



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: July 12, 2018
Location: Gabriola Arts & Heritage Centre
 476 South Road, Gabriola Island, BC

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

Staff Present: Sonja Zupanec, Island Planner
 Teresa Rittemann, Planner 2
 Nadine Mourao, Recorder

Others Present: There were approximately (6) 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 1:05 pm. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations, welcomed the public and introduced Trustees, staff and recorder.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

No questions or comments from the public.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING - none

6. MINUTES

6.1 Local Trust Committee Minutes dated June 14, 2018 – for Adoption

The following amendments to the minutes were presented for consideration:

- Page 8, first bullet, last sub-bullet, change "LTC about engagement" to "TPC about engagement"

By general consent the minutes were adopted as amended.

6.2 Section 26 Resolutions-Without-Meeting - none**6.3 Advisory Planning Commission Minutes - none****7. BUSINESS ARISING FROM MINUTES****7.1 Follow-up Action List dated July 4, 2018**

Received for information.

8. DELEGATIONS - none**9. CORRESPONDENCE - none**

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

10. APPLICATIONS AND REFERRALS**10.1 GB-DVP-2018.2 (Douglas - 1411 Westgyle Road) - Staff Report**

Trustees reviewed the Staff report on the Development Variance Permit (DVP) application GB-DVP-2018.2, which requested a relaxation to the required setback to the exterior side lot line for a residential property in the Small Rural (SRR) zone.

Trustees enquired about the removal of the old house.

Jeff Wagner (for Carol Douglas) stated that there is currently no timeline for demolition of the old building although the intention in the future is to demolish it.

GB-2018-048**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB- DVP-2018.2, with the following variance to the Gabriola Island Land Use Bylaw No. 177, 1999:

- a) To reduce the exterior side lot line setback from a minimum of 10.0 metres to 8.71 metres for the existing house as shown on Schedule A of the Permit.

CARRIED

10.1.1 Correspondence Received

Received for information.

Trustee O'Sullivan declared that she had a conflict of interest with the upcoming item, due to the fact that she has a financial interest in the marine area subject to this zoning application.

Trustee O'Sullivan left the meeting at 1:30 pm.

10.2 GB-RZ-2018.1 (Melville) - Staff Report

Planner Ritemann summarized the Staff Report that provided an overview of the application proposing to rezone a 0.5 hectare water lot from Water General (WG) to a site-specific Water Commercial (WC) zone in order to legalize the current use of the marine lease area as a commercial marina.

Applicant Tim Melville noted the following:

- Requested to have the historic and current commercial use of the water lot recognized through the site-specific zoning permissions;
- On page 5 the report under Traffic/Parking Congestion along Degnan Bay Road, the letter of consent from the Ministry of Transportation and Infrastructure (MoTI) must be renewed every ten years according to his information;
- There was no transient moorage in his facility;
- No expansion of the facility is planned;
- All boat owners in the facility are Gabriola Island residents; and
- Asked that Staff enquire how Mudge Island runs their group moorage.

Discussions ensued and the following key points were noted for clarification on the difference between group moorage and commercial marina by Staff:

- Commercial activity is prohibited at group moorage sites, including the renting or selling of berths and hydro, but excluding any necessary membership fees to cover maintenance and administrative costs;
- Commercial activity has happened at the site such as rental of the berths and provision of metered electrical; and
- Group moorage is typically operated by a group of individuals or a not-for-profit on a cost recovery basis.

Trustee Mamoser's comments included the following:

- Supported the idea of shared dock space and people able to access the water; and
- Requested to hear further information on other options for site-specific commercial group moorage with restrictions rather than re-zoning as a large marina and would like the public input whether they see value in this kind of service.

GB-2018-049

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee refer application GB-RZ-2018.1 along with a copy of the Staff Report received by the Gabriola Island Local Trust Committee on July 12, 2018, to the Gabriola Island Advisory Planning Commission, Archaeology Branch, and Local First Nations for review and comment.

CARRIED

GB-2018-050

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff and one Trustee to attend the Advisory Planning Commission meeting to consider application GB-RZ-2018.1.

CARRIED

Trustee O'Sullivan returned to the meeting at 2:04 pm.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Housing Options Review Project (Phase Two) - Staff Report

Planner Zupanec provided an overview of the report, which presented a draft Project Charter based on the LTC confirmed activities for a Phase 2 Housing Options Review Project (the Project) and noted the following points:

- The Project incorporated LTC direction and prioritized intergovernmental collaboration with Snuneymuxw First Nation, groundwater conservation and the protection of biodiversity;
- The purpose, objectives and scope are firmly imbedded in strengthening relations with First Nations;
- Recommended soliciting Advisory Planning Commission (APC) input on a communications and engagement strategy; and
- Requested that strengthening opportunities for the Regional Conservation Plan goals be added to the objectives or the in-scope activities so that there was an inherent link to the critical 10-year planning document;

Planner Ritemann left the meeting at 2:10 pm.

