

Gabriola Island Local Trust Committee

Regular Meeting Agenda

Date: July 23, 2015
Time: 10:15 am
Location: Sea Fern Lane Community Park
 1103 Sea Fern Lane
 Mudge Island, BC

	Pages
1. CALL TO ORDER	10:15 AM - 10:15 AM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	10:15 AM - 10:25 AM
4. COMMUNITY INFORMATION MEETING - none	
5. PUBLIC HEARING - none	
6. MINUTES	10:25 AM - 10:30 AM
6.1 Local Trust Committee Minutes Dated June 11, 2015 – for adoption	4 - 10
6.2 Section 26 Resolutions-Without-Meeting - none	
6.3 Advisory Planning Commission Minutes - none	
6.4 Mudge Island Advisory Planning Commission Minutes - none	
6.5 Agricultural Advisory Commission Minutes - none	
6.6 Transportation Advisory Planning Commission Minutes - none	
7. BUSINESS ARISING FROM MINUTES	10:30 AM - 11:15 AM
7.1 Follow-up Action List Dated July 15, 2015	11 - 13
7.2 Phase 2 Local Trust Committee Input into Development of the Islands Trust Strategic Plan for 2014-2018	
7.2.1 Memorandum dated July 3, 2015	14 - 19
7.3 Agricultural Land Reserve Regulatory Amendments regarding Production of Medical Marihuana	
7.3.1 Staff Report dated July 8, 2015	20 - 25
7.4 Crown Referral on Lease Amendment for Stony Ridge Aggregate	
7.4.1 Memorandum dated July 14, 2015	26 - 38

8. DELEGATIONS		
9. CORRESPONDENCE	11:15 AM - 11:30 AM	
<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
9.1 Email dated June 26, 2015 from Donna Kydd regarding Flight Paths		39 - 39
9.2 Email dated July 6, 2015 from Neil and Lillian Varcoe		40 - 41
10. APPLICATIONS AND REFERRALS		
11. BREAK	11:30 AM - 11:45 AM	
12. LOCAL TRUST COMMITTEE PROJECTS	11:45 AM - 12:30 PM	
12.1 Promoting Affordable Housing on Gabriola Island		
12.1.1 Memorandum dated July 14, 2015		42 - 136
13. REPORTS	12:30 AM - 12:45 AM	
13.1 Work Program Reports		
13.1.1 Top Priorities Report dated July 15, 2015		137 - 137
13.1.2 Projects List Report July 15, 2015		138 - 139
13.2 Applications Report July 15, 2015		140 - 142
13.3 Trustee and Local Expense Report dated June, 2015		143 - 143
13.4 Adopted Policies and Standing Resolutions		144 - 144
13.5 Local Trust Committee Webpage		
13.6 Chair's Report		
13.7 Trustee Reports		
13.8 Electoral Area Director's Report		
13.9 Trust Fund Board Report - none		
14. NEW BUSINESS	12:45 PM - 2:00 PM	
14.1 LTC Budget Request for 2016-2017		
14.1.1 Memorandum dated June 30, 2015		145 - 149
14.2 Proposed Anchorages Off Gabriola Island		
14.2.1 Memorandum dated July 8, 2015		150 - 150
14.3 Recognition of Stewardship Award Winners - for discussion		
14.4 First Nations Relations - Invitation to Chief John Wesley (Snuneymuxw) - for discussion		

14.5 Update on Bridge Feasibility Study

14.5.1 Memorandum dated July 14, 2015

151 - 151

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, September 10, 2015 at The Woman's Institute, 476 South Road, Gabriola Island, BC

16. TOWN HALL

17. CLOSED MEETING

18. ADJOURNMENT



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date of Meeting: June 11, 2015
Location: Gabriola Women's Institute Hall
476 South Road, Gabriola Island, BC

Members Present: Laura Busheikin, Chair
Melanie Mamoser, Local Trustee
Heather Nicholas, Local Trustee

Staff Present: Aleksandra Brzozowski, Acting Regional Planning Manager
Julianne Kucheran, Student Planner
Jessie Sherk, Recorder

Media and Others: 1 member of the local media and 1 member of the public were in attendance.

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 10:18 am. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations. Staff and Trustees were introduced.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration

- 11.1.2 Correspondence from Penny Sidor dated June 7, 2015
- 14.3 Letter from the RCMP dated June 5, 2015
- 14.4 Ministry of Transportation and Infrastructure (MoTI) meeting update
- 15. 1 Discussion regarding Mudge Island meeting
- 12.2 Replacement Applications Log with Status
- 15 Reorder the agenda to move 12.1 Work Program Reports to follow
- 16 Town Hall

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

None.

4. COMMUNITY INFORMATION MEETING

None.

5. PUBLIC HEARING

None.

6. MINUTES

6.1. Local Trust Committee Minutes Dated May 7, 2015 – for adoption

The following amendments to the minutes were presented for consideration:

- Page 1, Item 3, delete the last paragraph that begins with “Chair Busheikin pointed out...”
- Page 2, Item 3, correct the spelling of Bart *Jessup*’s name
- Page 2, Item 5.1, correct the spelling of *Johnathan Tillie*’s name in the first sentence as well as in the first sentence on Page 3.
- Page 3, second paragraph, first sentence, change “Mudge” to “Gabriola”
- Page 3, in paragraph after the motion, delete “their firefighters” and replace with “the Mudge Island Citizens Society whose purpose is to provide support for fire prevention, firefighting equipment and emergency services on Mudge Island.”
- Page 6, Item 9.2.3, delete the words “and to examine” in the third sentence of the last paragraph.
- Page 12, Chair’s Report, correct the spelling of *Michael* Corrigan.
- Page 12, Trustees Report, first paragraph, in the tenth line delete the word “to” and place a period after “moved.”
- Page 12, Trustees Report, first paragraph, fifteenth line, correct the spelling of Trustee *Nicholas*.
- Correct the spelling of Jani Drew in third sentence of Trustee Mamoser’s Report on page 13 AND in the last sentence of 11.5 on page 15.

By general consent the minutes were adopted as amended.

6.2. Section 26 Resolutions-without-meeting Report Dated June 3, 2015

Reviewed for information.

6.3. Advisory Planning Commission Minutes

None.

6.4. Mudge Island Advisory Planning Commission Minutes

None.

6.5. Agricultural Advisory Commission Minutes

None.

6.6. Transportation Advisory Planning Commission Minutes

None.

7. BUSINESS ARISING FROM MINUTES

7.1. Follow-up Action List Dated June 3, 2015

Acting Regional Planning Manager (ARPM) Brzozowski summarized the follow-up action list and answered questions from the Trustees.

7.2. Trustee Appointment to be Liaison to Island Groups

Discussion ensued regarding how the Trustees would handle their time with the different groups on the island. The general consensus was that no specific liaison decisions were needed at this time.

8. DELEGATIONS

9. CORRESPONDENCE

(Correspondence received concerning current applications or projects is posted to the LTC webpage)

9.1. Letter dated April 23, 2015 from Michel Pleau, Parliamentary Poet Laureate of Canada regarding Participation in the Mayor's Poetry City Challenge

Reviewed. It was requested that staff forward the letter to Naomi Beth Wakan as it honoured her as well. Susan Yates was thanked for her involvement.

10. APPLICATIONS AND REFERRALS

11. LOCAL TRUST COMMITTEE PROJECTS

11.1. Dog Sitting Regulations

11.1.1. Staff Report dated May 8, 2015

The options suggested in the report were reviewed and discussed. Noise bylaws were clarified. Various home occupation regulations were discussed. The definition of a kennel was discussed. It was agreed that hearing from the community would be helpful.

GB-2015-071

It was **MOVED** and **SECONDED**, that the Gabriola Island Local Trust Committee endorse the project charter and request staff to draft an issue summary and survey to circulate amongst the Local Trust Committee for comment and feedback with the goal of distribution to gauge public opinion.

CARRIED

11.1.2 Email from Penny Sidor dated June 7, 2015

Received.

12. REPORTS

12.2. Applications Report Dated June 3, 2015

Reviewed.

12.3. Trustee and Local Expense Report Dated May, 2015

Reviewed.

12.4. Adopted Policies and Standing Resolutions

Reviewed.

12.5. Local Trust Committee Webpage

Student Planner Kucheran discussed the work she has been doing on the website in regards to Riparian Areas Regulation (RAR) information for property owners. Discussion ensued. It was also noted that the News section on the website should be updated.

12.6. Chair's Report

Chair Busheikin reported on the following activities that she participated in this month:

- Executive Committee finalized the upcoming Trust Council agenda and package.
- A one-day Chairs Orientation session that gave a lot of concrete information and reviewed Robert's Rules of Order.
- Meeting with the head of the Community Justice Centre in Comox Valley to talk about idea of bringing in alternative dispute resolution somewhere in our process.

12.7. Trustee Reports

Trustee Mamoser reported on the following activities that she participated in this month:

- Local Planning Committee meeting
- The third Village Vision meeting
- Gabriola Museum launched new exhibit
- Chairs Orientation Meeting
- Congratulations to Gabriola Island Singers
- Mudge Island pancake breakfast

Trustee Nicholas thanked previous RPM Simpson for all her work and welcomed Aleksandra Brzozowski as Acting RPM. She then reported on the following:

- FAC meeting with BC Ferries
- Trust Programs Meeting
- Looking forward to next Trust Council on Galiano Island
- MoTI meeting last week
- Mudge Island pancake breakfast

- Met The Honourable Judith Guichon, BC's Lieutenant Governor who was on Gabriola to present an award to Gail Lund and the Gabriola Island Singers
- Solar project at the Commons
- Sea to Seed event at the Commons at 6 pm this Saturday

Chair Busheikin briefly discussed the Executive Committee's campaign to ask the Province to contribute money to BC ferries to bring the fares down.

12.8. Electoral Area Director's Report

None.

12.9. Trust Fund Board Report - May 2015

Received.

13. BREAK

Chair Busheikin recessed the meeting at 11:55 am for a break, and reconvened at 12:07 pm.

14. NEW BUSINESS

14.1. Regional District of Nanaimo Annual Meeting

14.1.1. Memorandum dated June 1, 2015

ARPM Brzozowski summarized the memorandum. Discussion ensued regarding potential topics that the LTC would like to see on the agenda.

GB-2015-072

It was **MOVED** and **SECONDED**, that the Gabriola Island Local Trust Committee request staff to add the following items to the list of potential topics for the upcoming Regional District of Nanaimo and Islands Trust annual meeting: subdivision park designation, emergency preparedness, village vision process and building inspection and site accessibility on commercial projects.

CARRIED

Also discussed was the emergency dock and the community support to have it be available for use by water taxis. This was flagged for discussion at the next LTC meeting. Staff noted that the full list of topics would be brought back to the next meeting as well.

14.2. Agricultural Land Reserve Regulatory Amendments Regarding Production of Medical Marihuana

14.2.1. Memorandum dated May 22, 2015

ARPM Brzozowski summarized the memorandum. Discussion ensued. Decision on action required at this time deferred until Item 12.1 of the agenda (Work Program Reports).

14.3 Letter from the RCMP dated June 5, 2015

Trustees reviewed the letter. Discussion ensued.

GB-2015-073

It was **MOVED** and **SECONDED**, that the Gabriola Island Local Trust Committee request that staff write a letter for the Chair's signature in support of the Gabriola Island RCMP Detachment Commander's request for additional staffing.

CARRIED

14.4 Ministry of Transportation and Infrastructure (MoTI) meeting update

Trustee Nicholas gave a verbal update about the meeting. Topics that arose from the meeting included the potential widening of Eastholm Road above the ferry. Discussion ensued.

GB-2015-074

It was **MOVED** and **SECONDED**, that the Gabriola Island Local Trust Committee send a referral to the Transportation Advisory Commission seeking advice on whether the Local Trust Committee should support the potential widening of Eastholm Road above the ferry terminal.

CARRIED

15. UPCOMING MEETINGS

15.1. Next Regular Meeting Scheduled for Thursday, July 23, 2015 at 10:15 am at Mudge Island Community Park, Mudge Island, BC

Discussion ensued regarding logistics of the meeting. All staff were encouraged to attend the meeting to get a feel for Mudge Island. Trustee Mamoser will move forward with the planning.

16. TOWN HALL

None.

12.1. Work Program Reports

12.1.1. Top Priorities Report Dated June 3, 2015

The Top Priorities list was reviewed and discussed.

12.1.2. Projects List Report Dated June 3, 2015

The Project List was reviewed and discussed.

GB-2015-075

It was **MOVED** and **SECONDED**
that the Gabriola Island Local Trust Committee place examination
of the Medical Marihuana Bylaw on the project list.

CARRIED

GB-2015-076

It was **MOVED** and **SECONDED**,
that the Gabriola Island Local Trust Committee request staff to
draft a scoping memo about the Medical Marihuana Bylaw
changes for the next LTC meeting.

CARRIED

17. CLOSED MEETING

17.1. Motion to Close the Meeting

GB-2015-077

It was **MOVED** and **SECONDED**,
that the Gabriola Island Local Trust Committee close the meeting to the
public in accordance with the Community Charter, Part 4, Division 3, s.90
(1) (a) for the purpose of considering appointments to Advisory Planning
Commission and Transportation Advisory Planning Commission and s.90
(1) (d) the adoption of in camera minutes dated May 7, 2015 AND that the
recorder, and staff attend the meeting.

CARRIED

Chair Busheikin closed the meeting to the public at 1:21 pm.

17.2. Recall to Order

Chair Busheikin reopened the meeting to the public at 1:25 pm

17.3. Rise and Report

Chair Busheikin reported that the in camera minutes dated May 7, 2015
were adopted, that Deb Ferens was reassigned to the Transportation
Advisory Committee and Megan Walker was appointed to the Advisory
Planning Commission.

18. ADJOURNMENT

The meeting was adjourned at 1:25 pm.

Laura Busheikin, Chair

Certified Correct:

Jessie Sherk, Recorder



Islands Trust

Print Date: Jul-15-2015

Follow Up Action Report w/ Target Date

Gabriola Island Feb-26-2015

No.	Activity	Responsibility	Target Date	Status
1	LTC requests staff to advertise for membership in a Board of Variance appointed jointly with other LTC's in the Northern Region.	Lisa Webster-Gibson	Jun-30-2015	On Going

May-07-2015

No.	Activity	Responsibility	Target Date	Status
1	Housekeeping amendments project: Bylaw 278 given third reading, forward to EC and Minister for approval Bylaw 279 given third reading as revised , forward to EC for approval	Becky McErlean Lisa Webster-Gibson	Jun-11-2015	On Going
1	Staff to further discussion regarding zoning of Coats Marsh Regional Park with The Nature Trust of BC and the Regional District of Nanaimo, encouraging them to request approval from the Ecological Gifts Program for the change in zoning from Resource to Parks 1, that was removed from bylaws 271 and 272 prior to their adoption.	Aleksandra Brzozowski	Jun-11-2015	On Going
1	Staff to schedule a meeting with Snuneymuxw First Nation as per our protocol agreement. Update: staffing changes at SFN as of early July.	Julianne Kucheran	Jun-11-2015	On Going

Jun-11-2015

No.	Activity	Responsibility	Target Date	Status
1	Forward thank you letter from Library of Parliament to Naomi Beth Wakan.	Aleksandra Brzozowski	Jun-18-2015	Done

1	Add link to new RAR information page on the Latest News page and the Bylaws page. Explore possibility to add link on the Applications and Guides page. Add note on NAPTEP to the RAR info page.	Julianne Kucheran	Jun-18-2015	Done
1	Add 4 topics to the list of topics for the upcoming RDN meeting in the fall: -considerations around parkland as part of subdivision - Village Vision - building inspection, esp for accessibility on commercial sites - emergency preparedness Structure topic list into "for information" topics and "for discussion" topics. Send list to RDN and ask for their topics.	Aleksandra Brzozowski	Jun-18-2015	Done
1	Staff to write a letter for the Chair's signature in support of the RCMP request.	Aleksandra Brzozowski	Jun-25-2015	Done
1	Refer to the Transportation Advisory Commission, seeking advice on whether the LTC should support the proposed widening of Eastholm Road above the ferry terminal. Update: following information from MOTI, staff wishes to clarify direction from LTC on referral package information.	Aleksandra Brzozowski Penny Hawley	Jun-25-2015	On Going
1	Notify Megan Walker that she has been appointed to APC, and notify Deb Ferens that she has been appointed to the Transportation Advisory Commission.	Aleksandra Brzozowski Penny Hawley Becky McErlean	Jun-25-2015	Done
1	Advertise upcoming LTC meeting on Mudge on Latest News page.	Aleksandra Brzozowski	Jun-30-2015	Done
1	Review list of potential topics for RDN meeting, with the possibility of adding 'Descanso Bay Emergency Dock Zoning' to the agenda.	Melanie Mamoser Heather Nicholas	Jul-23-2015	On Going
1	Prepare issue summary and survey about dog sitting (to be reviewed for feedback by the LTC) to distribute to the public via online methods and hard copy at the Northern Office. Prepare <400 word article for the Souder on the topic to advertise the survey.	Aleksandra Brzozowski	Jul-23-2015	On Going

1	Mudge logistics: Trustee Mamoser to secure boat transport for LTC and staff, secure tables and chairs, secure an awning or tent for shade, and coordinate a tour of Mudge for those interested. Islands Trust staff to post normal ad, and coordinate trustees and staff to the boat launch.	Melanie Mamoser Theresa Warren	Jul-23-2015	Done
1	Review the new bylaw standards set by Ministry of Agriculture regarding medical marihuana, and establish where in the Gabriola, Mudge, and DeCourcey bylaws provisions are inconsistent	Aleksandra Brzozowski	Jul-23-2015	Done
1	Respond to the media's request to attend the RDN - Islands Trust annual meeting in the fall.	Aleksandra Brzozowski	Jul-24-2015	On Going



Memorandum

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Date July 3, 2015 File Number: Islands Trust Strategic Plan

To Gabriola Island Local Trust Committee

From Aleksandra Brzozowski, Acting Regional Planning Manager

Re **PHASE 2 LOCAL TRUST COMMITTEE INPUT INTO DEVELOPMENT OF THE ISLANDS TRUST STRATEGIC PLAN FOR 2014 - 2018**

At its June meeting, Trust Council decided to have another round of consultation with Local Trust Committees (LTCs) regarding the Strategic Plan. At this stage in the process, the Executive Committee is seeking new input, or a confirmation of previous input, from LTCs with a focus on the objectives and strategies that LTCs believe to be priorities. Feedback is requested by August 7, 2015. Please find attached the Request for Decision from Linda Adams, Chief Administrative Officer.

At its regular business meeting on May 7, 2015, the Gabriola Island Local Trust Committee passed the following resolutions with regard to providing input into the Islands Trust Strategic Plan:

GB-2015-062

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that item 4.2 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include Activity 4.2.3 Create an inventory of approaches and communications materials related to secondary suites and other affordable housing initiatives on each island.

GB-2015-063

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that Item 4.3 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include Activity 4.3.4 To create an inventory of approaches to short term vacation rentals on each island.

GB-2015-064

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that item 5.1 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include Activity 5.1.3 Seeking out common ground with local first nations and building on it by identifying areas of shared advocacy and proactively proposing shared partnerships.

GB-2015-065

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that item 7.2 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include activity 7.2.1 Advocating for tax exemption strategies related to the new Riparian Area Regulations legislation.

GB-2015-066

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council to add item 6.3 in the Discussion Draft of the Strategic Plan for 2014-2018 as "Improve information sharing between Local Trust Committees."

GB-2015-067

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that item 6.1 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include Activity 6.1.1 To investigate the use of alternative dispute resolution and or mediation in bylaw enforcement.

GB-2015-068

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee recommend to Trust Council that item 6.1 in the Discussion Draft of the Strategic Plan for 2014-2018 be amended to include Activity 6.1.2 Begin preliminary investigations into the possibility of forming a Gulf Island Regional District.

ALL CARRIED

pc: Linda Adams, Chief Administrative Officer

REQUEST FOR DECISION

To: Local Trust Committees

For the Meeting of: Various dates (see list attached at end)

From: Linda Adams
Chief Administrative Officer

Date Prepared: June 29, 2015

File No.: Strategic Plan

SUBJECT: PHASE 2 LOCAL TRUST COMMITTEE INPUT INTO DEVELOPMENT OF THE ISLANDS TRUST STRATEGIC PLAN FOR 2014-2018

RECOMMENDATION:

That the ** Local Trust Committee recommend to Trust Council that the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term (Attachment 1)*, be amended as follows: *(to be determined by each LTC)*.

That the ** Local Trust Committee request its planner to complete Attachment 3, based on the LTC's work program, and forward it to the Chief Administrative Officer by August 7.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The Islands Trust Council is in the process of developing a Strategic Plan, which will guide staff work programs, and budget development for the 2014-2018 term. Following earlier input from trustees and Islands Trust bodies, the Islands Trust Council has approved a Discussion Draft that identifies potential objectives and examples of strategies and activities for the 2014-2018 term. At this stage in the process, the Executive Committee is seeking input from Local Trust Committees (LTCs) with a focus on the objectives and strategies that LTCs believe to be priorities. Public consultation is also planned from July-August. An initial version of the Strategic Plan is scheduled for adoption in September, for the purposes of activities in the remainder of the 2015-2016 fiscal year and budget planning for the 2016-2017 fiscal year.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The task of developing and providing LTC recommendations about a Strategic Plan can be accommodated with existing resources.

FINANCIAL:

No external financial implications of providing LTC recommendations about a Strategic Plan.

LTC's requests for strategies and actions for the 2015-2016 fiscal year should consider the available resources in the current budget.

Should an LTC propose strategies and actions that would require additional resources in a future fiscal year, such requests would be considered by the Financial Planning Committee and Trust Council during the budget development process.

POLICY: No implications for existing policy. Trust Council's Strategic Plan could include objectives and strategies that result in amendments to existing policies.

IMPLEMENTATION/COMMUNICATIONS:

LTCs may wish to consider the following questions, in developing their input into *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*:

- Is the list of potential priority objectives complete? Should any be removed or amended?
- Should additional potential objectives be added? Should any be removed or amended?
- What is the relative importance of each potential objective identified?
- Are there additional or different strategies that should be identified at this stage? (Note: only broad strategies need to be identified at this stage; later in the process, more specific activities will be identified to carry out each strategy)

Local Trust Committee resolutions regarding potential additions, deletions or changes to the Discussion Draft of the Strategic Plan should be conveyed to the Chief Administrative Officer by **August 7**, for assembly and inclusion in the Executive Committee's August 19 meeting agenda package. Where this timing is not possible, resolutions should be submitted as soon as practical, for inclusion in Trust Council's September 2015 meeting agenda package.

OTHER: As other Islands Trust bodies will be asked for input about the Strategic Plan and Trust Council will have further opportunities to discuss successive drafts of the Strategic Plan, LTCs may wish to focus on matters that are most relevant to LTC work.

As the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* indicates a number of strategies and activities for the Local Planning Committee and Local Trust Committees, completion of Attachment 3 will assist Trust Council in understanding LTCs' interests in addressing the topics identified.¹

BACKGROUND

- The Islands Trust Council adopts a strategic plan each term to focus its work on the priority areas identified by trustees, as well as the many separate bodies that make up the Islands Trust. Trust Council has assigned the Executive Committee the responsibility for facilitating development of the Strategic Plan.
- The Executive Committee has been following a process for Strategic Plan as provided to Trust Council at its June [Strategic Planning Session](#).
- In June 2015 Trust Council had a facilitated session and confirmed the list of *Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* shown in Attachment 1, for the purposes of further consultation.
- A diagram and glossary of strategic planning terms is included in Attachment 2 for reference.

REPORT/DOCUMENT:

Attachment 1 -- *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*

Attachment 2 – Diagram and Glossary of Strategic Planning Terms

Attachment 3 – Local Trust Committees and Draft Strategic Plan 2014-2018

KEY ISSUE(S)/CONCEPT(S):

¹ Thanks to Trustee Tony Law for development of Attachment 3.

RELEVANT POLICY:

- The Strategic Plan is intended to carry out the Islands Trust Policy Statement, by identifying priorities for each term.
- [Trust Council's Policy 2.4.i](#) gives the Executive Committee the responsibility to facilitate development of the Strategic Plan.

DESIRED OUTCOME:

Phase 2 of LTC input into the Islands Trust's Strategic Plan for 2014-2018.

RESPONSE OPTIONS

Recommended:

That the ** Local Trust Committee recommend to Trust Council that the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*, be amended as follows: *(to be determined by each LTC)*

That the ** Local Trust Committee request its planner to complete Attachment 3, based on the LTC's work program, and forward it to the Chief Administrative Officer by August 7.

Alternative:

That the ** Local Trust Committee not provide comments regarding the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* at this time.

Prepared By: Linda Adams, Chief Administrative Officer

Reviewed By/Date: N/A



Linda Adams, Chief Administrative Officer

NOTE: This RFD has been prepared for receipt at the following meetings of LTCs:

Ballenas/Winchelsea: (Special meeting before Aug 7 if desired by LTC)

Denman LTC: July 21

Gabriola LTC: July 23

Galiano LTC: July 6

Gambier LTC: Aug 6

Hornby LTC: July 17

Lasqueti LTC: July 30

Mayne LTC: July 28

North Pender LTC: July 30

Salt Spring LTC: July 9 or Aug 6

Saturna LTC: (Special meeting before Aug 7 if desired by LTC)

South Pender LTC: (Special meeting before Aug 7 if desired by LTC)

Thetis LTC: Aug 11

Input from LTCs will be forwarded to the Executive Committee, Council's Advisory Committees (where feasible) and the September meeting of Trust Council.

Date: July 8, 2015

File No.: 6500-20 Medical
Marihuana
Production Bylaw
Standards

To: Gabriola Island Local Trust Committee
For the meeting of July 23, 2015

From: Aleksandra Brzozowski, Acting Regional Planning Manager

Re: Agricultural Land Reserve regulatory amendments regarding production of
medical marihuana

Preliminary Report

The purpose of this preliminary report is to identify areas of the Gabriola Island Land Use Bylaw (Bylaw No. 177) that are not consistent with the BC Minister's new Bylaw Standard for medical marihuana production facilities.

Project Objectives

The overall objective of this project is ensure all land use bylaws in the Local Trust Area are consistent with the BC Minister's Bylaw Standard for medical marihuana production facilities by Fall 2015, as per the requirement set by the Ministry of Agriculture.

Project Background

In April 2014, changes to federal legislation regarding medical marihuana production facilities (MMPFs) triggered a response from a number of local governments with jurisdiction over lands in the Agricultural Land Reserve. In the case of the Gabriola Island Local Trust Committee (LTC), the LTC adopted policies regarding MMPFs in Amendment Bylaw 275 that reflected changes to agricultural policies and regulations in the Gabriola Land use Bylaw (LUB).

In May 2015, the Islands Trust received a letter from the Ministry of Agriculture's Deputy Minister which advises local governments that their bylaws are required to be consistent with new just-released BC Minister's Bylaw Standard for MMPFs. In our, and many other local governments', attempts to keep up with the changes to the federal legislation regarding medical marihuana production facilities, the LTC finds itself with recently adopted bylaw provisions that do not conform to the new bylaw standards.

The Deputy Minister of Agriculture has requested that local governments amend their bylaws by the early fall of 2015.

A memorandum was presented to the LTC at its June 11, 2015 meeting alerting the LTC to the problem. The LTC directed staff to report back with a scope of work and an identification of all inconsistencies in the land use bylaws of the Local Trust Area.

Relevant Land Use Considerations

Gabriola Island

When the new federal regulations were changed in 2014, the Gabriola Island Local Trust Committee specifically allowed medical marihuana licensed under the Marihuana for Medical Purposes Regulation in the Agricultural Land Reserve and industrial zones and ask that staff advise on appropriate setbacks and parcel sizes. Bylaw 275 subsequently included regulatory changes to the Gabriola LUB regarding minimum lot size and minimum setbacks for MMPFs.

There are a number of parcels on Gabriola Island designated as ALR land to which the new bylaw standard is applicable.

Mudge and Decourcey Islands

Neither Mudge nor Decourcey Island currently have any land designated as Agricultural Land Reserve.

The remainder of this report will focus on the Gabriola Land use Bylaw No. 177.

Analysis

Reviewing the new Bylaw Standard, staff has matched it with the equivalent Gabriola LUB provision. Consistency is noted in the final column.

Provisions for MMPFs on ALR land

Subject	Provision in Bylaw Standard	Provision in Gabriola Bylaw No. 177	Consistent / Inconsistent
Minimum Lot Size	No minimum lot size	4 hectare minimum lot size D.2.1.1.a) vi.	Inconsistent
Lot Coverage	35% lot coverage maximum	35% lot coverage maximum for buildings and structures in ALR D 2.1.3 b)	Consistent
Height Limitations	15 metre maximum building height	12 metre maximum building height for buildings used exclusively for agriculture. B 2.3.1 The <i>height</i> restrictions may be exceeded for radio and television antennas, electrical service masts, chimneys, flag poles, lighting poles, lightning rods, boat launching cranes, farm silos, water towers,	Inconsistent

		church spires and steeples, firehall hose towers and electrical transmission towers. B.2.3.2	
Building Setbacks	15 to 30 metre MAXIMUM building setbacks from property lot lines for MMPFs	30 metres (98.4 feet) from any lot line D.2.1.3 a. iii	Consistent
Setbacks from Watercourses	30 metre setback from any watercourse	15 metre setback from any watercourse B 2.1.1	Consistent
Setbacks from Parks and Schools	150 metre maximum setback from MMPFs to Parks and Schools	None	Consistent, the LTC may wish to add new setback
Setbacks from non-ALR Residential Uses	30 metre maximum setback from MMPFs to non-ALR Residential Uses with a buffer, or 60 metre maximum setback if a buffer is not employed.	None	Consistent, the LTC may wish to consider adding new setback

Options

Regarding the regulatory approach to reviewing this matter, the Ministry of Agriculture requires that Bylaw No. 177 must be amended to become consistent with the new Bylaw Standard.

Resources and Roles

No financial resources have been allocated for this priority project; however, a legislative process for a bylaw amendment such as this typically costs an average of \$1,500. Staff suggests the budget be drawn from Special Projects.

Regarding roles, community engagement at the information and consultation level will be the joint role of Planning Staff and the LTC.

For planning staff and the LTC, this is a relatively minor amendment project that could be accomplished within several months. However, the LTC will need to suspend work on one of its current Top Priority projects to accommodate the staff resources required to complete the required legislative process.

Communications

Because the Ministry of Agriculture is presenting a prescribed set of provisions with which the Gabriola LUB must comply, the depth and breadth of community input falls at "Inform" on the spectrum of public participation.

