



Gabriola Island Local Trust Committee Regular Meeting Revised Agenda

Date: May 3, 2018
Time: 10:15 am
Location: Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC

	Pages
1. CALL TO ORDER 10:15 AM - 10:15 AM	
“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”	
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS 10:15 AM - 10:25 AM	
4. COMMUNITY INFORMATION MEETING - none	
5. PUBLIC HEARING - none	
6. MINUTES 10:25 AM - 10:30 AM	
6.1 Local Trust Committee Minutes dated April 12, 2018 – for adoption	3 - 9
6.2 Section 26 Resolutions-Without-Meeting Report dated April 26, 2018	10 - 10
6.3 Advisory Planning Commission Minutes - none	
7. BUSINESS ARISING FROM MINUTES 10:30 AM - 10:45 AM	
7.1 Follow-up Action List dated April 24, 2018	11 - 14
8. DELEGATIONS - none	
9. CORRESPONDENCE	
<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
10. APPLICATIONS AND REFERRALS	
11. LOCAL TRUST COMMITTEE PROJECTS 10:45 AM - 11:05 AM	
11.1 Water Taxi Zoning Review Project - Memorandum	15 - 20

12.	REPORTS	11:05 AM - 11:35 AM
12.1	Work Program Reports	
12.1.1	Top Priorities Report dated April 24, 2018	21 - 21
12.1.2	Projects List Report dated April 24, 2018	22 - 24
12.2	Applications Report dated April 24, 2018	25 - 31
12.3	Trustee and Local Expense Report - none	
12.4	Adopted Policies and Standing Resolutions	32 - 32
12.5	Local Trust Committee Webpage	
12.6	Chair's Report	
12.7	Trustee Reports	
12.8	Electoral Area Director's Report	
12.9	Trust Fund Board Report dated April, 2018	33 - 34
13.	NEW BUSINESS	11:35 AM - 11:50 AM
13.1	Gabriola Local Trust Committee Annual Report Submission - Request for Decision	35 - 37
14.	UPCOMING MEETINGS	
14.1	Next Regular Meeting Scheduled for Thursday, June 14, 2018 at The Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC	
15.	TOWN HALL	11:50 AM - 12:00 PM
16.	CLOSED MEETING	12:00 PM - 12:30 PM
16.1	<i>Motion to Close the Meeting</i>	
	<i>That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(d) and s.90(1)(i) for the purpose of considering Adoption of In-Camera Meeting Minutes dated April 12, 2018 and receiving Legal Advice subject to Solicitor-Client Privilege, including communications necessary for that purpose, and that the recorder and staff attend the meeting.</i>	
16.2	<i>Recall to Order</i>	
16.3	<i>Rise and Report</i>	
17.	ADJOURNMENT	12:30 PM - 12:30 PM



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: April 12, 2018
Location: Gabriola Island Agricultural Hall
 465 South Road, Gabriola Island, BC

Members Present: Laura Busheikin, Chair
 Melanie Mamoser, Local Trustee
 Heather O'Sullivan, Local Trustee

Staff Present: David Marlor, Director, Planning Services
 Sonja Zupanec, Island Planner
 Teresa Rittemann, Planner 2
 Jaime Dubyna, Planner 1
 Vicky Bockman, Recorder
 Nadine Mourao, Recorder

Others Present: There were approximately twenty-three (23) members of the public and one (1) member of the media in attendance

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Busheikin called the meeting to order at 10:20 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations, welcomed the public and introduced Trustees, staff and recorders.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

9.2 Email correspondence dated April 12, 2018 from Marc Herrmann re: Silva Bay Rebuild

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

Reminder: Bylaw No. 293, Housing Options Review Project - NO WRITTEN OR ORAL REPRESENTATIONS WILL BE RECEIVED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE, OR ITS INDIVIDUAL MEMBERS AS THE PUBLIC HEARING HAS CONCLUDED.

Doug MacDonald spoke for the Chair of the Gabriola Island Advisory Planning Commission (APC) who was unable to attend today, and the following points were noted:

- Request was made that the Local Trust Committee (LTC) move forward with drafting Land Use Bylaw (LUB) amendments regarding definition of lot coverage and maximum lot coverage as recommended by the APC report; and
- He recognized the unintentional procedural contravention of the APC guidelines; however requested that the LTC nonetheless consider options that would allow the APC referral report to form a part of the public record and historical narrative on this project. Such approaches might include granting a retroactive extension of the timeline allowed for receipt of the report or sending the original referral back to the APC in order to allow the report to be received.

The public was invited to speak regarding this matter; however there were no comments at this time.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING - none

6. MINUTES

6.1 Local Trust Committee Minutes dated March 1, 2018 – for Adoption

The following amendments to the minutes were presented for consideration:

- Page 3, item 6.1, third bullet, change to read: “Options regarding allowing additional options for the existing densities were discussed.”
- Page 9, item 13.7, first bullet: delete text after “(LPC)”.

By general consent the minutes were adopted as amended.

6.2 Local Trust Committee Public Hearing Record dated March 1, 2018 - for receipt

Received for information.

6.3 Section 26 Resolutions-Without-Meeting - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated April 4, 2018

Received for information.

Director, Local Planning Services Marlor joined the meeting at 10:42 am.

8. DELEGATIONS

8.1 Silva Bay Resort and Marina – Redevelopment

Proponents Mark Sager and Gaetan Brousseau made a verbal submission that included the following key points:

- An overview of the Resort and Marina’s history, the economic benefits it provides to Gabriola Island businesses as well as employment opportunities for locals, and the challenges to rebuilding after the fire;

- The seasonal nature of the business was noted and their desire to reopen in a temporary manner by the May long weekend;
- They recognized that zoning changes will have to be addressed; however requested that the LTC consider allowing operation of a temporary facility on a deck for the summer, explaining that the upper deck is considered to be unsafe;
- They asked the LTC to consider the issuance of a Temporary Use Permit (TUP) to expedite the process.