Discussions ensued and Trustees noted the following key points:

- Appreciated the direction of the Project and embedding First Nation collaboration and the Regional Conservation Plan; and
- Would like to ensure 'attainable' be added to the draft Project Charter.

GB-2018-051

It was MOVED and SECONDED

that the Housing Options Review Project Phase 2, Charter Draft Version 1.0 be amended to add a bullet for "Islands Trust Conservancy Regional Conservation Plan" as a heading under "In-Scope" with the text identifying opportunities to consider incorporation of Regional Conservation Plan goals as part of the Project, and add the word "attainable" after "affordable" in the third heading and add definition of "attainable housing" after definition of "affordable housing" in the first bullet point.

CARRIED

GB-2018-052

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the Housing Options Review Project Charter - Phase 2, dated July 2018.

CARRIED

GB-2018-053

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to prepare a work plan and budget for the Housing Options Review Project – Phase 2, and request funding confirmation from the Director of Administrative Services for the 2018/19 fiscal year.

CARRIED

GB-2018-054**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee refer the July 2018 Staff Report regarding the Housing Options Review Project – Phase 2 to the Gabriola Island Advisory Planning Commission for input regarding a communications and engagement strategy to guide the project, and that Staff and one Trustee attend the meeting.

CARRIED**12. REPORTS****12.1 Work Program Reports****12.1.1 Top Priorities Report dated July 4, 2018**

Received for information.

12.1.2 Projects List Report dated July 4, 2018

Received for information.

12.2 Applications Report dated July 4, 2018

Received for information.

Planner Zupanec advised that GB-RZ-2016.1 the Potlach Properties Covenant has been finalized and is with applicant for signature, the Covenant will be back to the LTC for signatures in the next few weeks.

12.3 Trustee and Local Expense Report - none**12.4 Adopted Policies and Standing Resolutions**

Received for information.

12.5 Local Trust Committee Webpage

No changes requested.

12.6 Chair's Report

Chair Busheikin reported on the following:

- There is an Executive Committee meeting next week; and
- The annual Islands Trust Conservancy Board meets with the Executive Committee.

12.7 Trustee Reports

Trustee O'Sullivan reported the following:

- Attended the Trust Council meeting on Saturna Island, where a motion was passed to give the anchorages issue priority on the Executive Committee Work Program;
- Trust Programs Committee (TPC) is looking at the service integration issue; and
- On August 13th, the Capital Regional District (CRD) is presenting on the Service Integration Delivery Program in Sydney, with representatives from various levels of governments, service providers and community members.

Trustee Mamoser reported the following:

- The Local Planning Committee (LPC) is looking at what can be done in Land Use Bylaws (LUB) to protect the coastal Douglas Fir eco systems as part of the signatory to the Coastal Douglas Fir and Associated Eco Systems Partnerships, the deliverables could possibly feed into the housing project.

12.8 Electoral Area Director's Report - none

12.9 Trust Fund Board Report - none

13. NEW BUSINESS

13.1 Housing Needs Assessment Report

Chair Busheikin provided a brief summary on the Housing Needs Report and noted that the report is a useful tool to guide policy, motivate people and organizations and funding.

Trustees reported the following:

- The Housing Needs Report is a baseline report for information and a valuable tool for the LTC's housing strategy;
- Can be used by Housing Needs Societies on islands for funding purposes; and
- In future, the Housing Needs Assessment can be easily updated to stay current.

GB-2018-055

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee receive the "Housing Needs Assessment, Northern Region of Islands Trust" report prepared by Dillon Consulting dated June 21, 2018.

CARRIED

GB-2018-056

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to publish the "Housing Needs Assessment, Northern Region of Islands Trust" report prepared by Dillon Consulting dated June 21, 2018 on the Islands Trust website.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Thursday, August 16, 2018 at the Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC

15. TOWN HALL

- Derek from the Gabriola Sounder newspaper would like to see the historical previous term Gabriola Island Trustee names available on the Local Trust Committee website.

GB-2018-057

It was MOVED and SECONDED

the Gabriola Island Local Trust Committee request Staff to add the names and years served of previous Trustees on the Gabriola Island Local Trust Committee to the Gabriola Island Local Trust Committee website.

CARRIED

16. CLOSED MEETING - none

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:35 pm.

Laura Busheikin, Chair

Certified Correct:

Nadine Mourao, Recorder