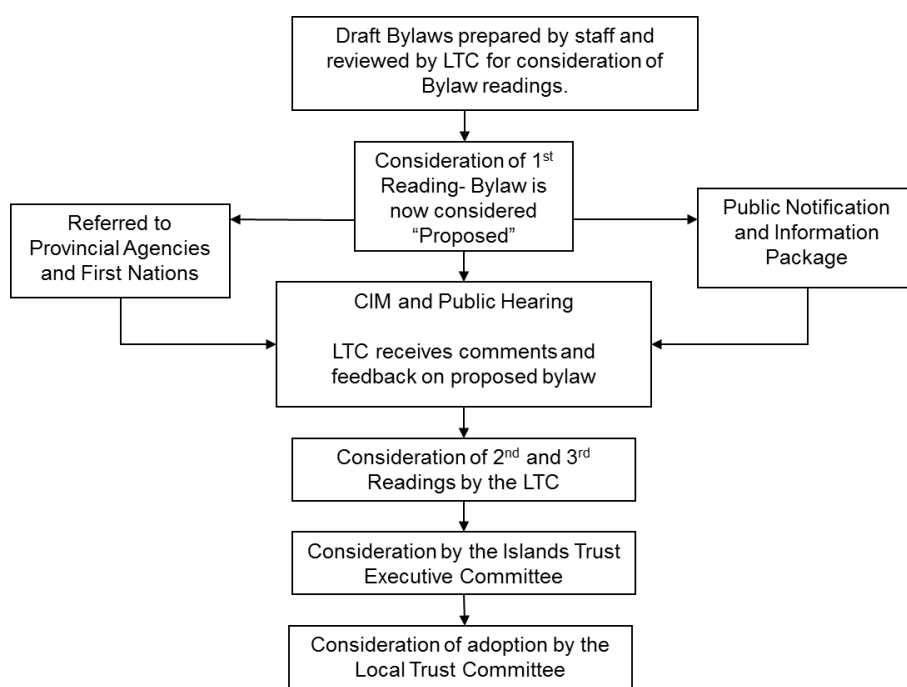
Staff recommends that communications comprise information continually provided on the Islands Trust website and one Community Information Meeting during the legislative process.

Project Charter

Attached is a draft Project Charter. The charter outlines the objectives, milestones, and budget for this bylaw amendment process. Staff seeks the LTC's comments on the draft Project Charter in particular regarding the proposed Objectives and Scope.

Project Scope and Timeline

The process for this matter will follow the standard bylaw amendment process.



Next Steps

Next steps will be for the LTC to amend and endorse the Project Charter, and provide feedback on whether it wishes to pursue setbacks between MMPFs and parks/schools and non-ALR residential uses.

Following this, staff will prepare a draft amendment bylaw to be presented at a future LTC meeting.

Summary of Planning Recommendations

This report outlines the required bylaw amendment changes required to provide consistency with the new Bylaw Standard for ALR land, as well as the required process to bring Bylaw No. 177 into compliance with the new BC Minister Bylaw Standard.

RECOMMENDATIONS:

That the Gabriola Island Local Trust Committee:

1. Make any necessary revisions to the Project Charter and endorse the document as amended;
2. provide Staff with direction on the Top Priority work project it wishes to suspend until staff resources become available following this project;
3. direct staff to prepare a draft amendment bylaw concerning bylaw provisions in current Bylaw No. 177 regarding Medical Marihuana Production Facilities in the ALR.

Prepared and Submitted by:

Aleksandra Brzozowski

July 9, 2015

Aleksandra Brzozowski
A/ Regional Planning Manager

Date

Attachments:

1. Draft Project Charter July 9, 2015

Amendments re MMPFs in the ALR - Project Charter

Gabriola Local Trust Committee

Date: July 9, 2015

Purpose The purpose of this project is to address a small number of inconsistencies between the Gabriola Island Land Use Bylaw (LUB) and the Ministry of Agriculture's new Bylaw Standards regarding Medical Marihuana Production Facilities (MMPFs) in the Agricultural Land Reserve (ALR).

Background In April 2014, changes to federal legislation regarding medical marihuana production facilities (MMPFs) triggered a response from a number of local governments. In the case of the Gabriola Island Local Trust Committee (LTC), the LTC adopted policies regarding MMPFs in Amendment Bylaw 275 that reflected changes to agricultural policies. In May 2015, the Islands Trust received a letter from the Ministry of Agriculture's Deputy Minister which advises local governments that their bylaws are required to be consistent with new just-released BC Minister's Bylaw Standard for MMPFs.

Objectives

- To identify where the bylaw is inconsistent.
- To adjust the bylaw provisions to become consistent.
- To complete the bylaw amendment process as quickly as possible. .

In Scope

- Minor amendments required by the Ministry of Agriculture
- Minor amendments not expected to be controversial
- Consultation with First Nations
- Limited consultation with landowners

Out of Scope

- Public consultation
- Amendments that require public consultation
- Amendments that require significant staff research

Workplan Overview

Deliverable/Milestone	Date
LTC confirms list of bylaw amendments to be drafted	July 23, 2015
Draft bylaw, consideration of first reading	September 10, 2015
Referral to First Nations, RDN, ALC, VIHA, and IT Bylaw Enforcement	September—October, 2015
Review of referral responses, consideration of scheduling public hearing	October 22, 2015
Public hearing, consideration of second and third readings	November 26, 2015
Submission to the Executive Committee for approval	December 2015
Adoption of bylaw	January 2016

Project Team

Aleksandra Brzozowski, Island Planner	Project Manager
_____, Regional Planning Manager	Team member
Barb Dashwood, GIS technician	Mapping support
Becky McErlean, A/ Legislative Clerk	Legislative support

RPM Approval:

Aleksandra Brzozowski

Date: July 10, 2015

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source: Special Projects (or option to use OCP/LUB review budget)

Fiscal	Item	Cost
2015/16	Public Hearing	\$1,500
	Total	\$2,000

Date: July 14, 2015

File Number: GB-CL 2015.1

To: Gabriola Island Local Trust Committee
For the meeting of July 23, 2015

From: Aleksandra Brzozowski, Acting Regional Planning Manager

Re: **Update on Crown Referral on Lease Amendment for Stony Ridge Aggregate
(For Information)**

Background

In February 2015, the Islands Trust Northern Office received a referral from the Ministry of Energy and Mines (MEM) for an amendment to an existing permit held by Stony Ridge Aggregate. As mining activity falls under the jurisdiction of the *Mines Act*, the decision whether to issue the permit amendment rests with the Government of British Columbia. However, as a courtesy the application is referred to the relevant local government to assess whether the proposed use conforms with the existing zoning and for any additional comments.

Planning staff responded to the referral in March (Attachment 1). Staff presented the referral response to the LTC at their April 2, 2015 regular business meeting and solicited any further comments. At the April 2, 2015 meeting, the LTC passed the following resolution:

GB-2015-026

It was **MOVED** and **SECONDED**,
that the Gabriola Island Local Trust Committee request that staff provide an addendum to the referral letter of March 16, 2015 regarding file # 1029117 adding comments as discussed at the April 2, 2015 Local Trust Committee meeting for Chair Busheikin to sign and that said letter be forwarded to Front Counter BC.

CARRIED

A letter was sent on April 9, 2015 to the Southwest Region Mining Office (Attachment 2). In addition to the letter, planning staff requested records of past site inspections and remediation records. Staff was advised that such records could be obtained through a Freedom of Information request.

Follow up information

Subsequent to the mailing of the letter, planning staff contacted Jim Dunkley, Senior Inspector with the Southwest Region Mining Office, to gain further information regarding the proposed operation and reclamation. Mr. Dunkley provided the following further information.

Previous Inspections and Scale of Work

- There have been 2 or 3 inspections of the site since 2009 but this is only because the mine is small and operates infrequently. Ministry inspectors schedule site visits based upon a risk matrix. This is based

on type of permit, size or volume of material processed, past history, etc. They also do inspections in response to public complaints.

- Work could become frequent if the market is strong. In such a case, inspections would increase accordingly.

Noise and Disturbance concerns

- If noise is an issue, staff from MEM would come out and monitor for code limits. However, the code limit is based on health and safety for workers, and is likely much louder than levels that would disturb neighbours
- The applicant and statutory decision maker can work with communities on setting hours of operation

Concerns about water use and management

- The statutory decision maker looks at the use of water and will put into any permit that any water flowing off site cannot have more than 25 mg/L sediment.
- Generally, this type of use does not contaminate the water and whatever is taken from surface water is just recycled
- Applicant wants to work on the cliffs, which would create benches but not change water flow direction (no diversion of surface water)

Environmental Concerns

- Is not aware of where McGuffies Swamp is and whether one of the ponds in the application is McGuffies Swamp (both ponds on the site are in marshy areas but this could be totally different)

Lastly, Senior Inspector Dunkley noted that municipal level governments can only be granted any input on quarries if they have a soil removal bylaw and even then their input is very limited. Local Trust Committees are not authorized to enact soil removal bylaws.

On July 14, 2015, planning staff received from MEM records as requested through the Freedom of Information request. Staff will review the documents and provide the LTC with a verbal update at the July 23, 2015 LTC meeting regarding any additional information relevant to the concerns noted in the referral response and addendum letter.

Actions by others

Members of the community continue to voice concerns and request the LTC to advocate for community consultation (Attachment 3). Planning staff has been advised that the matter has also been brought to the attention of the Regional District of Nanaimo.

Planning staff has been advised that members of the community will meet with high level staff from the Ministry of Energy and Mines coordinated by MLA Doug Routley. The purpose of the meeting is to voice community concerns to the agency holding jurisdiction over the application. The meeting is to take place on July 15, 2015.

Attachments: Response to Referral re: GB-CL 2015.1 from Islands Trust Northern Office (March 16, 2015)
Letter from Gabriola LTC Chair to Ministry of Energy and Mines (April 9, 2015)
Email from Judith Graham to Trustee Nicholas (July 9, 2015)



700 North Road, Gabriola Island, BC V0R 1X3
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Email northinfo@islandstrust.bc.ca

Web www.islandstrust.bc.ca

March 16, 2015

File Number: GB 3430-20

(D Lorette)

Your File: 1029117

Maryann Bouffard
Land Officer
Front Counter BC
Operations Coordinator

Dear Maryann:

Re: Proposal for an Amendment to existing Mines Act Permit for quarrying activity and cutting of stone located 1400 South Road, Gabriola Island, BC (approximately 0.25 ha)

Please note the following response comments to this referral:

1. Does this proposal relate to your agency's legislated responsibilities?

Yes.

If yes, please identify the relevant legislation (including section):

Official Community Plan policies and Land Use Bylaw regulations apply to the proposed site area for this referral (See Attachment 1 for Map): The *Gabriola Island Official Community Plan No. 166, 1997* (OCP) and the *Gabriola Island Land Use Bylaw No. 177, 1999* (LUB).

Section 3 of the *Islands Trust Act* states:

The object of the trust is to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.

Section 24(2) of the *Islands Trust Act* states:

For the purpose of carrying out the object of the trust, each local trust committee may do the following:

- (b) regulate the development and use of land in its local trust area in accordance with sections 29 and 31.

Section 29(1) of the *Islands Trust Act* states:

Each local trust committee has, in respect of its local trust area, all the power and authority of a regional district board under the following enactments:

- (a) sections 694 (1) (j) and 723 of the *Local Government Act* and Part 26 of that Act, except Division 10 of that Part and except section 939;

Part 26, Division 7, section 903 of the *Local Government Act* provides that a local trust committee may enact zoning regulations that regulate the use, density of use and siting, size and shape of buildings and structures.

Gabriola Island Official Community Plan No. 166, 1997 (OCP), a bylaw to adopt the Official Community Plan for part of the Gabriola Local Trust Area, whereby the Plan restricts the Gabriola Local Trust Committee (“the Trust Committee”) to enact only those bylaws and undertake only that work which is consistent with the Official Community Plan.

Gabriola Island Land Use Bylaw No. 177, 1999 (LUB), a bylaw to adopt a land use bylaw for the Gabriola Island portion of the Gabriola Island Local Trust area and alter the area of application for the Gabriola Island zoning and subdivision bylaws, whereby this bylaw applies to that portion of the Gabriola Island Local Trust Area shown on Attachment 1, excepting areas within Indian Reserves. Without limiting the foregoing, this includes Gabriola Island and the areas seaward of its shoreline encompassing all other islands, islets, rocks, reefs, the seabed, and sea surface, plus any other water surface areas and all air spaces within the boundary shown.

2. If the proposal proceeds, will the proponent require approval or a permit from your agency? If yes, please explain.

No. The proposal appears not to include processing of materials (the only cutting of stone being for the purpose of material transportation). However, should the activities change to include processing, the applicant will be required to apply and be approved for a rezoning.

3. Will ongoing compliance monitoring be required by your agency as a result of your legislated responsibilities? If yes, please explain what will be required.

No. Compliance with the regulations in Gabriola Land Use Bylaw No. 177 will be monitored by way of bylaw enforcement should there be a complaint made by the member of the public or should there be a safety or environmental contamination issue.

4. Will this application affect public use of the area? If yes, please explain.

Yes. The location of the application is adjacent to residential properties. The application may affect neighbours should there be noise, air pollutants, or issues with regard to water use or waste water. These should be addressed as part of a site management plan for any future permit amendment, and the permit conditions should include the ability to cease operations if issues of nuisance such as those described above arise.

Regional Government

Is the application area for the Land application zoned for the proposed purpose?

The area is zoned Resource (R) as per the Gabriola Island Land Use Bylaw. As such, the proposed purpose is not included in the zoning; however, resource extraction activity does not require zoning permission.

The following are the permitted uses and structures in the above zones (see attachments for excerpts from bylaw) and no others are permitted in the above zones:

Permitted Principal Uses:

- Agriculture, including the sale of agricultural products grown or raised on the lot but excluding animal husbandry on lots less than 2.0 hectares (4.94 acres)
- Forestry
- Single family residential
- AM/FM Towers on lands shown on Schedule C, Map 5
- Shooting range, on lands as shown on Schedule C, Map 4

Permitted Accessory Uses:

- home occupations accessory to a residential use, subject to Section B.3
- cottage residential, on lots 2.0 hectares (4.94 acres) or larger, subject to Section B.6.3
- boarding and breeding kennels, accessory to a residential use, on lots 2.0 hectares (4.94 acres) or larger
- boarding and riding stables, on lots greater than 2.0 hectares (4.94 acres)

If no, what is the current zoning?

See above.

What is the estimated time required for a decision on an application to rezone the area should the applicant wish to pursue this option?

Should a rezoning be required in order to pursue the processing of goods (industrial use), it would take approximately one to two years.

RECOMMENDATION:

The Islands Trust does not object to this application, subject to the following:

- The additional activity must not generate any noise, air pollutants, or issues with regard to water use or waste water, and the conditions of the permit should stipulate that it can be terminated or suspended if said issues arise and are not appropriately addressed;
- All First Nations with a potential interest in the subject site should be consulted prior to the permit being issued;
- If the applicant wishes to commence the processing of raw materials on site; there must be an application for rezoning to allow for industrial use;
- The proposed sandstone excavation must not change the existing drainage patterns;
- The proposed sandstone excavation must not use groundwater for quarrying or cutting of stone;
- Any new buildings accessory to the proposed use must be constructed the appropriate permits; and
- The proposed activity must not affect any sensitive ecosystems or sites of archaeological significance.

Sincerely,

Karin Kronstal
Island Planner
Local Planning Services

pc: Gabriola Island Local Trust Committee
Courtney Simpson, Regional Planning Manager

Attachments:

- 1- Excerpt from Gabriola Island Land Use Bylaw No. 177, 1999

Attachment 3: Excerpt from Gabriola Island Land Use Bylaw No. 177, 1999

Gabriola Island Land Use Bylaw No. 177 - Schedule A

Resource Zones

D.2.4 Resource(R)

D.2.4.1 Permitted Uses

The uses permitted in Article B.1.1.1, plus the following uses and no others are permitted in the Resource (R) zone:

Permitted *Principal* Uses

- i *agriculture*, including the sale of agricultural products grown or raised on the *lot* but excluding animal husbandry on *lots* less than 2.0 hectares (4.94 acres)
- ii *forestry*
- iii *single family* residential
- iv AM/FM Towers on lands shown on Schedule C, Map 5
- v shooting range, on lands as shown on Schedule C, Map 4

b. Permitted *Accessory* Uses

- i *home occupations accessory* to a residential use, subject to Section B.3
- ii *cottage* residential, on *lots* 2.0 hectares (4.94 acres) or larger, subject to Section B.6.3
- iii boarding and breeding kennels, *accessory* to a residential use, on *lots* 2.0 hectares (4.94 acres) or larger
- iv boarding and riding stables, on *lots* greater than 2.0 hectares (4.94 acres)

D.2.4.2 Buildings and Structures

The *buildings* and *structures* permitted in Article B.1.1.2, plus the following *buildings* and *structures* and no others are permitted in the Resource (R) zone:

a. Permitted *Buildings* and *Structures*

- i Maximum of:
 - one *single family dwelling* per *lot*;
 - one *accessory cottage* dwelling per *lot*, not exceeding 65.0 square metres (699.7 square feet) on *lots* 2.0 hectares (4.94 acres) or larger;
 - three *buildings* per *lot* that exclude a *cottage*, *pump/utility house* and woodshed, and that are *accessory* to all dwellings; and
 - one *produce stand* per *lot*, not exceeding 20.0 square metres (215.3 square feet) in *floor area*, *accessory* to an agricultural use.
- ii Other non-residential *buildings* and *structures* to accommodate:
 - *agriculture*, *forestry*, boarding and breeding kennels, and boarding and riding stables; and
 - AM/FM Towers on lands shown on Schedule C, Map 5

For Information purposes only - Farm status under the BC Assessment Act is not required for the construction of *buildings* or *structures* for an agricultural use.

D.2.4.3 Regulations

The general regulations in Part B, plus the following regulations apply in the Resource (R) zone:

a. *Buildings* and *Structures* Siting Requirements

- i On *lots* less than 1.0 hectare (2.47 acres), except for a sign, *fence*, or *pump/utility house*, the minimum *setback* for *buildings* or *structures* is:

BL 250

- 6.0 metres (19.7 feet) from the *front lot line*;
 - 4.5 metres (14.8 feet) from any *exterior side lot lines*; and
 - 1.5 metres (4.9 feet) from any *interior lot lines*.
- ii On *lots* 1.0 hectare (2.47 acres) or larger, except for a sign, fence, or pump/utility house, the minimum *setback* for buildings or structures is:
- 10.0 metres (32.8 feet) from any *lot line*.
- iii Despite items D.2.4.3a.i and D.2.4.3a.ii:
- the minimum *setback* for boarding or breeding kennels is 30.0 metres (98.4 feet) from any *lot line*;
 - the minimum *setback* for greenhouses is 20.0 metres (65.6 feet) from any *lot line*, except for greenhouses not exceeding 46.0 square metres (495.2 square feet) in *floor area* or for larger greenhouses illuminated during hours of darkness where fencing, screening, shade cloth or other surfacing is used to cover all glare emitting surfaces, in which cases the minimum *setbacks* of items D.2.4.3a.i and D.2.4.3a.ii apply; and
 - the minimum *setback* for agricultural waste storage is 30.0 metres (98.4 feet) from any *lot line*.
- b. Lot Coverage Limitations**
- i The maximum combined *lot coverage* by buildings and structures is 10 percent of the *lot area*.
- c. Lot Area Requirements for Subdivision**
- i The minimum average *lot area* is 8.0 hectares (19.77 acres).
- ii The minimum *lot area* is 2.0 hectare (4.94 acres), excepting that the minimum *lot area* is 1.0 hectare (2.47 acres) where serviced by a *community water system* and a *community sewer system*.



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Web www.islandstrust.bc.ca

April 9, 2015

File: GB-CL 2015.1

Ministry of Energy and Mines
Southwest Region Mining Office
6th Floor- 1810 Blanshard
Victoria BC V8W 9N3

Via email: Maryann.Bouffard@gov.bc.ca

RE: Gabriola Local Trust Committee Submission to Request for Amendment to Permit for Stoney Ridge Aggregate (Mine Number G-8-214)

Dear Ms. Bouffard,

On March 16, 2015 the Islands Trust Northern Office staff responded to a referral from the Ministry of Energy and Mines for an amendment to an existing permit held by Stoney Ridge Aggregate on Gabriola Island (attached). At their regular meeting on April 2, 2015, the Gabriola Island Local Trust Committee (LTC) reviewed this response and requested the opportunity to provide additional comments in the form of this letter.

The Gabriola LTC has heard concerns from the community regarding the existing operation, as well as the proposed expansion of activities. As you are aware, the Stoney Ridge Aggregate Mine is located directly adjacent to a residential neighbourhood. The application states the proposed activities will be carried out within 150 metres of residential property, thus the activities are highly likely to disturb the surrounding community. We ask that the permitted hours of work and the number of weeks of noise-generating activity be minimized, that the required documents include a noise management plan and that the operation be monitored for compliance. Under no circumstance should blasting be permitted at the site, under this or any future permit.

A second area of concern is that sensitive ecosystems may be compromised by the current and proposed activity. The site contains a marsh known as 'McGuffies Swamp'; the LTC seeks assurance that this area is suitably protected under the terms of any permit, present or future. As the LTC has not received any information on the environmental management of this operation, we are concerned whether the conditions of the permit provide adequate environmental protection. We request that a minimum buffer of 30 metres be maintained from any water body as part of the permit conditions. The LTC also seeks assurance that the site is being regularly inspected by Ministry of Energy and Mines officials for compliance with environmental regulations and site remediation plans. Our staff has been in contact with your office to request records of past site inspections and remediation records, and look forward to receiving these at your earliest convenience.

A third area of concern is the issue of water use and management on site. The application states that no groundwater is to be used for any aspect of the operation, as the water will come from a man-made pool that is filled by rainwater. The LTC has heard concerns that the applicant has not provided adequate evidence to show that no groundwater is being used, as well as concerns that previous site activities have used groundwater. If there are reports of this nature proving that the operation has had and will continue to have zero impact on the water table, the LTC would like to receive a copy at your

earliest convenience. If no such documentation exists, the LTC requests the applicant be required to provide a water management plan from a qualified professional stating that the operation will not impact the water table.

Finally, the LTC requests that the Ministry of Energy and Mines conduct community consultation, at the minimum by posting a notice of the proposed amendment in the local newspaper and providing an opportunity for community comment. While we recognize that this is an amendment to an existing permit, not a new activity, it is the LTC's position that community consultation should be carried out as part of due diligence by the Ministry of Energy and Mines to whether to grant the permit amendment, and if so under what conditions.

We appreciate the Ministry's acceptance of these comments comes after the deadline for submissions, and thank you for your consideration of the above.

Yours sincerely,

A handwritten signature in black ink that reads "Laura Busheikin". The signature is written in a cursive, flowing style.

Laura Busheikin
Chair, Gabriola Island Local Trust Committee

Attached: Response to Referral re: GB-CL 2015.1 from Islands Trust Northern Office (March 16, 2015)

From: Judith Graham [REDACTED]
Sent: July 9, 2015 9:28 PM
To: Heather Nicholas
Subject: lorette notice of work

Hello Heather,

Further to this, awhile ago I was attempting to encourage the mines people to include a public meeting in the notice – apparently this is something that is within their discretion. Talking with M. Bouffard, sounded positive, at the time. Would there be anything in the documents which might trigger such an event from the IT perspective? Personally, I would be most grateful for any chance of an opportunity to have a public meeting and have Mr. Lorette front and centre state clearly and be accountable with his intent. Mines could have done it but chose not to. Onward ~ Judith

From: Judith Graham
Sent: Wednesday, June 3, 2015 2:33 PM
To: Dunkley, Jim R MEM:EX
Cc: Bouffard, Maryann J MEM:EX
Subject: Re: Gabriola Notice of Work

Thank you – on behalf of the 50 or so neighbouring residents I would like to respectfully request a public meeting. Can you advise the procedure for making this request? Thanks ~ Judith

From: Dunkley, Jim R MEM:EX
Sent: Wednesday, June 3, 2015 2:22 PM
To: 'Judith Graham'
Cc: Bouffard, Maryann J MEM:EX
Subject: RE: Gabriola Notice of Work

In all likelihood that would be me.

From: Judith Graham [REDACTED]
Sent: Wednesday, June 3, 2015 2:09 PM
To: Dunkley, Jim R MEM:EX
Cc: Bouffard, Maryann J MEM:EX
Subject: Re: Gabriola Notice of Work

Thank you – are you able to say who the Statutory Decision Maker is? ~ Judith

From: Dunkley, Jim R MEM:EX
Sent: Wednesday, June 3, 2015 1:58 PM
To: mailto:judith[REDACTED]
Cc: Bouffard, Maryann J MEM:EX
Subject: RE: Gabriola Notice of Work

Good afternoon Judith,

Applying for a mines permit is a business decision on the part of the applicant. The Ministry of Energy and Mines does not look into the potential marketability of the product the applicant wishes to produce. Essentially, the perceived quality of the sandstone does not play a role in the decision making process.

Permits are for specific areas of land. While the ownership may possibly change the location does not.

A public information meeting is a possibility but not a requirement. It is a decision made by the Statutory Decision Maker for the application.

Mr Lorette is the applicant and the contact for this application. Contact information for anyone working for or with him is not public information at this time.

Jim Dunkley, P. Geo
Senior Inspector of Mines

600-1810 Blanshard St
Victoria, BC. V8W 9M9

250.953.4640

From: Bouffard, Maryann J MEM:EX
Sent: Wednesday, June 3, 2015 1:33 PM
To: Dunkley, Jim R MEM:EX
Subject: FW: Gabriola Notice of Work

Hi Jim,

Can you please respond to the inquiry below.

Thank you,

Maryann J. Bouffard
Operations Coordinator/Inspector of Mines
Ministry of Energy & Mines
Southwest Region Mining Office
6th Floor- 1810 Blanshard
Victoria BC V8W 9N3
☎: 250-387-4825

From: Judith Graham [REDACTED]
Sent: Wednesday, June 3, 2015 1:27 PM
To: Bouffard, Maryann J MEM:EX
Subject: Re: Gabriola Notice of Work

Thank you Maryann -

Meanwhile I have a couple of questions perhaps you could help:

- We note that the issue which precipitated this application was a request from a Vancouver church which wanted to do some restoration work on their sandstone. We note that a BC Geological

Survey documenting sandstone states that the type and quality of sandstone throughout the Gulf Islands and specifically on Gabriola differs greatly – alot of it is just not very good quality – and that material for a restoration should only come from the original location. Is there any way to request an independent geological test to be done to determine the type and quality of Mr. Lorette's sandstone?

- Would this permit go with the land or with the individual?
- With respect to the advertising requirement – can you give details on that? For example does it include an opportunity for any kind of public meeting? Who is Dave's agent?

Thanks ~ Judith

From: Bouffard, Maryann J MEM:EX
Sent: Wednesday, June 3, 2015 10:54 AM
To: mailto:judith[REDACTED]
Subject: Gabriola Notice of Work

Hello Judith,

I just to provide you a status; I have left a message for Dave's agent to get back to me regarding the advertising requirement. I will try calling him again if I don't hear back today.

Cheers,

Maryann J. Bouffard
Operations Coordinator/Inspector of Mines
Ministry of Energy & Mines
Southwest Region Mining Office
6th Floor- 1810 Blanshard
Victoria BC V8W 9N3
☎: 250-387-4825

From: dlkydd [REDACTED]
Sent: Friday, June 26, 2015 10:20 AM
To: gbltcwebmail
Subject: Contact Form Submission

Contact: Gabriola Island Local Trust Committee
Name: Donna L. Kydd
Email: [REDACTED]

If you would like to be contacted using a different method than E-mail, please enter the details:

Write your message: There appears to be an increased frequency of flights over the southend of Gabriola rather than over the Strait, beginning as early as 6:30 a.m. and as late as 11:30 p.m. Is the Committee aware of any change in flight patterns and does the Committee or Gabriola Islands Trust have any input with the airport authority as to flights over Gabriola. I ask this as it is and will become more of an issue as flights increase to Nanaimo and up North Vancouver Island. Given the vastness of the Strait, it seems unnecessary to have flights over Gabriola -- especially during those early and late hours. The airplanes fly low enough to clearly see the type of plane and sometimes the numbering on the plane. What is the Committee's position on this and can it make representations to the airport authority to have those flights fly over the Strait rather than overland (southend Gabriola).

From: vortac [REDACTED]
Sent: July 6, 2015 10:35 AM
To: Heather Nicholas
Subject: Stone Quarry on Valdes Island

OPEN LETTER to: Islands Trust, Gabriola Sounder, Nanaimo Regional District, Lyacksun First Nations, Aboriginal Affairs and Northern Development Canada, Parks Canada, BC Parks, Environment Canada, Health Canada, Natural Resources Canada, Fisheries and Oceans Canada, Council of BC Yacht Clubs.

Dear Concerned Parties:

Re: Stone Quarry on Valdes Island - Lyackson Indian Reserve No.3

I understand that permission for operation of this sandstone quarry was granted in 2012 by the Aboriginal and Northern Development Canada (BC region). I also understand that other government department were consulted, such as, Parks Canada, Environment Canada, Health Canada, Natural Resources Canada, and Fisheries and Oceans Canada. It appears no local agencies were consulted. Islands Trust might have been considered since 1974 Islands Trust is empowered to “preserve and protect” the Trust Area and its unique amenities and environment in cooperation with others.”

There was no environment assessment. There was no consultation with nearby residents. Nevertheless, permission was granted on the grounds that, “Our department determined that the quarry was not likely to cause significant adverse environmental effects,” said Hazel Desharnais, Communications Officer for AANDA as reported in a February 2015 article in the Gabriola Sounder.

Since then, however, adverse effects have been significant enough to justify the shutting down of the quarry during the 2015 summer months for the eagle-nesting season.

So what kind of adverse effects are there from an operating stone quarry?

There is blasting - booming, percussive explosions that send pressure waves unimpeded by obstruction and amplified by skimming across the water to anyone within 3 or 4 miles. But not only is blasting a molestation; the continuous high-pitched whine of rock drilling - comparable to fingernails across a blackboard - is equally beyond endurance.

Who is impacted by this noise - apart from the animals and birds who flee when there's a sudden boom - are the residents of DeCourcy Island, and Ruxton Island, who are directly across from the quarry, line of sight, less than 1 1/2 miles away. Mudge Island and even Gabriola Island, who are over 3 miles away, still hear enough noise that there have been complaints. While the residents of the islands are affected the most, the year around tourist industry will also suffer.

There are three Provincial Parks less than 2-miles from the granite quarry.
The safest anchorage and most popular is Pirates Cove Provincial Marine Park on DeCourcy

Island, on Pylades Channel, directly across from the quarry. The park is a paragon to the Provincial Park mandate: “dedicated to the protection of natural environments for the inspiration, use and enjoyment of the public.” There are campsites, picnic tables, two expensive aluminum dinghy docks and a sheltered anchorage capable of holding up to 45 transient yachts.

When the blasting and whining drill from across the bay jolts park visitors, all the effort to provide public enjoyment will be wasted.

As local full-time residents we cannot just pack up and leave. We are stuck bearing the onslaught of direct line-of-sight quarry noise and left with some perplexing questions: a) why was there no public consultation required before this stone quarry was approved, and b) why is it that no governing agency seems aware that the peaceful habitation of a large portion of Gulf Island residents are having their lawful right to the quiet use and enjoyment of her or her land interfered with, let alone a discussion of concurrent property devaluation.

Another question that arises is a Nanaimo Noise Bylaw for Electoral Area “B” that encompasses DeCourcy, Mudge and Gabriola Islands, but for some reason the bylaw is restricted to Gabriola only. Surely those taxpayers living on other the islands within Electoral Area B deserve the same right of peaceful habitation.

The most perplexing question of all is: why is Islands Trust is not addressing this not so thin-edge-of-a-wedge stone quarry into an area where their mandate of “preserve and protect” is being thwarted.

The final worry is that Hardy Island Granite Quarries Ltd. has applied for a commercial water lease on Pylades Channel so that they can barge their stone off island. Obviously, they are planning on a long-term operation...with long-term consequences.

