

ADOPTED

**MINUTES OF THE GAMBIER ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:30 A.M. ON WEDNESDAY, SEPTEMBER 3, 2008
KEATS CAMPS
KEATS ISLAND, BC**

<u>PRESENT:</u>	Gisele Rudischer	Chair
	Kim Benson	Local Trustee
	Joyce Clegg	Local Trustee
	Sonja Zupanec	Island Planner
	Diane Corbett	Recorder

There was one (1) member of the public in attendance.

1. CALL TO ORDER

The Chair called the meeting to order at 10:30 a.m.

2. APPROVAL OF AGENDA

The agenda was approved as amended, with the following addition:

- Add item 10.3, Communications Between the Sunshine Coast Regional District Building Department and Islands Trust Planning Department

3. MINUTES

3.1 Gambier Island Local Trust Committee Regular Business Meeting Minutes of July 24, 2008 – For Adoption

The Gambier Island Local Trust Committee regular business meeting minutes of July 24, 2008 were amended to include the following:

- Page 1, item 2, second bullet “Wright” should read “White”
- Page 2, item 5.1, line 3, remove the word “White”

GM-046-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee adopts the Gambier Island Local Trust Committee regular business meeting minutes of July 24, 2008, as amended.

CARRIED

ADOPTED

3.2 *Section 26 Resolutions Without Meeting*

There were no Section 26 Resolutions Without Meeting.

3.3 *Gambier Island Advisory Planning Commission Minutes*

There were no Gambier Island Advisory Planning Commission minutes.

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-Up Action List Dated August 21, 2008*

Island Planner Zupanec provided an update on the Follow-Up Action List dated August 21, 2008.

5. **DELEGATIONS**

There were no delegations.

6. **CORRESPONDENCE**

Correspondence specific to an active development application and/or project will be received by the Gambier Island Local Trust Committee when that application and/or project is on the agenda for consideration.

7. **APPLICATIONS AND PERMITS**

There were no applications or permits.

8. **LOCAL TRUST COMMITTEE PROJECTS**

8.1 *Gambier Associated Islands Official Community Plan/Land Use Bylaw Review*

Island Planner Zupanec provided a verbal review of the project as described in the memo dated September 3, 2008. Discussion ensued.

Text regarding Bowyer Island that had been submitted by Bruce Bingham was distributed.

Island Planner Zupanec reviewed a summary of changes to the Official Community Plan as circulated, and suggested the following additions:

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- Wherever additions are made, add the date in side margins.
- Ken White's comments regarding having water connections.

It was intended that items with an "x" would be filled out by the time of the Community Information Meetings.

Trustee Benson said that the print on the map should be enlarged and the parkland dedication rule should be added.

The issues of a separate bylaw and separate Official Community Plan for the Associated Islands were discussed. Potential duplication and its impacts were noted. There would be a need to clean up conflicts between current regulations and what is in covenants. Island Planner Zupanec mentioned that there had been no input by Passage Island into the draft Official Community Plan.

The Community Information Meeting schedule was reviewed. The following correction was noted in the Community Information Meeting Schedule on page 3 of the Staff Report: "Charter House" should read "Chaster House".

No further changes were added at this time. Feedback received would be considered for the next draft.

GM-047-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee receives the draft Gambier Associated Islands Official Community Plan dated September 2008.

CARRIED

GM-048-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee requests staff to update the draft with the staff-recommended revisions numbered in the Staff Report as 1 – 12, update the draft with any other general or specific revisions to the draft Gambier Associated Islands Official Community Plan, and post the revised draft dated September 2008 to the Gambier Island webpage.

CARRIED

GM-049-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee receives the draft notice, agenda(s) and information package for the Official Community Plan Community Information Meetings.

CARRIED

GM-050-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee directs staff to send the notice and information package to residents

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and property owners of the Gambier Associated Islands, post the notice and agendas on community notice boards and the Gambier Island webpage, and advertise the dates of the upcoming meeting in the local newspapers.

CARRIED

8.2 *Keats Island Land Use Bylaw Amendment – Height Restrictions for Accessory Buildings and Boathouses*

Island Planner Zupanec reviewed the Staff Report dated September 3, 2008, providing an overview of draft Bylaw No. 108, cited as “Keats Island Land Use Bylaw No. 78, Amendment No.1, 2008”.

The Trustees considered aspects of the present situation regarding some two-story accessory buildings and boathouses at Keats Island. That this was not the intent of the Bylaw was emphasized; this was an inadvertent omission in the Bylaw – an error – and was unprecedented. It was identified by a complaint. It was inappropriate to have this height on such small lots, especially for accessory buildings, and on the setbacks. Reducing height regulations would eliminate ambiguity and still meet the needs for accessory buildings.

