



A NOTICE OF A BUSINESS MEETING OF **THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:15 AM on Thursday, October 4, 2012 at the Women's Institute,
476 South Road, Gabriola Island, BC

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		10:15 am
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Meeting Minutes of September 6, 2012 – <i>for adoption</i>	1-12	10:20 am
3.2	Section 26 Resolutions Without Meeting - <i>none</i>		
3.3	Gabriola Island Advisory Planning Commission Draft Meeting Minutes dated September 17, 2012 – <i>attached</i>	13-14	
3.4	Mudge Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.5	Gabriola Island Agricultural Advisory Commission Draft Meeting Minutes - <i>none</i>		
12			
4.	BUSINESS ARISING FROM MINUTES		10:25 am
4.1	Follow-up Action List dated September 25, 2012 - <i>attached</i>	15-17	
4.2	Advocacy in Relation to Ministry of Transportation and Infrastructure List of Official Community Plan Policies – <i>attached for discussion</i>	18-19	
4.3	Draft Follow Up Letter regarding Meeting with Regional District of Nanaimo – <i>to be distributed</i>		
4.4	Staff Advice regarding Letter from Gabriola Streamkeepers – <i>verbal update</i>		
5.	CORRESPONDENCE		10:40 am
	<i>"Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application or project is on the Agenda for Consideration"</i>		
5.1	Letter from Gabriola Rod ,Gun and Conservancy Club dated September 10, 2012 - <i>attached</i>	20-21	
5.2	Letter from Gabrielle Warden dated September 16, 2012 regarding Gabriola Rod, Gun and Conservancy Club - <i>attached</i>	22	
5.3	Letter dated August 22, 2012 from BC Hydro Regarding Funding Available for Electric Beautification Projects - <i>attached</i>	23-26	

6.	REPORTS		
6.1	Work Program Reports		
	Top Priorities Report and Projects List dated September 25, 2012 - <i>attached</i>	27-28	
6.2	Applications Log		
	Report dated September 25, 2012 – <i>attached</i>	29-33	
6.3	Trustee and Local Expenses		
	Expenses posted to August 31, 2012 - <i>attached</i>	34	
7.	NEW BUSINESS		10:50 am
7.1	Local Trust Committee Meeting Dates for 2013 Memorandum dated September 18, 2012 – <i>attached</i>	35	
7.2	Local Trust Committee Budget Request for 2012/2013 Memorandum dated September 20, 2012 – <i>attached</i>	36-44	
7.3	Islands Trust Briefing Note dated September 18, 2012 from Clare Frater, Trust Area Policy Analyst, regarding BC Hydro Woodpole Test and Treat Program – 2012 - <i>attached</i>	45-66	
7.4	Gabriola Telephone Directory Renewal – <i>attached for discussion</i>	67	
7.5	Advisory Commissions Secretary Appointments Memorandum dated September 25, 2012 - <i>attached</i>	68	
7.6	Emcon Services Inc. Winter Stakeholder Meeting Letter dated September 24, 2012 – <i>attached</i>	69	
8.	TRUSTEES' REPORT		
9.	CHAIR'S REPORT		
10.	REGIONAL DIRECTOR'S REPORT		
11.	DELEGATIONS		
12.	TOWN HALL SESSION		11:30 am
13.	APPLICATIONS AND PERMITS		11:45 am
13.1	GB-DP-2012.3 (Intrascap Developments Inc. – Madrona, Phase 2) Staff Report dated September 25, 2012 - <i>attached</i>	70-78	
13.2	GB-DVP-2012.2 (Boulton) Staff Report dated September 13, 2012 – <i>attached</i>	79-88	
14.	LOCAL TRUST COMMITTEE PROJECTS		
14.1	Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas & Steep Slopes)		
	14.1.1 Project Charter – standing item	89	
	14.1.2 Communication Strategy – standing item	90-91	
15.	BYLAWS		
16.	ISLANDS TRUST WEBSITE		12:10 pm
16.1	Gabriola Page – <i>attached</i>	92-94	

17. NEXT BUSINESS MEETING

Thursday, November 1, 2012 at 10:15 a.m. at the Women's Institute, 476
South Road, Gabriola Island, BC

18. TOWN HALL SESSION – *time permitting*

19. ADJOURNMENT

12:15 pm

*Approximate time is provided for the convenience of the public only and is subject to change without notice

DRAFT

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 P.M. ON THURSDAY, SEPTEMBER 6, 2012
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

<u>PRESENT:</u>	David Graham	Chair
	Sheila Malcolmson	Local Trustee
	Gisele Rudischer	Local Trustee
	Chloe Fox	Island Planner
	Stephen Orgill	Recorder

There were two (2) local media representatives and fourteen (14) members of the public attending the meeting.

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:15 am. He introduced himself, the Local Trust Committee and staff to the public in attendance. Chair Graham acknowledged that the meeting is taking place on the traditional territory of the Coast Salish People.

2. APPROVAL OF AGENDA

The Local Trust Committee reviewed the agenda and made the following change:

- add item 7.4 *Gabriola Streamkeepers*

The Local Trust Committee approved the agenda by consensus.

3. MINUTES

3.1 *Local Trust Committee Meeting Minutes of July 26, 2012.*

The Local Trust Committee reviewed the minutes of the July 26, 2012 business meeting and made the following changes:

- Page 3, item 4.1, first paragraph, last sentence; replace "*Trust Council*" with "*Local Planning Committee*"
- Page 3, item 4.2, second sentence, replace "*Local Trust Committee*" with "*trustees*"
- Page 5, item 8, last paragraph, second and third sentences, delete "*local issues. Trust Council Had been engaged in public consultation on*" to combine sentences 2 and 3. Insert "*more oil*" between "*keeping*" and "*tankers*"
- Page 5, item 9, first sentence, correct typo "*early*"
- Page 6, item 11.1, third paragraph, first sentence, delete "*and that the Ministry of Transportation and Infrastructure had reduced the speed limit to*"

accommodate zero emission neighbourhood vehicles"; second sentence, delete *"commented on support for a rural safety course and"*

- Page 7, item 12, second paragraph, delete last sentence beginning; *"He noted that it was Phase 1..."*
- Page 7, item 13.1, first paragraph, last sentence, capitalize "Trust"
- Page 7, item 13.1, second paragraph, first sentence, replace, *"setbacks are on the plan,"* with *"trees on the plan are on the setback,"*
- Page 7 item 13.1, paragraph five, first sentence, insert spaces between *"that the"* and *"7 is"*; line space after fourth sentence ending paragraph at *"...the development guidelines;* sixth paragraph, second sentence, replace *"struggling over"* with *"questioning"*
- Page 8, item 13.2.1, second paragraph, first sentence, delete *"bylaws that"*; last sentence, delete *"the"* and *"all"* to read *"...given more time to get the necessary information."*
- Page 8, item 13.2.1, third paragraph, last sentence, insert *"today"* after *"decision"* and replace *"this week."* with *"today."*
- Page 10, resolution GB-082-2012, correct typo *"advice"*
- Page 11, item 17, second paragraph, first bullet, replace *"I"* with *"meeting and"* after *"Infrastructure"*; second bullet, change to *"Presentation of stewardship award."*

The Local Trust Committee adopted the minutes of the July 26, 2012 meeting by consensus as amended.

3.2 *Section 26 Resolutions Without Meeting*

There were no Section 26 Resolutions Without Meeting to report.

3.3 *Gabriola Island Advisory Planning Commission Meeting Minutes*

There were no Advisory Planning Commission meeting minutes.

3.4 *Mudge Island Advisory Planning Commission Meeting Minutes*

There were no minutes of the Mudge Island Advisory Planning Commission.

3.5 *Gabriola Island Agricultural Advisory Commission Draft Meeting Minutes*

There were no minutes of the Gabriola Island Agricultural Advisory Commission.

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action Report dated August 15, 2012*

The Local Trust Committee reviewed the Follow-up Action Report dated August 15, 2012 and Planner Fox asked the trustees if there were questions. Trustee Rudischer asked for further details about the distribution of the draft Regional District of Nanaimo Area Farm Plan.

5. **CORRESPONDENCE**

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

5.1 *Email dated July 31, 2012 from David Young and Michiko Young regarding Gabriola Rod, Gun & Conservation Club*

The trustees reviewed the correspondence concerning a request to review the zoning of the property occupied by the Gabriola Rod, Gun & Conservation Club. Trustee Rudischer read from the Official Community Plan, the wording concerning the allowed land uses and concluded that it indicates that there was intention to allow shooting ranges. Trustee Rudischer commented that the “existing shooting range” in 1996 is different from the shooting range of 2012. Trustee Malcolmson commented that the only place that a shooting range is allowed is on the property noted in the correspondence. It was noted that according to the neighbours, the noise level is no longer at an acceptable level. Trustee Rudischer remarked that there is an error on the Official Community Plan map and requested the planner to take note for future review. She suggested that a definition of a shooting range should be included to restrict hours or noise levels. Trustee Malcolmson suggested adding the item to the list of land use amendments for further consideration.

Paul Metcalf, Vice President of the Gabriola Rod, Gun & Conservation Club, asked if the Local Trust Committee is aware that the nature of the shooting activity at the club had changed back to the 1996 club activities. He noted that the letters received by the Local Trust Committee are from plaintiffs in a lawsuit they have launched against the gun club.

GB-083-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee add the definition of shooting range to the land use bylaw amendment list.

CARRIED

Trustee Rudischer offered to reply to the emails concerning the rezoning of land occupied by the Gabriola Rod, Gun & Conservation Club.

5.2 *Email dated July 31, 2012 from Drew Staniland regarding Gabriola Rod, Gun & Conservation Club*

Received.

5.3 *Email dated July 31, 2012 from Fred Harris and Mary Ann McDonald regarding Gabriola Rod, Gun & Conservation Club*

Received.

- 5.4 *Email dated August 3, 2012 from Tammy Hudgeon and Ode Howard regarding Gabriola Rod, Gun & Conservation Club*

Received.

- 5.5 *Email dated July 31, 2012 from Maureen Karagianis regarding Oil Spills and Tanker Traffic*

The Local Trust Committee reviewed the email from Maureen Karagianis congratulating the Island Trust for perspective and tenacity when it comes to protecting Gulf Islands from oil spills and increased tanker traffic.

6. **REPORTS**

6.1 *Work Program Reports*

The Local Trust Committee reviewed the Top Priorities Report and Projects List dated August 15, 2012. Trustee Rudischer commented that the planner had been doing a good job informing the public about the Riparian Areas Regulation and the Hazardous Areas and Steep Slopes Development Permit Area.

6.2 *Applications Log dated August 15, 2012*

The Local Trust Committee briefly reviewed the Applications Log dated August 15, 2012.

Trustee Malcolmson asked the planner if the referral of the development permit application for Madrona Marketplace Phase 2 had been received by the Advisory Planning Commission. Planner Fox replied that there would hopefully be a meeting in the next couple of weeks.

6.3 *Trustee and Local Expenses posted to July 31, 2012*

6.3.1 *Expenses posted to July 31, 2012*

The Local Trust Committee reviewed the local expense statement with postings to July 31, 2012.

GB-084-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to remove two thousand dollars (\$2000) from the Local Miscellaneous account (65240) and add one thousand dollars (\$1000) each to LTC Meeting Expenses (65200) and APC Meeting Expenses (65210).

CARRIED

6.3.2 *Fiscal Year Budget for 2013/14*

Trustee Malcolmson reviewed several items for discussion. She referred to the list of carry-over items that had been forwarded by the previous Local Trust Committee and provided her comment on each item. Discussion followed. Trustee Malcolmson suggested that a planner

recommendation would be useful and a decision could be made at a later date.

7. **NEW BUSINESS**

7.1 Islands Trust Fund Board Referral Briefing and Five Year Plan

The trustees reviewed the Islands Trust Fund Five Year Plan 2013-2017. Trustee Malcolmson commented that the referral and the form of the plan are directed by a statutory requirement.

7.2 Ministry of Transportation and Infrastructure Meeting Follow Up

Trustee Malcolmson summarized the June 18, 2012 meeting with the ratepayers association and the Ministry of Transportation and Infrastructure. She reviewed some of the issues discussed that included new grading of roads and the effect to the natural look of the road allowance, the bike path proposal and how bike paths may be implemented, renewing EMCON's contract, and the village footpath idea. She also mentioned that EMCON and the province should be reminded about the natural look of the road allowance.

Howard Houle, Regional District of Nanaimo Director, told the Local Trust Committee that the Regional District of Nanaimo Board is preparing a request to take over the authority for roadside sidewalks and bike paths from the Ministry of Transportation and Infrastructure.

Trustee Rudischer suggested that she would bring to the next meeting a proposal for an Official Community Plan advocacy policy in relation to the Ministry of Transportation and Infrastructure and referral to the Transportation Advisory Commission.

7.3 Regional District of Nanaimo Meeting Follow Up

Trustee Rudischer gave a verbal report of the meeting with the Regional District of Nanaimo. She mentioned one of the items under discussion was that the fencing at Descanso Bay campground doesn't provide access to the waterfront. She provided a list of items for consideration to Regional Director Houle. Trustee Malcolmson speculated how to communicate with the Regional District of Nanaimo on local projects.

Regional Director Houle provided an update with respect to federal government providing funding for 11 charging stations for electric vehicles in the Nanaimo area. He said that at least one would be for Gabriola Island. He suggested that the Islands Trust office could subscribe the Regional District of Nanaimo to the Local Trust Committee news updates to communicate on local projects.

Trustee Malcolmson offered to bring a draft letter to the next Local Trust Committee meeting as a follow up to the June meeting with the Regional District of Nanaimo.

7.4 Gabriola Streamkeepers

Trustee Malcolmson explained receiving a letter August 24, 2012 from Adrienne Vance of the Gabriola Streamkeepers and summarized the issues contained in the letter. She explained that the Gabriola Streamkeepers would like help in identifying property owners that the three streams flow through. Planner Fox noted that the streams identified in the letter were not among those mapped during the Riparian Areas Regulation Assessment and Mapping project. She commented that if these were streams that had already been mapped, it would be quick and easy, however identification of property owners in this case would involve planner time that had not been forecast.

GB-085-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff advice on the time required to provide streamkeepers with landowner contact information for Mallet and Descanso Creeks and Wagg Brook; offer Streamkeepers landowner contact information for existing Riparian Areas Regulation map creeks and advise Streamkeepers on alternate providers of this information.

CARRIED

The Local Trust Committee moved agenda item 14.1 forward by consensus.

14.1 Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas and Steep Slopes

Planner Fox summarized the August 13, 2012 staff report regarding the Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas & Steep Slopes) – draft amendments. She explained the attachments that include draft Development Permit Area 3 (DP-3) Riparian Areas, and draft Development Permit Area 6 (DP-6) Steep Slopes. She outlined three staff recommendations.

COMMUNITY STEWARDSHIP AWARD PRESENTATION

At 11:50 am Chair Graham called a recess for presentation of the Community Stewardship Award, informal discussion and refreshments.

Trustee Malcolmson explained to the audience that the Local Trust Committee presents the Community Stewardship Award where the award is being received and that this is the second award for Gabriola Island. The award is being presented to the Board of the Gabriola Healthcare Society for their direction in building the medical clinic. Trustee Malcolmson said that there were 18 or more nominations this year and that the award is meant to acknowledge groups and individuals who are preserving the community, culture or environment of an island. The award program is designed to celebrate the dedicated people who have donated countless hours in service to preserving and protecting the Islands Trust Area, in cooperation with others. She remarked that the award is a testament to all of Gabriola and thanked the people who nominated the Board.

Chair Graham called the meeting back to order at 12:15 pm.

8. TRUSTEES' REPORTS

Trustee Rudischer reported that she had attended a talk by Dr. Riki Ott about oil spills and their effect on the environment and on people. Dr. Ott had witnessed the Exxon Valdez oil spill and clean up in 1989 and the recent BP oil spill in the Gulf of Mexico. Trustee Rudischer said that she was surprised to learn that the technology for oil spill clean up hadn't changed in 20 years. Trustee Rudischer reported that she attended the opening of the Medical Clinic and praised everyone who had worked so hard to make the medical clinic a reality and provide the community with such an asset. Trustee Rudischer attended the Local Planning Committee meeting in Victoria discussing the Strategic Plan that will be on the agenda of the next Trust Council meeting. Trustee Rudischer attended the first meeting of the Gabriola Streamkeepers and commented on how helpful it is to have local residents monitoring streams and noting changing conditions. She also reported on a recent meeting with federal representatives to discuss the proposed National Marine Conservation Area.

Trustee Malcolmson added that she also attended the National Marine Conservation Area meeting with Trustee Rudischer and elaborated on the proposal to extend the borders of the National Marine Conservation Area. She explained that fishing exclusion areas are being proposed to restore fisheries. She reported that Parks Canada is taking the initiative to gather public comments. Trustee Malcolmson showed a copy of the Marine Atlas that was distributed at the meeting and said that it is available at the Gabriola Public Library. Trustee Malcolmson reviewed several of the Trust Council meeting agenda items that will include protection of natural environment, protection of water resources, enhancing community economic security and sustainability, and the Strategic Plan to focus activities at the Trust Council level.

9. CHAIR'S REPORT

Chair Graham reported that the Executive Committee meeting had mostly worked on the agenda for the Trust Council meeting that takes place on Bowen Island next week. Chair Graham also commented on having attended the National Marine Conservation Area meeting.

10. REGIONAL DIRECTOR'S REPORT

Regional District of Nanaimo Director Howard Houle reported that the directional signs at the 707 Acre Park had been installed. He commented that the pond liner at the Rollo McClay Park might not get done before the rains start and that the design and materials are waiting for an installation date. Director Houle noted that dogs had become an issue and that dog owners are reminded that when you're in the parks on Gabriola that there are young deer and if your dog chases deer it is a \$100 fine. He commented that the Gabriola Lands and Trails Trust had been very busy with new trails and trail improvements. Director Houle reported that he had raised the question of the two water licenses on Agricultural Land Reserve land at a meeting with Chair Richard Bullock and was assured there would be a review in consultation with Islands Trust. He reported that Regional District of Nanaimo staff would be preparing a report for the

Electoral Area B Parks and Open Space Advisory Committee and the Regional District of Nanaimo board on the short and long term parking improvements to Rollo McClay Community Park. Director Houle reported that the Regional District of Nanaimo board had approved a motion to develop a service area establishment bylaw for the creation of a taxi-saver service for Gabriola. Director Houle reported that Gabriola could be getting a level two electric vehicle charging station funded by the federal government.

11. DELEGATIONS

11.1 *Ken Zakreski for Gabriola Radio Society*

Due to the library on Gabriola having been closed during the summer and it being scheduled to open in mid September, Ken Zakreski brought documents that had been referred to at previous presentations to the Local Trust Committee. He reviewed those documents and offered them for public inspection.

Ken Zakreski, President of Gabriola Radio Society, distributed copies of a document outlining the Radio Society's response to questions that arose in previous staff reports. He told the Local Trust Committee that there are no tower sites in the vicinity designed to broadcast to Gabriola. He reported that the Gabriola Radio Society board at its last meeting had passed a motion to approve the expenditure for a legal survey of the site and also passed a motion to investigate and report back to the Local Trust Committee the environmental impact of constructing a broadcast tower. He advised that their engineer's report stated "no adverse environmental impact", the archaeological assessment indicated nothing within 50 metres, and there had been no objection from nearby covenant holders.

Ken Zakreski concluded that the Gabriola Radio Society propose to build a low impact radio transmission tower. He felt that the Society had addressed public concerns as well as it could, and asked the Local Trust Committee to support the referral.

12. TOWN HALL SESSION

Theresa Beers stated that the Local Trust Committee typically responds to the community input and would like the Local Trust Committee to hear the community response on this occasion. She said that she doesn't think this is the last time the issue would be discussed, and so it should be addressed in the Official Community Plan.

Linnet Kartar told the Local Trust Committee that we've made our point, please hear this, we do not want the tower.

An unidentified speaker said that the deadline is today and asked the Local Trust Committee to deny the referral.

Another unidentified speaker commented that it's not a radio tower but a million dollar piece of real estate.

An unidentified speaker suggested that there were options she hadn't heard discussed such as using the facilities at Vancouver Island University Radio CHLY.

Mike Philips requested the Local Trust Committee to deny the referral.

Ken Zakreski said that height is everything to FM radio transmission and that it does improve the coverage. He also commented that CHLY Radio and Gabriola Radio are working cooperatively.

13. APPLICATIONS AND PERMITS

13.1 *Gabriola Radio Society Tower Application* 13.1.1 *Staff Report dated August 15, 2012*

Planner Fox reviewed the staff report dated August 15, 2012 regarding the broadcast tower proposal. She summarized three Local Trust Committee resolutions that had been adopted at the previous meeting and commented that the purpose of the report is to provide an update on those resolutions and present the proposal for final consideration of the Local Trust Committee. Planner Fox presented the Local Trust Committee with several options in relation to the application and provided recommendations from staff.

The Local Trust Committee discussed the consequences of not supporting the referral.

Trustee Rudischer summarized that of the 81 heard respondents providing comment, 70 are opposed and 11 supported the location of the transmission tower. She said that there appears to be a lot of support for the radio station but not for the tower site.

Trustee Malcolmson was in agreement with the staff recommendation citing that lack of support from the community is significant. She reviewed the site options recommended by Industry Canada.

Trustee Rudischer noted that Gabriola bylaws don't support radio towers and they don't comply with the current Official Community Plan.

Chair Graham summarized: there had been public consultation, the Local Trust Committee has heard fears from neighbours; the tower site has attributes that works for the radio station; the tower is not what Gabriolans want.

