



Gabriola Island Local Trust Committee

Regular Meeting Revised Agenda

Date: October 24, 2019
Time: 3:00 pm
Location: Rollo Seniors Centre
685 North Road
Gabriola, BC V0R 1X3

	Pages
1. CALL TO ORDER 3:00 PM - 3:05 PM	
“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 3:05 PM - 3:15 PM	
4. REPORTS	
4.1 Trustee Reports	
4.2 Chair's Report	
4.3 Electoral Area Director's Report	4 - 4
5. MINUTES 3:15 PM - 3:20 PM	
5.1 Local Trust Committee Minutes dated September 12, 2019 – for adoption	5 - 12
5.2 Housing Advisory Planning Commission Minutes dated September 26, 2019 - for receipt	13 - 16
6. BUSINESS ARISING FROM MINUTES 3:20 PM - 3:35 PM	
6.1 Follow-up Action List dated September 17, 2019	
6.2 Climate Change Adaptation and Mitigation Strategies - Memorandum - for information only	17 - 35
7. APPLICATIONS, BYLAWS AND REFERRALS 3:35 PM - 4:20 AM	
7.1 GB-RZ-2019.1 (BC Ferries - Gabriola Ferry Terminal) - Staff Report	36 - 45
7.2 GB-DVP-2018.6 (Durrance - 538 Wildwood Crescent) - Staff Report	46 - 81

7.3 *Telus Cell Tower Proposal - DEFERRED TO NOVEMBER 28TH LTC MEETING*

- | | | |
|------------|---|-------------------|
| 8. | LOCAL TRUST COMMITTEE PROJECTS | 4:20 PM - 4:50 PM |
| 8.1 | Cannabis Regulations Project (Bylaw No. 303) - Staff Report | 82 - 90 |
| 9. | DELEGATIONS - none | |
| 10. | <i>CORRESPONDENCE</i>

<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i> | |
| 10.1 | <i>Petition regarding Proposed Model Strategy for Antenna Systems</i> | 91 - 92 |
| 11. | NEW BUSINESS | 4:50 PM - 5:10 PM |
| 11.1 | 2020 Local Trust Committee Meeting Schedule - Memorandum | 93 - 94 |
| 11.2 | Gabriola Sounder Calendar - for discussion | |
| 11.3 | <i>Grant Opportunity - 2020 Poverty Reduction Planning & Action Programs - for discussion</i> | 95 - 96 |
| 11.4 | <i>Response from Minister of Transportation regarding Gabriola Island Active Transportation Plan</i> | 97 - 98 |
| 12. | REPORTS | 5:10 PM - 5:40 PM |
| 12.1 | Trustee and Local Expense Report dated August, 2019 | 99 - 99 |
| 12.2 | Adopted Policies and Standing Resolutions | 100 - 103 |
| 12.3 | Climate Change Action Update | |
| 12.4 | First Nation Relationship Building | |
| 12.5 | Trust Conservancy Report - none | |
| 12.6 | Local Trust Committee Webpage | |
| 13. | WORK PROGRAM | 5:40 PM - 6:00 PM |
| 13.1 | Top Priorities Report dated October 17. 2019 | |
| 13.2 | Projects List Report dated October 17, 2019 | |

14. CLOSED MEETING

6:00 PM - 6:15 PM

14.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (a), (c) and (d) for the purpose of considering Advisory Planning Commission Appointments, Labour Relations or other Employee Relations and Adoption of In-Camera Meeting Minutes dated September 12, 2019 and that the recorder and staff attend the meeting.

