



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 1855 50 05

**SUBJECT:** Electoral Areas C & E Housing Needs Report

**DESCRIPTION:** Report from Gerald Christie, Manager Development Services, dated August 10, 2020.  
Completed Housing Needs Report for Electoral Areas C and E to be received by the Board.

**RECOMMENDATION:** THAT: the Board receive Housing Needs Report – Columbia Shuswap Regional District Electoral Areas C & E this 20<sup>th</sup> day of August, 2020.

## SHORT SUMMARY:

The CSR D’s first Housing Needs Report is now complete for Electoral Areas C and E. The project was supported through a provincially funded UBCM grant with the research undertaken and report created by Urbanics Consultants Ltd. The report meets the necessary legislated requirements and regulations for such reports. As required by provincial legislation, the report must be received by the Board and made publicly and freely accessible on the CSR D’s website. The report contains several recommendations which will be considered by staff and discussed with the Board at a future meeting and staff will also look to incorporate the findings of the research into the applicable Official Community Plans (OCPs) as required by legislation.

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**VOTING:** Unweighted  LGA Part 14  Weighted  Stakeholder   
Corporate (Unweighted) Corporate (*Weighted*)

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## BACKGROUND:

In 2018 the Province of BC created legislation requiring all local governments to undertake Housing Needs Reports in their jurisdictions. On April 16, 2019, the Province approved the Housing Needs Reports Regulation which provides guidance to local governments as to the specific requirements necessary to complete Housing Needs Reports. A Housing Needs Report is necessary if developing a new Official Community Plan (OCP), or amending housing-related OCP designations or policies, but regardless of the need for an OCP or amendment the first such report must be completed before April 2022.

To facilitate the creation of these reports, the Province through UBCM earmarked \$5 million to help local governments fund these projects. With support from the CSR D Board, in May 2019 staff applied for and then received in August 2019 a \$33,000 grant to undertake a Housing Needs Report for Electoral Areas C and E.

Staff subsequently developed a Request for Proposal (RFP) for qualified consultants to submit proposals to conduct the necessary research and consultation for a Housing Needs Report for the two electoral

areas. In December 2019 Urbanics Consultants Ltd. was chosen as the successful candidate for the project and began their quantitative data collection that same month and public consultation with housing and community stakeholders starting in early 2020.

Bill 18 Local Government Statutes (Housing Needs Reports) Amendment Act, 2018, and the Housing Needs Reports Regulation detail the necessary requirements and content of the Housing Needs Reports. Numerous sources are to be utilized in the gathering of housing and population related data, an analysis of that data is to be performed, and recommendations made for further research or policy development all of which would then be included in the requisite Official Community Plan (OCP).

Urbanics has now completed the Housing Needs Report for Electoral Areas C and E which meets the regulatory requirements of the province for such reports.

### **POLICY:**

In addition to Bill 18 which requires local governments to now undertake Housing Needs Reports, the Province has also made recent amendments to Section 473 of the Local Government Act (LGA) that require local governments to consider the data and analysis of a completed Housing Needs Report when developing a new OCP or amending existing OCP housing policies or mapping designations. These OCP policies must include statements with regard to the approximate amount and location of anticipated residential development including affordable, rental and special needs housing for at least the next five years. Such statements will therefore be included in the draft Electoral Area E OCP about to be considered by the Board and later similar amendments will also be made to the Electoral Area C OCP.

The Housing Needs Report also identifies some strategies that the CSRD may wish to consider to address the key issues identified in the report. Some of the proposed strategies meant to encourage additional affordable housing and alternatives are relatively minor in nature and fall within the CSRD's role in land use planning, i.e. regulatory changes with regard to secondary suites, lot sizes, setbacks, as well as research, education, and advocacy. Other noted proposed strategies however would have corporate policy implications and could have significant budgetary impacts was there to be an enhanced role of the CSRD in regional housing issues, i.e. grants, tax exemptions, capital funding, housing agreements, direct service provision, and a housing reserve fund as examples. As part of a broader policy discussion, the Board would need to consider staff capacity and funding along with the questions of if, how and to what extent the CSRD desires to be involved in regional affordable housing issues and provision given existing provincial and federal responsibilities in this area.

### **FINANCIAL:**

The CSRD received \$33,000 in grant funding from the province, and administered via UBCM, for the Housing Needs Report. Urbanics was retained for the project and has completed the required work on budget.

As noted, there are several recommendations within the Housing Needs Report which will require additional staff time, research and consideration for future departmental work plans; therefore, those recommendations will be brought forward for further discussion at a future Board meeting.

There are no immediate budget implications to the recommendation for the Board to receive the report.

