

DATE OF MEETING: June 5, 2017  
TO: Galiano Island Local Trust Committee  
FROM: Rob Milne, Island Planner  
Southern Team  
COPY: Robert Kojima, Regional Planning Manager  
SUBJECT: Affordable Housing Strategy

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## Recommendation

1. That the Galiano Island Local Trust Committee review and endorse the draft Terms of Reference for the Special Advisory Planning Commission and the draft Project Charter for the Affordable Housing Strategy.

## Problem/Issue

At the May 1, 2015 regular meeting of the Galiano Island Local Trust Committee (LTC) consideration was given to the LTC's number two Top Priority, "Affordable Housing Strategy". Subsequent to that consideration the LTC adopted a number of resolutions intended to initiate and implement the project. Chief amongst these were the following two motions which create the framework for the implementation of the project:

### **GL-2017-034**

that the Galiano Island Local Trust Committee request staff to prepare Terms of Reference for the Special Advisory Planning Commission on Affordable Housing.

### **GL-2017-035**

that the Galiano Island Local Trust Committee request staff to prepare a Project Charter for the Affordable Housing Strategy Project.

## Analysis

As was requested in those motions staff has prepared a draft Terms of Reference which is intended to frame the duties and role of the Special Advisory Planning Commission (SAPC) as well as a draft Project Charter which is intended to set the scope for the project as well as identify the anticipated sequence of events/actions involved in the implementation of the project, as well as a draft budget. It is important that the LTC is satisfied with the two documents prior to the commencement of the project so as to ensure that the project reflects the goals and intentions of the LTC.

The LTC also adopted several other resolutions related to this project at the May 1st meeting, as follow below:

**GL-2017-032**

that the Galiano Island Local Trust Committee strike a Special Advisory Planning Commission on Affordable Housing and request that staff advertise for expressions of interest.

**GL-2017-033**

that the Galiano Island Local Trust Committee request staff to compile a list of funding sources for Affordable Housing.

**GL-2017-036**

that the Galiano Island Local Trust Committee request staff to: a) report on which recommendations in the Affordable Housing Toolkit have been carried out by Trust Council and/or which have been adopted in the Galiano LUB and OCP; b) provide recommendations for action; and c) report on the progress of recommendations that came out of the Islands Trust Housing Forum of 2016.

Staff recommend that the advertising for expressions of interest for the SAPC be placed subsequent to the June 5<sup>th</sup> meeting of the LTC, once the LTC has had an opportunity to consider and endorse the Terms of Reference for the SAPC.

Underlying the issue of identifying solutions for the provision of affordable housing on Galiano Island lies the fundamental necessity of understanding the nature of that need. Staff met with John Reilly, CRD Manager of Planning and Programs on May 15<sup>th</sup> to discuss affordable housing and most specifically the progress of the CRD Southern Gulf Islands Housing Needs assessment which will be examining each of the Islands Trust Local Trust Areas. Staff were advised that that process would be completed by December 2017 and would contain an assessment of housing needs specific to Galiano Island.

It would, therefore, seem clear that meaningful implementation of this process will have to await the outcomes of that study in order to provide relevant and contextual recommendations.

Staff have attached to this report a project charter based upon a decision to proceed with the Affordable Housing Strategy project in the absence of the information from the CRD needs assessment study, which is understood to be the current direction from the LTC. It may be the wish of the LTC to re-consider the implementation of the project now that the completion date of the needs assessment report has been established with the knowledge that it is intended to include information which will aid in creating meaningful options to address the housing need on Galiano Island.

If it is the wish of the LTC to proceed with the project and still incorporate the CRD needs assessment report findings it may to consider striking the committee as proposed and that the SAPC undertake the action 'b' identified in resolution GL-2017-036. This would allow the SAPC to develop an understanding of, and literacy with, the tools and issues related to developing affordable housing options in an Island context as well as move the project forward in anticipation of receipt of the CRD information. Staff strongly recommend that if the Special APC be struck as suggested, that staff provide an orientation at the first meeting of the Commission.

**Alternatives**

1. That the Galiano Island Local Trust Committee defer commencement of the Affordable Housing Strategy until such time as the CRD Needs Assessment is has been completed.

Submitted By:	Rob Milne, Island Planner	May 15, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	May 17, 2017

**ATTACHMENTS**

1. Draft Terms of Reference for the proposed Special Advisory Planning Commission
2. Draft Affordable Housing Strategy Project Charter