

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, October 20, 2020 at 7:00 p.m. in Council Chambers at Village Hall,  
2697 Sunnyside Road, Anmore, BC



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**NOTE: The Village Hall/Council Chambers is now open in a limited capacity to the public due to COVID-19. Physical distancing measures have been put in place to allow members of the public to attend in person with a maximum capacity of 20 persons, including staff and council. Alternatively, members of the public may view our Regular Council meeting by accessing the meeting via our new YouTube channel. Questions/comments regarding the agenda may be submitted up to 4:00pm on meeting days by email to [karen.elrick@anmore.com](mailto:karen.elrick@anmore.com) or delivery to Village Hall to be read during the meeting.**

[https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view\\_as=subscriber](https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view_as=subscriber)

THIS MEETING'S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A  
RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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**1. Call to Order**

**2. Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

**3. Public Input**

\*Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

**4. Delegations**

None.

**5. Adoption of Minutes**

Recommendation: That the Minutes of the Regular Council Meeting held on October 6 2020 be adopted, as circulated.

**6. Business Arising from Minutes**

**7. Consent Agenda**

None.

**8. Items Removed from the Consent Agenda**

**9. Legislative Reports**

None.

**10. Unfinished Business**

**11. New Business**

Page 10 **(a) Community Economic Recovery Infrastructure Program Grant Application**

Report dated October 14, 2020 from the Chief Administrative Officer attached.

**12. Items from Committee of the Whole, Committees, and Commissions**

**(a) Anmore Community Hub Funding Options**

The Finance Committee is scheduled to meet on Monday, October 19, 2020 and will consider a recommendation to Council regarding Anmore Community Hub Funding Options.

**13. Mayor's Report**

**14. Councillors Reports**

**15. Chief Administrative Officer's Report**

**16. Information Items**

**(a) Committees, Commissions and Boards – Minutes**

None.

**(b) General Correspondence**

- Page 31      • Communication from Ministry of Children and Family Development regarding  
Tri-Cities Children's Accord
- Page 37      • Metro Vancouver Board in Brief for meetings held on October 2, 2020

**17. Public Question Period**

*\*Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.*

**18. Adjournment**

## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for  
Tuesday, October 6, 2020 at 7:00 p.m. in Council Chambers at Village Hall,  
2697 Sunnyside Road, Anmore, BC

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### ELECTED OFFICIALS PRESENT

Mayor John McEwen  
Councillor Polly Krier  
Councillor Tim Laidler  
Councillor Kim Trowbridge  
Councillor Paul Weverink

### ABSENT

### OTHERS PRESENT

Juli Halliwell, CAO  
Karen Elrick, Manager of Corporate Services

#### 1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R125/20            That the Agenda be approved as circulated.

Carried unanimously

#### 3. Public Input

None.

#### 4. Delegations

None.

#### 5. Adoption of Minutes

(a)    Minutes of the Regular Council Meeting held on September 15, 2020

It was MOVED and SECONDED:

R126/20                      That the Minutes of the Regular Council Meeting held on  
September 15, 2020 be adopted, as circulated.

Carried unanimously

**6.     Business Arising from Minutes**

**7.     Consent Agenda**

It was MOVED and SECONDED:

R127/20                      That the Consent agenda be adopted.

Carried unanimously

**(a)     Village of Belcarra OCP and Zoning Bylaw Amendment**

Recommendation:     That Council receive communication dated September 17, 2020  
from Village of Belcarra regarding OCP and Zoning Bylaw  
Amendment, for information.

**(b)     Waste Reduction Week in Canada**

Recommendation:     That Council proclaim October 19<sup>th</sup> to October 25, 2020 as Waste  
Reduction Week.

**8.     Items Removed from the Consent Agenda**

**9.     Legislative Reports**

None.

**10.    Unfinished Business**

**11.    New Business**

**(a)     Halloween Fireworks and Light Up Spirit Park Events 2020**

It was MOVED and SECONDED:

R128/20                      That Council direct staff to cancel the 2020 Halloween Fireworks and 2020 Light Up Spirit Park Events due to the COVID pandemic and refer an alternative holiday event to the Community Engagement Culture and Inclusion Committee for consideration.

Carried unanimously

Discussion points included:

- Lights will still be installed at Spirit Park even though the Light Up Spirit Park event is cancelled
- Whether there will be a need for traffic control in the Village for Halloween

Anmore resident, Georgia Lyons presented an idea for holiday spirit to create a Candy Cane Lane on Ravenswood as a fundraiser for Eagle Ridge Hospital. The Community Engagement Culture and Inclusion Committee will discuss this and other options at their next meeting.

The meeting was recessed at 7:15 p.m. due to technical difficulties with the sound of the live stream. The meeting was reconvened at 7:20 p.m.

**(b)      2020 Invasive Plant Management on Village of Anmore Municipal Property by Invasive Species Council of Metro Vancouver**

Ms. Juli Halliwell, CAO, provided an overview of the report and confirmed that the Village continues with public education regarding invasive species. Pamphlets and information is available at Village Hall and on the Village website.

**(c)      Public Safety Committee / Community Block Watch Program**

Ms. Karen Elrick Manager of Corporate Services provided an overview of the report which includes the Terms of Reference for the Public Safety Committee and information on Block Watch program.

It was MOVED and SECONDED:

R129/20                      That Council establish a Public Safety Committee under the Terms of Reference included as Attachment 2 to the report dated October, 2, 2020 entitled “Public Safety Committee / Community Block Watch Program”, and That Council direct staff to undertake a process to recruit up to four volunteer committee members.

Carried unanimously

**(d) UBCM Housing Needs Assessment Grant Application**

Ms. Juli Halliwell, CAO, provided an overview of the report including a grant application to assist in costs of meeting requirements of the BC Housing Needs Report.

It was MOVED and SECONDED:

R130/20 That Council direct staff to apply to the Union of British Columbia pursuant to the requirements of the BC Housing Needs Reports Program for a grant to offset the costs of Anmore's Housing Needs Report.

That Council direct Staff to combine efforts with other interested jurisdictions in order to most effectively complete the Housing Needs Report.

Carried unanimously

**12. Items from Committee of the Whole, Committees, and Commissions**

**(a) Greenway Strategy Policy 65**

At the September 16, 2020 Parks and Recreation Meeting the Committee made the following recommendation:

It was MOVED and SECONDED:

R131/20 That Council endorse Greenway Strategy Policy No. 65.

Carried unanimously

**13. Mayor's Report**

Mayor McEwen reported that:

- Road works continue and lots of positive comments have been received on Sunnyside Improvements.
- RCMP have been contacted to ensure a better presence in the community as health and safety of the community is important.
- There have been recent development pressures and pressure for building permit applications.

**14. Councillors Reports**

Councillor Krier reported that:

- CECI committee will be meeting at 4 p.m. Thursday via Zoom and will discuss the Welcome to Anmore Brochure and alternative plans for the community during the holidays
- Crossroads Hospice is holding a virtual gala – Treasures of Christmas
- She wanted to thank staff for their work during this pandemic

Councillor Weverink echoed the Mayors comments on the Sunnyside Road improvements.

**15. Chief Administrative Officer's Report**

Ms. Halliwell reported that:

- The Village has been fortunate with the timing of the roadworks to realize cost savings and a second portion of Sunnyside to Alder was also able to be completed at this time
- The 2nd property tax due date was September 30 and as of July 2, 88% of property taxes were paid while 93% were paid by the September 30 deadline which is the same as previous years
- Finance Committee meeting will be held on October 19 at 6 p.m. and will be streamed. Topics will include a recast and look at the financial picture to the end of 2020 and further discussion on funding for the Anmore Community Hub

**16. Information Items****(a) Committees, Commissions and Boards – Minutes**

- Minutes of the Parks and Recreation Committee Meeting held on November 20, 2019
- Minutes of the Environment Committee Meeting held on May 21, 2020
- Minutes of the Sasamat Volunteer Fire Department Board of Trustees Meeting held on August 13, 2020

**(b) General Correspondence**

- Office of the Ombudsperson Quarterly Report: January 1 – March 31, 2020 and



April 1 – June 30, 2020

- Council of Senior Citizens' Organization of BC regarding Observation of UN International Day of Older Persons – October 1
- Ministry of Child and Family Development – Foster Family Month October
- Metro Vancouver Climate and Energy UBCM Resolutions endorsed by Metro Vancouver Member Jurisdictions
- Caring for the Air 2020, Metro Vancouver's Report on Air Quality and Climate Change

**17. Public Question Period**

Mr. Charles Christie, expressed his concern regarding the recent newsletter and tax information and his concern regarding over taxation as well as cost concerns for the new Village Hall construction.

**18. Adjournment**

It was MOVED and SECONDED:

R132/2020      THAT the meeting be adjourned at 7:52 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: October 14, 2020 File No. 1855-03-04

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Community Economic Recovery Infrastructure Program Grant Application

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### Purpose / Introduction

To obtain approval from Council to submit a grant application for the Community Economic Recovery Infrastructure Program – Community Economic Resilience Stream.

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### Recommended Option

**That Council direct staff to apply to the Community Economic Recovery Infrastructure Program – Community Economic Resilience Stream for the redevelopment of Spirit Park project for a total project cost of \$450,000 and confirm the Village's willingness to provide overall grant management should the application be successful.**

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### Background

On September 24, 2020 the Government of BC announced a new funding program as part of the BC Restart Plan which commits to funding 100% of the eligible costs of projects to support community economic resilience, tourism, heritage, and urban and rural economic development projects. Funding for individual projects will not exceed \$1Mil.