Yours truly,

Neil & Lillian Varcoe - [REDACTED]

Without Prejudice

E & OE

Date: July 14, 2015 **File Number:** GB-6500-20 (Affordable Housing)

To: Gabriola Island Local Trust Committee
For the meeting of July 23 , 2015

From: Julianne Kucheran, Student Planner

CC: Aleksandra Brzozowski, Island Planner & Acting Regional Planning Manager

Re: **Gabriola Affordable Housing Strategies Review**

OBJECTIVE

The objective of this memo will be to explore ways in which the Gabriola Local Trust Committee (LTC) and the local community, including non-profit and community groups such as People for a Healthy Community (PHC) and Village Vision, can work together to move some of the proposed initiatives from the 2009, 2010 and 2012 Affordable Housing reports forward.

BACKGROUND

Affordable housing has been researched, discussed and prioritized by Islands Trust (IT) and various local trust committees for over six years (Attachment 1). For Gabriola Island in particular, there has been an Affordable Housing Needs Assessment prepared (2009), an Affordable Housing Strategy written and adopted (2012), and Homelessness surveys completed (2014). Alongside these documents and initiatives, there is an Islands Trust-wide Community Housing Tool Kit (2010) to draw from, an Islands Trust Affordable and Special Needs Housing Guide (2011) and various reports written for other islands (Housing Needs on Denman and Hornby, North Pender Island Affordable Housing Task Force Report, etc.).

While affordable housing is seen as valuable by the LTC, the Islands Trust, and the Gabriola community, there has been a lull in activity around affordable housing over the past two years (2013-2015, see Attachment 1). Thus, it is timely to revisit tangible, realistic and attainable affordable housing strategies for Gabriola Island. The LTC has recently placed a review of affordable housing regulations in its top priorities list, and there has been considerable movement by community organizations and committees to hold visioning sessions to explore affordable housing initiatives. One recent workshop was hosted by the grassroots community group, Village Vision at the Haven on May 23, 2015 (<http://www.villagevision.ca/meetings>) and featured several presentations by local affordable housing advocates and experts, including Trustee Melanie Mamoser, John Peirce of Gabriola Island Chamber of Commerce, and Matt Thomson of M.Thomson Consulting.

SCOPE OF STAFF ANALYSIS

In all Affordable Housing reports consulted, there are suggested initiatives and strategies that are led by stakeholders and partners at the regional level and provincial level. While these strategies may offer a

multitude of options for affordable housing options on Gabriola, this report will focus on the strategies that may be implemented directly by the LTC.

As JG Consulting Services state in their 2010 Islands Trust Community Housing Tool Kit, “Zoning bylaws are the most effective regulatory tools that Local Trust Committees can use to help create affordable housing” (p.22). Thus, several of the recommended strategies will involve examining Gabriola’s current Land Use Bylaw (LUB) and exploring what amendments may be possible to encourage affordable housing. Alongside the LUB amendments, Official Community Plan (OCP) changes, effective communications strategies, the creation of supportive partnerships, and relaxed fee structures will be considered.

Once there is consensus on which affordable housing strategies the LTC would like to explore further and potentially pursue, staff will require direction from the LTC with regards to the prioritization and desired scope of the strategies. Following these steps, staff may begin to compose a draft project charter and write a more focused staff report for a future LTC meeting.

AFFORDABLE HOUSING STRATEGIES FOR THE CONSIDERATION OF THE GABRIOLA LTC

Strategic Communication and Education Initiatives

1. *Communicate Affordable Housing Provisions via Secondary Suites bylaw in Agriculture Zones*

Earlier this year, the LTC adopted OCP and LUB amendments consistent with provincial regulations for Agricultural land, that enable single family dwellings on Agriculture (AG) zoned land to have a secondary suite. As noted in the BC Climate Action Toolkit (www.toolkit.bc.ca), secondary suites can be a valuable intensification solution in lower density neighbourhoods without negative impact on character. They also offer small, lower-priced housing options. Thus, the affordable housing benefits coming out of this bylaw amendment could be communicated in an impactful way, as many residents may not be aware of this new provision via the AG zone amendments.

Planning staff is currently preparing communication materials on the recent Agricultural Policy changes to the OCP and LUB. As part of these general communications materials, the LTC could direct staff to include on eof the following options:

- Produce communication materials directed at single family dwelling owners in the AG zoned land about the recent changes, explaining how the rental of a secondary suite can contribute to the Affordable Housing Strategy.
- Produce general communications (via Islands Trust website, Gabriola Sounder newspaper, Gabriola community/trustee social media, etc.) about how the community can reap benefits of Affordable Housing options through the newly passed Agricultural Policies.

2. *Reframe the Affordable Housing Message As a Collective Benefit*

PHC staff have suggested that a greater effort in communication and advocacy around affordable housing and the benefits for all could lead to a happier and healthier community on a collective scale. The support of the community at-large is needed to make many of the affordable housing initiatives a reality.

Although the affordable housing definition in the Gabriola OCP is quite detailed about the parameters around who qualifies for affordable housing (i.e. “Affordable housing means housing that costs no more than 30% of a household’s gross income applied to those households with incomes at or below 60% of the median household income for Gabriola Island-using Canada Census information”), and is precise on the demographics who may benefit (i.e. “Multi-dwelling Affordable Housing shall only be permitted for: special Needs residents living with physical and / or mental disabilities; Seniors 60 years of age or older; and low income families”), it may be beneficial for the LTC to communicate how initiatives related to this strategy will indirectly make housing more affordable for the community as a whole. This could lead to an increased collective morale around affordable housing initiatives.

Examples of this communication strategy could be:

- Showing how opportunities for affordable housing for all allows the community to be more diverse, healthy, and allows more people the ability to thrive and be successful in their lives.
- Providing examples within other Local Trust Areas or communities external to Islands Trust showing the collective benefits resulting from affordable housing.

Obstacles and Considerations re: Strategic Communication and Education Initiatives

There will always be those in the community who will oppose affordable housing actions or initiatives. They may stigmatize the type of people they think may live in affordable housing dwellings/developments, they may believe it will make the island too populated for its carrying capacity, or they may just not want to change the status quo.

Brainstorming creative ways to communicate with all members of the community, putting forth the ideas of compassion and inclusivity when speaking of housing may make residents realize that a big part of the affordable housing strategy is advocating for marginalized citizens that may not have the voice or capacity to do so themselves.

Support for Community-Led Initiatives

3. *Capacity Building for the Gabriola Affordable Housing Society*

Along with the Gabriola Affordable Housing Strategy completed by PHC in 2012, a Housing Task Force was created to advocate for and implement many of the affordable housing initiatives discussed in the report. Through its work program, the Housing Task Force was set up to create the Gabriola Affordable Housing Society (GAHS), to apply for charitable status, and to establish a Board and Executive Director. Alongside these first steps, the society initiated a proposed vision, mission, a priority list, and an action plan complete with operating costs, and short and long term plans.

While GAHS was created in 2012, there was a lack of funding and community support in subsequent years. Over 2013 and 2014, GAHS lost traction, and were left to approach their initiatives with limited support. Although Brenda Fowler, the Executive Director of PHC indicated GAHS is still up and running, partnerships, support, and capacity would allow the society to flourish and be a driving force for affordable housing initiatives on the island. Since most of the leg work for affordable housing is set up and mapped through GAHS, it is pragmatic for the LTC to support GAHS when possible.

4. *Continue to Support Village Vision*

As noted previously, Village Vision is a grassroots committee of volunteers that is interested in facilitating community-led plans and initiatives that will positively affect the future of Gabriola's Village core. The vision of this group is to work in collaboration with community volunteers and the Local Trust, to implement a comprehensive, community-wide planning process, aimed at creating a sustainable village core plan.

Village Vision's intention is to hold public meetings, workshops, and brainstorming sessions that are complementary to the initiatives pursued by Islands Trust, the Regional District of Nanaimo (RDN), Ministry of Transportation and Infrastructure (MOTI), elected officials and staff of all levels of government. Hence, it could be beneficial for the LTC to carry on close communication with Village Vision's members and provide support to the committee (as Trustee Mamoser has in a past meeting), as the initiatives they are pursuing could dovetail with LTC initiatives.

Obstacles and Considerations re: Support for Community-Led Initiatives

Recognizing that the LTC does not have the ability to offer financial support or physical land donations, the LTC may have to be creative and flexible in how it offers its support. Providing “in kind” support in the form of planner hours and resources dedicated to a specific project or cause is one viable option. This could include assistance with finding feasible grant opportunities, or assistance with writing the grant applications. Staff and members of the LTC could also provide letters of support for community groups and non-profit associations that are applying to the RDN community grants-in-aid applications (<http://www.rdn.bc.ca/cms.asp?wpID=989>).

Lastly, in recognizing that the LTC listed “Collaborate on/support community-led projects” as one of its draft long range goals for 2014-2018 (<http://www.islandstrust.bc.ca/media/308531/GB-goals-session-notes-Jan-22-2015.pdf>), focusing on these initiatives will help achieve that goal.

Strategic Relationships

5. *Strong Relations with the Regional District of Nanaimo*

One of the key lessons learned by Justine Starke, Island Planner with Local Planning Services, who spent numerous years on affordable housing initiatives including establishing a Memorandum of Understanding (MOU) with the Capital Regional District (CRD), was that a strong relationship with an island’s associated regional district for the purposes of affordable housing is a very strategic endeavour. The Gabriola LTC has had a Letter of Understanding with the Regional District of Nanaimo (RDN) since 2013, so it would be ideal to explore the stipulations and parameters of this agreement in terms of fostering more affordable housing on Gabriola.

Since the LTC has limited power and resources when it comes to external partnerships, strengthening ties with the RDN could provide several benefits. In the MOU between Salt Spring Island and the CRD, the CRD has a mandate to support affordable housing and has established a housing authority/secretariat and a housing corporation allowing the region to own and build affordable housing units. It would be ideal for the Gabriola LTC to explore what the RDN has in place in regards to affordable housing mandates, authorities, and corporations, and how the LTC can work strategically to liaise with the RDN on commonly held affordable housing goals for both Gabriola and the RDN.

Another way a regional district can be an ideal partner for the LTC is when it comes to housing agreements. Since housing agreements are registered on title, and can be complex, cumbersome and multi-jurisdictional, having the regional district as a third party officiant for a housing agreement is an ideal arrangement.

6. *Liaise Regularly with the Local Planning Committee*

Similarly to Gabriola LTC, the Islands Trust’s trust-wide Local Planning Committee (LPC) recently placed affordable housing on its top priority list. Trust Council and its respective committees may have more latitude and authority to support affordable housing initiatives than an LTC does, including the ability to own land. It would be worthwhile to explore ways in which the LTC can work with the LPC to achieve specific affordable housing initiatives that would benefit multiple local trust areas.

This approach has already been supported by the LTC, as it also listed “Leverage resources for cross-island issues” as one of its draft long range goals for 2014-2018 (<http://www.islandstrust.bc.ca/media/308531/GB-goals-session-notes-Jan-22-2015.pdf>).

Obstacles and Considerations re: Strategic Relationships

When working across governments, as well as with various internal levels of an organization, there may be limits to productivity; working with multiple agendas, timelines and procedural styles may serve to be more divisive than unifying. It may be beneficial to assess the cost-benefit analysis in working with another level of

government or organization to confirm that the benefits outweigh the costs in achieving the LTC's affordable housing goals.

Exempt/Supported Fee Provisions

7. *Make Affordable Housing plans more accessible for non-profit agencies*

To encourage initiatives such as development permits and applications for OCP or LUB amendments for multi-unit and mixed use developments, these actions should be as accessible as possible to those who are interested in pursuing the development of affordable housing.

Often those interested in pursuing affordable housing for a diverse population of residents in need (e.g. elderly, low income, people with disabilities, etc.) will be non-profit or government agencies. PHC's Affordable Housing Strategy for Gabriola reports that the budget for various fees associated with the development of affordable housing (e.g. \$5000 for land use and OCP approval, \$500.00 + costs of inspection for a development permit, etc.) presents an immediate barrier to making the affordable housing development an affordable venture.

The LTC could consider reducing or supporting fees associated with affordable housing initiatives if the applicant in question is a non-profit or development company that will be providing affordable housing and multi-unit housing for residents in need. For example, the Islands Trust Policy Manual regarding Application Processing (<http://www.islandstrust.bc.ca/media/58336/5.6.i%20applicationprocessing.pdf>) indicates "A local trust committee may enact variances to Trust Council's Model Fee Schedule of up to 20% when adopting a local trust committee fees bylaw". Other LTCs, such as Denman Island LTC, have pursued similar options to support affordable housing projects.

Obstacles and Considerations re: fee reductions

While it appears favourable to reduce fees for non-profit-initiated affordable housing projects, the LTC must ensure they are adhering to the Trust Council's policies around fees and fee reduction. There may also be complications around which groups or redevelopments qualify for such fee reductions. There must be a prescriptive policy in place prior to enacting such a change.

Amenity zoning is a regulatory tool within which LTCs can relax fees for certain groups for affordable housing. However, Section 2.4 of the Gabriola OCP does outline as a condition for amenity zoning, "The amenity zoning provisions of Section 904 of the *Local Government Act* (LGA) shall *only* be permitted to be used on Gabriola to facilitate the provision of Multi-dwelling affordable housing for seniors and Special Needs residents". This narrows the possible affordable housing groups that can currently benefit from a reduction in fees.

OCP and LUB Provisions/Amendments

As mentioned previously in this memo, bylaws and policies are the most effective regulatory tools that LTCs can use to assist in the creation of affordable housing. Thus, several specific methods of achieving affordable housing are explored through the use of these regulatory tools.

8. *Explore Multi-Dwelling Housing Options and Densification in Specified Areas*

'Smart Growth' is a concept created in BC and is encouraged by local government, non-profit groups and advocates for compact communities, mixed use buildings, and diverse housing options (www.smartgrowth.bc.ca).

Since Gabriola is a rural community, and has always had bylaws around minimum acreage for each property, and has strict zoning in place to adhere to the overarching Islands Trust mandate of "preserve and protect", there has been limited opportunity to explore what mixed-use and compact development could look like on the island. For communities on Gabriola to be more affordable, and environmentally and socially sustainable, the

LTC could consider encouraging, through its bylaw provisions, the redevelopment of neighbourhood hubs (e.g. the Village, Twin Beaches, Silva Bay) using mixed-use development patterns (i.e. commercial business in the bottom, residential housing in the top).

In the Gabriola Island Affordable Housing Needs Assessment, Weller Consulting (2009) suggested density transfer as a feasible mechanism to achieve similar goals, and called on the LTC to enable such concepts.

Obstacles and Considerations re: multi-dwelling housing and densification in specified areas

Researchers of Smart Growth, Dr. Mary Edwards of the University of Illinois at Urbana-Champaign and Dr. Anna Haines of the University of Wisconsin-Stevens Point, recognize that a specific set of Smart Growth policies may be needed to achieve a type of ideal densification that is more in line with rural values. Thus, the Smart Growth concept for Gabriola may need to be critically investigated further before implementation is considered.

9. *Support Housing Diversity through Housing Agreements and Amenity Zoning Provisions*

From community input at a recent Village Visioning session, it is apparent that Gabriola residents believe a diversity in housing type and price point, as well as a mix of rental and ownership options, are pertinent to encourage affordability and viability on the island (See www.villagevision.ca/meetings). They also feel it is important for the LTC to consider multi-dwelling options such as co-housing, housing cooperatives and housing agreements as strategies to encourage affordable housing on the island. Ideally, there would be co-housing made available with some affordable housing dedicated/subsidized suites, as well as some market rate rental suites that a mid-income individual or family may be able to afford.

Planning staff note that housing agreements are the only statutory tool available to control the cost of housing through monitoring the resale value of properties, managing rental rates, and controlling occupancy for specific buildings. Additionally, an amenity zoning bylaw can be paired with a housing agreement to aid in maintaining minimal fees for certain group, but enhancing density to achieve affordable housing goals. Therefore, housing agreements may be a viable tool in achieving affordable housing on Gabriola.

Weller Consulting (2009) identifies that changes to the Gabriola OCP and LUB could be made to support co-housing and land sharing, and that the proposed Ecological Footprint Analysis is a useful guideline when formulating plans for multi-resident housing options (p. 30). This analysis would ensure that the increased demand on septic and water would be recognized and managed accordingly. JG Consulting Services (2010) suggests the application of a “multi-family zoning” to encourage denser development in appropriate areas, and advocates for enhanced affordability by allowing diverse development options like co-operative housing (p.32).

It is identified that as part of the OCP Review and updates in 2010 and 2011, permitting multi-unit housing within two kilometres of the village core was an updated provision, so it is worthwhile for the LTC to examine whether changes need to be made to encourage these multi-unit housing options to come to fruition. Since it is outlined in Section 2.4 of the Gabriola OCP that “densities for the creation of Multi-dwelling Affordable Housing for low-income families shall come only from banked densities as noted in Appendix 2 (Density Bank) of the Plan”, the LTC may wish to explore how challenging this provision may be to meet. The density bank for Gabriola currently sits empty.

While Section 2.4 of the Gabriola OCP does outline amenity zoning as a provision for multi-jurisdictional support for Multi-dwelling Affordable Housing, the provision states, “The amenity zoning provisions of Section 904 of the *Local Government Act* (LGA) shall *only* be permitted to be used on Gabriola to facilitate the provision of Multi-dwelling affordable housing for seniors and Special Needs residents”. Section 904 of the LGA establishes that conditions may be included about the provision of affordable and special needs housing as such housing is defined in the bylaw. Hence, the current bylaw provision is perhaps more exclusive than required regarding the types of dwellings that can benefit from this supportive provision.

Obstacles and Considerations re: amenity zoning provisions and housing agreements

With housing agreements in particular, the process is quite controlled and prescriptive, and tends to require a substantial amount of administrative capacity to administer. It will be up to the LTC to discuss how much control it would like to exercise over the housing market on Gabriola Island and if it feels that the cumbersome aspects of the process are worth the affordable housing benefits the agreements present.

10. *Support Social Cohesion by diversifying single-target Multi-dwelling Development Permits*

In the reports studied (Weller Consulting 2009, PHC 2012), the restrictive nature of the definition of affordable housing in the OCP is discussed, as well as the specification of user groups permitted in DP-8 (Multi-dwelling Affordable Housing Development Permit Areas) and the prescriptive parameters for rezoning for Multi-dwelling Affordable Housing (e.g. the maximum density shall not exceed 12 units per hectare; the maximum number of dwelling units per development shall not exceed 24; the average size of a dwelling unit shall be not greater than 83 square metres (900 sq.ft), etc.).

Based on these outlined parameters, PHC has identified that the focus on shared housing with a particular population in mind (e.g. seniors, those with physical and/or mental disabilities, low income, etc.) may not be the most ideal arrangement to make affordable housing a mainstream concept for Gabriola. The mixing of younger tenants with senior aged tenants could provide a more enriching environment for both, and would allow the more-abled to assist the disabled with mobility and their ability to live a full life.

The LTC may also wish to re-evaluate the size and density parameters outlined above for rezoning for Multi-dwelling Affordable Housing to determine whether these parameters allow for the diversity of affordable housing building designs it wishes to pursue in its provisions.

Obstacles and Considerations re: diversifying Multi-dwelling Development Permits

As mentioned above, the narrowed implementation of affordable housing initiatives seems to occur in this case in part due to the narrow definition of affordable housing in the OCP, and in part due to the decision to characterize users of the multi-dwelling DPA and the Seniors and Special Needs zone in the OCP and LUB provisions. The LTC may want to re-visit these definitions and policies to ensure that all individuals that are in need of affordable housing will be eligible for consideration for such provisions.

11. *Permit Secondary Suites in Residential Zones*

Currently, the Gabriola OCP (Section 2.6) suggests that the allowance of an accessory cottage on parcels 2.0 hectares or larger is an appropriate and sufficient means of addressing the island's need for single-dwelling affordable housing. While this is a positive provision, many islanders and community groups feel more options need to be made available. Thus, a step the LTC could consider taking is to allow secondary suites in residentially-zoned areas on the island (i.e. Single Rural Residential-SRR, and Large Rural Residential-LRR). In one of the Affordable Housing reports, JG Consulting Services (2010) notes "the legalization of secondary accommodation is the single most often cited tool throughout all studies reviewed, identified as one of the most readily available and inexpensive sources of affordable rental housing" (p.23).

Several reports and censuses (e.g. PHC Affordable Housing Report 2012, National Housing Survey 2011) claim that even without secondary suite allowance in the LUB, secondary rental suites that are often illegal and substandard continue to exist on Gabriola. Data from the 2011 National Housing Survey suggests that over 150 cottages and suites on Gabriola are illegal and/or are not built to code. (John Pierce presentation, Village Vision session, May 2015). This substandard quality of living directly affects the health and well-being of residents on Gabriola.

It has also been identified that the island population is becoming less diverse due to increasing costs of real estate and associated living costs in British Columbia, including Gabriola. Therefore, a diversity of housing stock will allow a diversity of residents to live on Gabriola. Secondary suites could be a key contribution to this diversity. Young people just starting off in their careers could benefit from the opportunity to rent in a secondary suite more suited to their budget. Seniors could take advantage of the ability to age in place while downsizing to a smaller more affordable living space. Furthermore, the allowance of secondary suites in all residential zones would relax financial tensions of Gabriola home owners, allowing them to seek financial help to pay mortgages, bills and subsidize the cost of living through having a tenant in a secondary suite in their home.

If the LTC wanted to extend the existing bylaw provision around secondary suites in the AG zones, i.e. “one secondary suite per lot, not exceeding 90 square metres (968.7 square feet), or 40% of the habitable floor space of the dwelling, whichever is less and with the approval of the local Health Authority with respect to the provision of sewage disposal” to be implemented in SRR and LRR zones, the provision would be limited to parcels 2.0 hectares or larger. On Gabriola, there are currently 48 properties in the SRR zones that are larger than 2.0 hectares, and 385 parcels in LRR that are larger than 2.0 hectares. Hence, whether or not the LTC wanted to modify the wording in the secondary suite bylaw provision for parcels outside of AG parcels, it would still be impactful as it reads, as it could allow over 400 properties in SRR and LRR zoned areas to have secondary suite status. Modifying minimum required lot size could allow a larger number of parcels, especially in the SRR zone, to be eligible for this provision, and maximize affordable housing opportunities.

If this is a strategy the LTC would like to seriously consider, there is a guide created by the provincial government that provides local governments with insight into the processes around implementing secondary suites: http://www2.gov.bc.ca/assets/gov/residents/housing/tools-for-local-governments/uploads/secondary_suites.pdf. Additionally, there are three islands in the Islands Trust that have already implemented a secondary suite provision in their LUB: Denman Island, Mayne Island and Salt Spring Island. While each bylaw provision differs slightly from one another, many of the main regulations involved with the policy are similar (e.g. written plans for water supply, maximum floor area allowance, the number of suites permitted per lot, etc.).

Obstacles and Considerations re: secondary suites in residential zones

There is concern that the provision of secondary suites could increase the overall density and footprint of the island in a negative way. There are also valid concerns that the carrying capacity of the land and resources on island would be compromised if a larger number of people were residing in the same amount of physical space. These concerns would have to be weighed against the potential benefits of affordable housing, and the LTC alongside the community would have to assess what an ideal strategy may be to meet the housing needs of residents, while maintaining the integrity of land resources.

12. *Review the required minimum lot area for accessory cottages and/or secondary suites in residential areas*

As noted earlier, Section 2.6 in the Gabriola OCP suggests that the allowance of an accessory cottage (maximum 700 square feet) on parcels 2.0 hectares or larger is an appropriate and sufficient means of addressing the island’s need for single-dwelling affordable housing. It has also been identified that there is a substantial occurrence of illegal suites and cottages on Gabriola, as many landowners that wish to have secondary suites may have land parcels less than the required 2.0 hectares.

Therefore, as a strategy to contribute to affordable housing options on the island, the LTC could re-examine Section 2.6 in the OCP and analyze whether changing the minimum lot size required for cottages in residential areas could positively impact the availability of affordable housing on Gabriola. If the LTC would like to explore the possibility of more legal cottages in residential zones, it could also consider what the policy may look like if it decided to lower the minimum parcel size required for the cottage residential provision. A similar approach could be taken for the secondary suite provision.

Choosing to modify the required minimum parcel size for accessory cottages and/or secondary suites in residential zones becomes complex because the LTC would have to discuss and consider appropriate alternative parcel size requirements, with a justification of why the alternative size was selected.

As noted earlier, there will likely be community members and groups concerned with the intensification of land use, including use of water and septic, and may oppose a relaxed provision on size requirements of parcels for these affordable housing provisions. Thus, it will be crucial that the LTC and staff seek community input as well as technical input to craft a well-reasoned rationale for any changes to minimum required parcel sizes for accessory cottages and secondary suites on Gabriola.

NEXT STEPS

Once the LTC has discussed the above strategies and have decided which initiatives to focus on, it will be important to consider the approach taken, and allocation of staff time and resources on these initiatives. Staff will need direction from the LTC with the scope of affordable housing they wish to pursue, and their main objectives from the strategies, so staff may begin to compose a draft project charter and write a more focused staff report for a future LTC meeting.

As with all proposed bylaw and policy changes, there must be public input and consultation. In considering that the public has been involved in the brainstorming and drafting of the various affordable housing reports and recommendations over the past six years, the LTC can consider if it would like to move forward on certain strategies based on past support from the community, or if it feels it would like to pursue an up-to-date consultation process.

Lastly, as always, it will be important that any objectives and initiatives pursued within this affordable housing strategy, while encouraged to be innovative, must also remain consistent with the overall Islands Trust mandate and policy statement.

Attachments: 1. Affordable Housing Timeline for Gabriola
2. An Affordable Housing Strategy for Gabriola Island, prepared by People for a Healthy Community, October 2012
3. Gabriola Island Affordable Housing Needs Assessment, prepared by Weller Consulting, November 2009.

The Trust-wide Community Housing Tool Kit (JG Consulting, 2010) can be found at <http://www.islandstrust.bc.ca/media/225028/sscommhoustoolkit.pdf>

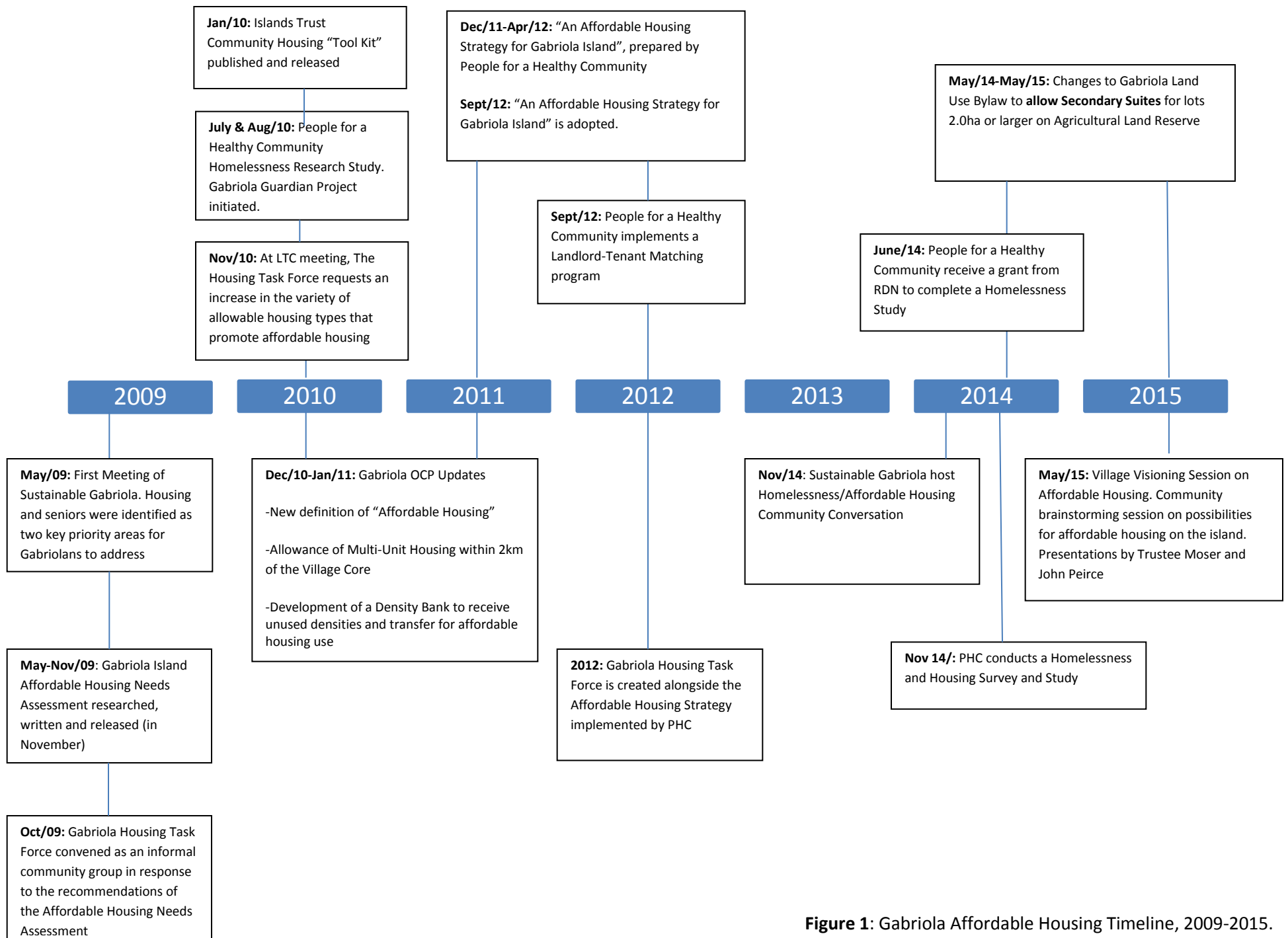


Figure 1: Gabriola Affordable Housing Timeline, 2009-2015.



An Affordable Housing Strategy for Gabriola Island

Adopted September 12, 2012



Prepared by People for a Healthy Community

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Acknowledgements

3

This Gabriola Island Community Affordable Housing Strategy (GICAHS) was created by People for a Healthy Community (PHC) on Gabriola Island, in collaboration with the Gabriola Housing Task Force.

This document has been developed to demonstrate concrete initiatives to create affordable housing projects on Gabriola island and will be used to form the basis for initiating the creation of the Gabriola Affordable Housing Society (GAHS).

Significant contributions were provided by: Angela Thomson (PHC Researcher), Janis Gauthier (JG Consulting Services Ltd, Salt Spring Island), Richard Bridge, Charities lawyer and the Advisory Committee of the Gabriola Housing Task Force.

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Executive Summary

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Many Gabriolans are finding it difficult to obtain stable, safe, healthy and affordable year-round housing. Gabriolans who work in the service industry, seniors on fixed incomes and other disadvantaged residents cannot afford the existing housing options on Gabriola. Therefore, young families are leaving the island, businesses are having difficulties recruiting employees, and school enrolment is unstable. A vibrant community exists when all its members can live safely and with dignity, as part of a socially and economically diverse population. The development of affordable housing is an important step toward such a community.

The Gabriola Island Official Community Plan provides the following definition of Affordable Housing: “Housing that costs no more than 30% of a household’s gross income in rental and/or maintenance fees, applied to those households with incomes at or below 60% of the median household income for Gabriola Island (using Canada Census information).”¹

This Affordable Housing Strategy has been developed through a process initiated by People for a Healthy Community (PHC) working in partnership with the Gabriola Island Housing Task Force (HTF) using information collected by Sustainable Gabriola and through research commissioned by the Islands Trust, holding community workshops and surveying hundreds of people on Gabriola. Gabriola’s Housing Task Force, an informal volunteer community group, began in 2009 in response to the recommendations of the Gabriola Affordable Housing Needs Assessment and strong community interest in affordable housing.

