

Local Planning Committee Agenda

Date: Wednesday, May 24, 2017
Time: 10:00 am - 2:00 pm
Location: Islands Trust Victoria Boardroom
 200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	10:00 AM - 10:00 AM
2. APPROVAL OF AGENDA	
3. ADOPTION OF MINUTES/COORDINATION	
3.1 Minutes of Meetings	2 - 3
3.2 Resolutions Without Meeting	
None	
3.3 Follow-up Action List	4 - 4
4. WORK PROGRAM ITEMS	
4.1 Community Housing Needs - Update	5 - 12
5. DISCUSSION ITEMS	
5.1 Annual Report	13 - 13
6. ON-GOING ITEMS	
6.1 Consultation for Radio Communication Utilities	14 - 16
7. NEW BUSINESS	
8. LOCAL PLANNING COMMITTEE - WORK PROGRAM	17 - 18
9. NEXT MEETING	
August 17, 2017, Ladysmith City Hall, 10:15 AM - 2:00 PM	
10. ADJOURNMENT	2:00 PM - 2:00 PM



Local Planning Committee Minutes of Regular Meeting

Date: February 16, 2017
Location: Ladysmith City Hall
410 Esplanade Way (Hwy 1), Ladysmith, BC

Members Present: Paul Brent, Chair
Melanie Mamoser, Vice Chair – by teleconference
Tony Law, Local Trustee
Timothy Peterson, Local Trustee – by teleconference
Laura Busheikin, Executive Committee Representative
Peter Luckham, Ex Officio Member

Members Absent: Alex Allen, Local Trustee
Lee Middleton, Local Trustee
Sandy Pottle, Local Trustee
Wendy Scholefield, Local Trustee

Staff Present: Justine Starke, Island Planner
Robert Barlow, Recorder

Staff Absent: David Marlor, Director, Local Planning Services

1. CALL TO ORDER

Chair Paul Brent called the meeting to order at 10:16 am.

2. APPROVAL OF AGENDA

By general consent the agenda was approved.

3. MINUTES AND FOLLOW-UP ACTION

3.1 Minutes of Meetings

Local Planning Committee Minutes of November 18, 2016

LPC-2017-01

It was MOVED and SECONDED,

that the Local Planning Committee Minutes of November 18, 2016, be adopted.

CARRIED

3.2 Resolutions Without Meeting - None

3.3 Follow-up Action List

The follow-up action list was provided for information and review.

4. WORK PROGRAM ITEMS

4.1 Housing Needs Phase 2 Project Charter – RFD

LPC-2017-02

It was MOVED and SECONDED,

that the Local Planning Committee endorses the draft Project Charter for Phase 2 of the Community Housing Needs project for the 2017-2018 fiscal year.

CARRIED

LPC-2017-03

It was MOVED and SECONDED,

that the Local Planning Committee request staff to work with Island Planners from the Northern Office to establish a phased approach work plan for the Northern Region Housing Needs Assessment.

CARRIED

4.2 Shoreline Marine Issues Inventory – Briefing

The briefing was received for information and review.

5. NEW BUSINESS

5.1 Riparian Areas Regulation Implementation Update – Briefing

The briefing was received for information and review.

6. LOCAL PLANNING REPORT TO COUNCIL

The Work Program was provided for review.

7. NEXT MEETING

The next meeting will take place on Wednesday, May 24, 2017, 10:00-2:00 in the Victoria Boardroom.

8. ADJOURNMENT

By general consent the meeting was adjourned at 11:49 am.