### Discussion

In early 2019, the Village of Anmore issued an Invitation to Tenders for the Redevelopment of Spirit Park. The project included regrading the slope of the upper portion of the park, improved drainage as well as relocation of the current playground equipment and improved plantings to better integrate with the planned construction of the Anmore Community Hub. It was decided when the tenders were received that the costs were in excess of the budget Council wished to consider and was deferred to be discussed when the Anmore Community Hub construction was more imminent.

The project is still of key importance to the Village's successful hosting of events and the provision of the only large outdoor space for residents to be able to gather and recreate.

## **Report/Recommendation to Council**

### Community Economic Recovery Infrastructure Program Grant Application

October 14, 2020

This Redevelopment of Spirit Park would fit well within the Community Economic Resilience project stream which outlines the following objectives:

- Upgrades infrastructure, improving human safety and increasing environmental benefits.
- Increases accessibility and inter-connectivity for safe trail systems and park amenities.
- Enhances community cohesion and facilitates cultural and educational opportunities.
- Supports downtown revitalization including cultural and entertainment opportunities for communities.
- Supports social opportunities for First Nations youth and elders.
- Creates cultural, educational and entertainment opportunities for communities.
- Provides venues for a variety of recreational sports, activities e.g. arena upgrades, chiller/refrigeration replacement, and emergency preparedness.
- Improves accessibility to facilities and adjustments in response to COVID-19 protocols.

The deadline for grant applications is Thursday, October 29, 2020. With Council's approval, the application will be submitted ahead of the deadline.

## **Other Options**

1. That Council direct staff not to apply for the program.

## **Financial Implications**

If awarded, the grant will provide 100% of the funding required for the project. The original tender results in early 2019 had a low bid of approximately \$300,000, with eight tenders received. A budget of \$450,000 is being proposed to take into consideration construction inflation for the past two years, as well as the upgrading of the playground equipment (as opposed to simply relocating currently playground equipment).

## **Communications / Civic Engagement**

If awarded, the Village will adhere to all Provincial announcement and communication requirements as stipulated in the program guide.

## **Council Strategic Plan Objectives**

This project fits in with Council's Council Plan Objective to establish Anmore as a destination, including gathering spaces and the Village Centre. Applying for this grant meets the objective to continue measures to ensure long-term financial sustainability.

**Report/Recommendation to Council**

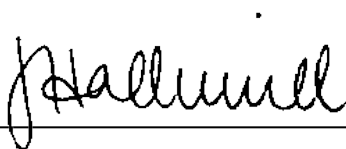
Community Economic Recovery Infrastructure Program Grant Application

October 14, 2020

**Attachments:**

1. Community Economic Recovery Infrastructure Program Guide

**Prepared by:**

A handwritten signature in black ink, appearing to read "J. Halliwell", is written over a horizontal line.

Juli Halliwell

Chief Administrative Officer



**COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM**

**COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE  
PROGRAM**

**GUIDE - INFORMATION OVERVIEW**

**OCTOBER 2020**

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## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

### 1 Program Overview

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#### 1.1. Purpose

The Community Economic Recovery Infrastructure Program (CERIP) was developed by the Government of British Columbia to help communities in British Columbia (B.C.) recover from the economic impacts experienced from Covid-19.

CERIP supports job creation through small-scale infrastructure projects, destination and economic development initiatives and cultural heritage projects.

The CERIP aims to invest in those capital projects that will help achieve the province's vision of resilient communities. Specifically, projects will be selected based on their contribution towards immediately creating new employment or re-employing laid off workers in applicant communities by working with local governments, Indigenous governments and communities, not for profit organizations and other sectors.

CERIP is focused on infrastructure projects that contribute to sustainable communities, promote destination development, support urban and rural economic diversification and competitiveness, and strengthen cultural heritage. It provides urban and rural communities with funding assistance for the construction of new, rehabilitation and expansion infrastructure projects and/or supports local business communities and attracts new investments. The CERIP supports the Province's goals of resiliency and the emerging needs of the post-pandemic B.C. economy through investing in projects that:

- consider the benefits of residents, local businesses and improve the visitor experience;
- supports tourism sector recovery and will elevate BC's competitiveness as a premier travel destination; and
- provide critical upgrades that improve energy efficiency, accessibility, emergency preparedness and resilience for all populations.

The Province has a commitment to uphold reconciliation with Indigenous people, including the [Declaration on the Rights of Indigenous Peoples Act](#) and the [Truth and Reconciliation Commission of Canada's Calls to Action](#). As an umbrella program supporting outcomes from separate partner provincial ministries, CERIP will support community economic resilience, tourism, heritage, urban and rural economic development, and outdoor land-based early learning play spaces recreation for Indigenous communities.

#### 1.2. Grant

Funding for individual projects will not exceed \$1 million.

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

Projects seeking a share greater than \$1 million must seek prior approval from respective Ministries<sup>1</sup>. Approvals greater than \$1 million will only be made under exceptional circumstance as determined by the administering Ministry.

A one-time 100% grant amount will be provided upfront upon application approval. Each project will be evaluated on its merits and the grant funding is scalable. The successful applicant will be required to sign a contribution agreement that acknowledges their understanding of project benefits and need to provide a final report, detailing the outcomes achieved, upon project completion. Under CERIP, any project costs that exceed the grant amount (the remaining eligible project costs, ineligible project costs, and cost overruns) will be the responsibility of the applicant.

Applicants will be required to utilize internal funding sources to meet project costs incurred over the grant amount. This may include local sources (e.g. borrowing, reserve funds, development cost charges or other approved grants), and other third-party sources. All project funding sources will need to be provided in the project application.

For example, on a project where the CERIP contribution is a \$500,000 grant, the applicant would be responsible for the remainder of any and all total project costs.

## 2 Eligibility

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### 2.1. Eligible Applicants

An eligible applicant must be one of the following only:

- A local government established by or under British Columbia statute that is:
  - An incorporated municipality;
  - A regional district applying for a community or in partnership with another organization (e.g. where the district would submit on behalf of a mountain resort or chamber of commerce)
- An Indigenous government or organization that is:
  - A band council within the meaning of section 2 of the [Indian Act](#);
  - An Indigenous development corporation;
  - A First Nation, Inuit or Métis government or authority established pursuant to a self-government agreement or a comprehensive land claim agreement between Her Majesty the Queen in Right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation;
  - A First Nation, Inuit or Métis government that is established by or under legislation whether federal or provincial that incorporates a governance structure; or

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<sup>1</sup>Ministry of Municipal Affairs and Housing for the Community Economic Recovery stream; Ministry of Tourism, Arts and Culture for the Destination Development stream; and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for the Unique Heritage Infrastructure Stream and the Rural Economic Recovery stream



## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

- A Not-for-Profit organization whose central mandate is to improve Indigenous outcomes, working in collaboration with one or more of the Indigenous entities referred to above, a local government, or British Columbia.
- A Not for Profit organization that is:
  - An organization incorporated as a not-for-profit corporation or society formed under an Act of Canada or the Province of BC and in good standing under the relevant Act;
  - A company incorporated in BC must be in good standing with the B.C. Registrar of Companies.
  - Operating primarily for community benefit, and a provider of programs that benefit the community and not solely its members' interest.
  - Delivering programs that fall within one of the CERIP streams (outlined in this document);
  - Voluntary and has a broadly-based voting membership involved in the management and control of the organization and its programs;
  - Engaging volunteers in the operation of the organization and/or program(s);
  - With a board whose members do not receive remuneration or other financial benefit for their services while acting in their capacity as board members.
- Also, eligible is in an instance where one of the above eligible applicants submits on behalf and in partnership with a community like entity such as a mountain resort:
  - A regional district/ municipality applying in partnership with a mountain resort
  - A First Nations applying in partnership with a mountain resort
  - A not for profit organization applying in partnership with a mountain resort

Ineligible applicants are:

- Federal entities, including federal Crown Corporations;
- Applicants not operating within the Province of British Columbia;
- An ancillary group sustaining a for-profit business;
- A political party, political action group or lobby group;
- Applicants not defined in section 2.1.

### 2.2. Eligible Projects

Eligible projects will either improve existing infrastructure or create new infrastructure to service economic development, destination development, and heritage conservation goals. These projects must be primarily for public use and benefit. To be eligible for funding, a project must:

- be for construction, development, economic investment, or cultural heritage works including renewal, rehabilitation, expansion or material enhancement of a community public project;
- be community/and or visitor-oriented, open for use to the public and not limited to a private membership;
- not be currently underway and funding may not be used for project costs that have already been incurred;
- stipulate a construction start date of no later than December 31, 2021;

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

- stipulate a construction completion date of no later than March 31, 2023;
- be submitted by an eligible applicant who is the owner, or has a lease or management agreement that provides for the operation and maintenance of the resulting infrastructure over the long term;
- be duly authorized or endorsed by a senior official sign off authorizing the project to proceed;
- if it is a dedicated space for healthcare or education, have specific benefit to Indigenous peoples by advancing the [Truth and Reconciliation Commission of Canada's Calls to Action](#);
- if proposed works are for a building, or an addition to a building that increases the size of the building, consider wood as the primary building material pursuant to the objectives of the [Wood First Act](#);
- be within the geographic boundaries of the Province of British Columbia;
- meets all the applicable legislative and regulatory approvals;
- as the CERIP grant is outcomes-based, meet the objectives of one or more of the following project streams: Community Economic Resilience; Destination Development; Unique Heritage Infrastructure; and Rural Economic Recovery;
- support the creation of new, or returned, employment opportunities in applicant communities.

