

MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 11:30 AM ON THURSDAY, FEBRUARY 14, 2012
AT THE GABRIOLA COMMUNITY HALL
2200 SOUTH ROAD, GABRIOLA ISLAND, BC

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

There were two (2) local media representatives and twelve (12) members of the public in attendance.

1. **CALL TO ORDER**

Chair Graham called the meeting to order at 11:31 am. He introduced himself, the Local Trust Committee, and staff to the public in attendance.

2. **APPROVAL OF AGENDA**

The agenda was reviewed and the following changes and additions were made:

- Add letter dated February 6, 2012 from Robert Ferris and Denese Izzård-Ferris as item 13.2.1

The Local Trust Committee adopted the agenda by consensus as amended.

3. **MINUTES**

3.1 *Local Trust Committee Meeting Minutes of January 19, 2012*

The Local Trust Committee reviewed the minutes of the January 19, 2012 Local Trust Committee meeting and the following amendments were made:

- Page 4, item 6.3, delete second and third sentences
- Page 7, item 8, Trustee Rudischer, add final sentence, “*She was not opposed to the gun club but to the level of noise.*”
- Page 7, item 8, Trustee Malcolmson, first sentence, replace “*the Denman Cooperative Housing project*” with “*cooperative housing residents*”
- Page 7, item 12, last sentence, replace “*Wild Life’s (GROWL’s)*” with “*Wildlife Society’s (GROWLS)*”
- Page 9, item 13.1.1, second sentence; insert “*Mudge Island Official Community Plan list of community*” before “*amenities and that...*”
- Page 9, item 13.1.1, add final sentence, “Mr. Littlejohn requested that the Local Trust Committee defer its decision while he considers amending his application.”

- Page 10, item 16, delete second sentence
- Page 11, item 20, Nancy Heatherington-Peirce, second sentence, replace “*list*” with “*project list adopted today*”

3.2 *Section 26 Resolutions Without Meeting*

There were no Resolutions Without Meeting.

3.3 *Gabriola Island Advisory Planning Commission Meeting Minutes*

There were no Advisory Planning Commission meeting minutes.

3.4 *Mudge Island Advisory Planning Commission Meeting Minutes*

There were no Mudge Island Advisory Planning Commission minutes.

3.5 *Volunteer Review Committee Draft Meeting Minutes dated October 25, 2011.*

The Local Trust Committee reviewed the draft minutes of the October 25, 2011 Volunteer Review Committee for information.

4. BUSINESS ARISING FROM MINUTES

4.1 *Follow-up Action Report dated January 9, 2012*

The Local Trust Committee reviewed the Follow Up Action Report dated February 6, 2012. Planner Fox requested that some of the older items be reviewed and she discussed those items with the Local Trust Committee.

GB-020-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff to draft a letter to the neighbours of Center Stage Holdings application (GB-SUB-01-01) with information regarding the covenant.

CARRIED

4.2 *Regional District of Nanaimo Water Budget Study – Request for Funding Support*

Planner Fox outlined the background of having received the letter from the Regional District of Nanaimo and referred to a memorandum dated January 31, 2012 regarding Water Budget Project – Request for Funding Support. She explained the goal of the project is to better understand regional water resources by identifying where various elements of the hydrologic cycle are located, how much water they hold, how water moves between these elements, and where water is being taken or used in a way that may not be sustainable. She advised the Local Trust Committee on the deliverables that will flow from the project and when to expect them.

GB-021-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee defer consideration of item 4.2 Regional District of Nanaimo water budget request until after the Local Trust Committee budget is adopted for 2012-13.

CARRIED

4.3 *Gabriola Rescue of Wildlife Society Oiled Wildlife Response Workshop*

Planner Fox updated the Local Trust Committee that funding a workshop on this topic isn't within the Local Trust Committee's authority.