This Strategy must consider the diversity of the community, be flexible enough to take advantage of opportunities as they arise, and change as circumstances and housing needs change. The key principles utilized for this Strategy are:

- Partnership based
- Community supported
- Environmentally sensitive
- Inclusive and people based
- Fiscally responsible

The Strategy focuses solely on affordable rental housing. The Goal for the Strategy is:

*to increase and maintain social and economic diversity in the Gabriola community
by the provision of affordable housing*

The Strategy identifies five specific objectives:

Objective 1: Establish a Gabriola Affordable Housing Society and apply for charitable status.

Objective 2: Develop a realistic Work Program for the short, medium and long term goals.

Objective 3: Liaise with other organizations to combine programs with the affordable housing.

Objective 4: Ensure that affordable housing is financially, socially and environmentally sustainable.

¹ Gabriola Official Community Plan, Section 2.4, p.19



Objective 5: Extend and deepen community support/involvement in the development and implementation of Affordable Housing on Gabriola.

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This Affordable Housing Strategy was adopted by the PHC Board on September 12, 2012. People for a Healthy community will be the initiator of the Affordable Housing Society. This document has been prepared for the Society as a guide to developing Affordable Housing on Gabriola. This document will be a public document and will be open to public review. This Gabriola Affordable Housing Strategy creates a “road map” for the development of a sustainable affordable housing that will improve housing opportunities for low income or disadvantaged residents of Gabriola Island.

1. Introduction

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1.1. Overview

Affordable housing is an issue throughout Canada. The working poor, disenfranchised, disabled, and elderly, have difficulty acquiring and keeping affordable housing in this market. Gabriola is no exception. Whether it is people working for minimum wage in retail and service jobs on the island, or people who have lived and worked here for decades and are now living on a fixed income, or people who find their sanctuary on Gabriola, many have difficulty finding appropriate affordable housing. And while some may say that housing prices on Gabriola have dropped, at the same time, the mortgage and downpayment requirements have increased making home ownership an unachievable dream for many people. Rentals on Gabriola are often illegal and substandard, due to local bylaws not allowing secondary suite rentals. And often rentals are only for the September to May period so that the owners can allow family to use their Gabriola homes in the summer holiday months.

1.2. The Role of PHC

PHC should not be the affordable housing society based on our current charitable purposes . PHC is a charitable organization that develops and delivers social programs on Gabriola Island. PHC currently provides the following services:

- a) Food Bank
- b) Social Soup Lunches
- c) Circle of Care Program including a Seniors and Family Community Resource Centre
- d) Seniors support programs including monthly lunches, transportation assistance, outreach and support
- e) Counselling services
- f) Parent education
- g) Community Gardens (including a Kids Garden, Seniors “Dragon Garden” and therapeutic garden)
- h) Landlord/Tenant Matching Service
- i) Rainbows for Kids Grief Support Program
- j) Citizens Advocate Consultations
- k) Home and Garden Tour
- l) Youth at Risk Programming
- m) Social enterprise development
- n) Christmas Bureau and Holiday Feast

PHC is limited in what it can undertake by the purposes of its Charitable Constitution. The purposes of the Society are:

1. To deliver community services and programs that address poverty, isolation, early Intervention and prevention of health and social problems, and support for those in crisis.



2. To provide food to people in crisis due to physical or mental illness, depression, grief, unemployment or other hardships.
3. To invite people who may be feeling isolated or hungry to participate in food share programs: to educate people about nutrition and food preparation.
4. To provide free and low cost parenting resources and programs; to provide opportunities for parents and children at risk to network and support one another; to educate people about the parenting resources available in the Resource Central Library.
5. To provide regular opportunities for young people to interact and problem solve.
6. To ensure that youth have a strong voice and positive presence on Gabriola Island.
7. To provide programs and services to promote literacy in our community.
8. To provide affordable counseling services in our community.

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These purposes do not include the management of affordable housing. Therefore, PHC will take the lead role in establishing the Society, initiate affordable housing programs and will then return to the clear purpose of developing and delivering programs to assist people in need. Appropriate, affordable, safe housing is an over-riding requirement for all people to have stability in their lives. Shelter, along with clean drinking water, is considered critical for people to live and function. PHC's role will be to assist with fund raising and to combine social programs with the housing projects. For example, one of the goals is to obtain a house where single mothers and their children can share living space. PHC can provide the programs such as parenting support, life skills development, mediating disputes, food bank services, education on gardening, youth programs and other counseling services. The Gabriola Affordable Housing Society will provide the structure for affordable housing projects and PHC will provide the related support programs.

1.3. Management Structure

This Strategy has recommended that PHC write the Society application, create the bylaws, develop the strategy, recruit the future Gabriola Affordable Housing Society (GAHS) Board members and assist with writing the job description for the Executive Director. In addition, PHC will assist with connections and linking the new Society to potential funders, assisting with grant application writing and developing tailored programs for the various housing projects.

GAHS will establish themselves as a hands-on Board, develop a fundraising action plan, hire an Executive Director, apply for charitable status, and work towards achieving the goals outlined in this Strategy. The Board may, at any time, through appropriate voting procedures, change the goals and direction of the strategy. The GAHS Executive Director will work as contracted to complete all of the tasks identified in the Strategy. Office space and support may be provided, at a cost, through PHC.

Cross over membership of the PHC board and the GAHS board will be encouraged and it is feasible the executive director position could also be shared; although it is imperative that each organization remain autonomous in terms of society bylaws, charitable purposes and financial management.



2.0 Background

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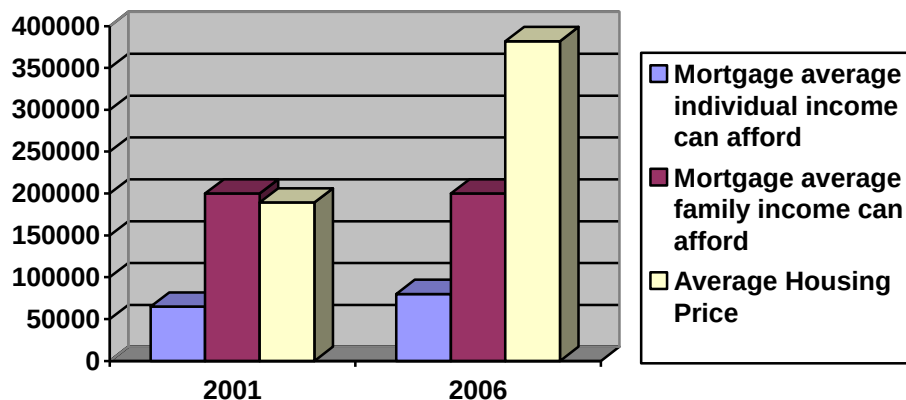
This section provides information on the economic environment and the regulatory/legislated environment that the Society will function within to develop affordable housing.

2.1 Economics

Although there has been a decline in property values, there has also been a decline in full time employment with the trend to part time employment, paying no benefits. Therefore, it is safe to say that property on Gabriola Island has become increasingly valuable creating home prices that limit the availability of affordable accommodation. Many Gabriolans find it difficult to obtain stable year-round housing; thus residents are leaving the island, businesses are having difficulties recruiting employees, and school enrolment is unstable.

Theoretically, housing supply responds to the change in housing demands/needs in a community. Housing needs, however, are not completely met in the private market. This is especially the case for households with lower incomes or those who require unique supports along with housing.

The income level of Gabriola residents does not parallel the housing price increase. The following graph highlights what the average individual or family could afford to pay for a mortgage versus the actual price of housing. As can be seen, what an average Gabriola family could afford to pay was far closer to average housing price in 2001 than in 2006. The average mortgage in this chart does not include a down payment.



Data from the 2001, 2006 census profile of BC: Gabriola Island Trust Area, and from information provided by the Gabriola branch of Coastal Community Credit Union.

These figures need to be updated. At time of preparing this Strategic Plan, the detailed income figures for Gabriola Island had not been released by Statistics Canada. It is our assumption that since 2006, both housing prices and income levels have dropped. These new figures will be utilized by the Society when available.

Many communities use a visual tool called a housing continuum to illustrate a range of housing needs. The continuum extends from temporary emergency shelters for the homeless to market home ownership:

Emergency Shelters	Transitional/ Supportive Housing	Affordable Rental Housing	Market Rental Housing	Affordable Home Ownership	Market Home Ownership
--------------------	----------------------------------	---------------------------	-----------------------	---------------------------	-----------------------

This Strategy is concerned only with the affordable rental housing segments of the continuum (shown in green).

2.2 Demographics

The 2011 Federal Census numbers have provided some disturbing facts. The total population of the island virtually did not change in the 5 year span between the 2006 and 2011 census, the population of Gabriola is 4,045 people. In 2006, the median age was 52 and in 2011 the median age was 57. However, this does not just reflect that the existing population aged 5 years. The following provides a comparison of the 2006 and 2011 age breakdown, demonstrating a shift in the population cohorts.

Age Category	2006		2011	
	Population	Percentage	Population	Percentage
0 – 19 years old	650	15	650	15
20 – 49 years old	1,150	30	900	20
50+ years old	2,200	55	2,500	65

These numbers indicate that the island has lost 250, or 22% of the adult population while the over 50 population has grown by almost 14%. This has changed the diversity of the population and will put an added strain on social and medical services while identifying a decrease in the active employment pool making it harder for local businesses to hire staff to service the older population.

2.3 Official Community Plan

Any development on Gabriola Island must conform to the Official Community Plan (OCP) and Land Use Bylaws (LUB). The OCP has been prepared with community consultation, adopted by the Local Trust Committee and ratified by the Provincial Minister. Therefore, all actions towards Affordable Housing will be guided by the definition of affordable housing in the OCP, which is:

“Housing that costs no more than 30% of a household’s gross income in rental and/or maintenance fees, applied to those households with incomes at or below 60% of the

median household income for Gabriola Island (using Canada Census information).”²

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In addition to the definition, the OCP includes objectives and policies regarding the provision of affordable housing. Amendments to the OCP in September 2011 expanded the opportunities for affordable housing (see Appendix B). Previously multi-family housing was only permitted for seniors and special needs markets. With the September 2011 Amendments, multi-family housing may now be provided for affordable housing. However, in conflict with that policy is the prohibition of any increase in density. Providing multi-family housing for affordable housing without a means of obtaining the density required, without any provisions or successful examples of density banking or transfer, makes affordable housing develop very difficult if not impossible.

The OCP does:

- i. Support a mix of housing types, which includes affordable and market housing in appropriate locations (which are interpreted to be located within 0.5 km of the Village Core, or within 2km walking distance of the village core along public access routes
- ii. Allow Multi-dwelling residential use for Seniors 60 years of age or older, special needs people with disabilities and low income families
- iii. Use of banked densities and amenity zoning provisions

The OCP does **not**:

- i. Allow increasing residential density through redesignation/rezoning for Affordable Housing except for Seniors and Special Needs
- ii. Allow any development that will cause environmental issues
- iii. Allow a density greater than 12 units per hectare
- iv. Allow more than 24 total units

The critical section of the OCP that provides PHC the jurisdiction to develop an affordable housing strategy for the community states that;

The Local Trust Committee encourages other levels of government and non-profit groups to work towards the establishment of a Housing Agency on Gabriola Island; support collaborative community efforts to develop an Affordable Housing Strategy; and support the inclusion of Gabriola in Regional Housing Trust Funds.

Local service clubs, non-profit organizations and others that may provide affordable housing are encouraged to develop projects in keeping with the policies of this Plan.

The Local Trust Committee encourages the establishment and work of non-profit community land trusts for the acquisition of land for, and construction and management of, Multi-dwelling Affordable Housing units. (Multi-dwelling Affordable Housing Advocacy Policies, Sec 2.4)

The Official Community Plan establishes the opportunity for a density bank wherein unused residential densities are “held” by the Local Trust Committee. However, this has not been tested as yet. The Density Bank Objectives outlined in the OCP are:

² Gabriola Official Community Plan Sec. 2.4, p.19.



-
- i. To identify and deposit unused residential densities into the Density Bank based upon the following eligibility criteria: 11
1. from the lands that are rezoned as parks; and
 2. from the voluntary donation of residential densities.
- ii. To consider applications for the withdrawal of banked densities in accordance with the rezoning requirements in Section 2.4 provided that a Housing Agreement is in place to ensure affordability is maintained over time.
-

Unfortunately the OCP is fairly restrictive in how residential density are identified, there is no clear process for banking the densities and there is no criteria for which applications may be allocated to these residential densities. One of the first challenges for an Affordable Housing Strategy for Gabriola is to work within the limited statutory requirements. The second challenge is to work with the Community and the Local Trust Committee to clarify and expand the opportunities for Affordable Housing in a multi unit format.

3 Key Principles

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This strategy was developed through a process initiated by People for a Healthy Community (PHC) working in partnership with the Gabriola Island Housing Task Force (HTF). People for a Healthy Community has evolved and grown with the needs and requirements of the community since its establishment. Their main focus has been building local capacity and connections in order to strengthen the social networks that make Gabriola a safe and healthy place to live. PHC has taken the lead on the development of the Strategy and creating the society as they have staff, are a charitable organization, will be appointing the first Board and will assist with complementary programming.

Gabriola's Housing Task Force, an informal volunteer community group, began in 2009 in response to the recommendations of the Gabriola Affordable Housing Needs Assessment and strong community interest in affordable housing. As an ad hoc volunteer group, they were not ready to take on the roles and responsibilities of creating or operating a society – however, several of their members will be invited to become part of the Board of the new society.

3.1 Principles

A vibrant community exists when all its members can live safely and with dignity, as part of a socially and economically diverse population. The development of affordable housing is an important step toward such a community. This Strategy must consider the diversity of the Gabriola community, be flexible enough to take advantage of opportunities as they arise, and change as circumstances and housing needs vary.

Several principles underlie the development of this Strategy:

Partnership Based: Affordable housing development requires strong partnerships among all levels of government, non-profit and co-operative housing providers, and community volunteers, as well as among the people who require housing support.

Community Supported: Development of affordable housing must be locally relevant and community based. It is important that the work provides positive results for individuals, families, and the community.

Environmentally Sustainable: Development of affordable housing on Gabriola must be consistent with the Islands Trust "preserve and protect" mandate. Environmental concerns must be considered throughout every step of the development and life of the housing project.

Inclusive and People Based: All persons have the right to protection from discriminatory practices that limit their housing opportunities and all people are entitled to their views and opinions.

Fiscally Responsible: This Strategy reflects projects and budgets that are financially sustainable and responsible, creating affordable housing for the tenants and not imposing any financial costs to the community.

Open and Transparent: As a society, the GAHS will provide information to anyone interested including the Strategy, minutes of meetings, resolutions of the Board and will engage the community in dialogue for all important projects.



3.2 **Best Practices**

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The process of developing this Affordable Housing Strategy involved extensive research and consultation. This Strategy draws on the knowledge and experience of other BC communities in creating affordable housing. Policies, bylaws, zoning practices, and examples of successful affordable housing initiatives in other regions have provided the following best practices for the development of local affordable housing:

- a) Prioritization of need
- b) Feasibility of implementation
- c) Maintenance of affordability over the long term
- d) Use of initiatives already established and innovation
- e) Practicality of regulatory and financial constraints

In addition, we will look to other locations and jurisdictions for best models and opportunities of replication where appropriate. There are several examples of innovative regulations on other Gulf Islands that the Gabriola Local Trust Committee has not embraced to date. For example, Salt Spring Island has initiated a secondary suite bylaw. However, a Gabriola Local Trustee has indicated that she believes the density on Gabriola is already too high and would not support such a bylaw on Gabriola.³ It is the view of the PHC Board that a density increase for a specific affordable housing project is appropriate if the water and sewer issues and other environmental impacts are considered and proven appropriate.

³ Gabriola Sounder, July 16, 2012, SSI Secondary Suite Bylaw Passes First Reading.



4. Community Accomplishments

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This Strategy builds on work that has been accomplished by the Community since 2007. That work is summarized here.

4.1 Process to Date

The following chart outlines all of the work and meetings that have been conducted regarding the potential for affordable housing on Gabriola Island.

Jun 2007	In response to a growing community concern, several Gabriolans attended an Affordable Housing Conference on Hornby Island in April of 2007 and the information from that conference was presented at the Gabriola Housing Solutions Forum in June of 2007
May 2009	The inaugural meeting of Gabriola Sustainability held at the Haven, identified key issue or topic areas for Gabriolans to address; housing and seniors were two of the issues. A follow up meeting in October 2009 created more detailed discussion on the issue areas.
November 2009	The Gabriola Island Affordable Housing Needs Assessment was developed (commissioned by the Local Trust Council) and from that document some priorities were identified. A community meeting was held to discuss potential solutions and to form a Housing Task Force.
Jan 2010	Islands Trust Community Housing Tool Kit was published, summarizing regulatory tools available to Local Trust Areas that can encourage the creation of more affordable housing.
Summer 2010	PHC Homelessness Research Study: Some of the findings include: 66% of respondents were paying more than 30% of their income to shelter costs alone, 19% did not have access to an indoor bathroom, and 16% did not have access to a kitchen.
Dec 2010 to Jan 2011	Official Community Plan Update: Phase One—New definition for “affordable housing”; multi-unit housing allowed for affordable housing projects within 2 km radius of the village core; and development of a density bank to receive unused densities (potential principal dwellings) and then to transfer these densities to affordable housing projects.
January 2010 to Current	PHC has surveyed their clients, provided on line opportunity for feedback on the housing issue, held meetings with seniors and residents to discuss housing needs and generally carried out an ongoing consultation program.
Dec 2011 to Apr 2012	This draft Affordable Housing Strategy with goals and objectives was developed.



4.2 Affordable Housing Needs Assessment

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The Gabriola Affordable Housing Needs Assessment of November 2009 consisted of a review of the current housing situation, census data, interviews with community members, and ideas for future focus. It provided background information, analysis, and recommendations regarding the affordable housing situation on Gabriola. This study was funded and adopted by the Local Trust Committee. Key findings from the Needs Assessment were:

- a) There is a lack of secure year-round rental housing.
- b) There are a number of vacation homes that sit empty during the winter months.
- c) There is an increasing gap between income and cost of housing for Gabriola residents.
- d) Need to minimize the environmental impact of additional housing on Gabriola.
- e) Increasing numbers of vulnerable members of our community such as seniors, people with special needs and those with insecure housing.
- f) There are substandard housing issues.
- g) No public transportation makes the location for affordable housing critical
- h) There is a need for a housing organization

Key recommendations of the 2009 Needs Assessment document were:

- a) Creation of a housing organization
- b) Seniors aging in place facility
- c) Seniors' assisted-living facility
- d) Supported-living facility for people with special needs
- e) Addressing homelessness
- f) Shared land/housing
- g) Ecological footprint analysis particularly as it applies to water and sanitary sewer
- h) Density transfers
- i) Alternative building code primarily for secondary suites and "cottages"
- j) Encouraging mixed commercial and residential
- k) Zoning for two residential units

4.3 Community Survey

The 2011-2012 Affordable Housing Survey and Community Consultation indicated that there is little support for increasing the total number of permitted principal dwellings (local term is "densities") on Gabriola Island. This reflects the large number of lots that are subdivided or zoned for subdivision, but not built on at this time. The concern is that if each of these legal lots were to apply for development for the permitted housing, we could potentially double the population of Gabriola without creating any additional lots, densities or affordable housing.

In the most recent (2012) PHC survey, a large majority of those surveyed prefer to live in a private dwelling rather than shared housing.



4.4 Housing Task Force

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People for a Healthy Community in partnership with the Housing Task Force has functioned as an informal housing organization for the since 2009. Prior to that, several Task Force members have been working towards the development of affordable housing on Gabriola Island as a result of the formation of Sustainable Gabriola in 2007. In that time PHC has gathered housing needs information from families, seniors, youth, and the homeless. PHC and the Housing Task Force have discussed land options with those potentially interested in donating land for affordable housing on Gabriola. We have attended affordable housing conferences and workshops, connected with other affordable housing providers and funders, and have contributed to the development of the affordable housing sections of Gabriola's Official Community Plan.

4.5 Seniors Aging in Place

Currently on Gabriola there are two seniors housing complexes, one is affordable rental and/or ownership and one is market value condominium style. Neither of these offer aging in place support options; they do not have nurses on staff, they do not have an affiliation with an extended care facility and they do not provide programs or services for the seniors.

According to the most recent survey conducted by PHC, 80% of seniors surveyed currently live in a house, 69% of those seniors own their own home, and 50% of seniors have suitable accommodation (*2012 Affordable Housing Survey*). This indicates that seniors are reasonably happy with their living situations; however, what they need are increased support systems to help them age in place.

While PHC has started the "Circle of Care" program reaching out to seniors, it does not create a proper aging in place option. The Circle of Care program includes a monthly gathering for seniors with a lunch provided, time to socialize, and often provides guest speakers. This program has a network of volunteers who arrange rides to and from the luncheon as well as an informal network of support to isolated seniors. More recently, PHC has opened the PHC Community Resource Centre at #8, 590 North Rd. offer increased support services to seniors and families.

4.6 Homelessness

In response to the high cost and low availability of appropriate and affordable rental housing, PHC began the "Gabriola Guardian Project: Everyone Deserves a Home" in 2011. This program has three components and is becoming a significant service of PHC:

- i. A comprehensive and confidential database linking landlords and potential tenants.
- ii. A community survey to determine the specific housing needs of people living on low incomes. The survey attempted to accurately count people who are homeless, who are at risk of homelessness, and who live in sub-standard housing.



- iii. An emergency fund to help finance utility bills, firewood, potable water and occasionally damage deposits.
- iv.

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Future component (funding dependent) is developing a Ready to Rent certificate program that will assist people in understanding responsibilities of tenancy and will include ongoing life skills support.

4.7 Zoning and Density Issues

The HousingTask Force presented several documents to the Local Trust Committee in 2010 and 2011 during Phase I of the OCP Review, requesting changes in the OCP. The OCP was amended to redefine affordable housing, but no additional considerations were given to zoning, locating or developing affordable housing unless it was for seniors and disabled persons. There are still many amendments that should be made to the OCP to allow for a fully functioning community. It will be the Society, in partnership with PHC and other groups, who will continue to request amendments to the OCP and the Land Use Bylaw to allow appropriate affordable housing.



5 Strategic Plan For Affordable Housing on Gabriola

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This section of the Strategic Plan lays out the direction, projects and timing for the Gabriola Affordable Housing Society.

5.1 Regulatory and Statutory Direction

This Strategy uses the Gabriola OCP vision for the island and the definition for affordable housing.

“Gabriola is a peaceful, diverse, safe, rural community in harmony with a protected, natural environment.”

(Gabriola OCP Sec. 1.4)

“Housing that costs no more than 30% of a household’s gross income in rental and/or maintenance fees, applied to those households with incomes at or below 60% of the median household income for Gabriola Island (using Canada Census information).”

(Gabriola OCP Sec. 2.4, p.19)

5.2 Vision, Mission and Goals for GAHS

The vision for the Gabriola Affordable Housing Society is:

Gabriola Island has a wide variety of affordable rental housing options for residents.

The Mission to be achieved by the Gabriola Affordable Housing Society is:

To increase and maintain social and economic diversity in the Gabriola community by the provision of affordable housing.

This strategy identifies five specific objectives. The objectives each have actions related to them and have been assigned a short, medium or long term time frame for completion. In addition, Figure 1 provides preliminary capital costs associated with each action. PHC has kept in mind that we want the actions and objectives to be “SMART” objectives, in that they are Specific, Measurable, Attainable, Relevant, and Timely. The purpose of a Strategic Plan is to determine the direction for the organization and then a logical way to accomplish the goals and objectives through the actions.

The following Objectives will guide the Work Program for the GAHS.

Objective 1: Establish a Gabriola Affordable Housing Society and apply for charitable status. This organization will be applied for by PHC and a Board selected.

Objective 2: Develop a realistic Work Program for the short, medium and long term. This allows for appropriate allocation of resources, applications for grants with very clear outcomes and timing for the Board and other parties to follow.

Objective 3: Liaise with other organizations to combine programs that support affordable housing programs. We have seen that PHC will be a valuable partner, but so will the Gabriola Health Care Auxillary (their goals include re start meals on wheels and public transportation specifically for seniors).

Objective 4: Ensure that affordable housing is financially, socially and environmentally sustainable. Any project that is undertaken by GAHS must be financially viable in the long term. In addition, the future tenants of the projects will be selected based on criteria and compatibility with other tenants. Finally, any project will be environmentally sustainable for water, sewer, on site parking, innovative heating systems, gardens and food production, and use of recycled building materials when possible.

Objective 5: Extend and deepen community support/involvement in the development and implementation of Affordable Housing on Gabriola. We believe that many residents of Gabriola do not understand the housing issues of Gabriola and we hope to education and inform the community. As well, any housing project taken on by GAHS will be properly managed to ensure no negative impact on the community as a whole.

5.3 Priorities

Once the Gabriola Affordable Housing Society is formed and staffed, the work will proceed. Based on research completed including surveys by PHC, communication with seniors and the Rollo Centre, health care professionals, etc., the following projects will meet the needs of the target tenant groups. This list prioritizes the clients/tenants who the Gabriola Affordable Housing Society will try and house. It should be noted that the top three priorities score equally as important on Gabriola. However, it was determined to beset budget for the projects and recognize the limited resources, a linear priority list would be developed starting with the largest group, the seniors.

- a) Seniors - over 55 years of age – the average age on Gabriola is 59. This is a location where people choose to retire. Many of the residents over the age of 55 continue to work, either part time or full time. Not all “seniors” will qualify for affordable housing. This project will source and develop a shared seniors accommodation based on the Abbeyfield model, offering assisted living housing for 5 to 8 seniors.
- b) Single parents - includes mothers and fathers with sole or shared custody of the children who may be working or on maternity/paternity leave and are unable to afford housing on Gabriola. The project will be to source and develop housing for 4 single parent families.
- c) Singles - who may be physically or mentally disadvantaged, on a disability pension and/or make less than \$18,000 per year. The project is to source and develop housing for 6 to 10 singles.

- d) Source and develop a Multi unit development for seniors, families and persons with special needs.

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5.4 **Projects for the GAHS**

To meet the needs to the priority and target tenant groups, four projects have been identified, in order of their priority. These projects will form the direction for the Gabriola Affordable Housing Society:

- a) House for shared seniors accommodation based on the Abbeyfield model⁴.
- b) House for shared single parent families allowing the residents to share day care and babysitting, driving children to sports and events, and to take advantage of bulk purchases.
- c) House for shared singles based on a boarding house concept with a resident manager and single kitchen facility.
- d) Multi unit development for seniors, families and special needs.



Photo of the Banff and Vancouver Abbeyfield Shared House for Seniors

⁴ The Abbeyfield model is a non-profit housing option for seniors. Abbeyfield offers seniors the opportunity to have the privacy of their own living area and the support of a house coordinator who manages the building and cooks meals. Abbeyfield offers a warm, family-style House and a balance between privacy and companionship, security and independence, combined with the special caring element provided by dedicated volunteers and the consistency of a single House manager. Age and loneliness are the prime considerations for residency, together with level of health and compatibility with other residents. Each House creates a sense of "belonging" that is truly preventative medicine. With a history of nearly five decades, our statistics show that most Abbeyfield residents take on a new lease on life. They are more fit and more inclined to enjoy active lives without needing extended care.

6. Action Plan

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This summary of recommendations provides the objectives and the actions required to complete the objective along with a time schedule for the completion of each component of the action and an estimated capital cost. It has been assumed that once PHC sets up the Society and the GAHS Board has been selected, all tasks and actions will be completed by the GAHS Board and their Executive Director.

Short term actions are to be completed within two years of the adoption of the Strategic Plan. Medium term actions have a 3 to 4 year time frame and the Long Term actions will be completed in 5 to 8 years. The Board of the GAHS will review the strategic plan annually and adjust the actions, timing and capital cost estimates as required.

6.1 Operating Costs

The Operating costs have not been provided here and it is assumed that the operating costs for the society will be approximately \$4,600 per month (\$55,200 per year) based on the following estimates:

Figure 1
Proposed Operating Costs for the Gabriola Affordable Housing Society

Item	Cost	Discussion
Rent	\$500	Based on renting a small office space from PHC or other local space available
Utilities	\$400	Based on our share of phone, internet, power, water and sewer
Salary	\$3,000	Executive Director Salary including Mercs
Other	\$700	This can include supplies, travel expenses, newspaper advertising, accounting services
Total	\$4,600	Per month

6.2 Capital Costs

The following Figure provides a list of all of the main activities required to accomplish the goals and the timing is based on the priorities for each project. It is understood that some changes and amendments will be required to occur to the OCP before the final housing project can be undertaken. However, the GAHS will move forward to that direction in the hope that the regulatory and legislative environment will be available when land and funds are provided for a multi unit affordable housing project. It has also been assumed that many of the actions required will be undertaken by the Executive Director and/or the Board Members and do not have a capital cost associated with the action.



Figure 2
Action Plan for the Gabriola Affordable Housing Society

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Short Term Actions 0 to 2 years 2012 - 2014		Estimated Capital Cost
1	Establish the Gabriola Affordable Housing Society and apply for Charitable status, including legal fees.	\$2,500
2	Prepare a budget and job description for an Executive Director and hire staff person for GAHS	-
3	Secure funding for operations for 8 years (\$55,200 per year)	\$441,600
4	Develop and implement a "linking landlords and tenants" program	\$20,000
5	Update the income figures from the 2011 census when available	-
6	Implement the ready to rent life skills program on how to be a good tenant	\$5,000
7	Build relationships with bed and breakfasts and hotels for emergency housing	-
8	Build relations with potential funders and donors	-
9	Develop a communications strategy for the GAHS	-
10	Identify a house and property for shared seniors accommodation - Priority 1	-
11	Develop tenancy agreements, communal living agreements and tenant selection criteria including the possible need for VIHA assistance with nursing, meals and other social assistance	-
11	Secure funding to purchase an "Abbeyfield" type residence	\$400,000
12	Secure funding to modify and develop the house appropriately for Seniors, develop tenancy agreements and tenant selection criteria	\$100,000
13	Work to facilitate amendments to the planning documents	-
14	Develop a financial model for the short medium and long term capital projects for funders	-
Subtotal		\$969,100
Medium Term Actions 3 to 4 years		
15	Identify a house and property for single parents to share - Priority 2	

16	Acquire a house and property for single parents to share	400,000
17	Develop tenancy agreements, communal living agreements and tenant selection criteria	
18	Modify and renovate the house for tenants	150,000
19	Acquire a parcel of land for a multi unit affordable housing project	400,000
20	Identify a house for shared singles	
21	Acquire a house for singles	400,000
22	Develop tenancy agreements, communal living agreements and tenant selection criteria	
23	Modify and renovate the house for tenants	150,000
24	Successfully amend the Land Use Bylaw and the OCP to allow density for multi unit affordable housing	
	Subtotal	\$1,500,000
Long Term Actions 5 to 8 years		
25	Determine the form and size of a multi dwelling affordable housing project	-
26	Apply for land use and OCP approval	\$5000
27	Secure funding for housing project ⁵	\$2,160,000
28	Design and construct housing project	\$360,000
29	Apply for development permit	\$3,600
30	Draft and finalize the housing agreement with Islands Trust	\$5000
31	Determine the criteria for residency and tenancy agreements	-
32	Construct housing project	-
33	Final approval of construction	-
34	Official opening and move in of tenants	\$5,000
	Subtotal	\$2,538,600

⁵ The capital costs for the multi unit affordable housing project is based on 12 total units with an average square footage of 900 sq.ft. and a construction cost of \$200 per sq.ft.