GB-086-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee not support the proposal submitted by the Gabriola Radio Society, file 5590-20-01 (Gabriola Radio Society), for the siting of a radio tower on the property legally described as: The Southwest ¼ of Section 9, Gabriola Island, Nanaimo District, Except that Part in Plans 34295, VIP69975 and VIP71690, for the following reasons:

- It does not comply with the Official Community Plan or the Land Use Bylaw;

- Lack of support from emergency responders and arts community, which the radio tower had been presented as in-aid-of;
- Lack of support for proposed tower in light of options related to existing towers, co-location, and testing support for new community radio broadcasts over the internet (i.e. There is existing coop radio in Nanaimo, there is existing tower coverage for emergency services, there are options to broadcast Gabriola Coop radio in Nanaimo, there is existing tower coverage for emergency services, there are options to broadcast Gabriola coop radio without a tower).

CARRIED

GB-087-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to include in the final package to Industry Canada and the applicant for file 5590-20-01 (Gabriola Radio Society) a copy of the final resolution, a copy of all public correspondence received during the consultation period, a copy of all staff reports written on the application relevant Official Community Plan and Land Use Bylaw provisions and a copy of all referral responses received on the application.

CARRIED

GB-088-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend resolution GB-087-2012 by inserting “, *relevant Official Community Plan and Land Use Bylaw provisions*” after “...reports written on the application”.

CARRIED

13.1.2 Compilation of Correspondence to July 26, 2012 to August 24, 2012

Received.

13.1.3 Letter received after deadline from Dr. D.C. Worthing

Received.

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 *Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas and Steep Slopes)*

Discussion continued regarding the report presented earlier at this meeting by Planner Fox. The trustees questioned Planner Fox on several details contained in the report and Planner Fox explained further.

GB-089-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer Draft Development Permit Area 3 - Riparian Areas and Draft Development Permit Area 6 – Steep Slopes, including accompanying mapping, to the Gabriola Island Advisory Planning Commission for comment.

CARRIED

GB-090-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to schedule a Community Information Meeting as a Special Meeting of the Gabriola Island Local Trust Committee for the purpose of presenting and receiving input from the general public on Draft Development Permit Area 3 – Riparian Areas and Draft Development Permit Area 6 – Steep Slopes.

CARRIED

14.1.1 Project Charter – standing item

The Local Trust Committee reviewed and commented on the Gabriola Island Development Permit Areas – Project Charter.

14.1.2 Communication Strategy – standing item

The Local Trust Committee reviewed and commented on the Communications Strategy.

14.1.3 Email dated July 26, 2012 from Nick Doe

The Local Trust Committee discussed Mr. Doe's email providing advice about problem soils.

15. BYLAWS

There were no bylaws for consideration on this agenda.

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website and made no changes.

17. NEXT BUSINESS MEETING

The next Local Trust Committee meeting will be at 10:15 am on Thursday, October 4, 2012 at the Women's Institute, 476 South Road, Gabriola Island, BC.

18. TOWN HALL SESSION

There were no comments or questions from the public

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 1:45 pm.

Chair

Recorder



Islands Trust

DRAFT
**MINUTES OF THE GABRIOLA ISLAND
 ADVISORY PLANNING COMMISSION MEETING**

Held on September, 17, 2012

At Northern Islands Trust Office, 700 North Road, Gabriola Island

PRESENT:

APC Members:	Nancy Crozier, Deb Scott, Lisa Webster-Gibson, Stephen O'Neill, Alix Hodson, Debroah Ferens
Trustees:	Sheila Malcolmson, Gisele Rudischer
Recorder:	Chris Jackson, Regional Planning Manager
Regrets (if any):	James Prunty

There were five members of the public present.

1. Welcome

Chris Jackson, Regional Planning Manager started the meeting at 7:10 p.m. and welcomed the new membership of the Advisory Planning Commission (APC). The members introduced themselves to each other and the public in attendance.

2. Advisory Planning Commission Orientation

A brief orientation was provided by Manager Jackson, who then sought expressions of interest for the positions of Chair, Vice Chair and Secretary of the APC.

- Lisa Webster-Gibson was acclaimed as Chair.
- Nancy Crozier was acclaimed as Vice-Chair.
- Deb Scott accepted the position of Secretary, which will be confirmed by Local Trust Committee appointment.

3. Approval of Agenda

No new items.

4. Referral, GB-DP-2012.3 (Intrascap Developments Inc.)

The Advisory Planning Commission discussed the referral with input from the applicants, staff and members of the public present. Topics included:

- Development Permit guidelines;
- Draft Development Permit;
- Placement of benches;
- Use of indigenous, drought and deer tolerant species of plants rather than exotic plantings;
- Meaning of terms "Greenspaces" and "Natural Vegetation" as they appear in the draft

DRAFT

development permit and proposal sketches;

- Parking, both the number of spaces and locations;
- Future development potential on the lot and developers plans;
- Trails and walkways as shown on sketches;
- Possible trail connection with the Lions Seniors Housing;
- Use of cisterns and rainwater catchment;
- Health of the soil, given that it was the site of a previous gas station with underground tanks;
- Plans to address drainage from parking areas where oil and other chemicals could contaminate soil and water resources;
- Establishment of electric vehicle recharging station;

During discussion the matter of recommending issuance of the development permit was brought forward with the following resolution:

GBAPC-001-2012 It was moved and seconded that the Gabriola Island Advisory Planning Commission considers that the proposal meets the guidelines of Development Permit Area 7 and recommends that the Gabriola Island Local Trust Committee issue GB-DP-2012.3 (Madrone phase two), as submitted.

DEFEATED. 2 in favour; 4 opposed

Further discussion occurred with many members expressing concern that while the proposal appears to meet development permit area 7 guidelines, the Local Trust Committee should be made aware that the development plans could be improved. Specifically, comments were made related to allowing benches in setback areas (through appropriate permitting processes) and ensuring that natural vegetation take priority over other planting options.

GBAPC-002-2012 It was moved and seconded that the Gabriola Island Advisory Planning Commission convey to the Gabriola Island Local Trust Committee that the application has met Development Permit Area 7 guidelines, and that when considering issuance of GB-DP-2012.3 (Intrascap Developments Inc.), the Local Trust Committee should keep in mind permitting benches and native vegetation within the wording of permit.

5. Next Meeting Date

The next meeting date is tentatively set for Monday, November 5, 2012

6. Adjournment

The meeting was adjourned at 8:55 p.m.

Chair, Lisa Webster-Gibson

Secretary

DATE



Islands Trust

Follow Up Action Report w/ Target Date

Gabriola Island Jan-27-2011

No.	Activity	Responsibility	Target Date	Status
1	Staff directed to do the following with respect to Snuneymuxw First Nation: 1) Staff to work with Snuneymuxw First Nation staff to finalize joint letter seeking funding for archaeological mapping and bring letter to an LTC meeting before sending. 2) GBLTC to host and invite Snuneymuxw First Nation Councilor Geraldine Manson to make a storytelling presentation on Gabriola.	Chloe Fox	May-19-2011	On Going

Feb-14-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff requested to prepare a detailed report on open bylaw enforcement files in the Gabriola local trust area.	Miles Drew	Mar-22-2012	On Going

Apr-19-2012

No.	Activity	Responsibility	Target Date	Status
1	Trustee Malcolmson to write to the Chief of the Snuneymuxw First Nation to discuss funding ideas in the memorandum from staff dated April 3, 2012.	Chloe Fox	May-11-2012	On Going

May-09-2012

No.	Activity	Responsibility	Target Date	Status
1	Staff instructed to reallocate staff time to a 70/30 split between projects and day-to-day (applications, inquiries, etc.)	Chris Jackson	May-31-2012	On Going

Jul-26-2012

No.	Activity	Responsibility	Target Date	Status
1	The Gabriola LTC refers the Madrona Marketplace Phase 2 development permit application (GB-DP-2012.3) to the Gabriola Advisory Planning Commission for comment on whether it considers the Development Permit Area 7 guidelines for the Village Centre to have been met.	Chloe Fox Becky McErlean	Aug-30-2012	Done
1	The Gabriola LTC releases up to \$200 from its Local Expense Account to advertise that public input on the radio tower is extended until Aug 24, 2012	Chloe Fox Nancy Roggers	Aug-31-2012	On Going
1	Trustee Malcolmson to email the Gabriola Chamber of Commerce and the Gabriola Arts Council regarding their request for changes to Institutional zoning on Gabriola Island and ask them to clarify which option from the June 11, 2012 memorandum from staff they prefer.	Chloe Fox	Aug-31-2012	On Going
1	The LTC requests staff advice on how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain in future LTC project work	Chloe Fox	Jan-31-2013	On Going

Sep-06-2012

No.	Activity	Responsibility	Target Date	Status
1	Add 'definition of shooting range' to the list of potential LUB amendments.	Chloe Fox	Sep-21-2012	Done
1	Staff instructed to include in the final package to Industry Canada and the application for file 5590-20-01 (Gabriola Radio Society) a copy of the final resolution, a copy of all public correspondence received during the consultation period, a copy of all staff reports written on the application, a copy of all referral responses received on the application and a copy of relevant OCP and LUB provisions.	Chloe Fox	Sep-27-2012	On Going
1	Trustee Rudischer to write responses to the correspondence letters received at the Sept 6, 2012 LTC meeting regarding the Gabriola Rod & Gun Club outlining the resolution passed with respect to defining what a 'shooting range' is and what this would mean for the operation of the Gabriola Rod & Gun Club.	Gisele Rudischer	Oct-04-2012	Done

1	Move \$1000 from the LTC Local Exp Misc (65240) to LTC Local Exp LTC Meeting Expenses (65200) and move \$1000 from LT Local Exp Misc (65240) to LTC Local Exp APC Meeting Expenses (65210).	Chloe Fox Nancy Roggers	Oct-04-2012	On Going
1	Staff to provide more information / recommendations on the 2013/14 budget request items	Chris Jackson	Oct-04-2012	Done
1	Trustee Rudischer to go through OCP advocacy policies and bring a list of those relevant to MOTI and a proposal for OCP advocacy in relation to MOTI for referral to the TAC to the October 4, 2012 LTC meeting	Chloe Fox Gisele Rudischer	Oct-04-2012	Done
1	Trustee Malcolmson to draft a letter to the RDN following up on the meeting with the RDN in June 2012 and bring the letter to the October 4, 2012 LTC meeting for review.	Chloe Fox	Oct-04-2012	On Going
1	Staff advice requested on time required to provide Streamkeepers with landowner contact information for Mallet and Descanso Creeks and Wagg Brook; offer Streamkeepers landowner contact information for existing RAR-mapped creeks, and advise Streamkeepers on alternate providers of this information	Chloe Fox	Oct-04-2012	Done
1	LTC refers draft DP-3 (Riparian Areas) and DP-6 (Steep Slopes) to the Gabriola APC for comment	Chloe Fox Theresa Warren	Oct-31-2012	On Going
1	Staff requested to schedule a CIM as a Special Meeting of the Gabriola LTC to present and receive input on draft DP-3 (Riparian Areas) and draft DP-6 (Steep Slopes).	Chloe Fox Theresa Warren	Oct-31-2012	On Going

MOTI and RDN Advocacy Policies in the OCP

MOTI Advocacy Policies

1. consult with the LTC on setting priorities for annual road work programs
2. establish speed limits consistent with island's rural road system
3. enforce sign regulations to ensure a minimal number of commercial signs placed along road right-of-ways
4. work with LTC to provide parking and no parking and bicycle route signage where appropriate
5. consider designating additional sections of road as scenic/heritage rds. Martin Rd., Coast Rd., North Rd. tunnel.
6. MOTI, LTC and Fire Protection Improvement District should work to identify: roads requiring upgrading for fire protection purposes, locations where existing road network should be extended to increase the ability to provide fire protection service
7. on roads serving less than 6 parcels Approving Officer is encouraged to consider relaxing the wide of road right of way and width of the travelled surface

These policies in the Parks and Outdoor Recreation Policy Section:

- 1) At the time of subdivision of waterfront properties, public road access to the foreshore shall be required in compliance with Section 75(1)(c) of the Land Titles Act. Priority shall be placed on sites that provide good waterfront access and consolidation of road dedications may be considered where it would create a more useable means of public access or is contiguous to an existing or proposed park dedication.
- 2) Request that MOTI mark public road ending providing waterfront access; insure that they are maintained to provide public access to the waterfront and not obstructed by adjacent landowners.
- 3) Existing road ending providing access to waterfront shall be retained open for public and emergency access to the foreshore

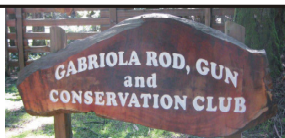
RDN Advocacy

- 1) Strongly encouraged to establish additional regional parks on Gabriola.
- 2) Request that for each new regional park created a park plan be created.
- 3) Request that they apply to have the gravel pit changed from gravel pit to community park.

Parks and Outdoor Recreation:

Policy 4.2.d. There shall be no minimum or average parcel size for parks. This policy speaks to removing the density from land once they are rezoned as park.

Box 114
Gabriola Island, BC
Canada V0R 1X0



gunclub@shaw.ca
N 49° 09.33' W 123° 46.522'

10th September 2012

To the Gabriola Local Trust Committee (LTC):

At a meeting of the LTC last Thursday (6 September 2012), correspondence described in the 4 September 2012 edition of the Sounder was discussed. The correspondence consisted of five letters, all asking for a zoning review of the land occupied by the Gabriola Rod Gun and Conservation Club (GRGCC). The events in the early part of the LTC meeting have important implications for the autonomy of other organisations and individuals on Gabriola.

The letters requesting “zoning review” were all from plaintiffs in a civil suit against the GRGCC presently before the Supreme Court of British Columbia; the Province is a co-defendant. The LTC knew (or had cause to know) of this already. Perhaps the LTC confused the words “plaintiff” and “neighbour”? The plaintiffs were conspicuous by their absence for discussion of the matter, although several turned up later for discussion of the radio mast application.

The plaintiffs’ letters, used by the LTC to initiate their motion, misrepresent that the GRGCC has changed “*the historic use of the property which was a Rod, Gun and Conservation Club*”, deliberately confusing the club with its leased property. The GRGCC has changed neither its name, nor constitution, nor mandate. The property itself has been used as a licensed shooting range since 1977 for firearm target sports and for archery (fishing is carried out elsewhere, because of the lack of aquatic water on the property). The only change in sporting activity has been the cessation of shotgun sports, in response to the petition of May 2011.

The LTC did not poll any other residents of the Tait/Ferne/Hess area before coming to a very rapid conclusion and voting to pursue the matter on a basis of “public concern”. It is the GRGCC’s perception that the LTC has passed a motion to revisit the zoning of the GRGCC property, based on a rezoning request received, not from the property owner, nor from the person leasing that property, nor even from the Islands Trust itself, but from a group of plaintiffs in a civil suit against the lessor and lessee.

Of particular interest, plaintiff Roger Perry notes in his letter: “*the activities permitted by the current zoning are out of step with the character of the surrounding neighbourhood and are no longer suitable given the growth in density of the area and the establishment of parkland in the immediate area*”. Every person moving into the area knew (or ought to have known) that they were moving next to lands zoned for a shooting range. The Hess road area where Mr Perry resides is essentially unchanged in character, apart from the addition of several residences; this is easily confirmed using Google Earth archives. The parkland to which Mr Perry refers is the 707 acres deeded as a community park and located 1½ km from the GRGCC property, beyond Mr. Perry’s residence. The park was created as a consequence of the “Borsuk-Gatley” density transfer, which permitted the increased density of the Legends property development adjacent to the GRGCC property; this is the greatest recent change to the density and character of the area. Ms. Borsuk’s company is Centre Stage Holdings Ltd, the owner of the unsold lots at the Legends and the corporate plaintiff in the civil suit.

During the meeting, Trustee Rudischer opined that review of the zoning might be necessary “in the public interest”, but that the GRGCC would be grandfathered from any rewriting of the zoning regulations, “unless the club had a break in its activities for six months”. The substance of the civil suit is public; the plaintiffs seek temporary and permanent injunctions against any firearm use at the range. The LTC knows, or had cause to know this and also knows, or had cause to know, that the GRGCC has never been found in violation of the Regional District of Nanaimo’s noise bylaw.

The most important implication of the events of the meeting is for the residents of Gabriola Island. The LTC’s presumptive time period as a condition for deemed loss of grandfathering creates a precedent, which can be used quite widely. If Dan Foley is unable, for some reason, to pump water, can he lose his grandfathering, resulting in yet another tedious, expensive legal process (for the Islands Trust anyway)? If a pub closes for the winter, will the zoning rules be changed such that a particular pub is unable to operate – in the public interest of course? If a home-based pottery enterprise closes for the winter, can new rules be written declaring the kiln off-limits? Can someone leave for a six-month break in winter, to discover their residential status on Gabriola “un-grandfathered” and retroactive zoning rules applied to their septic systems, wells and buildings?

The Club perceives your present course as incorrect and hazardous to lifestyles and freedoms on your oversight territories.

Sincerely,

Paul Metcalfe, Director

Gabriola Rod, Gun and Conservation Club

c.c.: Mr. Howard Houle, RDN representative

Mr. Myles Mana, Ministry of Forests, Lands and Natural Resources

Ms. Bonita Wallace, Ministry of Forests, Lands and Natural Resources

Mr. Jeremy Walden, Cox Taylor, Victoria

Mr. Derek Kilbourn, Gabriola Sounder

Gabrielle Warden
1670 Hess Road
Gabriola BC V0R 1X6
Tel: 250 247 2079
Email: gabrielle@crowfeather.net

Sheila Malcolmson & Gisele Rudischer
Islands Trust
700 North Road
Gabriola Island
BC V0R 1X3



September 16th 2012.

Dear Trustees,

Re: Gabriola Gun Rod and Conservation Club

In May 2011, I signed my name to a petition against the extreme and unacceptable noise of gunfire from the above.

I would now like to set the record straight. As a result of that petition, the GRGCC have taken exceptionally effective steps to minimize the sound of their activities and I no longer have any problem with them and can enjoy my gardening in peace and quiet.

My signature on the petition was never about trying to close the Club but to seek peaceful co-existence and for me the matter is now closed.

Yours sincerely,

Gabrielle Warden.

FOR GENERATIONS

Customer Projects
Phone: (250)755-4733
Cell: (250)668-7674
Fax: (250)755-7910

August 22, 2012

Islands Trust – Gabriola Island
700 North Road
Gabriola Island, BC V0R 1X3

Dear Trustees:

Subject: Funding Available for Electric Beautification Projects

Annually, BC Hydro budgets one million dollars for municipal beautification projects. Municipalities wanting to place existing overhead distribution lines underground to address environmental concerns, improve visual aesthetics or accommodate community redevelopment projects are welcome to apply for funding.

Funding is available for one-third of the BC Hydro beautification project estimated cost and the original scope. The attachment describes our program in more detail.

If you are considering a beautification projects, an application form (attached) must be returned by October 1st with a description of the project, a map showing the extent of the project and an explanation of the project's objectives.

After receiving your application, we will prepare a "ballpark" estimate of cost for your municipality to consider. The municipality will be asked to confirm intent to fund two-thirds of the project's estimated cost and to confirm that the telephone utility has been advised of the project details. This confirmation must be received at BC Hydro by November 15th to be reviewed by our VP, Field Operations and the successful applicants will be notified by January 31. All accepted projects must begin within the fiscal year that they are approved and be completed within 12 months.

I would be pleased to answer any questions you may have about the program. If you would like to be considered for funding in 2013, please submit your application no later than October 1, 2012.

Yours truly,



A. Trent Ward, Design Manager
Distribution Engineering & Design
Central Vancouver Island

cc: Telus

Enclosures

Beautification Projects

Introduction

The purpose of BC Hydro's participation in Beautification Projects is to cooperate with municipal governments in achieving their objectives related to environmental concerns and visual aesthetics. This pamphlet summarizes BC Hydro's policy and describes the principal considerations that should be included in a proposal for participation by BC Hydro.

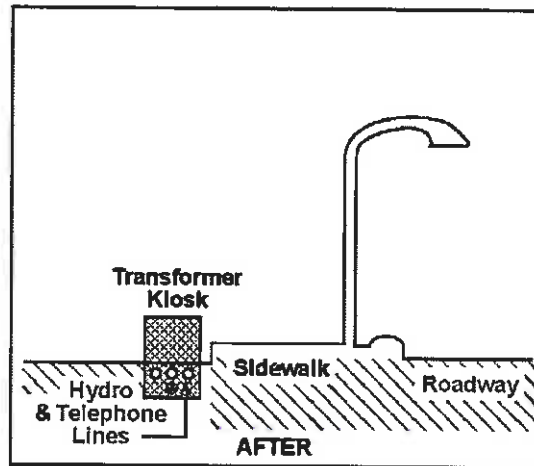
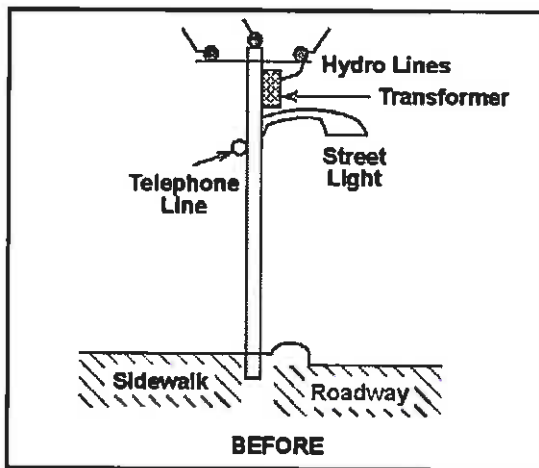


Figure 1:

A typical overhead electrical service before the work, and how underground service is typically arranged after the work.

The example includes an instance where a transformer, street light and telephone line are involved.

Funding Objective

Municipal governments may request BC Hydro to share 1/3 of the cost to convert overhead distribution lines to underground.

The municipal objective will be one or more of the following:

- a) to minimize or eliminate environmental concerns;
- b) to improve visual aesthetics;
- c) to accommodate a public redevelopment project.

In addition, consideration will be given to:

- a) confirmed financing of remaining two-thirds;
- b) projects which also provide benefits to BC Hydro.

