



Regional Planning Committee Minutes of a Special Meeting

Date: July 27, 2023

Location: Electronic

Members Present:

Laura Patrick, Chair
Sam Borthwick, Vice Chair
Alex Allen, Hornby Island Local Trustee
Aaron Campbell, North Pender Island Local Trustee
Mikaila Lironi, Lasqueti Island Local Trustee
Tobi Elliott, Executive Committee Representative
David Graham, Denman Island Local Trustee
Peter Luckham, Thetis Island Local Trustee (Ex Officio)

Member Regrets:

Mairead Boland, Saturna Island Local Trustee

Staff Present:

Stefan Cermak, Director, Planning Services
Robert Kojima, Regional Planning Manager, Southern Team
Mark Van Bakel, Information Services Manager
Mary Storzer, Acting Senior Policy Advisor
Narissa Chadwick, Island Planner
Chloe Cookson, Administrative Assistant/Recorder

Others Present:

No members of the public were present.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:03 a.m. and acknowledged that participants of the meeting were attending from traditional, treaty and unceded territories of many First Nations.

2. AGENDA

2.1 Review of the Agenda

No late items nor changes were presented for consideration.

2.2 Approval of the Agenda

By general consent the Regional Planning Committee approved the agenda as presented.

3. PUBLIC COMMENT PERIOD

No members of the public were present.

4. DELEGATIONS

None.

Trustee Lironi joined the meeting at 10:15 a.m.

5. BUSINESS – WORK PROGRAM ITEMS

5.1 Housing Options Toolkit Staff Presentation

Director Cermak presented the Toolkit.

5.2 Strategy and Toolkit Discussion

Committee discussion included:

5.2.2.1 Tool 1 Model Work Plans

- expansion of Tool 1.1 Work Plan to provide more project management details or not to call it a work plan as they are more detailed
- the desire to consult First Nation communities early in the process of the Model Local Trust Committee (LTC) Major Housing Project
- applicant and agency engagement in Housing projects and the potential for a public-facing version of the Toolkit
- change the term “phase zero” to something else
- what housing-related data is being monitored and how frequently it is being collected
- trend management

5.2.2.2 Tool 2 Housing Discussion Paper Guidelines

- analysis of settlement patterns and demographics since Official Community Plans (OCPs) were last updated
- analysis of implementation of OCP policies
- the need to anticipate future settlement and demographic trends
- what factors are driving changes in the Islands Trust Area

5.2.2.3 Tool 3 Zoning and Policy Options Table

- some questions about redundant wording
- list needs to be updated on a regular basis
- overall – this is the menu of choices

5.2.2.4 Tool 4 Suitable Land Analysis (Mapping) &

5.2.2.5 Tool 5 Build Out Mapping

- making Tools accessible, clear, and comprehensive for a broad audience
- overlapping polygons can be weighted differently
- staff reviewing for exclusions and exceptions (ex: zone variants and covenants)
- ensure that release of these maps are accompanied by a full explanation of assumptions, methodology, and the limits of modeling

ADOPTED

Committee recessed at 12:10 p.m. and resumed at 12:45 p.m.

5.2.2.6 Tool 6. Housing Action Plan/Local Housing Strategy Template

- discussed cooperation and coordination with other agencies (as per table 2)

5.2.2.7 Tool 7. Annotated Bibliography

- list needs to be updated on a regular basis

5.2.2.8 Tool 8 Baseline Report

- context of the results of current housing policies could be useful
- specific edits asked to be captured for Denman Island:
 - Pepper Lane: number of units = 8
 - The Ridge: number of units = 1 (and yes, it was built)

5.2.2.9 Tool 9 Housing Profiles

- interest in previous census data to compare to the data collected in 2021, as well as the average census numbers for British Columbia as a whole
- comparison of data with other municipalities
- the possibility of a live version of the Toolkit to appear on the Islands Trust website

5.2.2.10 Tool 10 Roles and Responsibilities

- rename “private” to Individual Land Owners or similar

5.2.3 Next Steps

- a second part to the Housing Toolkit focusing on the perspective of applicants
- the desire to gather input from applicants regarding which Housing focuses would be most helpful to prioritize

By general consent the Regional Planning Committee agreed to prioritize the various tools in part 2 of the Housing Toolkit by engaging with known partners in affordable housing projects.

By general consent the Regional Planning Committee agreed to send out a missive to Trustees and staff and their relevant contacts for feedback on Affordable Housing Tools.

6. BUSINESS - OTHER

None.

7. BUSINESS – NEW

None.

8. NEXT MEETING

The next scheduled meeting is Wednesday, September 6, 2023.

ADOPTED

9. CLOSED MEETING

The Committee did not close the meeting.

10. RISE AND REPORT

As the Committee did not close the meeting, there was no need for the Committee to discuss this option.

11. ADJOURNMENT

By general consent the meeting adjourned at 2:02 p.m.

Laura Patrick, Chair

Certified Correct:

Chloe Cookson, Planning Services Administrative Assistant