



A NOTICE OF A BUSINESS MEETING OF **THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:15 AM on Thursday, November 28, 2013 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 Corrected Public Hearing Record of July 18, 2013 and September 5, 2013 – <i>for receipt</i>	1-3	
3.2	Local Trust Committee Meeting Minutes of October 10, 2013 – <i>for adoption</i>	4-13	
3.3	Local Trust Committee Special Meeting Minutes of October 23, 2013 – <i>for adoption</i>	14-20	
3.4	Section 26 Resolutions Without Meeting Log dated November 19, 2013 - <i>attached</i>	21	
3.5	Gabriola Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.6	Mudge Island Advisory Planning Commission Meeting Minutes - <i>none</i>		
3.7	Gabriola Island Agricultural Advisory Commission Meeting Minutes - <i>none</i>		
4.	BUSINESS ARISING FROM MINUTES		
4.1	Follow-up Action List dated November 19, 2013 - <i>attached</i>	22-25	
5.	CORRESPONDENCE		
	<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 City of Salmon Arm dated October 28, 2013 to Agricultural Advisory Committees regarding Agricultural Land Commission (ALC) Budget - <i>attached</i>	26	
6.	REPORTS		
6.1	Work Program Reports		
6.1.1	Top Priorities Report & Projects List dated November 19, 2013 - <i>attached</i>	27-30	
6.2	Applications Log		
6.2.1	Report dated November 19, 2013 – <i>attached</i>	31-34	
6.3	Trustee and Local Expenses		
6.3.1	Expenses posted to October 31, 2013 - <i>attached</i>	35	

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|------------|---|----------|
| 7. | NEW BUSINESS | |
| 7.1 | Agricultural Advisory Commission and Transportation Advisory Commission Term Expiry | 11:00 am |
| 7.1.1 | Memorandum dated November 19, 2013 - <i>attached</i> | 36 |
| 7.2 | News Release from Ministry of Transportation and Infrastructure "B.C. charts course for a sustainable coastal ferry service" dated November 18, 2013 | 37-46 |
| 8. | TRUSTEES' REPORT | |
| 9. | CHAIR'S REPORT | |
| 10. | REGIONAL DIRECTOR'S REPORT | |
| 11. | DELEGATIONS | |
| 11.1 | Mike Donnelly, Regional District of Nanaimo regarding Water Budget Project: RDN Phase One (Gabriola, DeCourcy and Mudge Islands) | 11:30 am |
| 12. | TOWN HALL SESSION | |
| 13. | APPLICATIONS AND PERMITS - none | |
| | BREAK and PRESENTATION | 12:00 pm |
| | Presentation of 2013 Community Stewardship Award to Chris and Judith Plant | |
| 14. | LOCAL TRUST COMMITTEE PROJECTS | 12:30 pm |
| 14.1 | Official Community Plan/Land Use Bylaw Review | |
| 14.1.1 | Agriculture Policies - Staff Report dated November 18, 2013 – <i>attached</i> | 47-51 |
| 14.1.2 | Climate Change Policy Implementation Staff Report dated November 18, 2013 - <i>attached</i> | 52-61 |
| 15. | BYLAWS | |
| 16. | CLOSED MEETING: The Gabriola Island Local Trust Committee closes the next part of the November 28, 2013 business meeting to discuss matters pursuant to Section 90(1)(a) of the <i>Community Charter</i> to consider Gabriola Island and Mudge Island Advisory Planning Commission Appointments and that Staff be invited to attend this meeting | |
| 17. | RECALL TO ORDER
Rise and Report from Closed Meeting | |
| 18. | ISLANDS TRUST WEBSITE
Gabriola Pages – <i>for discussion</i> | |
| 19. | NEXT MEETING:
Thursday, January 16, 2014 at 10:15 a.m. at the Women's Institute, 476 South Road, Gabriola Island, BC | |
| 20. | TOWN HALL SESSION – <i>time permitting</i> | |
| 21. | ADJOURNMENT | 2:00 pm |

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



**Gabriola Island
Local Trust Committee
Public Hearing Record Regarding:**

**PROPOSED BYLAW NO. 267 CITED AS “MUDGE ISLAND OFFICIAL COMMUNITY PLAN
BYLAW 227, 2007, AMENDMENT NO. 1, 2012”
AND**

**PROPOSED BYLAW NO. 268 CITED AS “DECOURCY ISLAND OFFICIAL COMMUNITY
PLAN BYLAW 16, 1981, AMENDMENT NO. 1, 2012”**

Date of Hearing: Thursday, July 18, 2013, at 1:30pm
Location: The Women’s Institute
476 South Road, Gabriola Island, BC

Members Present: David Graham, Chair
Gisele Rudischer, Local Trustee
Sheila Malcolmson, Local Trustee

Staff Present: Courtney Simpson, Regional Planning Manager
Lisa Webster-Gibson, Planning Clerk
Jessie Sherk, Recorder

Media and Others Present: 2 local media representatives and approximately
one (1) member of the public

1. CALL TO ORDER

Chair Graham called the Public Hearing to order at 1:31 pm.

2. OPENING REMARKS

Chair Graham read aloud an opening statement regarding the process for the public hearing on the proposed bylaws.

Planning Clerk Webster-Gibson explained the purpose of the two proposed bylaw and stated that the record of referrals and responses received relating to Proposed Bylaw Nos. 267 and 268 were available in the binder provided for public viewing.

Planning Manager Simpson summarized the referral responses.

**Public Hearing Record
Received for Information
By Local Trust Committee**

3. PUBLIC COMMENTS

Chair Graham opened the Public Hearing to submissions from the floor. There were no members of the public in attendance to speak.

4. NEXT PUBLIC HEARING

Trustee Malcolmson stated that she wrote to the community groups only ten days ago and that giving it another month would mean a better chance at having more members of the public attend the hearing. Trustee Malcolmson proposed that the Public Hearing be recessed and reconvened at a later date to allow the public the opportunity for further submissions.

By general consent, it was agreed that the Public Hearing would be reconvened and Chairman Graham announced that the Gabriola Island Trust Committee would recess the Public Hearing for proposed bylaws 267 and 268 and reconvene on September 5, 2013 at 10:15am at the Women's Institute, 476 South Road, Gabriola Island, BC.

5. RECESS

Chair Graham recessed the Public Hearing at 1:42pm.

6. RECONVENE

By general consent the Committee reconvened the Public Hearing on September 5, 2013 at 10:20am at the Women's Institute, 476 South Road, Gabriola Island, BC with the following members, staff, media and others present:

Members Present: David Graham, Chair
Gisele Rudischer, Local Trustee
Sheila Malcolmson, Local Trustee

Staff Present: Courtney Simpson, Regional Planning Manager
Peter Phillips, Bylaw Enforcement Officer
Jessie Sherk, Recorder

Media and Others Present: 2 local media representatives and approximately
(4) members of the public

Chair Graham called the Public Hearing to order at 10:20am. He noted that they would be picking up from where they recessed the Public Hearing on July 18, 2013 and going straight to public submissions.

**Public Hearing Record
Received for Information
By Local Trust Committee**

7. PUBLIC COMMENTS

Chair Graham opened the Public Hearing to submissions from the floor.

Tom Kendall – Decourcy Island

Tom stated that he feels the bylaw is flawed although he is not against the idea of reports and rezoning. He wants to know what the nature of the reports would be and who would be preparing them. He feels the proposed bylaws are too broad. He could support a version of the bylaw but not the one being proposed.

Ian Parkinson - Decourcy Island

Ian noted that he is the new president of the Decourcy Island Community Association and voiced the following concerns:

- He thinks that most people agree with the bylaw but do not understand where it is coming from;
- Why no communication with the people on the island;
- How this is a benefit to the islanders; and
- There is concern that it is too open ended and it is going to be the beginning of an endless series of hoops people will have to jump through to make changes.

Chair Graham called a second opportunity for the public to make comments.

Tom Kendall then thanked Trustee Malcolmson for coming to Decourcy Island a couple weeks ago to help the community understand what is going on.

Chair Graham then called a final opportunity given. There were no additional speakers.

8. ADJOURNMENT

Chair Graham declared the Public Hearing to be adjourned at 10:35am.

I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE PUBLIC HEARING HELD.

Jessie Sherk, Recorder



Gabriola Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting: Thursday, October 10, 2013
Location: Women's Institute
476 South Road, Gabriola Island

Members Present: David Graham, Chair
Gisele Rudischer, Local Trustee
Sheila Malcolmson, Local Trustee

Staff Present: Courtney Simpson, Regional Planning Manager
Jessie Sherk, Recorder

Media and Others Present: Doug Kalcsics, Nanaimo South Downtown Waterfront Initiative
2 members of the local media and 1 member of the public were in attendance

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:16am. He acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations. Staff and trustees were introduced.

2. APPROVAL OF AGENDA

The agenda was approved by consensus with the following amendments:

- Late item added – 7.3 New Business - Briefing: Islands Trust Council Strategic Plan – Local Trust Committee Input
- Late item added – 7.4 New Business - Communications Towers

3. MINUTES

3.1 Local Trust Committee Special Meeting Minutes from the Community Information Meeting of June 26, 2013

The minutes were adopted by consensus.

3.2 Local Trust Committee Meeting Public Hearing Record of July 18, 2013 and September 5, 2013

The records were reviewed for information. Trustee Malcolmson noted that she had made a motion to recess although it did not have record of that in the notes. Deferred, Planning Manager Simpson will look into this.

3.3 Local Trust Committee Public Hearing Record of September 4, 2013

Spelling corrections were made to the following names:

- Vern **Packham** (pages 6 and 8), Nadia **Small** (page 6)
- Wendy **James** (pages 5 and 8), Mark **Coats** (page 8)
- Guy **Mireau** (page 9)

3.4 Local Trust Committee Meeting Minutes of September 5, 2013

The minutes were adopted by consensus with the following amendments:

- Page 3, section 3 – Closed Meeting – insert time the meeting was closed to the public as 10:40am
- Page 7, second paragraph, change “The Trust Committee...” to “The trustees...”
- It was noted that the wording of the motion on page 8 was not correct as it should have read “...request staff to amend...” and “The Nature Trust of BC” should not have been included.
- Page 9, second line in the second paragraph, delete the words “putting in a tax requisition”

3.5 Section 26 Resolutions Without Meeting – none

3.6 Gabriola Island Advisory Planning Commission Meeting Minutes – none

3.7 Mudge Island Advisory Planning Commission Meeting Minutes – none

3.8 Gabriola Island Agricultural Advisory Commission Meeting Minutes – none

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated October 1, 2013

Trustee Rudischer noted that she feels the target dates are unrealistic.

4.2 Gabriola Eagle Nest Mapping Proposal

4.2.1 Staff Report dated September 30, 2013

Trustee Malcolmson stated that she received an email from the Gabriola Rescue of Wildlife Society to confirm that they are definitely partnering on this, and that they would be doing the mapping over the winter. Trustee Malcolmson said she agrees with funding this.