BC Hydro Funding

BC Hydro's budget for Beautification Project participation is fixed annually (April 1 to March 31). Applications must be received by October 1 for BC Hydro's upcoming fiscal year.

Applications which collectively exceed BC Hydro's budget must be reapplied for the following year.

Construction of Beautification Projects must begin within the fiscal year BC Hydro has committed its share, and the applicant's intention must be to complete the project within 12 months.

BC Hydro participation is not contingent on provincial participation. Applications for provincial funding under the Revenue Sharing Act are at the discretion of municipalities.

NOTE 1: Municipalities must deal directly with Telephone Companies and other third parties to negotiate the costs of undergrounding their facilities on the same poles.

NOTE 2: Payment must be made to BC Hydro in advance of construction.

Cost Sharing

Cost sharing is based on estimated cost & original project scope.

This includes work on:

- a) physical plant and equipment owned and maintained by BC Hydro;
- b) temporary overhead lines needed during the conversion;
- c) restoration of roads, lawns, etc to a condition similar to that prevailing prior to the project.

Shared costs exclude work on:

- a) ornamental street lighting systems;
- b) physical plant and equipment not owned and maintained by BC Hydro;
- c) customer requests for alterations to service wiring or wiring within buildings;
- d) converting overhead private-property lines to underground;
- e) restoration of land beyond the level existing before the project began;
- f) provisions for telephone or other third-party requirements (municipalities must deal directly with such third parties).

Application to BC Hydro

Proposals for Beautification participation should be forwarded to BC Hydro's Area Office nearest you. The deadline for proposals is October 1.

Proposals need to be in writing and include a complete description of the project, location maps and the Municipality's reasons for the project.

Beautification Project Application Timeline

October 1	The deadline for a Municipality to submit an application to BC Hydro.
October 15	BC Hydro provides "ballpark" estimate to Municipality.
November 15	The applicant provides confirmation to BC Hydro that they wish to proceed with the project, Municipal funding is available, and the Municipality has notified Telus of project details.
January 31	BC Hydro notifies the successful applicants.

Application for Beautification Project Participation



Name of Municipality or City: _____

Location of Proposed Project: _____

Site Plan Attached: ☐ Yes ☐ No

Reason For Project: _____

Name and Position of responsible person completing this application:

Name (please print)

Phone Number

Position

Signature



Islands Trust

Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Gabriola Planning Area OCP Review:		Jun-28-2011	Chloe Fox	May-09-2012	On Going
	1) Hazardous Areas and Steep Slopes DPA					
	2) Riparian Areas Regulation					
	3) Update the 2010 build out map and report (including the number of existing / potential residential cottages and a list of forestry parcels with the potential for density transfer)					
	4) Rezoning new RDN Parks and ITF nature reserves					
1	Development Approval Information bylaw		Jun-28-2012	Chloe Fox	Jan-31-2013	On Going
3	Development of policies regarding cottage densities for density banking.			Chloe Fox		On Going
4	Snuneymuxw First Nation Protocol Agreement Implementation			Chris Jackson		On Going



Islands Trust

Print Date: Sep-25-2012

Projects

Gabriola Island

No.	Description	Activity	Received/Initiated	Status
2	Mudge and DeCourcy Island greenhouse gas emission inventories		Jan-27-2011	On Going
2	DeCourcy Island Official Community Plan Review and Advisory Planning Commission Appointments		Apr-21-2011	On Going



Applications w/ Status - Gabriola Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GB-DP-2012.3	Intrascap Developments Planner: Chloe Fox	Apr-20-2012	480 North Road - Commercial development with both office and retail space - phase 2 of Madrona

Planning Status

Status Date: Sep-17-2012

APC met to discuss application

Status Date: Jul-26-2012

LTC referred application to APC

Status Date: Jul-17-2012

Staff report to July 26, 2012 LTC meeting

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2012.2	Laura Boulton Planner: Chloe Fox	Aug-27-2012	2450 Petroglyph Way - variance to setbacks to site a proposed carport

Planning Status

Status Date: Sep-21-2012

Notification sent

Status Date: Sep-21-2012

Staff report and proposed permit scheduled for Oct 4 LTC meeting

Status Date: Sep-06-2012

Planner reviewing file

Rezoning

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2007.1	Donald and Brad Powell Planner: Chloe Fox	Feb-16-2007	725 Church Street To rezone a portion of approximately 2 acres from institutional to seniors.

Planning Status

Status Date: Aug-10-2012

Cost Recovery Agreement signed by applicant

Status Date: May-11-2012

Finance Officer working with applicant re Cost Recovery Agreement

Status Date: Apr-04-2012

Letter sent to applicant re March 22, 2012 LTC resolutions

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2009.1	Williamson & Associates Planner: Chloe Fox	Nov-09-2009	Proposed Density Transfer - transfer of lands off South Road (south of 707 park) to lands off Daniel Way in the Locke Bay Development Permit Area to create 10 new lots.

Planning Status

Status Date: Jan-06-2012

Early referral responses sent to applicant, waiting to hear back from applicant on how he wishes to proceed

Status Date: Oct-19-2011

Supplemental information staff report including early referral responses to the LTC for their October 27, 2011 meeting

Status Date: Sep-08-2011

Staff met with applicant to discuss the conceptual plan as methods for protecting unique natural features on the receiver parcels.

Subdivision

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2001.1	Centre Stage Holdings Ltd. Planner: Chris Jackson	Mar-15-2001	To create 49 lots from 2 lots. Revised application for 49 lots.

Planning Status

Status Date: Nov-28-2011

MOTI granted one-year extension to PLA, new expiry date is November 17, 2012

Status Date: Aug-14-2009

Contact with potential agent/new owner of lots within the approved subdivision. Awaiting information from applicant on potential DVP application and/or proceeding with subdivision of remaining lands.

Status Date: Aug-06-2009

Multi stage proposal - applicant has completed density transfer. Staff to send letter to applicant confirming that applicant intends to proceed.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.3	C.O. Smythies & Associates Ltd.	Oct-06-2008	To create 6 parcels btwn McCollum & Tait Roads. (PARCEL C (DD 51803I) OF THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 9, GABRIOLA ISLAND, NANAIMO DISTRICT)

Planner: Marnie Eggen

Planning Status

Status Date: Aug-12-2011

Staff reviewed revised plan; parkland ded., no further sub. cov. and frontage relief conditions removed.

Status Date: Jul-20-2011

Applicant submitted new site plan. Plan omits park land dedication. Staff in contact with applicant and RDN regarding this.

Status Date: Aug-12-2010

Waiting for information from applicant

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2008.4	J.E. Anderson & Associates	Nov-28-2008	Boundary adjustment.

Planner: Marnie Eggen

Planning Status

Status Date: Aug-12-2010

please refer to GB-SUB-2001.1 for update

Status Date: Aug-14-2009

see GB-SUB-2001.1

Status Date: Aug-06-2009

File relates to 2001.1 (Centre Stage) and is a boundary adjustment. Requires a DVP. Staff are in discussions with new owner of subject property

File Number	Applicant Name	Date Received	Purpose
-------------	----------------	---------------	---------

GB-SUB-2010.2

Gary and Jane
McCollum and Krul
Planner: Chloe Fox

Aug-13-2010

1520 McCollum Road Create 7 parcels

Planning Status

Status Date: May-03-2012

Correspondence with MOTI staff - applicant intends to submit a revised application. No revised plans have been received yet by MOTI.

Status Date: Sep-12-2011

Applicant is reviewing options for water/ sewer on small parcels as per VIHA referral response. MOTI awaiting revised plan.

Status Date: May-31-2011

Preliminary subdivision referral report sent to MOTI and applicant.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors Planner: Marnie Eggen	Dec-23-2010	To create 2 parcels on Daniel Way (THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, GABRIOLA ISLAND, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 22029, 30038, 32376 AND VIP54644)

Planning Status

Status Date: Oct-25-2011

PLA received

Status Date: Aug-22-2011

Referral review completed and sent to MOTI.

Status Date: May-11-2011

Related to GB-RZ-2009.1, but can proceed seperately. Planner currently reviewing file.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.5	George Davison Planner: Chloe Fox	Sep-26-2011	2370 Shaw Road / 2345 South Road Boundary Adjustment

Planning Status

Status Date: Sep-21-2012

Final plans received and reviewed. Plans are in compliance with bylaws. File to be closed

Status Date: Jan-06-2012

Subdivision Referral Report sent to MOTI January 6, 2011

Status Date: Dec-15-2011

Site visit conducted

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2012.1	Centre Stage Holdings Ltd. Planner: Marnie Eggen	Jun-29-2012	Stokes, Carrier and Bonnieview Roads 2 Lot subdivision

Planning Status

From: Nancy Rogers
Sent: September-06-12 3:19 PM
To: Chloe Fox; David Graham; Gisele Rudischer; Sheila Malcolmson; Becky McErlean
Cc: Cindy Shelest
Subject: Gabriola LTC expense report - Aug/12

Islands Trust
LTC EXP SUMMARY REPORT F2012
 Invoices posted to August 31, 2012

620 Gabriola	Invoices posted to August 31, 2012	Budget	Spent	Balance
65000	LTC "Trustee Expenses"	1,600.00	13.50	1,586.50
65200	LTC Local Exp LTC Meeting Expenses	3,000.00	2,214.45	785.55
65210	LTC Local Exp APC Meeting Expenses	1,400.00	1,054.65	345.35
65220	LTC Local Exp Communications	1,500.00	238.50	1,261.50
65230	LTC Local Exp Special Projects	2,200.00	200.00	2,000.00
65240	LTC Local Exp Miscellaneous	2,800.00	-	2,800.00
TOTAL LTC Local Expense		10,900.00		7,192.40
73001-620-4003	Mudge/DeCourcy baseline GHG Inventory	2,500.00		2,500.00
73001-620-2001	Gabriola OCP/LUB	19,000.00	-	19,000.00
73001-620-3002	Gabriola RAR	4,000.00	194.05	3,805.95

Thanks!

Nancy Rogers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca



Memorandum

700 North Road Gabriola Island 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

Date September 11, 2012 File Number 3040-20

To Gabriola Island Local Trust Committee
For meeting of October 4, 2012

From Chloe Fox
Island Planner

Re Gabriola Island Local Trust Committee Meeting Schedule, 2013

Local Trust Committees in the Northern Region are being asked to endorse 2013 meeting dates now, with final 2013 meeting schedules for adoption once Trust Council and Trust Council Committee meeting dates are finalized.

It is important that trustees check their schedules and propose any changes necessary now, so that meetings can be adequately spaced and staff workloads balanced. Late changes to meeting dates are always difficult to schedule.

Thursday, January 17, 2013
 Thursday, February 14, 2013
 Thursday, March 14, 2013
 Thursday, April 19, 2013
 Thursday, May 16, 2013
 Thursday, June 27, 2013
 Thursday, July 25, 2013
 Thursday, September 5, 2013
 Thursday, October 10, 2013
 Thursday, November 28, 2013

Staff is requesting a resolution to endorse the above meeting dates.



Memorandum

700 North Road Gabriola Island 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

Date September 18, 2012 File Number 1700-04

To Denman Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee

From Chris Jackson, RPP, MCIP
Regional Planning Manager

Re 2013-14 Budget Proposals

Local trust committees (LTCs) are requested to submit budget proposals for the next fiscal year (April 1, 2013 – March 31, 2014).

What is Different this Year?

Three significant changes are proposed. 1. Staff recommends the allocations for local expense accounts. 2. A portion of the annual "Official Community Plan" (OCP) and "Programs" budgets be redistributed to LTC local expense accounts. 3. Annual "Official Community Plan" and "Programs" budgets be placed into a single "Projects" budget.

1. Local Expense Accounts:

The Local Expense Account covers LTC expenses incurred in support of the LTCs duties (e.g. minute taking, hall rental, newsletters, advertising, consultants, facilitators etc.). This account was broken down further into separate line items at the start of each fiscal year. Below is a table showing the typical breakdown LTCs should be familiar with, as provided on every LTC agenda.

Local Expense Account Breakdown:

- LTC Meetings
- APC Meetings
- Communications
- Special Projects
- Miscellaneous

For the 2013/14 fiscal year staff is recommending breakdown amounts, based on historical allocation and spending. The recommended breakdown for each LTC is provided in Attachments 1 - 6. The amounts assigned to each line item may be changed by resolution of the LTC throughout the fiscal year. However, the important factor to keep in mind is that the overall amount assigned to each LTC should not be exceeded.

2. Allocation of Funding from OCP and Programs to LTC Local Expense Accounts:

Previously, ALL LTC initiated work program items (e.g. Riparian Area Regulation implementation, food security, subdivision regulations update, affordable housing study, groundwater study etc.) were funded through annual requests that went through FPC and eventually Trust Council. The recommended approach for next fiscal is to transfer some of the money from the OCP and Programs budgets and add it to LTC Local Expense Accounts. The increase of \$3-5000 should provide LTCs greater flexibility and responsiveness over their own work programs. For larger projects that demand more resources, the ability to seek additional funding from the OCP and Program budgets remains, however the overall amount available is reduced by the matching increase to LTC Local Expense Accounts.

The Special Projects line item under the Local Expense Account is intended to support local planning initiatives at the discretion of the LTC. It is proposed that this budget line be \$3000 (\$5000 for Salt Spring and Gabriola). Generally, these funds would be for smaller projects, particularly issues that emerge on the LTC work program after the budget is approved. An example would be minor LUB or OCP amendments where there is not anticipated to be significant additional costs for meetings or consultants reports. Local trust committees could also continue to use this line to purchase reports from community groups. LTCs would not need to make budget requests in advance for these projects and would not need any approval for expenditure of these funds beyond an LTC resolution if needed.

3. "Official Community Plan" and "Programs" Budgets

This recommendation is to combine the Islands Trust "OCP" and "Programs" budgets into a single "Projects" budget. As indicated above, LTCs can request funding for projects that require significant resources. Local trust committees will still have opportunity to put forward funding requests to support major projects identified in advance or that cannot be undertaken with the money available in the LTC Special Projects line.

Budget Request Guidelines:

When making budget requests for the 2013/14 fiscal year, the Director of Local Planning Services advises LTCs to consider the following in order to obtain support for the requested budget item:

1. the budget item is required to meet Provincial legislation (in other words, not undertaking the project means that the OCP or LUB would not comply with Provincial legislation);
2. the budget item advances one of the objectives of the Islands Trust Strategic Plan;
3. the budget item is a continuation of an existing project and is required to continue or complete the program; or
4. the budget item implements newly adopted policies in the OCP.

LTC Budget Requests

Attachments 1 - 6 contain information for each northern LTC (except the Executive Committee LTC). Each attachment includes:

- Local Expense Account information for the current fiscal and proposed amounts for next fiscal;
- Funding requests and the actual amount allocated from last year's LTC Projects; and
- Proposed Projects and Amounts for next fiscal. These were selected from each LTCs current work program.

Generally speaking, where a project is already underway, \$2000 is estimated. For a new project not involving significant consultation or external consultants, \$4000 is estimated. Additional amounts that could involve extraordinary consultation and mapping are also included.

Local trust committees should identify any other projects and add them to the budget request (and the work program if necessary) and identify any additional expenses associated with such projects. Local trust

committees should keep in mind that with the proposed changes to the LTC Local Expense Budget allocation, more discretionary funding will be available to LTCs to support smaller projects, and those either not anticipated or which arise during the course of the year.

Resolution Wording

1. THAT the ____ Island Local Trust Committee approve and forward funding requests for Projects Proposed for Next Fiscal, 2013/14 to Financial Planning Committee as presented; or
2. THAT the ____ Island Local Trust Committee revise and approve funding requests for Projects Proposed for Next Fiscal, 2013/14 and forward to Financial Planning Committee as revised.

Attachments:

- 1: Denman Island Local Trust Committee
- 2: Gabriola Island Local Trust Committee
- 3: Gambier Island Local Trust Committee
- 4: Hornby Island Local Trust Committee
- 5: Lasqueti Island Local Trust Committee
- 6: Thetis Island Local Trust Committee

Attachment 1: Denman Island Local Trust Committee**Local Expense Account**

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	2,500	2,500
APC Meetings	500	1,000
Communications	300	500
Special Projects	300	3,000
Miscellaneous	550	500
Total	4,150	7,500

Projects Funding**Projects Requested for Current Fiscal, 2012/13**

	Amount Requested	Amount Received
RAR Implementation	30,000	4,000
Mapping and DPA Review of Non-RAR Streams	30,000	0

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source	Notes
Agriculture Plan Implementation	2,000	Work Program Priority #1	Ongoing Project
RAR Implementation	42,000	Work Program Priority #2	RAR mapping for 4 remaining watersheds (\$10,000 per watershed), public process, bylaw amendments (\$2,000).
Shellfish Farming Community Bylaw Review	1,000	Work Program Priority #3	Community process to review impacts of shellfish farming on the natural marine environment and residential properties, with associated OCP and LUB amendments.
Various OCP/LUB Amendments	?	Work Program Projects List	The LTC should consider the projects list at this time. Any project anticipated to be moved up to the top priority list next fiscal should have an accompanying budget. The current list includes: food security, protected area network, wind towers, affordable housing and secondary cottages and suites, gross floor area for dwellings, promotion of greenhouse gas emissions reduction, and review of regulations regarding guest accommodation.

Attachment 2: Gabriola Island Local Trust Committee

Local Expense Account

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	3,000	5,000
APC Meetings	1,400	1,000
Communications	1,500	500
Special Projects	2,200	5,000
Miscellaneous	2,800	1,000
Total	10,900	12,500

Projects Funding

Projects Requested for Current Fiscal, 2012/13

	Amount Requested	Amount Received
RAR Implementation	12,000	4,000
OCP Review	35,000	19,000
Snuneymuxw First Nation Protocol	2,000	0

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source
Continuation of OCP Review	8,000	Work Program Priority #1
Development Approval Information Bylaw	1,000	Work Program Priority #2
Development of Policies for Cottage Density Banking	2,000	Work Program Priority #3
Snuneymuxw First Nation Protocol	2,000	Work Program Priority #4
DeCourcy Island OCP Review	8,000	Work Program Projects List

Attachment 3: Gambier Island Local Trust Committee

Local Expense Account

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	4,000	3,000
APC Meetings	2,00	1,000
Communications	2,00	500
Special Projects	4,00	3,000
Miscellaneous	7,00	250
Total	5,500	7,750

Projects Funding

Projects Requested for Current Fiscal, 2012/13

	Amount Requested	Amount Received
RAR Implementation	30,000	4,000
OCP/LUB Associated Islands	8,000	8,000

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source	Notes
LUB for SCRD Islands	2,000	Work Program Priority #1	Ongoing Project
RAR Implementation	30,000	Work Program Priority #2	Mapping costs expected to be much higher; the amount shown includes project scoping which will provide better cost estimate for mapping.
Foreshore Protection/Stewardship	8,000	Work Program Priority #3	Includes development of DAI Bylaw and DPAs
Various OCP/LUB Amendments	?	Work Program Projects List	The LTC should consider the projects list at this time. Any project anticipated to be moved up to the top priority list next fiscal should have an accompanying budget. The current list includes: Keats Island OCP Map Amendment for trail; Keats Island additional dwellings review; Gambier Island DP and Comprehensive Land Use Planning Project; GHG Emissions Reductions; Sustainability Checklist, DAI Bylaw, Squamish FN Consultations, Strategic Planning Review for Howe Sound

Attachment 4: Hornby Island Local Trust Committee

Local Expense Account

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	3,200	3,000
APC Meetings	300	1,000
Communications	400	500
Special Projects	500	3,000
Miscellaneous	200	250
Total	4,600	7,750

Projects Funding

Projects Requested for Current Fiscal, 2012/13

	Amount Requested	Amount Received
RAR Implementation	15,000	0
OCP/LUB Review	8,000	8,000

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source	Notes
Vacation Home Rentals, Communications	1,000	Work Program Priority #1	Ongoing Project
OCP/LUB Review	4,000	Work Program Priority #2	Ongoing Project
RAR Implementation	22,000	Work Program Priority #3	Includes development of DAI Bylaw and DPAs
Various OCP/LUB Amendments	?	Work Program Projects List	The LTC should consider the projects list at this time. Any project anticipated to be moved up to the top priority list next fiscal should have an accompanying budget. The current list includes: Development Procedures Bylaw Amendment, K'omoks FN Relationship building, GHG Emission Reductions, OCP/LUB Communications Strategy

Attachment 5: Lasqueti Island Local Trust Committee

Local Expense Account

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	1,000	1,000
APC Meetings	200	500
Communications	200	500
Special Projects	1,000	3,000
Miscellaneous	600	250
Total	3,000	5,250

Projects Funding

Projects Requested for Current Fiscal, 2012/13

	Amount Requested	Amount Received
RAR Implementation	30,000	4,000
OCP/LUB False Bay Parking	5,000	0
OCP Shoreline Mapping	1,500	0

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source	Notes
RAR Implementation	30,000	Work Program Priority #1	Mapping costs expected to be much higher; the amount shown includes project scoping which will provide better cost estimate for mapping.
OCP/LUB False Bay Parking	1,000	Work Program Priority #2	Ongoing Project
Guest Cabin Regulations Review	?	Work Program Priority #3	
		Work Program Projects List	The LTC should consider the projects list at this time. Any project anticipated to be moved up to the top priority list next fiscal should have an accompanying budget.
Various OCP/LUB Amendments	?		The current list includes: Sliammon FN Protocol Development and Cultural Exchange, Crown Lands Review, OCP/LUB amendments: rezoning policy for marinas, DP for pump out facilities, advocacy policy for pump outs at neighbouring marinas, food security policies and regulations, Intertidal Zone policies for forage fish

Attachment 6: Thetis Island Local Trust Committee

Local Expense Account

	Current Fiscal - 2012/13	Proposed for 2013/14
LTC Meetings	1,200	1,500
APC Meetings	600	500
Communications	500	500
Special Projects	500	3,000
Miscellaneous	200	250
Total	3,000	5,750

Projects Funding

Projects Requested for Current Fiscal, 2012/13

	Amount Requested	Amount Received
RAR Implementation	5,000	2,000
OCP/LUB Review for Ruxton and other Associated Islands	5,000	5,000
OCP Shoreline Mapping	5,000	5,000

Projects Proposed for Next Fiscal, 2013/14

	Amount	Source	Notes
OCP/LUB Review for Ruxton and other Associated Islands	11,700	Work Program Priority #1	Ongoing Project: 5,500 for studies; 3150 for consultation and APC; 3000 for legal review
Cowichan Valley RD Protocol Agreement Development	0	Work Program Priority #3	Ongoing Project
		Work Program Projects List	The LTC should consider the projects list at this time. Any project anticipated to be moved up to the top priority list next fiscal should have an accompanying budget.
Various OCP/LUB Amendments	?		The current list includes: Shoreline DPA community outreach, Penelakut FN Protocol Agreement Development, Lyackson FN Protocol Agreement Review, DAI Bylaw, LUB Amendments for vacation rentals and rainwater storage, Sustainability Guidelines in collaboration with CVRD

ISLANDS TRUST BRIEFING

DATE: September 18, 2012

TOPIC: BC Hydro Woodpole Test and Treat Program – 2012

DIRECTED TO: Gabriola Island Local Trust Committee

CONFIDENTIAL: NO

DESCRIPTION OF ISSUE:

BC Hydro plans to test and treat wood hydro poles in the Gabriola Island Local Trust Committee Area from December 1, 2011 to March 15, 2012. As permitted under their approved Pest Management Plan, BC Hydro may apply wood preservatives to the poles to prevent decay from wood rot or structural damage from insects.

