



# Gabriola Island Local Trust Committee

## Regular Meeting Addendum

**Date:** January 14, 2016  
**Time:** 10:15 am  
**Location:** Gabriola Women's Institute Hall  
476 South Road, Gabriola Island, BC

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		<b>Pages</b>
<b>6. MINUTES</b>	10:30 AM - 10:40 AM	
6.3 Advisory Planning Commission Minutes		
6.3.1 <i>Adopted Minutes dated October 28, 2015</i>		2 - 6
6.3.2 <i>Draft Minutes dated January 6, 2016</i>		7 - 11
<b>8. BUSINESS ARISING FROM MINUTES</b>	11:20 AM - 11:40 AM	
8.4 Summary of Annual Meeting with the Regional District of Nanaimo		
8.4.2 <i>Noise Violation Issues – Bylaws - for discussion</i>		
<b>13. LOCAL TRUST COMMITTEE PROJECTS</b>	12:30 PM - 1:00 PM	
13.1 Dog Sitting Regulations		
13.1.3 <i>Email dated January 11, 2016 from Peter Phillips</i>		12 - 12
<b>15. NEW BUSINESS</b>	1:15 PM - 1:45 PM	
15.3 <i>Memorandum dated January 13, 2016 from Staff regarding Next Fiscal Year's Budget - discussion</i>		13 - 13
15.4 <i>Fixed Link Study - discussion</i>		



## Gabriola Island Advisory Planning Commission Minutes of Regular Meeting

**Date:** October 28, 2015  
**Location:** Islands Trust Office  
700 North Road,  
Gabriola, BC

**Members Present:** Jim Prunty  
Madeleine Ani  
Bob Andrew  
Anne Landry  
Megan Walker  
Stuart Denholm  
Kees Langereis

**Staff Present** Aleksandra Brzozowski, Island Planner  
Jessie Sherk, Recorder

**Media and Others Present:** One member of the local media.

### 1. Welcome

The meeting was called to order at 5:45 pm. Planner Brzozowski welcomed all the members. Members introduced themselves.

### 2. Advisory Planning Commission Orientation

#### 2.1 Overview of Advisory Planning Commission Roles and Expectations

Planner Brzozowski gave an overview of what would be expected of each of the commission members. Discussion ensued regarding bias and conflict of interest.

#### 2.2 Voting in of Chair, Vice-Chair and Secretary

Discussion ensued regarding who would take on the roles as Chair, Vice-Chair and Secretary.

**It was MOVED and SECONDED,**  
that the Gabriola Island Advisory Planning Commission appoint  
Madeleine Ani as the Chair.

**CARRIED**

**It was MOVED and SECONDED,**  
that the Gabriola Island Advisory Planning Commission appoint Megan Walker as Deputy Chair.

**CARRIED**

**It was MOVED and SECONDED,**  
that the Gabriola Island Advisory Planning Commission appoint Stuart Denholm as Secretary.

**CARRIED**

Discussion ensued regarding the meeting times and what would work for everyone.

**3. Approval of Agenda**

**By general consent,** the agenda was approved as presented.

**4. Referrals**

**4.1 Referral Item – Attainable Housing Options**  
**Memorandum dated July 14, 2015 and supporting documents**

Planner Brzozowski introduced the memorandum. Discussion ensued amongst the members. The following was noted:

- It is important to know who the housing is for
- The greatest need is for low income singles and parents
- The value of community food security
- That affordable housing should be sustainable
- Solutions should be diverse and support a mixed demographic
- Location and transportation should be considered
- Housing that considers “smart growth”

It was the general feel that the Advisory Planning Commission (APC) is in support of the Attainable Housing (AH) initiative. Discussion moved around the table regarding this initiative as a whole, with each member weighing in on the subject with their own opinions:

Bob Andrew stated that he is in support of the ideas in the action chart especially the concrete and realistic ways of providing affordable housing, although some of the ideas require more input.

Ann Landry stated that she has questions about secondary suites and noted that this was not the first time this topic has been discussed. She wonders what is realistic in trying to move forward. She also noted that needs are one thing and feasibility is another.

Megan Walker noted that she is pleased that Trustees chose this initiative as a top priority. She reflected on what she heard in the Village Vision workshop noting that there is a strong support of attainable housing and a

consensus of wanting more diversity in housing, also the swing to no more densities and a more sustainable approach.

Stuart Denholm discussed attainable vs. affordable housing. He suggested Phase 2 of the Commons including some form of senior housing, as well, a pilot project for a hostel to address the homeless issue. He noted that he is stuck on impacts of the increasing density, noting that the 500 undeveloped densities would be a big shift.