Trustee Rudischer is unsure as she thinks they should wait and see how much money it will cost for the simple assessment for implementing the Riparian Areas Regulation before deciding to fund something else. She stated that it's not that she doesn't think this would be valuable; she is just worried that there won't be enough money.

The money left in each budget was reviewed and discussed.

GB 97/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee release \$1000 from its Local Expense Special Projects Budget for eagle nest mapping undertaken by Gabriola Rescue of Wildlife Society and Wildlife Tree Stewardship.

CARRIED

4.3 Mudge Island Advisory Planning Commission Appointments

Planning Manager Simpson gave an update and said that advertisements for the Gabriola position have been sent to the newspaper. She also mentioned that current members would be contacted to see if there is interest.

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 or project is on the Agenda for Consideration"

5.1 **Email response dated September 5, 2013 to Gabriola Local Trust Committee from Ministry of Forests, Land and Natural Resource Operations regarding the Gabriola Rod, Gun and Conservation Club Potential Water Contamination**

Trustees discussed who this email should be forwarded to. Trustee Rudischer said she would forward it to Ode Howard.

6. REPORTS

6.1 Work Program Reports

6.1.1 Top Priorities Report and Projects List dated October 1, 2013

The Top Priorities Report, Projects List and target dates were discussed.

6.2 Applications Log

6.2.1 Report dated October 1, 2013

Reviewed for information.

6.3 Trustee and Local Expenses

6.3.1 Expenses posted to September 30, 2013

Reviewed for information.

7. NEW BUSINESS

7.1 2014 Meeting Schedule – Change May 15 to May 14, 2014

The 2014 meeting schedule and the option of moving the May, 2014 meeting date was discussed.

GB 98/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amend its 2014 meeting schedule by replacing May 15 with May 14.

CARRIED

7.2 Gabriola Telephone Directory Renewal

GB 99/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee release three hundred and seventy-eight dollars (\$378.00) from its Local Expense account (65220) and request that staff renew the Local Trust Committee page in the Gabriola directory by October 31, 2013.

CARRIED

7.3 Briefing: Islands Trust Council Strategic Plan – Local Trust Committee Input

Trustees noted that they have not yet been able to read this briefing as it was a late item. Deferring this item was discussed. It was decided that the trustees

would initiate a Resolution Without Meeting if they have ideas they want to submit.

7.4 Communications Tower – Discussion

Planning Manager Simpson gave an update on the Gabriola Co-op Radio tower application and what stage submission of a new application was at. She stated that when a complete application is received, it will become an item on an agenda.

With regard to the proposed Rogers communication tower, it was discussed that at the last town hall there was a concern expressed by a member of the public about this. It was noted that Trustees Rudischer and Malcolmson had met with Rogers at Rogers' request and recommended that they look into their files about what the results were of their last attempt to site a new tower on Gabriola. Rogers said they did not yet have a location in mind but wanted to know if Gabriola had an interest in having Rogers' services. Trustees stated that they were clear in saying that they have not heard that Gabriolans want more cell service. Trustee Malcolmson had suggested that Rogers speak to the Chamber of Commerce.

8. TRUSTEES' REPORT

Trustee Rudischer read her report. She noted that the Streamkeepers will be holding a first year anniversary party on October 19, 2013 at the Commons and anyone wanting to find out more about this group or streams on Gabriola should attend. Trustee Rudischer attended the Truth and Reconciliation Day at Vancouver Island University on September 20 and was moved by the stories that she heard from First Nations people who survived residential schools. Also noted was the meeting with Rogers to discuss the pre-application consultation process, the opening of the new north end fire hall, and the meeting of the Community Safety Collaborative group.

Trustee Malcolmson noted that most of her activity was off-island. She attended the Trust Council meeting on Lasqueti Island noting that decision highlights from the meeting are on the Islands Trust website. The next meeting she attended was with the Union of British Columbia Municipalities where the derelict vessel issue was discussed. She also attended BC Ferries meetings with the Premier and the Transportation Minister. Trustee Malcolmson also attended the Truth and Reconciliation Commission in Vancouver and was very moved and impressed by the emotional articulateness of the people telling these stories. Locally she is glad to see the bike path going in on Taylor Bay Road. She also took part in the bus video that is to be submitted in the BC Hydro funding competition. Trustee Malcolmson also mentioned the People for a Healthy Community fundraising drive for Thanksgiving, the Save Our Shores Community Forum about oil tankers and preventing spills in the Salish Sea, and she said she hopes to receive input from the public about the Islands Trust website as they are in the evaluation phase right now. Lastly she noted that on November 21, 2013, there would be a Public Hearing on the Ballenas-Winchelsea Official Community Plan.

9. CHAIR'S REPORT

Chair Graham gave a report on one of the topics that were covered at the Trust Council meeting on Lasqueti Island which was a mid-term report on how they are doing with their strategic plan. He stated that the strategic plan directs the work of Trust Council. He noted that it is always a very ambitious strategic plan, as they also must carry on a number of projects and activities from previous terms. From the policy statement there are 4 goals. Under the first:

- Ecosystem Preservation and Protection, they identified 49 activities or phases. Out of those 49 activities, they have completed 9 and have 22 on target;
- Stewardship of Island Resources, they have identified 11 activities, completed 3, and 2 are on target for completion;
- Sustaining Island Character and Healthy Communities, all 7 activities identified are on target for completion; and
- In Cooperation With Others, has 13 activities identified, 2 are completed and 5 are on target.

Chair Graham feels that they are right on track with all their goals.

Trustee Rudischer commented how long the derelict vessel problem has been going on. The chair and trustees discussed how this problem is getting worse.

10. REGIONAL DIRECTOR'S REPORT - none

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Official Community Plan/Land Use Bylaw Review

14.1.1 Parks Rezoning

Staff Report dated September 19, 2013

Planning Manager Simpson introduced the staff report. She noted that there is an amended draft bylaw to review but not recommended for further readings today.

Trustee Rudischer pointed out some errors in the draft bylaw saying that references to Map 11 are incorrect. All references to schedule C Map 11, should say Map 16. It was noted that staff will go through the maps and plans to make the corrections. Other possible errors were discussed.

Trustee Rudischer stated that she didn't agree with the report recommendations regarding special events in parks. Staff and trustees discussed at length. Chair Graham asked staff to bring more information to the trustees so they can make a better-informed decision. It was noted that part of the confusion is a lack of definition on what is a special event versus what is a public assembly, and this needs to be clarified. Trustee

Malcolmson stated that people should be able to use the parks, and that the Regional District of Nanaimo is the appropriate body, through their permitting process, to say yes or no, and she doesn't want Gabriola's zoning to stand in the way of that.

Planning Manager Simpson stated that if everything else was ready for early referral, she could keep with the schedule and include a cover sheet describing any outstanding issues.

Trustees and staff continued discussing the report including the topics of sign exemptions and ecological reserve requirements.

It was noted that further information is needed regarding where the request for ecological reserve requirements came from.

GB 100/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request staff to clarify ecological reserve requirements from the Regional District of Nanaimo, to recommend changes to Land Use Bylaw Table 1 B.4.1 to reduce the aggregate total by half and ask the Regional District of Nanaimo what sorts of activities would need a special events or park use permit on Gabriola parks, and staff advise on adding a fourth point under Land Use Bylaw D.4.1.2A "Temporary structures for special events use".

CARRIED

GB 101/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request that staff make amendments to Draft Bylaw 272 to correct references to maps 11 and 12 on page 70 of the agenda.

CARRIED

GB 102/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee direct staff to refer draft Bylaw No. 271 and Draft Bylaw No. 272 to the Regional District of Nanaimo Parks Department, BC Parks, The Nature Trust of BC and the Agricultural Land Commission.

CARRIED

11. DELEGATIONS

11.1 City of Nanaimo – Presentation regarding the Nanaimo South Downtown

Doug Kalcsics presented information about the Nanaimo South Downtown Waterfront Initiative. He explained its framing principals, areas included, who the committee is made up of, as well as the process involved.

The committee is advisory and is expected to deliver a product to city council. He noted that they have no power, no authority and it will only be as good as the community commitment to it. Their focus is to create a framework and long-term vision to the lands, so that everyone using it has a better direction of where they want to go.

Doug stated that they have four key framing principals; economic, connection, cultural/social and environmental, noting that there are some fundamental themes they want to protect in this process:

- This is a working harbor;
- Committed to public accessibility; and
- In terms of environment, committed to being a steward.

Lastly he noted that this committee is very well resourced and that city council is committed to this. He also mentioned that there is significant information on the website for anyone who is interested.

Trustees then engaged in conversation with Doug regarding the map, next steps in the process, and different modes of transportation that may be incorporated into the vision.

12. TOWN HALL SESSION

A member of the public had questions regarding the eagle nest mapping. She wanted to know the process that is followed in letting landowners know that people are going to be going around the island doing this. Are there intentions on entering private property? She stated that it seems that islanders have been concerned about people entering private property without permission.

Planning Manger Simpson noted that she has not received any information from the Gabriola Rescue of Wildlife Society or Wildlife Tree Stewardship about what their plans are.

Trustee Malcolmson stated that with respect to the perch mapping from a few years ago, they had a protocol that they followed regarding notification to landowners. They were not allowed to enter private property without permission.

She also stated that they have a whole system set up for eagle nest mapping and politically she cannot tell them what to do.

The member of the public felt that a written request to landowners is a good idea and since Islands Trust is providing money to them, they should be able to dictate this.

13. APPLICATIONS AND PERMITS - none

15. BYLAWS

14.1.2 Riparian Areas Regulation Implementation

Staff Report dated September 30, 2013

Planning Manager Simpson stated that in response to community concern and local trust committee direction, staff is seeking clarification and support from the Province before recommending next steps.

Trustee Rudischer thanked Planning Manager Simpson for the list of people that said they didn't receive notification that someone would be entering their property for the riparian area mapping, noting that some of the people that said they weren't on the list actually were.

Trustee Malcolmson asked staff to advise about any precautions on engaging with the public about this.

Planning Manager Simpson stated that in print media, it would be a good idea to get advice from staff as it may be more appropriate for a staff member to provide the response rather than a trustee. She also noted that there are no policies regarding Facebook, and that they have been monitoring comments on the Gabriola page. She stated that on a case-by-case basis, they should be asking staff advice before addressing any comments or questions.

Staff and trustees discussed putting something in the newspaper to reassure the public as well as the possibility of scheduling a special meeting rather than waiting until the next regular meeting at the end of November.

GB 103/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust committee request that staff schedule a special meeting to consider further readings on proposed Bylaws 265 and 266 when the staff report is ready.

CARRIED

16. ISLANDS TRUST WEBSITE

No updates. Trustee Malcolmson thanked staff for all the updates on the site.

17. NEXT MEETING:

Thursday, November 28, 2013 at 10:15am at the Women's Institute, 476 South Road, Gabriola Island, BC

18. TOWN HALL SESSION

Bart Jessop of 776 Roxanne Boulevard stated that he was speaking on behalf of the Property rights Action Group (PRAG) and that they are concerned that the Advisory Planning Commission are not representative of Gabriolans.