Trustees responded with the following points noted:

- They acknowledged that there is no application before the LTC for consideration at this time;
- Support for the redevelopment of the Resort within the framework of legal requirements was indicated; and
- Staff was asked to provide input on any option that might be considered to facilitate this request.

Planner Zupanec provided input that included the following:

- Proposal as presented would require amendments to the Official Community Plan (OCP) and LUB;
- The existing TUP guidelines are specific and do not include the proposed use;
- Any development below the natural boundary of the sea would also require a Development Permit and Provincial approval;
- The statutory process was explained and these options would not ameliorate the time sensitivity involved.

Trustees encouraged the proponents to explore options that would not extend the operation into the natural boundary of the sea, utilizing an approach that complies with the LUB.

9. CORRESPONDENCE

(Correspondence received concerning current applications or projects is posted to the LTC webpage)

9.1 Email dated March 14, 2018 from J Mallett regarding the Speculation Tax and Rental Accommodation

A Trustee noted that since the writing of this email, the Chair of Trust Council wrote a letter on this matter and the Gulf Islands have been excluded from the tax.

9.2 Email correspondence dated April 12, 2018 from Marc Herrmann re: Silva Bay Rebuild

Received for information.

10. APPLICATIONS AND REFERRALS - none

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Water Taxi Zoning Review Project - Staff Report

Planner Dubyna reported that the draft community survey and amended draft Project Charter for this Top Priority item are presented with the Staff Report for the LTC's consideration. She advised of a new process for budgetary considerations that is being implemented and removed recommendation no. 3 from the report.

Trustees discussed the draft public survey and the following key points were noted:

- Concern was expressed regarding the anonymous nature of the survey approach; it was considered to be contradictory to the Communication Policy and would make it difficult to assure process validity;
- Staff was requested to solicit Legislative Services' input regarding providing personal information on the survey;
- Several changes to the draft survey were identified for staff to implement and bring to the next LTC meeting for consideration of endorsement and discussion of distribution; and
- It was confirmed that the Project Charter is not impacted by the revision of the draft survey.

GB-2018-023

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the Project Charter v.2 Gabriola Island Water Taxi Zoning Review, dated April 12, 2018.

CARRIED

David Marlor, Director, Local Planning Services left meeting at 11:10 am and returned at 11:25 am.

11.2 Mudge Island Targeted OCP/LUB review for Lot Coverage - Staff Report

Planner Ritemann summarized the recommendations and options to advance the project.

Trustee Mamoser corrected a point in the Background section of the Staff Report, advising that it was Trustee O'Sullivan who had noted that Mudge Island residents had expressed a lack of interest in integrating Mudge Island as a Special Area within the Gabriola Island OCP.

Trustees discussed potential bylaw amendments and next steps with the following noted:

- Proceeding with drafting bylaw amendments for community consultation was preferred, rather than circulation of a questionnaire, given the timing of gathering input from the non-resident population during the off-season;
- Adding cistern coverings to the definition of structure was proposed and it was pointed out that this would require setback provisions review; and
- A "sliding scale" to address maximum lot coverage, such as 10, 15, or 20 percent expressed in hectares, was considered to be a fair approach to address varying size of lots.

GB-2018-024

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to amend the Mudge Island Targeted OCP/LUB Review Project Charter, v.2 to proceed with drafting a bylaw.

CARRIED

GB-2018-025

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the Mudge Island Targeted Official Community Plan /Land Use Bylaw Review Project Charter, v.2 as amended.

CARRIED

GB-2018-026

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to prepare draft bylaw amendments to the Mudge Island Land Use Bylaw to address lot coverage through amendments to regulations and/or definitions, including a potential amendment to maximum lot coverage that is dependent on lot size.

CARRIED

Discussion continued on a referral of the draft bylaw to the APC with the following noted:

- Referral may be made at the next LTC meeting, subsequent to the LTC's review of the draft bylaw;
- This would be a new referral with new, specific instructions to the APC; and
- Staff was requested to ensure that the referral includes a reference to allow the capturing of the information provided by the APC previously that was disallowed due to procedural error.

By general consent the meeting was recessed at 11:59 am and reconvened at 12:14 pm.

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report dated April 4, 2018

Chair Busheikin reported that Executive Committee has approved Bylaw No. 293, Housing Options Review Project.

12.1.2 Projects List Report dated April 4, 2018

Received for information.

12.2 Applications Report dated April 4, 2018

Received for information with no updates to report.

12.3 Trustee and Local Expense Report dated February, 2018

Received for information.

12.4 Adopted Policies and Standing Resolutions

Received for information.

12.5 Local Trust Committee Webpage

No changes were requested.

12.6 Chair's Report

Chair Busheikin reported the following:

- Executive Committee has been focusing on advocacy efforts; and
- Consideration is being given as to how to make climate change more of a focus.

12.7 Trustee Reports

Trustee O'Sullivan reported the following:

- She attended the Islands Freshwater Forum, a conference held in Cowichan Bay;
- She participated in a Blanket Exercise, sponsored by the Truth and Reconciliation Steering Committee and Gabriola Arts Council; and
- She will be attending a Trust Programs Committee meeting on Salt Spring Island where the topic of discussion will be service integration.

Trustee Mamoser reported the following:

- She attended the Islands Freshwater Forum; and
- She presented information at a special meeting with Sheila Malcolmson on derelict vessels.