4.4 *Development Permit Area Factsheet Printing Options*

Planner Fox reviewed the printing options for the Development Permit Area Factsheet with the Local Trust Committee. Planner Fox was advised to initially print small quantities of 100 copies.

GB-022-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release up to \$200 from its local expense budget to print the Development Permit Area Factsheets for public distribution.

CARRIED

5. CORRESPONDENCE

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

5.1 *Email dated January 11, 2012 from Jim Ramsey for Sustainable Gabriola regarding Village Core Review Coordination*

The Local Trust Committee reviewed the email from Jim Ramsey and will expect a delegation on the topic on this agenda.

5.2 *Email dated February 2, 2012 from John Rowlandson of Velo Village, Island Pathways to Sheila Malcolmson regarding Request for Support for Rural Cycling*

The Local Trust Committee reviewed the email and attached resolution from John Rowlandson of Salt Spring Island. Mr. Rowlandson will be hosting a conference to bring together 200 delegates from all over BC to build stronger links between rural and urban cycling networks.

GB-023-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee urge the Province of British Columbia to invest in cycling infrastructure in rural communities, in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational and competitive cyclists living in and visiting rural and urban areas, and that staff be asked to convey the resolution to the letter writer.

6. **REPORTS**

6.1 *Work Program Reports*

The Local Trust Committee reviewed the Top Priorities and Projects dated February 6, 2012. Planner Fox provided a brief verbal update.

6.2 *Applications Log dated February 6, 2012*

The Local Trust Committee reviewed the Applications Log and Planner Fox provided a verbal update in response to the trustees' questions.

6.3 *Trustee and Local Expenses posed to January 23, 2012*

The Local Trust Committee reviewed the local expense statement with postings to January 23, 2012.

GB-024-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release up to five hundred dollars (\$500) from its local expense communication budget (65220) for a trustee newsletter to be distributed before March 31, 2012.

CARRIED

7. **NEW BUSINESS**

7.1 *Regional District of Nanaimo Protocol Agreement*

Planner Fox commented that Regional Planning Manager Chris Jackson was unable attend this meeting to report. She reported that the Regional Planning Manager foresees the meetings for all of the northern areas will be held in the fall.

7.2 *Bylaw Enforcement Priorities*

Chair Graham introduced the Bylaw Enforcement Coordinator Drew. Bylaw Enforcement Coordinator Drew provided an overview of current open, active bylaw enforcement files and indicated that enforcement staff follow priorities laid out in the Islands Trust Policy Manual. The trustees discussed the nature of the categorization of open files and requested further explanation from the Bylaw Enforcement Coordinator. There was discussion about follow-up with complainants after receiving the initial complaint. Bylaw Enforcement Coordinator Drew explained the resources available to the bylaw enforcement office.

GB-025-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request bylaw enforcement staff to produce a detailed report on the open bylaw enforcement files in the Gabriola Local Trust Area.

CARRIED

The Local Trust Committee reviewed the agenda and continued with consideration of Item 16.

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website. The trustees advised Planner Fox on some additional changes.

Chair Graham called a recess at 12:38 pm and requested reconvening at 1:00 pm.

Chair Graham reconvened the meeting at 12:59 pm.

8. TRUSTEES' REPORTS

Trustee Rudischer briefly reported on some content and actions from two local meetings and a meeting in Victoria that she had attended since the last Local Trust Committee meeting. One meeting concerned ideas on taxation and she summarized some of the suggestions. She briefly summarized the other local meeting with Gabriola Lands and Trails Trust. The Local Planning Committee meeting in Victoria discussed reviewing the Islands Trust Policy Statement. Trustee Rudischer invited public comment on the policy statement and whether the policy should be reviewed. She provided the Islands Trust address for feedback on the topic. (*policyreview@islandstrust.ca*)

Trustee Malcolmson reviewed the Islands Trust-wide meetings that she had attended since the last Local Trust Committee meeting. She commented on the BC Ferries Commissioner's report adopting most of the recommendations that were received from Trust Council. Trustee Malcolmson summarized other issues related to BC Ferries. Trustee Malcolmson reviewed other meetings that she had attended and commented. She announced that the next Islands Trust Council meeting on March 6 – 8, 2012 will be at the Haven on Gabriola Island.

