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**TO:** CITY MANAGER **DATE:** 2019 May 08

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 16000 20

**SUBJECT: MAYOR'S TASK FORCE ON COMMUNITY HOUSING**

**PURPOSE:** To provide Council with a summary of the Phase 1 activities of the Mayor's Task Force on Community Housing and an overview of upcoming activities in Phase 2.

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**RECOMMENDATION:**

1. **THAT** Council receive this report for information.

**REPORT**

**1.0 INTRODUCTION**

On 2018 December 10, Council approved the creation of the Mayor's Task Force on Community Housing. As set out in its Terms of Reference, the purpose of the Task Force is to advise Council on identified issues, priorities, and actionable solutions on housing affordability in Burnaby. The deliverables of the Task Force are to provide Council with:

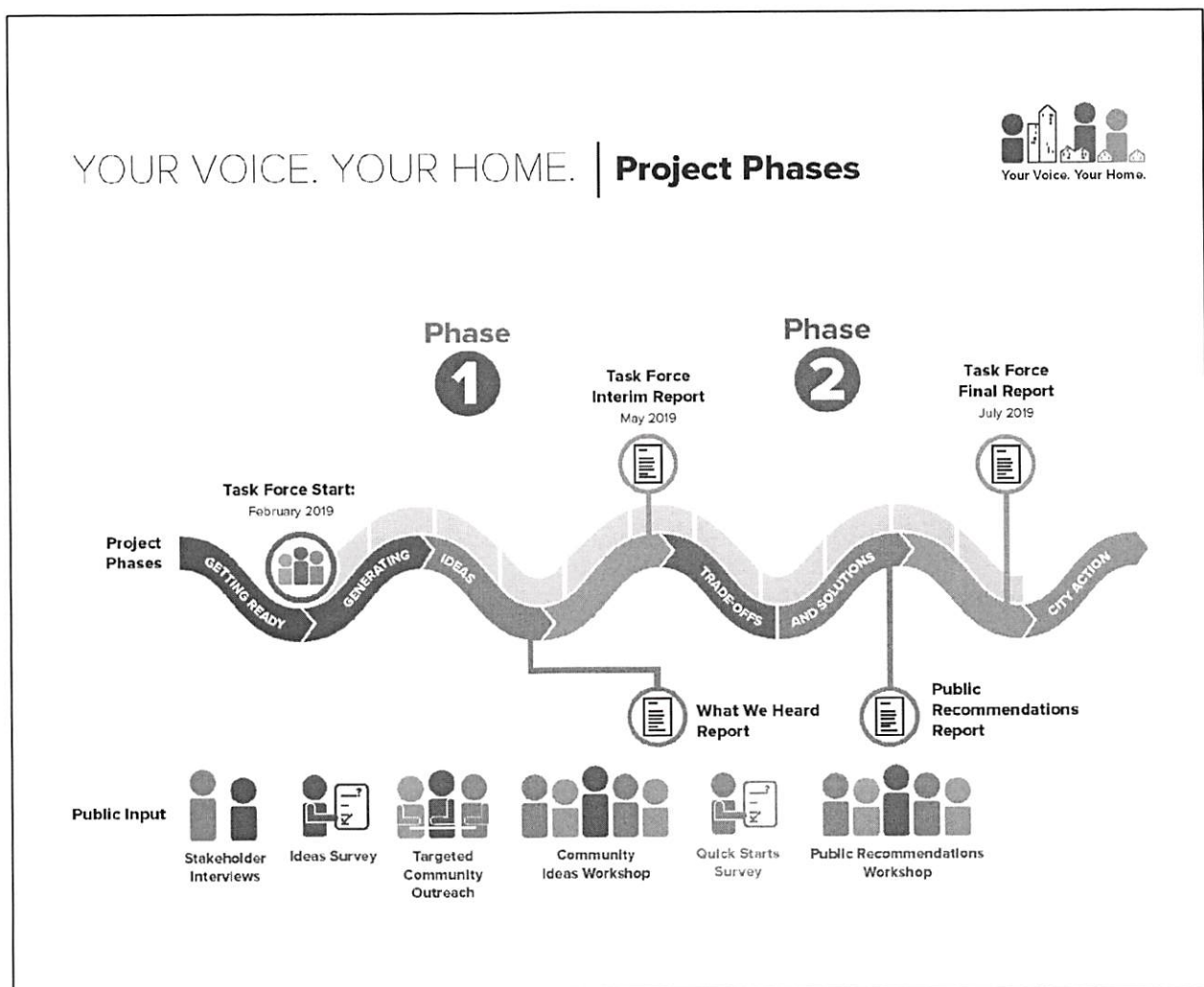
- an interim report identifying short-term actions and long-term objectives towards housing affordability; and,
- a final report outlining the current and future state of housing in Burnaby, as well as challenges, solutions and recommended implementation timelines.

This report summarizes the first phase of the Task Force process, conveys the interim report (*Attachment A*), and outlines the work to come in the next phase of the Task Force process.

**2.0 TASK FORCE PROCESS – PHASE 1**

The Task Force process includes a series of ten bi-weekly committee meetings and a parallel public engagement program, *Your Voice. Your Home*, with the work divided into two phases.

Phase 1 focused on generating ideas, both during Task Force meetings and in *Your Voice. Your Home* activities. This process is outlined in the figure below:



## 2.1 Task Force Meetings

The Task Force met five times during Phase 1. Task Force meetings were facilitated by SFU Morris J. Wosk Centre for Dialogue's Executive Director, Shauna Sylvester. The meetings featured presentations, plenary discussions, small group sessions, and a variety of exercises. The Task Force was informed by:

- information on housing demographics, land use, development, and housing policy in Burnaby, including housing policies currently under development ("Policies in Motion").
- presentations and written pieces from leaders in housing policy and practice; and,

- frequent updates on the *Your Voice. Your Home* public engagement process, including the *What We Heard Report*;

The focus of the meetings progressed from orientation, to ideas generation, to deliberation on short-term actions, called “Quick Starts.” Quick Starts are actions that: address a housing need for Burnaby residents; are actionable within a six-month period; are broadly linked to a Policy in Motion; are ideally within the City’s jurisdiction; and advance one or more long-term objectives. Meeting #5 concluded with adoption of the Interim Report, including ten recommended Quick Starts.