14.2 Recall to Order

14.3 Rise and Report

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled at 10:30 am, Thursday, November 28, 2019 at The Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC

16. ADJOURNMENT

6:15 PM - 6:15 PM

Date: October 24 2019
To: Gabriola Island Trust Committee
From: Vanessa Craig, RDN Director Area B
Subject: Electoral Area Director's Report

- A by-election for RDN Area G to replace Clarke Gourley, who tragically died in an accident, resulted in the acclamation of Lehann Wallace. Director Wallace joined the Board in October.
- RDN staff is working with the Community Hall Board to determine whether it is possible to
- Village Way Trail update: Negotiations with MOTI continue. The updated design includes curb and catch basins. The entire pathway will be constructed within the MOTI Right-of Way. RDN staff indicated that the project may be subject to a permit from the Islands Trust.
- Huxley Park: The RDN submitted applications for grant funding to support development of Phase 2 of Huxley Park which includes a skatepark, parking, and other amenities. The announcement for funding was delayed until after the federal election. We hope to hear this fall if we were successful in receiving grant funding.
- The RDN will roll out its new automated waste collection program starting in October 2020. Currently the program is focussed on outreach with information on the website: <https://www.getinvolved.rdn.ca/curbsidecollection>. The carts are available for viewing at GIRO until November 29th, and staff will be at GIRO between 10-2:30 on October 30th and November 27th to answer questions.
- The RDN will participate in the BC Agriculture and Food Climate Action Initiative (CAI) which is developing a Vancouver Island Agricultural Adaptation Strategy to address agricultural issues specific to the Island. The intent of this project is to improve our understanding of climate change impacts and adaptation strategies, as well as support and complement other related initiatives in the region.
- The RDN will be conducting community and stakeholder consultation on the Official Community Plan and zoning bylaw amendments for the Nanaimo Airport lands. Specific dates to be announced.
- Parks staff have replaced beach access stairs at Bluewhale Community Park with retractable metal stairs and at Hummingbird Community Park with box stairs. Staff will consider whether metal retractable stairs could be a solution to the Spring Beach access site. Park staff have not been able to discuss the potential of an agreement with the federal government for beach access in Joyce Lockwood.
- The Electoral Area Services Committee considered a staff report on revising the Community Works Fund Policy. The revisions included requiring an annual funding cycle date and a standard application form. Questions remained about how the funds would be distributed and who would make funding decisions. The committee chose to receive the report for information.
- Some other activities that might be of interest:
 - The Board received an Operational Plan Update. This document identifies projects (in addition to operational work) underway or planned to meet the strategic objectives of the Board.

Upcoming:

- I will be participating in the meeting with the Islands Trustees and MOTI to discuss the Barrett/North Road intersection. Thanks to Scott Colbourne for organizing the meeting.
- The inaugural Board meeting for the next year will be on November 12th.

Respectfully submitted,

Vanessa Craig



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: September 12, 2019
Location: Gabriola Arts & Heritage Centre
 476 South Road, Gabriola Island, BC

Members Present: Dan Rogers, Chair
 Kees Langereis, Local Trustee
 Scott Colbourne, Local Trustee
Staff Present: Sonja Zupanec, Island Planner
 Ian Cox, Planner 1
 Warren Dingman, Bylaw Compliance and Enforcement Manager
 Nadine Mourao, Recorder

Others Present: There were approximately five (5) 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 Rogers called the meeting to order at 10:32 am. He 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

The following amendments/additions to the agenda were presented for consideration:

- Move 14. Closed Meeting prior to lunch break.

By general consent the agenda was approved as amended.

3. TOWN HALL

No comments.

Chair Rogers requested "Town Hall" to follow "Reports" on future agendas.

4. REPORTS

4.1 Trustee Reports

Trustee Colbourne reported his attendance at the following meetings and events:

- Trust Programs Committee (TPC) meeting;
- Meeting with Ministry of Transportation and Infrastructure (MoTI);
- Active transportation meeting;
- Tour of the Millard Learning Centre – Galiano Conservancy Association;

- Vancouver Ferry Advisory Board meeting;
- Workshop session with Lisa Wilcox, Senior Intergovernmental Policy Advisor, noted *Dust n' Bones* documentary; and
- Volunteer server at Gabriola Farm to Table feast.

Trustee Langereis reported his attendance at the following meetings and events:

- Local Planning Committee (LPC) meeting;
- Sustainable Gabriola meeting;
- Workshop session with Lisa Wilcox, Senior Intergovernmental Policy Advisor;
- Presentation *Cleaning up the Coast* at the Roxy;
- Gabriola Against Freighter Anchorages (GAFA) meeting;
- Cultural Working Group; and
- Attending Trust Council (TC) meeting next week.

