



Memorandum

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Date September 22, 2017 File Number GM-6500-20 (Gambier OCP Review)

To Gambier Island Advisory Planning Commission

From Madeleine Koch, MCIP, RPP
Planner 2

Re Local Trust Committee Referral – Revised Project Charter

This referral pertains to the Gambier Island Official Community Plan (OCP) Review Project. Due to staffing changes, this project had been on hold since February, but is now underway again.

At their August 31, 2017 meeting, the Gambier Island Local Trust Committee (LTC) reviewed a staff report regarding the OCP Review Project, and endorsed a revised project charter. The LTC requested that the staff report and project charter be referred to the Gambier Island APC. These two documents are attached to this memorandum for your reference. The full staff report, including attachments, can be viewed on the Islands Trust Website.

Please review the attached documents at your next APC meeting, and provide any comments you may have about the OCP project direction. Specifically, it would be helpful if you would consider and provide comments on the new project workplan and consultation approach. Details on these elements of the project can be found:

- On Page 4 of the Staff Report, under the headings “Revised Project Charter” and “Consultation Approach”
- Under the “Workplan Overview” heading on the Project Charter.

Please note we anticipate the next staff report regarding the OCP project will be presented to the LTC in December 2017 or January 2018. We would appreciate having the APC’s comments by that time.

When you have decided on your next meeting date, please advise Islands Trust administrative staff so that they can assist with booking a meeting room and minute taker. Please also advise me of the meeting date, as I can try to make myself available by phone to assist with any technical questions you may have regarding the referral.

You are also welcome to contact me in advance of the meeting with any questions you may have. My phone number is 250-247-2207 and my email address is mkoch@islandstrust.bc.ca.

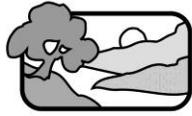
Many thanks for your participation in the OCP project.

Sincerely,

Madeleine Koch, MCIP, RPP
Planner 2

Enclosures:

1. August 31, 2017 Staff Report Re: Gambier Island OCP Review
2. Gambier Island OCP Review Project Charter – updated August 31, 2017



DATE OF MEETING: August 31, 2017
TO: Gambier Island Local Trust Committee
FROM: Madeleine Koch, Planner 2
Northern Team
COPY: Ann Kjerulf, Regional Planning Manager
SUBJECT: Gambier Island Official Community Plan Review

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the revised Project Charter for the Gambier Island Official Community Plan review project

REPORT SUMMARY

The purpose of this report is to provide the Local Trust Committee (LTC) with a summary of the Gambier OCP Review Project to date, and to put forward recommended amendments to the Project Charter. This staff report recommends that preliminary bylaw amendments be carried out as phase one of the project, including: updating references to outdated legislation, ministries, etc.; identifying opportunities to increase sensitivity towards First Nations in the bylaw text; and incorporating amendments in response to input from the Advisory Planning Commission earlier this year.

BACKGROUND

A review of the Gambier Island Official Community Plan (OCP) is currently on the Top Priorities work program. For information regarding background and relevant policy and land use considerations, please refer to the reports presented at previous LTC meetings, which can be found at:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/gambier/projects-initiatives/gambier-official-community-plan-review>.

Due to staffing changes, this project has been on hold since February 2017.

ANALYSIS

Project Scope

The original scope of this project includes reviewing the OCP to address the following:

- Land uses and policies for Wilderness Conservation Lands;
- Park and trail prioritization;
- Updating the OCP schedules with current mapping and data;

- Protection of archaeological and cultural sites;
- Shoreline protection;
- Policies to promote economic development;
- Policies to promote livability and services for island residents;
- Review of advocacy policies;
- Review of Development Permit Areas (DPAs); and
- Review of Private Institutional policies.

Further to this, in May 2016 the LTC committed funding to the Coastal Douglas Fir Conservation Partnership in order to provide mapping and policy language for the Gambier Island OCP review.

GM-2016-026

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee provide \$1000 from the 2016-17 OCP project budget to the Coastal Douglas Fir Conservation Partnership bid for a grant from the Real Estate Foundation in order to provide mapping and policy language for the Gambier Island OCP review.

CARRIED

The Project Charter, as amended by the LTC on February 2, 2017, and draft work plan outlined a project with an engagement phase to address in scope items from September 2015 through 2017, a bylaw amendment phase commencing in early 2018, and a public hearing targeted for fall 2018 (see Attachments 1 and 2). As a precursor to formal engagement, the draft work plan included forming two advisory groups to provide guidance to the OCP review process: a Referral Agency Working Group and an Advisory Planning Commission.