12.8 Electoral Area Director's Report - none

12.9 Trust Fund Board Report - none

13. NEW BUSINESS

13.1 Land-use planning implications of Fisheries and Oceans Canada Integrated Geoduck Management Framework 2017 – Briefing

Received for information.

13.2 Approval Process for Water Supply Systems on Salt Spring Island – Memorandum

Received for information.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Thursday, May 3, 2018 at The Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC

Trustees confirmed the next regular meeting date and location.

15. TOWN HALL - none

16. CLOSED MEETING

16.1 Motion to Close the Meeting

GB-2018-027

It was MOVED and SECONDED

that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s.90(1)(c),(d),(f) and (i) Labour Relations; Adoption of *In-Camera* Meeting Minutes dated January 18, 2018; Bylaw Enforcement and the receipt of Advice subject to Solicitor-Client Privilege, including communications necessary for that purpose and that the recorder and staff attend the meeting.

CARRIED

Chair Busheikin closed the meeting to the public at 12:21 pm.

By general consent the meeting was recessed at 12:22 pm.

16.2 Recall to Order

By general consent the meeting was recalled to order at 1:44 pm.

16.3 Rise and Report - none

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:44 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder



Islands Trust

Gabriola Island

Print Date: April 26, 2018

Resolutions Without Meeting

Resolution #	Action	Resolution Description	Resolution Date
2018-04	In Favour	"That the Gabriola Island Local Trust Committee request staff to obtain a legal opinion on the applicable siting and use provisions for the Silva Bay Marine Resort and potential legal non-conforming uses, buildings and structures on the existing dock, in relation to Building Permit Referral GB-BP-2018.1."	20-Apr-2018

Follow Up Action Report

Gabriola Island

07-May-2015

Activity	Responsibility	Target Date	Status
Staff to schedule a meeting with Snuneymuxw First Nation as per our protocol agreement.	Fiona MacRaid	11-Jun-2015	On Going
Letter of invitation to participate in C2C Forum sent September 22, 2016.			

08-Sep-2016

Activity	Responsibility	Target Date	Status
For RDN annual meeting agenda for 2017 - ADD:	David Marlor		On Going
1. Enforcement of RDN Noise Bylaw;	Ann Kjerulf		
2. Mudge Island Public Dock;			
3. Regulations for temporary dwellings being connected to a sewage disposal system			
4. Village/North Road street improvements (ref. 2a+b) of Village Vision submission to the LTC dated Jan. 3, 2018)			
Staff are waiting for a response from the RDN regarding a possible meeting date in 2018.			

30-Mar-2017

Activity	Responsibility	Target Date	Status
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**Follow Up Action Report**

GB-RZ-2016.1 - Bylaws 289 and 290 amended as per minutes of Mar 30 sp LTC mtg. Third reading and forward to Executive Committee. Update bylaws and post to web. - Done

Becky McErlean
Sonja Zupanec

11-May-2017

On Going

LTC resolutions confirming proof of covenant registration required prior to adoptions of bylaws. Investigate and report back on covenant recommendations being imbedded in text of covenant. Include requirement in covenant for an integrated storm water management plan at the time of subdivision.

08-Jun-2017

Activity	Responsibility	Target Date	Status
Request staff to work with GALLT to organize a gathering with the Snuneymuxw First Nation (Fiona MacRaid).	Fiona MacRaid Wil Cottingham	29-Jun-2017	On Going

13-Jul-2017

Activity	Responsibility	Target Date	Status
First Nations Relationship with Snuneymuxw Nation: LTC resolution to endorse the project charter and commit to hosting one or two public events on Gabriola and/or Mudge. Request staff draft an amendment to the introduction of the OCPs as per staff recommendation. Event #1: Mudge Island (August 8th) Dec. 2017/Delayed due to Snuneymuxw elections process	Ann Kjerulf Fiona MacRaid	31-Jul-2017	On Going

07-Sep-2017

Activity	Responsibility	Target Date	Status
GB-DVP-2017.1 - LTC resolution to defer consideration of the applications until First Nation and Arch Branch input are received. Enter into cost recovery agreement with the applicant for preparation of restrictive covenant. See minutes of Sept 8 for LTC requested changes to covenant restrictions.	Teresa Rittmann	29-Sep-2017	On Going

Follow Up Action Report

18-Jan-2018

Activity	Responsibility	Target Date	Status
GB request that Village Vision delegation request, "amend the MOTI/Islands Trust letter of agreement to include specific standards for village area streetscapes as rural complete multi-modal streets", be referred to the Executive Committee along with a submission from the Village Vision group.	Ann Kjerulf		On Going
Staff to add points 2a and 2b of the Village Vision Delegation's submission to the agenda of the upcoming Regional District of Nanaimo and Islands Trust joint meeting: "Adopt a co-ordinated inter-agency (Islands Trust, RDN and MOTI) approach to: a) the development of a Master Plan for the development of accessible, safe, pedestrian friendly routes not only in the village core but also down North Road to the ferry; and b) the development of standards, processes and shared funding programs to allow rural community Regional Districts to more efficiently and successfully collaborate with MOTI on rural village complete street improvements".	Ann Kjerulf		On Going
Request 2c of the Village Vision Delegation's submission to the Trust Programs Committee for consideration: a) the development of standards that would allow for the safe rainwater harvesting for potable use in multi-family, commercial and institutional settings."	Ann Kjerulf		On Going

01-Mar-2018

Activity	Responsibility	Target Date	Status
Proposed Bylaw 293 (Housing Options Review Project) -amended as per minutes and given 2, 3rd readings; forward to EC for approval.	Becky McErlean Sonja Zupanec	12-Apr-2018	Done