Trustee Rudischer stated that they have had an Advisory Planning Commission on Gabriola since the beginning of the Trust. The way it is chosen is that they ask for volunteers, people apply and that is who they must choose from.

Bart Jessop stated that he feels that capable people are reluctant to apply because of the past performance of the Advisory Planning Commission.

Trustee Rudischer stated that the recommendations that the Advisory Planning Commission makes are only recommendations and that there are many times when the Trust has disagreed with those recommendations.

Bart Jessop urged the trustees to examine normal decision-making procedures involving multi-million dollar decisions on people's property and thousands of lives. He also noted that he doesn't know how decisions are reached.

Trustee Rudischer noted that the Advisory Planning Commission meetings are open to the public and people should attend.

Trustee Malcolmson noted that she appreciates the volunteer input of people in the past and they do good work. Lately they haven't had an abundance of people to choose from and she encourages anyone who is interested to look out for the next opportunity.

Trustee Rudischer added that the Advisory Planning Commission input is only one of the things they consider when decisions are being made.

19. ADJOURNMENT

By general consent the meeting adjourned at 12:45pm.

David Graham, Chair

CERTIFIED CORRECT:

Jessie Sherk, Recorder



Gabriola Island Local Trust Committee Minutes of a Special Business Meeting

Date of Meeting: Thursday, October 23, 2013
Location: Gabriola Island Agricultural Hall,
 465 South Road

Members Present: David Graham, Chair
 Gisele Rudischer, Local Trustee
 Sheila Malcolmson, Local Trustee

Staff Present: Courtney Simpson, Regional Planning Manager
 Jessie Sherk, Recorder

Media and Others Present: Howard Houle, Regional Director
 Two (2) local media representatives and approximately five
 (5) members of the public were in attendance.

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:17am. He noted that there will be no town hall session because the topic of this special meeting is post-public hearing.

2. APPROVAL OF AGENDA

The agenda was approved by consensus with the following amendments:

- Late item added to 3.1– October 22, 2013 Supplemental report

3. Proposed Bylaw Nos. 265 and 266

- 3.1 Staff Report dated October 15, 2013 regarding Riparian Areas Regulation Implementation – Post Public Hearing and Supplemental Staff Report dated October 22, 2013

Planning Manager Simpson explained how the post public hearing procedure. She spoke to staff recommendations for amendments to the bylaw based on input received before and during the public hearing. She explained that the supplemental report responds to input from the trustees.

Trustees discussed at length, reducing the development permit area, pursuing a simple assessment, and other recommendations in the staff report.

As requested from Trustee Malcolmson, Planning Manager Simpson then spoke about the different levels of mapping under the Riparian Areas Regulation. She explained that this process was started by the Ministry of Environment to identify the boundaries of watersheds and designate fish habitats. In an initial staff report there were a number of options developed for Islands Trust that included designating the entire area as watershed developments, however, the Local Trust Committee decided not to do that. Instead, Madrone Environmental Services Ltd. was hired to come in and do the stream mapping, following the methods in the Riparian Areas Regulation. She went on to discuss simple assessments to determine the Streamside Protection and Enhancement Area noting that it seems that simple assessments may be the best option for Gabriola Island. Each recommendation in the report was discussed between staff and trustees.

GB 104/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request staff advice on amending proposed Bylaw No. 266 in F.3.2.1 to read “application of pesticides, herbicides, and/or chemical fertilizer”.

CARRIED

GB 105/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amend proposed Bylaw No. 266 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012” by adding the word “impervious” between the words “non-structural” and “or” to F.3.2.1e.

CARRIED

GB 106/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amend proposed Bylaw No. 266 by defining “landscaped area” as “an area significantly altered by human activity where there is the continuous maintenance of no vegetation, cultivated vegetation and/or landscape materials, including but not limited to stones, boulders, cobbles, pavers and decorative concrete”, and amending exemption F.3.3.1d to read “gardening and yard maintenance activities, not involving the cosmetic application of pesticides, within a pre-existing landscaped area, including mowing, pruning, planting and minor soil disturbance that does not alter the general contours of the land.

CARRIED

Speaking to the motion, Trustee Malcolmson noted that the exemption is the same wording as the North Pender Local Trust Committee bylaw, which was approved by the minister, the landscape area definition is copied from the Saanich bylaw, and both of these amendments would minimize confusion.

GB 107/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request staff advice on amending proposed Bylaw No. 266 to include an information note clarifying that, for certainty, existing development is not affected by the Riparian Areas Development Permit Area.

CARRIED

Trustee Malcolmson then started a discussion regarding the list of exemptions that were proposed before the public hearing. She noted that according to the staff report, staff does not think that the Province will agree that they comply with the Riparian Areas Regulation; however, she would rather ask the Province to know for sure. Discussion ensued.

Trustee Rudischer noted that the Land Use Bylaw does not need the minister's approval; therefore they should put whatever they feel necessary into it and just make sure that whatever they put into the Official Community Plan is compliant with the Riparian Areas Regulation.

GB 108/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amend proposed Bylaw No. 266 to add the following exemptions and refer to Forest, Lands and Natural Resource Operation for comment:

1. Farm operations as defined in the *Farm Practices Protection (Right to Farm) Act*, farm uses as defined in Section 2(2) of the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation, and agriculture and horticulture as defined in the Gabriola Island Land Use Bylaw No 177;
2. The construction of a fence if no native trees are removed and the disturbance of native vegetation is restricted to 0.5 meters on either side of the fence, or 1.5 meters on either side of the fence in agricultural areas;
3. With the exception of nesting trees protected under Section 34 of the *Wildlife Act*, cutting of vegetation and trees more than 15 meters from the stream's high water mark or the top of the ravine bank, provided the cutting is not a precursor to development, the roots/stumps are left in the ground, and the cutting does not result in land alteration;
4. Disturbance of soils more than 15 meters from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 meters squared;
5. The construction of a small accessory building such as a pump house, gazebo, garden shed or playhouse more than 15 meters from the stream's high water mark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 meters squared;
6. The construction of a private trail if all of the following apply:
 - a. The trail is 1 meter wide or less;
 - b. No native trees are removed;
 - c. The surface of the trail is pervious (for example, soil, gravel or wood chips);
 - d. The trail is designed to prevent soil erosion where slopes occur; and
 - e. Where the trail parallels the stream, the trail is more than 5 meters away from the high water mark of a stream

CARRIED

Trustee Rudischer started a discussion regarding the amendment of F.3.3.1c in the bylaw where it speaks of the removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property. She feels that homeowners shouldn't have to hire an arborist to determine whether or not a tree poses a danger. Trustee Malcolmson wondered how this would be interpreted in terms of bylaw enforcement. Discussion between staff and trustees ensued.

GB 109/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amends Exemption F.3.3.1c by removing the words “have been examined by an arborist and certified to”.

DEFEATED

Staff and trustees then discussed what happens when someone is not interested in complying with a development permit area and what would compel the applicant to provide a qualified environmental professional report. The Development Approval Information Bylaw was discussed. It was noted that some wording might need to change to ensure that staff have the authority to give this direction to land owners. Planning Manager Simpson will look into the wording of the Development Approval Information Bylaw.

GB 110/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amends proposed Bylaw No. 265 cited as Gabriola Island Official Community Plan Bylaw 166, 1997 Amendment No. 1 2012, by deleting the definition of watercourse from Appendix 1 (definitions)

CARRIED

GB 111/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee give second reading to the proposed Bylaw No. 265, cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No.1 2012” as amended.

DEFEATED

GB 112/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amend the previous motion to replace the words “second reading” with the words “first reading”

DEFEATED

GB 113/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee give second reading to the proposed Bylaw No. 265, cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No.1 2012” as amended.

CARRIED

It was noted that the Local Trust Committee would be making further changes to the bylaw based on the next staff report before third reading is considered.

GB 114/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee amends Bylaw No. 266 cited as Gabriola Island Land Use Bylaw 177, 1999, Amendment No 1, 2012 by:

- a) adding a new activity to the list requiring a development permit in section F.3.2.1: “application of artificial fertilizer, pesticides or herbicides”;
- b) Adding a new exemption to the list in F.3.3.1: “repair or replacement of a septic field on the same spot;
- c) Adding a new exemption to the list in F.3.3.1 “manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices”; and
- d) Adding a new information note after the list in F.3.3.1: “Information Note: For best management practices on manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.”

CARRIED

GB 115/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee give second reading to proposed Bylaw No. 266, cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012”, as amended.

CARRIED

GB 116/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee direct staff to contract with Madrone Environmental Consulting Ltd. to conduct a simple assessment of the streams mapped in their 2012 “Gabriola Island Riparian Area Regulation Stream Identification” report.

CARRIED

4. BYLAWS

- 4.1 Proposed Bylaw No. 265 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2012” – for consideration of second reading.

There was nothing further to add regarding this bylaw.

- 4.2 Proposed Bylaw No. 266 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No.1, 2012” – for consideration of second reading

There was nothing further to add regarding this bylaw.

Trustee Malcolmson thanked the staff for their efforts as well as the media for their coverage in the newspaper.

Lastly, there was a short conversation between staff and trustees about the Official Community Plan and the Land Use Bylaw.

5. NEXT MEETING:

Thursday, November 28, 2013 at 10:15am at the Women’s Institute, 476 South Road, Gabriola Island, BC

6. ADJOURNMENT

By general consent the meeting adjourned at 11:45am.