ANALYSIS

Project Status

The following is a summary of the project work completed to date.

Consultation

Consultation with First Nations

Both the Squamish Nation and Tsleil-Waututh Nation have asserted Aboriginal Rights in the Gambier Island Plan area. The Squamish Nation has participated in two key consultation activities with the Islands Trust: a Community to Community Forum on March 31, 2016, and a special meeting with Gambier Islanders on February 2, 2017. Key areas for collaboration with the Squamish were discussed at each of these events, and include: the Wilderness Conservation land use designation, parks and trails, protecting shorelines, protecting cultural sites, and the New Brighton dock.

While Tsleil-Waututh Nation has had limited capacity to participate in consultation activities to date, the Nation has remained apprised of the project status via email.

First Nations engagement has been identified as a fundamental component of the OCP Review project. At the Gambier LTC meeting held July 27, 2017, the LTC passed a resolution to include First Nations engagement as a component of the Gambier Island OCP review project. The LTC also passed a resolution to begin using common Squamish terms and place names in LTC communications and correspondence.

Community Survey

A community survey was distributed in August 2016, and asked respondents to comment on their preferred methods of participating in the OCP project, and to provide preliminary comments on key OCP topics. At the February 2, 2017 LTC meeting, staff provided a report that analysed how the survey findings might inform subsequent stages of the OCP project (see Attachment 3).

Referral Agency Working Group

At the suggestion of Squamish Nation, representatives for a Referral Agency Working Group were identified, to collaborate on planning activities for the Wilderness Conservation lands (located on lands commonly referred to as Crown Lands). A Terms of Reference was not finalized before this project went on hold in February. However, the general intent was to identify a select group of referral agency representatives to serve as contacts throughout the project, but in particular, during the Wilderness Conservation Land planning process. This working group was proposed as a means to identify issues and opportunities early in the process, rather than at the formal bylaw referral stage.

Advisory Planning Commission

An Advisory Planning Commission (APC) was formed in August, 2016 and was subsequently asked to review the community survey results and OCP policies related to economic development and liveability.

GM-2017-010

It was MOVED and SECONDED that the Gambier Island Local Trust Committee refer to the Advisory Planning Commission, for their review and comment, the results of the 2016 Gambier Island Community Survey and the current Official Community Plan policies related to economic development and livability.

CARRIED

The APC reviewed these items at their meeting of March 13, 2017, and identified potential changes to the OCP. The draft minutes of this meeting are attached to this report (Attachment 4).

Camps Stakeholder Group

Initial contact was made with the three camps on Gambier Island (Camp Latona, Camp Artaban, and Camp Fircom) soliciting their participation in the OCP, but follow up will be required.

Coastal Douglas-fir Conservation Partnership

The Gambier Island LTC collaborated with the Coastal Douglas-fir Conservation Partnership (CDFCP) to secure a contract for an ecological mapping project which identified priority conservation areas on Gambier. The project has now been completed and the Project Coordinator (Ecosystem Protection Specialist, Kate Emmings) presented findings at the April 27, 2017 LTC meeting.

This data may be used to inform the following OCP topics:

- Permitted Uses in the Wilderness Conservation lands;
- Park and Trail Prioritization;
- Sensitive Ecosystem protection;

- Updating OCP Schedules (maps); and
- Development Permit Areas.

Revised Project Charter

A draft revised project charter for the Gambier OCP Review Project is attached for LTC approval (Attachment 5). The revised project charter is intended to simplify the project into manageable phases, recognizing the work that has been done to date with the community and APC, in addition to the progress that has been made in engaging with the Squamish Nation, while also being cognizant that the fiscal year will end in March, 2018 and the current LTC term will end in November, 2018.

Phase 1: First Nations Engagement and Housekeeping Amendments (September 2017 – December 2017)

At the outset, staff are recommending that the OCP first focus on housekeeping amendments and incorporation of First Nations history and language elements. This phase would involve making preliminary amendments to the OCP including: updating references to outdated legislation, ministries, etc.; and increasing sensitivity towards First Nations. Note, the timing of this phase aligns with anticipated amendments to Development Permit Area 3.

This approach also aligns with the recent LTC decision to incorporate the Shared Narrative of Place Project as part of the Gambier Island OCP review.

Phase 2: Environmental Policies (January 2018 – April 2018)

During the second phase of the OCP review, staff recommend focusing on shoreline protection, ecosystem protection, wilderness conservation land use policies, and archaeological protection. It is anticipated that First Nations engagement work during the Fall of 2017 will provide greater clarity around potential policy changes to these topic areas. A second community survey could be conducted during this phase in order to confirm the level of public acceptance for environmental policy changes and potential development permit areas.