Paul Brent, Chair

CERTIFIED CORRECT:

Robert Barlow, Recorder

Follow Up Action Report

Local Planning Committee

09-May-2013

Activity	Responsibility	Target Date	Status
6.3 - DLPS to follow-up with MOTI staff regarding a timeline for checklist and flowchart regarding trails on road rights of way.	David Marlor	17-May-2016	On Going

19-Nov-2016

Activity	Responsibility	Target Date	Status
Note for Future agendas to sequence items in more logical way - present long list, top priorities, then RFDs for amending work plan	Robert Barlow David Marlor	02-Feb-2017	On Going

To: Local Planning Committee

For the Meeting of: May 24, 2017

From: Justine Starke, MCIP, RPP
Island Planner

Date prepared: May 17, 2017

File No.: LPC Top Priority – Community Housing

SUBJECT: COMMUNITY HOUSING NEEDS PROJECT UPDATE

DESCRIPTION OF ISSUE: Islands Trust Council has directed Local Planning Committee (LPC) to advance the Community Housing Needs project based on the resolutions passed by Trust Council following receipt of the [Final Report](#) on the June 2013 Community Housing Forum. Currently, Local Planning Committee is focusing on a Housing Needs Assessment (HNA) for the Northern Region of Islands Trust, in accordance with the project charter endorsed on February 2017 (Appendix 1).

BACKGROUND:

At the February 16, 2017 Local Planning Committee meeting, the following resolutions were passed:

LPC-2017-02

It was MOVED and SECONDED,

that the Local Planning Committee endorses the draft Project Charter for Phase 2 of the Community Housing Needs project for the 2017-2018 fiscal year.

LPC-2017-03

It was MOVED and SECONDED,

that the Local Planning Committee request staff to work with Island Planners from the Northern Office to establish a phased approach work plan for the Northern Region Housing Needs Assessment.

UPDATE ON TRUST COUNCIL HOUSING RESOLUTIONS:

At its September 2016 meeting, Islands Trust Council passed the following resolutions:

1. That the Islands Trust Council endorse a review of the Islands Trust Policy Statement to ensure that it includes a clear and well-thought out definition of 'affordability'; includes a clearly articulated vision, goal and objectives for affordable housing; gives affordable housing a greater profile for its role in sustainable communities; and includes a reference to affordable housing in its policy direction to local trust committees and municipalities.

[UPDATE: This resolution has been added to the Islands Trust Policy Statement Topic Review Inventory.](#)

2. That the Islands Trust Council approve a co-ordination role for housing needs assessments between the various local trust areas and island municipalities to achieve efficiencies and compatibility, and to allow for consolidation.

UPDATE: This action is currently being fulfilled by Local Planning Committee. See information below under number four.

3. That the Islands Trust Council develops a budget for housing needs assessments to be conducted for local trust areas at the regional level and island municipalities, and to be updated with each census.

DONE: This resolution was actioned with the approval of \$40 000 in the Trust Council 2017-18 budget for a Northern Region Housing Needs Assessment.

4. That the Islands Trust Council request Local Planning Committee to commission one or more regional housing needs assessment(s) that follow consistent methodologies, and can be updated with each census.

UPDATE: A housing needs assessment for the Southern Region is being pursued by the Capital Regional District. LPC staff are advising and contributing to this process. Staff is also working with the Northern Office to develop a Request for Proposals for a Northern Region housing needs assessment. The methodology for the quantitative analysis will be consistent with the Salt Spring Island Housing Needs Assessment and the HNA being developed for the Southern Region. The approach to the qualitative research component will be tailored to the context of the Northern Islands. The RFP issued by the CRD has been attached as Appendix 2 for reference.

NOTE: May 11, 2017 regular business meeting the GB LTC passed the following resolution:

“That the Gabriola Island Local Trust Committee requests the Local Planning Committee to advance the work in the Housing Needs Assessment for Gabriola Island as soon as possible.”

5. That the Islands Trust Council allocate \$15,000 in the 2017/18 fiscal budget to allocate one staff day (based on Grid 24/Step 2) per week to explore and, if feasible, design and implement a program to hold and administer housing agreements on behalf of local trust committees.

UPDATE: Trust Council approved this with the 2017/18 budget. The Director of Local Planning Services is currently arranging for a consultant to begin work until it can be pursued in-house by Islands Trust staff.

6. That the Islands Trust Council explore the potential for expanding its advocacy role to other levels of government for increased funding for affordable housing in the Islands Trust Area.

This topic will be considered during Trust Council’s advocacy session in September 2017.

7. That the Islands Trust Council direct staff to explore and report back on the potential for Islands Trust entities to hold land for housing purposes.

Senior staff is consulting with legal services in considering how to advance this resolution.

