



File No.: 6500-20 (Keats Island  
Shoreline Protection Project)

DATE OF MEETING: To be received electronically  
TO: Gambier Island Local Trust Committee  
FROM: Jaime Dubyna, Planner 2  
Northern Team  
SUBJECT: Keats Island Shoreline Protection Project

## PURPOSE

The purpose of this memorandum is to provide the Gambier Island Local Trust Committee (LTC) with an update on the status of 'Keats Island Shoreline Protection' project.

## DISCUSSION

At the January 30, 2020 LTC meeting, the LTC passed the following resolution:

### GM-2020-005

**“that the Gambier Island Local Trust Committee endorse the revised ‘Keats Island Shoreline Protection’ Project Phase 2 Project Charter v.3 dated January 30, 2020.”**

Staff have accumulated information as requested by the Keats Island Shoreline Protection Working Group, to increase their understanding of the potential amendments that staff may recommend to the LTC. The information includes:

- A summary of existing Keats Island policies and regulations related to the foreshore and marine structures;
- A summary of other Local Trust Areas policies and regulations related to the foreshore and marine structures;
- Identify areas where docks and other marine structures are, and are not, currently permitted on Keats Island;
- A summary of requirements and/or best practices for docks and other marine structures;
- An overview of environmental impacts related to docks and other marine structures;
- An overview of best practices for “softening” shorelines;
- A summary of communal docks (i.e. best practices, examples);
- Clarification on types of marine structures (floats, docks, etc.);
- Other relevant information.

Staff have determined this information can be presented and analysed in-depth in a discussion paper format. The discussion paper will also present potential options for LTC consideration. Staff intend to facilitate a video conference meeting with the Working Group for this discussion. The Working Group will be asked to review the potential options, and to provide comments and recommendations for LTC consideration.

Following completion of the Working Group’s review and recommendations, staff will then present its findings and make recommendations to the LTC for consideration of next steps for the project. Staff anticipate that a review of staff and Working Group recommendations may be achieved as proposed in the Project Charter v.3 (Attachment 1).

**NEXT STEPS**

Unless otherwise directed by the LTC, staff will present a discussion paper to the Working Group, who will then be asked to make recommendations to the LTC.

The results of the Working Group and staff’s analysis will then be presented to the LTC, requesting the LTC to direct staff on how to proceed.

Submitted By:	Jaime Dubyna Planner 2	April 6, 2020
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	April 14, 2020

**ATTACHMENTS**

1. Project Charter v.3, dated January 30, 2020

# Keats Island Shoreline Protection 'Phase 2' - Charter v3

Gambier Island Local Trust Committee

Date: April 19, 2018 **Revised:** June 13, 2019; January 30, 2020

**Purpose:** To review and update relevant Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations to strengthen opportunities for protection of archaeological resources, sensitive ecosystems, shoreline integrity and function, and public access on Keats Island.

**Background:** 'Phase 1' of the project involved community consultation to solicit input on policy, regulation and voluntary stewardship options to address shoreline protection on Keats Island. 'Phase 2' of the project is strongly aligned with Trust Council direction, provincial policy regarding updating flood protection levels and sea level rise, and First Nations and community interest in ensuring the OCP policies and LUB regulations are updated to allow for continue access to waterfront properties while protecting archaeological resources, sensitive ecosystems and species at risk.

## Objectives

Conduct a comprehensive review of and update for OCP policies and LUB regulations to address:

- Sea level rise and flood protection;
- Protection of archaeological resources, sensitive ecosystems and species at risk;
- Consistency with Atl'ka7tsem/Howe Sound cumulative effects studies, conservation and marine use planning documents; ITC Regional Conservation Plan and Coastal Douglas-fir Ecosystem Protection Toolkit.

## In Scope

1. Establish a Keats Island Shoreline Protection Working Group.
2. Review and update relevant OCP policies and schedules; LUB setback and flood protection levels; dock regulations; marine zones; flood protection bylaw.
3. Potentially develop a shoreline development permit area.
4. Minor 'housekeeping' bylaw amendments.

## Out of Scope

- Green Shores for homes workshop.
- Impact current legal foreshore structures and docks.

## Workplan Overview

Deliverable/Milestone	Date
LTC endorsed revised project charter and Working Group TOR.	June 2019
Appointments to Working Group.	June 2019
Working Group meetings – referral to review targeted topics.	July 2019 – ongoing
LTC review of staff and Working Group recommendations. Direction to draft bylaw language.	Spring/Summer 2020
Legal review. Draft bylaw(s) presented to LTC for review.	Fall 2020
Community consultation, early referrals of draft bylaw(s).	Winter 2020
Legislative process for proposed bylaw(s).	Winter 2020/ Spring 2021
Adoption of proposed bylaw(s) and communication materials.	Spring/Summer 2021

## Project Team

Planner 2	Project Manager
Island Planner	Project Support
Islands Trust GIS Technician	Mapping Support
Islands Trust Admin. Staff	Administrative Support
<b>RPM Approval:</b> Heather Kauer Date: 21 Jan 2020	<b>LTC Endorsement:</b> Resolution #: 2020-05 Date: 30 Jan 2020

## Budget

Budget Sources:		
Fiscal	Item	Cost
2019-2020	Working Group meetings	\$200
2020-2021	Legal Review	\$3000*
2020-2021	Legislative Process (CIM, public hearing, advertising)	\$2000*
	<b>Total (*pending approval)</b>	<b>\$5200*</b>

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
LTC regular business meeting	Revised project charter to LTC for consideration; LTC provides direction.	January 30, 2020	n/a
Working Group meeting (phone)	Staff provide information on 'areas of focus' to Working Group for next meeting; SeaChange presentation and discussion.	February 2020	TBD
Working Group meeting (phone)	Staff present potential draft policy and regulation amendments to Working Group, in relation to 'areas of focus.'	March 2020	n/a
LTC regular business meeting	Staff provide update to LTC.	March 26, 2020	n/a
Working Group meeting (in person)	Staff and Working Group discuss potential draft policy and amendments, Working Group provides recommendations.	April 2020	\$200
LTC regular business meeting	Staff presents Working Group recommendations. LTC direction to draft bylaw language.	May 28, 2020	n/a
LTC regular business meeting	Staff present draft bylaw language, LTC direct staff to draft bylaws and proceed with legal review.	July 23, 2020	n/a
n/a	Legal review.	August/September 2020	Approx. \$2000 <b>(pending approval)</b>
LTC regular business meeting	Draft bylaws considered by LTC.	October 1, 2020/November 19, 2020	n/a
LTC meeting, CIM, public hearing, Executive Committee meeting	Legislative process – includes 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> reading by LTC; referrals to agencies; Community Information Meeting and Public Hearing; Executive Committee review; referral to Ministry; etc.)	December 2020/January-March 2021	Approx. \$3000 <b>(pending approval)</b>
LTC regular business meeting	Adoption of proposed bylaws.	Spring 2021	n/a
<b>TOTAL</b>			<b>\$5200 (pending approval)</b>