**Follow Up Action Report**

Housing Options Review Project FAQ: -staff to prepare an update to the document including amendments and pictorial configurations for clarity.	Sonja Zupanec		On Going
Staff to add to the Housing Options Review Project Phase 2 list a review of secondary suite above an existing farm building provisions		01-Mar-2018	Done
LTC request senior staff to follow up with staff at the Agricultural Land Commission regarding the referrals process for Bylaws 292 and 293.	Ann Kjerulf		On Going
GB-TUP-2016.1 - amend permit to omit the phone number; issue permit as amended.	Becky McErlean Teresa Rittemann		Done
Mudge OCP/LUB review: LTC resolution requesting staff not provide analysis of option E to incorporate Mudge into Gabriola OCP/LUB.	Teresa Rittemann		Done
Water Taxi Zone Review: LTC request that staff amend the project charter for the Water Taxi Feasibility Study and bring it back to the next LTC meeting with a draft survey with regard to changes to the WC3 zoning	Jaime Dubyna	12-Apr-2018	Done
LTC request to change the Top Priorities description of the water taxi project to "review zoning provisions for water taxi service"	Sonja Zupanec		Done
add a link to ALC consultation survey to the ""latest news"" section of the Gabriola LTC website			Done

MEMORANDUM

File No.: 6500-20 (Gabriola Island
Water Taxi Zoning Review)

DATE OF MEETING: May 3, 2018
TO: Gabriola Island Local Trust Committee
FROM: Jaime Dubyna, Planner 1
Northern Team
SUBJECT: Top Priority Project: Water Taxi Zoning Review Project

PURPOSE

The purpose of this memorandum is to provide the Gabriola Island Local Trust Committee (LTC) with a revised draft questionnaire for the LTC top priority project, Gabriola Island Water Taxi Zoning Review. At the April 12, 2018 LTC regular meeting, the LTC provided staff with recommended amendments. The revised draft questionnaire is attached as Appendix 1 to this memorandum.

At the April 12th LTC meeting, the LTC also expressed concerns with the 'anonymous' nature of the draft questionnaire and risk that a survey may be completed multiple times by one individual. Methods to avoid sampling bias in the collection of responses include limiting the number of online responses that can be made from a particular electronic device (i.e. 1/IP address) or sending one paper questionnaire to each household on the island. Another alternative is to contract the services of a professional polling company to conduct a statistically valid poll (e.g. random telephone poll). Staff note that the latter is considerably more costly than soliciting public input via a questionnaire.

Staff are of the opinion that a general questionnaire is one of several opportunities for the public to provide input and would interpret the results of the questionnaire through generalization of issues and public preferences as opposed to attempting to conduct a statistical analysis of the responses. Furthermore, it is not necessary to collect the names or other information about persons completing the questionnaires (given that the intent is to summarize the responses). To confirm, this approach is consistent with the approach taken with other Islands Trust questionnaires and does not conflict with any Islands Trust policies.

Further to the above, Staff are seeking input from the LTC regarding preferred distribution methods and the geographic extent of distribution (i.e. Gabriola, Mudge, DeCourcy). Staff note that questionnaires are typically distributed online (via the Islands Trust website and email) and in paper form (with copies available at the office and public locations). Staff note that the questionnaire could be distributed via Canada Post or the Gabriola Sounder and, upon the request of the LTC, would seek the lowest cost approach for distribution of paper copies.

Submitted By:	Jaime Dubyna, MSc.Pl. Planner 1	April 24, 2018
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	April 26, 2018

ATTACHMENTS

1. Appendix 1- Draft Community Questionnaire

GABRIOLA ISLAND LOCAL TRUST COMMITTEE
WATER TAXI ZONING REVIEW PROJECT
COMMUNITY QUESTIONNAIRE SPRING 2018

The Gabriola Island Local Trust Committee is seeking input from community members and stakeholders for the Gabriola Island Water Taxi Zoning Review Project. Your input is needed to help the Local Trust Committee consider potential changes to the Gabriola Island Land Use Bylaw, including:

1. Adding 'Water Taxi' as a permitted use in the 'Water Commercial – Marine Transportation' (WC3) zone;
2. Adding specific regulations applicable to 'Water Taxi' uses.

Following the close of this questionnaire on [date], Islands Trust planning staff will analyze the responses and provide a staff report to the Local Trust Committee.

For more information on the Gabriola Island Water Taxi Zoning Review Project please visit the project webpage at <http://www.islandstrust.bc.ca/islands/local-trust-areas/gabriola/projects-initiatives/gabriola-water-taxi-zoning-review-project/> or contact planning staff at northinfo@islandstrust.bc.ca.

Thank you for your participation!

Laura Busheikin, Chair, Gabriola Island Local Trust Committee
Melanie Mamoser, Gabriola Local Trustee
Heather O'Sullivan, Gabriola Local Trustee

COMMUNITY QUESTIONNAIRE – GABRIOLA ISLAND WATER TAXI ZONING REVIEW PROJECT

The [Gabriola Island Land Use Bylaw](#) currently permits “*moorage and dockage for water taxis*” only within marine areas zoned ‘Water Commercial 1 – Marine (WC1)’.



FIGURE 1. LOCATION OF WC1 AND WC3 ZONES ON GABRIOLA ISLAND

The Gabriola Island Water Taxi Zoning Review Project will consider permitting water taxi use within the ‘Water Commercial 3 – Marine Transportation (WC3)’ zone. The WC3 zone can be found in three locations on Gabriola Island – Descanso Bay, Green Wharf and Degnan Bay.