4.2 Chair's Report

Chair Rogers reported the following:

- Attended Executive Committee (EC) and TPC meetings;
- TC on Bowen Island next week;
- Islands 2050: The Future of the Trust Area engagement process has launched; and
- Islands Trust (IT) Staff are engaging public on ferries looking for feedback.

4.3 Electoral Area Director's Report

Received.

5. MINUTES

5.1 Local Trust Committee Minutes dated July 11, 2019 – for adoption

The following amendments to the minutes were presented for consideration:

- Page 6, 8.1 Development of an Ecological Protection Zone – Staff Report, third bullet, change “Potlatch rezoning donor lands” to the application number or “density transfer Church/Spruce donor lands.”

By general consent the Local Trust Committee meeting minutes of July 11, 2019 were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes - none

5.4 Housing Advisory Planning Commission Minutes dated July 30, 2019 - for receipt

Received.

5.5 Housing Advisory Planning Commission Draft Minutes dated August 13, 2019 - for receipt

Received.

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated September 04, 2019

Received.

6.2 Advisory Planning Commission Appointments - verbal update**GB-2019-088****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to initiate advertisement in the local news media, requesting individuals interested in sitting on the Gabriola Island Advisory Planning Commission.

CARRIED

7. APPLICATIONS, REFERRALS AND BYLAWS**7.1 GB-DVP-2019.2 (Montgomery - 1358 Harrison Way) - Staff Report**

Planner Cox provided an overview of the report, which asked the Local Trust Committee (LTC) to consider reducing the 7.5m setback from the bluffs and ridges to allow construction of a dwelling.

Discussion ensued and the following was noted by Trustees:

- The proposed siting of the dwelling made sense due to the topography of the property; and
- Applicants are aware that any further alteration in the Development Permit (DP) area would require another Development Variance Permit (DVP).

GB-2019-089**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of GB-DVP-2019.2.

CARRIED

7.2 GB-DP-2019.3 (Fraser - 661 Dogwood Crescent) - Staff Report

Planner Cox summarized the report which asked the LTC to consider an amendment which authorized the construction of a proposed single family dwelling, attached garage, power shed, septic field and driveway, located within Development Permit Area (DPA) No. 3 – Riparian Areas.

Staff noted the following:

- Land preparation of the site was done at the time of the original permit and there was no further land alteration that Staff was aware of.

GB-2019-090**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve issuance of Development Permit GB-DP-2019.3.

CARRIED

By general consent the meeting was recessed at 1:53 pm and reconvened at 2:17 pm.

7.3 GB-DP-2017.2 - (Weston - Acorn Island) - Staff Report

Planner Cox provided an overview of the report which asked the LTC to consider a draft covenant for the protection of the natural environment for Acorn Island.

Trustees noted the following key points:

- Comfortable separating heritage and conservation ecological covenant;
- Requested that under 9. General Terms, separate out section 3 (d) to maintain all plantings so as to ensure the survival of all transplanted vegetation, replacing any specimens that do not survive transplantation etc, as this requirement should be ongoing and not possible to discharge; and
- Asked for follow up with Snuneymuxw First Nation and forward to Lisa Wilcox, Senior Intergovernmental Policy Advisor for comment.

GB-2019-091

It was **MOVED** and **SECONDED**

that the Gabriola Island Local Trust Committee amend the covenant under Section 219 of the *Land Title Act* from the registered owners of District Lot 19 (Flat Top Islands), Nanaimo District, PID 009-796-045, add to Section 9 “with the exception of 3 (d)” as it is an ongoing provision.

CARRIED

GB-2019-092

It was **MOVED** and **SECONDED**

that the Gabriola Island Local Trust Committee accept a covenant, as amended, under Section 219 of the *Land Title Act* from the registered owners of District Lot 19 (Flat Top Islands), Nanaimo District, PID 009-796-045, and authorize the Chair and one other member of the Local Trust Committee as signatories to the covenant (GB-DP-2017.2, GB-DVP-2017.1).