### 2.3. Ineligible Projects

Projects will be deemed ineligible if:

- Construction for the project scope described in the application, has already begun prior to the submission of the project application;
- The project is considered routine cyclical maintenance;
- The project starts after December 31, 2021;
- The project will be completed after March 31, 2023; or
- The project does not meet the criteria of the CERIP as outlined in this document.

### 2.4. Other Regulatory Considerations

Projects must meet all applicable federal and provincial environmental legislation and standards including consultation with Indigenous nations. Where a project is excluded from a review under federal or provincial environmental assessment legislation it may require permits or approvals from local, regional or provincial government agencies. It is the applicant's responsibility to ensure that any additional approvals and permits are obtained.

### 2.5. Accessing the Online Application

\*\* Indigenous applicants, seeking funding under the Unique Heritage Infrastructure stream are not required to apply through the LGIS and should apply through the [First Peoples' Cultural Council's online grant portal](#), which will not require a Business BCeID.

In order to be able to complete your online application you must have two accesses:

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

1. a Business BCeID, and
2. access to the Local Government Information System (LGIS). \*see website [gov.bc.ca/CERIP](http://gov.bc.ca/CERIP).

**Important! The two-step authorizations** must be obtained **several weeks in advance**, to allow you time to complete and submit the grant application before the program intake deadline listed on the website. **A Business BCeID allows you to WORK on your application and to SUBMIT your application through LGIS.** Your organization must be registered with BCeID, and you (as an individual or consultant) must have a user ID from your organization's Account/Profile Manager. Once you have your Business BCeID user account, and a password, you can then request access to the Ministry's online LGIS. Instructions to obtain the two accesses are provided below:

1. Obtain a Business BCeID and individual user account; and
2. Request access to the Ministry's online Local Government Information System (LGIS).

### 1. OBTAIN A BUSINESS BCeID

- Organizations must be registered with BCeID
- A Business BCeID account provides secure access to online government services.
- Each organization will have a person authorized to act (an Account/Profile Manager) for the organization by BCeID.
- The organization's authorized contact (an Account/Profile Manager) assigns a unique user account and password to individuals/consultants within their Business BCeID registered organization.
- Consultants acting on behalf of multiple organizations must acquire a unique user account from each organization.

If you do not have the required Business BCeID account or need to verify that your organization is already registered with a Business BCeID, please search for your organization at

<https://www.bceid.ca/directories/whitepages/>

**If the name of your organization appears** in the results list, then:

- Click on the hyperlink for your organization in the Legal Name column.
- Type in the Security Control text when prompted and click "Continue".
- Business BCeID details will be displayed for all users and will indicate those who have been assigned the Account or Profile Manager roles.
- Contact the Account or Profile Manager within your organization to request creation of a unique Business BCeID for you to use.
- When you have been provided with a BCeID user account and password, you can then request access to the Ministry's LGIS online application.

**If the name of your organization does not appear**, and an Account/Profile Manager does not exist, then a person authorized to act for the organization must complete the following steps:

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

- The authorized person must **only register their organization once**.
- Visit: <https://www.bceid.ca/register/> and select "Register for a Business BCeID"
- Complete all 5 steps of the application process. Registration can take approximately 2 weeks once all steps are completed correctly.
- Once the organization's registration has been confirmed, BCeID accounts will be created and Account Manager and Profile Manager roles can be assigned.
- Go to <https://www.bceid.ca/directories/whitepages/> and search for your organization to confirm that the registration process has been completed.

**Once an Account/Profile Manager is in place for the organization**, this person can assign individual BCeID user IDs for the organization by completing the following steps:

- The account/profile manager must edit the BCeID business preferences to allow users access. To edit the sharing preferences:
  - Log in to <https://www.bceid.ca/>. (The login button is in the top right corner.)
  - Click "Manage Account".
  - Select "Business Preferences" under Manage Business.
  - Select "I consent to BCeID sharing my business contact information with Online Services registered with BCeID."
- When registration completion has been confirmed and the above steps have been completed, Business BCeIDs can be assigned to individual users.

## 2. REQUEST ACCESS TO THE LOCAL GOVERNMENT INFORMATION SYSTEM (LGIS)

You must already have a Business BCeID account, and a BCeID user ID assigned by the organization on whose behalf you wish to submit a grant application.

**If your access to LGIS is not in place** for the organization wishing to submit a grant application, then navigate to LGIS at: <https://www.localgovernmentinformationsystem.gov.bc.ca/LGIS/>

- Complete and submit the Request Access form.
- This process requires verification; it is not instant. LGIS set up can take up to 2 business days; please note that requests submitted close to the application deadline may take longer to process and will be processed in the order in which they are received.
- Ministry staff will notify you once LGIS access has been granted.

**If your access to LGIS is already in place** for the organization wishing to submit a grant application, then navigate to <https://www.localgovernmentinformationsystem.gov.bc.ca/LGIS/> to create, complete and submit your grant application. **For detailed Step by Step instructions** of how to navigate in LGIS to create, save and submit the application form please go to the [LGIS Learning Training Centre](#).

### 2.6. Project Streams and Objectives

Please choose the stream that is most appropriate to the nature of your application.

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

Note: Applications that straddle two streams will only be evaluated according to the criteria of the stream in which the application is made. Where projects contain components of two streams, applicants are strongly advised to make separate applications in each stream (see Section 2.7 application limit).

**Community Economic Resilience (CER)** – Responsive, scalable and resilient development of sustainable community infrastructure, that

- Upgrades infrastructure, improving human safety and increasing environmental benefits.
- Increases accessibility and inter-connectivity for safe trail systems and park amenities.
- Enhances community cohesion and facilitates cultural and educational opportunities.
- Supports downtown revitalization including cultural and entertainment opportunities for communities.
- Supports social opportunities for First Nations youth and elders.
- Creates cultural, educational and entertainment opportunities for communities.
- Provides venues for a variety of recreational sports, activities e.g. arena upgrades, chiller/refrigeration replacement, and emergency preparedness.
- Improves accessibility to facilities and adjustments in response to COVID-19 protocols.

**Destination Development (DD)** – The stream invests in the development, conservation, repair, or rehabilitation of tourism infrastructure and amenities to assist in the re-emergence and resiliency of the tourism sector, creating jobs that will provide long term benefits for the tourism sector and local communities. Proposed projects that develop and sustain tourism places for communities and visitors must be aligned with the following economic recovery objectives:

- Shovel ready projects that can be expedited;
- Provides jobs opportunities and immediate stimulus;
- Strengthens the destination offering to elevate BC's long-term competitiveness and reputation as a 'must visit' travel destination;
- Strengthens community tourism development and resident support for tourism;
- Supports BC's 19 [destination development local areas plans](#); and
- Increases the capacity of tourism destinations to welcome visitors, including adjusting to COVID-19 protocols.

Categories of eligible projects include:

- New or Enhanced Tourism Infrastructure and Attractions that draw visitors such as interpretive, cultural or tourism welcome centres, event facilities, tourism causeways, destination trails, accessibility upgrades, infrastructure for natural attractions, and mountain resort attraction and trails.
- Tourism Related Amenities that improve the visitor experience such as wayfinding, interpretive and First Nations signage, washroom facilities, lighted pathways, accessibility improvements, or seasonal adaptation and expansion projects.
- Tourism Adaptation projects that provide adjustments to tourism facilities in response to COVID-19 protocols, such as patio expansion, staff accommodation modifications, enhancement of gathering spaces, plexiglass installations, or touch free modification.

Applicant must demonstrate how the project:

- Aligns with the actions and priorities identified in the [local and regional destination development plans](#) and support the priorities in the [Strategic Framework for Tourism in BC](#) ;

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

- Has broad tourism stakeholder, community and regional support (e.g. letters of support);
- Has the potential to increase visitation and generate tourism expenditures;
- Strengthens the destination offering, including expanding winter and shoulder-season experiences;
- Encourages new business attraction and/or creates diversified economic opportunities; and
- Creates immediate job opportunities and long-term tourism jobs.

**Unique Heritage Infrastructure (UHI)**– Indigenous and Other Cultural Heritage Projects – The UHI stream will support shovel-ready projects to conserve, repair, rehabilitate or develop cultural heritage infrastructure, including heritage structures, cultural heritage sites, landscapes and trails or that is infrastructure associated with an historic place that:

- Supports the safeguarding and transmission oral history and/or cultural heritage knowledge, traditions, practices, crafts and building stewardship;
- Supports cultural heritage documentary history research; and/or
- Houses and safeguards cultural heritage materials and belongings, including repatriated Indigenous materials.