Permitted uses in the WC3 zone currently include:

- Ferry dock;
- Public moorage and dockage;
- Public wharves; and
- Marine navigation tools.

QUESTION 1: To what extent do you support changing the Land Use Bylaw to facilitate opportunities for water taxi service on Gabriola Island?



Strongly
Oppose



Oppose



Neutral



Support



Strongly
Support

Comments:

QUESTION 2: To what extent do you support changing the Land Use Bylaw to permit water taxi use within the 'Water Commercial 3 – Marine Transportation (WC3)' zone?

☐ Strongly disagree
 ☐ Disagree
 ☐ Neutral
 ☐ Agree
 ☐ Strongly Agree

Comments:

QUESTION 3: If you answered Yes to Question 2, which of the following WC3 marine zone location(s) should include water taxi use? (select all that apply):

- ☐ Descanso Bay
- ☐ Green Wharf
- ☐ Degnan Bay

QUESTION 4: If the Land Use Bylaw was amended to include moorage and dockage of water taxis as a permitted use in the WC3 marine zone, to what extent do you agree that the following topics need to be addressed?

Protection of the marine environment	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Protection of the upland environment	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Protection of archaeological sites & resources	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Light Pollution	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Noise Pollution	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Impact on Neighbouring Properties	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree

Comments:

QUESTION 5: If the Land Use Bylaw was amended to include moorage and dockage of water taxis as a permitted use in the WC3 marine zone, to what extent do you agree the following topics need to be addressed?

Vehicle parking (automobiles, scooters, bicycles, etc.)	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Vehicle traffic flow	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Marine navigation	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Pedestrian access and safety	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree
Passenger waiting area	☐ Strongly disagree	☐ Disagree	☐ Neutral	☐ Agree	☐ Strongly Agree

Comments:

QUESTION 6: Please select the statements which apply to you:

- ☐ I am a full-time resident of Gabriola Island
- ☐ I am a part-time, temporary or seasonal resident of Gabriola Island
- ☐ I own, operate or work at a business on Gabriola Island
- ☐ Other: _____

QUESTION 7:

Please provide any additional comments or questions you have about the Gabriola Island Water Taxi Zoning Review Project:

THANK YOU FOR YOUR PARTICIPATION!



Top Priorities

Gabriola Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Housing Options Review Project	Review Gabriola OCP and LUB policy/regulations to allow option for secondary suite in lieu of accessory cottages on lots over 2ha and over existing buildings; review definition of ""affordable housing"" in the OCP; draft new proof of water requirements for subdivision regulations; draft project charter for phase 2.	07-May-2015	Sonja Zupanec	
1	First Nations Relationship Building			Fiona MacRaild	
2	Mudge Island targeted review of OCP/LUB	Review 10% lot coverage provisions and cisterns being calculated as lot coverage on small lots.	07-Sep-2017	Teresa Ritemann	
3	Water taxi feasibility	Review zoning provisions for water taxi service.	14-Jul-2016	Sonja Zupanec Jaime Dubyna	

**Projects****Gabriola Island**

Description	Activity	R/Initiated
DeCourcy Island OCP and Bylaw Review	Review DeCourcy Island Official Community Plan and Regulatory bylaws; establish an Advisory Planning Commission. Topics include: park areas without park zoning, DAI Bylaw, subdivision polices and regulations (added March 2017).	21-Apr-2011
Hazardous areas/Steep Slopes DPA	Consider hazardous areas and steep slopes development permit area designation; consider how to address areas of potentially problematic soils, shoreline erosion, and localized areas of steep terrain	21-Feb-2013
Forage Fish Mapping Workshop	March, 2013 resolution	05-Sep-2013
Land Based Aquaculture	Review most recent provincial direction on land based aquaculture and develop appropriate policies and regulations.	16-Jan-2014
Biodiversity Protection	Identify measures to protect biodiversity	19-Jan-2012
Coastal areas protection	Review OCP and LUB to improve protection of coastal areas.	19-Jan-2012
Water Protection	Review OCP and LUB to protect water quality and quantity.	19-Jan-2012
First Nations cultural references	Consider First Nations cultural references in land use planning; Work with Snuneymuxw First Nation (SFN) to seek funding for archaeological mapping and host and invite SFN Councillor Geraldine Manson to make a storytelling presentation on Gabriola.	27-Jan-2011
Eelgrass protection	Consider implementing Eelgrass protection regulations (see February 19, 2014 memorandum).	14-May-2014
Snuneymuxw Protocol Agreement	Implementation of Snuneymuxw First Nation Protocol Agreement	22-Jan-2015

**Projects****Gabriola Island**

Description	Activity	R/Initiated
Gabriola Village Plan	Undertake a comprehensive review of policies and regulations with respect to the Gabriola Village Core	02-Apr-2015
Snuneymuxw Relationship Building	Strengthen relationship with Snuneymuxw First Nation	02-Apr-2015
Food Trucks	Review land use bylaw regulations with respect to food trucks	02-Apr-2015
Eagle Nest Mapping	Incorporate eagle nest mapping into the OCP	02-Apr-2015
Green Energy	Consider policy and regulatory mechanisms to encourage green and renewable energy	02-Apr-2015
Commercial Vacation Rental Review	Review bylaws with respect to temporary use permits for commercial vacation rentals	07-May-2015
CDF Conservation	Consider policies and other recommendations regarding land use planning tools that will effectively conserve Coastal Douglas-fir forest ecosystems.	14-Jan-2016
LUB Amendments	- Review of temporary sawmill regulations - Definition of personal use of animals for SRR zoned lots - Review of how cisterns and solar panels are regulated as structures subject to lot coverage calculations -Review of section B.2.1.1 for variances within DP3 -Review minimum average parcel size calculations in LUB and OCP to ensure consistent and supportive of more than 5% dedication of parkland -IN1 zoning to ensure consistent with existing Arts Council use.	08-Sep-2016
Review and update the Gabriola Build Out Map		11-May-2017