Meanwhile, at the September 19, 2016 Trust Fund Board meeting the following discussion was recorded for the minutes:

- 6.2.3 Trust Fund Board Holding Property for Affordable Housing Purposes
Chair Law reported on a resolution of Trust Council asking all entities of the Islands Trust to consider their potential role in holding land for affordable housing. Board members agreed that the Trust Fund Board is no better suited to

hold land for this purpose than any other entity of the Islands Trust. Board members discussed that while Islands Trust Fund staff have natural area management expertise, this is very different from residential property management, and that for the Trust Fund Board to become involved in affordable housing would require a complete revision of the Islands Trust Fund's mission, strategic planning documents and policies, as well as additional staffing. Board members also discussed that there may be unique projects that achieve both conservation and affordable housing goals through collaboration with other agencies. Member Morrison will report to the Executive Committee on the discussion.

ATTACHMENT(S):

1. Housing Needs Project Charter
2. Capital Regional District Request for Proposals for Southern Region Housing Needs Assessment

FOLLOW-UP:

1. Staff will continue to work with the Capital Regional District on the Southern Region Housing Needs Assessment.
2. Staff from Victoria and Gabriola will work together to issue a Request for Proposals to have Housing Needs Assessment conducted for the Northern Region.
3. Staff will continue to coordinate with Trust Area Services on advocacy and innovative approaches to advancing affordable housing in the Trust Area.

Prepared By:	Justine Starke, Island Planner
Reviewed By/Date:	David Marlor, Director Local Planning Services May 17, 2017

Purpose To pursue necessary background information and tools to assist local trust committees with achieving long-term housing objectives.

Background Local Planning Committee (LPC) has made Trust Area community housing needs a top priority. Work on various affordable housing topics has occurred previously by Trust Council and multiple Local Trust Committees. In June 2016, the LPC hosted a Housing Forum for all island organizations involved with affordable housing on the islands in order to share information and identify common obstacles (Phase 1 of this project). Phase 2 will follow through on the gap analysis and [Community Housing Final Report](#) recommendations that were presented to Trust Council in September 2016.

Objectives

- Follow through on the resolutions passed by Trust Council in September 2016 to implement the Community Housing Final Report
- Coordinate housing needs assessments to document and demonstrate housing needs across the Trust Area
- Develop organizational capacity to administer housing agreements
- Build relationships and collaborate with regional districts and local organizations on the topic of affordable housing.

In Scope

- Support to the Capital Regional District's Southern Gulf Islands Housing Needs Assessment (2017)
- In-house coordination of Northern Region Housing Needs Assessment
- Identify opportunities to meeting Trust Area Community Housing needs through the administration of housing agreements.

Out of Scope

- Specialized methodologies for LTA housing needs assessments
- Honorariums for needs assessment participants
- Review of affordable housing policies as part of the Policy Statement Review (to be pursued by Trust Area Services in future fiscals).

Work Plan Overview

Deliverable/Milestone	Date
Work Plan for Northern Region Housing Needs Assessment, broken down into a phased approach in partnership with Northern Office Planning Staff.	August 2017
Preliminary analysis of options for housing agreements and housing lands in trust.	August 2017
Coordination of first phase of Northern Region Housing Needs Assessment (E.g.: assembling Project Advisory Group, Request for Proposals and hiring of consultant, supporting qualitative data gathering)	Fall 2017
Final report on Southern Gulf Islands Housing Needs Assessment	November 2017
Final Report for Analysis of housing agreements and housing lands in trust	November 2017
Final Report on first phase of Northern Region Housing Needs Assessment	February 2018

Project Team

Justine Starke	Project Manager
David Marlor	Supervisor
Contractor	Logistics coordinator
Northern Island Planners	Coordination support

A/DLPS Approval:

Ann Kjerulf

Date:

LPC Endorsement:

Feb 16, 2017

Budget: Trust Council 2017-18 Fiscal

Item	Cost
Staff Capacity to explore administration of Housing Agreements	\$15,000
Northern Region Housing Needs Assessment	\$40,000
Total:	\$55,000

APPENDIX “A” – SCOPE OF SERVICES

SOUTHERN GULF ISLANDS HOUSING NEEDS ASSESSMENT

RFP Submission Date: **Enter Date**

Background

Constraints on housing availability and affordability are a chronic problem throughout the Capital region. Changing demographics, economic and environmental challenges as well as contextual issues unique to the Southern Gulf Island (SGI) Electoral Area are having a major impact on housing needs. Data collected through the Federal Census and by CMHC does not adequately capture the granularity needed to fully understand these issues within this geographic area.