Unique Heritage Infrastructure projects will help communities safeguard and enjoy their heritage places while:

- Stabilizing, repairing and rehabilitating heritage places for communities and visitors;
- Providing local economic stimulus and employment through the stewardship of cultural heritage;
- Supporting the transmission of knowledge and practice of specialised skills that strengthen the stewardship of cultural heritage; and/or
- Creating opportunities for Indigenous communities to protect, learn about, share and revitalize Indigenous cultural heritage, including the preservation, housing and showcasing of Indigenous cultural heritage materials and cultural knowledge and practices; and/or
- Recognizing Indigenous peoples as the stewards of their cultural heritage, including positioning the First Peoples' Cultural Council as the lead agency for Indigenous applicants.

**Indigenous Applicants seeking funding under this stream are encouraged to:**

- Apply for Unique Heritage Infrastructure funding for Indigenous cultural heritage projects by visiting the First Peoples' Cultural Council's online grant portal: <http://www.fpcc.ca/culture/projects/>
- Contact Karen Aird ([karen@fpcc.ca](mailto:karen@fpcc.ca)) at the First Peoples' Cultural Council for further information on Unique Heritage Infrastructure funding for Indigenous cultural heritage projects.

All other applicants, as part of their Unique Heritage Infrastructure application, must demonstrate the following in their application:

- The heritage values associated with the proposed project;
- The level of public access of the historic place and associated resources;
- For the repair or rehabilitation of existing heritage places, how the [Standards and Guidelines for the Conservation of Historic Places in Canada](#) will be applied to the project;
- For the repair or rehabilitation of existing heritage places, the level of heritage protection and recognition at the federal, provincial or municipal level under relevant legislation;
- For the repair or rehabilitation of existing heritage places, the value ascribed by the community as evidenced by their inclusion in heritage management plans, heritage inventories, community registers, or Official Community Plans (OCP).

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

Types of projects considered include:

- The repair and rehabilitation of historic places;
- The repair and rehabilitation of archives associated with historic places;
- The repair and rehabilitation of collections associated with historic places;
- The repair, rehabilitation and construction of infrastructure that supports public access to the stories of historic places and the places themselves;
- The repair, rehabilitation or construction of infrastructure that supports public access to the transmission of community memory and traditional practices, craft and trades;
- The repair, rehabilitation or construction of infrastructure that supports public access to cultural materials that support the telling of the stories of historic places and/or the transmission of community memory and traditional practice, craft and trades.

Types of projects NOT considered include:

- Places where the community has not formally expressed heritage value in one of the ways listed above;
- Projects that are primarily performing arts focused;
- Property owned by a heritage society that is neither a historic place nor associated with a historic place in any of the ways described above;
- Projects not consistent with the [Standards and Guidelines for the Conservation of Historic Places in Canada](#).

**Rural Economic Recovery (RER)** – Projects that take place in, or directly benefit, a rural community (see Appendix B for definition). Recovery will be supported through a focus on community-led projects that accelerate community recovery and diversification based on their unique needs and opportunities:

### Economic Infrastructure

- Redevelopment of commercial or industrial lands to encourage new business attraction and create diversified economic opportunities for rural communities.
- Development or expansion of infrastructure to support business growth and productivity for key rural economic sectors including tech, agriculture, and natural resource industries.
- Destination trails and outdoor recreation asset development to create a destination for recreational tourism and support resident and visitor attraction initiatives.

### Competitive Rural Business Climate

- Targeted support for business retention and expansion initiatives to assist rural businesses in adapting to the post-COVID landscape.
- Potential funded projects include redefining delivery models, increasing e-commerce, developing new business opportunities, and returning staff to work.

### Accelerating Economic Recovery

- Support for collaborative action between Indigenous governments and local governments, industry, and business to identify economic recovery needs and required responses.
- Funded projects will support communities that are facing capacity barriers to complete needs assessments and identify high impact projects.



## **COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM**

### **2.7. Application Limit**

Each eligible applicant\* can submit two **applications under the CERIP**.

\*The application limit will not apply where Regional Districts are partnering with Mountain Resorts

Indigenous applicants who wish to apply for Unique Heritage Infrastructure funding for Indigenous cultural heritage projects – see Accessing the Online Application section 2.5 for more information.

All other applicants must complete and submit an online application form via the Local Government Information System (LGIS) see [gov.bc.ca/CERIP](http://gov.bc.ca/CERIP) for the online portal. A Business BCeID is required to set up access in LGIS. This can take up to 15 business days, if the applicant organization has not registered with BCeID. New users are encouraged to start the process of requesting a BCeID as early as possible.

A certification statement by a Financial Approver and Project Authority that the information contained in the application is correct and complete will be required as part of the online application along with a project location KML file, and a detailed cost estimate. All Indigenous eligible applicants (that are a not-for profit entity with a central mandate that improves Indigenous outcomes) will also require a letter from the benefitting Indigenous community/nation supporting the project.

A checklist is available online to assist the applicant to ensuring full and accurate information is submitted. Applications will not be reviewed unless all necessary information is provided.

### **2.8. Project Size**

Projects should provide the best value for the estimated project budget and meeting the funding stream objectives, clearly demonstrate those benefits for the community. Appropriately sized and scoped project applications are strongly encouraged.

Most projects are expected to be small and completed in one construction season.

When applying for a single phase of a larger project, the phase must independently result in outcomes which align with the CERIP objectives and be useable infrastructure even if subsequent phases do not proceed. Please communicate with your funding stream contact if you are considering an application of this nature.

### **2.9. Project location .kml file**

The project location must be submitted in the form of a .KML file. Please see the instructions for creating a .KML file available on the website at [gov.bc.ca/CERIP](http://gov.bc.ca/CERIP).

### **2.10. Detailed Cost Estimate**

The project detailed cost estimate information must be submitted in the template, available on the website at [gov.bc.ca/CERIP](http://gov.bc.ca/CERIP). Please submit this with your fully completed electronic application and a project location .KML file.



## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

### 2.11. Application Deadline

All application forms and supporting documentation must be received, through the LGIS **by Thursday, October 29, 2020 (11:59pm PDT)**.

For each project all eligible applicants must submit electronically a **completed application Form, detailed cost estimate** and a **project location .kml file**.

Applicants are responsible for ensuring that full and accurate information is submitted as part of their application package. Applications with incomplete information will not be considered. Applicants should be aware that information collected is subject to the [Freedom of Information and Protection of Privacy Act](#). The information being collected is for the purpose of administering the CERIP will be used for the purpose of evaluating eligibility under CERIP. If it is not possible to complete the application form electronically, please contact the Ministry staff.

## 3 Approval

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All projects must be completed by March 31, 2023. Successful recipients will be notified in writing. Successful applicants will be contacted by early winter of 2020/21 if their application is approved.

Applicants are encouraged to clearly demonstrate how proposed projects meet CERIP's objectives as well as the objectives of the stream under which the project will be assessed.

The CERIP funding decision takes into consideration multiple factors including alignment with program criteria, funding distribution, and program oversubscription. A senior executive member committee consisting of Deputy representatives from several BC provincial ministries (Ministry of Municipal Affairs and Housing; Ministry of Tourism, Arts and Culture; and Ministry of Forests, Lands, Natural Resource Operations and Rural Development) is responsible for all project approvals.

### 3.1. Terms and Conditions

If the project is approved, the successful applicant will receive a contribution agreement that sets out the terms of the funding and the reporting requirements. This will confirm all parties' understanding of the project, and the maximum one-time grant amount to which the applicant is entitled, to ensure that sustainability and resiliency goals and CERIP objectives are met.

### 3.2. Reporting Requirements

Grant recipients will be required to complete a **final report form** with a summary of expenditures upon project completion. As a condition of the grant, recipients will be required to submit a final report form detailing the project's performance, and provide details of the project's outcomes achieved, under which the grant is awarded. **The final report form may be submitted up to one year after the completion of the project.** Applicants should ensure that the means to collect and provide the data is in place, when filling out the project performance reporting criteria at time of project application. This form is required to be completed electronically and submitted via the LGIS. For projects that extend beyond one calendar year, an annual progress report will be required, along with a final report with a summary of expenditures. The grant recipient will be asked to report on the following outcomes:

- # of new permanent jobs created as a result of the project

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

- Total # of individuals, reg & temp. employed for project duration
- Of these totals employed (reg & temp):
  - # of Indigenous peoples
  - # of new Canadians
  - # of women
  - # of young adults (18 to 35 years old)
- Average pay scale of individuals employed for project duration, including:
  - # of individuals who earned ≤ than \$30/hour
  - # of individuals who earned > than \$30/hour
- Pursuant to the objectives of the [Wood First Act](#), the use of wood in a new building or expansion project expressed as a dollar value and as a percental of total material costs

### 3.3. Payment of Grant

There are no claims under this program. An upfront one-time grant payment is made towards the project, and will be paid by the successful grant recipient, upon signing of the contribution agreement. The total amount of the grant payable will not exceed either the amount noted in the contribution agreement. The applicant is responsible for all costs over and above the grant amount, cost overruns, ineligible/eligible costs, ongoing maintenance and operating costs associated with the operations of the completed project.

### 3.4. Transfers between Projects

Grants are project specific. Any diversion from the project description, as provided in the project application, may be considered only with Ministry approval, and any scope change must produce similar results to that for which the grant was approved.

### 3.5. Disposal of Assets

Recipients will need to maintain ongoing operations and retain title to and ownership of an asset for at least five years after substantial completion, except when the asset is transferred to British Columbia or a municipal or regional government, or with the Province's consent.

### 3.6. Events and Communications

Please provide 20 working days' notice of publication of any formal communications materials or public events relating to the approved project to your CERIP stream contact.