9. CHAIR'S REPORT

Chair Graham reported on work of the Financial Planning Committee and will be looking for comments on the budget that has been proposed. He summarized that the proposed budget increase is presently around 2% and invited public comments.

10. REGIONAL DIRECTOR'S REPORT

Regional District of Nanaimo (RDN) Director Howard Houle reported that Nancy Crozier, Jacinthe Eastick and Megan Dickinson had been appointed to the Parks and Open Spaces Advisory Committee on January 24, 2012. The first Parks and Open Spaces Advisory Committee meeting will be on February 27, 2012. Director Houle described the Local Government Leadership Academy's three days of lectures for elected officials that he had attended in Parksville. He reported having attended a meeting on February 3, 2012 with the Parks and Recreation Society and commented on the work of the committee. Director Houle announced that the Regional District of Nanaimo water study

contract would soon be awarded and commented on the areas of Gabriola Island that would be researched.

11. **DELEGATIONS**

11.1 *Dyan Dunsmoor-Farley and Judith Roux for Sustainable Gabriola and John Peirce for Chamber of Commerce regarding Village Core*

Dyan Dunsmoor-Farley addressed the Local Trust Committee about Sustainable Gabriola's (a community group) interest in planning the village core. She reviewed the workshop sponsored by the Local Trust Committee that had been held in October to hear the community input on the planning process. Dyan Dunsmoor-Farley described the background and purpose of the community group Sustainable Gabriola. She outlined the project proposed by the joint effort of the Chamber of Commerce and Sustainable Gabriola that could fulfill gathering planning data for village core planning. She asked if it would be helpful to have a group such as Sustainable Gabriola that would facilitate meetings and whether there would be value added with the group pursuing this research project.

Trustee Rudischer suggested that the village core review could be considered by the Local Trust Committee after the water issues and stated that she felt that it would not be appropriate for community organizations to take the lead to do the work within the mandate of the Local Trust Committee. She thought that it was appropriate to use community groups to collect information on topics such as groundwater, but does not believe it is appropriate for a community group to take the lead in a project such as planning the village core.

Trustee Malcolmson clarified her position that she had stated at the workshop session and stated she would prefer to wait until the Local Trust Committee budget for village planning is approved before involving community groups in research. She suggested that Sustainable Gabriola should hold the offer until community scoping is done, and then the local government could benefit from having community group input into the project. Further discussion on the jurisdiction of local government and community groups continued.

Chair Graham summarized the discussion for clarity.

12. **TOWN HALL SESSION**

Denese Izzard-Ferris told the Local Trust Committee that she had received a notice regarding a neighbour's application to further develop their property. She submitted written information for the Local Trust Committee's consideration. Trustee Malcolmson told Mrs. Izzard-Ferris that the application was on this agenda and would be considered later in the meeting. She advised the applicant that the two applications being considered are for the same property.

Nick Doe commented that there were two projects going on at the moment with respect to research on local groundwater and said that historically these two are separated. One watershed study with the Regional District of Nanaimo and another concerning the

Riparian Areas Regulation were good opportunities to gather valuable information on water flow. He said that he sees a disconnect in the report between the two projects.

13. APPLICATIONS AND PERMITS

13.1 GB-SUB-2011.4 (Raven – 1597 Starbuck Lane & 1589 Whalebone Drive) 10% Road Frontage Waiver

Planner Fox referred to her memorandum dated January 20, 2012 and stated that items 13.1 and 13.2 are to do with the same property. She summarized the memorandum and recommended that the 10% frontage requirement for proposed Lot 3 and proposed Lot 130 for the subdivision application be waived. There are no new lots created and no increase in density would result from a decision to waive the requirement.