6.3 Summary of Recommendations

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The following lays out all of the actions recommended to be undertaken by the Gabriola Affordable Housing Society and/or their agents or employees:

- a) *Make application for society status for the Gabriola Affordable Housing Society (GAHS)*
- b) *Make application for GAHS Charitable Status*
- c) *Get the new income figures from the 2011 Census and determine what the appropriate rent levels are for 2012.*
- d) *Prepare an operating budget for the GAHS*
- e) *Secure funding for one year of operation*
- f) *Create a job description for the Executive Director*
- g) *Hire the Executive Director*
- h) *Secure funding for 7 more years of operation*
- i) *Develop and implement a “linking landlords and tenants” program based on the PHC Guardian Project*
- j) *Implement the “Ready to Rent” life skills program on how to be a good tenant*
- k) *Build relationships with Bed and Breakfast operations on the island to use for emergency housing*
- l) *Build relations with funders and donors, specifically including BC Housing, banks and mortgage companies and generous residents on Gabriola who have offered land and/or structures*
- m) *Develop a communications strategy with the goal of informing and educating Gabriola residents of the need for affordable housing. This may include newspaper articles, advertising, mail outs to residents, community meetings, etc.*
- n) *Identify a house for shared seniors accommodation that could be utilized as an Abbeyfield seniors home **(Priority #1)**.*
- o) *Develop tenancy agreements, communal living agreements, tenant selection criteria and determine the health and needs level of each tenant (medical needs and other social programs required).*
- p) *Secure the funding to purchase and renovate the house.*
- q) *Modify the house to accommodate seniors including safety bars, wheel chair ramps, and any other modifications required.*
- r) *Continue to work on the amendments required to the planning documents – this will include actions such as regular attendance at the Local Trust meetings, documentation supporting secondary suites and increased density, presentations regarding shared accommodations and the Abbeyfield model, and updated information on income and rent statistics along with housing needs.*
- s) *Develop a detailed and realistic financial model for the short, medium and long term capital projects for funders to demonstrate our strategic approach, successes and other elements that demonstrate need.*
- t) *Develop an environmental footprint model for consideration by the Local Trust for the approval of a secondary suite bylaw.*
- u) *Identify a house for single parents to share **(Priority #2)***
- v) *Acquire a house for single parents to share with their children that provides a communal living area and private quarters.*



- w) *Develop tenancy agreements, shared living agreements and tenant selection criteria.*
- x) *Conduct any modifications to the house required to accommodate the families including bathroom and kitchen renovations along with outdoor play areas and communal gardens.*
- y) *Identify and acquire a parcel of land for a multi unit affordable housing project **(Priority #4)**. While this is priority #4, it is recommended that a location be identified soon so that when the Society is talking to the Local Trustees regarding the development, there is a specific and tangible site that is being assessed*
- z) *Identify and acquire a house for shared singles **(Priority #3)**. This house may accommodate both seniors and disadvantaged singles. This house would be operated with a live-in manager with a single kitchen.*
- aa) *Develop tenancy agreements, shared living agreements and tenant selection criteria.*
- bb) *Conduct any modifications to the house to accommodate the tenants.*
- cc) *Strive to successfully meet or amend the OCP and the Land Use Bylaw to achieve the multi unit housing project on the selected parcel of land.*
- dd) *Determine the form and size of the housing project. This will include community consultation along with involvement from PHC and the PHC clients to ensure that the development will meet the needs of the lower income people who may live in this development.*
- ee) *Apply for the land use and OCP approval. This will require fees and a minimum of 1 year to get the approvals in place.*
- ff) *Secure funding for the housing project. Based on the estimated costs, donations and grants will be applied for.*
- gg) *Design and construct the housing project. Once all funding is in place, the construction will begin. It is hoped that this project will receive support from the community like the Health Clinic did and that there will be donations of time and skills to construct the development.*
- hh) *Draft and finalize the housing agreement with the Islands Trust.*
- ii) *Determine the rules for residency and the criteria for selection of residents. Create an Operations Committee of the GAHS.*
- jj) *Construct the Housing project.*
- kk) *Final approval of the construction and occupancy permits issued.*
- ll) *Official opening and move in date.*
- mm) *Continuation of all management function and review of housing needs on the island*

7. Summary

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There is a large group on Gabriola that recognize the need for safe, secure and healthy affordable housing on this island. While many people come to Gabriola to retire, others are working in local stores, restaurants and offices who provide the services to our seniors and families who want to continue to live here, but may not find it affordable. Gabriola has many services available, that are not available on other Gulf Islands (e.g a health clinic, food bank, social services, etc.). We understand there are other Gabriolans who may not believe there is a need for affordable housing. This dichotomy of thinking will require continuous, open and honest dialogue in order for healthy solutions and community resilience.

People for a Healthy Community and the Gabriola Housing Task Force have completed extensive research, talked a diverse and wide variety of tenant groups, consulted with other jurisdictions on how they deal with affordable housing and feel confident that moving forward on the development of affordable housing is the most positive and productive next step to ensuring a diverse and inclusive community for Gabriola.

The Regional District of Nanaimo has a program to support affordable housing, even though they will not manage housing agreements. But the RDN says, "It's very difficult to get affordable housing due to long waiting lists for the existing 326 units in the region and the low vacancy rates for market rentals. The 2008 vacancy rate for a two-bedroom apartment was 1.5% in Nanaimo and 0.3% in Parksville."⁶

Salt Spring Island is working on a bylaw that would approve secondary suites "along transit routes that are not water sensitive". While Gabriola does not have public transit, the Local Trust Committee has identified an area where multi unit development is appropriate, so possible establishment of environmental restrictions as to the locations for secondary suites may be possible creating an alternative form of housing and that would not put additional stress on the environment. An environmental footprint concept was recommended by the Volunteer Review Committee for the partial OCP review that took place in 2011.

People for a Healthy Community will move forward to create the Gabriola Affordable Housing Society and will assist the new Society in whatever forms are allowed under the definition of PHC's purposes of incorporation.

⁶ Backgrounder 5, Affordable Housing. Regional District of Nanaimo. www.shapingourfuture.ca



8. References

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The following documents and research sources were used in developing this strategy:

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<http://www.bcstats.gov.bc.ca/StatisticsBySubject/Census/2006Census/ProfilesA/Alphabetical.aspx>
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- BC Housing—glossary (February 9, 2012) found at: <http://www.bchousing.org/glossary>
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Appendix A - Gabriola Official Community Plan Excerpts

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OCP Section 2.1 General residential objectives and policies:

"To support a mix of housing types which includes affordable and market housing in appropriate locations."

(General Residential Objectives #5, Sec. 2.1)

"Increasing residential density through redesignation/rezoning shall not be permitted with the exception of Special Needs and Seniors' affordable housing".

(General Residential Policies #a, Sec. 2.1)

"With the exception of affordable housing, no provision shall be made for multi-dwelling residential use in the Planning Area."

(General Residential Policies #b, Sec. 2.1)

OCP Section 2.4 Multi-dwelling affordable housing:

"Background: In recognition of the desirability of encouraging Gabriola Residents to continue living in the Planning Area, provision is made for Multi-dwelling Affordable Housing opportunities to meet the needs of a diverse, full-time population. For the purposes of this Plan, Multi-dwelling Affordable Housing shall only be permitted for: Special Needs residents living with physical and / or mental disabilities; Seniors 60 years of age or older; and Low-income families."

(Section 2.4 Multi-dwelling Affordable Housing)

Affordable housing means housing that costs no more than 30% of a household's gross income applied to those households with incomes at or below 60% of the median household income for Gabriola Island (using Canada Census information).

(Section 2.4 Multi-dwelling Affordable Housing)

To ensure that provision is made for Multi-dwelling Affordable Housing in a manner which responds adequately to the needs of Special Needs residents, Seniors and Low-income families; and

2. To provide for affordable housing in a location which is accessible to appropriate services and acceptable to the overall community without compromising protection of the natural environment and while minimizing greenhouse gas emissions.

(Multi-dwelling Affordable Housing Objectives, Sec 2.4)

Multi-dwelling Affordable Housing Policies

- a) Any lands designated for Multi-dwelling Affordable Housing in this Plan shall also be designated as part of DP-8 on Schedule C and the development permit guidelines as outlined in Section 9.3 shall apply.
- b) Any land currently designated Seniors and Special Needs (SSN) in Schedule B of this Plan shall remain under this designation until future application to designate a site for multi-dwelling affordable housing amends this Plan.
- c) The amenity zoning provisions of Section 904 of the Local Government Act shall only be permitted to be used on Gabriola to facilitate the provision of Multi-dwelling affordable housing for seniors and Special Needs residents.
- d) Densities for the creation of Multi-dwelling Affordable Housing for low-income families shall come only from banked densities as noted in Appendix 2 (Density Bank) of this Plan.
- e) Multi-dwelling Affordable Housing developments with mixes of Special Needs residents, seniors and low-income families are encouraged.



- f) An application to re-zone a parcel for Multi-dwelling Affordable Housing shall be permitted only if the application complies with the following:
- i. the maximum density shall not exceed 12 units per hectare;
 - ii. the maximum number of dwelling units per development shall not exceed 24;
 - iii. the average size of a dwelling unit shall be not greater than 83 square metres (900 sq.ft);
 - iv. the site shall be within 0.5 kilometres of the Village Core bounded by North, South, and Lockinvar Roads or a 2 kilometre walking distance from the Village Core along public access routes only, and shall provide access to any existing adjacent pedestrian and cycling pathways to the village and ferry services;
 - v. where practical, in the opinion of the Gabriola Island Local Trust Committee, the site's main access shall be off a main road and not through an existing residential neighbourhood;
 - vi. common area amenities, such as kitchen and recreation facilities, shall be provided for prior to occupancy;
 - vii. where practical, in the opinion of the Gabriola Island Local Trust Committee, no parcel re-designated for Multi-dwelling Affordable Housing shall be contiguous to another parcel so designated;
 - viii. the provisions of the Gabriola Island zoning bylaw may contain other general regulations pertaining to siting, height, lot coverage, servicing and other requirements which would also be applicable to a parcel in this land use designation;
 - ix. the proposal shall include an adequate fire suppression water supply which shall be maintained and be available for use on site; and
 - x. the minimum lot size shall be 1 ha (2.4 acres).
- g) In considering applications for the rezoning of lands to permit Multi-dwelling Affordable Housing, the applicant shall be required to:
- i. identify the anticipated costs of the proposed land and housing to purchasers or occupants which are not meant to be marketed off-island;
 - ii. establish the basis of the housing need of existing residents;
 - iii. specify affordability in keeping with the provisions of this Plan; and
 - iv. specify Special Needs housing requirements.
- h) As a condition of rezoning for Multi-dwelling Affordable Housing, a housing agreement pursuant to s. 905 of the Local Government Act shall be required and shall include provisions that:
- i. ensure the maintenance and stability of affordability in perpetuity;
 - ii. specify how the housing project will be managed and administered including, if deemed applicable, that it be operated on a not-for-profit basis;
 - iii. specify the manner in which the housing units will be made available to the identified class of persons at the time the housing units are first occupied and with respect to subsequent occupancy; and
 - iv. specify the mix of rental and ownership housing units permitted.
- i) In addition to 2.4 g), a housing agreement for Multi-dwelling Affordable Housing for seniors only shall also:
- i. specify that at least one individual who has attained 60 years of age shall reside in each dwelling unit; and
 - ii. specify that not more than three individuals may reside in each dwelling unit.

- j) Multi-dwelling Affordable Housing applications must demonstrate the lowest possible net water, waste, green house gas emissions and energy use.
- k) The Density Bank in this Plan shall be amended from time to time such that any unused residential densities that result from rezoning for parks are added to the Density Bank for use as Multi-dwelling Affordable Housing for low-income families.

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OCP Section 2.4 Developing an affordable housing strategy for the community:

- a) The Local Trust Committee encourages other level of government and non-profit groups to work towards the establishment of a Housing Agency on Gabriola Island; support collaborative community efforts to develop an Affordable Housing Strategy; and support the inclusion of Gabriola in Regional Housing Trust Funds.
- b) Local service clubs, non-profit organizations and others that may provide affordable housing are encouraged to develop projects in keeping with the policies of this Plan.
- c) The Local Trust Committee encourages the establishment and work of non-profit community land trusts for the acquisition of land for, and construction and management of, Multi-dwelling Affordable Housing units. (Multi-dwelling Affordable Housing Advocacy Policies, Sec 2.4)

OCP Section 2.5 Gabriola Island density bank:

Background: In this Plan, density banking refers to a process wherein unused residential densities are held by the Local Trust Committee for an unlimited time and for the purpose of enabling affordable multi- dwelling housing for low-income families and without any net increase to the allowed density on Gabriola Island. The deposit of one or more densities to the density bank takes place through bylaw amendments resulting from the rezoning of the property from which the density was removed for deposit into the density bank. Withdrawal of one or more densities from the density bank requires a similar amending bylaw and rezoning process. These transactions are recorded in Appendix 2.

Gabriola Island Density Bank Objectives

- 1. To identify and deposit unused residential densities into the Density Bank based upon the following eligibility criteria:
 - i. from the lands that are rezoned as parks; and
 - ii. from the voluntary donation of residential densities.
- 2. To consider applications for the withdrawal of banked densities in accordance with the rezoning requirements in Section 2.4 provided that a Housing Agreement is in place to ensure affordability is maintained over time.

Gabriola Island Density Bank Policies

- a) Residential densities resulting from a rezoning pursuant to Objective 1 will be deposited to the Density Bank as an amendment to the Official Community Plan.
- b) Residential densities from the Residential Density Bank in Appendix 2 that are withdrawn pursuant to Objective 2 will be deleted from the Residential Density Bank in Appendix 2 by an amendment to the Official Community Plan.
- c) Residential densities listed in the Residential Density Bank in Appendix 2 are principal dwelling units and do not include accessory cottages until related policies are developed by the Local Trust Committee.



d) All land that receives density from the density bank shall be rezoned to permit the added density and that density shall not exceed the density of the parent parcel plus the density granted from the density bank.

e) Parcels that have density allocated to or from the density bank shall be noted in both text and maps.

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OCP Section 2.6 Single family affordable housing:

Background: A community plan is intended to contain a statement concerning the provision of affordable housing in the community. On Gabriola, where there is no provision for multi-family housing, allowance for an accessory cottage, on parcels 2.0 hectares or larger, is looked upon as an appropriate means of addressing the island's need for single-dwelling affordable housing. Single-dwelling affordable housing means accessory cottage housing that does not exceed 65 square metres (700 square feet) in area and which costs no more than 30% of a household's gross income applied to those households with incomes at or below 60% of the median household income for Gabriola Island (using Census Canada information)

Single-dwelling Affordable Housing Objectives

1. To ensure a supply of affordable housing is provided for on Gabriola in a manner which does not detract from Gabriola's rural island character.

Single-dwelling Affordable Housing Policies

- a. Provision for an accessory cottage on a parcel of 2.0 hectares or larger (as per policy 2.1g), shall be recognized as the Gabriola means of providing for single-dwelling affordable housing in a rural low-density context.

Appendix B - Glossary of Terms

Emergency shelter—"Short-stay housing of 30 days or less. Emergency shelters provide single or shared bedrooms or dorm-type sleeping arrangements, with varying levels of support to individuals."

Supportive Housing—"Provides ongoing supports and services to residents who cannot live independently and who are not expected to become fully self-sufficient. This form of housing may be located in a purpose-designed building or scattered site apartments."

Transitional Housing—"Housing from 30 days to two or three years that includes the provision of support services, on- or off-site, to help people move towards independence and self-sufficiency"





Islands Trust

Gabriola Island Affordable Housing Needs Assessment



THE REAL ESTATE
FOUNDATION
OF BRITISH COLUMBIA



REGIONAL
DISTRICT
OF NANAIMO

Final Report

November 26, 2009

Submitted by: **Weller Consulting Inc**

This report was prepared under contract to the Islands Trust, funded jointly by the Islands Trust, Regional District of Nanaimo and the Real Estate Foundation. The information and opinions provided in this report are those of the consultant and the community members consulted during the process and are not necessarily the views of the Gabriola Island Local Trust Committee or feasible under current legislation.

Executive Summary

The following report outlines the results of a feasibility study aimed at identifying the current status of accessible housing on Gabriola Island, the challenges, and some recommended actions. The current status as identified through statistical analysis includes dramatic increases in housing prices, increasing rent while income levels remain the same, reduced diversity of age within the population, and a lack of affordable housing options. The challenges expressed by residents interviewed can be seen in the statistics. The challenges include housing security, affordability, environmental impact, diversity, supported living needs, substandard housing, homelessness and lack of organizational structure.

The recommended actions were identified through research into other comparable communities and public input. They fall into two main categories. The first group of actions relates specifically to the need for some form of housing organization on Gabriola Island and the actions that can be undertaken by that organization or consortium of organizations. Recommended actions include accessing funding both for housing itself as well as for supports, researching the various forms of affordable housing, providing information about rights and grants as well as matching tenants and landlords. An additional structure, a seniors' council, comprised of the various organizations on the islands linked to services for seniors, is also recommended.

The second group of actions are the responsibility of the local government bodies. The majority of these are the responsibility of the Gabriola Local Trust Committee, Islands Trust. Some potential changes to the Official Community Plan (OCP) were identified through this research including an ecological footprint analysis as the basis for approval of affordable housing applications, special or alternative zoning, additional residential units on properties if compliant with an ecological footprint analysis, density transfer or down-zoning. It is recommended that a deeper analysis and information gathering be carried out regarding these potential changes and that the results of that analysis inform the upcoming OCP review for Gabriola. There are also recommended actions for both the Regional District of Nanaimo (reduced water use incentives for some of the potential OCP changes) and the Vancouver Island Health Authority (mental health and other services available on Gabriola).

We also strongly recommend a Phase II study, to carry out a deeper analysis and collaboration as required, for those actions identified as the responsibility of the local governments (both Islands Trust and Regional District of Nanaimo).

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We would like to acknowledge those who have contributed to this report. First of all to all of those who participated in the interviews, thank you for sharing your stories and your thoughts so that there could be a deeper understanding of the challenges of affordable and accessible housing on Gabriola. We would also like to thank all of those Gabriola residents who participated in and facilitated the public input session, identifying ways to move forward to address the challenges. And we'd like to offer a special thanks to Judy Storness-Kress who provided advice throughout the study and has now indicated her willingness to convene the first meeting of those interested in setting up an effective housing organization(s).

Finally we would like to thank the funders of this study: the Real Estate Foundation, the Islands Trust and the Regional District of Nanaimo, without whose support this report would not have been completed.

Introduction

Like many small rural communities in British Columbia, Gabriola Island has undergone many changes. Population increased by 15% to 4050 (2006) during the last census period and there has been a steep climb in housing prices since 2001. Based on indications that affordable housing and accessible housing are of concern for Gabriola residents, the Local Trust Committee (Islands Trust) requested that a housing needs assessment be carried out.

The following Report addresses three objectives:

- a) Accurate information with respect to housing on Gabriola including income and affordability, tenure, size and suitability according to family size and composition, service and special needs.
- b) Analysis of the needs of the Gabriola community relative to housing availability, options, environmental impact and affordability.
- c) Identification of alternative approaches to addressing the housing affordability needs on Gabriola Island.

Information was gathered through relevant statistical information as well as through key informants, a literature review and a meeting to gather public input. The data was analysed with the preceding objectives in mind.

Information gathered on the current status of housing on Gabriola indicates a substantial increase in housing prices and rental costs while incomes remain stable, a lack of available affordable rental accommodation, decreasing age diversity and a high number of renters paying more than 30% of their income for housing.

The key challenges and opportunities identified through the analysis are: housing security, affordability, water and sewage considerations, supported living, substandard housing, homelessness, location/transportation, need for diversity, lack of housing organization and the underground network.

Solutions responding to the preceding challenges include increased supported living strategies, opportunities for sharing land and housing, an ecological footprint analysis tied to affordable housing strategies, voluntary density transfer and several changes to the OCP including down-zoning, special zones, additional accommodation in current buildings and the need for an organization to implement housing initiatives on Gabriola.

Methodology

Our approach has been a Stage-by-Stage process that is “iterative” in form, where we have moved through a series of data collection activities, gathering community input, and analyzing the data. This report is based on both quantitative as well as qualitative data.

Stage One – Analysis of Statistical data

The sources of quantitative data include Census data (in the report “Gabriola Island” refers to the Gabriola Islands Trust Area when Census data is the source), statistics gathered from Gabriola organizations, Islands Trust data, and local organizations. The data was analyzed to determine changes over time as well as comparisons with other relevant geographical areas. While the census data provides accurate data the last census was in 2006 and therefore some of the information is out of date relative to the issues facing those purchasing or renting homes on Gabriola Island.

Stage Two - Interviews & Questionnaires

Interviews and questionnaires were carried out with the following people and organizations:

- A. Residents experiencing difficulties with housing,
- B. Employers,
- C. Agencies involved in providing relevant services, and
- D. Representatives of key organizations involved in supporting this research.

This data is to assist in understanding the reality for those experiencing difficulty in accessing affordable and appropriate housing on Gabriola. The interviews and questionnaires were targeted to specific populations to gain more in depth understanding; the responses are qualitative in nature and analysed as such. The data was reviewed in the following ways:

- A. To gather qualitative information from people who were or had experienced difficulty in accessing affordable housing we inserted the following request into both of the local newspapers:

We need your input for the Gabriola Housing Study. If you have had difficulty finding affordable or appropriate housing in the last three years and are interested in providing comments related to one of the following areas:

- a) Renting on Gabriola*
- b) A person with special needs or disabilities*
- c) A household with children*

- d) A senior
 - e) Youth
 - f) Those trying to get into the housing market for the first time
- Please contact us by June 30th at gabriolahousingstudy@gmail.com. For those without computer access please sign up at the Library June 8th to 30th.

In addition one of the consultants was available at the local market and the local food emergency depot for anyone who was interested in providing input but hadn't contacted the consultants via email or the library.

A total of 16 people were interviewed in response to this request; many with overlapping areas of input.

- B.** To gather input from employers on Gabriola Island a range of businesses with service positions were contacted. This was not an exhaustive list of employers but rather a sampling of relevant businesses. A questionnaire was sent to each of these businesses asking information about their understanding of housing challenges facing their employees. Some employers chose to be interviewed by phone.

A total of 5 employers were sent the questionnaire and interviewed by phone (appendix A).

- C.** Local agencies providing relevant services to people on Gabriola Island were contacted in order to gather their input. They received the opportunity to fill out a questionnaire and/or have a telephone interview.

A total of 5 agencies provided responses to the questionnaire and/or telephone interview (appendix A).

- D.** To gather input from those funding this project, we interviewed the planner with Islands Trust (Chris Jackson) and we contacted each of the Local Trust Committee and interviewed them separately. We also interviewed both the Regional District of Nanaimo (RDN) staff person responsible for the affordable housing strategy (Chris Midgely) and the elected Director for Area B.

Stage 3 – Analysis of Qualitative Data

A thematic analysis was used to identify key themes arising from the interviews and questionnaires. The statistical analysis and themes were linked in order to delve deeper into the underlying challenges and opportunities related to housing on Gabriola Island.

Stage 4 - Literature Review

Research into available literature on affordable and accessible housing on the Gulf Islands and other similar communities was undertaken. The purpose of this research was to identify actions that responded to the challenges and potential solutions identified in Stages One through Three.

Stage 5 - Public Consultation

On Saturday September 26th, 2009 a community meeting was held on Gabriola Island. The general public was invited to this meeting through advertisements and articles in both of the Gabriola newspapers (the Gabriola Sounder and the Flying Shingle) and through an article in a Nanaimo Daily Newspaper. Notices were posted on mailboxes throughout the community. Thirty-three people attended this meeting.

The Agenda for the meeting was as follows:

- A. Presentation of Challenges
- B. Presentation of potential solutions (accompanied by “Solutions Backgrounder” handed out to all participants – See Appendix A).
- C. Small facilitated groups discussed each of the 12 ideas in the solutions backgrounder, responding to the following:
 - a. Benefits,
 - b. Challenges,
 - c. What else do we need to know?, and
 - d. Next Steps.

Stage 6 – Analysis and Final Report

The information gathered through the literature review and through the public meeting was analyzed to determine the relevance of the potential actions to the challenges presented, the benefits and challenges of each of the actions, the recommended next steps and who is responsible for taking those steps.

Housing & Population Profile

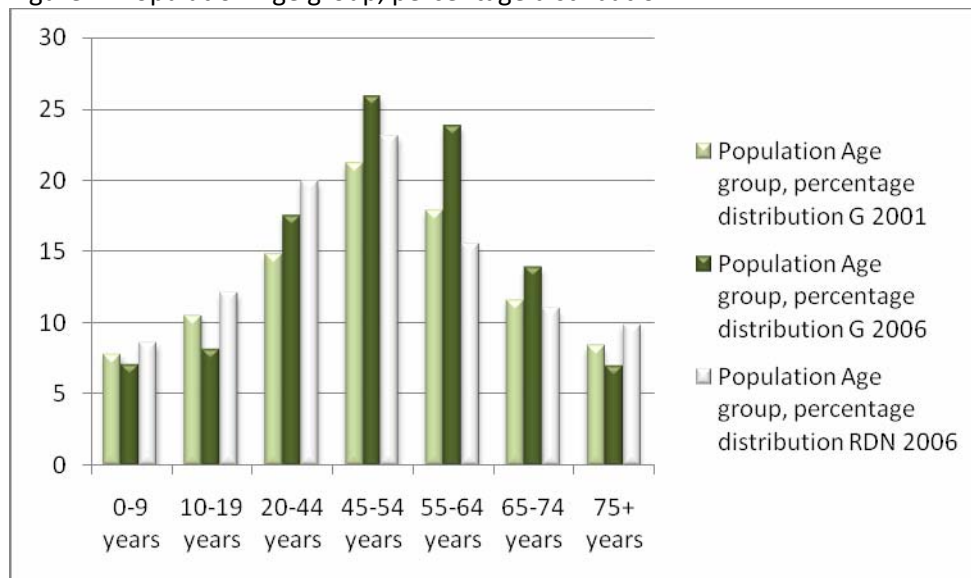
Introduction

The following information and analysis outlines the current status of housing on Gabriola as well as the changes in population, households, dwellings and affordability. This information is drawn from a range of data, primarily Census data but also data from community organizations that have surveyed Gabriola residents as outlined in the Methodology section.

Population

In 2006 Gabriola Island had a permanent resident population of 4,050. The population increased by 15% between the 2001 and 2006 census. Fifty-one percent of the population is female and 49% male. The following chart depicts the change in age demographics since the 2001 census as well as how Gabriola Island age demographics compare with the Regional District of Nanaimo (RDN):

Figure 1: Population Age group, percentage distribution



Source: Stats Canada 2006 Census

Change in age demographics from 2001 Census

- ⇓ 9% decrease in number of children 0-9 years
- ⇓ 21.9% decrease in number of youth 10-19 years

- ↑ 18.2% increase in those 20 to 44
- ↑ 22.2% increase in those 45-54
- ↑ 33% increase in those 55 to 64
- ↑ 19.8% increase in those 65 to 74
- ↓ 16.7 % decrease in those 75 and older

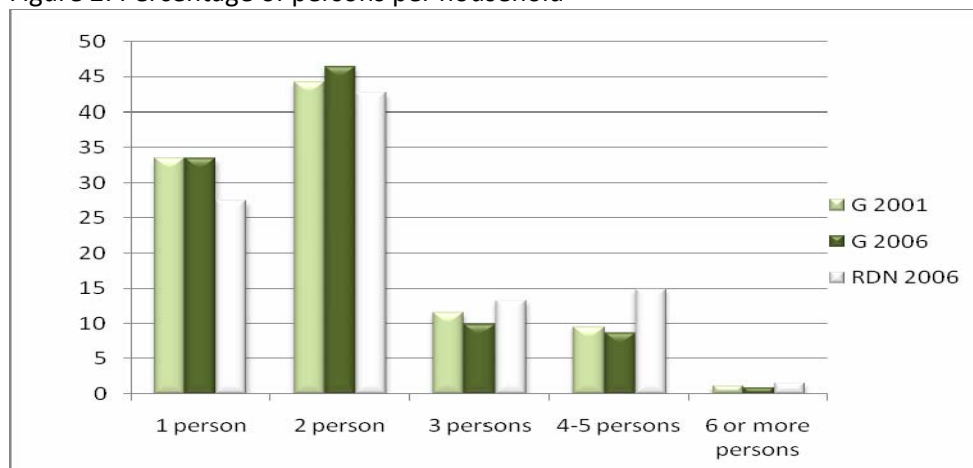
Comparison with RDN: Gabriola has a different age spread when compared to the Nanaimo Regional District. There is smaller proportion of children and youth, higher proportion of 45 to 74 year olds, in particular 55-64 year olds. There are less in the 75 and older category. When compared to BC, Gabriola has an older population. The median age of the population on Gabriola is 52.9 years compared to 40.8 years in BC.

A statistic that is not captured in the current available statistical sources is the increase in population that occurs on Gabriola during the summer months.

Households

The total number of occupied private households on Gabriola Island in 2006 was 1,998 and the average number of people considered permanent residents living in each household was 2. The following chart provides a Gabriola 2006 household occupancy comparison to RDN in 2006 as well as Gabriola in 2001. These figures do not capture summer or weekend residents or those who are homeless.

Figure 2: Percentage of persons per household

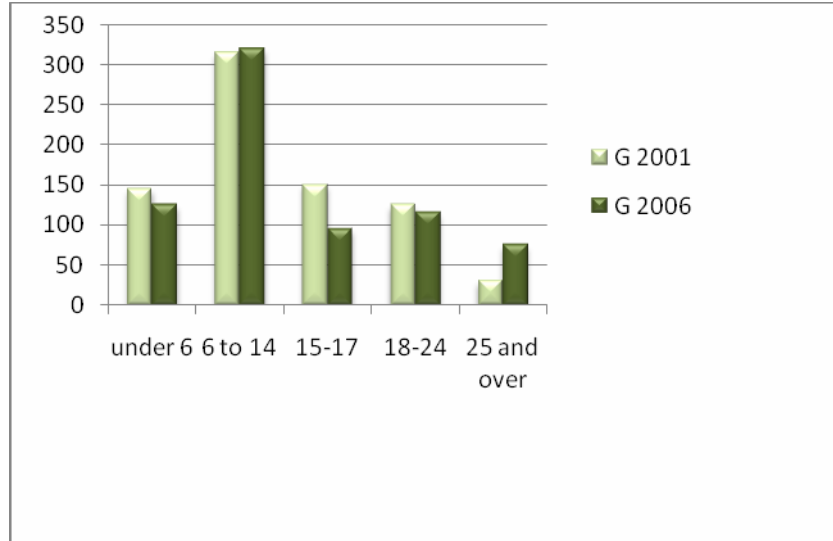


Source: Stats Canada 2006 Census

Children living at home: There has been a slight increase in the number of 2 household families and a slight reduction in households with 3 or more persons. This is consistent with the reduced number of children and youth on Gabriola Island. What the following

chart indicates is that corresponding to decreased number of children in the household (especially in the 15 to 17 age bracket), there is an increased number of older children living with their parents (from 30 in 2001 to 75 in 2006).