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

### 4 Contact Information

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Ministry of Municipal Affairs and Housing  
PO Box 9838 Stn Prov Govt  
Victoria, BC V8W 9T1

Community Economic Resilience Stream  
Local Government Infrastructure and Finance Branch  
4th Floor - 800 Johnson Street, Victoria, BC  
Phone: 250 387-4060 Email: [infra@gov.bc.ca](mailto:infra@gov.bc.ca)  
Website <https://intranet.gov.bc.ca/economy-sector/mah?MAH>

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Ministry of Forests, Lands, Natural Resource  
Operations and Rural Development

Rural and Economic Recovery Stream  
Rural Policy and Programs Branch  
Phone: 250 356-7950 Email: [ruraldevelopment@gov.bc.ca](mailto:ruraldevelopment@gov.bc.ca)

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Ministry of Forests, Lands, Natural Resource  
Operations and Rural Development

Unique Heritage Stream  
Indigenous applicants:  
First Peoples' Cultural Council Karen Aird [karen@fpcc.ca](mailto:karen@fpcc.ca)  
All other applicants:  
Laura Saretsky ([lsaretsky@heritagebc.ca](mailto:lsaretsky@heritagebc.ca)): Nechako,  
Vancouver Island/Coast, North Coast  
Jennifer Dunkerson ([jdunkerson@heritagebc.ca](mailto:jdunkerson@heritagebc.ca)): Kootenay,  
Cariboo, Northeast  
Paul Gravett ([pgravett@heritagebc.ca](mailto:pgravett@heritagebc.ca)): Mainland/Southwest,  
Thompson/Okanagan

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Ministry of Tourism, Arts and Culture

Destination Development Stream  
Tourism Policy [tourismpolicy@gov.bc.ca](mailto:tourismpolicy@gov.bc.ca)

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## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

### Appendix A – Eligible and Ineligible Costs

**Please note:** The following are **examples only** and are based on staff knowledge of past infrastructure programs and program criteria. Project costs must be direct and essential to the project. Costs will be reviewed to determine if they are reasonable and have been accurately estimated.

#### General

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> <li>Costs paid under contract for goods or services considered to be direct and necessary to implement the project</li> </ul>	<ul style="list-style-type: none"> <li>Any unpaid costs including invoices or holdbacks</li> <li>Accrued costs</li> <li>Any goods or services costs which are received through donations or in kind</li> </ul>
<ul style="list-style-type: none"> <li>Costs incurred after approval and on or before the project completion date</li> </ul>	<ul style="list-style-type: none"> <li>Costs incurred prior to approval date and after project completion date</li> </ul>
<ul style="list-style-type: none"> <li>Capital costs as defined by Generally Accepted Accounting Principles (GAAP) (except capital costs included in <b>INELIGIBLE COSTS</b>)</li> <li>leasing of equipment related to the construction of the project</li> <li>Project management fees</li> </ul>	<ul style="list-style-type: none"> <li>Services or works normally provided by the Recipient, including: <ul style="list-style-type: none"> <li>overhead costs</li> <li>salaries and other employment benefits of any employees of the Recipient <b>unless pre-approved</b> (to a maximum of 15% of the total funding) by the Ministry responsible and specifically related to the project. e.g. A \$100,000 project may get pre-approval for \$15,000.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>Land acquisition and real estate fees: <ul style="list-style-type: none"> <li>leasing land, buildings and other facilities</li> </ul> </li> </ul>

#### Construction/Materials Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> <li>Insurance related to construction</li> </ul>	<ul style="list-style-type: none"> <li>Liability insurance for directors</li> </ul>
<ul style="list-style-type: none"> <li>Furniture and/or equipment essential for operation of the project</li> </ul>	<ul style="list-style-type: none"> <li>Furnishing and non-fixed assets which are not essential for the operation of the asset/project</li> </ul>
<ul style="list-style-type: none"> <li>Utility, electrical, sanitary sewer, and storm sewer set-up/connection services to the site</li> </ul>	<ul style="list-style-type: none"> <li>General routine, cyclical repairs and maintenance</li> </ul>

#### Professional Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> <li>Fees paid to professionals, technical personnel, consultants and contractors</li> </ul>	<ul style="list-style-type: none"> <li>Any legal fees</li> </ul>

#### Impact Assessment/Indigenous Consultation Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> <li>Environmental reviews</li> <li>Archaeological assessments</li> <li>Indigenous consultation</li> </ul>	

#### Communication Activities Costs

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> <li>Any costs reasonably incurred to undertake provincial communication activities,</li> </ul>	<ul style="list-style-type: none"> <li>Gifts</li> <li>Hospitality costs, such as, but not limited to: <ul style="list-style-type: none"> <li>- food/beverages/liquor/entertainment</li> </ul> </li> </ul>

### Appendix B – Definitions

**Please note:** The following are definitions used in funding various infrastructure programs and grants.

**Indigenous** – refers to "Aboriginal" in the context of the meaning assigned by the definition *aboriginal peoples of Canada* in subsection 35(2) of the [Constitution Act, 1982](#). An "Indigenous group" refers to a group, community or people that hold rights recognized and affirmed by section 35 of the [Constitution Act, 1982](#).

**Accessibility** – taking appropriate measures to ensure persons with disabilities have access, on an equal basis with others, to the physical environment, to transportation, and to other facilities and services open and provided to the public.

**BCeID** – an online user authentication services that makes it possible for you to use a single user ID and password to sign in securely to participate in BC Government Online Services. Applicants must register and obtain a BCeID in order to be able to log in to the Local Government Information System (LGIS) system and submit your application online.

**Capital Infrastructure Project** – a project funded by public monies, or proposed to be funded by public monies, to build, restore, retain, or purchase any equipment, property, facilities, programs or other items, including buildings, park facilities, infrastructure, information technology systems, or other equipment, that is funded on a necessarily non-repeating, or non-indefinite, basis and that is to be used as a public asset, or for the public benefit.

Any and all funds used shall be used in accordance with the CERIP program rules: An investment in a facility, structure, or system, to accelerate growth within a community. To receive funding, capital projects are obligated to prove how the investment provides an improvement (additional capacity), new useful feature, or benefit (reduced costs). It must be used as a public asset or to benefit the public.

**Construction Start** – the performance of physical activities on the property which results in changes which are visible to any person inspecting the site and are recognizable as the initial steps for the preparation of the land or the installation of improvements of fixtures.

**Contribution Agreement** – an agreement between the Province of British Columbia and a Recipient whereby the Province agrees to contribute financially to an approved project.

**Destination Trail** – a recreational path/track/route made for passage through a wilderness, forest, mountainous region to support the recovery of the tourism sector and to elevate the area as a premier travel destination.

## COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM

**Displaced Worker** – displaced or dislocated workers are individuals who have lost their jobs due to a layoff. They've experienced job loss due to circumstances beyond their control. Workers who are terminated due to unsatisfactory job performance are not considered displaced workers.

**Local Government Information System (LGIS)** – online portal and project management tool developed by the Province to support Information management.

**Mountain resort** – all season resort or ski hill operating on provincial land as defined under the [All-Seasons Resort Policy and or Parks Ski Resort Guidelines](#)

**New Canadians** – persons residing permanently in Canada who were born outside of Canada, excluding temporary foreign workers, Canadian citizens born outside Canada and those with student or working visas.

**Project Nature –**

**New Construction** – new physical works

**Rehabilitation** – does not alter the purpose of existing infrastructure

**Expansion** – involves an increase e.g. raising, lengthening or widening to the exterior dimensions or the production capacity of the infrastructure

**Rural** – for the purposes of CERIP, rural is defined as a community with a population of 25,000 or less located outside of a major urban region.

**Senior Official** – an individual at the applicant organization who has the authority:

- to bind the administering institution to the general conditions governing grants;
- to submit applications for funding on behalf of the applicant organization;
- to be signatory on financial documents.

**Vulnerable Populations** – Families, individuals, groups, or communities that are at a higher risk of additional or increasing economic disparity or difficulty as a result of barriers they face surrounding access to or participation in social, economic, cultural, health, political, and environmental resources.

**Vulnerable Workers** – includes workers and apprentices who are increasingly physically, economically or socially vulnerable as a result of the pandemic.