CARRIED

GB-2019-093

It was **MOVED** and **SECONDED**

that Gabriola Local Trust Committee request Staff to consult with Lisa Wilcox, Senior Intergovernmental Policy Advisor and do subsequent follow up with Snuneymuxw and other First Nations with interest in Gabriola Island.

CARRIED

7.4 Bylaw No. 301 - for adoption

GB-2019-094

It was **MOVED** and **SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 301 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2019”, be adopted.

CARRIED

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Gabriola Housing Options and Impacts Review Project - Staff Report

Planner Zupanec summarized the report which recommended edits to the draft engagement strategy and detailed several possible project expenditures to advance the

work of the Gabriola Housing Advisory Planning Commission (HAPC) and project deliverables.

Discussion ensued and the following points were noted by Trustees:

- Trustee Langereis to email Staff his edits to the Gabriola Housing Options and Impacts Review Project; and
- Interested in possible engagement PetchaKutcha style presentation included in their October 24th evening meeting.

Nancy Heatherington-Pierce, President of the Board of the Gabriola Housing Society noted that the Society acquired 8 acres on Paisley Place for proposed multi-dwelling rental housing project.

GB-2019-095

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the September 2019 draft engagement strategy text as presented with recommended amendments as discussed.

CARRIED

GB-2019-096

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request the Housing Advisory Planning Commission to continue to refine the engagement strategy draft deliverables, milestones and work plan and report back to the Local Trust Committee on subsequent recommended edits by October 24, 2019.

CARRIED

GB-2019-097

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve a \$500.00 (five hundred dollars) expenditure from the Housing Options and Impacts Review Project budget for a Vancouver Island University student intern honorarium.

CARRIED

GB-2019-098

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve up to a \$1,500.00 (one thousand five hundred dollars) expenditure from the Housing Options and Impacts Review Project budget for the purposes of a charrette style planning session for the Housing Advisory Planning Commission and a community engagement activity in the Fall of 2019.

CARRIED

GB-2019-099

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve up to a \$3,000.00 (three thousand dollars) expenditure from the Housing Options and Impacts Review Project budget for the development of a website for the housing project and engagement strategy.

CARRIED

8.2 Ecological Protection Zone - verbal update

Planners Cox and Zupanec met with Regional District of Nanaimo (RDN) on September 10, 2019 and RDN staff prefer not to use the Ecological Protection Zone (EPZ) for donor lands or Coats Marsh Regional Park due to the more restrictive nature of the EPZ. Staff will provide a detailed report for the next regular meeting.

9. DELEGATIONS - None

10. CORRESPONDENCE - None

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

11. NEW BUSINESS

11.1 Review of How Accessory Uses and Buildings are Regulated on a Parcel when the Principle Use has not been Established - for discussion

Trustee Langereis asked Staff for clarification regarding the order of issuance of building permits for primary residences and accessory buildings, as there are inconsistencies in the Land Use Bylaws (LUB).

GB-2019-100

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to add to the Projects List a review of the use of the policy of order of construction of residences and accessory buildings in the Land Use Bylaws.

CARRIED

11.2 Coastal Douglas Fir Ecosystem Protection Options - for discussion

Trustee Langereis requested clarification on when Staff used the Douglas Fir Toolkit.

- Staff noted that the Douglas Fir Toolkit is embedded in each project charter presented for LTC consideration.

11.3 Request for Trustee Participation in the State of Island Economic Summit - for discussion

Trustee Colbourne has been invited to speak about climate crisis and endorsed the use of his title in the advertising program for the State of the Island Economic Summit.

GB-2019-101

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse Trustee Colbourne's involvement in the State of the Island Economic Summit as a Gabriola Island Local Trustee.

CARRIED

11.4 Climate Change Adaptation and Mitigation Strategies – Memo

Trustees requested Staff to add topic to next regular meeting and include Climate Change Adaptation and Mitigation Strategies document for discussion.

Staff will post to the Resource Page on the Islands Trust website.