GM-051-2008 It was **MOVED** and **SECONDED** that, with respect to draft Bylaw No. 108, cited as Keats Island Land Use Bylaw No. 78, Amendment No.1, 2008”, the Gambier Island Local Trust Committee directs staff to:

1. refer the draft Bylaw to the Sunshine Coast Regional District Building Inspection Department for early referral and comments prior to first reading
2. schedule a mail-out notifying Keats Island residents of the proposed changes to the Land Use Bylaw, and their opportunity to provide comments on the draft Bylaw prior to first reading
3. provide a summary of commentary received from residents and referrals back to the Local Trust Committee, and return draft Bylaw No. 108 to the Local Trust Committee for consideration of first reading; and
4. post draft Bylaw No. 108 to the Islands Trust website

CARRIED

9. **REPORTS**

9.1 *Strategic Plan for Local Trust Committees*

Received for information.

ADOPTED

9.2 *Work Program Reports*

Island Planner Zupanec discussed the status of the Top Priorities and Projects Lists as of August 21, 2008.

9.3 *Applications Log*

Island Planner Zupanec outlined the status of applications as of August 21, 2008.

9.4 *Trustee and Local Expenses*

9.4.1 The expenses report posted to July 18, 2008 was received for information.

9.4.2 The expenses report posted to August 21, 2008 was received for information.

9.5 *Chair's Report*

Chair Rudischer reported that the Executive Committee was preparing for Trust Council, which is being held on Keats Island from September 10 to 12, 2008. Topics at this session include election processes and procedures, and the Galiano issue will be discussed. Information regarding Trust Council is posted on the website.

Most of the sessions on Gambier Island on September 11 will be open to the public. Other activities are scheduled for September 10 and 12 on Keats Island.

9.6 *Trustees' Reports*

Recently, Trustee Clegg and Island Planner Zupanec traveled to Thormanby Islands, where they spent some time with Sunshine Coast Regional District Director of Halfmoon Bay (Electoral Area B) Garry Nohr.

Trustee Clegg attended the BC Ferries Annual General Meeting the previous week for three days in Tsawassen, with all of the Ferry Committee Chairs. They met with Chief Executive Officer David Hahn and Chief Financial Officer Rob Clark, as well as BC Ferries Commissioner Martin Crilly and his new Deputy, Sheldon Stoilen.

Trustee Benson shared her reflections on the current three-year term that is coming to a close. She hopes to have brought to the work here her experience from other islands. There have been efforts with BC Ferries to update the agreement with the Islands Trust. A lot of work has been done to address capacity issues and transparency. There are 15 corporate entities and three offices within the Islands Trust. Staff shortages and recruitment have been

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issues. In this term until now, of the 39 staff positions, there has been a turnover of 17. There has been a lot of development and rezonings, with an endless array of ongoing issues.

10. NEW BUSINESS

10.1 Gambier Island Trust Area Advisory Planning Commission Appointments

Island Planner Zupanec reviewed the Staff Report dated August 29, 2009, regarding the Gambier Island Advisory Planning Commission appointments.

GM-052-2008 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee defers the Staff Report regarding the Gambier Advisory Planning Commission appointments to the first regular business meeting of the Gambier Island Local Trust Committee after the provincial election in November 2008.

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10.2 Next Meeting of the Gambier Island Local Trust Committee

The next regular business meeting will be held on Friday, October 24, 2008 in the Oak Room, Delbrook RecCentre, 600 West Queens Road, Main Building, North Vancouver, BC, at 1:00 p.m.

This meeting will be preceded by a Community Information Meeting regarding the Keats Land Use Bylaw Amendment at 12:00 noon at the same location.

10.3 Communications Between the Sunshine Coast Regional District Building Department and the Islands Trust Planning Department

Correspondence was received in the last month regarding the issuance of building permits on legal non-conforming structures.

Trustee Benson observed that it seemed communications were not being handled in the way that is reflected in the Letter of Understanding between the Islands Trust and the Sunshine Coast Regional District. She noted that when information comes to light about building permits, and if there is a need for another permit, there needs to be communication that things should be halted, in order to obtain clarification on what is required.

The issue is the time lag and communications between the Islands Trust and the Sunshine Coast Regional District Building Department. There is a need to communicate regarding infractions, without the time lag. On three occasions recently, construction has not been consistent with the local bylaw.

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Trustee Benson said her main point is in the *Islands Trust Act*, Section 35: Regional Districts are not to adopt bylaws, issue permits or undertake work within the Trust Area that is not consistent with Local Trust Committee bylaws. If issues are being raised in Islands Trust offices about interpretation, then the Regional District Building Department should not proceed unless the Local Trust Committee says it is okay to do so.

Trustee Benson inquired if this could be noted with the local planning unit. Island Planner Zupanec proposed that this should be a topic at an office staff meeting.

11. **BYLAWS**

None.

12. **TOWN HALL DISCUSSION**

A member of the public was present to hear the discussion about the proposed Keats bylaw amendment.

13. **ADJOURNMENT**

The Gambier Island Local Trust Committee meeting was adjourned by consensus at 11:56 a.m.

Recorder

Chair