At the same time, the Federal and Provincial Governments and the CRD have announced significant funding programs to support the development of more affordable housing. Non-profit housing providers are interested in applying for funding to expand existing and/or create new affordable housing programs. Private sector housing providers are also keen to use up-to-date data on housing needs to support their planned developments in the SGI Electoral Area.

In response to both growing concern and these emerging opportunities, Islands Trust has taken steps to more deeply explore and understand how current housing affordability issues are being addressed and to identify how Islands Trust could better respond to these concerns and opportunities. Specifically, Islands Trust:

1. Completed a Baseline Report on Affordable Housing;
2. Convened a Housing Forum that brought a range of stakeholders together to discuss issues related to housing availability and affordability; and
3. Produced a Final Report on Community Housing in the Trust Area.

One of the key recommendations that emerged through this work was the need to develop a more comprehensive understanding of housing issues throughout the Trust Area through the completion of housing needs assessments.

In the summer of 2016 it was determined that a project supporting a housing needs assessment for the Southern Gulf Islands Electoral Area would be eligible for funding under the Capacity Building Category of the Gas Tax Transfer Agreement. Capacity building projects are planning activities that increase local government capacity to undertake integrated sustainability planning, and include such things as community development.

On September 21, 2016, the Electoral Area Services Committee (EASC) approved a recommendation to the CRD Board to use funding from the Capacity Building Category of the Gas Tax Transfer Agreement to support this project and on October 12, 2016, the CRD Board approved the EASC recommendation.

Project Overview

This project will examine both present and future anticipated housing needs and assist to initiate additional affordable housing production within the SGI. The aim of the assessment is to establish a data base to enable long-term planning needs, to provide documentation to support applications for funding and provide data to guide planning and bylaw development.

A Housing Needs Assessment has already been completed for Salt Spring Island, and the successful proponent will be expected to review and, to as closely as possible, replicate the structure and framework used to complete that study. Islands Trust is helping facilitate similar

studies for all other Gulf Islands, hence there is an interest in creating compatible bodies of housing information for all the Gulf Islands and to easily update the data set when new information becomes available.

Completion of the project will require the collection and analysis of both quantitative and qualitative data. The collection and consolidation of existing data related to housing and demographics on the islands will help identify which demographic needs are currently being met through the existing housing stock. As much as possible, engagement with local groups will help augment the data compiled from existing sources such as CMHC and Statistics Canada. These efforts will also help fill data gaps where existing systems fall short of painting a full picture of the performance of the current housing market.

Engagement with local non-profit housing providers, businesses and residents will help to determine which particular population sectors are facing the greatest hardship within the existing housing systems. Local housing developers and non-profit providers will also provide valuable information on some of the challenges and barriers faced when trying to develop and operate housing that is affordable to the range of people within the SGI communities.

Project Goal and Objectives

The goal of this project is to complete a housing needs assessment for the Southern Gulf Islands Electoral Area of the Capital Regional District, looking at North and South Pender Islands, Mayne Island, Galiano Island, and Saturna Island individually.