**From:** Foster, Susan MCF:EX <[Susan.Foster@gov.bc.ca](mailto:Susan.Foster@gov.bc.ca)>  
**Sent:** September 30, 2020 10:10 AM  
**To:** Amy Lubik <[alubik@portmoody.ca](mailto:alubik@portmoody.ca)>; McCaffrey, Cassie MCF:EX <[Cassie.McCaffrey@gov.bc.ca](mailto:Cassie.McCaffrey@gov.bc.ca)>; Cathy van Poorten <[cvanpoorten@coquitlam.ca](mailto:cvanpoorten@coquitlam.ca)>; Chris Wilson <[cwilson@coquitlam.ca](mailto:cwilson@coquitlam.ca)>; [clerks@coquitlam.ca](mailto:clerks@coquitlam.ca); Gill, Manav <[manav.gill@fraserhealth.ca](mailto:manav.gill@fraserhealth.ca)>; Glenn Mitzel <[mitzelg@portcoquitlam.ca](mailto:mitzelg@portcoquitlam.ca)>; Juli Halliwell <[Juli.Halliwell@anmore.com](mailto:Juli.Halliwell@anmore.com)>; Kimberley Constable <[kconstable@fvrl.bc.ca](mailto:kconstable@fvrl.bc.ca)>; Liam McLellan <[lmclellan@portmoody.ca](mailto:lmclellan@portmoody.ca)>; Lorna Dysart <[ldysart@belcarra.ca](mailto:ldysart@belcarra.ca)>; Lynn Hienrich ([tckm.mcm@gmail.com](mailto:tckm.mcm@gmail.com)) <[tckm.mcm@gmail.com](mailto:tckm.mcm@gmail.com)>; Marc Saunders ([msaunders@portmoody.ca](mailto:msaunders@portmoody.ca)) <[msaunders@portmoody.ca](mailto:msaunders@portmoody.ca)>; McNaughton, Paul <[PMcNaughton@sd43.bc.ca](mailto:PMcNaughton@sd43.bc.ca)>; Meredith Seeton <[seetonm@portcoquitlam.ca](mailto:seetonm@portcoquitlam.ca)>; Natalie Coburn <[coburnn@portcoquitlam.ca](mailto:coburnn@portcoquitlam.ca)>; Rucci, Cristina <[CRucci@coquitlam.ca](mailto:CRucci@coquitlam.ca)>; Foster, Susan MCF:EX <[Susan.Foster@gov.bc.ca](mailto:Susan.Foster@gov.bc.ca)>; Todd Gnissios <[tgnissios@coqlibrary.ca](mailto:tgnissios@coqlibrary.ca)>; Trish Mandewo <[tmandewo@coquitlam.ca](mailto:tmandewo@coquitlam.ca)>; Wong, Michele MCF:EX <[Michele.Wong@gov.bc.ca](mailto:Michele.Wong@gov.bc.ca)>  
**Cc:** 'Silva, Liz' <[lsilva@coquitlam.ca](mailto:lsilva@coquitlam.ca)>; 'Lily Vukasovic' <[lvukasovic@coqlibrary.ca](mailto:lvukasovic@coqlibrary.ca)>  
**Subject:** Accord is All Signed!

Hi Everyone

I am pleased to attached the fully signed version of the Tri-Cities Children's Accord, which expires in the summer of 2022.

Thank you all for providing your e-signatures.

Susan and Lynn

Susan Foster  
North Fraser Early Years Community Developer  
Ministry of Children and Family Development  
204 Blue Mountain Street  
Coquitlam, BC V3K 4H1  
Phone: 236-455-4772  
Cell: 604-561-2977  
Email: [susan.foster@gov.bc.ca](mailto:susan.foster@gov.bc.ca)

*I acknowledge with gratitude that we live and work on the unceded and traditional territory of the Coast Salish Nations of Musqueam, Tsleil-Waututh, Squamish, Katzie, Kwikwetlem, Kwantlen and Qayqayt peoples.*

# Tri-Cities Children's Accord





## **Tri-Cities Early and Middle Childhood Accord**

***The Communities of Anmore, Belcarra, Coquitlam, Port Coquitlam and Port Moody agree that the Early and Middle Childhood Years (birth to 12 years) are critical in the healthy development and future well-being of children in our communities.***

### **Amongst the Following Parties:**

- Fraser Health Authority (Public Health), Tri-Cities
- Ministry of Children & Family Development, Tri-Cities
- Board of Education, School District #43, Coquitlam
- Village of Anmore
- Village of Belcarra
- City of Coquitlam
- City of Port Coquitlam
- City of Port Moody
- Coquitlam Public Library
- Port Moody Public Library
- Terry Fox Library, a member of Fraser Valley Regional Library

***Collectively known as the "Early and Middle Childhood Public Partners"***

### **1. Purpose:**

The purpose of this Accord between the Early and Middle Childhood Public Partners (EMCPP) is:

- To establish dialogue for a collaborative and cross-community based system of early childhood supports and services
- To continue to build family and community capacity to support early and middle childhood development
- To encourage innovation and shared initiatives
- To encourage multi-sectoral and interdisciplinary approaches

## **2. The Early and Middle Childhood Public Partners Agree That:**

- We respect the strengths of families and believe that communities can work in partnership with families, to enhance opportunities for healthy childhood development
- We are committed to developing initiatives that build on existing community assets and respond to identified community needs
- We value the diversity of our community and respect different approaches to early and middle childhood development
- We will explore innovative approaches in responding to the needs of children, their families, and their communities
- We are committed to recognizing and acknowledging the elements that are working well for children and their families in our communities
- A mix of universal, targeted and specialized services will contribute to the well-being of all children in the Tri-Cities

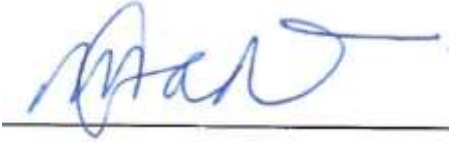
## **3. The role of the Early and Middle Childhood Public Partners will be to:**

- Participate as able, taking into consideration capacity of their organization at any given time
- Review and build on the many examples of current shared initiatives such as public events, partnerships between agencies, municipalities and public partners
- Find ways to collaborate and complement what others are doing to support children and their families through the examination of the supports their organization is currently providing
- To promote the Tri-Cities Children's Charter of Rights (2015) – see *Appendix 1*

## **4. Terms and Review:**

- Term of agreement is two years, with an annual review of the partnership and the Accord
- Stakeholders will meet twice a year
- In the event that a partner opts to drop out of the Accord the partner will inform the partners in writing, one month prior to terminating their membership.

Signed this 20 day of July, 2020



**Manav Gill**

Manager, Fraser Health Authority (Public Health);



**Brad West**

Mayor, City of Port Coquitlam;



**Cassie McCaffrey**

Director of Operations, Ministry of Children & Family Development, Early Years and Children and Youth with Special Needs;



**Rob Vagramov**

Mayor, City of Port Moody;



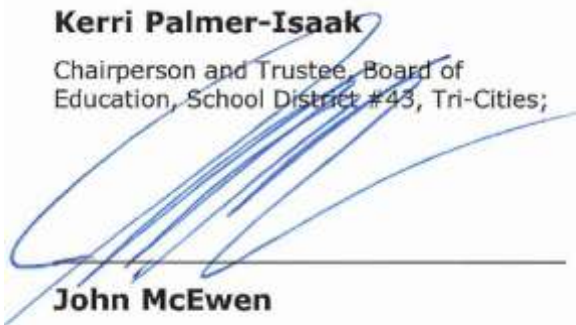
**Kerri Palmer-Isaak**

Chairperson and Trustee, Board of Education, School District #43, Tri-Cities;



**Todd Gnissios**

Executive Director, Coquitlam Public Library



**John McEwen**

Mayor, Village of Anmore;



**Pat Merrett**

Chair, Port Moody Public Library Board



**Neil Belenkie**

Mayor, Village of Belcarra;



**Kimberley Constable**

Manager, Terry Fox Library, a member of Fraser Valley Regional Library



**Richard Stewart**

Mayor, City of Coquitlam;

## Appendix 1



# Tri-Cities Children's Charter of Rights

[www.tricitieschildrights.com](http://www.tricitieschildrights.com)

1. The Right to Have a Voice
2. The Right to be Loved & Have a Family
3. The Right to Have Friends
4. The Right to Belong
5. The Right to Have Peace & Safety
6. The Right to Have a Clean Environment
7. The Right to Have a Home
8. The Right to Have Space for Recreation & Play
9. The Right to Learn
10. The Right to be Respected
11. The Right to Nutritious Food & Healthy Living
12. The Right to Explore, Dream & Create



**For Metro Vancouver meetings on Friday, October 2, 2020**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:*

*[Greg.Valou@metrovancover.org](mailto:Greg.Valou@metrovancover.org).*

**Metro Vancouver Regional District****E 1.1 Metro 2040 Urban Centre and FTDA Policy Review Recommendations****APPROVED**

The Metro 2040 Urban Centre and Frequent Transit Development Area (FTDA) Policy Review is an initiative to explore areas for improvement to Metro 2040's regional growth framework. Five recommendations were presented to address the identified challenges and to improve the Urban Centre and FTDA policies that will be included in Metro 2050:

1. Include a Frequent Transit Corridor Network Map to simplify the use of the FTDA tool;
2. Divide the Municipal Town Centres (MTCs) and Frequent Transit Development Areas (FTDAs) into two subtypes to clarify expectations;
3. Introduce a framework to support reclassifying one type of centre to another;
4. Update targets for growth to Urban Centres and FTDAs to align with 2050 projections; and
5. Strengthen compact and complete development policies to support climate change mitigation and adaptation and other regional priorities.

The Board endorsed the Urban Centres and Frequent Transit Development Area policy recommendations as presented.

**E 1.2 Metro 2040 Environment Policy Review Recommendations****APPROVED**

This report provided an overview of the scope, objectives and process of the Metro 2040 Environment Policy Review, followed by a summary of recommendations, including:

- clarifying the definition for the conservation and recreation regional land use designation;
- setting an aspirational target for protecting ecosystems in the region;
- integrating sensitive ecosystems;
- supporting a regional green infrastructure network; and
- supporting member jurisdictions' emerging environmental planning policies.

The Board endorsed the Metro 2040 environment policy recommendations as presented as the basis for Metro 2050 environment related policies.