Projects

Gabriola Island

Description	Activity	R/Initiated
Develop a new Ecological Protection Zone.	Research and develop a new ecological protection zone as part of the Parks (P) OCP designation. Update zoning of Coates Marsh and Burns Acres Nature Reserve properties.	01-Mar-2017
Housing Options Review Project Phase 2	-include a review of the secondary suite above an existing farm building provisions for land in the ALR. -examining the appropriate scope of the area designated in the Official Community Plan for possible multi-dwelling affordable housing; -examining the potential for increasing density in the Village core multi-dwelling housing; and -exploring opportunities for mixed use buildings in the Village core.	01-Mar-2018



Development Permit

File Number	Applicant Name	Date Received	Purpose
GB-DP-2017.2	Zane, Michael	03-Aug-2017	PID: 009-796-045 To bring property into bylaw compliance Civic: Acorn Island

Planner: Teresa Rittemann

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 04-Apr-2018

Planner awaiting responses regarding draft covenants.

Status Date: 18-Dec-2017

Planner sent draft arch. covenant to Snuneymuxw FN and Arch Branch for review and comment. Environmental covenant sent to applicant to review.

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2016.3	Van Herwaarden, Lynn	24-Aug-2016	PID: 003-422-852 539 Wildwood Crescent, Gabriola Island. DVP to bring property into compliance.

Planner: Madeleine Koch

Planning Status

Status Date: 18-Aug-2017

Sent letter to the property owner and requested her (or her surveyor) to forward the completed survey / site plan to planning staff.

Status Date: 17-Aug-2017

Planning staff met with the owner on site, reiterated the need for a survey / site plan. The owner committed to providing a survey / site plan as per the Land Use Bylaw.

Status Date: 15-Jun-2017

Applicant said that he would ask the owner to contact staff to arrange a meeting to discuss the application

**Applications**

File Number	Applicant Name	Date Received	Purpose
GB-DVP-2017.1	Zane, Michael	03-Aug-2017	PID: 009-796-045 To bring property into bylaw compliance. Civic address: Acorn Island

Planner: Teresa Rittemann

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 04-Apr-2018

Planner awaiting responses regarding draft covenants.

Status Date: 18-Dec-2017

Planner sent draft arch. covenant to Snuneymuxw FN and Arch Branch for review and comment. Environmental covenant sent to applicant to review.

Rezoning

File Number	Applicant Name	Date Received	Purpose
GB-RZ-2016.1	Williamson & Associates	09-Feb-2016	PIDs:006-654-941, 005-030-480, 009-735-968, 003-010-431, 006-635-121, 027-939-804, 027-939-791 Spruce to Church Streets, Mallett Creek Density Transfer

Planner: Sonja Zupanec

Planning Status

Status Date: 06-Dec-2017

OCP Bylaw No. 289 approved by the Minister of Municipal Affairs and Housing

Status Date: 05-Oct-2017

RDN advised that the RDN Board will accept the proposed 16.4 hectare parkland dedication and will accept proposed SRW #1, #2, #3 and #4 as public trail connections through subdivision following adoption of Bylaws 289 and 290.

Status Date: 30-Mar-2017

Proposed Bylaws 289(OCP)and 290(LUB) given third reading. Request RDN Board confirm receipt of receiver park lands. Finalize restrictive covenant as per LTC resolution request. Provide clarity to LTC on process for 'right of first refusal' for remainder lot for parkland purposes

File Number	Applicant Name	Date Received	Purpose
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Applications

GB-RZ-2018.1 THOMAS W 06-Apr-2018 Foreshore lease #112998 Continuing annual moorage at Degnan Bay, Gabriola Island, BC

Planner: Teresa Rittermann

Planning Status

Status Date: 19-Apr-2018
Planner reviewing application.

Subdivision

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

Planner: Teresa Rittermann

Planning Status

Status Date: 19-Apr-2018
No change in status.

Status Date: 18-Jan-2018
Planner re-sent the revised referral report to MOTI. Will await a response from MOTI.

Status Date: 23-Feb-2017
PLA extension request. Planner waiting for updated plan from applicant which reflects the lot boundary adjustment in GB-SUB-2016.4

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

Planner: Teresa Rittermann

Planning Status

Status Date: 19-Apr-2018
No change in status.

Applications

Status Date: 14-Jun-2017

MOTI sent PLA with conditions for the applicant to meet.

Status Date: 28-Nov-2016

Revised referral report sent to MOTI to reflect updated proposed plan of subdivision received.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2011.1	Williamson & Associates Professional Surveyors Planner: Marnie Eggen	23-Dec-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: 03-Nov-2017

No change

Status Date: 08-Jan-2016

No change

Status Date: 13-Jan-2015

Applicant working to satisfy conditions

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

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 01-Apr-2015

Applicants are waiting for the right time to continue with their application with MOTI and to remove the conditions in the PLNA to change it to a PLA. MOTI confirmed this is the case.