This project is designed to answer the following key questions:

1. What is the make up the current housing stock within each of the subject islands in the Southern Gulf Islands Electoral Area – private market, social housing, non-profit, other?
2. What is the tenure structure of the housing stock of the SGI Electoral Area?
3. What gaps currently exist in terms of housing supply and what gaps are anticipated into the future?
4. Using population demographic analysis, what groups currently face hardship in terms of access to housing? How are demographics expected to change over the next 10-20 years and what impact will this have on housing needs?
5. Where are the key pressure points with respect to affordability, accessibility and diversity when it comes to housing in the SGI Electoral Area?
6. What mechanisms exist within the area to support people's access to housing in the region? Are these mechanisms adequate?
7. How well is the stock meeting the needs of the existing populations?
8. Are there populations that are not able to access housing on the islands? What impact is this having on the social and economic well-being of the area? What challenges does this pose for the island communities?
9. How might changes in income sources and health status impact people's ability to maintain their current housing on the islands?
10. To what degree is housing supply being impacted by shifts in how housing in the area is being marketed (e.g., short-term vacation rentals)?
11. What capacity currently exists to develop the diversity of housing needed to support the social and economic well-being of the area? What resources might need to be brought to bear in order to create the capacity needed to address anticipated growth and demographic changes?

Scope and Deliverables

The project will focus on the housing needs, both present and future, within the communities on the Southern Gulf Islands Electoral Area of the CRD. It will examine how needs are being or not

being met through the current private market as well as through social and non-profit housing programs within the various communities. The project will help draw out housing needs that may be unique to one or more of the island communities and present how these needs are currently being or not being met.

The project will draw from existing data provided through traditional institutions such as CMHC, Statistics Canada and BC Stats, but will also seek information gathered and held by housing and social service providers in the area. The project will also solicit information through engagement with builders as well as housing and social service providers. Residents will also be invited to provide their perspectives through engagement processes that help draw out local perspectives on the social, economic and community needs and how current housing availability either meets or does not meet these needs.

The proponent will engage key stakeholders in government, industry, the non-profit sector and community to gather information on whose housing needs are being adequately met and what needs are currently unmet within the existing housing systems in the SGI Electoral Area.

The successful proponent will be expected to provide the following specific deliverables:

1. Engagement activities, that may include interviews, focus groups and/or community dialogues, that support the collection of data to support the project, and
2. A housing needs assessment report that outlines the current and potential future housing needs of the Southern Gulf Islands Electoral Area, including:
 - a. A presentation of present population demographics and projected demographic changes with respect to age, household composition, employment/commuting patterns, housing tenure and trends, income distribution, income groups and disparity and household income by tenure;
 - b. Definitions of housing affordability across the housing spectrum as well as housing affordability targets by household type, tenure and household income group;
 - c. Descriptions of the existing housing supply by structure type, condition and age with special attention to, where possible, non-residential ownership;
 - d. Reviews of rental housing options within the social, non-profit and market sectors that includes an examination of rental housing affordability;
 - e. An examination of home ownership options, trends in terms of housing types available and affordability and market price trends over time;
 - f. Community perspectives on housing need and demand as well as affordability;
 - g. An examination and analysis of housing gaps in affordability and suitability for the various household needs within the SGI Electoral Area that includes an identification of groups that are currently facing or are likely to face challenges with attaining appropriate and affordable housing in the SGI Electoral Area.

Methodology

The consultant is expected to use a variety of methods in the completion of the project, including:

1. Review of existing reports and studies from other local housing stakeholders, particularly the December 2015 Housing Needs Assessment completed for Salt Spring Island (<http://www.iwav.org/pdf/SSI%20Housing%20Needs%20Assessment%20-%20Update%202015.pdf>)
2. Demographic analysis of the population using the 2011 and, if possible, 2016 Census data. Ensure compatibility with the 2015 Salt Spring Island Housing Needs Assessment.
3. Approximation of the 'ideal' housing supply according to each of the identified Southern Gulf Islands Electoral Area population needs

4. Review of the current rental and ownership housing supply, by reviewing MLS, rental advertisements, and other platforms that demonstrate the housing supply.
5. Qualitative research methods that may include interviews, focus groups and/or community dialogues, that include a representative selection of housing stakeholders, including realtors, housing providers, developers, and service agencies to gain perspectives on need, priorities and plans.
6. Identification of gaps in the housing supply to meet population change as well as affordability needs

Project Governance and Reporting

Islands Trust and the CRD have agreed to work in partnership to oversee this project. Islands Trust will play a liaison role with the Project Advisory Committee as well as support some of the engagement processes, and the CRD will manage and administer the funds to hire a consultant under contract to complete the project.