**E 1.3 Guidelines for Electronic Meetings and Participation by Members****APPROVED**

The Local Government Act, together with the Regional District Electronic Meeting Regulation, authorizes board and committee members to participate in meetings using video-conference technology in accordance with the conditions set out in the Procedure Bylaw. These guidelines outline suggested procedures and practices related to participation by electronic means at board and committee meetings.

The Board endorsed the guidelines as presented.

**E 3.1 Widgeon Marsh Regional Park – Grant Funding Application, Canada Infrastructure Program****APPROVED**

The Widgeon Marsh Regional Park management plan was approved by the MVRD Board in December 2019. Detailed design of the concept plan is underway with implementation to begin in 2021 and extend to 2023. The Board endorsed the grant funding application of \$2,920,000 for Widgeon Marsh Regional Park improvements through the Investing in Canada Infrastructure Program — Community, Culture and Recreation, to advance the initial phase of park improvements planned for 2021.

**E 4.1 Strata Energy Advisor Pilot Program Results****RECEIVED/APPROVED**

The Strata Energy Advisor Pilot Program was a multi-partner Sustainability Innovation Fund pilot project that provided professional energy advisor services to strata-owned multi-unit residential buildings to support the implementation of energy and GHG reduction projects. The projects supported through the program resulted in 2,265 tonnes of GHG reductions, saving owners over \$320,000 per year in utility costs, and collecting valuable lessons about how to support this building sector. The pilot showed that significant GHG reductions are possible, and that an expanded program would support potential regulations to establish GHG limits for large buildings.

The Board received the report for information and directed staff to report back with options for administration and delivery of a region-wide Strata Energy Advisor Program.

**E 4.2 Partnering Agreements for Metro Vancouver's Wood Stove Exchange Program****APPROVED**

Metro Vancouver has operated a Wood Stove Exchange Program since 2009 with funding from the provincial government. The exchange program reduces emissions from residential wood burning in the region by providing rebates to accelerate replacement of older, uncertified wood burning appliances with units that are more energy efficient and comply with more stringent emissions standards.

The Board authorized the participation of wood burning appliance retailers in Metro Vancouver's wood stove exchange program, directed staff to publish Metro Vancouver's intention to work with wood burning appliance retailers listed in the report, authorized the MVRD to enter into a partnering agreement with a number of retailers, and authorized the Commissioner to execute the partnering agreements.



**E 4.3 Greenhouse Gas Emissions and Ride-Hailing****APPROVED**

The Board resolved to send a letter to the BC Minister of Transportation and Infrastructure to support the TransLink Mayors Council request that:

- a. the regulations governing transportation network services (TNS) be amended to establish greenhouse gas requirements on TNS operators and that these requirements include:
  - I. a future-year emissions reduction and/or zero-emissions target, with interim targets;
  - II. a requirement that each TNS operator submit an emissions reduction plan outlining the measures to be taken to achieve the targets established;
  - III. a requirement to report, at regular intervals, progress towards achieving the established targets.
- b. consideration be given for equivalent requirements for the taxi industry; and
- c. a copy of the letter be sent to the BC Ministry of Energy and Mines in order to encourage creation of new funding programs specifically aimed at supporting shared-use vehicles and gig-economy commercial vehicles to transition to clean energy vehicles.

**E 5.1 2021 Schedule of Regular Board Meetings****RECEIVED**

The Board received for information the schedule of regular board meetings, as follows:

- Friday, January 29, 2021
- Friday, February 26, 2021
- Friday, March 26, 2021
- Friday, April 30, 2021
- Friday, May 28, 2021
- Friday, June 25, 2021
- Friday, July 30, 2021
- Friday, September 24, 2021
- Wednesday, October 20, 2021 (Budget Workshop)
- Friday, October 29, 2021
- Friday, November 26, 2021 (Inaugural Meeting)
- Friday, December 17, 2021

Meetings will take place at the Metro Vancouver Boardroom, 28th Floor, 4730 Kingsway, Burnaby BC, at 9:00 a.m., unless otherwise specified on the Metro Vancouver public notice board, the Metro Vancouver website, and the respective agenda, or as authorized by the Procedure Bylaw.

## **G 1.1 Election of the MVRD Representative on the 2020-2021 Union of British Columbia Municipalities Executive**

The Union of British Columbia Municipalities (UBCM) is an organization established under provincial statute, governed by an executive, to provide a common voice for local government on policy matters.

Annually, the MVRD Board must elect, pursuant to the UBCM Bylaws, a representative to serve on the UBCM Executive for a one-year term. Director Craig Hodge was elected as MVRD representative to UBCM by acclamation.

## **I 1 Committee Information Items and Delegation Summaries**

**RECEIVED**

The Board received delegation summaries and information items from Standing Committees.

### **Regional Planning Committee – September 11, 2020**

Delegation Summaries:

#### **3.1 Anita Huberman, Surrey Board of Trade and Carla Guerrero, Purpose Driven Development**

Information Items:

#### **5.5 Engaging and Recognizing First Nations in Metro 2050**

First Nations are identified as one of four core audiences in the Metro 2050 engagement plan. Staff have developed an engagement approach tailored to First Nations that includes notifying First Nations with consultative areas in Metro Vancouver of the opportunity to engage on Metro 2050, meeting with First Nations on request, and circulating the draft version of Metro 2050 for comment. To date, three meetings have occurred. Engagement on Metro 2050 provides an opportunity to enhance staff-to-staff relations and communication to support a stronger shared understanding of the future growth challenges in the region. Metro 2050 also provides an opportunity to review and potentially strengthen how First Nations are recognized in the regional growth strategy. However, staff are mindful that the regional growth strategy is not applicable to federal lands including First Nations Reserve Lands, and that First Nations, other than Tsawwassen First Nation, are not signatories to the strategy under the Local Government Act.

### **Regional Parks Committee – September 16, 2020**

Information Items:

#### **5.2 Regional Parks – Alternative Transportation Study, Part I Inventory**

The Alternative Transportation Study, Part I Inventory provides an inventory and assessment of bikeway and transit access to regional parks and greenways. Results show a wide variety in ease of access by bikeway and frequency of transit available to each regional park and greenway. Part II of this study will identify opportunities to enhance in-park facilities and to improve cycling and transit accessibility of regional parks and greenways. The results of this study will be shared with the Regional Parks Committee in 2021.



**Climate Action Committee – September 16, 2020**

Information Items:

**5.2 Managing Metro Vancouver's Corporate Energy and Greenhouse Gas Emissions (2014 to 2018)**

Metro Vancouver uses energy to provide services to the region, which generates greenhouse gas emissions. Energy purchases cost approximately \$26 million per year, and unit rates for purchased energy are expected to continue to rise. Metro Vancouver facilities also produce energy for internal use and for sale to BC Hydro. To help manage operating costs and maintain Metro Vancouver's commitment to corporate carbon neutrality, staff are developing energy and GHG targets by service area, and pursuing actions to continuously improve energy efficiency and enhance renewable energy generation opportunities. This report provided an update on energy trends and actions to improve Metro Vancouver's progress on energy efficiency, support a transition to renewable energy, and achieve GHG emissions reductions, in the context of the Corporate Energy Management Policy, Climate 2050, and new regional GHG reduction targets. Systems have been developed to regularly report progress and will be updated as needed to ensure that all appropriate information is included.

**5.3 Water Supply Outlook 2120**

Over the past three years, a detailed technical study was completed to assess long-term water supply needs for the rapidly growing Metro Vancouver region. The study evaluated the implications of climate change, power resiliency, and seismicity and key findings have been consolidated into Water Supply Outlook 2120 - The Future of Water.

Long-term modelling predicts declining snowpack due to warming temperatures and reduced summer rainfall. To manage the predicted supply shortfall, additional water supplies were reviewed, both within and outside the Metro Vancouver region. This study confirms that Metro Vancouver is on the right track with plans to have Coquitlam Lake Water Supply Project in place to provide the additional water supply needed to meet the growing demand for water over the next 50 years. A number of projects have been identified that could provide the next longer-term increment, such as raising Seymour Falls Dam, but new sources of supply outside the existing watersheds will not be required for the foreseeable future (i.e. desalinating Fraser River water or expansion to Pitt Lake).

**5.4 2020 Update on Water Sustainability Innovation Fund Projects**

Annually, the Climate Action Committee receives an update on all projects funded under the Sustainability Innovation Funds. This report provides an update on five projects that were approved for funding from 2017 to 2019 and are in various stages of completion.

**I 2 Local Government Matters****APPROVED**

Ahead of the October 24 provincial election, Metro Vancouver is launching the fourth iteration of Local Government Matters, a non-partisan issues campaign to centre the challenges facing local governments. Metro Vancouver deployed a similar tactic for the 2013 and 2017 provincial elections and the 2019 federal election.

The major parties contesting the election are being asked a series of questions related to four issue areas. All responses received from the parties will be published on [LocalGovernmentMatters.com](http://LocalGovernmentMatters.com).

The Board approved the Local Government Matters campaign for 2020 and provided additional questions to be included. The Board directed staff to revise the draft Local Government Matters letter to include additional questions seeking clarification on positions and plans related to:

- a) supportive housing, including resources for in-house, outreach, addictions and mental health programs;
- b) provincial resources for expedited approvals of local government projects; and
- c) greenhouse gas reduction program in alignment with the Metro 2050 climate change strategy and the Intergovernmental Panel on Climate Change.