Status Date: 03-Sep-2014

Status has not changed. Still awaiting MOTI direction that reasons for non-approval have been overcome

File Number	Applicant Name	Date Received	Purpose
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Applications

GB-SUB-2013.3 Smythies & Associates 28-Oct-2013 411 Daniel Way
subdivision to create 2 parcels

Planner: Teresa Ritemann

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 01-Apr-2015

MOTI response that there has been no recent action on this file but it will remain open, and the applicant is working with the ALC at this time

Status Date: 19-Mar-2015

No change in status. Contacted MOTI to see if they closed the file, but have not yet heard back.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.2	MACKAY, IKE	23-Feb-2016	PIDs: 004-857-119 and 004-614-771 Lot Boundary Adjustment

Planner: Teresa Ritemann

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 05-May-2016

Awaiting response from MOTI to issue PLA or PLNA.

Status Date: 17-Mar-2016

File TR completed review and sent referral report to MOTI and copied to Gabriola LTC and applicant.

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.4	C.O. Smythies & Associates	20-May-2016	PIDs: 001-271-806 and 009-735-755 Boundary adjustment. Civic address: 1610 Hess Road, Gabriola Island.

Planner: Sonja Zupanec

Planning Status

Status Date: 08-Jun-2016

Referral response sent to MOTI and copied to applicant and LTC.



Applications

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2016.6	C.O. Smythies & Associates Planner: Teresa Rittemann	08-Sep-2016	PID: 000-305-120 215 Easthom Road, Gabriola Island. 3 lot subdivision.
Planning Status			
Status Date: 19-Apr-2018 No change in status.			
Status Date: 07-Nov-2017 Applicant seeking extension to PLA. Planner confirmed with MOTI and applicant via email that our office has no concerns with extending the PLA.			
Status Date: 02-Oct-2017 No change in status.			
File Number	Applicant Name	Date Received	Purpose
GB-SUB-2017.1	Williamson & Associates Professional Surveyors Planner: Teresa Rittemann	26-Jan-2017	PIDS: 000-427-110, 025-720-821 & 025-720-830 Civic addresses: 1885 Martin Road, 1860 Martin Road & 1875 Stalker Road, Gabriola Island. Boundary adjustments.
Planning Status			
Status Date: 19-Apr-2018 No change in status.			
Status Date: 05-May-2017 PLA Received. MOTI will send final plan when received.			
File Number	Applicant Name	Date Received	Purpose
GB-SUB-2017.2	Williamson & Associates Planner: Madeleine Koch	19-Jan-2017	PIDs: 009-739-602 and 000-105-287. Lot line adjustment. Civic 831 Chelwood Road, Gabriola Island, BC
Planning Status			
Status Date:			



Applications

File Number	Applicant Name	Date Received	Purpose
GB-SUB-2017.3	HENDRIKS, TREVOR	24-Apr-2017	PID: 004-032-721 - 2 lot subdivision split by a road. Civic address:1802 Stalker Road, Gabriola Island, BC.

Planner: Teresa Ritemann

Planning Status

Status Date: 19-Apr-2018

No change in status.

Status Date: 24-Jul-2017

Received VIHA letter approving sewage. Still need final plan of subdivision, then can send letter or approval if final plan is OK

Status Date: 30-Jun-2017

Awaiting documents to satisfy sewage disposal condition. Then final subdivision plan before giving final approval letter.

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GB-TUP-2018.1	Garner, KEVAN	15-Mar-2018	PID: 003-330-460 Vacation rental in cottage Civic address:671 Balsam Street, Gabriola Island, BC

Planner: Jaime Dubyna

Planning Status

Status Date: 11-Apr-2018

Planner reviewing application.

Gabriola Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: February 2, 2016

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	January 29, 2010	GB-025-2010	Communication Towers and Antennae	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: - Proposals for any new or expanded communication towers and antennae require an application to the Gabriola Islands Local Trust Committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting and one advertisement in both local newspapers. - The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal; however, as a minimum, the proponent shall give written notice to Islands Trust Northern Office staff and the Snunéymuxw First Nation, all owners and residents of properties within a 2 kilometre radius of the subject property where the facility is proposed. The required notice shall include the following information: - the proposed location of the tower on the subject site - a description of the predicted power density level of the antenna/tower - methods to mitigate any aesthetic or visual impact - description of the natural environment, any sensitive ecosystems or other important habitat areas within 120 metres of the subject property and mitigation of impacts to such areas - physical details and example illustrations of the tower including its height, colour, type and design - the time and location of a public meeting and advertising - the name and contact information of the contact person employed by the proponent - the name and all contact information of the Islands Trust planning staff available for public comments and questions regarding the proposal; and - the proponent may be required to enter into a cost recovery agreement with the Islands Trust, in order to offset application processing costs incurred.



**Trust Fund Board Report
to Local Trust Committees
and Bowen Island Municipality
April 2018**



‘Salish View’ Acquisition Project, Lasqueti Island

Following the successful conclusion of the Fairyslipper Forest acquisition partnership on Thetis Island, our next joint campaign is underway on Lasqueti Island. The Trust Fund Board and Lasqueti Island Nature Conservancy have signed an agreement to frame the campaign to purchase and protect “Salish View”, an 11.6 hectare property contiguous to Squitty Bay Provincial Park. Look out for the upcoming official launch of this campaign and visit the Lasqueti Island Nature Conservancy website (<http://www.lasqueti.ca/LINC>) to learn how you can support this small community’s ambitious project.

Opportunity Fund Grant for Saturna Wetland Conservation Project

The Trust Fund Board is contributing a grant from the Opportunity Fund to support a phase one environmental assessment for a property containing wetland ecosystems on Saturna Island. This is the first step towards the possible securement of this land, which supports valuable biodiversity. The project is being spearheaded by neighbourhood residents.