## 2.2 Public Engagement Process – *Your Voice. Your Home*

*Your Voice. Your Home* is a public engagement process independently designed and facilitated by the Morris J. Wosk SFU Centre for Dialogue. Phase 1 of *Your Voice. Your Home* engaged with approximately 2,380 Burnaby people and collected over 680 ideas. Engagement activities included:

- a **Community Housing Survey** seeking public input on housing needs, challenges and solutions. In just over two weeks, the online survey generated input from 1,450 people making it the strongest response ever for a City survey;
- a three-hour **Community Ideas Workshop**, attended by 100 residents and generating over 180 ideas on affordable housing;
- a series of **Community Stakeholder Interviews** by phone and in-person meetings; and,
- a three-week **Community Student Ambassadors** outreach program that engaged 400 residents who were unlikely or unable to participate in the online survey and workshop.

Highlights of the engagement findings are outlined in the *attached* interim report. The 68-page *What We Heard Report*, which was presented to Council on 2019 April 8, provides a detailed summary of Phase 1 community engagement activities and the public input collected.

## 3.0 INTERIM REPORT

The *attached* Interim Report provides a summary of the Task Force process to-date and presents the recommended Quick Starts. It outlines the purpose of the Task Force, the importance of its mandate, and the ways in which the Task Force members worked together during Phase 1 including consideration of the outcomes of Phase 1 of *Your Voice. Your Home*. The Quick Starts recommended by the Task Force include:

1. Create a Modular Housing Strategy
2. Regulate Short-term Rental Housing
3. Adopt a Robust Tenant Relocation Policy
4. Establish a Rent Bank using Housing Fund Monies



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5. Scale Up/Increase Additional Density for Projects with Below-market Rentals
6. Partner with BC Housing, Non-profits and Private Developers for More Non-market Rental Housing
7. Use a Portfolio Approach for City Lands Program for Non-Market Housing
8. Simplify Zoning and Other Requirements to Increase the Number of Homes in More Neighbourhoods
9. Commission a Land Value Capture Study
10. Gather Data on Empty Homes

Many of the ideas generated by the Task Force were similar to those raised by the public in the *What We Heard Report*, and to Policies in Motion already initiated by Council and under development by staff. In this way the Quick Starts recommended by the Task Force are the result of input from all three streams of the process – the public, the Task Force, and the City. Where Quick Starts are closely related to a Policy in Motion, the policy is noted in the Interim Report.

Lastly, the Interim Report discusses next steps in Phase 2 of the process, including the review of further action ideas, engagement with residents at the Community Recommendations Workshop, the development of long-term recommendations, and the preparation of the final report.

#### **4.0 TASK FORCE PROCESS – PHASE 2**

The release of the Interim Report coincides with the launching of Phase 2 of the Task Force process. As noted above, the Task Force will meet five more times in the next 10 weeks, with the goal of developing long-term recommendations for presentation in the final report. Its work will be informed by new *Your Voice. Your Home* public engagement opportunities, including two new online products that will go live on May 10:

- a “Quick Starts Survey” on the recommended Quick Starts, which will run until May 22; (the survey can be found at [www.burnaby.ca/YourVoice](http://www.burnaby.ca/YourVoice)); and,
- the *Your Voice. Your Home – Discussion Guide* for the Community Recommendations Workshop.

The *Quick Starts Survey* provides an opportunity to comment on the 10 Quick Starts recommended by the Task Force and to provide input on the Discussion Guide’s pros and cons for the benefit of the Community Recommendations Workshop participants.

The *Discussion Guide* has been designed to be a highly visual document and is intended to promote critical thinking and reflection. It provides context and a common fact base, and presents a wide spectrum of possible ideas, value-based housing approaches and options and

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introduces important information about possible trade-offs. It is meant to reflect the views of the community that were collected during the Your Voice. Your Home public engagement process.

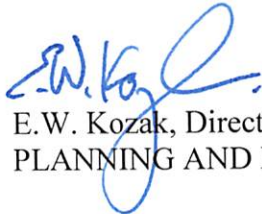
The *Discussion Guide* will be made available to both the public as a resource and to Community Recommendations Workshop participants, to provide them with information to help stimulate discussion, evaluate trade-offs and make evidence-based recommendations.

The Community Recommendations Workshop is an all-day event to be held at the Maywood Community School on Saturday, May 25. The workshop will capture the recommendations of a group of over 100 Burnaby residents, as well as representatives from 26 invited community groups. These residents were randomly selected as representatives of different demographic categories and housing needs, from a pool of over 400 interested community members.

The *Quick Starts Survey* and the *Community Recommendations Workshop* are the last two major activities in the *Your Voice. Your Home* process, and the public has been invited to participate in the Quick Start Survey through the City's ongoing communication and public engagement program.

## 5.0 CONCLUSION

The *attached* Interim Report of the Mayor's Task Force on Community Housing is a progress report on Task Force work to-date, and includes a set of recommendations for Quick Starts for Council consideration, marking the end of Phase 1 of the Task Force process. It is recommended that Council receive the Interim Report for its information and consideration.



E.W. Kozak, Director  
PLANNING AND BUILDING

LF:sa

***Attachment***

cc: Director Corporate Services  
City Clerk