discovery Islands-Mainland Inlets) and Electoral Area D (Oyster Bay-Buttle Lake).

Cost Recovery

- 6. The annual cost of operating the service shall be recovered by one or more of the following methods:
 - (a) property value taxes imposed in accordance with Division 2 of Part 11 of the *Local Government Act*;
 - (b) revenues received by way of agreement, enterprise, gift, grant or otherwise;
 - (c) revenues raised by other means authorized by the *Local Government Act* or another Act.

Annual Limit on Requisition

- 7. The maximum amount that may be requisitioned annually for the service is the equivalent of \$0.05 per 1,000 of the net taxable value of land and improvements in the service area.

Apportionment of Costs

- 8. The annual net costs of the service shall be apportioned among the participating areas on the basis of the converted value of land and improvements for hospital district purposes.

Citation

- 9. This bylaw may be cited for all purposes as Bylaw No. 512, being Regional Housing Service Establishing Bylaw 2023.

READ A FIRST TIME ON THE DAY OF , 2023

READ A SECOND TIME ON THE DAY OF , 2023

READ A THIRD TIME ON THE DAY OF , 2023

APPROVED BY THE INSPECTOR OF MUNICIPALITIES ON THE DAY OF , 2023

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF , 2023

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2023

Chair

Corporate Officer



BYLAW NO. 515

A BYLAW TO AUTHORIZE THE BORROWING OF FUNDS FOR PROVIDING HOUSING WITHIN THE REGIONAL DISTRICT

WHEREAS the Regional District has, by Bylaw No. 512, established a service to provide housing within the Strathcona Regional District;

AND WHEREAS the Regional District wishes to authorize the borrowing of funds to invest in the provision of housing, the estimated cost of which including expenses incidental thereto is \$6,000,000 (Six Million Dollars) which is the maximum amount of borrowing authorized by this bylaw;

AND WHEREAS approval of the electors has been obtained in accordance with Division 6 of Part 11 of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

Borrowing Authorized

1. The Regional District is hereby authorized and empowered to borrow upon its credit a sum not exceeding \$6,000,000 (Six Million Dollars) to provide housing within the Regional District.

Service Identification

2. The Regional District service for which the debt authorized by this bylaw would be incurred is the service of regional housing.

Term of Debt

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.

Citation

4. This bylaw may be cited for all purposes as Bylaw No. 515, being Regional Housing Loan Authorization Bylaw 2023.

READ A FIRST TIME ON THE DAY OF , 2023

READ A SECOND TIME ON THE DAY OF , 2023

READ A THIRD TIME ON THE DAY OF , 2023

APPROVED BY THE INSPECTOR OF MUNICIPALITIES ON THE DAY OF , 2023

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF , 2023

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF , 2023

Chair

Corporate Officer



STAFF REPORT

DATE: July 11, 2023

FILE: 0550-04 Board

TO: Chair and Directors,
Regional Board

FROM: David Leitch
Chief Administrative Officer

RE: HOUSING SERVICE AND CMHC HOUSING ACCELERATOR FUND APPLICATION

PURPOSE

To provide further information on the creation of a housing service to support an application to the CMHC Housing Accelerator Fund (HAF).

POLICY ANALYSIS

The attached report was considered at the June 14, 2023 meeting of the Board at which the following resolution was passed:

Lott/Sinnott: SRD 509/23

THAT a further report be prepared for the Board's consideration to investigate the possibility of establishing a housing service that would allow the Regional District to be more proactive in dealing with housing supply and affordability, as well as the ability to access funding programs such as the Housing Accelerator Fund.

EXECUTIVE SUMMARY

The information contained in this report is provided on the assumption that the Board is considering the establishment of a housing service. A housing service may be as broad or as narrow in its scope as the Board wishes but must be clear in terms of the nature of the service, the areas that are to participate in the service, how the costs of the service are to be met, and the maximum annual requisition that is required to operate the service. The Board would be able to contract with other organizations (public or private) to fulfill some or all of the service objectives. In some areas of the Province, regional districts have contracted with societies to construct and operate housing projects or, in some cases, set up their own housing corporations to address local needs.

The Canadian Mortgage and Housing Corporation (CMHC) is now accepting applications to the Housing Accelerator Fund (HAF) until August 18th, 2023. The HAF encourages initiatives that will increase housing supply and promote the development of affordable, inclusive and diverse communities that are low-carbon and climate resilient. The HAF is not intended to support any specific housing development, but to provide incentive to local governments to create change and plan for long term growth.