Member of the public with concerns or questions about the wood pole test and treat program should call BC Hydro directly. Contacts for this program include: Raymond Irving, Field Manager (1-250-755-4798), Tara McCormick, Vegetation Specialist (1-250-755-4778) and Terry Giesbrecht, Pole Maintenance Coordinator (1-604-302-5511).

BACKGROUND:

In a September 23, 2003 Letter of Understanding Islands Trust Council, Bowen Island Municipality and BC Hydro agreed to an ongoing consultative process to communicate regarding pesticide use during BC Hydro's Woodpole Test and Treatment (attached).

Basically, the process is as follows:

- 1) Two months prior to beginning its Woodpole Test and Treat Program on any island BC Hydro will notify Islands Trust of its plans, of the areas where wood poles will be tested and treated, and of the Pest Management Plan conditions that will cover sensitive areas within the operational areas.
- 2) Islands Trust staff will forward this information to the relevant Local trust committee or Bowen Island Municipality, relevant planning staff and staff of the Islands Trust Fund with a request for additional information about the location of waterbodies, drinking water sources and environmentally sensitive areas in the vicinity of woodpoles to be tested.
- 3) No later than one month prior to the start of the Woodpole Test and Treat Program, planning staff for the relevant Local trust committee or Bowen Island Municipality will provide any additional information they may have available regarding the location of waterbodies, drinking water sources or other environmentally sensitive areas in the vicinity of woodpoles to be tested.
- 4) BC Hydro will supply information provided by the Islands Trust or Bowen Island Municipality to the professionally trained woodpole test and treat contractors who will be

completing the current program. Where possible, the information will be placed onto BC Hydro's pole maps so that those conducting the Woodpole Test and Treat program are aware of any areas where caution should be taken or where further contact may be required with selected landowners.

- 5) BC Hydro will place information from the Islands Trust or Bowen Island Municipality onto its mapping data base for future reference.

This program occurs on different islands every year, typically on an eight-year cycle. On August 30, 2012, Lisa Gordon, Trust Area Services Director, received a letter from Tara McCormick, BC Hydro's Vegetation Management Specialist for Vancouver Island, about BC Hydro's plan to continue treating hydro poles in the Islands Trust Area, including poles on Gabriola Island and Mudge Island from December 1, 2012 through to March 15, 2013. BC Hydro will also be treating poles on Gambier, Keats, Salt Spring and Thetis Islands in 2012/13.

A map of the areas to be treated is attached with an overview of pole and well locations¹. Only cedar poles older than 20 years and non-cedar poles older than 14 years are included in the Test and Treat Program. Wells and waterbodies are protected by adherence to regulated set-back distances (i.e., no-treatment zone distances). Information on the wood preservatives used by BC Hydro is available at:

http://www.bchydro.com/etc/medialib/internet/documents/safety/pdf/WoodPreservatives_Labels_MSDS.Par.0001.File.WoodPreservatives-Labels-MSDS.pdf

In consultation with the Trust Fund Board Ecosystem Protection Specialist, Trust Area Services staff have drafted a response letter to BC Hydro for consideration by the affected local trust committees (attached).

As there is a population of a rare plant (Bog Bird's-foot Lotus (*Hosackia pinnata*) near one of the poles to be treated this year on Gabriola Island, Islands Trust staff have sought advice from the Garry Oak Ecosystem Recovery Team's Plants at Risk Recovery Implementation Group and have passed this advice onto Tara McCormick at BC Hydro. Staff have also included a paragraph in the draft response letter requesting that in future, BC Hydro consult with the BC Conservation Data Centre each year to determine if any endangered or threatened species exist in close proximity to proposed treatment areas and to seek advice on prevention strategies, if appropriate.

Public notification

BC Hydro will be advertising twice during the month of October in each of the Gabriola Sounder and The Flying Shingle. Due to financial and staffing constraints, BC Hydro is not planning to attend any public meetings on Gabriola Island.

Public participation in flagging of areas of concern

BC Hydro will provide metal pig-tail pins and rolls of orange flagging tape for Islands Trust to distribute to the public at the Gabriola local trust committee meeting. Residents can use the pins to identify wells (registered and non-registered wells), waterbodies or adjacent organic farms. If required, community groups can request additional pins or flags for distribution from Tara McCormick at BC Hydro via e-mail (Tara.McCormick@bchydro.com).

¹ The blue boxes represent registered wells, the black dots represent hydro poles, the stop signs represent cautions to field crew to read important information, and the fish symbols represents streams. BC Hydro staff are aware that their riparian inventory is not complete.

BC Hydro encourages residents to flag their wells and water courses, to help the field crews identify these features. Prior to treating any wood pole, BC Hydro's certified applicators will check their Geographic Information System (GIS) and complete a site specific assessment of each pole location (in the field and on the map). They will then treat according to the Pest Management Plan² and the *Integrated Pest Management Act* and Regulations, respecting all documented no-treatment zones.

Residents wishing to use a flag to make applicators aware of adjacent organic farms should write "Organic Farm" on the tag. BC Hydro staff has spoken with staff at the Ministry of Agriculture and understand it is the grower's responsibility to ensure sufficient setback from the utility poles (eight metre buffer) as per the Canadian Organic Production Systems General Principles and Management Standards.³ To increase protection for organic farms, in the case where an applicator crew has to enter the organic farm (either for access through a field or to treat poles along a section of line into an organic farm), boron rods will be used instead of pole fumigant.

ATTACHMENT(S): YES

- 1) September 23, 2003 Letter of Understanding between Islands Trust Council, Bowen Island Municipality and BC Hydro
- 2) August 20, 2012 letter from Tara McCormick, BC Hydro to Lisa Gordon, Director, Trust Area Services re: BC Hydro's 2012 Woodpole Test and Treat program
 - a. BC Hydro Map showing hydro pole locations and geographic boundaries of the Gabriola Island and Mudge Island 2012 Woodpole Test and Treat program
- 3) Draft response letter from Islands Trust to BC Hydro re: BC Hydro's 2011 Woodpole Test and Treat program on Gabriola Island
 - a. Gabriola Island and Mudge Island Freshwater and Wet Forest Ecosystems Map (to be sent to BC Hydro with #3)
- 4) PowerPoint presentation provided by BC Hydro

AVAILABLE OPTIONS:

- 1) Receive for information only.
- 2) Direct staff to include changes to the draft response letter from Lisa Gordon, Islands Trust to BC Hydro.

FOLLOW-UP:

Trust Area Services staff will follow-up with BC Hydro as directed by the local trust committee. If no direction is provided, staff will send the drafted response letter without amendment.

PREPARED BY: Clare Frater

REVIEWED BY:

SUBMITTED BY: Clare Frater

Chloe Fox, Island Planner

²

http://www.bchydro.com/etc/medialib/internet/documents/safety/pdf/safety_pest_management_plan_wood_structures.Par.0001.File.woodpole_pmp_apr09.pdf.

³ <http://www.certifiedorganic.bc.ca/standards/docs/032-0310-2008-eng.pdf>, section 5.1.4.

LETTER OF UNDERSTANDING
between
BC Hydro
and
ISLANDS TRUST COUNCIL and BOWEN ISLAND MUNICIPAL COUNCIL
Concerning
PESTICIDE USE DURING
THE BC HYDRO WOODPOLE TEST AND TREAT PROGRAM

This agreement develops an ongoing consultative process between the Islands Trust Council and Bowen Island Municipal Council with BC Hydro to communicate regarding pesticide use during BC Hydro's Woodpole Test and Treat Program.

1.0 **PURPOSES**

- 1.1 To establish a process for communications.
- 1.2 To maximize protection of the natural environment by sharing information prior to implementation of the Woodpole Test and Treat program in the Islands Trust Area.

2.0 **PRINCIPLES**

- 2.1 It is acknowledged that the Islands Trust has a provincial mandate to preserve and protect the natural environment and unique amenities of the Islands Trust Area, and a responsibility to provide leadership for this purpose.
- 2.2 It is acknowledged that BC Hydro has a mandate to provide an efficient and environmentally-sound supply of electricity to the province and that to fulfil this mandate in island communities, it must maintain the woodpoles used for its distribution lines.
- 2.3 It is acknowledged that Bowen Island Municipality is an island municipality with a responsibility to deliver municipal services and carry out the object of the *Islands Trust Act* within its area of jurisdiction.
- 2.4 It is recognized that the sharing of information about sensitive environments can minimize any potential impacts of woodpole maintenance.

3.0 **BACKGROUND**

- 3.1 BC Hydro has a Remedial Woodpole Test and Treat Program to maintain and prolong the life of the woodpoles used on its distribution lines.
- 3.2 Woodpoles are pressure-treated with a wood preservative prior to installation in order to extend their service life. The groundline region of a woodpole, which is prone to fungal and insect attack, requires retreatment after a period of years in service due to natural degradation properties of wood and wood preservatives.
- 3.3 Wood preservatives extend pole life, reduce replacement costs and service outages, ensure public and worker safety and reduce the cutting of trees for new poles. The use of preservatives extends the service life of woodpoles up to five times (from 10 to 15 years to 35 to 70 years).
- 3.4 The use of woodpole preservatives must adhere strictly to corporate and government regulations to ensure safety and protection of the natural environment.

4.0 INFORMATION NEEDS

- 4.1 Government regulations require that woodpole preservatives not be used within prescribed distances of natural waterbodies and drinking water sources.
- 4.2 Prior to initiating a woodpole test and treat program, BC Hydro consults with a variety of information sources to identify waterbodies and drinking water sources. Once a waterbody or drinking water source is identified, BC Hydro pole maintenance inspectors ensure that preservatives are used in accordance with regulations. In most cases, this means that preservatives are not used on woodpoles near waterbodies or drinking water supplies.
- 4.3 Local communities can assist in the advance identification of waterbodies and drinking water sources, providing a greater level of protection of these resources during the Woodpole Test and Treat Program.

5.0 CONSULTATIVE PROCESS

- 5.1 On an annual basis, BC Hydro will notify the Islands Trust of the proposed schedule for its Woodpole Test and Treat Program in the Islands Trust Area. Islands Trust staff will ensure that the relevant Local Trust Committees (LTCs) or Bowen Island Municipality (BIM) are aware of the proposed program.
- 5.2 Two months prior to beginning its Woodpole Test and Treat Program on any island BC Hydro will notify Islands Trust of its plans, of the woodpoles to be test and treated , and of any the Pest Management Plan conditions that will cover sensitive areas within the operational areas. Islands Trust staff will forward this information to the relevant LTC or BIM, relevant planning staff and staff of the Islands Trust Fund with a request for additional information about the location of waterbodies, drinking water sources and environmentally sensitive areas in the vicinity of woodpoles to be tested.
- 5.3 No later than one month prior to the start of the Woodpole Test and Treat Program, planning staff for the relevant LTC or BIM will provide any additional information they may have available regarding the location of waterbodies, drinking water sources or other environmentally sensitive areas in the vicinity of woodpoles to be tested.
- 5.4 BC Hydro will supply information provided by the Islands Trust or BIM to the professionally trained woodpole test and treat contractors who will be completing the current Program. Where possible, the information will be placed onto BC Hydro's pole maps so that those conducting the Woodpole Test and Treat program are aware of any areas where caution should be taken or where further contact may be required with selective landowners.
- 5.5 BC Hydro will place information from the Islands Trust or BIM onto its mapping data base for future reference.
- 5.6 Responsibility for the coordination of this Agreement by the respective Parties is assigned to the BC Hydro Manager or delegate of the Lower Mainland/Vancouver Island Test and Treat Program, the Islands Trust Director of Trust Area Services and the Chief Administrative Officer of Bowen Island Municipality.
- 5.7 A meeting of respective staff to review any current issues or Agreement matters may be arranged at the request of the responsible staff of either Party.

- 5.8 Where anything is required or permitted to be delivered, or otherwise sent to the Parties, it will be delivered to:

Islands Trust
#200 - 1627 Fort Street
Victoria BC V8R 1H8
Attention: Director of Trust Area Services

BC Hydro (Vancouver Island Region)
400 Madsen Road
Nanaimo, BC V9R 5M3
Attention: Ray Read Regional Vegetation/Pest Biologist, Vancouver Island

and

BC Hydro (Lower Mainland Region)
12322 88 Avenue
Surrey, B.C.
V3W 3J6
Attention: Rene Roddick Regional Vegetation/Pest Biologist, Lower Mainland

Bowen Island Municipality
981 Artisan Lane
Box 279
Bowen Island, B.C.
V0N 1G0
Attention: Chief Administrative Officer

- 5.9 All Parties will bear the full cost of their own requirements to implement this Agreement unless otherwise provided for in this Agreement or otherwise agreed to, in writing, by all Parties.

- 5.10 This Agreement may be amended by agreement, in writing, by the Parties.

6.0 TERMS OF AGREEMENT

- 6.1 It is recognized that all parties will provide reasonable effort within the limits of their resources to implement this agreement on the basis that no party may assign responsibilities to the other.

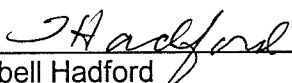
APPROVALS

APPROVED BY THE EXECUTIVE DIRECTOR OF THE ISLANDS TRUST
THIS _____ DAY OF _____, 2003



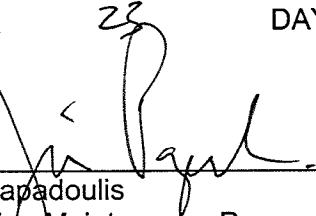
Gordon McIntosh
Executive Director
Islands Trust

APPROVED BY THE CHIEF ADMINISTRATIVE OFFICER OF BOWEN ISLAND MUNICIPALITY
THIS 5th DAY OF August, 2003



Isabell Hadford
Chief Administrative Officer
Bowen Island Municipality

APPROVED BY THE DISTRIBUTION MAINTENANCE PROCESS FOR BC HYDRO
THIS 23 DAY OF SEPTEMBER, 2003



D. Jim Papadoulis
Distribution Maintenance Process
BC HYDRO

G:\EXEC\Council\2003\March\RFD-Briefing\attach BCHYDRO LOU.doc

August 20, 2012

Lisa Gordon
Director, Trust Area Services
Islands Trust
200- 1627 Fort Street
Victoria, BC V8R 1H8

Re: 2012/2013 Test & Treat Program on Gulf Islands

Dear Ms. Gordon,

Following our agreement related to the consultative process, I would like to advise the Islands Trust that BC Hydro is planning on conducting a woodpole test and treat program on Gabriola, Mudge, and Thetis Islands this fall/winter. The program is scheduled to begin in mid-October 2012 and will be completed no later than March 15, 2013. I have enclosed maps of the areas to be treated.

In addition, follow-up work is required on a subset of poles that could not be completed in the F12 program on Salt Spring Island. These poles require bolt remediation before field workers can safely test and treat the poles. Pending the completion of the remediation work (tentatively scheduled for this fall), test and treat crews will complete the subset of approximately 400 poles this winter. I will keep you informed of the status and schedule as remediation occurs.

The test and treat program involves the inspection and maintenance of poles to ensure they are safe for workers and public areas. Poles are assessed and treated by certified applicators to prevent decay from wood rot or structural damage from insects. Public health and environmental values are protected through the maintenance of no-treatment zones around wells and waterbodies.

If you would like to view a copy of our Pest Management Plan, it is available on our website:

http://www.bchydro.com/etc/medialib/internet/documents/safety/pdf/safety_pest_management_plan_wood_structures.Par.0001.File.woodpole_pmp_apr09.pdf

Please contact me should you require additional information, wish to discuss the project, or to provide BC Hydro with additional groundwater or environmentally sensitive areas information.

Sincerely,



Tara McCormick, BSc
Vegetation Management Specialist

Encls: overview maps.

cc: R.Irving, T. Giesbrecht, R. Roddick

BC Hydro F13 Test & Treat Program on the Gulf Islands: Gabriola, Mudge, Thetis, and Salt Spring Islands.

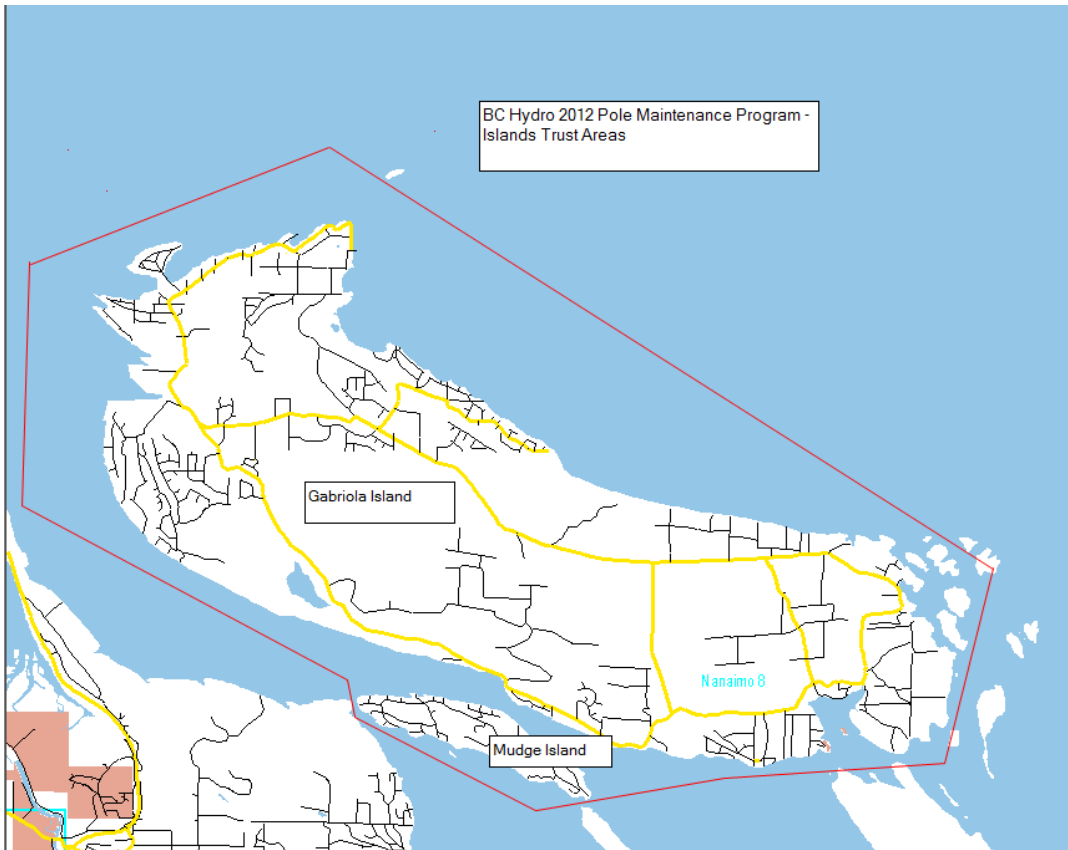


Figure 1. Overview map of Gabriola and Mudge Islands, Islands Trust areas.