Kees Langereis expressed his reservations about too much large development. He noted that ecological footprint, water, and sewage considerations are always applicable. He suggested discussing what is attainable right now (for example roomers) and what could be tweaked to improve it. He noted that he likes the idea of mixed-use densities and the tiny homes idea as a temporary use permit. Overall is in support of this initiative.

Jim Prunty stated that he is in support of this entire initiative. He suggested considering providing assistance to the Gabriola Housing Society and Village Vision to spearhead affordable/attainable housing and that the Official Community Plan (OCP) should be reviewed and changed if necessary.

Madeleine Ani stated that this is a very large topic. She noted that secondary suites and mixed use are two very important topics.

Discussion ensued on how the APC would present their recommendations. The APC then discussed each item in the Action Chart at great length and made the following comments:

1) Communicate AH Provisions via Secondary Suites in the AG Zone

In general, support but with a low priority. Also had the following questions:

- How many suites/potential suites would this represent?
- How much impact?
- Expand the scope to include other provisions such as boarding homes.

2) Reframe the AH:

In general, support but noted that it is not a standalone item.

3) Capacity Building for the Gabriola Affordable Housing Society:

In general, support but noted that there could be other groups that would like support as well. Consider including other equivalent societies.

4) Continue to support Village Vision:

The APC supports the continued support of the Village Vision.

5) Strong Relations with the Regional District of Nanaimo (RDN)

It was noted that the RDN has ability to do things that the Islands Trust cannot and that there will be some projects that make sense to pursue the relationship more. In general, support.

6) Liaise regularly with Local Planning Committee (LPC):

In general, support.

7) Make AH plans more accessible for non-profit agencies:

The APC is in general support of this, although they are not clear on the regulatory change. Low priority.

8) Explore Multi-dwelling housing options and densification in Specified Areas:

Some members may support this but others need more clarification before making a decision. There are questions around density transfer concept.

9) Support Housing Diversity through Housing Agreements and Amenity Zoning Provisions:

Some members may support this. Low priority. Need more input before making a decision.

10) Support social cohesion by diversifying single-target Multi-dwelling Development Permits:

In general, support.

11) Permit Secondary Suites in Residential Zones:

The APC is in general support of exploring this possibility. They wonder what the accumulated impact would be. There would need to be conditions.

Megan Walker left the meeting at 8:40 pm.

12) Review the required minimum lot area for accessory cottages and/or secondary suites in residential areas:

Some members support this; some are concerned about over densification. Ecological and social impact is a concern.

13) Tiny Homes:

The APC supports the concept of small houses.

**It was MOVED and SECONDED,**  
that the Gabriola Island Advisory Planning Commission advise the Gabriola Island Local Trust Committee to convene another meeting of the APC to prioritise and clarify the affordable housing initiatives with trustees and planner in attendance.

**CARRIED**

**5. Next Meeting Date**

The next meeting date would be scheduled as needed.

**6. Adjournment**

**By general consent,** the meeting was adjourned at 9:20 pm

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Madeleine Ani, Chair

Certified Correct:

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Jessie Sherk, Recorder



## Minutes of the Gabriola Island Advisory Planning Commission

**Date of Meeting:** Wednesday, January 6, 2016

**Location:** Islands Trust Office  
700 North Road, Gabriola, BC

**APC Members Present:** Madeleine Ani, Chair  
Megan Walker, Deputy Chair  
Stuart Denholm, Secretary  
Bob Andrew  
Ann Landry  
Kees Langereis  
Jim Prunty

**Staff Present:** Sonja Zupanec, Island Planner  
Jessie Sherk, Recorder

**Others Present:** Heather O'Sullivan, Local Trustee  
Melanie Mamoser, Local Trustee  
1 member from the local media

### 1. CALL TO ORDER

Chair Ani called the meeting to order 5:31 pm.

### 2. APPROVAL OF AGENDA

Short discussion ensued regarding the goals of this meeting and how much should be discussed around each topic.

The following addition to the agenda was presented for consideration.

#### 4.1.1 Bob Andrew re: Faye Weller's Paper – for discussion

By general consent, the agenda was approved as amended.

### 3. MINUTES

#### 3.1 Gabriola Advisory Planning Commission Draft Minutes dated October 28, 2015

The following amendments to the minutes were presented for consideration:

Page 1 Correct spelling of Bob Andrew, Madeleine Ani and Megan Walker

- Page 3 Amend the title of item 1) to read “1) Communicate AH Provisions via Secondary Suites in the AG Zone” and add a third bullet:
- expand the scope to include other provisions such as boarding homes
- Page 4 Heading in item 10) should be underlined.