Dragonfly Commons Conservation Proposal, Salt Spring Island

There are times when the Trust Fund Board makes the difficult decision to decline a conservation proposal. The Trust Fund Board decisions must balance the protection of biodiversity values in accordance with the Regional Conservation Plan, with potential risks and long-term costs, such as property management challenges. TFB considered a proposal to covenant approximately half of a property to be developed as a high density affordable housing project. The small size, landscape context and complexity of eventual ownership were factors that led to a TFB decision to decline this proposal

Fairyslipper Forest Nature Reserve, Thetis Island

Negotiations are beginning with Thetis Island Nature Conservancy and Cowichan Community Land Trust to establish a conservation covenant on Fairyslipper Forest.

Medicine Beach Nature Sanctuary, North Pender Island

Public consultation for the Medicine Beach nature reserve is now complete and the management plan for this nature reserve is being finalized.

Morrison Marsh Nature Reserve, Denman Island

Public consultation for the Medicine Beach nature reserve is now complete and the management plan for this nature reserve is also being finalized.

First Nations – Regional Conservation Plan

A goal of our new Regional Conservation Plan (RCP) is to strengthen relationships with First Nations to identify and collaborate on shared conservation goals. Letters are being sent to all First Nations with traditional territory in the Trust Area to provide information about the RCP and offer available mapping for sharing. The Islands Trust Fund would like to connect with First Nations that might have an interest in the RCP. If local trust committees or Bowen Island Municipality are developing relationships with First Nations, it would be helpful to explore how ITF can use this opportunity to connect.

Regional Conservation Plan and Local Trust Committees and BIM

The RCP contains a lot of valuable information for local trust committees and Bowen Island Municipality, but it is a large, comprehensive document. Islands Trust Fund will be extracting information and maps pertinent to each local trust area and BIM that can be included on local website pages. The Trust Fund Board encourages LTCs and BIMs to identify how Official Community Plans can be updated to reflect new information contained in the RCP and associated data and mapping. ITF will also be producing a summary brochure on the RCP.

Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.

Tony Law, Chair tlaw@islandstrust.bc.ca
Islands Trust Fund itfmail@islandstrust.bc.ca



REQUEST FOR DECISION

To: Gabriola Island Local Trust
Committee

For the Meeting of: May 3, 2018

From: Ann Kjerulf,
Regional Planning Manager

Date Prepared: April 26, 2018

SUBJECT: 2017-2018 ANNUAL REPORT

RECOMMENDATION: That the Gabriola Island Local Trust Committee approve the attached text for inclusion in the 2017-2018 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Municipal Affairs & Housing.

- 1 PURPOSE:** Committees are provided with their draft sections of the annual report for review and approval so that Trust Council is able to easily approve its annual report in June 2018 without further editing from staff or trustees at the Trust Council meeting.

BACKGROUND: Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services Communications staff, reporting to the Executive Committee and consistent with Trust Council's [Annual Report Policy 6.10.i](#). The Executive Committee approved the format and outline of the 2017-2018 Annual Report at its meeting on April 9, 2018.

2 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Under Trust Council's Policy, all LTCs and Council committees are expected to review and approve their sections at regular meetings in order to have the report approved by Trust Council at its June 19-21 meeting.

FINANCIAL: None.

POLICY: No implications for existing policy

IMPLEMENTATION/COMMUNICATIONS: The process for development of the Annual Report is outlined in Trust Council's Annual Report policy 6.10.i. Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee on June 6 and consideration of Trust Council in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Community Sport and Cultural Development and circulate it as indicated in Trust Council's policy.

FIRST NATIONS: Information about activities with First Nations may be included within committee reports.

OTHER: N/A

- 3 RELEVANT POLICY(S):** Trust Council's Annual Report policy 6.10.i; *Islands Trust Act*

4 ATTACHMENT(S): Gabriola Island Local Trust Committee input to Annual Report (draft).

RESPONSE OPTIONS

Recommendation: That the Gabriola Island Local Trust Committee approve the attached text for inclusion in the 2017-2018 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs & Housing.

Alternative: That the Gabriola Island Local Trust Committee approve the attached text for inclusion in the 2017-2018 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Municipal Affairs & Housing.

Prepared By: Ann Kjerulf, MCIP, RPP, Regional Planning Manager

Gabriola Island Local Trust Committee

The Gabriola Island Local Trust Committee (GB LTC) held 11 regular business meetings in the 2017–2018 fiscal year, as well as two special meetings, four community information meetings and four public hearings.

Work for this period focused on advancing the GB LTC priorities to address the following key projects:

- Relationship-building with Snuneymuxw First Nation,
- Gabriola Island Official Community Plan (OCP) and Land Use Bylaw (LUB) amendments to increase options for secondary suites in the Gabriola Large Rural Residential (LRR) zone, and
- Mudge Island OCP and Land Use Bylaw review regarding lot coverage regulations.

The GB LTC also received and considered applications for two development variance permits, two development permits, and one temporary use permit.

During the fiscal year, the GB LTC considered Bylaw Nos. 289 and 290 to amend the Gabriola Island OCP and LUB to facilitate the transfer and donation of 155.3 hectares (383.74 acres) of land for parks in exchange for the creation of 25 residential lots. OCP Bylaw No. 289 was approved by the Minister of Municipal Affairs and Housing on December 6, 2017. Bylaw Nos. 289 and 290 are pending final adoption.

The GB LTC also considered Bylaw Nos. 292 and 293 to amend the Gabriola Island OCP and LUB to increase options for secondary suites on lots in the LRR zone. OCP Bylaw No. 292 has been sent to the Minister of Municipal Affairs and Housing for consideration. Subject to approval of Bylaw No. 292 by the Minister, Bylaw Nos. 292 and 293 may be considered for final adoption by the GB LTC.