David Graham, Chair

CERTIFIED CORRECT:

Jessie Sherk, Recorder



Islands Trust

Print Date: Nov-19-2013

3.4

RWM From: October 01, 2013 To: November 19, 2013

Gabriola Island

Resolution #	Action	Resolution Description	Resolution Date
2013-03	In Favour	That the Gabriola Island Local Trust Committee refer the attached report, Background Information for the Gabriola LTC Transportation Advisory Commission, by the Gabriola Ferry Advisory Committee, December 2013 to the Gabriola Island LTC Transportation Advisory Commission and request that they comment as per the recommendation in the report.	Nov 18, 2013



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.	Courtney Simpson	May-19-2011	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.	Courtney Simpson	May-11-2012	On Going

Oct-04-2012

No.	Activity	Responsibility	Target Date	Status
1	Trustee Malcolmson to draft a letter from the LTC to the Regional District of Nanaimo based on the October 3, 2012 draft letter and attach a list of relevant OCP policies	Courtney Simpson	Nov-01-2012	On Going

Nov-01-2012

No.	Activity	Responsibility	Target Date	Status
1	Bylaw enforcement staff requested to provide a report on methods for proactive enforcement on advertised unlawful dwellings, as that is the point they are most likely to be unoccupied.	Miles Drew	Oct-10-2013	On Going

1	Bylaw enforcement staff requested to provide a report on proactive enforcement of unlawful foreshore structures.	Miles Drew	Oct-10-2013	On Going
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Feb-21-2013

No.	Activity	Responsibility	Target Date	Status
1	The LTC releases up to \$600 from its Local Expense account 65220 620 for trustee newsletter printing and postbox mailing April 18/13 update: newsletter deferred	Nancy Roggers	Mar-29-2013	On Going

1	The trustees invite Silva Bay comment, via a newsletter, on the proposed National Marine Conservation Area Reserve proposed boundary, and return the January 24, 2013 memo to the GBLTC April business meeting agenda. Trustee Malcolmson to do.	Becky McErlean	Oct-10-2013	On Going
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Jul-18-2013

No.	Activity	Responsibility	Target Date	Status
1	Add the topic of "notification to property owners that Development Permits may be required to the next RDN protocol meeting agenda, in relation to the landowners' comments for GB-DP-2013.1 (Gaviola Island).	Courtney Simpson	Sep-05-2013	On Going

1	Prepare project charter and communications plan for Agriculture Policies project and include consideration of: • changing accessory use in AG zone to allow a cottage OR a suite; • adding policy in the OCP that farmland on Gabriola should be inventoried; • more information on AAC's recommendation to "regulate" agritourism • more information on public markets • allowing produce stands inside front lot line setbacks • a stronger position on GMO's than in the staff report at July 18, 2013 meeting • And list of other items as recorded in the minutes, from staff recommendation.	Courtney Simpson Sonja Zupanec	Sep-05-2013	Done
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1	Make enquiries with the Ministry of Agriculture and Regional District of Nanaimo about funding an inventory of agricultural land for Gabriola Island.	Sonja Zupanec	Sep-05-2013	On Going
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1	Request more information on staff recommendation for implementing climate change policies to allow produce stands in the front setback, particularly the suggestion that the LTC consider allowing food processing, and move this under the Agriculture Policies project.	Sonja Zupanec	Sep-05-2013	On Going
1	To implement climate change policies, make the following amendments to DP 7 The Village (refer to Staff Report at July 18 meeting): • require that parking is at the rear of businesses and that businesses open to the street to create a greater sense of intimacy and walkability in the village core • require permeable parking	Courtney Simpson	Sep-05-2013	Done
1	To implement climate change policies, make the following amendments to the LUB: • Amend parking requirements in LUB section B5 as described in climate change policy implementation staff report on July 18 meeting agenda. • Amend definition of floor area to measure to the interior surface of exterior walls instead of exterior surface.	Courtney Simpson	Sep-05-2013	Done
1	Submit resolution to Trust Council to amend development application forms to include climate change considerations such as energy efficiency, renewable energy, and carbon sequestration. <i>Staff to prepare submission for March, 2014 Trust Council</i>	Sonja Zupanec	Sep-05-2013	On Going
1	Add to housekeeping bylaw amendments list the inclusion of "ground-level detached deck" in the definition of "structure"	Courtney Simpson	Oct-10-2013	On Going

Oct-10-2013

No.	Activity	Responsibility	Target Date	Status
1	Release \$378 from the Local Expense Account (65220) for Gabriola Telephone Directory ad renewal and request that staff renew the LTC page in the Gabriola Directory by October 31.	Becky McErlean Nancy Rogers	Oct-31-2013	Done
1	Regarding draft bylaws 271 and 272 (Parks Rezoning): • Staff to clarify ecological reserve request from the RDN, to recommend changing LUB table 1 B.4.1 to reduce the maximum aggregate sign total by half, ask the RDN what sorts of activities would need a special events or park use permit	Sonja Zupanec	Nov-28-2013	On Going

on Gabriola parks, and provide advice on adding a fourth point under LUB D.4.1.2.a "temporary structures for special events use.

- Staff to make amendments to draft bylaw 272 to correct references to maps 11 and 12 on page 1 of the bylaw.
- Refer draft bylaws 271 and 272 to RDN, TNT of BC, BC Parks and ALC.

1	Confirm public hearing record for bylaws 267 and 268 of the announcement to recess and reconvene as Trustee Malcolmson made a motion for this to occur. Bring amended public hearing record back to on next LTC meeting agenda.	Penny Hawley Courtney Simpson	Nov-28-2013	Done
1	Release \$1,000 from the Local Expense Special Projects Budget for eagle nest mapping undertaken by Gabriola Rescue of Wildlife Society (GROWLS) and Wildlife Tree Service (WITS)	Nancy Roggers	Nov-28-2013	On Going

Oct-23-2013

No.	Activity	Responsibility	Target Date	Status
1	Staff to advise on amending proposed bylaw 266 to include an information note clarifying that, <i>for certainty, existing development is not affected by the Riparian Area DPA.</i>	Courtney Simpson	Nov-28-2013	On Going
1	Staff to advise on amending proposed bylaw 266 in F.3.2.1 to read "application of pesticides, herbicides, and/or chemical fertilizer"	Courtney Simpson	Nov-28-2013	On Going

City of Salmon Arm

500 - 2 Avenue NE

Mailing Address: Box 40

Salmon Arm, BC V1E 4N2

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www.salmonarm.ca



5.1

Salmon Arm

October 28, 2013



Honourable Bill Bennett
Minister of Energy and Mines
(Minister Responsible for Core Review)
PO Box 9060 Stn Prov Govt
Victoria BC V8W 9E3

Dear Sir:

Re: Core Review - Agricultural Land Commission

Please note that our Council, at their Regular Meeting of October 28, 2013 discussed the possibility of budget reductions to the Agricultural Land Commission (ALC) as part of the provincial Core Review.

The purpose of this letter is to confirm Council's support for the ALC. As such we are requesting that the ALC budget not be reduced. The ALC is vital to the preservation of agricultural land and sustainability of agriculture in British Columbia.

Regards,

Nancy Cooper
Mayor

:kja

- C. Honourable Pat Pimm, Ministry of Agriculture, PO Box 9043 Stn Prov Govt, Victoria, BC V8W 9E2
Agricultural Land Commission, 133-4940 Canada Way, Burnaby, BC V5G 4K6
Agricultural Advisory Committees throughout British Columbia



Islands Trust

Print Date: Nov-19-2013

6.1.1

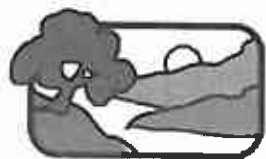
Top Priorities

Gabriola Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Gabriola Planning Area OCP Review:	This a targeted OCP/LUB review and each topic is listed and described below in order of priority	Jan-19-2012	Courtney Simpson	Sep-01-2014	On Going
1	1) <i>Riparian Areas Regulation</i>	Implement the provincial Riparian Areas Regulation (RAR) and reduce fee for DP 3 application to \$200. Bylaws 265 and 266 Public Hearing held Sept 4, 2013. Simple Assessment being conducted by Madrone to reduce DPA area from 30m where possible.	Jun-28-2011	Courtney Simpson	Sep-14-2014	On Going
1	2) <i>Rezoning new RDN Parks and ITF nature reserves</i>	Early referral sent to RDN, The Nature Trust of BC, BC Parks and ALC on Oct 11/13 RDN forwarding to Electoral Area B POSAC on November 5, 2013 (Community Parks) and the December 3 / 13 Regional Parks and Trails Select Committee (Regional Parks).	Nov-29-2012	Sonja Zupanec	Sep-01-2014	On Going
1	3) <i>Review and amend OCP & LUB to increase local food security and farmland protection</i>	Referred to APC in 2012. Initial staff report at July 18, 2013 LTC meeting. Next steps: Project charter and communications plan	Jan-19-2012	Sonja Zupanec	Sep-01-2014	On Going

1	4) <i>Implement OCP climate change policies into LUB</i>	Initial memo at January 17, 2013 meeting. Initial staff report from CitySpaces Consulting at May 16, 2013 meeting. Follow up report from Islands Trust staff at July 18, 2013 meeting. Next steps: draft bylaw amendments and further information	Jan-07-2013	Sonja Zupanec	Sep-01-2014	On Going
1	5) <i>Consider density transfer affordable housing policies for cottage densities</i>	Not started				On Going
1	6) <i>Review DP-7 form and character guidelines for Village Core, and review OCP/LUB to make Village more pedestrian friendly, and to consider passive solar, renewable energy and energy efficient design.</i>	Overlaps with implementing climate change policies into the LUB and partially addressed in those staff reports.	Jan-17-2013	Sonja Zupanec	Sep-01-2014	On Going
1	7) <i>Update the 2010 build out map and report (including the number of existing and potential residential cottages and a list of forestry parcels with the potential for density transfer)</i>	Not started				On Going
1	8) <i>Implement First Nations and Archaeological Protection policies, including improved engagement on land use referrals</i>	Not started				On Going
1	9) <i>Review OCP and LUB to include protective measures for biodiversity</i>	Not started				On Going
1	10) <i>Review OCP and LUB to improve protection of coastal areas</i>	Not started				On Going
1	11) <i>Review OCP and LUB to protect water quality and quantity</i>	Not started				On Going

2	Development Approval Information bylaw	Draft prepared. January 17, 2013 resolution to submit to EC. Draft will require review after bylaws 265 and 266 receive third reading.	Jun-28-2012	Sonja Zupanec	Jun-30-2013	On Going
3	Snuneymuxw First Nation Protocol Agreement Implementation	May 16, 2013 resolution to delay spending this budget until after top priority 1 (OCP/LUB review) topics have gone to public hearing.		David Marlor Courtney Simpson	Mar-31-2014	On Going



Islands Trust

Print Date: Nov-19-2013

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. Topics include: • park areas without park zoning • DAI Bylaw		Apr-21-2011	On Going
2	Hazardous areas and steep slopes development permit area • also consider how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain		Feb-21-2013	On Going
2	Forage Fish Mapping Workshop	March, 2013 resolution	Sep-05-2013	On Going



Print Date: Nov-19-2013

6.2.1

Applications w/ Status - Gabriola Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2013.1	Robert Close	Oct-22-2013	existing cottage side yard less than required set back. New roof required. New gabled roof same size as existing roof.

Planner: Marnie Eggen

Planning Status

Nov-19-2013 Requested further information from applicant.

Rezoning

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

Planner: Courtney Simpson

Planning Status

Status Date: May-08-2013

No new information from applicant

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

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2009.1	Williamson & Associates	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.

Planner: Courtney Simpson

Planning Status

Status Date: Apr-23-2013

Nothing new - still waiting to hear from applicant

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

Subdivision

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 518031) 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: Oct-25-2013

PLA extension

Status Date: Aug-22-2012

PLA extension

Status Date: Aug-12-2011

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

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2010.2	Gary and Jane McCollum and Krul	Aug-13-2010	1520 McCollum Road Create 7 parcels

Planner: Courtney Simpson

Planning Status

Status Date: Apr-23-2013

File reopened - Correspondence from MOTI says subdivision file is ongoing and that Preliminary Layout Approval has not yet been given

Status Date: Mar-08-2013

Correspondence with MOTI staff - PLA has expired. File to be closed

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.