11.5 Gabriola Directory Ad Renewal for 2020**GB-2019-102****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee authorize the expenditure of \$387.45 (three hundred and eighty-seven dollars and 45 cents) for Islands Trust advertising in the 2020 Gabriola Directory.

CARRIED**12. REPORTS****12.1 Climate Change Action Update**

Received.

12.2 First Nations Relationship Building

Trustee Colbourne to reach out regarding the Fire Hall meeting space.

GB-2019-103**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to send invitations for the Community Stewardship Awards presentation for Snuneymuxw Elder Geraldine Manson (C'tasi:a) on October 24, 2019 to the following: Chair of the Islands Trust, Chair of the Conservancy Trust, Member of the Legislative Assembly Sheila Malcolmson, Member of the Legislative Assembly Doug Routley, prior years Gabriola Trustees, Chief and Council of Snuneymuxw First Nations, Floor Manager (Snuneymuxw First Nations), Senior Intergovernmental Policy Advisor Lisa Wilcox, Regional Director of Nanaimo, Director Electoral Area B, Vanessa Craig, nominators April Vannini and Gloria Filax.

CARRIED**GB-2019-104****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to allocate up to \$400.00 (four hundred dollars) from the Special Projects budget for a gift for Snuneymuxw Elder Geraldine Manson (C'tasi:a) for the Community Stewardship Awards presentation.

CARRIED**12.3 Trust Conservancy Report – none**

Received.

12.4 Applications Report dated September 4, 2019

Received.

12.5 Trustee and Local Expense Report dated July, 2019

Received.

12.6 Adopted Policies and Standing Resolutions

Received.

12.7 Local Trust Committee Webpage

No updates requested. Office hours start Tuesday September 24, 2019 3:00 – 5:00 pm.

13. WORK PROGRAM

13.1 Top Priorities Report dated September 4, 2019

Received. Trustees requested description on Cannabis Production and Retail Sales.

13.2 Projects List Report dated September 4, 2019

Received.

14. CLOSED MEETING

14.1 Motion to Close the Meeting

GB-2019-105

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)(d) and (f) for the purpose of considering Adoption of In-Camera Meeting Minutes dated July 11, 2019 and Bylaw Enforcement and that the Recorder and Staff attend the meeting.

CARRIED

Chair Rogers closed the meeting to the public at 1:18 pm.

14.2 Recall to Order

By general consent the meeting was recalled to order 1:53 pm.

14.3 Rise and Report

The *In-camera* minutes of the Local Trust Committee meeting of July 11, 2019 were adopted.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, October 24, 2019 at 3:00 PM at The Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC

16. ADJOURNMENT

By general consent the meeting was adjourned at 3:26 pm.

Dan Rogers, Chair

Certified Correct:

Nadine Mourao, Recorder



Minutes of the Gabriola Island Housing Advisory Planning Commission

Date of Meeting: Thursday, September 26, 2019

Location: Islands Trust Office
700 North Road, Gabriola, BC

HAPC Members Present: Dyan Dunsmoor-Farley, Chair
Tobi Elliot, Secretary
Heather Cameron
Steven Earle
Angela Pounds
John Woods

Regrets: Howard Houle
John Woods
Dave Neads

Staff Present: Sonja Zupanec, Island Planner, via telephone
Margot Thomaidis, VIU Student Intern
Nadine Mourao, Recorder

Others Present: There were two (2) members of the public in attendance

1. CALL TO ORDER AND WELCOME

Chair Dunsmoor-Farley called the meeting to order at 10:00 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations, welcomed the public and introduced Commission Members, Staff and Recorder.

2. APPROVAL OF AGENDA

The following amendments/additions to the agenda were presented for consideration:

- Deleted 5. First Nations Engagement Consideration as Lisa Wilcox, Senior Intergovernmental Policy Advisor was unable to attend.

By general consent the agenda was approved as amended.

3. MINUTES - Gabriola Island Housing Advisory Planning Commission Draft Minutes dated August 13, 2019 – for Adoption

By general consent, the Housing Advisory Planning Commission meeting minutes of August 13, 2019 were adopted.

4. BUSINESS ITEMS – selection of Chair for meetings October – December 2019

Next meeting Chair is Steven Earle.