## **Greater Vancouver Water District**

### **E 1.1 Award of Contract Resulting from Request for Proposal No. 20-097: Construction Management Services for Capilano Main No. 5 South Shaft to Chilco** **APPROVED**

The Board approved the award of a contract in the amount of up to \$483,062 (exclusive of taxes) to McMillen Jacobs Associates for Phase 1, Pre-construction Services, resulting from Request for Proposal No. 20-097: Construction Management Services for Capilano Main No. 5 – South Shaft to Chilco, subject to final review by the Commissioner; and authorized the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

### **E 1.2 Seymour Salmonid Society – Contribution Agreement** **APPROVED**

Metro Vancouver has a long-standing relationship with the Seymour Salmonid Society and the Seymour River Hatchery. The GVWD has provided funding for core hatchery operating costs to the society since 1996. The current contribution agreement of \$125,000 per year ends on December 31, 2020. The GVWD contribution to the Seymour Salmonid Society is critical to the operation of the Seymour River Hatchery, outdoor education programs and Pacific salmon restoration and conservation in the region.

The Board approved the renewal of the Contribution Agreement between the GVWD and the Seymour Salmonid Society for a three-year term, and annual contribution amount of \$125,000, commencing on January 1, 2021 and ending on December 31, 2023.

### **E 2.1 Capital Infrastructure Project Governance** **RECEIVED**

In the Fall of 2019, the Board expressed interest in undertaking a review of Metro Vancouver's project delivery practices for major infrastructure in order to ensure value for our residents. An independent consultant, KPMG, conducted a high level review of current Metro Vancouver practices and recommended seven strategic areas of opportunity going forward. These recommendations were reported to the Committee and Board in April, 2020. At its meeting held September 11, 2020, the Finance and

Intergovernment Committee received an update on progress in implementing the consultant recommendations. Written reports will be provided in all future updates going forward. The next update will be provided in November, 2020. The Board received the report for information.

## **Greater Vancouver Sewage and Drainage District**

### **E 1.1 Strategy for Review and Update of the Integrated Liquid Waste and Resource Management Plan**

**APPROVED**

Metro Vancouver must review and update the 2011 Integrated Liquid Waste and Resource Management Plan (ILWRMP), as directed by the Minister of Environment and Climate Change Strategy.

The Minister requires that a comprehensive review and update strategy be submitted by October 30, 2020, along with other requested information. Staff have prepared a robust ILWRMP review and update engagement program, informed by discussions with Ministry and member jurisdiction staff via Regional Administrative Advisory Committee (RAAC), Regional Engineers Advisory Committee (REAC) and Regional Finance Advisory Committee (RFAC).

Possible focus areas of a new plan, to be confirmed through engagement, include: managing rainwater and stormwater; managing and treating wastewater; managing assets and risk; innovation; affordability; and collaboration and engagement. The plan is scheduled for development over three years for endorsement by member jurisdictions and the Board.

The Board authorized staff to forward the engagement program for the review and update of the ISWRMP to the Minister of Environment and Climate Change Strategy for approval and authorized staff to initiate engagement upon receipt of approval from said Minister.

### **E 2.1 Waste-to-Energy Facility Proposed Operational Certificate Amendment Feedback**

**RECEIVED**

The Waste-to-Energy Facility Operational Certificate includes a reduction in emission limits for sulphur dioxide and hydrogen chloride by December 2022. Dispersion modelling and a health risk assessment showed that at current emission levels, hydrogen chloride and sulphur dioxide concentrations are projected to meet air quality objectives and not result in a public health risk.

Metro Vancouver applied to the BC Ministry of Environment and Climate Change Strategy to amend the Operational Certificate deferring the emission limit reduction to March 2025 to allow for additional monitoring. Newspaper advertisements are required as part of the provincial process to consider Operational Certificate amendments. In addition to newspaper advertisements, over 750 notifications were sent to waste management stakeholders, municipalities, adjacent regional districts, adjacent properties, and First Nations. Three organizations responded expressing concerns and one organization requested additional information. This report summarizes all feedback and Metro Vancouver's responses and will be submitted to the Ministry of Environment and Climate Change Strategy for consideration.

The Board received the report for information.

**E 2.2 CleanBC Plastics Action Plan Implementation Update****APPROVED**

At its September 18, 2020 meeting, the Zero Waste Committee considered a report with an update on CleanBC's Plastics Action Plan implementation. Staff provided a presentation at the meeting outlining the contents of the report as well as new information related to a September 12, 2020 announcement by the Minister of Environment and Climate Change Strategy related to municipal single-use plastic bans as well as updates to the provincial Recycling Regulation.

The Board resolved to write a letter to the Minister of Environment and Climate Change Strategy requesting clarification on potential provincial bans on single-use plastics, including anticipated scope and timing of such bans.

**E 3.1 Capital Infrastructure Project Governance****RECEIVED**

In the Fall of 2019, the Board expressed interest in undertaking a review of Metro Vancouver's project delivery practices for major infrastructure in order to ensure value for our residents. An independent consultant, KPMG, conducted a high level review of current Metro Vancouver practices and recommended seven strategic areas of opportunity going forward. These recommendations were reported to the Committee and Board in April, 2020. At its meeting held September 11, 2020, the Finance and Intergovernment Committee received an update on progress in implementing the consultant recommendations. Written reports will be provided in all future updates going forward. The next update will be provided in November, 2020. The Board received the report for information.

**I 1 Committee Information Items and Delegation Summaries****RECEIVED**

The Board received information items from Standing Committees.

**Liquid Waste Committee – September 17, 2020**

Information Items:

**5.2 Climate 2050 and Clean Air Plan Discussion Paper on Waste Management**

A series of issue area discussion papers are being developed to support the engagement processes for Climate 2050 and the Clean Air Plan. The discussion paper on waste management is being presented to the Liquid Waste Committee. Feedback on the discussion paper will support development of the Climate 2050 Roadmaps and the Clean Air Plan.

**Zero Waste Committee – September 18, 2020**

Information Items:

**5.3 2020 Regional Clothing Waste Reduction Campaign Results**

On February 18, 2020 Metro Vancouver launched year two of the "Think Thrice About Your Clothes" behaviour change campaign. The primary objective was to raise awareness of the clothing waste issue and empower residents to take action by focusing on three main areas of clothing waste reduction: reduce, care

and repair, and donate. The media strategy included both broad reach and targeted digital tactics, and delivered over 62 million impressions. Initially, the campaign was slated to be in-market for nine weeks ending April 19, however, due to COVID-19, several campaign tactics were changed to focus less on 'donate' and more on 'reduce' and 'repair.' In-market dates were also shifted to maximize efficacy within this challenging situation.

#### **5.4 2020 Create Memories Not Garbage Campaign**

The holidays are a heavy consumption season that can result in unnecessary waste. The Create Memories, Not Garbage campaign helps identify where residents can reduce their waste by offering low-waste tips and ideas. Typically, the campaign focuses on two behaviours that residents are most willing to change (wrapping and gifts) but because of enhanced on-line behaviours as a result of COVID-19, how to recycle online shopping packaging (an issue that goes beyond seasonal) and how to create low-waste décor will be added to the messaging mix. Digital, TV, radio and transit ads will reach residents at staggered intervals starting October 5 (for early shoppers) to January 12 (for post-Christmas recycling tips). Creative will continue to encourage residents to try doing just one thing differently to create less waste and will direct residents to the campaign website for inspiration. Campaign performance will be assessed via earned media, website traffic, and social media engagement.

### **Metro Vancouver Housing Corporation**

#### **E 1.1 Mortgage Renewal 22450 121 Avenue, Maple Ridge (Fraserwood)**

**APPROVED**

The mortgage for the MVHC-owned Fraserwood located at 22450 121 Avenue, Maple Ridge in the amount of \$3,277,419 is up for renewal on December 1, 2020.

The Board:

a) hereby irrevocably authorized and directed British Columbia Housing Management Commission (BCHMC) to act on its behalf to renew the existing mortgage presently held by Toronto Dominion Bank for the Fraserwood including but not limited to selecting, at BCHMC's sole discretion, the mortgage renewal terms and arranging mortgage renewal with the take-out lender on terms and conditions that are acceptable to BCHMC; and

b) directed any two officers or directors, or any one director together with any one officer of the MVHC for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the mortgage assignment, renewal and amendment as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

**E 1.2 Considerations for Integrating Child Care into New Metro Vancouver Housing Developments****RECEIVED**

In addition to affordable housing, there is a significant need in the region for affordable childcare. To support tenants and contribute to this unmet need in the region, Metro Vancouver Housing is exploring the potential to include integrated childcare facilities in future MVH development projects, through the support of provincial funding programs, or other models such as in-home daycare. This report provided an overview of design, operational and funding considerations for MVH when considering integrated child care facilities in new developments. The Board received the report for information.

**E 1.2 Mortgage Account Signing Officers – Inlet Centre****APPROVED**

Coast Capital is the successful lender to assume the mortgage for the MVHC owned Inlet Centre located at 101 Noons Creek Drive, Port Moody. In order to execute the mortgage, Coast Capital requires MVHC to provide a resolution in Coast Capital's standard form appointing the signing officers to establish a new bank account for the processing of the monthly mortgage payments.

The Board authorized the resolution to appoint signing officers as required by Coast Capital Savings Federal Credit Union for the purposes of the mortgage for the Inlet Centre.