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-12-2012

PLA extension

Status Date: Oct-25-2011

PLA received

Status Date: Aug-22-2011

Referral review completed and sent to MOTI.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2012.2	Don Powell Planner: Linda Prowse	Oct-24-2012	725 Church Street - subdivision to create one new lot and a remainder lot

Planning Status

Status Date: Nov-15-2012

Referral report sent to MoTI

Status Date: Oct-26-2012

Planner reviewing file

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.2	Centre Stage Holdings Ltd. Planner: Linda Prowse	Aug-09-2013	Subdivision to 6 lots

Planning Status

Status Date: Sep-27-2013

Subdivision Referral Review Report sent to MOTI, applicant and LTC

Status Date: Aug-23-2013

Planner reviewing file

File Number	Applicant Name	Date Received	Purpose
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GB-SUB-2013.3

Smythies &
Associates

Oct-28-2013

411 Daniel Way subdivision to create 2 parcels

Planner: Jason Youmans

Planning Status

Status Date: Nov-18-2013

Planner reviewing file

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2013.4		Nov-13-2013	Driftwood Drive, Mudge Island Boundary Adjustment

Planner: Marnie Eggen

Planning Status

Islands Trust
LTC EXP SUMMARY REPORT F 2014
Invoices posted to Month ending October 2013

6.3.1

620 Gabriola	Invoices posted to Month ending October 2013	Budget	Spent	Balance
65000-620	LTC "Trustee Expenses"	1,600.00	229.12	1,370.88
LTC Local				
65200-620	LTC - Local Exp - LTC Meeting Expenses	5,000.00	1,348.94	3,651.06
65210-620	LTC - Local Exp - APC Meeting Expenses	1,000.00	262.44	737.56
65220-620	LTC - Local Exp - Communications	500.00	0.00	500.00
65230-620	LTC - Local Exp - Special Projects	3,500.00	150.44	3,349.56
65240-620	LTC - Local Exp - Miscellaneous	1,000.00	0.00	1,000.00
TOTAL LTC Local Expense		<u>11,000.00</u>	<u>1,761.82</u>	<u>9,238.18</u>
Projects				
73001-620-2001	Gabriola OCP/LUB	12,000.00	5,120.94	6,879.06
TOTAL Project Expenses		<u>12,000.00</u>	<u>5,120.94</u>	<u>6,879.06</u>

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

Date: November 19, 2013 File Number: 3050-01 (AAC)
3050-01 (TAC)

To: Gabriola Island Local Trust Committee
For meeting of November 28, 2013

From: Courtney Simpson, Regional Planning Manager

Re: Advisory Commission Appointments

Agricultural Advisory Commission and Transportation Advisory Commission terms expire on January 19, 2014. Staff requests direction from the LTC on appointment of new members, and how they would like to advertise for expressions of interest. Normal procedure is for staff to contact current members by email to ask if they would like serve another term, and place an ad in the two Gabriola newspapers.

AGRICULTURAL ADVISORY COMMISSION

In accordance with the Terms of Reference for the Agricultural Advisory Commission (AAC), the LTC should appoint five (5) members to the commission for a two (2) year term. The current term of the AAC expires on January 19, 2014. Because of the ongoing OCP/LUB Review and includes amendments to increase local food security and protection of farmland, staff recommends this commission is reappointed.

TRANSPORTATION ADVISORY COMMISSION

In accordance with the Terms of Reference for the Transportation Advisory Commission (TAC), the LTC should appoint five (5) members to the commission for a two (2) year term. The current term of the TAC expires on January 19, 2014.

Pc Lisa Webster-Gibson, Planning Clerk

NEWS RELEASE

For Immediate Release
2013TRAN0073-001731
Nov. 18, 2013

Ministry of Transportation and Infrastructure

B.C. charts course for a sustainable coastal ferry service

VICTORIA – The government of B.C. is charting a new course for our coastal ferries' future. The guiding principles behind all future decisions to affect the coastal ferry service will be based on an affordable, efficient and sustainable system which protects basic service to coastal communities for future generations.

These guiding principles are a framework for BC Ferries and the BC Ferry Commissioner as they consider and implement changes to increase operational efficiencies and develop and implement long-term capital plans.

Through the government of B.C., taxpayers have provided an additional \$86.6 million to 2016 to help reduce the pressure on fares. That brings B.C. taxpayer funding to more than \$180 million this year and to nearly \$1.4 billion over the last 10 years to support coastal ferry services.

In addition, BC Ferries has committed to find \$54 million in efficiency improvements to 2016, \$15 million more than the target set by the BC Ferry Commissioner, and is on track to meet this challenge.

In the medium term, the government of B.C. is protecting taxpayers' significant investment and addressing the pressure for higher fares by implementing a combination of service adjustments, a reduction in the senior's discount, and a potential new revenue source.

\$18.9 million in net savings are necessary over the next two years to meet the requirements under the current price cap. To accomplish that, BC Ferries will undertake service reductions to be implemented in two phases.

The first phase is service reductions to lower-use round trip sailings on the minor routes, and on the higher-cost northern routes, accounting for \$14 million in net savings. These service adjustments will be implemented in April 2014.

BC Ferries will also implement further changes to the major routes prior to April 2016 to achieve \$4.9 million in savings. Minor and northern routes will not be affected by these changes.

In addition, as a major capital investment is considered for Horseshoe Bay, analysis will continue on opportunities to achieve additional savings and efficiencies beyond the initial \$4.9 million in reductions announced today, on the major routes between Vancouver Island and the

Lower Mainland, particularly Route 2 (Departure Bay – Horseshoe Bay) and Route 30 (Duke Point – Tsawwassen). Analysis will continue of opportunities to achieve additional savings and efficiencies on Southern Gulf Island routes.

As of April 1, 2014, the current 100 per cent passenger fare discount received by B.C. seniors (65 and older) travelling Monday to Thursday will be reduced to 50 per cent on major and minor routes. There will be no change to the current 33 per cent discount offered to seniors on the northern routes. The provincial savings of approximately \$6 million per year will be redirected to support general fares.

The government of B.C. is also considering the introduction of a pilot project to assess the viability of gaming, and is seeking feedback on introducing gaming as a permanent revenue-generating program on major routes between Vancouver Island and the Lower Mainland. The pilot project would be implemented on BC Ferries' busiest route between Swartz Bay and Tsawwassen. If successful, gaming revenue would help reduce the pressure on fares with net revenues reinvested into the ferry system to support general fares.

Starting this week, a new round of community engagement gets underway, so that ferry users and other British Columbians can comment on these planned changes. Details of this engagement are available at www.coastalferriesengagement.ca

Looking forward, the government of B.C. and BC Ferries will continue to explore strategies to create an affordable and sustainable ferry system beyond 2016. This will include looking at standardized and no-frills vessels, LNG propulsion, other alternative technologies, passenger only vessels, fixed links, a new reservation and point-of-sale system, increased operational efficiencies and seeking federal infrastructure funding to renew the fleet and terminals.

Quotes:

Transportation and Infrastructure Minister Todd Stone:

"The B.C. coastal ferry service has been wrestling with cost pressures for more than 20 years. We are making tough decisions today to ensure that our coastal ferry service is sustainable for future generations. These changes protect basic service levels and are in keeping with the fiscal realities facing provincial taxpayers."

BC Ferry Commissioner Gordon Macatee:

"I'm supportive of service adjustments which will improve capacity utilization in the ferry system, in keeping with the recommendations in my report of 2012. All of the principle stakeholders – government, BC Ferries and ferry users - need to be part of the solution in order to achieve an affordable and financially sustainable ferry system."

Learn More:

For the Discussion Guide and more information, visit www.coastalferriesengagement.ca

Three backgrounders follow.

BACKGROUND

Guiding principles to keep BC Ferries sustainable

The government of B.C. is charting a new course for our coastal ferries' future. The guiding principles behind all future decisions to affect coastal ferry service will be based on an affordable, efficient and sustainable system which protects basic service to coastal communities for future generations.

Affordable responds to the top priority expressed in the public engagement process. The B.C. government will take actions so that ferry fare increases trend toward the Consumer Price Index (CPI).

Efficient describes a ferry system that embraces innovation, adopts new and emerging technologies, continues to find operational efficiencies, and strives for continuous improvement. Examples of initiatives currently underway or being explored at BC Ferries include the use of a cable ferry serving Denman Island, the use of liquefied natural gas to fuel vessels and a new reservation and point-of-sale system to improve customer service.

Sustainable speaks to a commitment to ensure that future generations have safe, reliable transportation connections to coastal communities. Standardizing vessels for greater interoperability, more "no frills vessels", and seeking federal infrastructure funding to renew the fleet all contribute to a sustainable system.

These guiding principles are a framework for BC Ferries and the BC Ferry Commissioner as they consider and implement changes to increase operational efficiencies and develop and implement long-term capital plans. It's a long-term vision that will help ensure our coastal ferry services are affordable, efficient and sustainable for future generations.

The Province and BC Ferries will continue to explore a set of strategies to create an affordable and sustainable system beyond 2016. Many of these strategies were included for consideration or were raised in the 2012 engagement and include:

- Standardize vessels and use more "no frills vessels" on smaller routes.
- Move to liquefied natural gas (LNG) fuel propulsion.
- Consider alternative ferry technologies.
- Modify the reservation and point-of-sale system to improve utilization and improve customer service.
- Seek additional operational efficiencies.
- Seek new revenue sources (e.g. gaming).
- Seek federal infrastructure funding to renew the fleet and terminals.
- Review service needs when making significant capital expenditures for terminals and vessels.
- Passenger-only vessels.

BACKGROUND

Service adjustments to specific coastal ferry routes

The Province has set an objective of \$18.9 million in total net savings to be achieved through service reductions by 2016. The prime focus is on lower-use round trip sailings on the minor routes, and on the higher-cost northern routes, accounting for \$14 million in net savings. These service adjustments will be implemented in 2014.

BC Ferries will also be implementing further changes to the major routes prior to April 2016 (Departure Bay to Horseshoe Bay, Tsawwassen to Swartz Bay, Tsawwassen to Duke Point) to achieve \$4.9 million in savings by 2016. Minor and northern routes will not be affected by these changes.

In addition, analysis will continue on opportunities to achieve additional savings and efficiencies, beyond the initial \$4.9 million in reductions announced today, on the major routes, particularly Route 2 (Departure Bay to Horseshoe Bay) and Route 30 (Duke Point to Tsawwassen). Analysis will continue of opportunities to achieve additional savings and efficiencies on Southern Gulf Island routes.

