



STAFF REPORT

Date: January 20, 2014

File No.: GM 6500-20
Foreshore Protection

To: Gambier Local Trust Committee
For the meeting of January 30, 2014

From: Aleksandra Brzozowski, Island Planner

CC: Courtney Simpson, Regional Planning Manager (Northern Office)

Re: Project Charter for Foreshore Protection priority project

PURPOSE:

Staff presents a draft Project Charter for the Foreshore Protection priority project seeks feedback from the LTC specifically on the scope, desired deliverables, and milestones in order to endorse a Project Charter and work plan for Foreshore Protection. This Project Charter will cover the remainder of the 2013/2014 fiscal, as well as the first half of the 2014/2015 fiscal year.

BACKGROUND:

At its January 31, 2012 regular business meeting, the Gambier Island Local Trust Committee (LTC) passed a resolution placing Foreshore Protection, including the implementation of development permit areas and development approval information bylaws, as Number 3 on the Top Priorities Work Program. While work has moved forward on this item over the last two years, a Project Charter has not yet been created to guide and scope this work.

In discussion of this topic over the last several LTC meetings, a number of tasks on foreshore protection education have been requested of staff. Over this time, it has become clear that establishing a clear vision of the goals and scope of the work to complete by November 2014 would significantly improve efficient expenditure of budget and staff work hours.

An initial staff report on a Foreshore Protection project charter was presented to the LTC on November 29, 2013 detailing work to date and relevant bylaw policies. Due to time constraints, detailed consideration of the staff report was not possible; it is attached (Attachment 1) for information, in particular the activity options laid out in the report.

STAFF COMMENTS:

Staff has prepared a draft Project Charter (Attachment 2) to solicit specific feedback. The following four items have been suggested as activities for the 2014 year, and will require LTC feedback:

1. **Modification of the Sharing our Shores Publication:** Modification of a number of recent publications was discussed at the September 26, 2013 and October 24, 2013 LTC meetings. Staff believes the *Sharing Our Shorelines* publication prepared for North Pender Local Trust Area (LTA) could readily be modified for the Gambier LTA; however, Staff seeks direction from the LTC on what shoreline messages are most important in any printed materials to ensure that this publication reflects desired messaging.
2. **Summer Education Event:** Trustees have expressed a desire to have an educational event with experts in the field at some point during the summer of 2014. Presentations have previously been made regarding Shoreline Mapping (Paul de Greeff), the Greenshores approach and credit rating system (Brian Emmett) and Forage Fish Ecosystems (Ramona de Graaf).

Possible future presenters include engineers/biologists advocating for shoreline protection, contractors taking 'soft shoreline' approaches, stewardship societies sharing best practices, or other local governments pursuing shoreline protection in their jurisdictions. Staff seeks direction on the topics deemed top priority to the LTC, so to ensure that the presenter(s) invited will speak directly to the desired topic.

3. **Additional Information to the Care for My Shoreline webpages:** In conjunction with the educational event, the LTC may wish to have new information added to the Islands Trust website. Rather than solely placing this on the Gambier webpages, staff recommends placing this on the Trust-wide "Care for My Shoreline" pages. Staff has allotted a budget item in the draft project charter to pay for a review by a coastal engineer of any technical information.

Part of the webpage additions could also be a comprehensive set of links to external documents that give advice on the protection of foreshore ecosystems.

4. **Improving shoreline management regulations:** Over the last three years, Planning Staff has identified a review of current shoreline regulations as a needed work item. Staff recommends that research begin on shoreline regulation best practices to provide the LTC with options for either new regulations or modifications of existing regulations, with the aim to more effectively protect the foreshore.

RECOMMENDATIONS:

THAT the Local Trust Committee review and revise the draft Project Charter for Foreshore Protection; and,

THAT the Local Trust Committee endorse the Project Charter for Foreshore Protection once revised.

Prepared and Submitted by:

Aleksandra Brzozowski

January 20, 2014

Aleksandra Brzozowski
Island Planner

Date

Concurred in by:

Courtney Simpson

January 20, 2014

Courtney Simpson, RPP, MCIP
Regional Planning Manager

Date

Attachments:

- 1) Staff Report re: Foreshore Protection dated November 29, 2013
- 2) Draft Project Charter – Gambier LTA Foreshore Protection, dated January 17, 2014

Purpose This project aims to increase understanding about shoreline ecosystems and coastal processes, and to better protect those foreshore ecosystems in the Gambier Local Trust Area.

Background Foreshore protection is a priority project of the GMLTC work program in the 2011-2014 term. Mapping of shorelines and eelgrass have been completed for Gambier Island, Keats Island, and the Associated Islands; shoreline mapping was presented in a webinar in 2013. Keats and the Thormanby Islands in particular have previously been identified as shorelines highly sensitive to foreshore modification issues.

Objectives

- Provide property owners with tools and best practices for shoreline landscaping and development.
- Identify and develop improved regulatory tools to proactively protect the foreshore.

Scope & Deliverables

- Modification and printing of existing informational materials.
- Expansion of *Caring for My Shoreline* webpages with further information.
- Educational event on the topic of _____.
- Video of educational event posted on website.
- Staff Report presenting options for improving regulatory approaches to foreshore protection.

Workplan Overview

Deliverable/Milestone	Date
Modification of Sharing our Shorelines brochure & printing	March 20, 2014
Detailed event plan for educational event presented to LTC.	April 10, 2014
Host educational event in the Gambier LTA.	July 2014
Expansion of <i>Caring for My Shoreline</i> webpages.	Summer 2014
Report on possible regulatory improvements for foreshore protection.	September 18, 2014

RPM Approval:

Courtney Simpson

Date: January 20, 2014

LTC Endorsement:

Resolution #:

Date:

Project Team

Aleksandra Brzozowski (Island Planner) (Lead)

Gambier LTC (promotion of educational event)

Penny Hawley (venue logistics, web posting)

Wendy Hawthorne (webpage design)

Budget

Budget Source: Work Program 2013/2014 (\$5,000) and 2014/2015 (\$3,000 requested)

Item	Cost	Fiscal
Prep and printing information materials	\$500	2013/ 2014
Educational event (speaker, venue)	\$2,000	2014/2015
Video of educational event	\$500	2014/2015
Technical review of new webpage information	\$500	2014/2015