### **KEY ISSUES/CONCEPTS:**

The Housing Needs Report for Electoral Areas C and E provides detailed population and housing data and analysis specific to each electoral area. The report also compares the data between the two areas as well as how the data relates to that of the province as whole.

The provincial Housing Needs Reports Regulation outlines all of the minimum and specific required content for such reports and includes existing and projected population and demographics, population growth/decline, household income, economic sectors and employment, housing units by type and tenure (e.g. ownership, rental), vacancy, housing affordability and suitability, core and extreme housing need and others.

In addition to the required data collection, the grant program for the project also required community consultation and stakeholder engagement. Over the course of the project a total of 24 one-on-one interviews, stakeholder meetings, and conversations with member municipalities and local First Nations were conducted. A public online survey was also created, hosted by the CSRD, advertised to the public and forwarded to stakeholders for completion. The result was a very significant response of over 652 completed surveys. The results of the online survey are detailed in the appendix to the report.

Given the significant interest by the public and stakeholders in this topic it is unfortunate that not all of the planned public consultation could be completed due to the rise and prevalence of the COVID-19 pandemic during the term of the project as well as illness encountered within the consultancy team. Even with these challenges Urbanics was still able to complete the necessary research while exceeding the required consultation for the project.

Some of the key takeaways from the project include existing details and long-term housing trends specific to each electoral area but also highlights other already known region-wide housing issues currently being encountered in the CSRD.

### **Electoral Area C**

- A modestly increasing population
- Residents trending older; existing large population of seniors
- Lack of affordable seasonal and long term rental housing
- Low supply of non-market housing
- Lack of low-income seniors housing
- Lack of age appropriate housing
- Decline in working age and youth population
- High proportion of households not able to qualify for median single family mortgage
- Need for more supportive/accessible housing for seniors
- Shrinking household family size

### **Electoral Area E**

- A decreasing population
- Out-commuting of workforce to non-Electoral Area E workplaces
- Increasing proportion of youth
- Lower average incomes than Regional District
- High proportion of non full-time residents, e.g. holiday homes, short term rentals
- Aging housing stock
- Need for more supportive/accessible housing for seniors
- Increase in one-person households
- Seasonal tourism rental market/lack of affordable long term rental housing
- High percentage of renters in core housing need

The data and analysis has led to several report recommendations that will require additional staff consideration and research. Many of the issues identified are a result of an ageing population generally, a depopulation of primarily rural areas to areas with more services, and other macro-economic and societal changes (e.g. seasonal homes/residents; smaller family size).

### **SUMMARY:**

A Housing Needs Report for Electoral Areas C and E has now been completed per provincial requirements that all local governments must complete such reports within their jurisdictions. The intent of such a report is to create a baseline of information pertaining to population trends, workforce, incomes, details of existing housing stock and provide projections as to housing needs for the future. Now that the report is complete it must be accepted by resolution of the Board and the resolution provided to the Province and UBCM. The data and housing projections can then be incorporated into the Electoral Area C and E OCPs with additional research to be conducted into the housing strategies noted in the report.

### **IMPLEMENTATION:**

With the Housing Needs Report now complete for Electoral Areas C and E, the following is required by legislation:

- Include data and recommendations into the associated OCP;
- Publish the report on the CSRD website; and,
- Make the report publicly and freely accessible

Several proposed strategies noted in the report will require further research by staff which will be brought forward to a future Board meeting for discussion.

### **COMMUNICATIONS:**

The Housing Needs Report will be made available on the CSRD website and available as an over the counter document. The report will also be made available to the stakeholder groups who participated in the project. CSRD social media will also be utilized to inform the general public about the project and the report created.

**DESIRED OUTCOMES:**

That the Board endorse the staff recommendation and receive the Housing Needs Report completed for Electoral Areas C and E. Staff will then consider amendments to the Electoral Area C OCP and include the required data and policy considerations into the draft Electoral Area E OCP.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

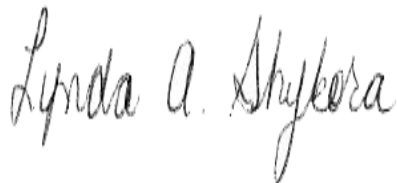
**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

1. Bill 18 Local Government Statutes (Housing Needs Reports) Amendment Act, 2018
2. Housing Needs Reports Regulation, Order in Council, April 16, 2019

**Report Approval Details**

Document Title:	2020-08-20_Board_DS_18555005_Housing_Report(Final).docx
Attachments:	- CSRD_EA_C-E_Housing_Needs_Report_2020-08-20_18555005.pdf
Final Approval Date:	Aug 11, 2020

This report and all of its attachments were approved and signed as outlined below:



Lynda Shykora



Charles Hamilton