The Strathcona Regional District is eligible to apply through the Small/Rural Stream for those Electoral Areas with land use regulation including building permits and/or development permits. As the HAF primarily measures growth by building permits, a successful application for Electoral Areas B and C would require a creative approach to meet the requirements of the fund, primarily when providing housing statistics and measuring targets.

The SRD would have to contemplate the establishment of a housing service to enable it to proceed with any HAF initiatives. The establishment of such a service would also enable the SRD to move forward with projects related to the provision of workforce housing, affordable housing, market housing, etc.

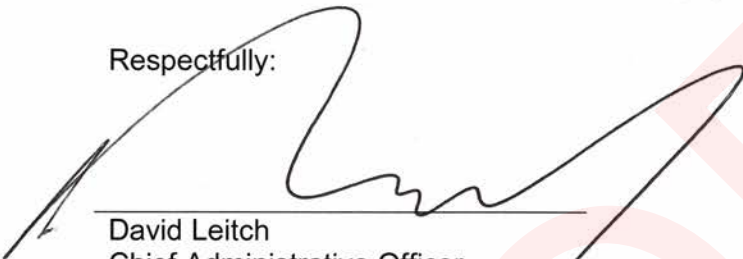
The recommendations below are offered for the Board’s consideration.

RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the Board proceed with the establishment of a housing service.
3. THAT an application be submitted to the CMHC Housing Accelerator Fund (HAF) for eligible electoral areas, and

THAT, as per the requirements of the HAF, the Board support that the Housing Needs Assessment(s) be updated on a recurring cycle of 5 years.

Respectfully:



David Leitch
Chief Administrative Officer

HOUSING ACCELERATOR FUND SUMMARY

To move forward with an application to the HAF, the Strathcona Regional District will need to Develop a Housing Action Plan based on initiatives and policy levers that accelerate housing development. Some examples of initiatives to be contemplated as part of the plan’s development include:

- Allowing increased housing density (increased number of units and number of stories) on a single lot including promoting “missing middle” housing forms typically buildings less than 4 stories.
- Encouraging Accessory Dwelling Units—a second smaller unit on the same property as a primary unit.
- Promoting infill developments (adding new units to existing communities) with increased housing density and a variety of unit types (e.g., duplexes or secondary suites).
- Aligning development charges with the costs of infrastructure and servicing.
- Waiving public hearings on all affordable housing projects that conform to the official community plan.
- Implementing changes to decision making such as delegating development approval authority to municipal staff based on established thresholds or parameters.

In addition to a Housing Action Plan, the SRD must commit to a Housing Growth Target, regular reporting to the CMHC and the adoption of a resolution to update the Housing Needs Assessment on a regular schedule.

The funding amount for each community is determined based on the estimated number of units to be built with the Growth Target, as well as the type of units being built. Using the example from

Electoral Area D, 72 units broken down into 50 units of single-family and 22 units of 'missing middle' or accessory dwellings, this would translate to an estimated \$640,000 through the HAF. However, only a portion of the funding is held back if the Growth Target is not met over the three-year term. Incentive funding can be used for investments in affordable housing, housing-related infrastructure or investments in community-related infrastructure.

Growth Target Example – Electoral Area D

In Electoral Area D, census data and permitting data determine the current growth rate as 0.77% which is equal to 45 units over 3 years. In an application to the HAF, the SRD must commit to a Growth Target with a minimum of 1.1% over 3 years and this target must exceed the current growth rate by 10%.

Current Growth Rate: 0.77% (or 45 units over 3 years)
Estimated Growth Rate Target: 1.23% (or 72 units over 3 years)
Growth Rate Percentage Change: 60%

FINANCIAL IMPLICATIONS

There are no financial implications currently. Should a housing service be established, a requisition would be required. Further, a successful application to the HAF would require subsequent financial planning and funding distribution.

LEGAL IMPLICATIONS

There are no legal implications currently.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS

There are no citizen/public relations implications currently. The establishment of a housing service would require public consultation. Additionally, letters of support from relevant agencies would be sought to accompany an application to the HAF.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS

There are limited interdepartmental implications currently, however, the creation of a housing service would require Corporate Services resourcing and a subsequent application to the HAF would be primarily resourced through the Community Services department.

Submitted by:



Aniko Nelson
Senior Manager, Community Services

Prepared By: *Madison Stewart, Community Health Network Coordinator*