Routes affected:

Langdale - Horseshoe Bay

Annual utilization rate:	54.5 per cent
Annual contracted round trips:	2,985
Annual round trip reductions:	40 (1.3 per cent)
Estimated net savings to 2016:	\$200,000

Vesuvius Harbour - Crofton

Annual utilization rate:	35.5 per cent
Annual contracted round trips:	5,046
Annual round trip reductions:	605 (12 per cent)
Estimated net savings to 2016:	\$210,000

Earls Cove - Saltery Bay

Annual utilization rate:	26.3 per cent
Annual contracted round trips:	2,878
Annual round trip reduction:	365 (12.7 per cent)
Estimated net savings to 2016:	\$750,000

Horseshoe Bay - Bowen Island

Annual utilization rate:	50.7 per cent
Annual contracted round trips:	5,569
Annual round trip reductions:	234 (4.2 per cent)
Estimated net savings to 2016:	\$270,000

Tsawwassen - Southern Gulf Islands

Annual utilization rate:	42.2 per cent
Annual contracted round trips:	830
Annual round trip reductions:	schedule change only; no round trip reductions
Estimated net savings to 2016:	\$180,000

Port Hardy - Prince Rupert

Annual utilization rate:	39 per cent
Annual contracted round trips:	122
Annual round trip reductions:	39 (32 per cent)
Estimated net savings to 2016:	\$3,820,000

Skidegate - Prince Rupert

Annual utilization rate:	42.5 per cent
Annual contracted round trips:	191
Annual round trip reductions:	52 (27.2 per cent)
Estimated net savings to 2016:	\$1,900,000

Comox - Powell River

Annual utilization rate:	29.6 per cent
Annual contracted round trips:	1,460
Annual round trip reductions:	94 (6.4 per cent)
Estimated net savings to 2016:	\$720,000

Texada Island - Powell River

Annual utilization rate:	25.6 per cent
Annual contracted round trips:	3,648
Annual round trip reductions:	834 (22.9 per cent)
Estimated net savings to 2016:	\$950,000

Gabriola Island - Nanaimo Harbour

Annual utilization rate:	45.5 per cent
Annual contracted round trips:	5,732
Annual round trip reductions:	834 (14.5 per cent)
Estimated net savings to 2016:	\$800,000

Chemainus - Thetis – Penelakut

Annual utilization rate:	29.1 per cent
Annual contracted round trips:	4,380
Annual round trip reductions:	417 (9.5 per cent)
Estimated net savings to 2016:	\$160,000

Buckley Bay - Denman Island

Annual utilization rate:	41.2 per cent
Annual contracted round trips:	6,149
Annual round trip reductions:	888 (14.4 per cent)
Estimated net savings to 2016:	\$660,000

Hornby Island - Denman Island

Annual utilization rate:	38.1 per cent
Annual contracted round trips:	4,482
Annual round trip reductions:	422 (9.4 per cent)
Estimated net savings to 2016:	\$360,000

Quadra Island - Campbell River

Annual utilization rate:	41.9 per cent
Annual contracted round trips:	6,253
Annual round trip reductions:	468 (7.5 per cent)
Estimated net savings to 2016:	\$370,000

Skidegate - Alliford Bay

Annual utilization rate:	20.2 per cent
Annual contracted round trips:	4,482
Annual round trip reductions:	1,564 (34.9 per cent)
Estimated net savings to 2016:	\$1,200,000

Port Hardy - Mid Coast - Bella Coola (summer only)

Annual utilization rate:	29.5 per cent
Annual contracted round trips:	39
Annual round trip reductions:	route to be cancelled
Estimated net savings to 2016:	\$1,450,000

*The current winter connector service by the *Nimkish* will be extended year-round, connecting Ocean Falls, Shearwater and Bella Coola to Bella Bella and the north-south Prince Rupert to Port Hardy service.

BACKGROUND

B.C. Coastal Ferries Community Engagement

The Ministry of Transportation and Infrastructure has engaged coastal communities and ferry users from across the province on strategies to ensure the long-term sustainability, affordability and efficiency of the coastal ferry network.

In 2012, the government of B.C. engaged coastal communities and ferry users from across the province on strategies to ensure the long-term sustainability of the coastal ferry network. Over eight weeks, senior ministry staff hosted 40 public meetings in 30 communities, and a webinar. More than 2,000 people attended the public meetings and almost 2,000 feedback forms and written submissions were received. Through this process, government heard that fare affordability remains a concern and that any service reduction plan must protect basic levels of service to ferry-dependent communities.

This followed an extensive public consultation in 2011 by BC Ferry Commissioner Gord Macatee and Deputy Commissioner Sheldon Stoilen, who held 40 meetings in 27 communities, involving approximately 2,000 people.

The next round of engagement will take place from Nov. 18 to Dec. 20, 2013. There will be small group meetings, public open houses in coastal communities, a webinar, as well as the opportunity to provide feedback online at www.coastalferriesengagement.ca

During this process, the public can comment on:

- the planned service reductions prior to implementation,
- the planned changes to the seniors discount program,
- the introduction of gaming as a permanent revenue source on major routes between Vancouver Island and the Lower Mainland,
- the upcoming changes to BC Ferries' reservation and point-of-sale system, and
- the consideration of new or improved private-sector passenger-only ferry service in some locations.

Input received through the community engagement process will be compiled and presented to the Ministry of Transportation and Infrastructure and BC Ferries before service reductions are implemented.

Public Open House schedule

The first 90 minutes will be a public open house. The second 90 minutes will be a question and answer session with the project team. No RSVP is required for public open houses.

Port Hardy

Nov. 20, 2013

5 p.m. – 8 p.m.

Port Hardy Civic Centre

Bowen Island

Nov. 21, 2013

5 p.m. – 8 p.m.

Bowen Island Community School

Bella Coola

Nov. 22, 2013

5 p.m. – 8 p.m.

Lobelco Community Club

Texada Island

Nov. 25, 2013

5 p.m. – 8 p.m.

Texada Island Community Hall

Powell River

Nov. 26, 2013

5 p.m. - 8 p.m.

Powell River Town Centre Hotel

Hornby Island

Nov. 27, 2013

5 p.m. – 8 p.m.

Hornby Island Community Hall

Denman Island

Nov. 28, 2013

4 p.m. – 7 p.m.

Denman Island Community School

Gibsons

Nov. 30, 2013

10 a.m. – 1 p.m.

Cedars Inn Hotel and Convention Centre

Sandspit

Dec. 2, 2013

5 p.m. – 8 p.m.

Sandspit Community Hall

Queen Charlotte City

Dec. 3, 2013

5 p.m. – 8 p.m.

Queen Charlotte City Community Hall

Masset

Dec. 4, 2013

5 p.m. – 8 p.m.

Masset Community Hall

Prince Rupert

Dec. 5, 2013

5 p.m. – 8 p.m.

Crest Hotel

Salt Spring Island

Dec. 7, 2013

10 a.m. – 1 p.m.

Central Community Hall

Quadra Island

Dec. 9, 2013

6 p.m. – 9 p.m.

Community Centre Hall

Gabriola Island

Dec. 10, 2013

5 p.m. – 8 p.m.

The Haven

Thetis Island

Dec. 11, 2013

5 p.m. – 8 p.m.

Forbes Hall

Small Group meeting schedule

To attend a small group meeting in your community, please e-mail coastalferriesengagement@gov.bc.ca or call toll-free at 1 855 974-1204 with your name, contact information and which meeting you would like to attend.

Klemtu

Nov. 21, 2013

6 p.m. – 8 p.m.

Kitasoo Community Hall

Bella Bella

Nov. 23, 2013

10 a.m. – 12 p.m.

Elders Building

Comox

Nov. 29, 2013

9 a.m. – 11 a.m.

Westerley Inn & Convention Centre

Penelakut

Dec. 11, 2013

1 p.m. – 3 p.m.

Adult Learning Centre

Contact:

Robert Adam

Government Communications and Public Engagement

Ministry of Transportation and Infrastructure

250 356-8241

Connect with the Province of B.C. at www.gov.bc.ca/connect

STAFF REPORT

Date: November 18, 2013

File No.: 6400-20 Agriculture Policies

To: Gabriola Island Local Trust Committee
For meeting of November 28, 2013

From: Sonja Zupanec, Island Planner

Copy: Courtney Simpson, Regional Planning Manager

Re: Gabriola Agriculture Policies – Project Charter and Communications Strategy

PURPOSE:

The purpose of this staff report is to present the project charter and communications strategy for the component of the Official Community Plan / Land Use Bylaw Targeted Review to increase local food security and protection of farmland. This component of the OCP/LUB review is being referred to as “agriculture policies” for simplicity.

BACKGROUND:

The Local Trust Committee (LTC) appointed an Agricultural Advisory Commission (AAC) in January, 2012 and requested the members: 1) evaluate the existing OCP against the November 2010 Food Security Report recommendations and; 2) recommend which food security report recommendations should be adopted into the OCP. A summary of their recommendations is found in a May 16, 2013 report from Trustee Rudischer. The LTC received a staff report at their July 18, 2013 meeting, and the LTC provided detailed direction on the scope of the project moving forward and direction to develop a project charter and communications strategy.

COMMUNITY INFORMATION MEETING(S):

The attached project charter proposes community engagement in January – February, 2014 in order for a report on the engagement to be presented to the LTC with draft bylaws at their March 13, 2014 business meeting.

The attached communications strategy proposes that the consultation consist of one CIM.

RESULTS OF CIRCULATION:

Referral to agencies and First Nations is planned for after first reading of bylaws. The LTC may wish to refer the bylaws to the AAC at that time as well.

STAFF COMMENTS:

The attached project charter outlines the purpose and objectives of the project as well as in scope and out of scope items, all for review by the LTC. It is important that the project charter accurately reflects the LTC's desired direction for this project in order for it to proceed smoothly and on time.

The budget for the project, as shown in the project charter, is limited to a small amount for CIM costs and the cost of the public hearing which is primarily advertising. These costs can be accommodated in the budget for the OCP/LUB review.

RECOMMENDATIONS:

THAT the Gabriola Island Local Trust Committee:

1. Endorse the "Gabriola Island Local Food Security and Farmland Protection Review – Project Charter v1"
2. Endorse the "Gabriola Island Local Food Security and Farmland Protection - Communications Strategy v1"

Prepared and Submitted by:

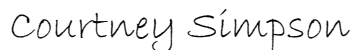


November 18, 2013

Sonja Zupanec, RPP, MCIP
Island Planner

Date

Concurred in by:



November 18, 2013

Courtney Simpson, RPP, MCIP
Regional Planning Manager

Date

Attachments:

1. Gabriola Island Local Food Security and Farmland Protection Review – Project Charter v1
2. Gabriola Island Local Food Security and Farmland Protection - Communications Strategy v1

Purpose To review and amend the Official Community Plan and Land Use Bylaw to increase local food security and protection of farmland.

Background The LTC appointed an Agricultural Advisory Commission in January, 2012 and requested the members: 1) evaluate the existing OCP against the November 2010 Food Security Report recommendations and; 2) recommend which food security report recommendations should be adopted into the OCP. A summary of their recommendations is found in a May 16, 2013 report from Trustee Rudischer. The LTC received a staff report at their July 18, 2013 meeting, and the minutes record LTC direction on the scope of the project moving forward.