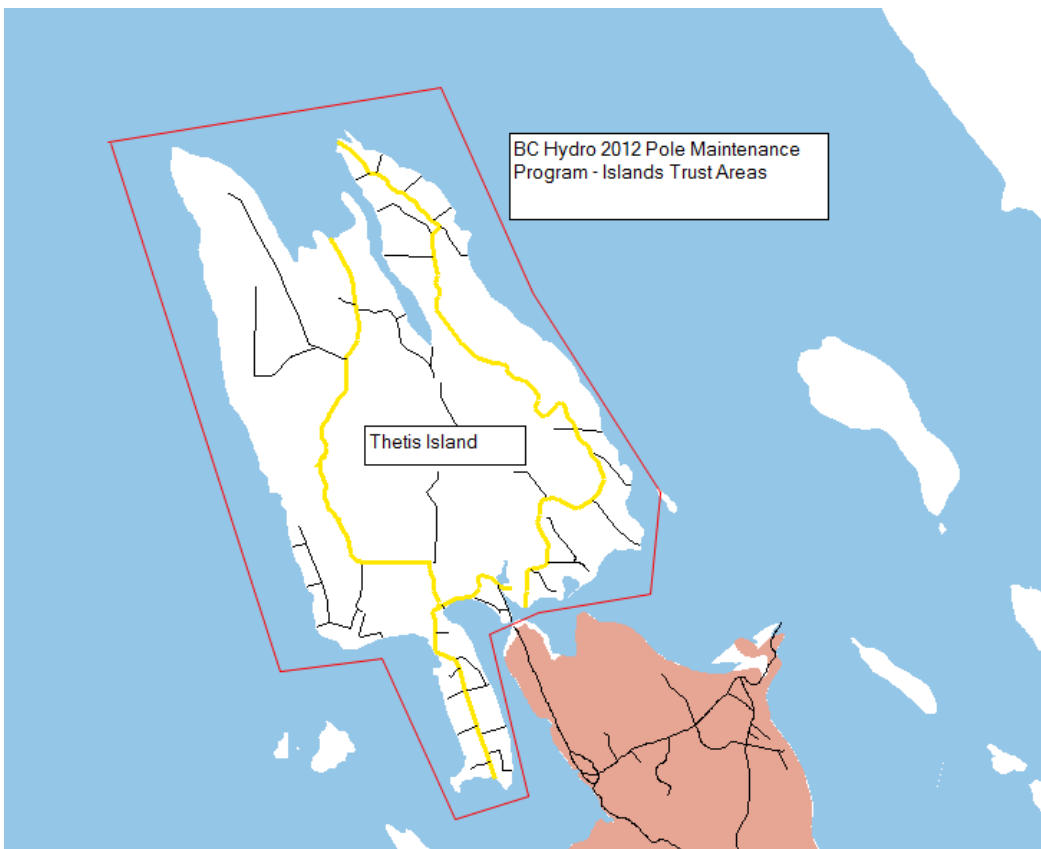


Figure 2. Overview map of Thetis Island, Islands Trust area.

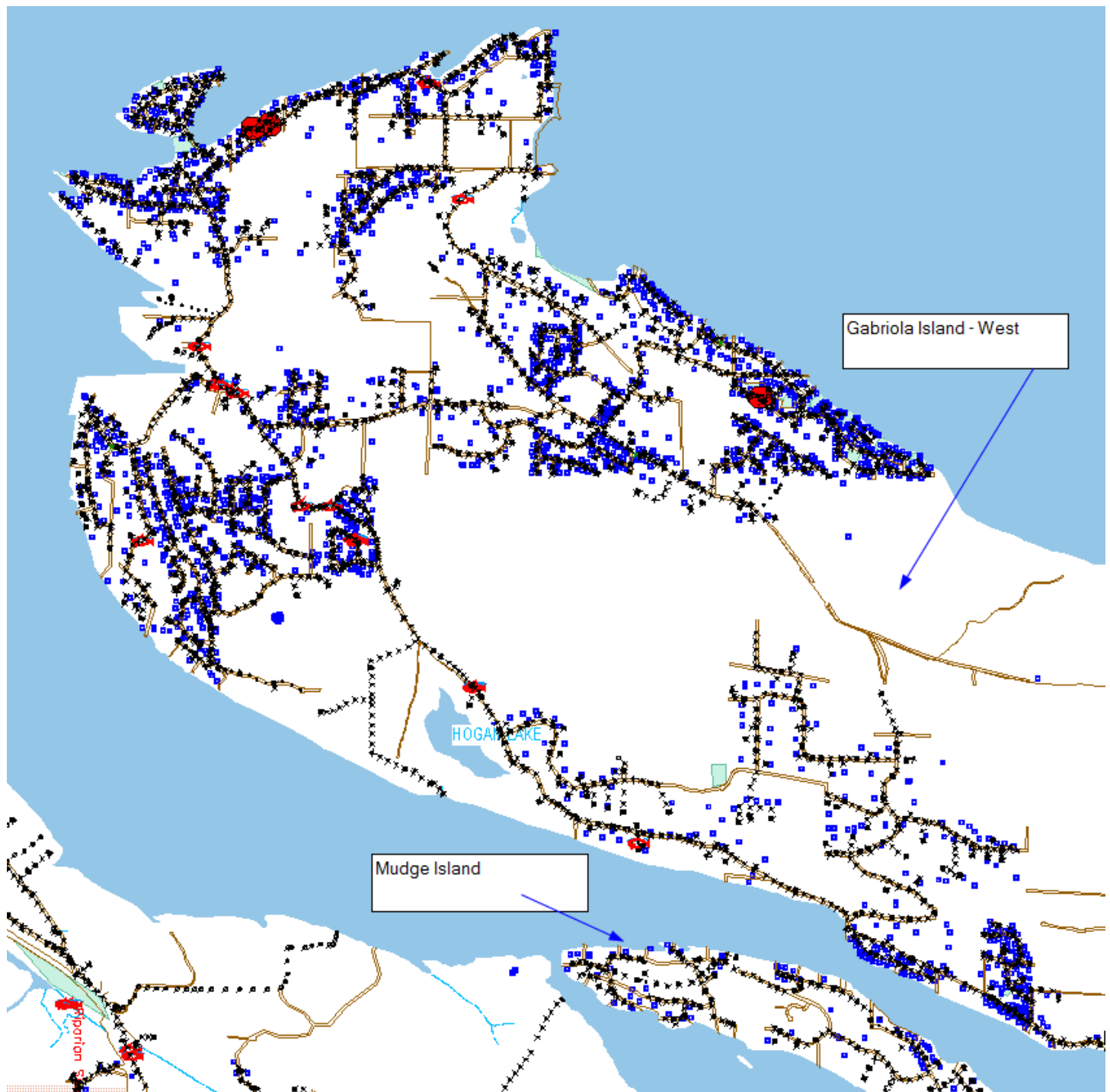


Figure 4. Wood Pole Maintenance: pole locations (black dots) on western Gabriola Island and Mudge Island.

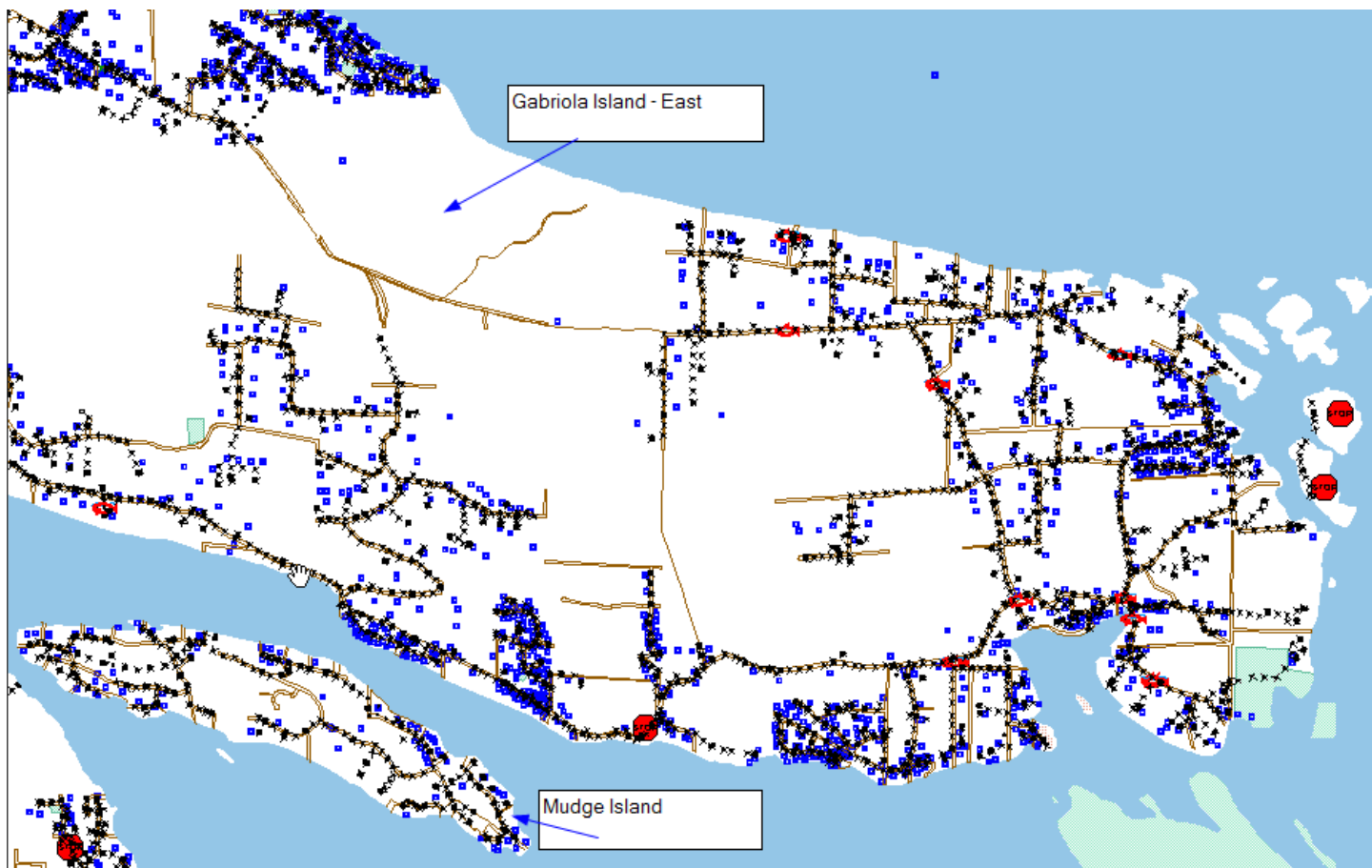


Figure 5. Wood Pole Maintenance: pole locations (black dots) on eastern Gabriola Island and Mudge Island.



Suite 200-1627 Fort Street, Victoria, BC V8R 1H8
Telephone **250. 405.5151** Fax 250. 405.5155

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

Email information@islandstrust.bc.ca

Web www.islandstrust.bc.ca

October XX, 2012

File Number: PG/15

DRAFT FOR REVIEW BY SALT SPRING ISLAND, GABRIOLA, AND THETIS LTCS

Via Email: Tara.McCormick@bchydro.com

Tara McCormick, BSc, Certified Arborist
Vegetation Management Specialist - Vancouver Island
BC Hydro
400 Madsen Road
Nanaimo, BC V9R 5M3

Dear Tara McCormick:

Thank you for your August 30, 2012 letter advising us that BC Hydro's proposed 2012/13 Wood Pole Test and Treat program includes locations on Salt Spring, Gabriola, Mudge and Thetis Islands.

As you know, the Islands Trust area has been designated by the Province as a special area both culturally and environmentally through the *Islands Trust Act*. The object of the Islands Trust is:

... to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia. [Article 3, Islands Trust Act]

We appreciate any assistance you can provide in meeting this object while BC Hydro proceeds with its Wood Pole Test and Treat program.

We hope that the attached maps showing the locations of nearby freshwater and wet forest ecosystems will help guide the treatment program to protect vulnerable species and ecosystems. These maps were derived from Terrestrial Ecosystem Mapping completed by the Province of British Columbia and the Islands Trust in 2008, and watershed mapping completed by the Islands Trust in 2009.

Known waterbodies are indicated in deep blue (lakes and ponds) and pale blue (wetlands), with fish bearing watersheds indicated in very pale blue. We have also added wet forest ecosystems (green) as many of these areas contain small wetlands that may not have been picked up at the scale of the mapping. We can provide this mapping digitally upon request.

Page 2

Based on the Letter of Understanding between BC Hydro and Islands Trust, we understand that you will relay the map information to the contractors delivering the current program, and that, where possible, the information will be included in BC Hydro's pole maps so that those conducting the Wood Pole Test and Treat program are aware of areas where extra caution is required. We also understand and appreciate that BC Hydro will include the information from the Islands Trust in its mapping database for future reference.

We encourage your staff and contractors to continue their practice of visually inspecting the area around treatment sites to identify sensitive areas and unregistered wells. Where there is doubt about effects of treatment on ecological features and proximity of wells, we would support the least toxic treatment available or non-treatment of poles. While we understand that BC Hydro uses particular caution around fish-bearing waterbodies, we strongly encourage you to extend these practices to non-fish-bearing waterbodies as many of these contain insects, reptiles and amphibians that are considered rare by the BC Conservation Data Centre. These species include red-legged frog, western painted turtle, sharp-tailed snake and several rare species of butterflies, damselflies and dragonflies.

In the case of Gabriola Island in particular, our Ecosystem Protection Specialist alerted us to an endangered plant near one of the poles to be treated this year. Accordingly, Islands Trust staff conveyed advice to you from members of the Garry Oak Ecosystem Recovery Team's Plants at Risk Recovery Implementation Group about suggested preventative actions. In future, we request that BC Hydro not rely on our advice alone, but consult directly with the BC Conservation Data Centre each year to determine if any endangered or threatened species exist near proposed treatment areas and to seek advice on protection strategies, if appropriate. We encourage you to consider the broad range of risks to species at risk created by the test and treat program, including trampling and site disturbance.

In closing, we appreciate BC Hydro's efforts to inform and educate Islands Trust Area residents and elected officials about their Wood Pole Test and Treat program and the measures BC Hydro has in place to protect local ecosystems and groundwater.

We look forward to working with you in future years.

Yours sincerely,

Lisa Gordon
Director, Trust Area Services

Attach:

1. Gabriola Island and Mudge Island Freshwater and Wet Forest Ecosystems Map
2. Salt Spring Island Freshwater and Wet Forest Ecosystems Map
3. Thetis Island Freshwater and Wet Forest Ecosystems Map

pc: Gabriola Island Local Trust Committee, Salt Spring Island Local Trust Committee, Thetis Island Local Trust Committee

Freshwater and Wet Forest Ecosystems Gabriola Island

General Map Description

Wet areas are the veins of the landscape and are collection and transportation areas for nutrients. For this reason, they contain a high diversity of life, are an integral component to the lifecycle of most animal species and support many rare plants. Wetlands, estuaries and streams are also key breeding and rearing grounds for birds, amphibians and insect like butterflies and dragonflies.

Areas of wet soils are highly vulnerable to disturbance, particularly where water levels are changed or soils are compacted or removed. Construction in these areas is costly and can result in moisture and flooding problems for buildings. This map contains the areas most affected by high water level including wetlands, streams and wet forests. For the purposes of this map, freshwater and wet forest ecosystems are represented by:

- Three sensitive ecosystems: Cliff, Herbaceous and Woodland
- Six Site Series: CDFmm05 (Western redcedar, Douglas-fir, Oregon beaked moss), CDFmm06 (Western redcedar, Grand fir, Foamflower), CDFmm10 (Shorepine, Sphagnum), CDFmm11 (Western redcedar, Skunk cabbage), CDFmm12 (Western redcedar, Vanilla-leaf), CDFmm13 (Western redcedar, Indian-plum) and CDFmm14 (Western redcedar, Slough sedge)
- Stream mapping

Public and Protected Areas

Parks and Protected Areas

Crown Land

Sensitive Ecosystems

Freshwater (FW):
Definition: Freshwater ecosystem includes bodies of water such as lakes and ponds that usually lack floating vegetation.
Importance: Freshwater ecosystems are home to numerous organisms such as fish, amphibians, aquatic plants, and invertebrates. Lakes and ponds play a vital role in the lifecycle of many species.

Wetland (WN):
Definition: Areas that are saturated or inundated with water for long enough periods of time to develop vegetation and biological activity adapted to wet environments. This may result from flooding, fluctuating water tables, tidal influences or poor drainage conditions.
Importance: Wetland ecosystems are sensitive and important because they exhibit rarity, high biodiversity, fragility, specialized habitat, specialized functions and connectivity.

Wet Forest Ecosystems

Fluctuating Water Table Forest (Site Series 12, 13 & 14)
Definition: These forests are found on lower slopes and are composed of plants that can handle variations in water tables. Some are dominated by Red alder, others are dominated by Western redcedar with Sword fern or Slough sedge in the understorey. Berry producing plants, like Salal and Salmonberry, are common and tree canopy is dense with gaps from blowdown because tree rooting depths are limited. Lack of understorey light limits the herb layer.
Importance: These sites are typically found adjacent to stream riparian areas and seeps and provide important buffer zones for these areas. They are also highly susceptible to soil compaction which can limit their ability to hold water and affect their ability to support plants and wildlife.

Wet Forest (Site Series 10 & 11)
Definition: These forests are found in level sites to basin depressions where there is a high water table and often standing water. They may have a sparse tree cover with a dense understorey of Labrador tea and salal or they may be dominated by Western redcedar with a dense understorey of Skunk cabbage, Salal and Salmonberry.
Importance: These forests are often found at the edges of wetlands and form important transition areas between wetlands and drier forests. Species like Salmonberry and Salal provide food and cover for the mammals and birds using the wetlands. They are also highly susceptible to soil compaction which can limit their ability to hold water and affect their ability to support plants and wildlife.

Moisture Receiving Forest (Site Series 05 & 06)
Definition: Typically these forests are found on lower slopes and have deeper soils that retain more moisture. These areas are characterized by Western redcedar, Douglas-fir, Bigleaf maple, Grand fir, red alder and hemlock and have sword fern in the understorey.
Importance: These forests are important as convergence zones for water, absorbing, filtering and storing it on the landscape. Lack of moisture receiving forests can result in increased surface runoff which decreases the amount of water retained in aquifers and increases stream flow during water storms.

Water Courses

Riparian Areas Regulation (RAR) Designated Watershed

Riparian Areas Regulation (RAR) Designated Stream

Year Round Stream

Intermittent Stream

Ditch

Acknowledgements

Project Co-ordination:
Kate Emmings - Islands Trust Fund
Brodie Porter - Local Planning Services, Islands Trust

Terrestrial Ecosystem Mapping:
Madrone Environmental Services Ltd.

Sensitive Ecosystem Mapping:
Carmen Cadrin - Ministry of Environment
Jo-Anne Stacey - Ministry of Environment
Alison Fox - Islands Trust
Kate Emmings - Islands Trust Fund

GIS Mapping Support:
Mark van Bakel - Islands Trust

Scale: 1:10,000
UTM Projection Zone 10 NAD83



Wood Pole Test and Treat Maintenance Program

Gabriola, Mudge, and Thetis Islands

Fall 2012/Winter 2013

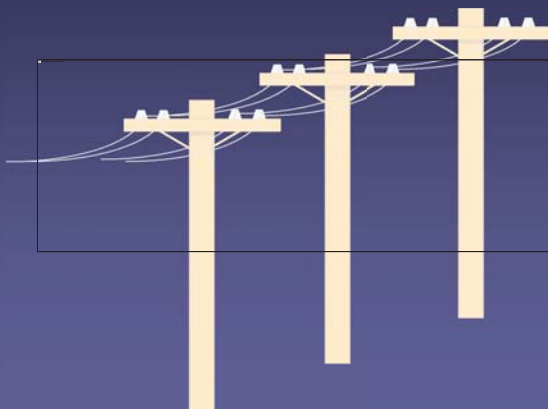
BChydro

BChydro

BC Hydro Representatives

- Raymond Irving – Field Manager, 250-755-4798
- Tara McCormick – Vegetation Specialist, 250-755-4778
- Terry Giesbrecht – Pole Maintenance Coordinator, 604-302-5511
- Spencer Nicholson- Pole Maintenance Coordinator, 604-250-9430

BC Hydro Test & Treat Program operates on an 8 year cycle. Approximately 80,000 - 85,000 distribution poles are treated every year across the province



BChydro

Why Do We Treat Poles?

- Safety → public and property safety, and crew safety while working on poles
- Reliability → continuous uninterrupted service to our customers
- Environmental → use of preservatives reduces number of trees to be harvested, minimizes impact of disposal/recycling of used poles, and minimizes ground disturbance
- Financial Responsibility → cost effectiveness of maintenance versus pole renewals

Pole failures

Pole rotted off at groundline



Public Safety Hazard

Work Plan – Gulf Islands

- Program will begin November 1, 2012 - completed by March 15, 2013
- Notification ads will run in local newspapers in October 2012
- Alpine Pole Maintenance Ltd – contractor with local Test and Treat experience on Gulf Islands
- Minimum of 2 certified applicators

Field Work

- Vehicle Id with BC Hydro contractor sign
- Applicator checks for wells and water at each site – maps, physical search, flags
- Approx. number of poles to be assessed for treatment this cycle: 2,720 on Gabriola, 155 on Mudge, and 560 on Thetis
- Pre-job with contractor prior to commencement of work

Pest Management Plan (PMP)

- Wood preservatives → approved and registered for utility wood poles by Health Canada
- Contractors → certified and licensed by the BC Ministry of Environment (MoE)

PMP (cont'd)

- Work → completed under direction of BC Hydro's Pest Management Plan for Wood Structure Maintenance (#105-0976-09/14)
- Work → strict adherence to *Integrated Pest Management Act* and Regulations

Pole Inspection – Above Ground

- Inspectors assess poles above ground for safety and equipment condition:
 - Damage from insects, woodpeckers, vehicles
 - Visible signs of rot
 - Equipment failure/damage
 - Sound, probe and drill to assess for insect/rot/damage

Pole Inspection – Below Ground

- Inspectors assess poles below ground:
 - Look for shell rot
 - Probe and drill to assess pole condition and strength → insect/fungus damage



Drilling Poles



Fumigant placed into drill holes using hand-operated sprayer



Boron Rods



Installing Plugs



Field-Made Pole Bandage



Installing a full bandage



Clean-up

Wood Preservatives

- **Metam sodium fumigant:**
 - liquid preservative placed in drill holes in pole and capped (preservative contained in pole)
 - mixes with moisture inside poles and evaporates into pole within 7 hours
 - Other uses: commonly added to soil for planting preparation in agriculture.

Wood Preservatives (cont'd)

- **Copper naphthenate/sodium fluoride bandage:**
 - wrapped and stapled around pole below ground
 - bandage covered in water-repellent material
 - preservatives bind strongly to the wood pole
 - Other uses: copper naphthenate sold as wood preservative for home use. Natural sources of copper are found in soil. Sodium fluoride is an ingredient used in toothpaste and additive in water systems.

