



Whitetail Homes Ltd. Proposed Residential Tenant Relocation Plan

The following Tenant Relocation Plan is part of Whitetail Homes Ltd. development application submission to assist tenants with finding alternative accommodations, and to demonstrate our commitment to providing enhanced communication and support beyond the minimum requirements of the *Residential Tenancy Act*.

Occupancy Report:

Documentation on the existing rental building is provided to the City that includes the following of information:

- Number of units (occupied/not occupied);
- Unit types and sizes;
- Rental rates for each unit;
- Vacancy rate for the past year (2020);
- Type of tenancy (lease, month to month);
- Length of tenancy for each unit; and
- Demographic profiles (mobility/accessibility issues, seniors, etc.)

The documentation of existing tenancies in the Occupancy Report determines tenant eligibility for assistance. Tenancies active when the Occupancy Report is accepted by the City are eligible for some compensation, and relocation/moving assistance. Tenants that move in after the date of the Eviction Notice, when the demolition permit is approved, do not qualify for assistance or compensation.

Vulnerable Tenants:

Whitetail Homes Ltd. is committed to providing additional support for vulnerable tenants (persons with disabilities, seniors, mental health issues). This will be assessed on an individual basis as part of the Occupancy Report.

Tenant Communication Strategy:

The following Tenant Communication Strategy outlines how Whitetail Homes Ltd. are proactively engaged in notifying tenants of the development application process and timeline, opportunities for input, where to direct enquires, and any applicable tenant resources.

Whitetail Homes Ltd. will advise tenants when we have officially submitted our development applications to the City of Langley to Amend the Official Community Plan, Discharge a Land Use Contract, apply for a Development Permit, and Demolition Permit. Affected tenants will be informed in a timely manner throughout the development application process and formal notice shall be provided as follows:

a. **Notice of Application Submission:**

Notice of a development application submission shall be given to existing tenants within 31 days of application receipt by the City of Langley. The Notice shall include a copy of the Tenant Relocation Plan and the applicable sections of the Residential Tenancy Act. All new tenancies beginning after the application submission must also be provided with a copy of the Tenant Relocation Plan and made aware of the development application.

Timely process updates shall be provided to the tenants by Whitetail Homes Ltd., including notice of applicable Council meetings, Public Hearing and methods for providing input to City staff and Council.

b. **Formal Notice:**

A minimum of four months formal notice shall be given to residents upon issuance of a Demolition Permit.

Tenant Relocation Coordinator:

Whitetail Homes Ltd. has appointed a dedicated Tenant Relocation Coordinator (Gerald Minchuk) as part of the Tenant Relocation Plan to facilitate direct communication with tenants and provide ongoing support and assistance on securing suitable replacement accommodations in accordance with the provisions outlined in the Tenant Relocation Plan. The coordinator will be funded by Whitetail Homes Ltd. and have regular hours and contact information for when he will available to tenants.

Compensation:

- a. Financial Compensation shall be provided based on length of tenancy and can be in the form of free rent, lump sum payment, or combination of the two. Compensation is to be paid out no later than termination of tenancy:

Length of Tenancy	Compensation Provided
Up to 10 years tenancy:	4 months notice plus 1 month free rent (or one month cash compensation equivalent), plus 1 additional month payment or equivalent rent amount.
Over 10 years tenancy:	4 months notice plus 1 month free rent (or one month cash compensation equivalent), plus 2 additional months payment or equivalent rent amount.

Moving Expenses:

- b. Whitetail Homes Ltd. shall pay up to \$500.00 for a studio or one-bedroom unit and up to \$750.00 for a two-bedroom unit for an insured moving company to relocate existing tenants into new accommodation, or provide an equivalent flat rate payout.

Relocation Assistance:

Whitetail Homes Ltd. shall provide assistance in finding alternative accommodations for displaced tenants as follows:

- c. Assistance in identifying a minimum of two comparable alternate accommodations which must be located in the City of Langley and/or Township of Langley, and/or City of Surrey, and one of which must be a purpose- built rental unit;
- d. Maximum rents for alternate accommodations must not exceed the CMHC rent average for the area; and
- e. Alternate accommodation options must meet the needs of the tenant (e.g., accessible units, pet friendly, etc.)

First Right of Refusal:

Whitetail Homes Ltd. are proposing a mixed-use strata titled development project on the subject property, and will provide all displaced tenants with a special pre-sale discount of \$20,000 to qualified buyers purchasing a new unit in this development, or another Whitetail Homes development project.

Tenant Assistance Package:

Whitetail Homes Ltd. shall provide The Tenant Assistance Package designed for use by tenants to clearly communicate our commitment to actively engaging tenants in the development process as outlined in the Tenant Relocation Plan. The Tenant Assistance Plan shall be submitted as part of the development application submission package for staff review and shall be distributed to tenants two weeks after receiving staff approval.

The Tenant Assistance Package shall include the following:

- Timeline and overview of the development application process;
- A commitment by Whitetail Homes to provide advanced notifications and updates to tenants on upcoming Public Information Meetings, Council Meetings, Public Hearing relating to the application;
- Contact information of the dedicated Tenant Relocation Coordinator;
- Methods for advising City staff and Council of concerns;
- Financial compensation provided by Whitetail Homes Ltd., including First Right of Refusal;
- Method of requesting additional support by vulnerable tenants;
- Current copy of the British Columbia Residential Tenancy Act;
- A copy of the City of Langley's Tenant Relocation Policy in the Official Community Plan;
- Copies of applicable Tenant Resources (BC Tenant Resource and Advisory Centre-TRAC, etc.)

Whitetail Homes Ltd. shall provide copies of all written correspondence and confirmation that the Tenant Assistance Package has been provided to tenants, and City staff, prior to staff bringing forward a report to Council for consideration of the development application.

Final Tenant Relocation Report:

The Final Tenant Relocation Report shall be submitted to City staff prior to dis-connection of services for the property. The Final Tenant Relocation Report shall provide details for each displaced tenant on the following:

- An update to the outcome on the relocation of displaced tenants, including evidence that tenants have been satisfactorily assisted by Whitetail Homes Ltd. in locating alternate accommodations;
- The amount of compensation given to each tenant including monetary compensation, free rent, cost of moving, and any additional assistance or services that were provided to the tenants.