The project will include an Advisory Committee made up of representatives from each of the Southern Gulf Islands participating in the Housing Needs Assessment. The Advisory Committee will review documents and provide advice and insights to the consultant as well as Islands Trust and CRD staff and will help support public engagement related to the project.

Project Timeline

February 15 to August 31, 2017

Local Planning Committee

Role

The Local Planning Committee's role is to provide policy and planning advice to the Trust Council by identifying and reporting to Council on emerging issues related to the committee's areas of responsibility (development management, community planning and sustainable community) and to develop guidelines, policies and models for use by staff and local trust committees.

Members

Serving during the 2014-2018 term

Paul Brent, Saturna Island (Chair)

Melanie Mamoser, Gabriola Island (Vice-Chair)

Alex Allen, Hornby Island

Tony Law, Hornby Island

Lee Middleton, Saturna Island

Timothy Peterson, Lasqueti Island

Sandy Pottle, Galiano Island

Wendy Scholefield, South Pender Island

Laura Busheikin, Denman Island (Executive Committee Representative)

Peter Luckham, Chair Trust Council (Ex Officio Member)

During 2016-2017, the Trust Council endorsed the following top priorities for the Local Planning Committee:

1. Community Housing Needs
2. Shoreline Marine Planning
3. Protect Coastal Douglas-fir and Associated Ecosystems
4. Appropriate Economic Development (no longer on the top three priority list).

Throughout 2016-2017, the Local Planning Committee has focussed its resources on community housing. It hosted a Community Housing Forum on June 13, 2016 to address housing challenges and solutions in the Trust Area. The forum was an invite only event and was attended by 70 people, including community members, staff from other agencies, trustees, and Islands Trust staff. The forum was supported by a Baseline Report - a reference document for local trust committees, planning staff, and community groups to use when drafting policy or working to address housing needs within the Trust Area. The [Housing Forum Final Report](#) summarizes the discussions and feedback heard at the forum and makes recommendations for Trust Council action in advancing affordable housing throughout the islands. The Islands Trust Council endorsed seven recommendations with resolutions passed in September 2016.



DATE OF MEETING: May 24, 2017
TO: Local Planning Committee
FROM: Marnie Eggen, Island Planner
Local Planning Services
COPY: David Marlor, Director, Local Planning Services
SUBJECT: LPC consideration of Islands Trust Policy For Siting And Design Of Antenna Systems

PURPOSE

The purpose of this memo is to bring forward a request from the Hornby Local Trust Committee as per their resolution passed on May 5, 2017 at their business meeting:

“That the Hornby Island Local Trust Committee request the Local Planning Committee to consider if, when, and how it will address the Trust Council referral with respect to the siting of communication towers”

This resolution was passed after the LTC resolved to not concur with a proposed TELUS application to construct a 48 metre self-support tower on the TELUS owned lot on Central Road. The LTC would like LPC to indicate if and when it might be able to address the request to make recommendations on policy that includes public consultation procedures and development guidelines for the siting and design of antenna systems, which may then be adapted and implemented by local trust committees.

Submitted By:	Marnie Eggen, Island Planner	May 12, 2017
Concurrence:	David Marlor, Director, Local Planning Services	Select Date.

From: Tony Law
Sent: Thursday, May 11, 2017 1:00 PM
To: Paul Brent
Cc: Robert Barlow; David Marlor; Laura Busheikin; Alex Allen; Marnie Eggen
Subject: LPC Agenda May 24 - communication utilities

Hi Paul:

Consultation for Radio Communication Utilities

This is to propose that at our May 24 LPC meeting the agenda include discussion of the Trust Council referral with respect to consultation on radio communication utilities in response to the following:

At its 5 May meeting, the Hornby Island Local Trust Committee passed the following resolution:

“ That the Hornby Island Local Trust Committee request the Local Planning Committee to consider if, when, and how it will address the Trust Council referral with respect to the siting of communication towers.”