GB-026-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee waive the 10% frontage requirement for proposed Lot 3 and Proposed Lot 130 for the subdivision application file GB-SUB-2011.4 (Raven, John & Janice).

CARRIED

13.2 GB-DVP-2012.2 (Raven – 1597 Starbuck Lane & 1589 Whalebone Drive))

Planner Fox referred to the staff report dated January 27, 2012 regarding the application for variance and summarized the report. Chair Graham invited the applicant to comment.

Mr. Raven explained the opportunity to buy the home next door and clarified concerns of other neighbours by stating that there would not be any commercial activity. It is purely a lot boundary adjustment. None of the uses are changed by the boundary adjustment. The Local Trust Committee discussed the application further.

GB-027-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to issue development variance permit GB-DVP-2012.1 (Raven, John & Janice).

CARRIED

13.3 GB-RZ-2010.1 (Beckstead & Littlejohn – Mudge Island)

Planner Fox provided a verbal update on the application that the applicant had requested to be deferred. She continued that the applicant has been exploring options and will be in contact when ready to proceed.

14. **LOCAL TRUST COMMITTEE PROJECTS**

14.1 *Official Community Plan and Land Use Bylaw Review*

14.1.1 *Riparian Areas Regulation Watercourse Assessment and Mapping*

Planner Fox reviewed the project background that had been contracted to Madrone Environmental Services Ltd. Trystan Willmott of Madrone Environmental Services explained the project and described the fieldwork methodology. He reviewed the fieldwork and summarized some of the findings of the study. He referred to the report as providing preliminary background for the Riparian Areas Regulation work. Chair Graham invited comments from the public.

John Peirce provided advice on the naming of waterways stated in the report.

Nick Doe commented that it was an oversight not to have used the Ministry of Environment and Infrastructure watercourse mapping that has names and geographic information. He told the Local Trust Committee that he had written a list of comments that he then submitted to Chair Graham for further consideration.

Trystan Willmott clarified the mandated scope of the study that had been carried out.

Howard Stiff asked if the watershed around Degnan Bay had been considered where there is anecdotal information that fish are present in the stream.

Chair Graham reiterated the scope of the project that had been required of local government by the Government of British Columbia. He stated the provincial government provided no funding to gather the information.

Planner Fox advised the Local Trust Committee about the process of moving forward with the report and suggested a development permit area approach. She recommended a dual pronged approach to gather public input in combination with the mapping steep slopes report. She expected the next version of the watercourses report will have corrected maps and technical changes from the feedback. Planner Fox indicated there would be a staff report on the dual pronged approach to moving forward.

15. **BYLAWS**

15.1 *Proposed Bylaw No. 263 cited as "Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011"*

Bylaw Enforcement Coordinator Drew presented Proposed Bylaw No. 263 and explained to the public the purpose of the bylaw. He explained the adjudication

process and that the issue that is being adjudicated is whether a bylaw infraction occurred. He asked the Local Trust Committee to consider second and third readings.

Trustee Rudischer asked if there would be a period of time in which compliance is reached. Bylaw Enforcement Coordinator Drew explained the maximum allowed for compliance is one year, however most often the owner out of compliance is asked how much time they would need to become compliant.

GB-028-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee give second reading to proposed Bylaw No. 263 cited as "*Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011*".

CARRIED

GB-029-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee give third reading to proposed Bylaw No. 263 cited as "*Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011*".

CARRIED

GB-030-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer proposed Bylaw No. 263 cited as "*Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011*". to the Executive Committee for approval consideration.

CARRIED

17. NEXT BUSINESS MEETING

The next Local Trust Committee meeting will be held at 10:15 am on March 22, 2012 at the Women's Institute, 476 South Road, Gabriola Island.

18. TOWN HALL SESSION

There were no comments from the public in attendance.

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 2:35 pm.

Recorder

Chair