5. FIRST NATIONS ENGAGEMENT CONSIDERATION

5.1 Presentation by Lisa Wilcox, Senior Intergovernmental Policy Advisor – none

6. ENGAGEMENT PROJECT – WORKING GROUP

6.1 VIU Intern and Soft Launch Engagement Event in November

6.2 Confirm planning approach for soft launch and resources required to support approach development and the event itself

Margo Thomaidis, VIU Student Intern, provided an overview of the “Soft Launch” Community Engagement event and noted the following:

- To be held on Monday November 4, 2019 at the Phoenix Auditorium;
- Event engagement around three key engagement themes of the Gabriola Housing Options and Impacts Review Project: Housing Diversity and Affordability, People at Risk, and Environment and Cultural Heritage;
- Event to include intentional storytelling, learning, and discussion of engagement themes;
- Asked Housing Advisory Planning Commission (HAPC) to consider:
 - What did success look like?
 - Would the HAPC like music at the event?
 - Who would the HAPC like to attend?
 - Who are the local knowledge holders?
 - Identify a Master of Ceremonies, tech support, and logistics;
 - Consider hiring Gabriola’s Environmentally Responsible Trans-Island Express (GERTIE) bus;
 - Each theme supported by 2 – 3 presenters; and
 - Suggested a PechaKutcha style for presentations and/or Photo-voice essays.

Staff noted the following points:

- Requested members pick a name for “soft launch”; and
- Would like to find out how the community would like to be engaged with, interested in a tone of curiosity.

Discussion ensued and the following key points were noted by members:

- Interested in possibly having Cultural Heritage as its own theme or as an overarching theme;
- First objective identified as ensuring community understands why the HAPC was created, what are the HAPC doing, and what is the project?
Understand the mandate, responsibilities and mechanism HAPC have been given;
- How do we engage with people at risk?

- Access community readiness - people leaving event understanding what the themes are and understand them from their own perspective;
- What are the ways in which we can enliven the three engagement themes and hear key concerns?
- Presenters to be invited:
 - First Nations Elder (welcome/cultural heritage);
 - Trustee or Planner (direction);
 - HAPC member (process);
 - Possible Five or Six presenters based on themes:
 - Housing Diversity and Affordability: Pat Maloney, VIU Planner in Residence and/or Nanaimo Affordable Housing Society;
 - People at Risk: People for a Healthy Community (PHC);
 - Environment and Cultural Heritage: Steven Earle (Climate Emergency), Melanie Mamoser (Protecting Aquifers), Islands Trust Ecosystem Protection Specialist/Rob Brockley, Gabriola Land and Trails Trust (GALTT, Permaculture Specialist), Lisa Wilcox, Senior Intergovernmental Policy Advisor
- Possible “soft launch” name ideas:
 - Interested in the word “Home”; and
 - Stories about Home, Shaping our Future, A Home for Everyone, Postcards from Home.

7. HAPC DELIVERABLES/MILESTONES

7.1 Review of the HAPC deliverables/milestones

Chair Dunsmoor-Farley provided an overview of the Recommended Changes to HAPC Deliverables and Milestones document dated September 24, 2019.

The following points were noted by members:

- Proposed a revised Deliverables and Milestones with three phases to be more objective driven and outcome-based; and
- Add “soft launch” engagement event to Phase 1.

8. HAPC REFERRAL NEXT STEPS

Planner Zupanec provided an overview of the Trustees comments regarding the Gabriola Housing Options and Impacts Review Project and will provide an updated copy of the Draft strategy for review to the HAPC.

The following key points were noted by members:

- Chair Dunsmoor-Farley requested that guidance for the proposed website be added to the next HAPC agenda; and
- Tobi Elliott, Secretary asked to send out Doodle Poll for next meeting date.

9. ADJOURNMENT

By general consent, the meeting was adjourned at 12:06 pm.

