

**MINUTES OF THE
RENTERS' ADVISORY COMMITTEE MEETING
FEBRUARY 11, 2020**

YUKA KUROKAWA CALLED THE MEETING TO ORDER AT 5:00 P.M.

Committee Members Present: Alieda Blandford, Jeff Dean, Vanessa Hammond, Yuka Kurokawa (Co-Chair), Leslie Robinson, Amy White

Apologies: Megan Billings, Ashley McKay

Absent: Riga Godron (Co-Chair), Alfred Okot Ochen

Councillors Present: Councillor Sharmarke Dubow

Staff Present: Hollie McKeil – Housing Planner
Lindsay Milburn – Senior Planner, Housing Policy
Andrea Hudson – Assistant Director, Community Planning
Chris Coates – City Clerk
Bridget Frewer – Engagement Advisor
Katie Lauriston – Administrative Assistant

1. APPROVAL OF AGENDA

Motion:

It was moved by Yuka Kurokawa, seconded by Alieda Blandford, that the January 21, 2020 Agenda be approved as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF THE MEETING MINUTES

January 21, 2020 Meeting Minutes

Motion:

It was moved by Yuka Kurokawa, seconded by Vanessa Hammond, that the January 21, 2020 Meeting Minutes be approved as presented.

CARRIED UNANIMOUSLY

3. ANNOUNCEMENTS

Staff provided the Committee with the following updates:

- Staff will forward a link to the BC Supreme Court's recent decision upholding New Westminster's anti-renoviction bylaw
- At its January 23, 2020 meeting, Council passed the three Association of Vancouver Island and Coastal Communities (AVICC) motions recommended by RAC.

The Co-Chairs presented the following announcements:

- Congratulations to the Committee and its sub-committees on putting forward the AVICC motions to Council before the AVICC's February 6th deadline.

4. MEETING PROCEDURES

Chris Coates, City Clerk, reviewed meeting procedures with the Committee.

Topics discussed included:

- roles of Chair, Co-Chairs, and members at large
- the role of the Chair is to keep discussion in reason
- members may appeal the decision of the Chair and have the power to suspend the rules temporarily
- the creation of the agenda and its need to reflect the role of the Renters Advisory Committee as defined in the Terms of Reference
- adding new items to the agenda: must have 2/3 majority vote if the item is being added at the meeting, and items shall be shared in writing to all members a minimum of 24hours prior to the meeting
- members are encouraged to forward requests to include items on forthcoming meeting agendas to staff and members in advance of agenda distribution.

5. DRAFT TENANT ENGAGEMENT TOOLKIT

Bridget Frewer, Engagement Advisor, provided an overview of the draft Renter Engagement Toolkit and how it can be used to guide future engagement with tenants on Housing Strategy items.

The Committee discussed:

- what is process moving forward for this document?
 - the Committee's comments will be received by Engagement staff
 - the Committee could now approve for the Toolkit to be finalized.

The Committee provided the following feedback:

- the City could publish statistics to encourage greater participation using social pressure (e.g. show % neighbours who have registered to vote, or displaying the result of internet surveys upon survey completion)
- the need for clarity and accessibility of information and documents on the City's website; desire for a full text search on all documents on the City's website
- need to create a distribution list specific to renters; many types of software are available to manage mailing lists and track profiles with specific categories
- need to ensure that any software is compliant with the Freedom of Information and Protection of Privacy Act (FOIPPA)
- the need for plain language in all communication.

Motion:

It was moved by Yuka Kurokawa, seconded by Jeff Dean, that the Renters' Advisory Committee acknowledges that the Toolkit is a living document and can change over time, and endorses the Renter Engagement Toolkit with the following additions:

- ensure that City documents are searchable and easy to find online
- create a mailing list for all renters within the City
- bureaucratic language should be avoided
- explore a mailing management tool
- explore engagement tools that encourage participation (e.g. social pressure).

CARRIED UNANIMOUSLY

6. RPSOM BYLAW – TENANT ENGAGEMENT

The Residential Properties Standards of Maintenance (RPSOM) sub-committee led a discussion on an engagement plan with the forthcoming RPSOM bylaw.

The Committee discussed:

- given Council's direction to staff to draft a Standards of Maintenance bylaw, whether the bylaw should be passed before recommending to Council that further engagement is undertaken
- potential RPSOM bylaw impacts from updates to the Conversion Regulations
- why was the RPSOM bylaw held up by the BC Supreme Court's decision on New Westminster's anti-renoviction bylaw?
 - the BC Supreme Court's ruling confirmed the City's powers regulating how landlords and building owners can undertake renovations and evictions
- once the RPSOM bylaw is adopted, will engagement continue in the following year to ensure that it is performing as anticipated?
 - this is part of staff's recommendation to Council
- how the RPSOM bylaw will interact with existing maintenance bylaws such as fence and graffiti bylaws.

Motion:

It was moved by Leslie Robinson, seconded by Alieda Blandford, that the Renters' Advisory Committee recommend to Council that the Residential Properties Standards of Maintenance (RPSOM) Bylaw be passed on the following condition:

- that tenants be engaged during the first year after the bylaw is adopted, and the standard updated based on online engagement, and that the bylaw is reviewed one year after adoption.

CARRIED UNANIMOUSLY

Jeff Dean left the meeting at 6:35pm

The meeting was adjourned at 6:35pm due to lack of quorum.