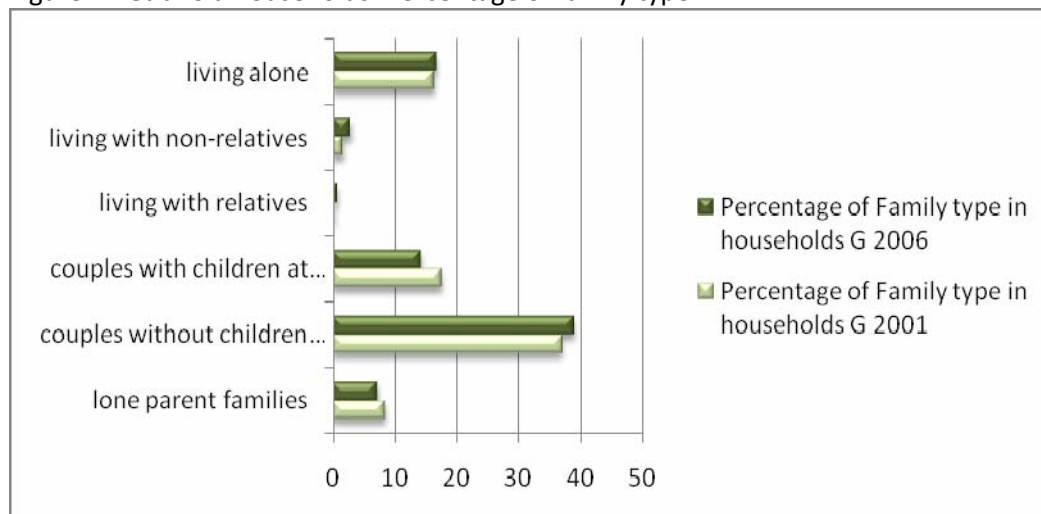
Figure 3: Number and age of children living at home



Source: Stats Canada 2006 Census

Family Composition: In 2006 there were 155 lone parent families living on Gabriola in 2006, 825 couple families without children and 305 households with children. In addition there were 30 people who lived with relatives, 120 with non-relatives and 675 lived alone. The changes in household composition from 2001 to 2006 include the decrease in percentage of children living at home and the increase in the number of people living with non-relatives.

Figure 4: Gabriola households: Percentage of family type



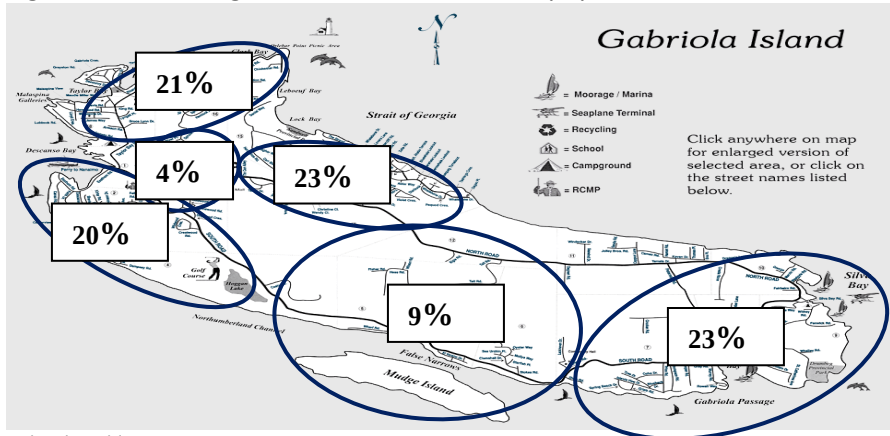
Source: Stats Canada 2006 Census

Dwellings

Population Density: There are 4050 people living on 57.6 km² resulting in a population density of 70.3 persons/km². This compares to RDN at 68.1 persons/km², Salt Spring Island at 52.9 persons/km² and Bowen Island at 67.3 persons/km².

The majority of the population is at the North end of the Island around the Village core. The following map provides an estimate of percentage of population for each of the various areas of Gabriola Island. There are 1,998 occupied dwellings on Gabriola.

Figure 5: Percentage distribution of Gabriola population



Gabriola Public Transit Committee 2008

Dwelling type: Over 92% of the dwellings on Gabriola Island are single detached dwellings. While this differs from RDN and BC it is similar to other islands in the Islands Trust area:

Table 1: Percentage of Dwelling Type

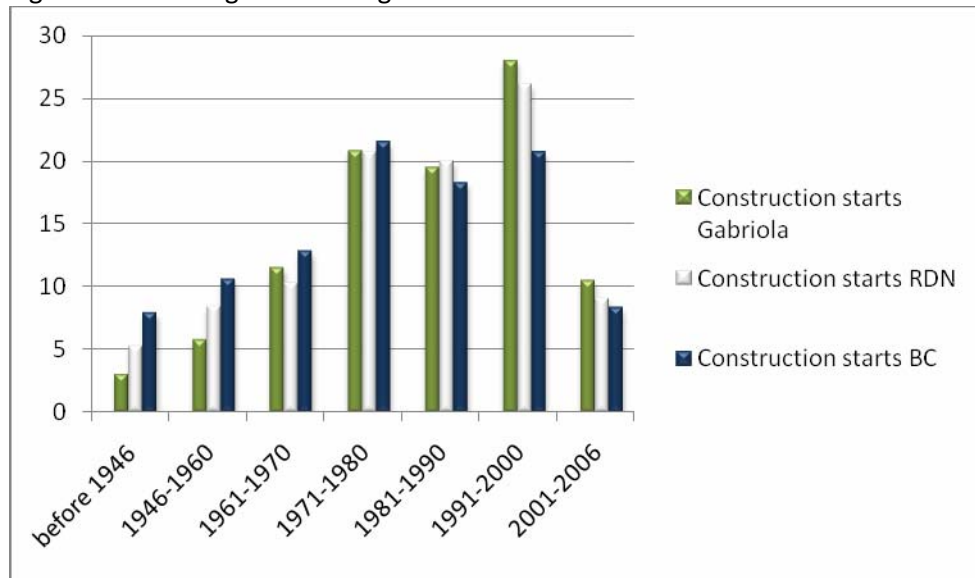
	Gabriola	RDN	Bowen	BC
single detached house	92.5	68	90.3	49
semi-detached	1.8	3.8	0.4	3.1
duplex	1.3	5.4	3	10.2
apartment under 5 stories	1	13.3	4.1	20.9
other single attached house	0.8	0.3	0.4	0.2
movable dwelling	3.3	3.5	0.7	2.6
Other	0	6.7	1.5	14

Source: Stats Canada 2006 Census

Construction starts: Gabriola's dwellings are relatively new in comparison to both RDN and the rest of BC. The highest percentage of dwelling starts on Gabriola was during the period from 1991 to 2000. While there were fewer dwellings built relative to the provincial average from the early 1900's to 1960, Gabriola's housing starts were

comparable in the period from 1960 to 1990 and higher than the regional district and provincial averages from 1990 to 2006.

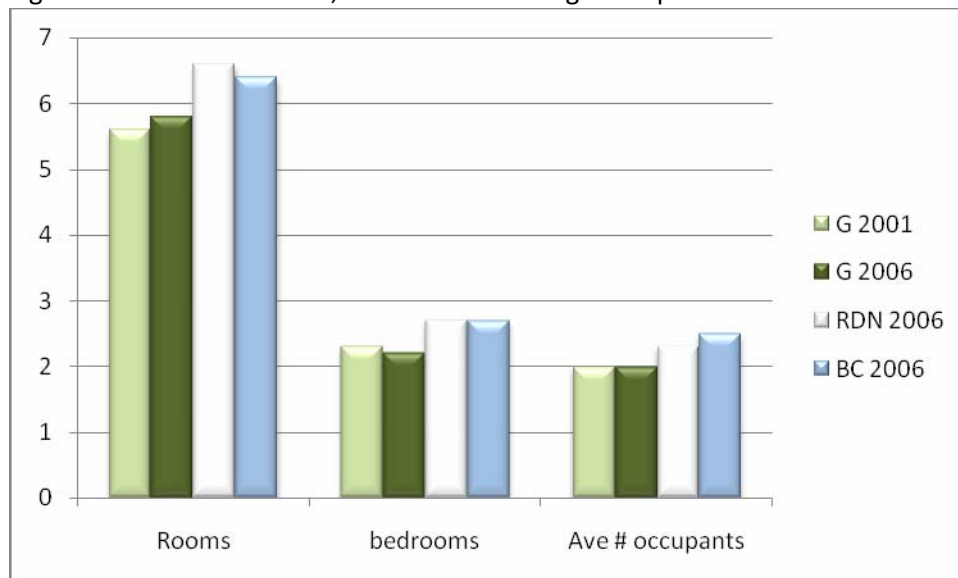
Figure 6: Percentage of dwelling starts



Source: Stats Canada 2006 Census

House Size: Gabriola's dwellings are smaller than both RDN and BC in terms of number of rooms as well as number of bedrooms. From 2001 to 2006 there was a slight increase in the average number of rooms in a house on Gabriola (from 5.6 to 5.8) and a slight reduction (2.3 to 2.2) in the average number of bedrooms.

Figure 7: Number of rooms, bedrooms & average occupants



Source: Stats Canada 2006 Census

In Need of Repair: Although dwellings on Gabriola are new relative to those in BC and RDN, the census indicates that the need for repairs is slightly higher on Gabriola:

Table 2: Percentage of dwellings requiring repairs

	Gabriola	RDN	BC
Require regular maintenance	61.4	69	67.7
Require minor repairs	29.1	24.2	24.9
Require major repairs	9.3	6.8	7.4

Source: Stats Canada 2006 Census

Resident versus visitor occupied: Like many gulf islands Gabriola has a higher proportion of dwellings occupied by visitors versus residents when compared to both the Regional District of Nanaimo and to British Columbia. In census data visitors are categorized as non-usual residents. Usual residents are defined as those that normally live in the household they reside in. Non-usual residents or persons living temporarily in a household (a group made up of vacation home owners and their families, college and university students who occupy units but usually live elsewhere in Canada or in other countries and people who are working temporarily on Gabriola). The proportion of dwellings that are resident to visitor occupied is comparable to other gulf islands with a direct link to Vancouver Island or Vancouver's Lower Mainland, as indicated by the similarity to the Denman Island figures in the chart below.

Table 3: Number & Percentage of dwellings occupied by usual vs. non-usual residents

Dwellings 2006	Gabriola		Denman		RDN	BC
	#	%	#	%	%	%
Occupied by usual residents	1998	73%	527	75%	94%	92%
occupied by non-usual residents	746	27%	176	25%	6%	8%
Total Dwellings	2744	100%	703	100%	100%	100%

Source: Stats Canada 2006 Census

Affordability

Prices: The following Gabriola real estate prices indicate the steep increase in housing prices since 2001. These prices are average prices of family homes and lots sold over the 12 month period. The prices for Single Family Homes do not include single family waterfront, acreage with house, duplex/triplex, mobile homes or single family strata. The prices for lots do not include acreage or waterfront.

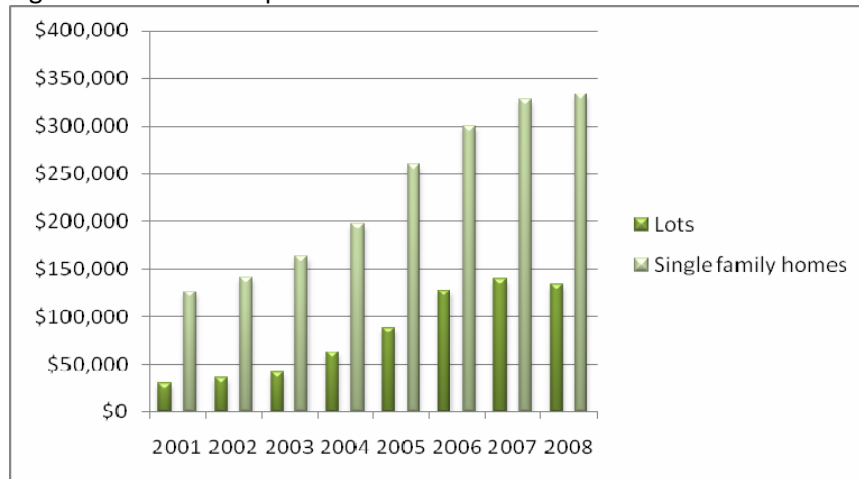
Table 4: Real estate prices 2001 to 2008

	2001	2002	2003	2004	2005	2006	2007	2008
Lots	\$30,092	\$35,575	\$41,794	\$62,321	\$88,102	\$127,115	\$139,179	\$133,560
Single family	\$126,583	\$140,881	\$162,480	\$197,783	\$259,614	\$299,434	\$327,276	\$333,611

Source: Vancouver Island Real Estate Board, MLS statistics

According to the preceding numbers, prices for lots have seen a 444% increase from 2001 to 2008 and prices for single family dwellings have seen a 264% increase during that same period. The following graph depicts the sharp increase.

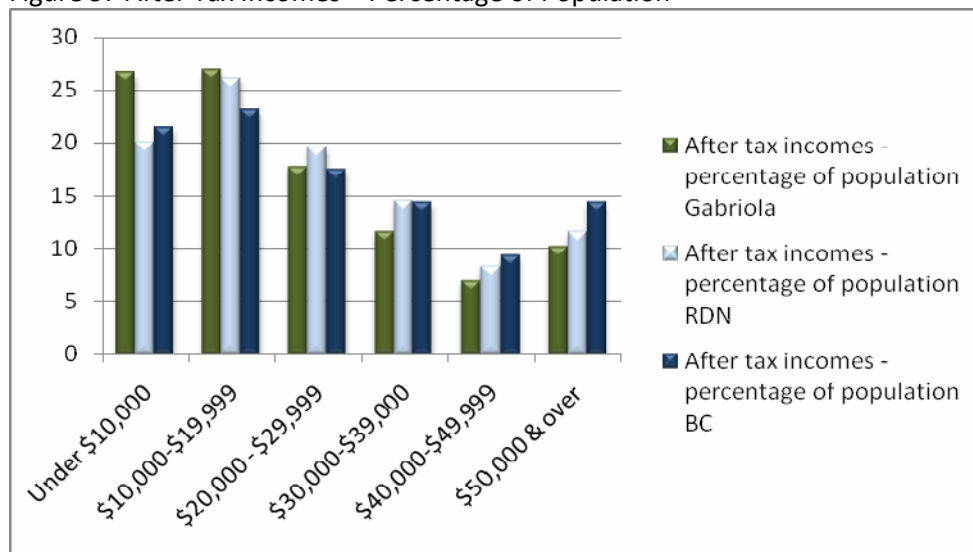
Figure 8: Real estate prices 2001 to 2008



Source: Vancouver Island Real Estate Board, MLS statistics

Income: The income level of Gabriola residents is lower than the provincial and RDN average according to the 2006 Census figures.

Figure 9: After Tax Incomes – Percentage of Population

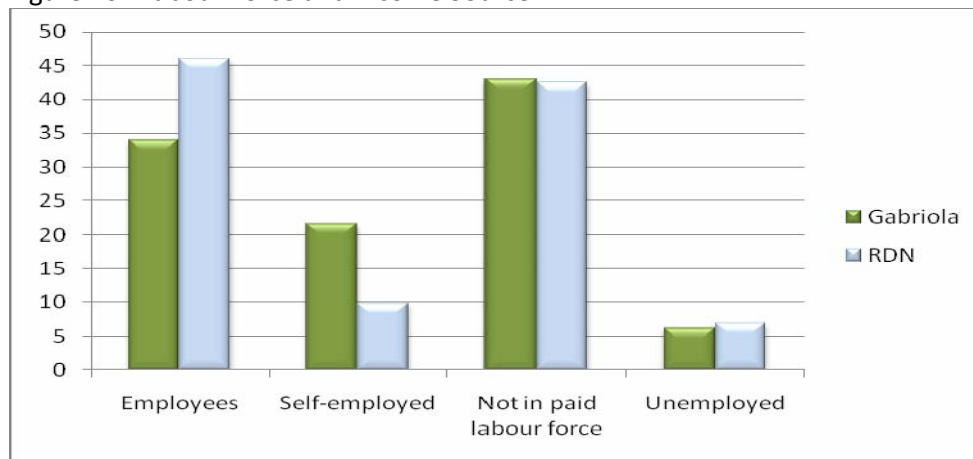


Source: Stats Canada 2006 Census

Labour Force and Income Source: Just over 50% of Gabriola residents over the age of 15 are in the labour force. Twenty-two percent are self-employed on Gabriola compared to 10% in the RDN. The majority of those not in the labour force receive their

income from pensions and investments. The unemployment rate on Gabriola Island was 6.3% compared to 6% in BC at the time of the census.

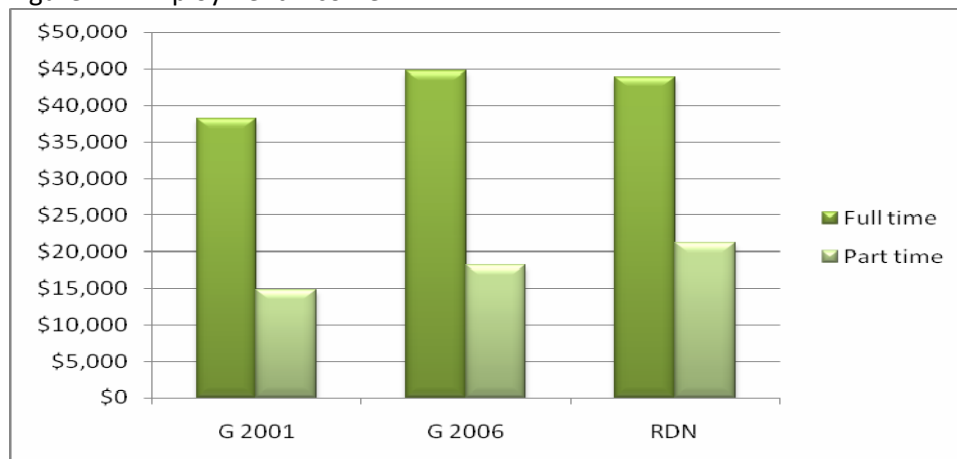
Figure 10: Labour Force and Income Source



Source: Stats Canada 2006 Census

Employment Income: In 2006 there were 2,260 out of 3,595 Gabriola residents who were over 15 and received employment income. Of the 2,260 there were 37.6% who worked full time, full year and 50.4% who worked part year or part time. The following chart provides the median incomes for residents with employment income. Since 2006 the unemployment figures have gone up. In 2006 the unemployment figure was 7% and in 2009 it is 8.1% for this region

Figure 11: Employment Income

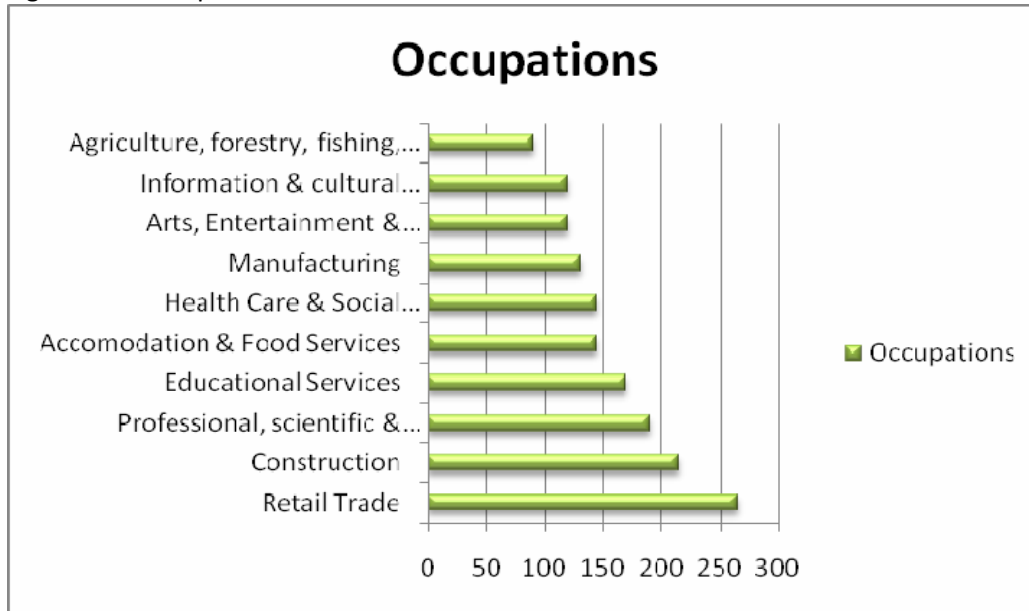


Source: Stats Canada 2001 and 2006 Census

Occupations & Affordability: The relative affordability of the housing stock is determined by the purchasing power of local households. On Gabriola, the two largest occupations for those in the labour force in 2006 were retail trade and construction. Households with one person earning a construction labourer's average annual income of \$20,390 can afford to pay approximately \$500 per month for rent. Those working

full time in minimum wage positions in the retail trade and accommodation and food services have an average annual income of \$14,560 before taxes. Thirty percent of their income for rent payments is \$364. On Gabriola many of these positions are seasonal, full time in the summer months and part time in the winter as reflected in the income source statistics.

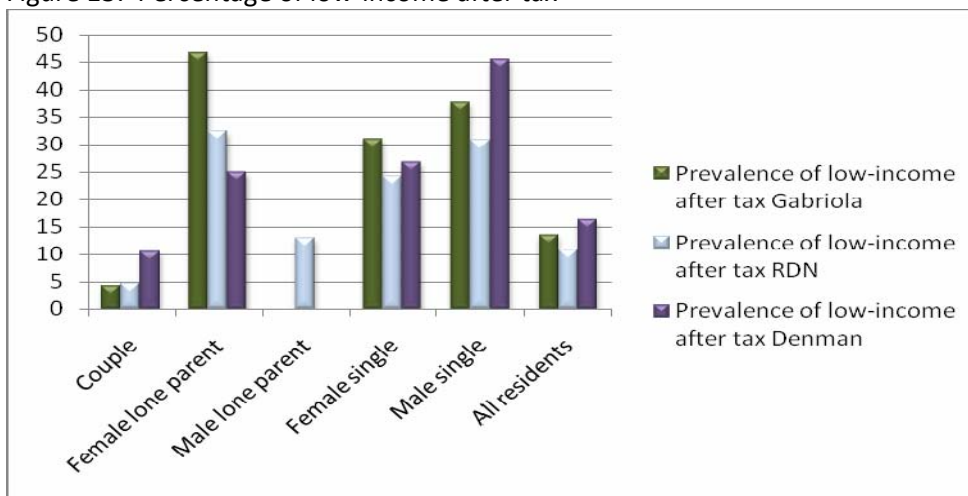
Figure 12: Occupations



Source: Stats Canada 2006 Census

Low Income populations: The following chart compares the prevalence of low income on Gabriola with the RDN and with Denman Island. Both in absolute terms as well as in comparison with the other two geographical areas there are two population groups that are over represented in the lower income category. The first is female lone parent families and the second is single adults who have no family members living with them.

Figure 13: Percentage of low-income after tax



Source: Stats Canada 2006 Census

Income Assistance rates: People who don't have employment, who don't qualify for Employment Insurance and are under 65 receive the following monthly payments:

Table 5: Income Assistance rates

	Support*	Rent
Single	235	Up to 375
Couple	307	Up to 570
Single parent with one child	307	Up to 570
Couple with one child	401	Up to 660
Single parent with two children	401	Up to 660
Couple with two children	401	Up to 700

Source: Government of British Columbia

*Support is provided for food, transportation, clothes, etc.

Income assistance rates in British Columbia are one of the lowest in Canada.

Increased economic hardship in 2008/09: "People for a Healthy Community" provide an emergency Food Depot. The following quote indicates the dramatic increase in those required to use the Depot within the last year and the relationship to affordable housing:

"On Gabriola the average number of people using PHC's Emergency Food Depot has increased by 41% in the past year. We are experiencing increase in food depot use every week as more new people arrive. Job loss, waiting for EI, being cut off from income support, low employment income and lack of affordable housing are all contributing factors." Barbara Saunders, ED, PHC, 2009

Tenant Households: In 2006 only 15% of the 1,998 dwellings on Gabriola Island were tenant occupied for a total of 295 tenant households. The average rent in 2006 was \$711 and at that time 66 % of the tenants were paying 30% or more on their rent. Almost 7% of private households are rented by families and their average rent was \$800 in 2006 according to census data.

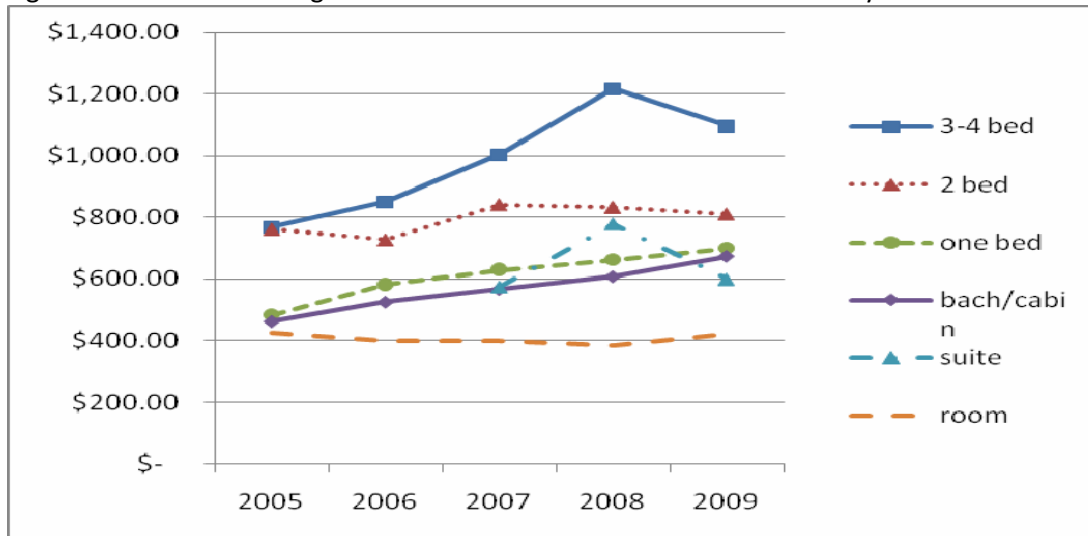
Table 6: Percentage, number of tenant households, average rent, core need

TENANT HOUSEHOLDS	2001	2006
% of tenant households	15%	15%
# of tenant households	260	295
Average rent	\$580	\$711
% of tenants paying 30% or more on gross rent	59.6%	66%
FAMILY TENANT HOUSEHOLDS		
% of family tenant households		6.8%
# of family tenant households		135
Average rent		\$800
% of family household tenants paying 30% or more on gross rent		67%

Source: Stats Canada 2006 Census

The majority of those that were interviewed were paying more than 30% of their income for rent and many were paying more than 50%. The following chart provides the average rent asked (first week of the month ads) for different types of accommodation. Seasonal accommodation was not included in the following chart.

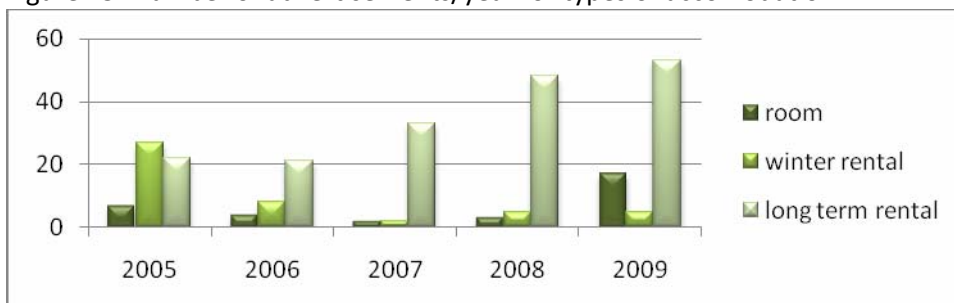
Figure 14: Advertised long term rental accommodation June 2005 to July 2009



Source: Gabriola Sounder Rental advertisements

There were some noticeable changes in the type of accommodations advertized over the four year time period. One change, as noted above is the addition of advertisements for one and two bedroom suites in homes starting towards the end of 2007. In 2007 to 2009 there was an increase in advertisements for executive style waterfront homes (in the \$950-\$1600 range) and a decrease in winter rental cabins. Balancing out the high end rentals was an increase in shared accommodation/rooms for rent.

Figure 15: Number of advertisements/year for types of accommodation



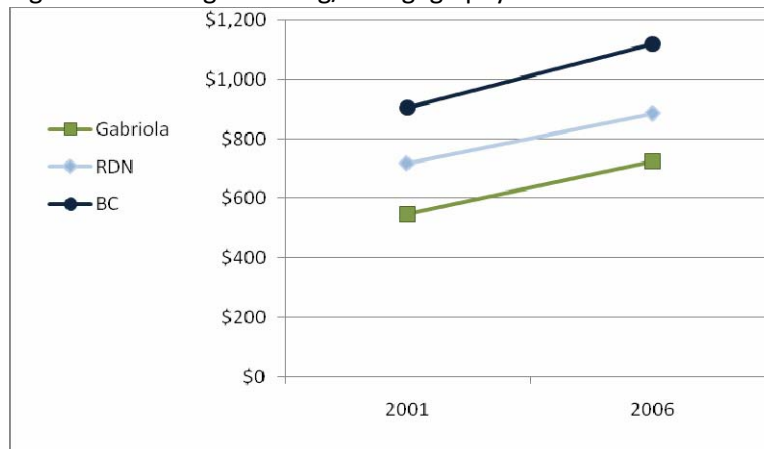
Owned Accommodation: Eighty-five percent of resident occupied dwellings are owner occupied. The steep increase in housing prices has resulted in **no first-time home-**

buyers on Gabriola (2007) and higher mortgages. However, the average monthly mortgage payment is still lower than both RDN and BC.

The lower mortgage payments for Gabriola versus RDN and BC indicate that those purchasing homes on Gabriola Island may have higher down payments or longer term mortgages.

Eighteen percent of those residents owning their home pay over 30% of their household income on their housing payment.

Figure 16: Average housing/mortgage payment



Source: Stats Canada 2006 Census

Summary

The relationship between housing and population on Gabriola is going through some key changes. There is a trend towards less diversity in age, in particular youth and young families as housing costs increase. The high cost of purchasing land on Gabriola has reduced the potential for first time home buyers being able to own a place of their own on Gabriola. The increase in the ratio between housing costs (for both renters and owners) and income indicates increased difficulties for those who do not currently own homes to enter into the housing market or to find suitable accommodation at 30% or less of the family income. According to the census statistics low-income singles and lone parents are most at risk of not having affordable, safe housing.

Key Challenges & Opportunities

Interviews were held with people who had or were having challenges with housing on Gabriola, representatives from agencies providing support in the community, employers of service workers, and representatives from the local government bodies. The following challenges are derived from comments made by those interviewed supplemented by statistical data. All quotes in text boxes are from direct quotes from those interviewed.

Housing Security

The lack of security in housing was mentioned by many of the interview respondents. The underlying issues include lack of legal rental housing on Gabriola and temporary (winter) rentals.

Legal rental housing: There are three types of rental housing (with kitchen facilities) legally available on Gabriola Island. One is the rental of a full house (this can be rented by a group of non-related individuals), the second is rental accommodation above commercial space in the village and the third is a separate cottage on a five acre property. Secondary suites are not allowed, nor are separate rental housing units on any residential property under 5 acres.

"Lots of rentals are technically illegal – there's the risk of eviction, no security"

The result is a lack of smaller legal rental housing available on Gabriola Island and the corresponding activities that have arisen out of that situation. Accommodation that is not consistent with the Island Trust by-laws – secondary suites and separate cottages on less than five acres are evident throughout the island. There have been limited complaints regarding these units.