Objectives

- Remove barriers to farming
- Improve farmland protection
- Increase local food security

In Scope

- New and revised OCP policies and LUB regulations as recommended by the AAC and directed by the LTC in resolution GB 073/13
- Allowing suites and cottages as accessory use on Agricultural lots 2 ha or larger
- Requesting farmland inventory from RDN or MoA
- Consultation on the above in scope items

Out of Scope

- General consultation looking for ideas, as this has already occurred with referral to the AAC
- Farmland inventory (if agreed to by RDN or MoA, this project would not be put on hold for it)

Critical Success Factors

- Support from the farming community
- Support from the Local Trust Committee

Links & Dependencies

- LTC meeting schedule as framework for deliverables
- Suitable time of year to engage farmers
- Referral agency response turn-around
- Other priorities of LTC and their extended time frames due to unanticipated developments, and the impact on staff resources
- Budget decision for 2014/15 fiscal year

Project Team	Governance	
Name/Project Role	Name	Responsibility
Courtney Simpson / RPM	Gabriola LTC	Political leadership, bylaw review, direction and adoption
Sonja Zupanec / Project Manager		
Other Island Planner TBD / Consultation Support	Executive Committee	Bylaw Approval
Barb Dashwood / Mapping		
Penny Hawley / Web poster	Ministry of Community, Sport and Cultural Development	OCP Approval
Penny Hawley / Meeting booking		

Workplan Overview	
Deliverable/Milestone	Target Date
Project Charter and Communications Plan Endorsed	Nov. 28, 2013
Community Engagement	Jan.– Feb. 2014
Draft Bylaws and First Reading	March 13, 2014
Referral responses reviewed	May 14, 2014
Public Hearing	June 25, 2014
Executive Committee Approval	July 29, 2014
Final Adoption	Sept. 4, 2014

Stakeholders	
Group	Key Contact
Gabriola Farmers/Growers	John Pierce or Eric Veale
Agricultural Advisory Commission	
Gabriola Farmers Market	Heather Reid or Marie Spicer
Ministry of Agriculture	Wayne Haddow, Regional Agrologist
Agricultural Land Commission	Tony Pellett, Regional Planner
RPM Approval: <i>Courtney Simpson</i> Date: _____ Revision: _____	GBLTC Endorsement Resolution #: _____ Date: _____ Revision endorsed: _____ Resolution #: _____ Date: _____

Budget	
Item	Cost
CIM ads and hall rental	\$400
Public Hearing	\$2,000
Total	\$2,400

Gabriola Island Local Food Security and Farmland Protection - Communications Strategy v1

1.0 Objectives & Scope

Project Name	Gabriola Island Local Food Security and Farmland Protection	
What is the decision being made in this project?	Amendments to the OCP and LUB to increase local food security and farmland protection	
Who will make the final decision?	Gabriola Island Local Trust Committee	
What is the scope of this project?	- New and revised OCP policies and LUB regulations as recommended by the AAC and directed by the LTC in resolution GB 073/13 - Allowing suites and cottages as accessory use on Agricultural lots 2 ha or larger - Requesting farmland inventory from RDN or MoA - Consultation on the above in scope items	
How will this project decision impact: - Other LTC decisions or projects - Individuals / Businesses - Specific communities - Environment	The project is expected to impact farmers and those living on property in the Agriculture zone. Allowing suites and cottages may impact those involved in affordable housing.	
Are there historical factors or previous decisions that will affect how this project is implemented?	This communications strategy is being written after a significant amount of preparatory work has been completed on this project. The AAC recommendations on amendments to the OCP arrived at over numerous meetings, were received and discussed by the LTC at their May, 2013 meeting accompanied at that time by a report from Trustee Rudischer.	
Why would you involve the public in this decision? What exactly do you want to achieve?	It is important to involve the public in order to establish policies and regulations that will have the desired effect. The aim of the project is to achieve increased local food security and farmland protection. These are difficult things to achieve through an OCP and LUB and often they are achieved indirectly through related policies and regulations, or through advocacy.	
What information do decision makers need to assist them in this decision?	Decision makers need to understand the positive and potential negative effects of the proposed changes from those who they will impact.	
What factors will influence the decision about level and scope of consultation? How?	FACTOR	IMPACT
	Timeline	The timeline of the project has consultation occurring in January and February, 2014. This is a short timeline, although it is essentially the second phase of consultation, the first being a thorough review by the AAC. The short timeline means an extra challenge in effective consultation. However, the time of year is probably good for farmers to have some spare time to get involved.
	Budget	There is a healthy budget remaining for the OCP/LUB review in this fiscal year, so monetary resources are available for consultation.
Driving questions: - What information are you seeking? - How will this add value to the decision making process?	We are seeking specific information on the ability of proposed bylaw amendments to achieve the objectives of the project, and are seeking support for the initiative from those who would benefit from it.	

2.0 Methods & Delivery

<i>Project Name</i>	<i>Gabriola Island Local Food Security and Farmland Protection</i>			
Methods	Cost	Content Focus	Audience	Target Date
Community Information Meeting	Advertising = \$300 Hall rental = \$100	Presenting proposed amendments (in concept form, in advance of bylaw drafting) for review and feedback by participants	Farmers, residents of Agriculture zone	January - February 2014
AAC Review	None	Refer proposed bylaws to AAC for review	AAC	April, 2014

STAFF REPORT

Date: November 18, 2013

File No.: 6500-20 Climate Change
Policy Implementation

To: Gabriola Island Local Trust Committee
For meeting of November 28, 2013

From: Courtney Simpson, Regional Planning Manager

CC: Sonja Zupanec, Island Planner

Re: Climate Change Policy Implementation

PURPOSE:

At the July 18, 2013 meeting the Local Trust Committee (LTC) provided specific direction to staff on Land Use Bylaw (LUB) amendments to be drafted in order to implement policies in section 8 of the Official Community Plan (OCP) "Climate Change Adaptation and Greenhouse Gas Emission Reduction". The purpose of this report is to present a draft bylaw.

BACKGROUND:

Implementing OCP climate change policies in the LUB is the fourth item in the targeted OCP/LUB review project, the top priority project of the LTC. A report from CitySpaces Consulting that provided recommendations on accomplishing the implementation of OCP climate change policies was presented at the May 16, 2013 LTC meeting. At the July 18, 2013 meeting staff presented a follow up report directly pairing recommendations for LUB amendments with each of the climate change policies in the OCP.

The following resolutions were passed regarding this project at the July 18, 2013 LTC meeting related to LUB amendments:

GB 075/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request staff to draft an amendment to Guideline 7 from DP-7 The Village to require that parking is at the rear of businesses and that businesses open to the street to create a greater sense of intimacy and walkability in the village core.

GB 076/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request that staff draft the following amendments:

- In section B.5 Parking, define parking maximums instead of parking minimum requirements. Such an amendment would recognize that accommodation parking for average needs instead of peak parking needs more effectively balances the need for parking with its significant impact;
- In section B.5 Parking, include requirements for bicycle parking in a manner similar to how vehicle parking is currently required as a ratio of spaces to interior square footage. Ensure bike racks are located in a secure and accessible proximity to entrances. The provision of covered bicycle parking may also be considered as a desirable amenity in this climate; and
- In DP-7, the Village require permeable parking, including gravel, as an alternative to impervious parking surfaces. Where parking lot traffic demand requires hard surfacing, parking spaces shall be permeable. Interlocking brick pavers, or other visually appealing options, should be encouraged to support the village character.

GB 077/13

It was MOVED AND SECONDED,

that the Gabriola Island Local Trust Committee request that staff draft an amendment to the definition of Floor Area within the Gabriola Land Use Bylaw No. 166 from “the outer surface of the exterior walls” to “the interior surface of the exterior walls.”

In addition, the LTC passed the following resolution regarding a request to Trust Council to amend application forms:

GB 078/13

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee submit a resolution to Trust Council to amend development application forms to include climate change considerations such as energy efficiency, renewable energy and carbon sequestration.

No project charter or communications plan has been created for this item in the OCP/LUB review. Because of the relatively straight forward recommendations regarding specific LUB amendments, staff would like to proceed without these documents as there would be minimal benefit to them at this point in the process. This particular project can be adequately tracked through the Top Priorities List and Follow Up Action List.

COMMUNITY INFORMATION MEETING(S):

Community consultation has not yet occurred for this component of the OCP/LUB review. When Section 8 – Climate Change Adaptation and Greenhouse Gas Emission Reduction was added to the OCP through Bylaw 253 in 2010, there was consultation on Gabriola supported by the Islands Trust Climate Wise Islands initiative. On Gabriola, a special LTC meeting and community information meeting were held on the topic, as well as the public hearing.

The amendments in the attached draft specifically affect DP-7 The Village Centre and parking regulations, as well as the definition of floor area. As the amendments could have a significant effect on future development in that development permit area, staff recommends that consultation is targeted at those property owners who would be affected.

STAFF COMMENTS:

Amendments to three sections of the LUB as listed below have been drafted in the attached bylaw:

Amendments to section B.5 Parking:

The two amendments to the parking regulations that the LTC directed staff to draft, would in part implement OCP Climate Change Policy g):

"The Local Trust Committee should consider amendments to commercial parking regulations to encourage public transit, smaller vehicles, non-polluting vehicles and permeable parking surfaces."

The two amendments are as follows, intended to apply to commercial parking regulations only:

- *define parking maximums instead of parking minimum requirements. Such an amendment would recognize that accommodation parking for average needs instead of peak parking needs more effectively balances the need for parking with its significant impact;*
- *include requirements for bicycle parking in a manner similar to how vehicle parking is currently required as a ration of spaces to interior square footage. Ensure bike racks are located in a secure and accessible proximity to entrances. The provision of covered bicycle parking may also be considered as a desirable amenity in this climate.*

Staff recommends that defining parking maximums instead of minimums for commercial properties is most appropriately applied in the Village Commercial and District Commercial zones. There are a number of other commercial uses listed in the parking regulations that are at dispersed locations throughout the island, and are not at commercial nodes where public transportation and carpooling are most practical. Relaxing parking maximums in these isolated commercial locations may only result in more on street parking creating a hazard on the road, instead of the desired effects.

For bicycle parking, staff recommends this is not required for every use, but for commercial and public service uses where the public is most likely to be cycling to and from. The attached draft bylaw includes recommended parking requirements based on a review of recent amendments to the Salt Spring Island bicycle parking regulations, amended in some places to reflect the different scale of commercial development on Gabriola Island.

Amendments to DP-7 The Village:

The two amendments to the DP-7 guidelines that the LTC directed staff to draft, would in part implement OCP Climate Change Policy g):

"The Local Trust Committee should consider amendments to commercial parking regulations to encourage public transit, smaller vehicles, non-polluting vehicles and permeable parking surfaces."

The two amendments are as follows:

- *in Guideline 7, require that parking is at the rear of businesses and that businesses open to the street to create a greater sense of intimacy and walkability in the village core.*
- *require permeable parking, including gravel, as an alternative to impervious parking surfaces. Where parking lot traffic demand requires hard surfacing, parking spaces shall be permeable. Interlocking brick pavers, or other visually appealing options, should be encouraged to support the village character.*

Through informal discussion with some business owners in the Village, staff understands that in some cases paved parking areas may be desirable, and this topic warrants further consultation. The rationale for requiring permeable surfaces is to allow groundwater infiltration in developed areas. However, paved parking areas allow for oil separation in drainage catchment areas, where a gravel surfaces does not but means that oil from leaking vehicles must drain directly through into the ground. In addition, staff has heard from business owners that surfaces like interlocking brick pavers may be prohibitively costly.