Wood Preservatives (cont'd)

- **Boron/copper rods:**
 - solid rods are placed in drill holes and capped to contain preservative in pole
 - preservative released slowly into pole over a period of 10 years
 - Other uses: natural sources of boron are commonly found in soil. Used in eye wash and soaps.

Human Health Protection

- Field crews check multiple information sources prior to treatment to ensure human health and water are protected:
 - GIS mapping reviewed for locations of registered wells, watersheds, and waterbodies
 - Sensitive ecosystems and waterbody mapping (from Islands Trust) reviewed for additional information

Health Protection (cont'd)

- Information sources reviewed by field crew (cont'd):
 - Field assessment completed prior to treatment on a site-by-site basis (10 meter physical sweep around pole)
 - Flags placed by residents → extra step to identify wells/waterbodies/organic farms (pins provided to residents by BC Hydro)

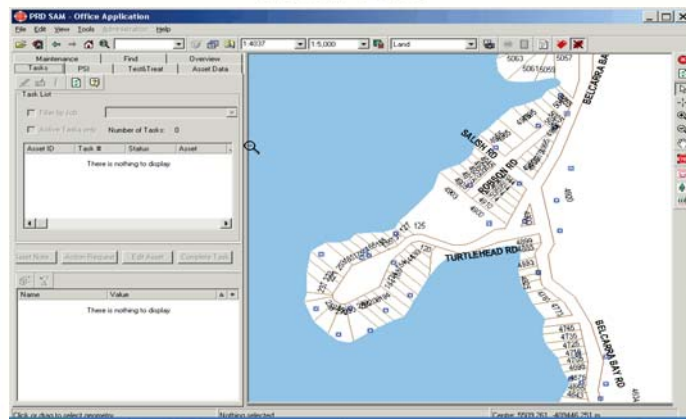
Health Protection (cont'd)

- Contractor certification ensures experienced, knowledgeable, and skilled applicators
- Contract specifications and details reviewed with contractor at pre-job conference
- Biologist/Specialists and Pole Maintenance Coordinator inspect, monitor and provide overall quality control

GIS Mapping System



Well Data



Human Health/Water Protection

No-Treatment Zones

Product	No-Treatment Zone*				
	Fish bearing body of water Fish bearing wet or dry stream	Non fish bearing body of water - wet	Non fish bearing stream - dry	Water well	Point of diversion from water intakes (from any side where land slopes upward)
Liquid internal preservative	3 metres	1 metre	0 metres (do not treat below high water mark) ¹	10 metres	10 metres upslope
External liquid preservative (brush on)	3 metres	1 metre	1 metre	10 metres	10 metres upslope
Groundline bandages	3 metres	1 metre	1 metre	10 metres	10 metres upslope
Boron rods ²	1 metre	0 metres ³	0 metres ³	10 metres	5 metres upslope

Notes:

- * Liquid internal preservatives will only be applied to the portion of the pole that is permanently above the waterline.
- ¹ The use of boron rods does not have a regulated NTZ requirement because boron is an IPAC Schedule 2 excluded product, however, BChydro has exceeded regulations and committed to NTZs around fish-bearing waterbodies and water consumption sources (wells and intakes).
- ² Solid internal preservatives can be used in locations that may be below the water table for portions of the year, provided they are not fish bearing and dry at time of treatment.

Summary

- Regulated pesticide program
- PMP reviewed by MoE (posted on www.bchydro.com)
- Pole maintenance important for public and worker safety
- Public notification ads placed in local newspapers
- Certified applicators complete work

Summary (cont'd)

- Crews search for well/waterbody/watershed on maps and in field
- Pre-job conference prior to work
- Quality assurance by BC Hydro Pole Maintenance Coordinator and Specialist/Biologists
- For more information, call BC Hydro representative

GABRIOLA DIRECTORY

SINCE 1991

685 Crestwood Road, Gabriola Island, B.C. V0R 1X4
 Cell: 250-716-8859 Home Phone: 247-8799
 www.gabrieladirectory.com • email: gabrieladirectory@shaw.ca

Islands Trust, Northern Planning Office- Becky McErlean
 700 North Road
 Gabriola Island, BC
 V0R 1X3

September 8, 2012

RENEWAL NOTICE

Deadline for advertising in the 2013 Gabriola Directory: **OCTOBER 31, 2012**

Ad Size and Category: full page (discounted 1/2 price), inside full page • • •

Ad: \$350.00 + (Spot Colour if any) + (any extra categories)

Subtotal: \$350.00 + 12% HST: \$42.00 = **TOTAL If paid by October 31, 2012: \$392.00**

Add 10% late fee to payments made after October 31, 2012. Thank-you.

PAYMENT OPTIONS:

1. Drop off a cheque with the bottom section of this letter at Colleen's Store in the Village Plaza or...
2. Mail a cheque with the bottom section of this letter to the above address. (Be sure to include your business name on the envelope and on the cheque).

Direct all inquiries to gabrieladirectory@shaw.ca or any of the numbers at the top of the page. Please go to the website and click on "Application Forms - Business" for more about advertising rates.

Please submit any artwork or logos as pdf, tif or jpeg files at resolution 300 dpi (not 72 dpi) as an attachment to email sent to gabrieladirectory@shaw.ca. If required we will provide 15 minutes of graphic design free which would include basic layout or changes. More complex design available for \$35.00 per hour. If your camera ready ad is produced by an alternate graphics service the directory is not responsible for the quality or content of the ad artwork and in such cases is only responsible for providing advertisement space in the directory.

SAVE PAPER: Keep upper section as your RECEIPT.

FOR OUR RECORDS: (Please include this section with payment)

☐ Continue my ad as is, or

☐ Continue my ad with the following changes:

Change _____

☐ CONTINUE MY AD - NEW SIZE (see website for rates or call 250-247-8799)

☐ CONTINUE MY AD - ADD RED *Why not add a splash of red to your ad - starting at \$22.00!*

Your email address: _____

NOTE: We appreciate your business and do our best to produce a useful and error free directory. Proofing is important and time consuming so the earlier you get your new information to us the more likely it will be error free. Please provide an email address where your proof can be sent. Last minute submissions cannot be guaranteed. Thanks for advertising your business in the Gabriola Directory!

For Office Use: full page (discounted 1/2 price) • inside full page, • • • Ad(s): \$350.00 + (Spot Colour) \$ + (any extra categories)
 Subtotal: \$350.00 + 12% HST: = **\$392.00**



Memorandum

7.5

700 North Road Gabriola Island 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

Date September 25, 2012 File Number 3050-01 (Gabriola APC)
3050-01 (Gabriola AAC)
3050-01 (Mudge APC)

To Gabriola Island Local Trust Committee
For meeting of October 4, 2012

From Chloe Fox
Island Planner

Re Advisory Commission Secretary Appointments

The *Gabriola Island Local Trust Committee Advisory Planning Commission Bylaw, No. 209, 2002* and the *Gabriola Island Local Trust Committee Mudge Island Advisory Planning Commission Bylaw, No. 163, 1996* both specify that advisory commission secretaries shall be appointed by the Local Trust Committee.

The following members have volunteered to be the secretary for their respective advisory commission and have been endorsed by the respective commission membership:

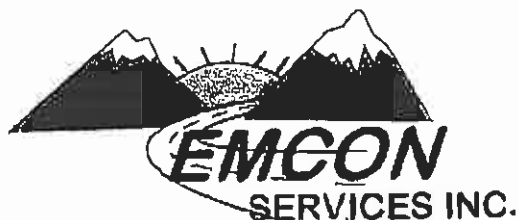
1. Gabriola Advisory Planning Commission – Deb Scott
2. Gabriola Agricultural Advisory Commission – Eric Veale
3. Mudge Island Advisory Planning Commission – Bob Bollinger

At this time, the Local Trust Committee may consider formally appointing these members in the position of secretary for their respective advisory commissions by way of a resolution.

The Transportation Advisory Commission has not yet met and, as such, has not considered nominating a secretary. Once this commission has met and a nomination for secretary has been put forward, staff will bring the nomination to the Local Trust Committee at the first available meeting in order to be formally considered for appointment.



7.6



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Western Canada
Since 1988*

September 24th, 2012**VIA FAX:**

R.C.M.P Detachment, 250 247-8572
School District # 68, Ron Parkin 250 741-5282
Gabriola Fire Dept., Rick Jackson 250 247-9850
BC Ambulance, Sandy Simrose 250 247-8389
MoT – Johnathan Tillie & Nathan VandenDungen 250 751-3288
Gabriola Ratepayers, Don McLaughlin 250 247-9747
RDN Director, Howard Houle, 250 390-6513
Gabriola Island Trust, Sheila Malcolmson 250 247-7514

Head Office

Unit 105
1121 McFarlane Way
Merritt, B.C.
V1K 1B9
Ph: 250 378-4176
Fax: 250 378-4106
Email:

emcon1@emconservices.org

Dear Sir or Madam:

RE: WINTER STAKEHOLDER MEETING

Emcon Services Inc. would like to invite you to our premises to discuss plans for the upcoming winter season.

We have scheduled the meeting for Monday, October 15th, 2012 at 10:00 AM, to be held at North Rd. Yard on Gabriola

Please confirm your attendance by calling 250-248-6212 ext.109, faxing 250-248-5574 or e-mailing me at mmintz@emconservices.ca.

Yours truly,

Kootenay Boundary

Division Office
6150 2ND St.
Grand Forks, B.C.
V0H 1H4
Ph: 250 442-2025
Fax: 250 442-2677

Island Division Office

Box 1300
3190 Royston Road
Cumberland, BC
V0R 1S0
Ph: 250-336-8897
Fax: 250-336-8892

Mike Mintz
Operations Manager
Mid Island

WinterSTKHLDRthVlaGsb101512.doc

STAFF REPORT

Date: September 25, 2012

File No.: 3160-25
GB-DP-2012.3
(Intrascap Developments Inc.)

To: Gabriola Island Local Trust Committee
For the meeting of October 4, 2012

From: Chloe Fox
Island Planner

CC: Chris Jackson
Regional Planning Manager

Re: Updated Report: Application for Development Permit – Madrona
Marketplace Phase 2

Owner /

Applicant: Intrascap Developments Inc.

Location: Lot A, Section 20, Gabriola Island, Nanaimo District Plan 42582
PID: 001-867-253
(480 North Road)

OVERVIEW:

The applicant seeks a development permit in order to facilitate a proposed commercial development on the subject property. The subject property is located within Development Permit Area 7 – The Village Centre as per the *Gabriola Island Official Community Plan, No. 166, 1997*, which has been designated for the purpose of establishing objectives for the form and character of commercial, industrial and multi-dwelling residential development.

The Gabriola Island Local Trust Committee received a staff report and considered proposed Development Permit GB-DP-2012.3 (Intrascap Developments Inc.) at their July 26, 2012 and passed the following resolution:

GB-075-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer Madrona Marketplace Phase 2 (GB-DP-2012.3) to the Advisory Planning Commission for comment on whether it considers the Development Permit Area 7 guidelines for the Village Centre to have been met.

CARRIED

The Gabriola Island Advisory Planning Commission (APC) met on September 17, 2012 to discuss this referral. The purpose of this report is to present the results of the referral to the APC and to present a revised version of proposed Development Permit GB-DP-2012.3 (Intrascap Developments Inc.) for consideration.

RESULTS OF CIRCULATION:

As mentioned above, this application was considered by the APC at their September 17, 2012 meeting. The draft minutes of this meeting are included in the agenda package for the October 4, 2012 Local Trust Committee regular business meeting. According to the minutes, the APC recommends that:

GBAPC-002-2012 It was moved and seconded that the Gabriola Island Advisory Planning Commission convey to the Gabriola Island Local Trust Committee that the application has met Development Permit Area 7 guidelines, and that when considering issuance of GB-DP-2012.3 (Intrascap Developments Inc.), the Local Trust Committee should keep in mind permitting benches and native vegetation within the wording of permit.

CARRIED

ISSUES SUMMARY:

1. Compliance with Development Permit Area 7 – The Village Centre Development Guidelines
2. Charging station for electric vehicles

STAFF COMMENTS:

Where a property is in a development permit area, the *Gabriola Island Official Community Plan, No. 166, 1997* specifies that no construction, structural alteration, or addition to a building or structure may take place, nor may a property be subdivided or land altered, prior to the issuance of a development permit. In this case, the requirement for a development permit is triggered by the applicant's proposal to construct a new commercial development on the subject site.

The *Local Government Act* regulates local government authority to issue a development permit by stipulating that a development permit must be issued only in accordance with the applicable development permit area guidelines specified in the official community plan. As per the *Gabriola Island Official Community Plan, No. 166, 1997*, there are ten development guidelines that apply to Development Permit Area 7 – The Village Centre. As outlined in the July 17, 2012 staff report on this application, the proposed development appears to be in compliance with the applicable development guidelines.

Since the July 17, 2012 staff report, staff has learned that there have been discussions between the applicant and the Regional District of Nanaimo regarding the installation of a charging station for street-legal electric vehicles as part of the proposed development on the subject property. Images of a typical electric vehicle charging station are shown in Figures 1 and 2 below. The infrastructure associated with the charging station, and relevant to this application, will include a structure of less than 1.8m (6.0ft) in height, signage regulated by the provincial government and an electrical supply.



Figure 1: Typical Electric Vehicle Charging Station
(Source: Regional District of Nanaimo)



Figure 2: Electric Vehicle Charging Station on Granville Island
(Source: <http://www.vancouverobserver.com/city/city-vancouver-partner-metro-electric-car-stations-network>)

The Gabriola Island Official Community Plan supports the provision of alternative transportation initiatives that reduce greenhouse gas emissions through the following objectives and policies:

Land Transportation Objectives

3. *To support alternative transportation initiatives that reduce dependency on private automobile use and reduce greenhouse gas emissions including, but not limited to, public transit, car stops, neighbourhood zero emission vehicles, car shares, bicycle routes, and walking trails that link population to services*

Climate Change Adaptation and Greenhouse Gas Emission Reduction Objectives

3. *To work with others to support actions that limit emissions.*

Climate Change Adaptation and Greenhouse Gas Emission Reduction Policies

- g) *The Local Trust Committee should consider amendments to commercial parking regulation to encourage public transit, smaller vehicles, non-polluting vehicles, and permeable parking surfaces.*

Climate Change Adaptation and Greenhouse Gas Emission Reduction Advocacy Policies

- k) *The following actions are encouraged as possible actions that can be taken to reduce greenhouse gas emissions:*
- iv. *the use of electric vehicles is strongly encouraged on Gabriola. Provincial agencies are encouraged to consider amendments to traffic regulations that facilitate the use of electric vehicles.*

Given that the exact details of the charging station have not been finalized between the applicant and the Regional District of Nanaimo, and given the minimal effect it is anticipated to have on the form and character of the proposed development, staff have amended the proposed permit to enable, but not require, the provision of a charging station on the subject property, subject to the following:

- All electrical wiring to support the charging station must be provided underground;
- The charging station must be located in an area designated on the site plan for off-street vehicular parking (i.e. not bicycle parking);
- Structures associated with the charging station must be located in compliance with the siting requirements of the *Gabriola Island Land Use Bylaw No. 177, 1999*; and
- Provincially-regulated and required signage shall be provided.

The revised proposed permit, attached to this report, applies only to the proposed development. Any future proposal for additional development on the site, excluding those activities exempt from the requirement for a development permit under Development Permit Area 7 – The Village Centre, would trigger the requirement for a subsequent development permit.

RECOMMENDATION:

THAT the Gabriola Island Local Trust Committee instruct staff to issue development permit GB-DP-2012.3 (Intrascap Developments Inc.)

Attachments:

Attachment 1 – Proposed Development Permit GB-DP-2012.3 (Intrascap Developments Inc.)

Prepared and Submitted by:

Chloe Fox

RPP, MCIP
Island Planner

September 25, 2012

Date

Concurred in by:

Chris Jackson

RPP, MCIP
Regional Planning Manager

September 26, 2012

Date



Islands Trust

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT PERMIT GB-DP-2012.3

To: Intraspac Developments Inc.
(Chris Hock & Lana Pearson)

This permit applies to:

Lot A, Section 20, Gabriola Island, Nanaimo District Plan 42582
PID: 001-867-253

Whereas the subject property lies within Development Permit Area 7 "DP-7 The Village Centre", the *Gabriola Island Official Community Plan Bylaw No. 166, 1997* is supplemented as follows:

1. Buildings

"Building A" of 7,480ft² total, 7,300ft² leasable area, shall be constructed substantially in accordance with the Site Plan attached to and forming part of this Permit.

2. Landscaping

"Landscaped Areas" and "Green Space" shall be constructed substantially in accordance with the Site Plan attached to and forming part of this Permit.

a. Vegetation Removal

Trees and vegetation in the "Landscaped Areas" and "Green Space" may be removed if a qualified professional has deemed that there are safety concerns with retaining specific trees and vegetation. All trees and any vegetation removed shall be replaced in a timely manner with similar species and biomass as those existing and properly cared for throughout maturity. Plantings in addition to those shown in the "Landscaped Areas" and "Green Space" are permitted and encouraged, but are not mandatory.

b. Water Retention

Landscaping shall facilitate water retention by using only water collected from the roof for irrigation. This water will be stored in plastic cisterns that will be screened from view with cedar trellising. Drought tolerant plants such as heathers, grasses and evergreen shrubs will be chosen to prevent as much watering as possible. Further, the soil will be amended with peat moss and compost to help retain soil moisture. All watering will be done early in the morning to prevent evaporation. All landscaped areas will be mulched to prevent run off and help retain moisture. The grass on the septic field will be drought tolerant and will not require much water. Yearly, the grass will be top dressed with sand to decrease compaction so that it is better able to accept water.

3. Lighting

No lighting shall be directed outwards. Lighting shall use the lowest wattage possible to accommodate safety requirements. Lighting will be counter sunk into the soffit and will shine downward. Where additional lighting is required for safety purposes and where

there are not soffits large enough to accommodate soffit lighting, canned lights will be used, only shining light up and down, and not outward. Low voltage landscape lighting will be provided at the entrance to the development for enhanced visibility and safety.

4. Signage

Signage shall be constructed substantially in accordance with the Site Plan and Elevation Plan attached to and forming part of this Permit.

5. Pedestrian Walkways

Pedestrian walkways shall be constructed substantially in accordance with the Site Plan attached to and forming part of the Permit.

6. Off-Street Parking

a. Vehicles

Off-street parking shall be constructed substantially in accordance with the Site Plan attached to and forming part of this Permit.

b. Bicycles

Bicycle parking areas shall be provided substantially in accordance with the Site Plan attached to a forming part of this Permit.

c. Electric Vehicle Charging Station

An electric vehicle charging station is permitted and encouraged, but is not mandatory. Where an electric vehicle charging station is provided, the following conditions apply:

- i. All electrical wiring to support the charging station must be provided underground;
- ii. The charging station must be located in an area designated on the site plan for off-street vehicular parking;
- iii. Structures associated with the charging station must be located in compliance with the siting requirements of the *Gabriola Island Land Use Bylaw No. 177, 1999*; and
- iv. Provincially-regulated and required signage shall be provided.

7. Exterior Finishes

Exterior finishing shall be provided substantially in accordance with the Elevations Plan attached to and forming part of this Permit. Exterior surfaces will be finished primarily with cedar siding in various types such as board and batten, shingle and lap. Galvalume metal siding and corrugated metal siding will be used to compliment the cedar siding and in locations where the complex backs other commercial buildings for fire safety. Trim work will all be done with cedar as well as cedar soffits and exposed beams. Standing seam metal roofing will be used.

8. Garbage / Recycling Facilities

Garbage and recycling collection areas shall be constructed substantially in accordance with the Site Plan attached to and forming part of the Permit.

This permit does not relieve the applicant from complying with the provisions of *the Gabriola Island Official Community Plan Bylaw No. 166, 1997* and the *Gabriola Island Land Use Bylaw No. 177, 1999*.

AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE THIS ____ DAY OF ____, 2012.

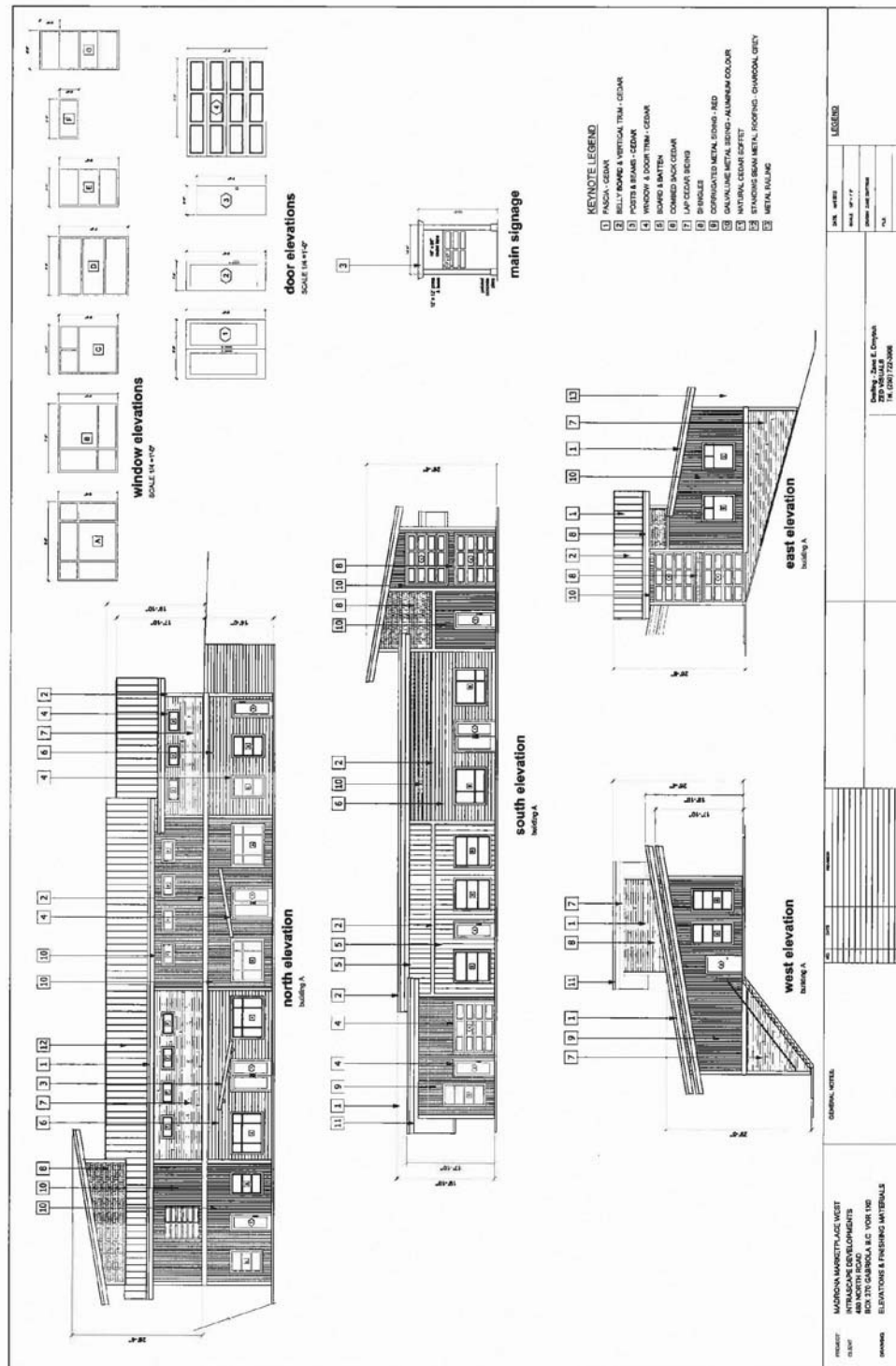
Deputy Secretary, Islands Trust

Date Issued

IF THE DEVELOPMENT HEREIN IS NOT COMMENCED BY THE ____ DAY OF ____, 2014 THIS PERMIT AUTOMATICALLY LAPSES.