Non-resident homes provide temporary rental: The homes that are not owned by permanent Gabriola residents are either left empty during the winter months or rented on a temporary basis to Gabriola residents with the request that they vacate during the weeks that the owner is using the property. Many of those interviewed mentioned that they have been asked to leave their rental accommodation during the summer period (May through end of August) in order to accommodate either the owner or vacation rentals. While this is usually agreed to by the renter at the beginning of the

We see who is renting in the winter at a decent rate and find places but then when summer comes renters are given notice and the rent for one month becomes the rent for one week. Employer

rental period it still creates many difficulties for those renting, in particular if there are children or if the renter is self-employed.

While security is an issue for tenants these homes do offer rental accommodation during the winter months in homes that would otherwise sit empty. As one interviewee stated:

“It’s frustrating to see so many places sit empty while their off-island owners neglect the upkeep of their homes, and visit only briefly in the summer. Maybe there’s a way to connect landlords and tenants who could pay a small rent and help to maintain the place, whilst the owner would be helping out someone who serves in the community.”

Information about Residential Tenancy Act: Many of the tenants were unaware of their rights regarding home security. One of the issues a tenant raised was a house being on the market and the tenants having realtors drop by during times that weren’t convenient or pre-arranged. This and other issues such as responsibilities regarding repair of the building are addressed to some degree under the Residential Tenancy Act.

Housing Affordability

The increasing negative ratio between income and cost of housing for Gabriola residents is evident in both the statistical analysis as well as the comments from those interviewed. The type of work available on Gabriola and the income level for those occupations has remained relatively stable whereas the cost of housing has increased.

“I cannot afford the current rents being offered on Gabriola.”

“I live on disability of \$700 per month. Rent is \$600 a month.”

Those living on a fixed income such as a disability pension do not have enough for both rent and food.

Youth and single parent respondents were typically paying over 50% of their after tax income on rent, leaving little for food and other necessities.

The ratio of income to rent makes it difficult for youth to stay on Gabriola. One youth discussed the difficulty in raising money for university given how high the rent was in relationship to what she could earn on Gabriola.

“My monthly rent and utilities are more than half my before tax household income”

Several of the agencies indicated that they were aware of a number of seniors that were unable to find affordable stable housing and a number of families and seniors that had left Gabriola over the last five years due to the lack of affordable housing.

The second issue is for those wishing to enter the real estate market. While the prices have stabilized and dropped slightly from the high peak they are still too high for first time home buyers. As noted in the statistics there were no first time home buyers in 2007.

Environmental Considerations

Some of those interviewed mentioned the importance of considering the impact of water and sewage when evaluating the various options for increasing affordable housing on Gabriola Island.

Water: On Gabriola Island all homes have either a well, cistern(s) or a combination of the two (the water source for delivery is on island water). There is no water infrastructure system in place.

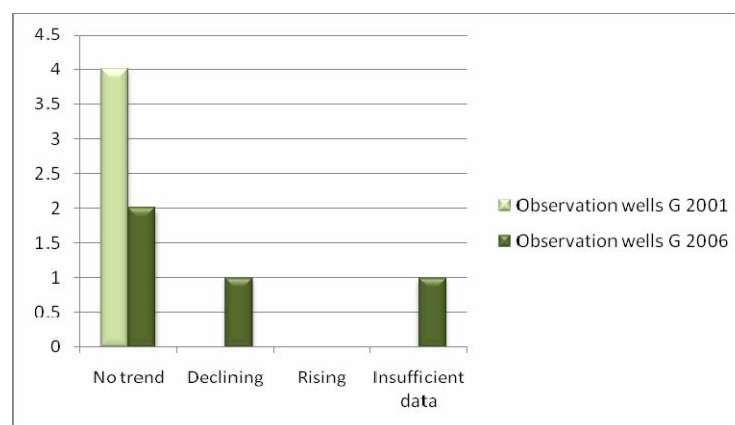
Table 7: Water Source for Gabriola Homes

	Frequency	Percentage
Well (1)	199	72
Cistern by delivery (2)	0	0
Cistern by collection (3)	40	15
Well and collection (1, 3)	29	11
Well and delivery (1,2)	2	1
All the above	2	1
Collection and Delivery (2,3)	2	1
n/a	2	1
Total	276	102

Source: Gabriola Groundwater Management Society 2007

An analysis of groundwater levels is carried out in the Islands Trust area through observation wells on each of the islands. In 2001 all four observation wells on Gabriola indicated no trend. In 2006 the results indicate a reduction in water levels at one of the observation wells, two indicated no trend and one provided insufficient data.

Figure 17: Water level trends – Gabriola Observation Wells



Source: Islands Trust, Measuring our Progress Report

The following statements from the Islands Trust' *"Measuring Our Progress Report 2006"* indicates the importance of groundwater levels in the Islands Trust area:

"Sufficient levels of groundwater are critical to maintaining ecosystem health and meeting the water needs of island communities. Groundwater feeds streams and wetlands, and supports normal ecosystem functioning and healthy wildlife populations. On some islands, groundwater is the only viable source of fresh water available to residents."

"I need to purchase water...as there are rain water cisterns with no filters...I would like to garden but can't"

Some of those interviewed described lack of water as an issue in the place that they were renting. A number of tenants purchased their water.

Sewage: There is no sewage infrastructure on Gabriola Island. The majority of Gabriola homes have a septic system and some, if they are unable to put a septic system onto their property, use a pump and haul system (sewage is regularly pumped out of a holding tank and trucked off the island). An improperly maintained, installed or inadequate (too many people in relation to the capacity) septic system can result in contaminated runoff entering nearby watersheds, which could eventually pollute adjacent wells and streams.

Supported Living

Throughout British Columbia and Canada there are specific population groups that often require supports incorporated into their living situation. Seniors, people with disabilities, both mental and physical, as well as people with diseases, including mental disease require some form of support worker in their home. There are different levels of support required. Some people can manage with assistance from their family and with Home Support worker assistance. Others require some form of live-in support.

For adults with special needs ready to leave home the parents need to find one to two other families in the same situation and organize the sharing of a house with others and with a support worker who would be paid by government subsidy to support the 2 to 3 special needs adults. There is no support group or network currently operating on Gabriola to initiate this type of living arrangement on Gabriola.

One issue raised by those interviewed was the resistance to self-label as having special needs and therefore miss out on the supports provided through government subsidies. Another issue was the need to coordinate between the parents and youth living on Gabriola in order to determine if there was a possibility of supported

"people don't self-label, and miss out on potential support towards independence."

housing on Gabriola.

Seniors requiring extra supports: The issue facing many seniors was the reduced ability to manage on their own in their own home. One interviewee described the losses that occur as one ages – loss of family, spouse, friends, pets, physical and mental abilities, home, surroundings and possessions. The question was raised “How many people come

“Aging is a huge surrender and cause of major elder depression due to loss.”

here to retire in fair health but soon cannot maintain property?” In light of the demographics described earlier in this report this question requires addressing.

The current support system in place for seniors requiring extra supports on Gabriola includes Home Support services and seniors’ housing. The Home Support Services provided are described as follows:

Depending on a client's income level and the home support services they require, the cost of some services may be subsidized. Home Support services are intended to supplement rather than replace clients' efforts to care for themselves, with the assistance of family, friends and community. Community health workers provide personal assistance with things like medications, bathing, dressing and caregiver support.

According to some of the interviewees the support provided from Home Support has been substantially reduced due to budget cuts.

Substandard housing

Many of those interviewed mentioned the need for repairs in the houses that they were renting including mould and unsafe structure, Many renters were unaware that they had a right to have the maintenance and repair done by the landlord and others were not willing to challenge the landlord for fear that they would lose their accommodation. As mentioned under the Housing Security section more information about rights under the Residential Tenancy Act would assist many of the tenants.

“Landlords get away with renting sub-standard places to tenants who are desperate for a home.”

Homelessness

As in many places throughout BC the homeless population on Gabriola is hidden. Several people interviewed did not describe themselves as homeless but rather as someone who did not currently have their own accommodation. Several of the agency responses indicated that they are aware of a number of both singles and families that are “couch-surfing”, some living in tents on friend’s properties and others are camped

“got nowhere to go” so I’m living on friend’s lawn in tent”

out in various wooded areas around the island. There is no homeless count on Gabriola Island so it is very difficult to estimate the number of

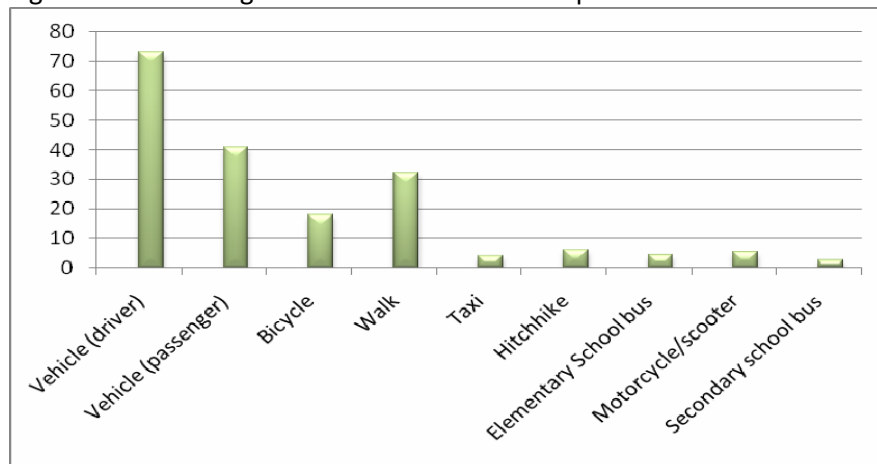
homeless. Studies have indicated that many people who are homeless have a mental health disorder and/or addiction to substances and the importance of related supports in the community (currently limited or absent on Gabriola).

Location/transportation

An issue related to both affordability and environment is the transportation from housing to grocery shopping, school, medical appointments and work. Those interviewed indicated that from their perspective affordable housing strategies should focus on walking distance accessibility to the Village core and public transit. The North End or Village centre was mentioned as the best place and, for some, the only place that was viable unless public transit was available on Gabriola as the grocery shopping, etc at the North End is a 20 minute drive from the South end of the island.

Currently the primary form of transportation on Gabriola is by vehicle. Walking is very common for shorter distances, as is cycling. There is no public transit currently operating on Gabriola Island. The following chart describes the percentage of Gabriola resident’s transportation modes according to the Transportation study carried out in the fall of 2008.

Figure 18: Percentage: Gabriola resident’s transportation modes



Source: Gabriola Transportation Survey 2008, Gabriola Public Transit Committee

Diversity

Several of those interviewed expressed concern over the changing demographics on Gabriola Island. There was a general feeling that Gabriola was becoming less diverse as the affordable opportunities for either first time home buyers or renters were

decreasing. The trends mentioned in the population profile (p. 4), such as fewer children and youth, fewer families, fewer low and middle income people were raised by many of those interviewed.

Housing Organization

Several of those interviewed mentioned the need to have some form of housing organization that could initiate affordable or accessible housing strategies and be the body to have government funds flow through in order to finance those strategies. These needs for a housing organization and for a Housing Needs Assessment were identified as next steps by the Housing Solutions Forum, held on Gabriola in 2007. Hornby Island has led conferences and workshops on community housing topics since 2006, where participants from Gabriola have heard about success stories on other islands facing similar challenges. In all cases the establishment of a housing agency has been an essential step towards actively addressing community housing needs. Some examples include: Islanders Secure Land Association (ISLA - Hornby/Denman Islands), BCHA – Bowen Community Housing Association (BCHA), Salt Spring Island Community Foundation (Affordable Housing is one of the priorities).

Underground Network

One of the opportunities in the affordable and accessible housing specific to Gabriola Island is the underground network of information. People hear about rental accommodation through friends, employers, email lists and family. One of the employers indicated that most of her employees eventually found a place that was in their price range although for some it took much longer than they would have liked. One of the tenants described the renter situation as *“Renting on Gabriola is like musical chairs.”* Another commented on the number of times she had moved while searching for a year round stable, safe and affordable place.

They all seem to be able to find contacts or deals often unadvertised so there is some credit to be given to the underground network of communications. Employer

Actions & Responsibilities

The following potential actions or solutions were identified in response to the challenges discussed in the preceding section. Based on those challenges and ideas for solutions from the interviews a literature review was undertaken. The following solutions, identified from interviews and literature review, were presented at a community meeting and input was gathered from those present. The relevant Islands Trust policies are included in Appendix B. The following “benefits” and “Issues to Address” for each area come directly from the community meeting (see appendix C for all comments from meeting). The potential actions have been divided into the following categories:

- | | |
|---------------------------------------|---|
| A. Housing Organization | G. Ecological Footprint Analysis |
| B. Seniors Aging in Place | H. Density Transfer |
| C. Seniors Assisted Living facility | I. Alternative Building Code |
| D. Supported living for Special Needs | J. Encouraging mixed commercial & Residential |
| E. Addressing Homelessness | K. Zoning for two residential units |
| F. Shared Land/Housing | |

Each of the following actions includes the proposed body that would be responsible for implementing the action.

A. Housing Organization

A not for profit housing organization was seen as a crucial first step towards developing a strategy to address Gabriola’s housing needs by those attending the public meeting. All those communities that are successfully addressing affordable housing have some type of organization that is spearheading the effort.

Action: At the public meeting a number of people indicated their interest in initiating an organization that would respond to the housing needs on Gabriola. The first step would be a meeting of that group to talk about what is required to move this forward. Actions for the resulting structure are outlined in the various sections below.

Responsibility: Individuals who signed up for initial discussion at the Consultation session.

Action: Ensure that those who have experienced difficulties in accessing affordable housing are included in the planning

Responsibility: Group that signed up for initial discussion and any subsequent group that is formed or takes responsibility for planning.

Benefits

- Creates the ability to move forward in implementing affordable housing options
- Get charitable status – able to own land for affordable housing
- A body to organize, receive funding, grants
- Advocacy and Education
- Includes voices of those who are affected

Issues to Address

- Why don't we have an organization already? What stops Gabriola?
- Nanaimo is so close – is that why we don't have one?

Addresses Challenges from preceding section: Housing organization, and through its actions – Security, Affordability, Supported Living, Diversity, Environmental Impact, and Homelessness.

B. Seniors Aging in Place

Many seniors express their wish to age-in-place as long as they have affordable rental or own their own home. As they age their ability to manage on their own & maintain their property necessitates support. Additional points identified by participants at public meeting include:

- Seniors need much more volunteer help than they are getting
- Home support is too limited – cooking, gardening, shopping, maintenance, filling in the gaps that home support doesn't do
- If someone does have a caregiver there is no one to give respite
- Can provide housing in exchange for services

Action: System established to carry out matching between seniors wishing to age in their own home and those willing to exchange maintenance and/or personal care for reduced rent.

Responsibility: Housing organization/Seniors Council

Action: Information available to access subsidies such as GIS, SAFER, BC Housing and CMHC forgivable loans (RRAP) that could act as incentive for younger homeowners to offer secondary suites to seniors

Responsibility: Housing organization

Action: Register of bonded people who need work and matched with seniors who can pay – needs assessment

Responsibility: Housing organization/Seniors Council

Action: Establish Coordinated Seniors Council to address needs of seniors wishing to remain on Gabriola Island.

Responsibility: Rollo Centre, Lions, PHC, Ambulance Society, Gabriola Health Care Society, Home Care, Churches.

Benefits:

- Seniors can stay on island and in their own home
- Supports collaboration between different ages and strengths
- If we keep seniors on island it supports diversity
- Maintains community and the mental health of seniors
- Provides affordable housing opportunities without creating new buildings

Issues to be addressed:

- Seniors need to be living in accessible locations to medical, shopping, grocery, etc. and have access to transportation
- Difficulties facing seniors wanting to remain on Gabriola: No wheelchair lift, boardwalk in Folklife village difficult to walk on, difficult for seniors to walk on ferry – potential solution - golf cart shuttle onto ferry.
- We don't have continuum of care – including palliative care
- Home Support is limited
- Need options for single seniors as well as couple seniors

Addresses Challenges from previous section: Security, Affordability, Supported Living, Substandard Housing, Diversity, Structure

C. Seniors in Assisted Living Housing Units with Live-in Support

At present seniors, particularly low income seniors, have few options, since there is no assisted living facility on island. Frequently people delay their move to a facility in Nanaimo, by which time their care needs have escalated to a level of extended and long term care.

Action: Access funding to carry out housing needs assessment for low income seniors that includes feasibility of subsidized care facility on Gabriola. Implement results arising from needs assessment.

Responsibility: Housing organization/Seniors Council

Action: Determine regulations regarding private assisted living facilities and how they can be supported on Gabriola.

Responsibility: Housing organization/Seniors Council

Benefits:

- An assisted living facility would provide employment
- An assisted living facility could happen on existing property
- Would provide a way for Gabriolan seniors to continue living in their community as they age

Issues to be addressed:

- Funding partnerships
- Timeline - Interim solutions
- Health care availability
- Transportation requirements
- Mix of people and income levels within facility

Addresses Challenges from previous section: Security, Affordability, Supported Living, Diversity, Structure

D. Supported Living for Special Needs

Special needs adults and youth of all ages who require a supportive environment to enable them to live independently. Includes:

- people with disabilities: physical and/or mental/developmental
- people with chronic disease.

Action: Special needs info, coordination and funding - Public information/education on special needs and available support; Coordination amongst Gabriola young and old special needs to provide support network

Responsibility: Housing organization/People for a Healthy Community

Action: Vancouver Island Health Authority (VIHA) services for mental health needs and addictions come to Gabriola

Responsibility: VIHA

Action: Access housing funding and subsidies through federal, provincial, regional district, and provincial and local organizations.

Responsibility: Housing organization

Benefits:

- Safe environment for individuals, families and all people with special needs
- The Gabriola community needs to be able to support all islanders wanting to live in their community of choice

Issues to be addressed:

- Need champion and/or organization to initiate
- Community participation
- Change in attitude towards special needs required
- May not be possible to find peers for youth on Gabriola
- May need to move to Nanaimo for greater social context, employment and training

Addresses Challenges: Security, Affordability, Supported Living, Substandard Housing, Diversity

E. Support for Homeless, and at Risk of Homelessness

People describe themselves as having a home- the island - but no house 'right now'. All people need secure housing before other issues of health and well-being can be addressed.

Action: Needs assessment to determine extent of problem and identify both immediate and long term solutions.

Responsibility: Housing organization/PHC

Action: Research long term solutions – lots being done in Canada and elsewhere.

Responsibility: Housing organization

Action: Establish a roster of available, affordable housing

Responsibility: Housing organization

Action: Review potential for Hot line for housing crisis.

Responsibility: PHC/Housing organization

Action: Ensure coins can be used in public phones, not just telephone cards.

Responsibility: Advocacy by Housing Organization

Action: Make sure that people who are in need of housing are involved in planning and they are telling their story for that planning

Responsibility: Housing Organization

Action: Determine the feasibility of an innovative zone¹ for Gabriola and if feasible include in OCP review for pieces of land that could provide accommodation for people

¹ Similar to the proposal in North Pender Affordable Housing Report Oct 30/08, By-law free zone page 42

who don't have their own accommodation that meets safety & environmental standards without needing to comply with other requirements.

Responsibility: Gabriola Local Trust Committee

Benefits:

- Housing found for those without a home
- Contributes to community resiliency
- Greater security for those with minimal income
- Creates opportunity for improved living conditions
- Potential properties that would lend themselves to special zoning in village core area

Issues to be addressed:

- How do you define homelessness?
- Not knowing how many people who have experienced homelessness
- Community awareness.
- Homelessness is complex – range of issues and requires a whole spectrum of support to address
- Increased public understanding of the complexities that underlie why people are homeless
- How do we understand the complexity and how do we gather that information?
- Denial from government, community members that homeless occurs on Gabriola
- Lack of phones is an issue – phones at the malls only accept phone cards
- More information required on where alternative zones have been established.

Addresses Challenges: Security, Affordability, Homelessness, Diversity

F. Shared Land/Housing

Shared ownership of land is one way for first time buyers to own property. Shared rent on land owned by a Community Land Trust is an option for affordable housing. Both could include common amenities: communal kitchen, laundry facilities etc that reduces the set up costs. If the design and water management is innovative, there could be somewhat increased density while keeping a small environmental footprint.

Shared Housing - an existing dwelling which is large enough for several people to share rent and facilities and be affordable for youth, families, and seniors.

Action: Establish a Community Land Trust to accept donations – land donated or purchased with donations or government funding, can then be used for shared affordable housing – either clusters of housing with shared amenities or shared house.

Responsibility: Housing organization

Action: Change the Official Community Plan to support co-housing and land sharing within the guidelines of the proposed ecological footprint analysis (see below).

Responsibility: Gabriola Local Trust Committee

Action: Obtain relevant information including map of properties on Gabriola that would be potential options for shared land/housing, including current zoning, relevant regulations from RDN, Islands Trust, VIHA and Agricultural Land Commission.

Responsibility: Housing organization and relevant government bodies

Action: Research shared land and shared housing initiatives in other communities, identifying the challenges they faced and their solutions. Include co-housing and housing cooperatives, and housing agreements.

Responsibility: Housing organization

Action: Incentives for landowners with 5 acres to build affordable housing that is consistent with ecological footprint analysis.

Responsibility: Regional District of Nanaimo, Islands Trust, other relevant organizations

Benefits

- Changing from tenant/landlord relationship to joint sharing of land through leasing land
- Land trusts – take the land out of the equation, lower the price and make it possible for reasonable rents
- People can build their own home
- People could farm the land if they were in a co-rental/co-ownership position
- Opportunities for owning land for first-time home-buyers

Issues to Address

- Environmental impact issue – what happens if a larger family moves in and the septic and water are not sufficient
- Land in the Agricultural land reserve has restrictions that make it difficult to share land with others
- How many home-based businesses are allowed if sharing land.
- Jurisdictions and regulations with each – RDN, Islands Trust, VIHA, Farm Status requirements.
- Commitment of individuals to project
- Funding and the need for donations – the need to encourage that
- Challenges around decisions about how land would be shared.

- Wanting to be part of something like this but not having any money to invest
- Focus needs to be on village to deal with transportation problems

Addresses Challenges: Security, Affordability, Diversity, Environmental Impact,

G. Foot Print Analysis

Concerns have been raised that adding accommodation also increases the impact on our environment as additional people mean additional use of water, septic systems and cars. Minimal footprint requirements would be designed to address those environmental impacts while providing more accommodations. Accessibility to work and shopping is also an important factor in location of additional accommodation.

Action: Develop an ecological footprint formula to use in assessing whether additional accommodation should be permitted, based on:

- Capacity of water for # of people and measures to reduce impact to zero (cisterns, greywater use, composting toilets)
- Capacity of septic system for # of people and measures to reduce impact to zero (greywater use, composting toilets)
- Location/Transportation: housing within walking distance (1 – 2km) of ferry, village core or on transit route, car share
- Reduced environmental impact in renovations, building design

Ecological Footprint formula as component of by-law changes related to secondary suites, additional accommodation on properties and special zoning areas for affordable housing. Regional District of Nanaimo is considering a similar approach for all their development. Analysis required to identify ways to implement without increased monitoring.

Responsibility: Gabriola Local Trust Committee

Benefits:

- Self-sustainability - Demonstrate our self-sustainability as an island
- Show that we have the ability to increase affordable housing options without impacting environment
- Be a model community
- To provide more employment
- To attract diversity
- Protects the environment

Issues to Address

- Water
- Sewage
- Travelling distance/ Transportation issue – high density nodes

- Zoning by-laws
- Building code is too restrictive
- No ability to attract a diverse population

Addresses Challenges: Environmental impact and supports security, affordability

H. Density Transfer

Gabriola Island already has one of the highest densities in the Gulf Islands. Land use planning that encourages higher densities around a village core and decreased densities in the outlying area has been demonstrated to have the least impact on the environment. This can be accomplished through both voluntary density transfer and down-zoning.

An example of a voluntary density transfer would be someone who owns two lots and has one residential unit and is not planning on more residential units or on subdividing. The density of the second lot could be transferred to a Land Trust as a charitable donation and used to implement affordable housing on suitable land.

Action: Determine the value of densities being transferred and identify ways to compensate someone transferring a density (i.e. reduced property taxes).

Responsibility: Gabriola Local Trust Committee

Action: Collaboration between LTC and RDN on compensation tools from RDN such as grants to support rain collection or grey water, etc. for density transfers.

Responsibility: Gabriola Local Trust Committee and Regional District of Nanaimo

Action: Research the potential of a housing organization being able to transfer the densities into a land/housing trust and provide charitable tax receipts for that donation.

Responsibility: Housing organization

Action: Determine the process for using the ecological footprint analysis to determine land that would be appropriate for receiving density transfers.

Responsibility: Gabriola Local Trust Committee

Action: Carry out analysis to determine feasibility of including density transfer as part of the OCP review. Consider model used in last OCP review where forest zoned land was down-zoned and density transfer was used to compensate landowners. Same model could be evaluated re: use for affordable housing.

Responsibility: Gabriola Local Trust Committee

Benefits:

- Increased density around village core, reduced density in outlying areas

- Clustered housing without any overall increase in # houses
- Easier to convince people if they saw the larger benefit to society
- Helps meet Bill 27 – GHG reduction – deadline is May 2010
- Compact communities

Issues to Address:

- Monetary value to having an existing density
- Resistance to down-zoning
- Lack of an obvious body that would receive and guarantee that it would be affordable housing
- Need for good public outreach and education with clear messages of benefits of clustering
- Need to understand the actual density when including visitors (i.e. long weekends may have 10 K people) and our carrying capacity.

Addresses Challenges: Environmental Impact, security, affordability

I. Alternative Building Code

Opportunities to be innovative - alternative building(s), alternative building code, purpose-built or renovated affordable housing are difficult due to the current building by-law restrictions.

Action: Determine both barriers and potential for approving alternative building codes for Gabriola Island that would encourage buildings based on ecological footprint analysis principles and would also be more affordable.

Responsibility: Regional District of Nanaimo

Benefits:

- Potential to reduce cost of building
- Addresses both environmental and affordability objectives
- Potential reduction in GHG emissions

Issues to Address

- How would individual compliance with low impact criteria be achieved?
- What alternative building codes are already out there? Can they be applied here on Gabriola?
- Why has there not been a huge take-up on alternative building code in Capital Regional District?

Addresses Challenges: Environmental Impact, Security, Affordability, Homeless, Diversity

J. Encouraging more mixed use – residential and commercial

While there is currently a provision in the by-laws that supports the establishment of a residential unit for each commercial unit, there are very few commercial enterprises that have a residential suite.

Action: Determine barriers and disincentives for businesses to build residential units with their commercial ventures.

Responsibility: Gabriola Local Trust Committee

Benefits:

- Potential to reduce cost of building
- Addresses both environmental and affordability objectives
- Potential reduction in GHG emissions
- Increases security for commercial area

Issues to Address

- Village core – what can we do to encourage more residential attached to commercial?
- Can we request that a new business has to establish housing for their employees?
- Village plan needed, connectivity, maximum use of areas

Addresses Challenges: Environmental Impact, Security, Affordability

K. Zoning for two residential units on properties

Currently a combination of Islands Trust Zoning land use by-laws and RDN regulations determine the number of residential units allowed on a lot. Residential zoning in the Land Use Bylaw is zoning for one residential unit; the exception being accessory buildings on land larger than 5 acres. RDN Building Code then determines if more than one residential unit is on a property with the following definition: A living unit contained on a property with separate entrance, self contained kitchen and bathroom, with the intent that the unit is occupied by people that are not part of the same family group as those occupying the main residential unit. As in communities throughout British Columbia additional units already exist as part of the available, often affordable, rental inventory on Gabriola. However, there are also additional residential units that would not be categorized as affordable.

Action: Review the option of including policies in the OCP that allow for more than one residential unit per property (could be within current house or in accessory building) if compliant with ecological footprint guidelines (as part of OCP review)

Responsibility: Gabriola Local Trust Committee, Islands Trust

Action: Review the option of the preceding zoning change together with additional requirements (owner occupied, agreement regarding “affordability” of rent) tied to receipt of grants for cisterns, grey water systems.

Responsibility: Gabriola Local Trust Committee and Regional District of Nanaimo

Action: Review the potential of using other governments’ processes to determine affordability – for example CMHC, provincial government ministries, etc.

Responsibility: Islands Trust

Action: Include policies for zoning in radius around village core for secondary residential units as part of the OCP Review.

Responsibility: Gabriola Local Trust Committee

Action: Analyze the potential to ensure affordability of additional rental units through enforcement of only those over a specified rent amount per size or number of bedrooms. This would be considered together with the option of allowing for more than one residential unit per property in certain situations/zones. The fees collected could be applied to other actions identified in this report.

Responsibility: Gabriola Local Trust Committee

Benefits:

- No involvement or necessity for community housing organization
- No community funding required
- CMHC funding, & BC Province rebate for renovations to create secondary suites for seniors and people of all ages with disabilities
- Provides affordable housing both for first time homebuyers and for renters
- Provides increased confidence in owner/renter trust for house being looked after
- Increased personal safety and security of legal accommodation
- To see seniors aging in place – if seniors could rent suite and trade for some homecare
- If in village core – pilot – then we could evaluate that
- Diversify revenue encouraging first time buyers

Issues to Address

- Need to determine community support for changes to OCP - If the suites are intended only for seniors and people with disabilities, the changes to the OCP are not as extensive.
- Cost to landlord of compliance with footprint regulations may be prohibitive
- How to ensure security long term for those in need of affordable housing
- People don't know their rights – in particular tenants
- How do we protect the cost of rent in secondary suite – do we need to?
- How do we qualify renters – do we need to?
- What standards need to be in place?
- What regulations could be cost-prohibitive to ensure legal/safe accommodation
- What are the impacts on septic systems and VIHA regulations around that
- Current regulations - Issues of isolation, restricted minimal square foot and additional buildings are only restricted to 5 acres

Addresses Challenges: Security, Affordability, Environmental Impact, Supported Living, Diversity

REFERENCES/ Links

Subsidies for renters over 60: <http://www.bchousing.org/programs/SAFER>

Secondary Suites: RRAP funds (Forgivable loans) from CMHC (Canada Mortgage and Housing Corporation) for Secondary Suites for Seniors and Special Needs: www.cmhc.ca and more www.bchousing.gov.bc.ca/housing

North Pender Affordable Housing Report: see p.45, Attachment 6:

Benefits of Legalization of Secondary Suites

www.islandstrust.bc.ca/ltc/np/pdf/nprptaffordablehousing2008.pdf

Funding Sources: Joint Funding for supportive housing on Salt Spring (all ages)
http://www.bchousing.org/news_releases/2007/06/01/1638_0706011049-778?pageNumber=6

CMHC assisted funding for Quayside co-housing project with greywater system and recycled materials. Budget for project also included:

http://www.cmhc-schl.gc.ca/en/inpr/afhce/tore/afhoid/cohode/cost/cost_005.cfm#description

Sharing facilities:

<http://www.cmhc-schl.gc.ca/en/inpr/afhoce/tore/afhoid/cocode/shfa/index.cfm>

Community Land Trusts:

Hornby & Denman: <http://islacommunitylandtrust.org>

Salt Spring Island Land Bank: <http://ssilandbank.ca/>

Lopez Community Land Trust (San Juan Islands): www.lopezclt.org

Regional Housing Trust Fund (RHTF):

<http://www.crd.bc.ca/housingsecretariat/trustfund.htm>

Housing Organizations:

Hornby Outer Island Housing Society: For further information, please contact HOIHS president Muggs Sigurgeirson at 250-335-1956

Gabriola Island Official Community Plan

<http://www.islandstrust.bc.ca/ltc/gb/pdf/gbbylbaseocp01666.pdf>

Appendix A: Input from Organizations and Businesses

Input from the following agencies:

Gathering Place

Hope Centre

People for a Healthy Community: Barbara Saunders' report on National Hunger Awareness Day
2/06/09

Gabriola United Church

Home Support

Input from following businesses:

Haven

Village Foods

Raspberries

Suzy's

Silva Bay

Appendix B: Relevant Islands Trust policies

2.5 Single-family affordable housing policies BL 179

a) Provision for an accessory cottage on a parcel of 2.0 hectares or larger shall be recognized as the Gabriola Island means of providing for affordable housing in a rural low-density context.