Dyan Dunsmoor-Farley, Chair

Certified Correct:

Nadine Mourao, Recorder

DATE OF MEETING: September 12, 2019
TO: Gabriola Island Local Trust Committee
FROM: David Marlor, Director,
Local Planning Services
SUBJECT: Climate Change Adaptation and Mitigation Strategies

PURPOSE

At its regular business meeting in June 2019, Trust Council passed the following resolution:

TC-2019-043

It was Moved by Trustee Fast and Seconded by Trustee Peterson,

That Trust Council direct staff to add agenda items 6.4 and 8.4 regarding climate emergency tools and strategies to all Local Trust Committee's upcoming agendas and suggest to the Bowen Island Municipality.

NEXT STEPS

The two reports "Report on Climate Change Adaptation and Mitigation strategies by the Islands Trust" and "Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation" are provided for information on the local trust committees, and to assist when determining local actions to take in response to Trust Council's climate emergency declaration.

Submitted By:	David Marlor, MCIP, RPP Director, Local Planning Services	August 29, 2019
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ATTACHMENTS

1. Attachment 1: Items 6.4 and 8.4 from June 2019 Trust Council

To: Trust Council **For the Meeting of:** June 19, 2019
From: CAO **Date Prepared:** May 23, 2019
SUBJECT: Report on Climate Change Adaptation and Mitigation strategies by the Islands Trust

PURPOSE: To provide Trust Council a summary report on current and past actions, and policies adopted by the Islands Trust to address climate change. This report is a companion report to the land use actions report on the current agenda and is offered to provide context for Trust Council as they contemplate a range of potential options to address climate change within the Trust Area.

BACKGROUND: On March 13, Trust Council passed the following resolution:

That the Islands Trust Council:

1. Declare a Climate Change Emergency in the Islands Trust Area.
2. Add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.
3. Direct the Trust Council Chair to write to the Chairs of Regional Districts in the Islands Trust Area asserting Trust Council's full support for declarations of a Climate Emergency;
4. Direct the Trust Council Chair to write to the Provincial Minister of the Environment, asserting the Islands Trust Council's support to help the Province close the 25% emissions gap in the Clean BC Plan, and calling on the Province to provide the powers and resources to local governments;
5. Direct the Trust Council Chair to write to the Federal Minister of the Environment, asserting the Islands Trust Council's support to help Canada meet its Nationally Determined Contribution target made in the Paris Agreement and call on the federal government to provide the powers and resources to local governments.
6. Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.
7. Direct staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning to provide guidance and support for the Trust Area's efforts to transition away from fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy.
8. Trust Council directs staff to work with First Nations and First Nations government agencies to seek support for the climate change emergency and to engage to coordinate climate action strategies with First Nations within the Islands Trust Area.

While the Islands Trust, as a function of its mandate and authority, has included climate change adaptation and mitigation measures in its decision making, including Bill 27 OCP implementation and the application of land use regulations, this briefing provides an overview of specific climate actions that the organization has taken.

1. **Anticipated climate changes within the Trust Area:** Given accessible climate change information for the region, it is anticipated that with an increase in global warming at or above 1.5 C the Trust Area would be impacted in the following ways.
 - i. Wetter fall seasons
 - ii. Dryer, hotter summers, drought conditions
 - iii. More inclement weather, extreme weather events
 - iv. Warmer winters
 - v. No frost
 - vi. Rise in sea level
 - vii. Species shift
2. The following table provides a timeline of key climate change actions by the Islands Trust and Islands Trust Conservancy over the last 15 years.

Table 1. Timeline of climate change actions

2005	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
passed resolution for advocacy on climate change	Signed BC Climate Action Charter	developed "Trust Area Climate Vulnerabilities" document	Bill 27 requirements, develop OCP amendments: Climate Smart Islands Program	over 2 year span, the majority of OCPs are amended to incorporate Bill 27			adoption of Carbon Neutral Operations Policy 7.4.v		Letter to Prime Minister Trudeau re Paris Climate Accord	State of the Islands Report	initiated groundwater workshops	delivered seal level rise workshops	declared climate emergency
		adopted Corporate Climate Action Plan					Corporate Sustainability Advisory Group Initiated					Adopted CDF toolkit	

3. BC Climate Action Charter

The Islands Trust is a signatory to the BC Climate Action Charter and has taken a number of steps to honor that commitment. Since 2007, we have reported on our website on our plan to achieve our climate action goals. We participate in the Climate Action Revenue Incentive Plan (CARIP) that requires we summarize our GHG emissions and energy consumption and detail our programming towards carbon neutrality. To summarize, the Islands Trust as an organization generates between 55 and 65 tCO₂e per year. We have traditionally then purchased carbon credits to achieve carbon neutrality from the Community Carbon Marketplace, which we been doing since 2012.