GABRIOLA ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT PERMIT GB-DP-2012.3

“ELEVATIONS PLAN”



STAFF REPORT

Date: September 13, 2012

File No.: 3190-25
(GB-DVP-2012.2 Boulton)

To: Gabriola Island Local Trust Committee
For the meeting of October 4, 2012

From: Chloe Fox
Island Planner

CC: Chris Jackson
Regional Planning Manager

Re: Application for Development Variance Permit

Owner /

Applicant: Laura Boulton

Location: Lot A, Section 7, Gabriola Island, Nanaimo District, Plan VIP87443
PID: 028-086-929
(2450 Petroglyph Way, Gabriola Island)

THE PROPOSAL:

The applicant is seeking a development variance permit to vary Section D.2.4.3(a)(ii) of the *Gabriola Island Land Use Bylaw No. 177*, which establishes minimum setback requirements for buildings and structures on lots 1.0 hectare (2.47 acres) or larger in the Resource (R) zone. The applicant is seeking a variance from 10.0m (32.8ft) to 1.8m (6.0ft) in order to facilitate the construction of one 6.0m x 6.0m (20ft x 20ft) structure encompassing an open carport area and an enclosed storage area.

SITE CONTEXT:

The location of the subject property is shown in Figure 1, below. The subject property is approximately 2.02 hectares (5.0 acres) in area and is zoned Resource (R). The subject property is located at the end of Petroglyph Way and is bounded by residential properties zoned Large Rural Residential (LRR) to the east, a linear park to the south and a property zoned Resource (R) to the north and west. The subject property was once part of this property to the north and west and was created through a Section 946 subdivision approved in 2009.

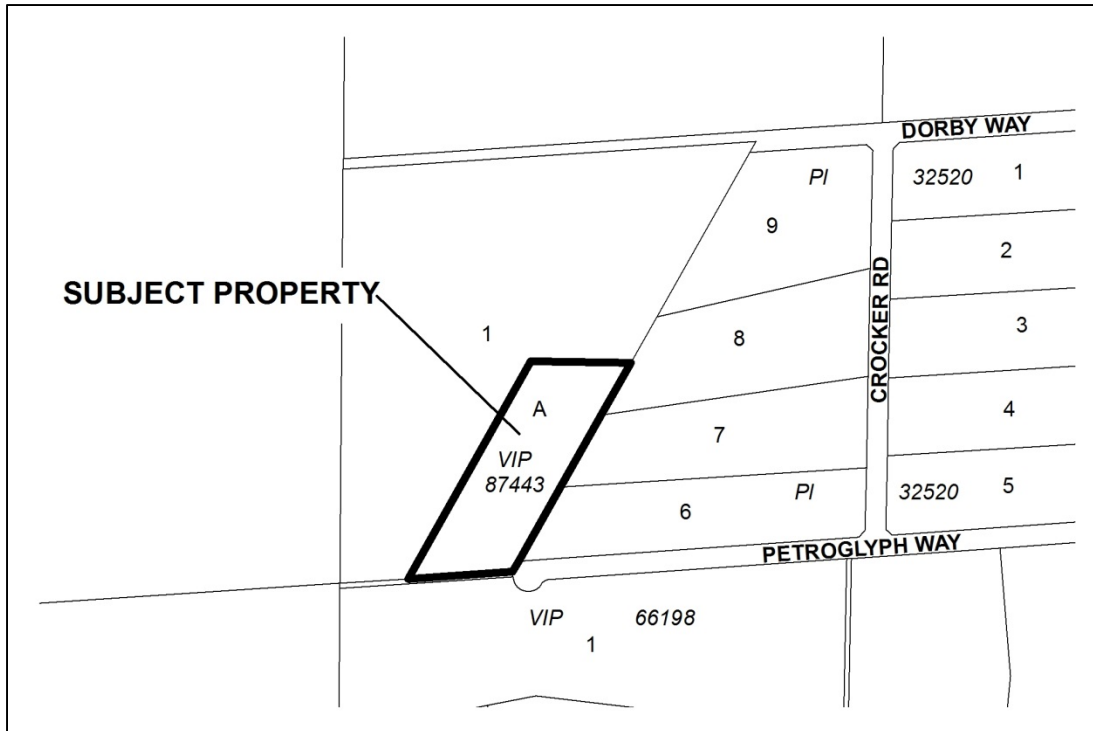


Figure 1: Subject Property Map

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

The proposal is not contrary to or at variance with the Islands Trust Policy Statement.

Official Community Plan:

The subject property is designated Resource (R) in the *Gabriola Island Official Community Plan, No. 166*. The objectives of this designation are to preserve large parcels of land in a largely unsubdivided state, to maintain representative areas of rural landscape on Gabriola and to provide transitional areas between the residential and forestry and agricultural parts of the community.

Land Use Bylaw:

The subject property is zoned Resource (R) as per the *Gabriola Island Land Use Bylaw, No. 177*. This zone permits agriculture, forestry and single family residential uses as principal uses on the lot. The subject property is 2.02 hectares in area and, as such, a minimum setback of 10.0m (32.8ft) for all buildings and structures is required from all property lines. The applicant is proposing to reduce this setback to 1.8m (6.0ft) for the east interior property line only, in order to facilitate the construction of a proposed carport / storage shed.

Islands Trust Fund:

As per the Islands Trust Fund Policy Manual, this application does not directly affect Islands Trust Fund Board (TFB) interests as it does not directly affect TFB owned property or conservation covenants, does not affect property directly adjacent to TFB owned property or

conservation covenants, and does not pertain to Crown Land within 100m of a TFB owned property or conservation covenant.

Regional Conservation Plan:

The Islands Trust Fund Regional Conservation Plan (RCP) identifies areas of medium relative composition importance of the subject property. This indicates a medium occurrence of special habitats. The RCP also states that Gabriola is vulnerable to a loss of natural ecosystems to residential and associated uses. Gabriola saw a significant increase in the number of private dwellings between 2001 and 2006 compared with other areas in the Trust Area. In addition, Gabriola Island has been identified as an area of moderate conservation focus due to medium levels of unprotected high relative biodiversity composition.

Sensitive Ecosystems and Hazard Areas:

Islands Trust Sensitive Ecosystem Mapping does not identify any sensitive ecosystem areas on the subject property.

Archaeological Sites:

Data from the provincial Remote Access to Archaeological Data (RAAD) system shows no identified archaeological sites on or within 50m of the subject property.

Covenants:

FB314813

This covenant was registered against the subject property in favour of the Gabriola Island Local Trust Committee as per Section 946(8) of the *Local Government Act* as a condition of a subdivision that was completed under this section (subdivision to provide residence for a relative) of the *Local Government Act* in 2009. Section 946(8) of the *Local Government Act* stipulates that approval of a subdivision under this section of the *Local Government Act* that is not within the Agricultural Land Reserve (ALR), or that is within the ALR but is land to which Section 23(1) or (2) of the *Agricultural Land Commission Act* applies, may only be given on the condition that the owner of the original parcel covenants with the local government that each parcel created by the subdivision will only be used for residential use and that the use of the remainder of the original parcel will not be changed, both for a period of 5 years after subdivision, and that the parcel will not be further subdivided under Section 946 of the *Local Government Act*.

Climate Change Mitigation and Adaptation:

Staff are unable to comment on potential GHG emission changes resulting from approval of this DVP or any potential impacts on the proposed development from anticipated or possible climate change induced hazards.

Other:

The subject property contains lands identified as Low and Moderate Hazard Terrain as per the mapping for draft DP-6 (Steep Slopes). The proposed structure appears to be located outside these areas.

RESULTS OF CIRCULATION:

Notification, required pursuant to the Local Government Act and Islands Trust policies and bylaws, will take place from September 21, 2012 to October 3, 2012. The proposed permit and the notice are attached to this report as Attachments 1 and 2. Any correspondence received on this application will be forwarded to the Local Trust Committee at the October 4, 2012 meeting.

STAFF COMMENTS:

The applicant is seeking to vary the minimum setback requirement of the *Gabriola Island Land Use Bylaw No. 177*, for the east interior property line only, from 10.0m (32.8ft) to 1.8m (6.0ft) in order to facilitate the construction of one 6.0m x 6.0m (20ft x 20ft) structure encompassing an open carport area and an enclosed storage area. The applicant has indicated that, in order to meet the required 10.0m (32.8ft) setback requirement, the proposed structure would have to be located on land with a significant slope, which could potentially require fill and retaining structures. In addition, the applicant has noted that, given the location of the existing house and vehicular access off Petroglyph Way, siting the proposed structure to meet the required 10.0m (32.8ft) setback would be inconvenient in terms of parking in proximity to the existing house.

The proposed location of the accessory structure is immediately to the north of the existing driveway, northeast of the existing house, and east of the existing septic field (see Figure 2). A site visit conducted by staff revealed that the subject property contains a significant amount of relatively steep topography. Indeed, within approximately 5.0 m (16.4ft) of the proposed location of the accessory structure, the land begins to slope to the northwest (see Figure 3).

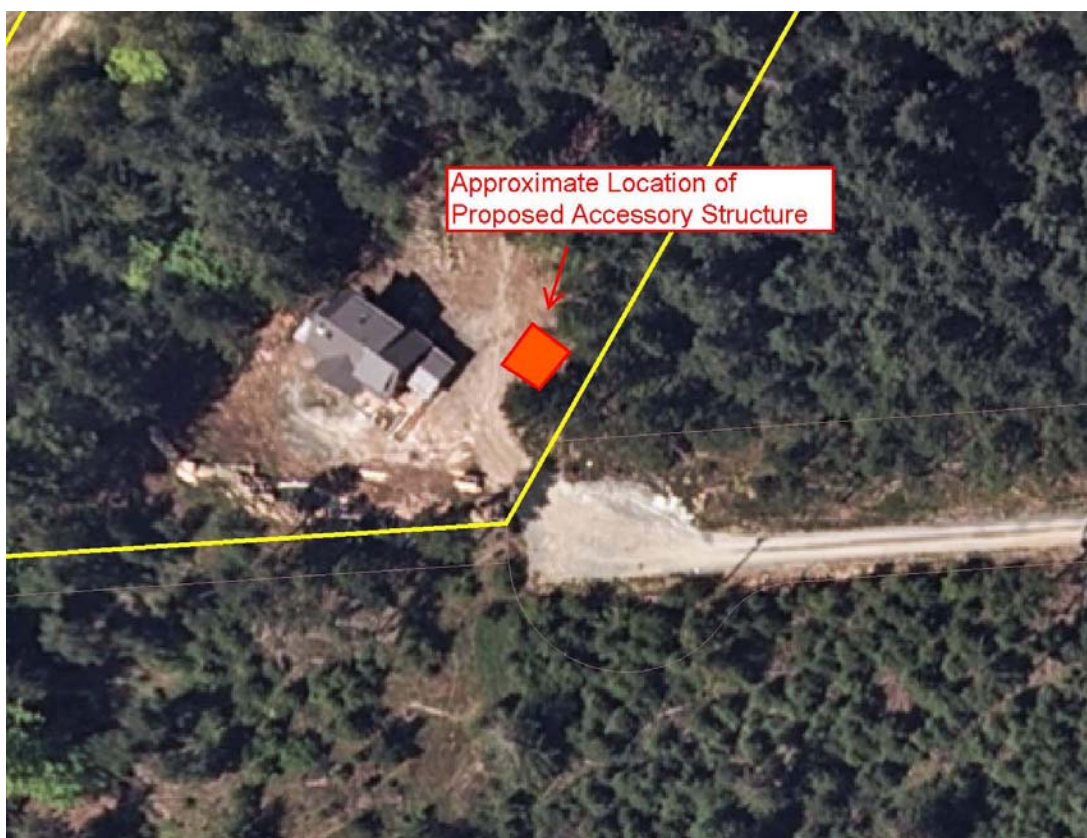


Figure 2: Approximate Location of Proposed Accessory Structure in relation to Existing House & Driveway

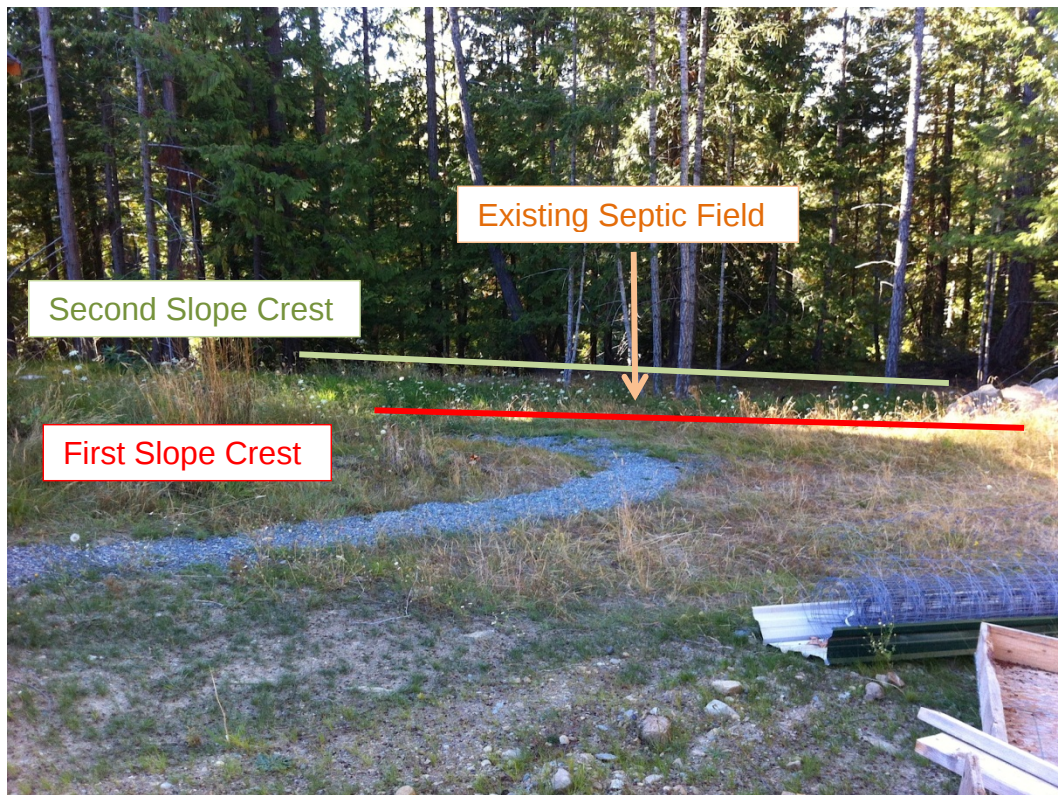


Figure 3: View to the Northwest from Proposed Location of Accessory Structure



Figure 4: View to East from Proposed Location of Accessory Structure

The property line ends almost directly to the south of the existing driveway and there is an existing garden area between the existing house and the south property line. The existing house appears to be located close to the minimum required setback of 10.0m (32.8ft) from the south property line. A significant stand of trees is located on the adjacent property near the proposed location of the accessory structure (see Figure 4). In addition, the remainder of the subject property, which runs northeasterly from the area of existing development and the proposed location of the accessory structure, is treed.

Staff note that, according to the mapping created for draft DP-6 (Steep Slopes), much of the northern and western portions of the subject property are located on lands identified as having either Low or Moderate Hazard Terrain. The draft guidelines for development within draft DP-6 (Steep Slopes) emphasize minimizing the alteration of steep slopes to accommodate development, preserving natural erosion protection through vegetation retention and/or enhancement and locating development outside of hazardous areas. In addition, draft DP-6 (Steep Slopes) contains a guideline that, if adopted, would allow the Local Trust Committee to consider variances to the siting of buildings and structures required by the Gabriola Island Land Use Bylaw No. 177 where the variance may result in the reduction in potential hazards to development, a reduction in cut and fill, an improvement in level entry, or a reduction in driveway grades. Although these guidelines are in draft form, they are in keeping with directive policies of the Islands Trust Policy Statement and the broader preserve and protect mandate of the Islands Trust.

Given that the proposed variance would accommodate the proposed construction without necessitating the alteration of steep slopes on the property, would not require additional tree removal by concentrating development on a smaller area of the property, and that the proposed accessory structure will be adequately screened from development on neighbouring properties, staff supports the proposal and recommends that the proposed permit be issued.

RECOMMENDATIONS:

Staff recommends:

THAT the Gabriola Island Local Trust Committee instruct staff to issue development variance permit GB-DVP-2012.2 (Boulton).

Attachments:

Attachment 1 – Notice

Attachment 2 – Proposed Permit

Prepared and Submitted by:

Chloe Fox

RPP, MCIP, Island Planner

September 13, 2012

Date

Concurred in by:

Chris Jackson

RPP, MCIP, Regional Planning Manager

September 26, 2012

Date



Islands Trust

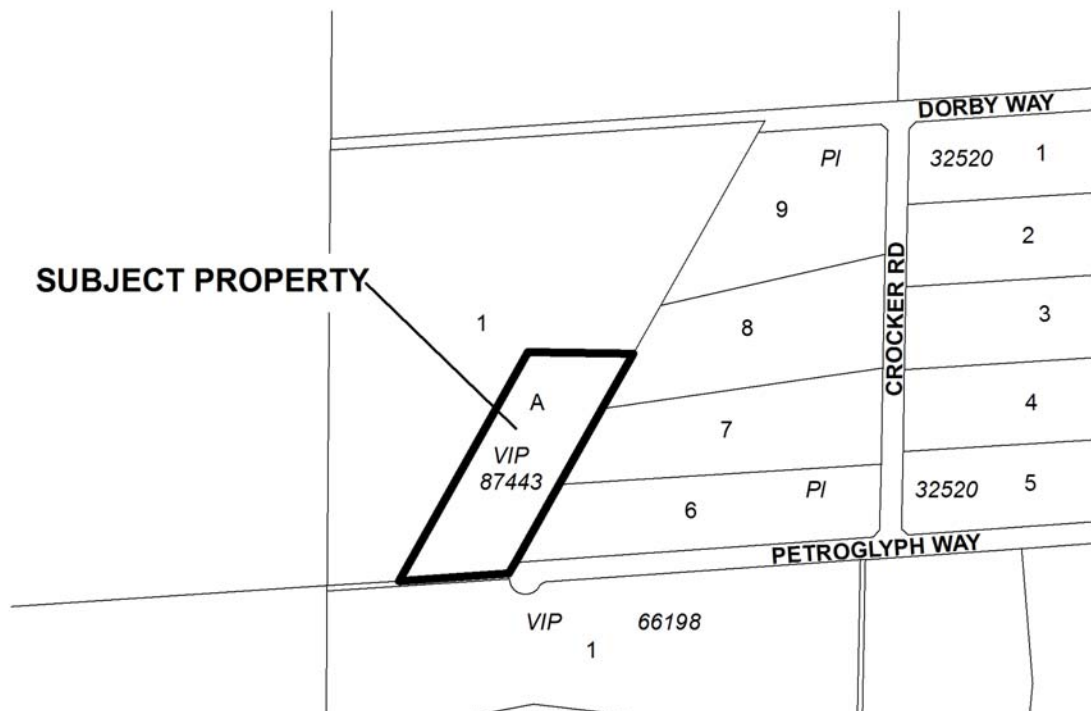
NOTICE
GB-DVP-2012.2
GABRIOLA ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given that the Gabriola Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 922 of the *Local Government Act*, varying Section D.2.4.3(a)(ii) of the Gabriola Island Land Use Bylaw No. 177, 1999. The variance will authorize the reduction of the minimum setback for buildings or structures from any lot line from 10.0 metres (32.8 feet) to 1.80 metres (6.0 feet).

The general purpose of the permit is to allow for the siting of a proposed carport / storage shed to be 1.80 metres (6.0 feet) from the east property line on the following lot:

Lot A, Section 7, Gabriola Island, Nanaimo District Plan VIP87443
 PID: 028-086-929

The general location of the subject property is shown in the following sketch:



ATTACHMENT 1

A copy of the proposed Permit may be inspected at the Islands Trust Northern Office, 700 North Road, Gabriola Island, BC, V0R 1X3 between the hours of 8:30 am to 4:00 pm Monday to Friday inclusive, excluding statutory holidays, commencing September 21, 2012 and continuing up to and including October 4, 2012. Also, attached for your convenience is a copy of the proposed Permit.