Amendments to section F.1 Definitions:

The amendment to the definition of Floor Area that the LTC directed staff to draft would implement OCP Climate Change Policy h):

“The Local Trust Committee should consider amending the Land Use Bylaw to measure the footprint of buildings and structures from the interior walls instead of the outer perimeter of the foundation of the building, so increased insulation is encouraged.”

The LTC directed that the definition of Floor Area is amended from “the outer surface of the exterior walls” to “the interior surface of the exterior walls.”

It should be noted in that in the attached draft, the definitions section is G instead of F, in anticipation of the adoption of Bylaw 267 that moves the development permit area guidelines to the LUB as section F and rennumbers the definition section to G.

General staff comments:

Timing of this amending bylaw is a technical issue that requires consideration, as proposed Bylaws 265 and 266 move the development permit guidelines from the OCP and LUB. The draft bylaw for implementing climate change policies assumes the development permit guidelines are already moved to the LUB, so this bylaw cannot proceed until bylaws 265 and 266 are adopted. Currently, bylaws 265 and 266 have been to public hearing and received second reading, but are on hold awaiting further information that will not be available until the January 16, 2014 LTC meeting.

There are other possibilities that would allow this bylaw to proceed that involve amending Bylaws 265 and 266, that would require a significant amount more work and may require holding a second public hearing for those bylaws. The simplest approach at this point is to wait until Bylaws 265 and 266 are adopted before proceeding with the bylaw to implement climate change policies.

Regarding resolution GB 078/13 to submit a resolution to Trust Council to amend development application forms to include climate change considerations, staff has completed much of the ground work to draft required submission materials to Trust Council, and due to higher priority project work for the Gabriola LTC, has not completed this for the December 2014 Trust Council meeting. This will be submitted for the March, 2014 Trust Council.

SUMMARY OF OPTIONS:

The attached draft bylaw provides LUB amendments as directed by the LTC the last time the Climate Change Policies component of the OCP/LUB Targeted Review was discussed. The LTC has a number of options to proceed including:

1. Give first reading to draft Bylaw No. 273
2. Refer draft bylaw No. 273 to the Advisory Planning Commission
3. Direct staff to target consultation to business owners in the Village Commercial and District Commercial zones
4. Direct staff to schedule a community information meeting.

RECOMMENDATIONS:

THAT the Gabriola Island Local Trust Committee:

1. Give first reading to draft Bylaw No. 273 cited as "Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 2, 2013" ;
2. Refer draft Bylaw No. 273 to the Advisory Planning Commission, agencies and First Nations,
3. Direct staff to schedule a community information meeting regarding draft Bylaw No. 273 and specifically request input from business owners in the Village Commercial and District Commercial zones.

Prepared and Submitted by:

Courtney Simpson

November 18, 2013

Courtney Simpson, RPP, MCIP
Regional Planning Manager

Date

Attachments:

1. Draft Bylaw No. 273

DRAFT

Gabriola Island Local Trust Committee

BYLAW NO. 273

A BYLAW TO AMEND THE GABRIOLA ISLAND LAND USE BYLAW, NO. 177

The Gabriola Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Gabriola Island Local Trust Area under *the Islands Trust Act*, enacts as follows:

1. Bylaw No. 177, cited as “Gabriola Island Land Use Bylaw No. 177, 1999” is amended as shown on Schedule 1, attached to and forming part of this bylaw.
2. This bylaw may be cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 2, 2013”

READ A FIRST TIME THIS	DAY OF	, 2013
PUBLIC HEARING HELD THIS	DAY OF	, 2013
READ A SECOND TIME THIS	DAY OF	, 2013
READ A THIRD TIME THIS	DAY OF	, 2013
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST		
THIS	DAY OF	, 2013
ADOPTED THIS	DAY OF	, 2013

SECRETARY

CHAIRPERSON

Gabriola Island Local Trust Committee

Bylaw No. 272

Schedule 1

1. Schedule “A” of Gabriola Island Land Use Bylaw No. 177 cited as “Gabriola Island Land Use Bylaw No. 177, 1999”, is amended as follows:

a) To section B.5 Parking:

- i. insert a new article B.5.2.2 as follows: “In calculating the parking spaces required in Table 2 of B.5.1.1, for commercial uses in the Village Commercial 1, Village Commercial 2, and District Commercial zones, the standard parking requirements in column 2 are to be maximum parking requirements; for all other zones and uses listed in Table 2 of B.5.1.1, standard parking requirements are to be minimum parking requirements.”;
- ii. to B.5.1 add the words “and Bicycles” after “Automobiles”; and
- iii. insert a new Column 4 to Table 2: Parking Requirements as follows:

Table 2: Parking Requirements			
Column 1	Column 2	Column 3	Column 4
Use	Standard Parking Requirements	Parking Requirements for Disabled Persons	Bicycle parking requirements
RESIDENTIAL			
<i>single family dwelling</i>	2 per <i>dwelling unit</i> plus 1 per <i>boarder</i>	None required	None required
<i>cottage</i>	2 per <i>cottage</i>	None required	None required
<i>multiple family dwelling</i>	1.25 per unit plus 1 per employee	Greater of 1 or 1 per 10 units	1 per unit without a garage
HOME OCCUPATIONS			
galleries and live theatre	1 per 16 square metres (172.2 square feet) of <i>floor area</i> or performance area used	None Required	None required
teaching of arts and crafts	1 per 2 students plus 1 per employee	None Required	None required
<i>bed and breakfast</i>	1 per rental room plus 1 per non-resident employee	None Required	None required
Instructional classes	1 per employee and 1 per 2 clients	None Required	None required
watercraft and bicycle rental	1 per 2 rentals	None Required	None required
<i>other home occupations</i>	1 per employee	None Required	None required

COMMERCIAL			
Village Commercial and District Commercial shopping centres	1 per 16.0 square metres (172.2 square feet) of leasable <i>floor area</i> in the <i>building</i>	Greater of 1 or 1 per 50 parking stalls	1 per 250 square metres (2690 square feet) of leasable <i>floor area</i> in the <i>building</i>
restaurants and bars	1 per 3 seats	Greater of 1 or 1 per 50 parking stall	1 per 15 seats
nurseries and greenhouses	1 per 16.0 square metres (172.2 square feet) of <i>floor area</i> of the retail sales <i>building</i>	Greater of 1 or 1 per 50 parking stall	1 per 10 parking stalls
Offices	1 per 35 square metres (376.7 square feet) of <i>floor area</i>	Greater of 1 or 1 per 50 parking stalls	1 per 10 parking stalls
mini-storage	1 per 5 mini-storage units	Greater of 1 or 1 per 50 parking stalls	None required
tourist accommodation except campgrounds	1 per sleeping unit plus 1 per 3 seats in a food or beverage area	Greater of 1 or 1 per 20 accommodation units	Greater of 1 or 1 per 10 sleeping units
<i>marina</i>	1 per 2 boats berthed on an annual basis and 1 per employee	Greater of 1 or 1 per 50 parking stalls	1 per 20 parking stalls
golf course	50 per nine holes plus 1 per employee	Greater of 1 or 1 per 50 parking stalls	1 per 20 parking stalls
<i>limited public market</i>	1 per vendor	Greater of 1 or 1 per 50 parking stalls	None required
INDUSTRIAL			
<i>light industry</i> and shipyard use	1 per 2 employees	Greater of 1 or 1 per 50 parking stalls	1 per 10 employees
boat building school	1 per 2 students and 1 per employee	Greater of 1 or 1 per 50 parking stalls	1 per 10 of the total number of students and employees
PUBLIC SERVICE AND UTILITY			
<i>Church</i>	1 per 2 metres of pews	Greater of 1 or 1 per 50 parking stalls	1 per 10 parking stalls
community halls, auditoriums, lodges, theatres	1 per 4 seats	Greater of 1 or 1 per 50 parking	1 per 10 parking stalls

		stalls	
<i>schools, elementary</i>	1 per 1 employee	Greater of 1 or 1 per 50 parking stalls	1 per 10 employees plus 1 per 10 students
<i>schools – secondary</i>	1 per employee plus 1 per 10 students	Greater of 1 or 1 per 50 parking stalls	1 per 10 employees plus 1 per 8 students
library, post office	1 per 20.0 square metres (215.2 square metres) of <i>floor area</i>	Greater of 1 or 1 per 50 parking stalls	1 per 10 parking stalls
police station	1 plus 1 per employee	Greater of 1 or 1 per 50 parking stalls	None required
fire hall	1 per 1 employee or volunteer	Greater of 1 or 1 per 50 parking stalls	None required
Museums	1 per 30.0 square metres (322.9 square feet) of <i>floor area</i>	Greater of 1 or 1 per 50 parking stalls	1 per 10 parking stalls
Medical Offices and Clinics	1 per 20 m ² (215 ft ²) of <i>floor area</i> .	Greater of 1 or 1 per 50 parking stalls	1 per 10 parking stalls

- iv. Insert new subsection B.5.5 as follows:

“Standards for Bicycle Parking Spaces

- B.5.5.1 Each bicycle *parking space* must be accessible to a highway or vehicle *parking lot* via an access aisle that is not less than 1.2 metres (3.9 feet) in width.
- B.5.5.2 Bicycle *parking spaces* must be at least 0.8 metres (2.6 feet) in width and 1.8 metres (5.9 feet) in length with a minimum overhead clearance of 1.2 metres (3.9 feet).
- B.5.5.3 Bicycle *parking spaces* must include a fixed *structure* that supports the bicycle frame in a stable position without damage to the wheels, frame or components and that enables the frame and both wheels to be locked to the *structure* by the cyclist’s own locking device. Protection from precipitation must be provided for 50 per cent of all spaces required.
- B.5.5.4 Bicycle *parking spaces* are to be located at the primary entrance to the *building* or use being served.”

b) To section F.7 DP-7 The Village Centre:

- i. To F.7.3.7 to add the following text after “eating areas”: “and businesses should open to the street to create a greater sense of intimacy and walkability in the village core”; and
- ii. Add a new Guideline as shown below after F.7.3.7 and renumber the subsequent guidelines accordingly:
“F.3.7.8 Off-street parking should be surfaced using permeable material such as gravel. Where parking lot traffic demand requires hard surfacing, *parking spaces* should be surfaced with permeable material; interlocking brick pavers, or other visually appealing options, are encouraged to contribute to the village character.”.

c) To section G.1 Definitions:

- i. amend the definition of “floor area” to delete “the outer surface of the exterior walls” and replace with “the interior surface of the exterior walls”;
- ii. amend the definition of “parking area” by adding the words “and bicycles” after “motor vehicles”; and
- iii. amend the definition of “parking space” by adding the words “or bicycle” after “motor vehicle”.