**By general consent**, the minutes were adopted as amended.

#### **4. OBJECTIVE & REFERRAL QUESTION**

##### **4.1 To recommend to Trustees which of the thirteen strategies in the Attainable Housing Memo dated July 14, 2015 (the “memo”) are most viable and effective.**

Trustees thanked the members for being a part of the Advisory Planning Commission (APC) noting that their recommendations are both valued and helpful.

Chair Ani clarified that Planner Zupanec was present to answer any technical questions and that the trustees could also answer certain questions. Planner Zupanec explained the type of discussion that is appropriate for trustees to engage in.

##### 4.1.1 Bob Andrew re: Faye Weller’s paper

Discussion ensued. It was decided that this topic would be on a future agenda.

##### **4.2 Questions & Clarification of Affordable Housing initiative**

Planner Zupanec answered questions regarding density transfer. She spoke generally about the concept of density transfer and noted that members should refer to the housing agreement section in the Islands Trust housing toolkit. It was noted that density bonus and density transfer are two different things. Discussion ensued.

Planner Zupanec discussed housing agreements noting that its purpose is to secure affordability. She stated that this is implemented in many different ways. Amenity zoning was also explained.

#### **2. PRIORITIZING RECOMENDATIONS**

Trustees gave a summary of where this project came from and what the goals are. Discussion ensued.

Discussion ensued regarding the thirteen recommendations and how to achieve prioritization. It was agreed that the APC would not discussing items 7 through 13 individually at this meeting and that today’s meeting should focus on finding the top three out of all thirteen items.



The thirteen items are as follows:

1. Communicate Affordable Housing (AH) provisions via secondary suites bylaw in agricultural zones (AG)
2. Reframe the AH message as a collective benefit
3. Capacity building for the Gabriola Affordable Housing Society
4. Continue to support Village Vision
5. Strong relations with the Regional District of Nanaimo
6. Liaise regularly with the Local Planning Committee
7. Make AH plans more accessible for non-profit agencies
8. Explore multi dwelling housing options and densification in specified areas
9. Support housing diversity through housing agreements and amenity zoning provisions
10. Support social cohesion by diversifying single target multi dwelling development permits
11. Permit secondary suites in residential zones
12. Review the required minimum lot area for accessory cottages and/or secondary suites
13. Tiny homes

The members used a voting system to determine the top three priorities. Members that voted for items that were not identified as top three, were given the opportunity to discuss why they felt it should be a priority and discussion ensued.

**#13: Tiny homes**

- It was agreed that the concept of smaller homes was favourable.
- It was noted that these homes were not all mobile and that there are many examples of tiny homes not on wheels.
- The reasons that homes on wheels are currently prohibited on Gabriola was discussed.

**#7: Make AH plans accessible for non-profit agencies**

- It was noted that the Local Trust Committee (LTC) needs help from other groups and non-profits and that this is an important item.
- It was agreed that although this was not identified as a top three item, that the LTC should still be encouraged to work with these group.

**#9: Support housing diversity through housing agreements and amenity zoning provisions**

- It was noted that there is support of increased housing diversity.
- It was noted that housing agreements and amenity zoning seem like a useful tool.
- There is a desire to have co-housing and land sharing and that the focus should be on the village core and other neighbourhood hubs.

It was noted that topics 8, 9 and 10 have overlapping issues.

The top three recommendations were identified (in no particular order) as:

- #8;

- #10; and
- #11
- It was noted that item #12 had some support as well.

**GB-APC-2016-01**

**It was MOVED and SECONDED,**

that the Gabriola Island Advisory Planning Commission recommend that topics 8, 10 and 11 from the Gabriola Island Affordable Housing Action Chart be the top three priorities.

**CARRIED**

The members then discussed elements from other recommendations for future review and noted the following:

- #7 (Make AH plans accessible for non-profit agencies)
  - promote idea of working with and providing support to non-profit agencies
- #9 (Support housing diversity through housing agreements and amenity zoning)
  - amenity zoning is an excellent tool if it is in the Official Community Plan (OCP) already
  - ties into #10
- #12 (Review the required minimum lot area for accessory cottages and/or secondary suites)
  - ties into #11
  - support examining section 2.6 in the OCP
  - overall impacts should be assessed and considered
  - developing a way of determining ecological and social impact would be beneficial
- # 13 (Tiny Homes)
  - downsizing is supported
  - concern about septic and other services
  - support review of existing mobile home restrictions
  - would help with barriers to co-farming

The members then made comments about their top three priorities:

- #8 (Explore multi dwelling housing options and densification in specified areas)
  - may be benefit of looking into OCP to increase densities
  - there should be neighbourhood hub parameters/limits
  - it should be not for profit
- #10 (Support social cohesion by diversifying single target multi dwelling development permits)
  - large buildings may not be good for Gabriola
  - ties into #9, clarification that it is a mix of market and affordability
- #11 (Permit secondary suites in residential zones)
  - creating these suites on Gabriola may be very costly and not end up being affordable