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Background:

1. In December 2015, Industry Canada rescinded the 1996 Letter of Understanding with the Islands Trust on “Land Use Consultation for Radio Communication Utilities”.
2. In January 2016, the Executive Committee considered this letter and resolved to forward it to Local Trust Committees.
3. In February 2016, the Hornby Island Local Trust Committee considered a staff memorandum addressing the establishment of consultation policy or guidelines for radio communication utilities, and the value of an Islands Trust-wide consultation policy was acknowledged. The following resolution was passed:

"That the Hornby Island Local Trust Committee requests Trust Council to explore the option of a Trust-wide policy on land use consultation for radio communication utilities."

4. In March 2016, Trust Council considered a RFD prepared by Director David Marlor and passed the following resolution:

"MOVED by Trustee Brent, SECONDED by Trustee Peterson, that the Islands Trust Council request the Local Planning Committee to make recommendations on policy that includes public consultation procedures and development guidelines for the siting and design of

antenna systems, which may then be adapted and implemented by local trust committees."

5. In August 2016, the Local Planning Committee considered council's referral of "Land Use Consultation for Radio Communication Utilities" and passed the following resolution:

"that the Local Planning Committee adds this to the Work Program."

6. In December 2016, the Hornby Island Local Trust Committee received a proposal from TELUS for a communications tower on the island. In the absence of any policy and procedures having been adopted for consultation, the following resolution was passed:

"that the Hornby Island Local Trust Committee confirm with the proponent that it will follow Industry Canada's Default Public Consultation Process for the anticipated microwave radio tower proposal from TELUS."

7. In May 2017, following the conclusion of the default consultation with respect to this proposal, a staff report proposed that the Hornby Island Local Trust Committee consider the following motion:

"That the Hornby Island Local Trust Committee request staff to prepare a report for Local trust Committee consideration, which provides details as to how the Hornby Island Local Trust Committee could develop its own antenna system siting protocol."

However, given the LTC's previous support for exploring a trust-wide policy and given Trust Council's referral of this issue to LPC, the Hornby LTC passed the following resolution:

" That the Hornby Island Local Trust Committee request the Local Planning Committee to consider if, when, and how it will address the Trust Council referral with respect to the siting of communication towers."

Hence the request for discussion at this month's LPC meeting.

Thank you.

Tony Law
Hornby Island Local Trustee
Chair, Trust Fund Board
tlaw@islandstrust.bc.ca
(250-335-1155)



Top Priorities

Local Planning Committee

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Community Housing Needs	Current: Housing Needs Assessment - Southern LTCs Planned: Housing Needs Assessment - Northern LTCs	18-Nov-2016	Justine Starke	01-Feb-2018
2	Shoreline Marine Planning	Current: Establish a Project Charter - On Hold Planned: To be determined by the Local Planning Committee	03-Mar-2016		
3	Protect Coastal Douglas-fir and Associated Ecosystems	Current: Develop a planning tool kit Planned: To be determined by the Local Planning Committee	18-Nov-2016		

Projects

Local Planning Committee

Description	Activity	R/Initiated
Development Approval Information Model Bylaw	Staff to draft amendments to Trust Council Policy 2.1 viii in order to develop a Development Approval Information Model Bylaw.	03-Mar-2016
Letter of Agreement with the Ministry of Transportation and Infrastructure - including discussion around access to water bodies.	Staff working with the MOTI to address the Letter of Agreement; next meeting planned for May 17, 2016. Local Planning Committee is monitoring the process.	03-Mar-2016
Domestic Wind Power	Update report as required.	03-Mar-2016
Blue Dot Campaign	Consideration of this proposal (added per resolution May 2015)	03-Mar-2016



Local Planning Committee

No.	Description	Activity	R/Initiated	Responsibility	Target Date
	Land Use Consultation for Radio Communication Towers	Request from the Trust Council for the Local Planning Committee to make recommendations on policy that includes public consultation procedures and development guidelines for the siting and design of antenna systems, which may then be adapted and implemented by local trust committees.			25-Aug-2016
	Alternative Ways of Measuring Density	Bring forward a thorough analysis of alternative ways of measuring density and how to manage any corresponding impacts before consideration of requesting model bylaws be developed for local trust committees.			25-Aug-2016
	Appropriate Economic Development	To be determined by the Local Planning Committee			18-Nov-2016