General Residential Policies:

2.1g Residential Land Use

On parcels greater than 2.0 hectares (4.94 acres) or larger:

ONE cottage not exceeding 65 square metres (700 sq.ft) shall be permitted accessory to a single family residential dwelling unit.

2.4, Special Needs and Seniors' multi-family affordable housing

Future application to designate a site for Special Needs or Senior affordable multi-family housing shall be evaluated in terms of their compliance with the following objectives and policies:

Special Needs and Seniors' Multi-family Affordable Housing Objectives

BL 170 (OCP pp 13)

1. To ensure that provision is made for special needs and Seniors' affordable multi-family housing in a manner which responds adequately to the needs of these groups; and
2. To provide such housing in a location which is accessible to appropriate services and acceptable to the overall community.

Special Needs and Seniors' Multi-family Affordable Housing Policies

(see OCP p14 whole page)

a – f includes need for housing agreement as per Municipal Act.

General Land Use Policy 2.0 B) "a community care facility licensed group home, (as regulated through the Community Care Facility Act) is permitted in any land use designation without requiring an amendment.

General Land Use Policies 2.0 k) "In any land use designation except for Seniors and Special Needs (SNN), the Plan does not support the concept of comprehensive development whereby additional residential density is realized without subdivision."

General Residential Objectives 2.1, General Residential Objectives 2 "To require new development to be supported by adequate sewage disposal systems."

General Residential Objectives 2.1, General Residential Policies a) "Increasing residential density through re-designation/rezoning shall not be permitted with the exception of Special Needs and Seniors' affordable housing for residents who are physically or mentally challenged."

General Residential Policy 2.1.a) Increasing residential density through re-designation/rezoning shall not be permitted with the exception of Special Needs and Seniors' affordable housing for residents who are physically or mentally challenged."

General Residential Objectives 2.1, General Residential Policies b) "With the exception of Special Needs and Seniors' multi-family affordable housing, no provision shall be made for multi-family residential use in the planning area."

General Residential Objectives 2.1, General Residential Policies l) "In order to make provision for a range of affordable special needs and seniors housing on Gabriola Island, the Local Trust Committee may consider applications to rezone property, in any land use designation in which residential is a permitted principle use, to permit boarding homes for seniors subject to the following conditions:

- i) The parcel on which the proposed development is to be located shall be designated as part of the DP-8 Special Needs and Seniors Multi-family Housing Development Permit Area on Schedule C; and
- ii) The number of sleeping units shall not exceed 10

Appendix C: Comments from public meeting

On Saturday September 26th, 2009 a community meeting was held on Gabriola Island. All residents were invited to this meeting through advertisements and articles in both of the Gabriola newspapers and through an article in a Nanaimo newspaper. Notices were posted on mailboxes throughout the community. Thirty-three people attended this meeting. Participants had the option of three different “solution topics” in which to participate. The following notes were taken by facilitators for each of those “solution topic” areas.

Seniors aging in their own home

Benefits

- Seniors can stay on island
- Supports collaboration between different ages and strengths
- If we keep seniors on island it supports diversity
- Maintains community and the mental health of seniors

Challenges

- Seniors need to be living in accessible locations to medical, shopping, grocery, etc.
- No wheelchair lift, boardwalk, people getting on ferry – golf course shuttle onto ferry,
- We don’t have continuum of care – including palliative care

What do we need to know?

- Knowledge broker – CMHC funding, advocacy, financial advice, volunteer list – matching with people in need
- Home support is very limited

Next steps

- Coordinated seniors council ** – with all of the different organizations – list on Linnet’s paper – have a senior’s housing advocacy group

Seniors Assisted living facility

Challenges

- Seniors need much more volunteer help than they are getting
- Home support too limited – cooking, gardening, shopping, maintenance, filling in the gaps that h s doesn’t do
- If someone does have a caregiver there is no one to give respite

Benefits

- There is some assisted living being done privately on the island

- If we did have an assisted living facility it would provide employment and could happen on existing property

What do we need to know?

- How we can set up a small scale assisted living facility in a private house – that does become a home based business?
- What are the regulations for Assisted living

Next steps

- Multi-level care facility eventually and soon ***
- Register of bonded people who need work and matched with seniors who can pay – needs assessment
- Housing needs assessment for low-income seniors
- Blended – mixed facility

Special Needs

Benefits

- Gabriola is a safe caring community which needs to be able to support all islanders live in their community of choice

Challenges

- VIHA services for mental health and mental health needs come to Gabriola – they did come for a while and then they stopped.

Need to know?

- Gabriola profile and info sharing on provincial, regional district, Community Living BC and Community Living Nanaimo to get info on access to funding for people with special needs
- Advocacy
- Safe environment for individuals, families and all people with special needs
- Reciprocal maintenance and volunteer coordination group

Next steps

- Coordination Gabriola young and old special needs to provide support network
- Access to public info special needs support (includes mental health and addiction support)

Addressing Homelessness

Benefits

- Land may be available for social housing in the village core Across from Folklife village
- Have more tree houses
- Special zone – people took issue with the word special – paternalistic – creates an “other”
- Liked the idea of being innovative

Challenges

- Not knowing how many people we are talking about
- Community awareness – lots of people on island don't know that there is a problem so they are not jumping in to deal with it.
- How do you define homelessness – concern that denial is widespread
- Lots of blaming
- Denial from those that are homelessness – government, etc.
- Homelessness is complex – range of issues and requires a whole spectrum of support to address
- How do we understand the complexity and how do we gather that information
- Pull up by the bootstraps? (i.e. people are on the street because they are lazy)
- Make sure that people who are in need of housing are involved in planning and they are telling their story for that planning

Need to know?

- Does PHC have a roster of available, affordable housing?
- Assessment of homelessness, assessment of different categories
- Resource hub – gov't funding, etc.
- What are the by-laws for multi-family zoning on Gabriola?

Next Steps

- Doing the assessment, a hot line, info box at PHC, lots done in Canada and elsewhere and to find out how others have done it.
- Lack of phones is an issue – phones on the island only accept phone cards
- Suggestion that someone be employed full time in the community to research these ideas and coordinate the issues involved in homelessness

Ecological Footprint

Benefits

- Improve safety – a sense of community
- Self-sustainability
- Demonstrate our self-sustainability as an island
- Show that we have the ability to impact housing without impacting environment
- Be a model community
- To provide more employment
- To attract diversity
- Diversify revenue encouraging first time buyers

Challenges

- Water
- Sewage
- Travelling distance

- Zoning by-laws
- Access to money for renovations of secondary suites
- Building code is too restrictive
- By-law officer is a personal challenge
- No ability to attract a diverse population

What do we need to know?

- How can commercial help us to access more housing (i.e. Madrona)
- What organizations exist currently to be housing advocate
- What grants are available for alternative housing resources-solar panels, desalination

Next Steps

- Accessing our own water Reservoir on 707
- Get leadership to think more broadly
- Housing organization
- Determine methods for measuring ecological footprint – Islands Trust should be doing this
- Change provincial regulations for grey water
- Identify grants for homeowners, advocacy org, etc.

Special Zoning

Benefits

- Lockinvar – opportunity for rezoning for high density housing
- Re-zone for mixed use
- Changing the building code for alternative options

Challenges

- Issues of isolation
- Discussion focused on building on Lockinvar property
 - o Restricted minimal square foot
- Permanent zoning – can the special zoning be permanent – does it go on the title or is it only with the owner?
- 5 acres is a challenge – that it is only restricted to 5 acres
- No mix use district – Madrona missed out
- Currently entire zone around village is zoned commercial so issue of residential in that
- Do we need to change the limit re: density? Long weekends having 10 K people here.
- Carrying capacity is artificial re: 10 K
- Transportation issue – high density nodes, Twin Beaches, Silva Bay
- Cycling and hitchhiking are technically illegal on our main roads because they are “highway”.

What do we need to know?

- More information on where special zones have been established. (Fernie, Whistler, Banff, Canmore).

- Any new business has to establish housing for their employees
- What is the carrying capacity of the island – water, sewage – the need for the ecological footprint?

Next Steps

- Village plan needed, connectivity, maximum use of areas, poor planning – Ganges, 2.5 where it's at
- Look at opportunity for secondary suite and affordable housing
- Change highway designation so bike paths could be built.

Shared land/housing

Benefits

- Changing from tenant landlord to leased land
- Land trusts – take the land out of the equation, lower the price and make it possible for reasonable rents
- People could build their own

Challenges

- Density issue – what happens if a larger family moves in
- Agricultural land reserve
- # of businesses
- Regulation barriers
- Farm status
- Jurisdictions – RDN, Islands Trust, VIHA,
- Commitment of individuals to project
- Funding
- The need for donations – the need to encourage that
- Challenges around decisions about how land would be shared.
- Wanting to be part of something like this but not having any money to invest
- Incentives for landowners with 5 acres to build affordable housing – map of 5 acre pieces would help?
- Focus needs to be on village to deal with transportation problems
-

What do we need to know?

- What is it and what is happening in other jurisdictions and how does it work
- Clear understanding of all the regulations affecting co-ownership
- Look at other islands – Lopez, salt-spring, co-housing in Nanaimo is just opening,
- Inventory of potential land
- Density map
- More interest from those affected by affordable housing
- Different plots (i.e. Emcon)

Next Steps

- Create special zone
- Establish an organization, some kind of foundation
- Down-zoning
- Increased density around village core
- Flag density transfers for affordable housing

Secondary Suites

Benefits

- Provides affordable housing
- Both for first time homebuyers and for renters
- Provides increased confidence in owner/renter trust for house being looked after
- Increased personal safety
- To see senior's aging in place – if seniors could rent suite and trade for some homecare
- If in village core – pilot – then we could evaluate that

Challenges

- Getting the OCP changed with community support
- Challenges to measure need of secondary suite
- How to ensure security long term for those in need of affordable housing
- People don't know their rights – in particular tenants

Need to know?

- How do we protect the cost of rent in secondary suites
- How do we qualify renters
- What standards need to be in place
- What regulations could be cost-prohibitive to ensure legal/safe accommodation
- What are the impacts on septic systems and VIHA regulations around that

Next Steps

- Tie rent cost to footprint analysis
- Find out granting opportunities for homeowners
- What has happened on Bowen Island
- ID/create housing coordinating advocacy organization

Separate Buildings on properties smaller than 5 acres

Challenges

- Those affected don't speak up
- Impact on septic and water
- Our OCP

- Co-ownership is out of the box for lenders and lawyers
- Challenge to ensure ecological integrity is maintained or improved
- Isolationist society and people are generally less generous these days
- Challenge to keep housing affordable to low income

Benefits

- More privacy for renters and homeowners in separate building
- Encourage first time home buyers
- Provides more affordable housing stock
- Potential for co-ownership
- Increases diversity
- Improves local economy
- Elders are better cared for

What do we need to know?

- We need to hear from those affected
- What is the potential ecological impact
- Is 750 square foot the footprint or whole?
- What funding is available
- Is 750 square feet enough? Especially for single parent?

Next steps

- Look at limit of building
- Find a housing org (advocacy/info/resources)
- Work to change OCP and building by-laws I
- Ensure regulations are fair but not prohibitive

Density Transfer (landowner is allowed versus down zoning which is imposed)

Benefits

- Example of 707 acre park – was a density transfer and down zoning incentive for landowner (scummy)
- Clustered housing without any overall increase in # houses
- Easier to convince people to do it if pitch was society good
- Helps meet Bill 27 – GHG reduction – deadline is May 2010
- One solution is for compact communities

Challenges

- Monetary value to having an existing density
- Resistance to down zoning
- Lack of an obvious body that would receive and guarantee that it would be affordable housing
- Need for good public outreach and education with clear messages of benefits of clustering

Need to know?

- Where are existing densities to transfer?

- What would make it worthwhile
- Could there be a charitable org that gives tax receipt
- Need to know whether down zoning versus density transfer is possible

Next steps

- Garner community support for down zoning for this OCP review
- Housing Trust to be holder of the densities.

Housing Organization

Benefits

- Move ahead
- Create a focus
- Get charitable status
- A body to organize, receive funding, grants
- Advocacy
- Education
- Needs to include voices of those who are affected

Challenges

- Why don't we have an organization already? What stops Gabriola?
- Nanaimo is so close – is that why we don't have one?

What else do we need to know?

- Relevant government legislation
- Research existing organization
- Experts
- Is PHC interested – would they do it or participate
- Is the commons interested or available?

Next Steps

- Set up a meeting of interested people to form some kind of interested groups
- Find a champion
- Extend hand to other related organizations
- Ask RDN to consider establishing a housing org like Capital Regional district model in Victoria – look at that relationship
- Look at BC Housing
- Ask RDN – what are they doing? And how can we fit in with that?
- Would they consider establishing a housing corporation
- Have RDN rep on this come to Gabriola and come and present on Gabriola.



Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Review of roadside signage regulations	Consider options for businesses to have directional and other signage in the Ministry of Transportation right-of-way.	May-07-2015	Aleksandra Brzozowski Teresa Ritemann		On Going
2	In house dog boarding definition (Gabriola)	Consider allowing in-house dog boarding in the small rural residential zone.	Jan-22-2015	Aleksandra Brzozowski		On Going
3	Review of affordable housing strategies	To be further scoped by LTC	May-07-2015	Aleksandra Brzozowski Julianne Kucheran		On Going



Projects

Gabriola Island

No.	Description	Activity	Received/Initiated	Status
1	DeCourcy Island Official Community Plan Review and Advisory Planning Commission Appointments. Topics include: • park areas without park zoning • DAI Bylaw		Apr-21-2011	On Going
1	Hazardous areas and steep slopes development permit area • also consider how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain		Feb-21-2013	On Going
1	Forage Fish Mapping Workshop	March, 2013 resolution	Sep-05-2013	On Going
1	Land Based Aquaculture	Review most recent provincial direction on land based aquaculture and develop appropriate policies and regulations.	Jan-16-2014	On Going
1	Review OCP and LUB to include protective measures for biodiversity.	Species and Ecosystems at Risk (SEAR) Local Government Working Group may have resources for this project.	Jan-19-2012	On Going
1	Review OCP and LUB to improve protection of coastal areas.		Jan-19-2012	On Going
1	Review OCP and LUB to protect water quality and quantity.		Jan-19-2012	On Going
1	First Nations cultural references in land use planning	Work with Snuneymuxw First Nation (SFN) to seek funding for archaeological mapping and host and invite SFN Councillor Geraldine Manson to make a storytelling presentation on Gabriola.	Jan-27-2011	On Going

1	Bylaw enforcement staff requested to provide a report on methods of proactive enforcement on advertised unlawful dwellings, as that is the point they are most likely to be unoccupied.		Nov-01-2012	On Going
1	Bylaw enforcement staff requested to provide an update on proactive enforcement of unlawful foreshore structures.		Nov-01-2012	On Going
1	Consider implementing Eelgrass protection regulations (see February 19, 2014 memorandum).		May-14-2014	On Going
1	Mudge Island MMPR bylaw amendments	See Mudge APC minutes of June 8, 2014	Jun-26-2014	On Going
1	DeCourcy Island MMPR bylaw amendments	Amendment to the DeCourcy Island Bylaw No. 44 regarding the production of medical marihuana under the Marihuana for Medical Purposes Regulation See staff report dated April 28, 2014	Oct-02-2014	On Going
1	Snuneymuxw First Nation Protocol Agreement Implementation		Jan-22-2015	On Going
1	Consideration of affordable housing strategies		Apr-02-2015	On Going
1	Village Core Review		Apr-02-2015	On Going
1	Strengthen relationship with First Nations		Apr-02-2015	On Going
1	Review of food truck regulations		Apr-02-2015	On Going
1	Including eagle nest mapping in Gabriola OCP		Apr-02-2015	On Going
1	Initiatives to encourage green and renewable energy		Apr-02-2015	On Going
1	Housekeeping Bylaw Amendments	May 7, 2015 Bylaws 278 and 279 given third reading and forwarded to EC and Minister.	May-07-2015	On Going
1	Review bylaws around temporary use permits for short term vacation rentals		May-07-2015	On Going
1	Examination of the Ministry of Agriculture's Medical Marihuana Bylaw Standards	Review GBLTC's land use bylaws (Gabriola, Mudge, DeCourcy) for consistency with new bylaw standards.	Jun-11-2015	On Going

Applications w/ Status - Gabriola Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2015.1	JOAQUIM DA FONSECA Planner: Linda Prowse	May-26-2015	PID 004-097-637 874 Driftwood Road, Mudge Island. Variance of the setback to the sea.

Planning Status

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.3	C.O. Smythies & Associates Ltd. Planner: Marnie Eggen	Oct-06-2008	To create 6 parcels btwn McCollum & Tait Roads. (PARCEL C (DD 51803I) OF THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 9, GABRIOLA ISLAND, NANAIMO DISTRICT)

Planning Status

Status Date: Apr-14-2014

parent lot is in transition of sale

Status Date: Oct-25-2013

PLA extension

Status Date: Aug-22-2012

PLA extension

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors	Dec-23-2010	To create 2 parcels on Daniel Way (THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, GABRIOLA ISLAND, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 22029, 30038, 32376 AND VIP54644)

Planner: Marnie Eggen

Planning Status

Status Date: Jan-13-2015

Working to satisfy conditions

Status Date: Mar-14-2014

PLA received

Status Date: Feb-19-2014

Request for extension

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2012.2	Don Powell Planner: Teresa Rittemann	Oct-24-2012	725 Church Street - subdivision to create one new lot and a remainder lot

Planning Status

Status Date: Jul-06-2015

No change in status.

Status Date: Mar-19-2015

No change in status.

Status Date: Feb-16-2015

No change in status.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.2	Centre Stage Holdings Ltd. Planner: Teresa Rittemann	Aug-09-2013	Subdivision to 6 lots

Planning Status

Status Date: Jul-06-2015

No change in status.

Status Date: Mar-19-2015

No change in status.

Status Date: Feb-16-2015

No change in status.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.3	Smythies & Associates	Oct-28-2013	411 Daniel Way subdivision to create 2 parcels

Planner: Teresa Rittermann

Planning Status

Status Date: Jul-06-2015

No change in status.

Status Date: Mar-19-2015

No change in status. Contacted MOTI to see if they closed the file, but have not yet heard back.

Status Date: Feb-16-2015

No change in status. File will be closed by MOTI after March 10, 2015.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.4	Godfrey, Taggart, Shamai	Nov-13-2013	Driftwood Drive, Mudge Island Boundary Adjustment

Planner: Marnie Eggen

Planning Status

Status Date: Nov-04-2014

no change

Status Date: Apr-23-2014

PLA issued

Status Date: Feb-13-2014

Referral Report complete, forwarded to MOTI

Islands Trust

LTC EXP SUMMARY REPORT F2016
Invoices posted to Month ending June 2015

620 Gabriola	Invoices posted to Month ending June 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-620	LTC "Trustee Expenses"	1,500.00	423.58	1,076.42
LTC Local				
65200-620	LTC - Local Exp - LTC Meeting Expenses	4,250.00	1,052.47	3,197.53
65210-620	LTC - Local Exp - APC Meeting Expenses	750.00	0.00	750.00
65220-620	LTC - Local Exp - Communications	750.00	0.00	750.00
65230-620	LTC - Local Exp - Special Projects	2,250.00	0.00	2,250.00
TOTAL LTC Local Expense		<u>8,000.00</u>	<u>1,052.47</u>	<u>6,947.53</u>
Projects				
73001-620-2001	Gabriola OCP/LUB	3,500.00	0.00	3,500.00
73001-620-4026	Gabriola RDN/SFU Groudwater Mapping	6,250.00	0.00	6,250.00
TOTAL Project Expenses		<u>9,750.00</u>	<u>0.00</u>	<u>9,750.00</u>

Gabriola Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: January 12, 2015

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	January 29, 2010	GB-025-2010	Communication Towers and Antennae	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: • Proposals for any new or expanded communication towers and antennae require an application to the Gabriola Islands Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting and one advertisement in both local newspapers. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal; however, as a minimum, the proponent shall give written notice to Islands Trust Northern Office staff and the Snunéymuxw First Nation, all owners and residents of properties within a 2 kilometre radius of the subject property where the facility is proposed. The required notice shall include the following information: ○ the proposed location of the tower on the subject site ○ a description of the predicted power density level of the antenna/tower ○ methods to mitigate any aesthetic or visual impact ○ description of the natural environment, any sensitive ecosystems or other important habitat areas within 120 metres of the subject property and mitigation of impacts to such areas ○ physical details and example illustrations of the tower including its height, colour, type and design ○ the time and location of a public meeting and advertising ○ the name and contact information of the contact person employed by the proponent ○ the name and all contact information of the Islands Trust planning staff available for public comments and questions regarding the proposal; and ○ the proponent may be required to enter into a cost recovery agreement with the Islands Trust, in order to offset application processing costs incurred.



Memorandum

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 30, 2015 File Number 6500-01

To Denman Island Local Trust Committee
Hornby Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee
Ballenas – Winchelsea Islands Local Trust Committee (Executive Committee)

From Aleksandra Brzozowski
Acting Regional Planning Manager, Local Planning Services

Re **2016-17 Budget Submissions**

Local trust committees (LTCs) are asked to submit their budget requests for the next fiscal year (2016-17) in advance of the Financial Planning Committee's consideration of LTC budgets in October. Staff requests LTCs to review and revise the attached preliminary LTC budget requests for the 2016-2017 fiscal year.

There are two components to LTC budgets – expense budgets and program budgets.

Local Trust Committee Expense Budgets

Local Trust Committee Expense budgets include the following:

- LTC meeting expenses
- APC meeting expenses
- Communications
- Special Projects
- Miscellaneous

A budget for Local Expenses has been developed based on the historical spending, and is shown in Attachment 2.

LTC meeting expenses: The presented budget requests are the same as those requested for the 2015/2016 fiscal year. No changes are recommended for the LTC meeting expense account budgets as presented in Attachment 2.

Advisory Planning Commission Budgets: The presented budget requests are the same as those requested for the 2015/2016 fiscal year. No changes are recommended for the LTC meeting expense account budgets as presented in Attachment 2.

Communications Budgets: A small amount of funding is included in the Communications line item in the LTC Expense Account. Significant communication projects should be priority projects and are to be included in the requests for program budget. No changes are recommended to the communications budgets as presented in Attachment 2.

Special Projects Budgets: A small amount of funding is included in the Special Projects line item in the LTC Expense Account. This funding is intended to support local planning initiatives at the discretion of the local trust committee (a local trust committee resolution is required to use these funds).

LTC Projects Budgets

Local trust committees should make a funding request to support anticipated 2016-2017 priority project work, including OCP and LUB work that cannot be achieved with the money available in the Expense Account Special Projects line. Recommended projects budgets are presented in Attachment 1.

The preliminary project requests have been drafted based on all Top Priority work program items which are currently anticipated to commence in, or to carry, into the next fiscal year. Items from the Projects List which the planners anticipate commencing in the coming year and requiring dedicated funding are also included. These draft requests are preliminary recommendations and are to be reviewed and revised by the LTCs.

When reviewing the draft program budget requests, LTCs are asked to consider the following:

- Projects planned for the current fiscal (2015/16) which are not completed should be considered as a new project for the 2016/17 fiscal year with resources allocated to support that work.
- For projects that would begin in 2016-2017, LTCs should consider the type of work anticipated for the 2016-2017 year specifically and what the related budget request should realistically entail. For example, a new project may require only in-house staff work for the first year, or it could require a costly technical study at the outset.
- LTCs should review their Projects List for possible 2016-2017 project work.
- LTCs may wish to review their long-term 2014-2018 goals should the LTC not identify any anticipated projects from the Projects List.
- Although the Northern Office will be back to full staffing levels by the 2016-2017 fiscal year, LTCs should still consider cumulative staff workload when identifying projects.

Riparian Areas Regulation Budgets:

Those local trust committees that have bylaws not compliant with the Provincial Riparian Areas Regulation should discuss their requirements for RAR funding in the 2016-2017 fiscal year to assist the regional planning managers and the Director in developing a budget for RAR.

First Nations Relationship Building Budgets:

A number of LTCs have on their Priorities and Projects Lists protocol agreements or similar relationship building with First Nations in their local trust areas. Please note that the \$50,000 budget set by Trust Council for First Nations relationship building is a budget item for the 2015-2016 fiscal only, and is not a budget item expected to roll over into the 2016-2017 fiscal.

Budget Request Timeline:

June 2015 Regional Planning Managers develop budget estimates for consideration by LTCs

July to Sept LTCs review and approve budget requests at LTC meetings

Aug 26, 2015 FPC reviews draft budget principles

Sept 15, 2015 All budget requests forwarded to Director of Local Planning Services

Oct 21, 2015 FPC reviews and discusses first draft of budget

Nov 18, 2015 FPC approves the draft budget

Dec 9, 2015 Trust Council reviews draft budget

Direction from LTC regarding Budget Requests

Attachment 1 is a table with all draft project submissions recommended to Northern LTCs. LTCs should review the attached worksheet and identify any other projects it is currently considering and add them to the budget request (and the work program if necessary) noting the associated anticipated expenses.

Resolution Wording

1. THAT the ____ Island Local Trust Committee approve and forward the draft 2016-17 LTC Project Budget submission to Financial Planning Committee as presented; or
2. THAT the ____ Island Local Trust Committee revise the draft 2016-17 LTC Project Budget submission and forward to Financial Planning Committee as revised.

Attachments:

1. Summary table of Northern LTC project budget requests
2. Table of Local Trust Committee Expense Budgets

pc Island Planners and Planner 2

Attachment 1: Preliminary LTC Project Budget Requests for 2016-2017 Fiscal

LTC	Project Request	Cost (\$)	Description	Notes
Denman	Protocol Agreement with K'omoks First Nation	\$ 1,500.00		
	Engagement on Downtown Village Vision	\$ 6,500.00		Engagement to be conducted by third party facilitator
Hornby	Communications	\$ 2,000.00	Communications and outreach to Hornby community re: completed LUB review and changes	
Lasqueti	RAR (completion)	\$ 2,500.00	Bylaw commenced in 2014-15	1 public hearing (\$2000) stand-alone, communications material (\$500)
	OCP/LUB Review	\$ 2,000.00	Review of possible changes to OCP/LUB.	Scope of work will focus on in-house staff work and communications.
Executive	Relationship building with Snaw-Naw-As (Nanoose) First Nation	\$ 1,500.00		
Gabriola	Protocol Agreement with Snuneymuxw First Nation	\$ 1,500.00		
	Affordable Housing (completion)	\$ 3,500.00	Review of possible changes to OCP/LUB provisions to improve housing affordability.	Communication materials (\$500), CIMs (\$3000)
Gambier	RAR (completion)	\$ 2,500.00	Mapping to be completed in 2015-16, bylaw commenced in 2015-16	1 public hearing (\$2000) stand-alone, communications material (\$500)
	Gambier OCP Review (continuation)	\$ 5,000.00	Major OCP review commenced in 2015-16 fiscal	
Thetis	Memorandum of Understanding with Stz'uminus First Nation	\$ 1,500.00		
TOTAL		\$ 30,000.00		

2016/17 LTC EXPENSE BUDGET

Total 2016/17

	615-Denman	620-Gabriola	625-Galiano	630-Gambier	635-Hornby	640-Lasqueti	645-Mayne	650-N.Pender	655-Salt Spring	660-Saturna	665-S.Pender	670-Thetis	EC as LTC	LPC	
population	1095	4050	1258	313	1074	359	1112	1996	9780	359	236	372			22004
	5%	18%	6%	1%	5%	2%	5%	9%	44%	2%	1%	2%			
LTC EXPENSES **															
LTC Meeting Expenses	2,500	4,250	2,500	2,500	2,500	500	1,500	2,750	8,000	1,000	1,000	1,000			30,000
APC Meeting Expenses	750	750	500	750	750	500	750	750	2,000	500	500	500			9,000
Communications	300	750	300	300	300	300	300	300	1,250	300	300	300			5,000
Special Projects	750	2,250	750	750	750	750	750	750	4,500	750	750	750	750		15,000
SUB-TOTAL EXPENSES	4,300	8,000	4,050	4,300	4,300	2,050	3,300	4,550	15,750	2,550	2,550	2,550	750		59,000
Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	4,300	8,000	4,050	4,300	4,300	2,050	3,300	4,550	15,750	2,550	2,550	2,550	750	0	59,000
	7%	14%	7%	7%	7%	3%	6%	8%	27%	4%	4%	4%			



Memorandum

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Date July 8, 2015 File Number GB-6930-20
(Deep Water Anchorages)

To Gabriola Island Local Trust Committee
For meeting of July 23, 2015

From Aleksandra Brzozowski, Acting Regional Planning Manager
Northern Office

Re Proposed Anchorages off Gabriola Island

A series of preliminary deep water anchorage proposals have been made for waters 250 - 300 metres off the northeastern side of Gabriola Island.

Navigation and anchorage proposals fall under federal jurisdiction and are exempt from the zoning authority of the Gabriola Island Local Trust Committee. As such, follow up action or advocacy on such issues falls to Trust Area Services and decisions are made by the Executive Committee on behalf of the Islands Trust Council.

On Tuesday July 7, 2015, Kevin Obermeyer, the CEO of Pacific Pilotage Authority, contacted Trust Area Services staff regarding proposed anchorages in various locations in the Trust Area. In his email, he also expressed an interest to meet with the Islands Trust and affected residents of Gabriola Island on the proposed new anchorages off Gabriola Island.

Mr. Obermeyer's correspondence is set to be received and discussed at the July 15, 2015 business meeting of the Executive Committee. Local Planning staff for Gabriola will be advised of the results of this discussion as well as any relevant decisions made at the meeting, and will report these verbally at the July 23, 2015 LTC meeting.

For issues of this nature, the appropriate action for the LTC will be to request the Executive Committee to authorize Trust Area Services staff time to work on this issue. Trustees are also offered the opportunity to participate in the issue as individual trustees, as per the Islands Trust [Advocacy Policy](#).



Memorandum

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Date	July 13, 2015	File Number	GB-6930-20 (Fixed Link Feasibility Study)
To	Gabriola Island Local Trust Committee For meeting of July 23, 2015		
From	Aleksandra Brzozowski, Acting Regional Planning Manager Northern Office		
Re	Update on status of Fixed Link Feasibility Study		

This memorandum provides the Gabriola Island Local Trust Committee (LTC) with an update on the status of the timeline for the Fixed Link Feasibility Study.

Planning staff spoke with staff from the Ministry of Transportation and Infrastructure (MOTI) on July 10, 2015 regarding the status of the Fixed Link Feasibility Study. Due to staffing changes in the consulting firm contracted to produce the study, the Fixed Link Feasibility Study is still being drafted and will not be published this summer as initially expected. MOTI staff confirmed that the LTC will be notified promptly upon the report's completion.

MOTI staff also wished to convey a confirmation that the upcoming study will review only technical feasibility. Should any further steps be taken as a result of the technical study, a stakeholder process and public consultation will be pursued at that point.