- opportunity for rentals is a benefit
- should only be allowed within certain distances of neighbourhood hubs to decrease greenhouse gas emissions related to car travel
- possibility for identifying areas (allowed along transit routes)
- be allowed outside of water sensitive areas
- consider other definitions of secondary suites
- look into ways of dealing with issues such as composting toilets as a solution to septic issues

**GB-APC-2016-02**

**It was MOVED and SECONDED,**

that Gabriola Island Advisory Planning Commission request that the Gabriola Island Local Trust Committee consider all comments made in meeting minutes and note that the first six items in the Gabriola Island Affordable Housing Action Chart also hold merit.

**CARRIED**

**5. MEETING TIME**

The members discussed what dates and time they are generally available. It was agreed that they would decide on a case by case basis.

**6. ADJOURNMENT**

**By general consent**, the meeting was adjourned at 8:04 pm.

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Madeleine Ani, Chair

Certified Correct:

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Jessie Sherk, Recorder

**From:** [REDACTED]  
**Sent:** Monday, January 11, 2016 1:58 PM  
**To:** Heather O'Sullivan; Melanie Mamoser; Laura Busheikin  
**Cc:** Becky McErlean; Aleksandra Brzozowski  
**Subject:** Dog Sitting

Firstly allow me to wish you all the very best in health and happiness in the coming year.

The fact is that the dog sitting issue on small lots on Gabriola is nothing to do with dogs, it is about a fundamental sacrifice in environmental stewardship that the Gabriola LTC may be prepared to make to accommodate one home occupation for very little gain and to the exclusion of all other home occupations. This issue is not about one home occupation it is about all home occupations on Gabriola.

In lieu of business licences on Gabriola a list of regulations is contained within the land use bylaw to regulate all home occupations so that all residents including dog owner may have their peace tranquility and health protected from inappropriate home occupations, which could also result in declining property values in any SRR area.

It is irrelevant that dogs bark and generate hazardous waste where ever they are because in this case we are dealing with commercial hazardous waste and noise generated by a home occupation. To protect property owners the production of hazardous waste or noise is not permitted by any home occupation on Gabriola at this time.

Dog waste is considered hazardous and local garbage pick up not equipped to deal with hazardous waste, and in any case it is commercial waste if it generated by a business and is not subject to pick up.

Dog owners in the City of Nanaimo must transport their dog waste to the dump where it is handled as hazardous waste and they pay for that service.

If the Gabriola LTC allow a home occupation that produces toxic waste and noise even under a Temporary Use Permit it would negatively effect the protection we all have including dog owners against our right to peace tranquility a healthy environment and falling property values due to inappropriate home occupations.

The fact that one home occupation may be allowed to legally break fundamental environmental stewardship rules would form a good defence in court for any home occupation next door to you to do the same thing. This defence has been successfully used in a Gabriola bylaw case as a result The Islands Trust lost that case in the Supreme Court of British Columbia at substantial public expense.

As it stands now we are in a situation where we have no accounting for how many dogs have been unlawfully housed over the last six years or how much waste was generated or how it was disposed of.

If a home occupation is unlawful over a long period of time it would be reasonable that there would be other unlawful actions associated with that occupation in particular noise and commercial hazardous waste disposal.

[REDACTED]  
[REDACTED] the LTC have a perfect right to allow this public exploitation and expense [REDACTED] [REDACTED] if they wish, as they are totally responsible for Bylaw enforcement also at public expense.

This is not about dog people or anti dog people it is about land use the environment, and as usual money. All Gabriolans should be concerned about this situation, dog owners included.

Best regards

Peter Phillips

Gabriola.



# Memorandum

700 North Road Gabriola Island, BC BC V0R 1X3

Telephone (250) 247-2063 FAX: (250) 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

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Date January 13, 2016 File Number 6500-20  
LTC Top Priorities

To Gabriola Island Local Trust Committee  
**For meeting of January 14, 2016**

From Aleksandra Brzozowski  
Island Planner  
Northern Office

Re Requesting Additional Funding for 2016/2017 LTC projects

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Due to the slower than anticipated timing for two of the LTC's priority projects (Dog Care Regulations and Roadside Signage review), Staff advises that the Gabriola LTC Work Program budget request for 2016/2017 will likely be insufficient for the needs of the next fiscal.

Budget revision requests will be considered at the February 2, 2016 Financial Planning Committee (FPC) meeting. Staff requests that the LTC pass the following resolution to be sent to the FPC:

"That the Gabriola Island Local Trust Committee requests a revision to the draft 2016-17 Project Budget submission to include \$1,500 for OCP and LUB amendments."