If you have any questions or comments regarding the proposed Permit, please submit them before 4:00 pm, October 3, 2012 to:

Mail: Islands Trust
700 North Road
Gabriola Island, BC V0R 1X3
Fax: (250) 247-7514
Email: cfox@islandstrust.bc.ca
Phone: Chloe Fox, Island Planner at (250)247-2203; for Toll-free access, request a transfer via Enquiry BC in Vancouver: 604-660-2421 and elsewhere in BC at 1-800-663-7867

Following the end of the notice period, the Gabriola Island Local Trust Committee may consider issuance of the proposed Permit at its meeting to be held at 10:15 am on October 4, 2012, at the Gabriola Women's Institute Hall, located at 476 South Road Gabriola Island, BC.

All applications are available for review by the public. Written comments made in response to this notice will also be available for public review.

Jacquie Hill
Deputy Secretary

PROPOSED

	GABRIOLA ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT VARIANCE PERMIT GB-DVP-2012.2
---	---

TO: Laura Boulton

1. This Development Variance Permit applies to the land described below:

Lot A, Section 7, Gabriola Island, Nanaimo District Plan VIP87443
PID: 028-086-929

2. Pursuant to Section 922 of the *Local Government Act*, the Gabriola Island Land Use Bylaw No. 177, 1999 is varied as follows:

FROM:

D.2.4.3(a)(ii) On lots 1.0 hectares (2.47 acres) or larger, except for a sign, fence, or pump/utility house, the minimum setback for buildings or structures is:

- 10.0 metres (32.8 feet) from any lot line.

TO:

Despite Section D.2.4.3(a)(ii), on Lot A, Section 7, Gabriola Island, Nanaimo District Plan VIP87443, except for a sign, fence, or pump/utility house, the minimum setback for buildings or structures is:

- 1.80 metres (6.0 feet) from any lot line.

but such reduction applies only to the proposed development as shown on Schedule 'A' attached to and forming part of this permit to reflect the siting of the proposed carport / storage shed from the east property line.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of Gabriola Island Land Use Bylaw No. 177, 1999 and to obtain other appropriate approvals necessary for completion of the proposed development.

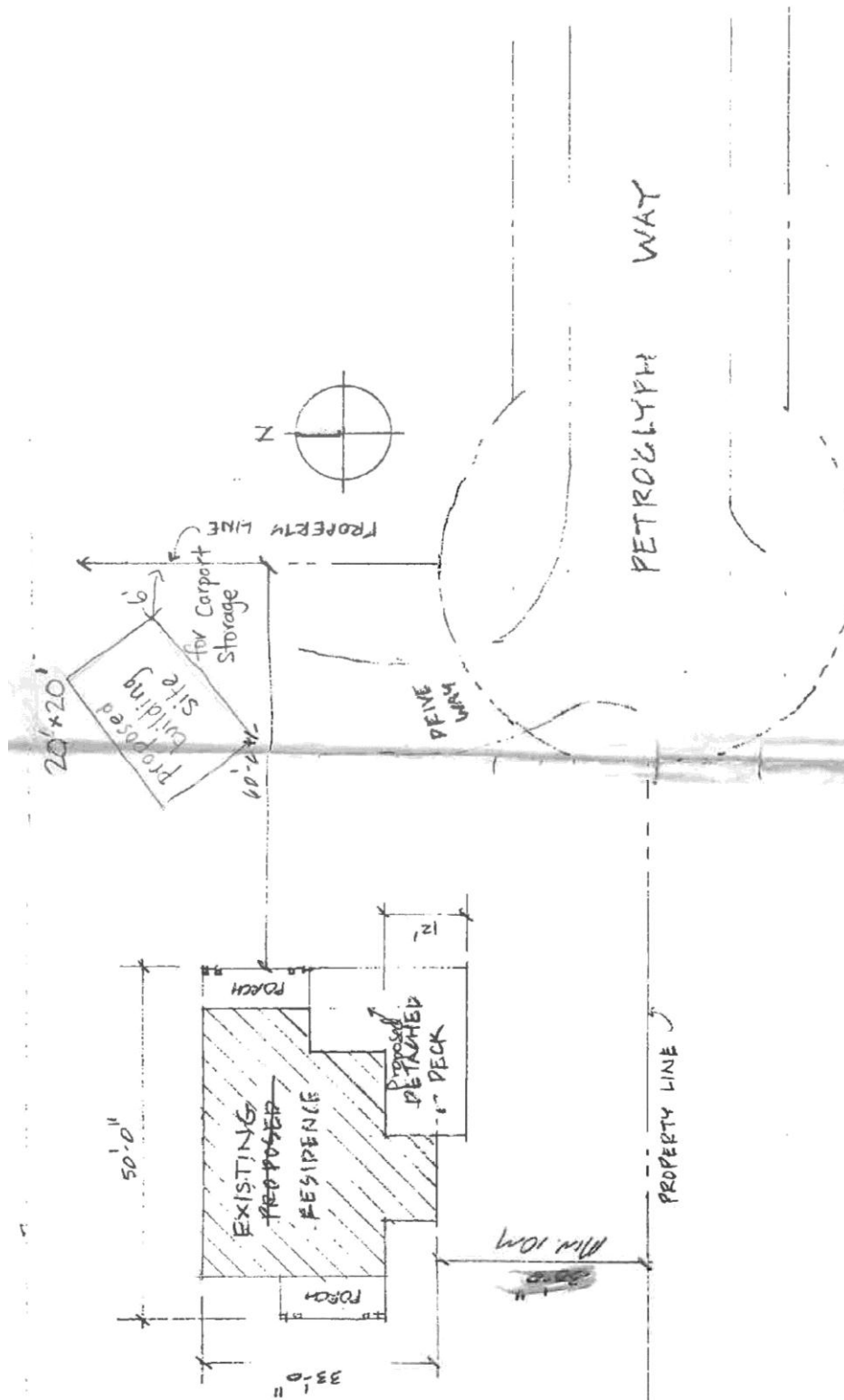
AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE THIS ___ DAY OF _____, 2012.

Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ___ DAY OF _____, 2014, THIS PERMIT AUTOMATICALLY LAPSES.

SCHEDULE 'A'
GABRIOLA ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT GB-DVP-2012.2



Purpose To review and update current Development Permit Areas (DPAs) in the Gabriola Island Official Community Plan to implement the provincial *Riparian Areas Regulation* and to update the mapping and guidelines for hazardous and steep slope areas to better assist in planning future development to protect riparian ecosystems and to avoid hazardous areas.

Background This project is part of the Gabriola Official Community Plan review. In 2010, EBA Engineering Consultants were contracted to provide geohazard mapping and a management strategy. In 2011, Madrone Environmental Services Ltd. was contracted to assess and map watercourses subject to the provincial *Riparian Areas Regulation*. The mapping and recommendations of these reports will assist in the development of updated DPAs. During these processes, concern has been expressed regarding the general level of knowledge in the community around DPAs.

Objectives

- Adoption of amended mapping and guidelines for DPA-6 to provide precise detail on the location of hazardous areas and more detailed / appropriate guidelines to protect future development from the hazards associated with these areas.
- Adoption of amended mapping and guidelines for DPA-6 that are consistent with the Islands Trust Policy Statement.
- Adoption of mapping and guidelines to implement the provincial Riparian Areas Regulation, including review of existing DPA-3.
- Ongoing notification and effective engagement with property owners, residents and the Snuneymuxw First Nation.

In Scope

- Review and update of existing DPA-3 and DPA-6, including mapping, justification, objectives and guidelines.
- Consideration of clarification around when a development permit will be required, including possible exemptions for certain types of development.
- Consistency of with the Islands Trust Policy Statement.
- Consistency with *Riparian Areas Regulation* requirements.
- Low Hazard Terrain, Moderate / High Hazard Terrain, Gentle Over Steep and Areas Proximal to Toes of Moderate / High Hazard Terrain, as per EBA report.

Out of Scope

- Review of other DPAs
- Review of other areas of the OCP
- Major applications to amend the OCP while review is in progress.
- Areas of Potentially Problematic Soils, Areas of Potential Shoreline Erosion, and Localized Areas of Steep Terrain

Links & Dependencies

- LTC meeting schedule as framework for deliverables.
- Victoria mapping department for draft mapping schedules.
- Referral agency response turn-around
- Island planner workload

Critical Success Factors

- Stay within reasonable budget
- Clear and timely communication of project, timelines and opportunities for input to community
- Development and implementation of a Development Approval Information bylaw in conjunction with the project
- Cooperative, respectful environment
- Executive Committee approval

Project Team
Name/Project Role
Chloe Fox/Island Planner
I.T. Victoria Mapping Department
Gabriola LTC
Jacquie Hill/Planning Clerk (Legislative Process)

Governance	
Name/Project Role	Responsibility
GBLTC	Bylaw review / consideration /adoption
Executive Committee	Bylaw approvals
Minister of Community, Sport & Cultural Development	Bylaw approval

Interest Groups
Name
Property owners and residents
Snuneymuxw First Nation; other First Nations
RDN; MOTI; VIHA; other referral agencies
Advisory Planning Commission
Local Realtors, Contractors, Excavators

Risk Assessment				
Risk	Probability	Impact	Response Strategy	Residual Risk
LTC efforts focused on other regional or trust wide work program items	Low	High	Promote project to work program priority #1 until final adoption	Low
Unable to meet deliverable dates due to aggressive timelines	Med	High	Detailed planning, clear roles and responsibilities of team members	Low
Property owner discourse over private property rights or implications of land use regulations being proposed	Med	High	Clear communications; ample opportunity for public review of draft regulations	Low
Unable to meet deliverable dates due to staff time commitments to development applications	Med	High	LTC direction on staff time allocation. RPM to balance application workload between Planner 1 / 2 / Island Planner	Low

Workplan Overview	
Deliverable/Milestone	Targeted Completion
General education on DPAs with community	Aug. 2012
Release of draft DPA amendments	Sept. 2012
Consultation with community / APC on draft DPA amendments	Sept. / Oct. 2012
1st reading of draft bylaw—agency and First Nation referrals	Nov. 2012
Community Information Meeting/Public Hearing and further readings	Jan. / Feb. 2013
Submission of draft bylaw to Executive Committee/Minister of CSCD	Feb. 2013
Consideration of adoption of DPA amendments	Spring 2013

Budget	
Item	Cost
Consultation	\$3,500
Legislative Process	\$2,000
Advertising	\$900
Total	\$6,400

Regional Planning Manager Approval:
Date: July 18, 2012

GBLTC Endorsement Resolution #:
GB-080-2012
Date: July 26, 2012

July 13, 2012

1.0 Objectives & Scope

Project Name	Gabriola Island DPAs (RAR, Hazardous Areas & Steep Slopes)	
What is the decision being made in this project?	OCP amendments to update development permit areas mapping and guidelines for hazardous areas and steep slopes and for implementation of the provincial <i>Riparian Areas Regulation</i> (RAR).	
Who will make the final decision?	Gabriola Island Local Trust Committee	
What is the scope of this project?	Review and update of existing Development Permit Area No. 6 – Escarpment Areas (DPA-6) and Development Permit Area No. 3 – Hoggan Lake (DPA-3), including mapping, justification, objectives and development guidelines.	
How will this project decision impact: - Other LTC decisions or projects - Individuals / Businesses - Specific communities - Environment	- The guidelines adopted will direct future LTC decisions on DP applications within these areas - The updating of DPAs will impact landowners within the areas identified as they will be subject to updated and/or new regulations for land development - The project is intended to add further protection to private property and the environment by ensuring development occurs in an appropriate manner near sensitive riparian ecosystems and hazardous slopes	
Are there historical factors or previous decisions that will affect how this project is implemented?	In 2006 the provincial government introduced RAR, which local governments are required to implement through their land use planning powers. Gabriola Island has yet to achieve compliance with this legislation. For steep slope areas, concern has been expressed about the reliability of current DPA-6 mapping, which has resulted in little enforcement. A lack of understanding amongst the general public around DPAs has been identified, in particular around the obligations of the LTC under the <i>Local Government Act</i> with respect to DPAs. The LTC has developed a DPA factsheet to foster greater levels of public knowledge around DPAs and additional education regarding DPAs should be incorporated into consultation at the outset of the project to ensure informed engagement. While this will incur additional costs on the project, there will be benefit to future projects involving DPAs.	
Why would you involve the public in this decision? What exactly do you want to achieve?	The intention is to first inform the public about DPA legislation and the purpose of DPAs and then, to consult on proposed amendments. We want the public to be more informed on the purpose and application of DPAs and how they are affected by the designation of a DPA. Secondly, we want public feedback on proposed amendments and additions to DPAs.	
What information do decision makers need to assist them in this decision?	The LTC needs to know that the proposed amendments will bring Gabriola Island into compliance with RAR, will protect development from hazards associated with steep slopes and will preserve environmental values.	
What factors will influence the decision about level and scope of consultation? How?	FACTOR	IMPACT
	Resources	Limited budget and staff time may limit the possibilities with respect to engagement
	Potential tie-ins	A Development Approval Information bylaw will be developed in conjunction with the project
Driving questions: - What information are you seeking from the public? - How will this add value to the decision making process?	Seeking to inform the community and to come to some common ground for implementation that achieves the objectives of the project in a way that is implementable and understood by those working with them. This will provide the basis for future LTC decisions on DP applications and should mitigate community concern regarding future decisions.	

2.0 Methods & Delivery

CONSULTATION STAGE 1 – General Education

<i>Project Name</i>	<i>Gabriola Island DPAs (RAR, Hazardous Areas & Steep Slopes)</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Web Page	To be developed in-house by staff using Wordpress. Launch advertised in both local papers. Rough estimate: \$300	Repository for general information and project specific information	Property owners, residents, local realtors & contractors, general community	Aug. 2012
Newspaper Article Series	To be written by staff, featured in both local newspapers Rough estimate: \$1000	Series of three short articles written by staff focused on certain general aspects of DPAs	Property owners, residents, local realtors & contractors, general community	Aug. 2012

CONSULTATION STAGE 2 – Public Input on Proposed Amendments

<i>Project Name</i>	<i>Gabriola Island DPAs (RAR, Hazardous Areas & Steep Slopes)</i>			
Methods	Cost	Content Focus	Audience	Publication Date
Blog on web page	To be developed in-house by staff using the same web page developed in Stage 1 Rough estimate: N/A	Allow individuals to post comments on draft amendments, possibility of hosting surveys	Property owners, residents, local realtors & contractors, general community	Sept. 2012
Mail-out	To all affected property owners Rough estimate: \$2500	Explaining the proposed amendments and how they will affect property owners and residents	Property owners and residents	Sept. 2012
Advisory Planning Commission	Rough estimate: N/A	Referral of draft amendments to APC for comment	Advisory Planning Commission members	Sept. / Oct. 2012
Community Information Meetings (2)	Two consecutive advertisements for each, run in both local papers Rough estimate: \$600	To present and obtain feedback on draft amendments. One prior to 1 st reading, one immediately prior to public hearing.	Property owners, residents, local realtors & contractors, general community	1) Oct. 2012 2) Jan. 2013



Islands Trust

Preserving **island** communities, culture and environment.

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Population (2011):
Approximately 4,045

Size:
5,256 hectares (12,987 acres)

Location:
6 kilometres east of Nanaimo located on Vancouver Island.

[Land Use Planning](#)
[Related Planning Services](#)
[Related Resources](#)
[Trust Area Mapping](#)
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Gabriola Island Local Trust Committee

Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Gabriola Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section.

September 2012

The Gabriola Island Local Trust Committee is currently looking to establish Development Permit Areas to protect ecologically sensitive riparian areas and to protect development from steep slope hazards. Please visit the new project [website](#) for more information and opportunities to become involved!

July 2012

- [Living Near Riparian Areas Brochure](#)

April 2012

- [Gabriola Island Riparian Area Regulation Stream Identification – Final Report, Madrone Environmental Services Ltd.](#)
- [Trustee Newsletter – April 2012](#)

February 2012

- [Gabriola Island Development Permit Area Factsheet](#)

September 2011

- [Trustee Newsletter - September 2011](#)

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Gabriola Island Local Trust Committee Projects

Communication Towers and Antenna

Background Information

- [Staff Report dated January 2010](#)
- [Gabriola Island Local Trust Resolution GB-025-2010](#)
- [Cellular Antenna Proposal Form](#)
- [Industry Canada's Client Circular Radiocommunications and Broadcasting Antenna Systems](#)

Gabriola Radio Society Proposal

- [Staff report dated July 18, 2012](#)
- [Compilation of Public Correspondence to July 25, 2012](#)
- [E-mail Response from Applicant to July 18, 2012 Staff Report dated July 25, 2012](#)
- [Staff Report dated March 23, 2012 - Gabriola Radio Society Application](#)
- [Community Information Meeting Agenda - Gabriola Radio Society Radio Tower Proposal - June 25, 2012 5pm-9pm](#)
- [Community Information Meeting on the Gabriola Radio Society's proposed radio tower to be held June 25, 2012](#)
- [Application Process / Site Location & Covenants / Contact Information Handout](#)
- [Application Notification - Gabriola Radio Society Application](#)

Committee Links

[Committee Home](#)
[Trustee Membership](#)
[Contact Trustees](#)
[Contact Planning Staff](#)
[Planning Bylaws](#)
[Administrative Bylaws](#)
[Meetings Schedule](#)
[Meeting Agendas](#)
[Meeting Minutes](#)
[Resolutions-Without-Meeting](#)
[Associated Islands](#)
[Land Use Application Forms](#)

Local Trust Committee Support Action for Water

Climate Change Action

- [Staff Report - October 2009](#)
- [Staff Report - January 15, 2010](#)
- [Staff Report - February 21, 2010](#)
- [Climate Wise Islands](#)
- [Newsletter - November 2009](#)
- [Newsletter - Mudge Island - March 2010](#)
- [Newsletter - DeCourcy Island - March 2010](#)
- [Fact Sheets](#)
- [Minutes - November 26, 2009](#)
- [Minutes - March 10, 2010](#)
- [Minutes - March 20, 2010](#)
- [2007 Community Energy and Emission Inventory Reports \(CEEIs\) now available](#)
- [New Islands Trust GHG Emission Inventories webpage posted](#)

Build-Out Project Map (3rd Edition)

- [Final Report](#)
- [Map of Development Potential \(May 2010\)](#)
- [Map of Development Potential \(January 2006\)](#)

Ecosystem Mapping

- [Draft Gabriola Island Local Trust Area ecosystem maps and feedback form](#)

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Official Community Plan and Land Use Bylaw Review

- [Gabriola Island Affordable Housing Needs Assessment](#)
- [Community Profile](#)
- [Shared Roadways - Gabriola Island Bicycle Route Plan, 2010](#)
- [Geohazard and Mapping - Report from Consultant](#)
- [List of Recommended OCP/LUB Review Phase 2 Topic Areas](#)

November 22, 2010 Community Meeting - Information Packages

- [Community Context, Plan Principle and Major Goals Information Package](#)
- [Bicycle and Bus Route Policies Information Package](#)
- [Affordable Housing, Density Transfer and Density Bank Information Package](#)

Advisory Planning Commission

- December 1, 2010 – [Agenda Package and LTC Referral](#) | [Minutes](#)
- February 15, 2011 – [LTC Referral Package](#) | [Approved Minutes](#)
- July 21, 2011 - [LTC Referral Package](#)

Agriculture Advisory Committee

- [Terms of Reference](#)

Meetings

- [March 15, 2012 – Agenda Package and LTC Referral](#)

Transportation Advisory Committee

- [Terms of Reference](#)

Volunteer Review Committee

- [Terms of Reference](#)

Meetings

- 2011
 - January 11, 2011 - Cancelled
 - January 17, 2011 [Agenda - revised](#) | [Minutes](#)
 - February 7, 2011 [Agenda - revised](#) | [Minutes](#)
 - May 9, 2011 [Agenda](#) | [Minutes](#)
 - June 20, 2011 [Agenda](#) | [Minutes](#)

- [October 25, 2011 Agenda](#)
- **2010**
 - December 15, 2009 [Agenda](#) | [Minutes](#)
 - January 26, 2010 [Agenda revised](#) | [Minutes](#)
 - February 9, 2010 [Agenda](#) | [Minutes](#)
 - March 30, 2010 [Agenda - revised](#) | [Minutes](#)
 - April 20, 2010 [Agenda](#) | [Minutes](#)
 - May 18, 2010 [Agenda - revised](#) | [Minutes](#)
 - June 15, 2010 [Agenda - revised](#) | [Minutes](#)
 - July 20, 2010 [Agenda](#) | [Minutes](#)
 - August 17, 2010 - Cancelled
 - September 7, 2010 [Agenda - revised](#) | [Minutes](#)
 - October 5 , 2010 [Agenda - revised](#) | [Minutes](#)
 - November 2, 2010 - Cancelled
 - December 7, 2010 - Cancelled

Community Wildfire Protection Plan

- [Community Wildfire Protection Plan May 2008](#)

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Applications

GB-RZ-2009.1 (Williamson & Associates, density transfer)

- [Preliminary Staff Report dated July 11, 2011](#)
- [Technical reports from Applicant submitted November 2, 2010](#)
- [Staff Report dated October 18, 2011](#)

Trustee Newsletters

- [March 2010](#)
- [April 2009](#)
- [September 2008](#)

DeCourcy Island

- No items at this time

Mudge Island

GB-RZ-2010.1 (Littlejohn & Beckstead)

- [Staff Report dated October 13, 2010](#)
- [Staff Report dated April 14, 2011](#)
- [Staff Report dated September 9, 2011](#)
- [Staff Report dated December 15, 2011](#)
- [Staff Report dated February 29, 2012](#)

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