Phase 3: Community Development Policies May 2018 –

During this phase of the OCP review, staff recommend focusing on revisiting the economic development and liveability policies, parks and trails, private institutional policies including consultation with camps, and planning for New Brighton and community dock/transportation infrastructure.

CONSULTATION APPROACH

Staff are recommending continued engagement with the Squamish First Nation and Tsleil Waututh Nation through all project phases. In an effort to reduce the number of meetings required for this project, staff recommend that referral agency stakeholders be engaged primarily by email, to notify of important project updates and opportunities to comment, and that one focussed referral agency stakeholder roundtable meeting be held during the early stages of Phase 2 when environmental and wilderness conversation lands policies would be reviewed.

Gambier Islanders will continue to be the focus of community consultation both indirectly through the Advisory Planning Commission as community representatives and directly through community surveys. Gambier's geography presents a challenge to typical community planning meetings. However, these may be scheduled at key points in the future (such as in advance of public hearings).

Rationale for Recommendation

The suggested “Housekeeping” amendments would help to modernize the OCP in the interim before more complex amendments are made, providing a stronger foundation from which to undertake subsequent stages of the OCP review. The proposed work plan would see these amendments taking place in time for the associated costs to fall within the 2017/2018 fiscal year. It is also anticipated that the phases proposed may overlap at certain points as the work progresses.

Alternatives

- 1. Request changes to the Project Charter**
- 2. Receive Staff Report for information**

Submitted By:	Madeleine Koch, MCIP, RPP Planner 2	August 22, 2017
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	August 22, 2017

ATTACHMENTS

- 1. Current Project Charter
- 2. Current Engagement Work Plan
- 3. Survey Results
- 4. APC Minutes
- 5. Proposed Revised Project Charter

Gambier OCP Review Project Charter

Gambier Island Local Trust Committee

Date: April 20, 2015

Revised: November 19, 2015; July 28, 2016; August 31, 2017

Purpose To review the OCP to address topics deemed out-of-date or problematic to better reflect the Gambier community and achieve the object of the Islands Trust.

Background The LTC identified this project as a Top Priority in February 2015.

Objectives

- To adopt policies that advance the stewardship of sensitive ecosystems on Gambier Island
- To address community needs that are within the scope of land use planning
- To engage and collaborate with First Nations
- To revise land use and advocacy policies with the aim to reflect current realities & legislation

In Scope

- Land uses and policies for the Wilderness Conservation lands
- Park and trail prioritization
- Updating OCP schedules with current mapping data
- Protection of archaeological and cultural sites

- Shoreline protection
- Policies to promote economic development
- Policies to promote livability and services for island residents
- Review of advocacy policies
- Review of DPAs
- Review of Private Institutional policies

Out of Scope

- Review of Density/Build-Out
- Review of Land Use Designations outside of WC
- Operational concerns under the authority of other agencies

Workplan Overview

Deliverable/Milestone	Date
Phase 1: OCP Amendments in response to First Nations engagement, legislative changes, housekeeping, and consideration of initial APC input	September—December 2017 (Public Hearing Jan. 2018)
Phase 2: OCP Amendments to address environmental policies (wilderness conservation, shoreline protection, archaeological protection); Community Survey #2; Referral Agencies Consultation; update mapping (CDFCP); DPAs; continued First Nations and APC engagement	January 2018—August 2018
Phase 3: OCP Amendments to address community development Policies (livability, economic development, private institutional policies, advocacy, parks and trails; DPAs); Community Survey #3; continued First Nations and APC engagement	Sept 2018—Dec. 2018 (Public Hearing Jan. 2019)

Budget

Budget Source: \$ 3,000 (OCP: 2017/2018 Fiscal) and \$500 (First Nations 2017/2018)

Fiscal	Item	Cost
2017-2018	CIM & Public Hearing (Phase 1)	\$ 2,000
2017-2018	Community Survey #2	\$ 1,000
2017-2018	Referral Agencies Consultation	\$ 500
2018-2019	CIM & Public Hearing (Phase 3)	\$2,000

Project Team

Madeleine Koch	Project Manager
Sonja Zupanec	Project Sponsor
Ann Kjerulf	Project Sponsor
Penny Hawley	Admin Support
Barb Dashwood	GIS technician

RPM Approval:

Date: Aug. 23, 2017

LTC Endorsement:

Resolution: GM-2015-033 (June 18, 2015); GM-2016-050 (July 28, 2016); GM-2017-008 (February 2, 2017)