Using 2017 CARIP report as an example, key emissions measures are the following:

- a) Direct emissions
 - a. Vehicles fuel 14652 L
 - b. Stationary gigajoule 346
- b) Indirect Emissions
 - a. Purchased energy gigajoule 506
 - b. Purchased reported gigajoule 126
- c) Scope 3 emissions
 - a. Office paper packages 608

Please note that while the Province committed to providing Community Energy and Emission Inventory data for local governments, there is insufficient data for the Islands Trust specifically, requiring that we use a conversion factor to approximate some of our emissions measures.

4. **Bill 27 OCP Greenhouse Gas amendments**

Under separate cover a report will be provided to the June 2019 Trust Council meeting that will include the amendments to local trust committees OCPs required by Bill 27. Generally, each LTC/Bowen Island Municipality (except Piers Island) adopted target reductions for their area, either a 50% or 33% reduction by 2020 and a greater, 85% reduction by 2050. Land use bylaws have not been comprehensively updated to reflect OCP direction. There has been no sustained performance measurement of each local trust area/island municipality to determine how successful the OCP amendments have been in reducing emissions. Datasets are limited on an LTA/IM by LTA/IM basis for specific GHG reductions.

5. **Corporate Actions**

- i. In 2007, the Islands Trust adopted a **Corporate Climate Action Plan**. From a corporate perspective, the three areas effecting our emissions levels are travel, paper and building heating and maintenance. The Climate Action Plan provides a reasonably rigorous analysis of these target emission sources as well as others and make recommendations for mitigations. The Action Plan has led to a number of business practices that are still in place including:
 - a. Reduction of printing
 - b. Reduction of color printing
 - c. Double siding of documents
 - d. Not producing paper agendas
 - e. Support for employees to commute by bike
 - f. Increased ride sharing to staff and Trust meetings
 - g. Replacement of the windows and shading of Victoria office
 - h. Revised purchasing policy to emphasize energy efficiency

The plan is now somewhat dated and could be refreshed to find new points of emphasis and education for staff and trustees.

Since 2007 the Trust has monitored its GHG generation and in support of the Action Plan.

- ii. Adoption of **Policy 7.4.5 Carbon Neutral Operations**. This policy formalized a number of Trust wide operations dedicated to GHG reduction, including a carbon reduction goal, identification of carbon emission sources, dedication to using offsets to achieve carbon neutrality (including purchasing criteria) and reporting requirements.
- iii. In January 2013, a Corporate Sustainability Advisory Group (Green Team) was identified consisting of one member of Trust Council and a department representative across the organization. The term was for 12 months and the terms of reference included develop innovating ways to address climate change impacts and GHG reductions and to implement the Corporate Action Plan.

From the available data on Islands Trust operations, it is reasonable to conclude that we are a low carbon producing organization.

6. **Regional and National Context**

It would be impractical to provide a comprehensive overview of regional climate change initiatives; however, it is worth noting that there have been 16 declarations of a climate emergency in BC. Prominent among them is the City of Vancouver who have recently unanimously approved a motion recognizing the climate emergency and passing an ambitious set of six “Big Moves” that will guide

the City's response to Climate Change. The goal is to meet the objective of limiting warming to 1.5C as per the Paris Agreement.

The initial wave of climate emergency declarations occurred in Quebec (2018-2019), with over 300 communities having taken this step.

7. Issues and Opportunities

The following items provide a list of issues, amongst many, that could form the basis for further discussion by Trust Council.

- We do not have accurate Community Energy and Emissions Inventory information which limits our ability to accurately measure how emissions programing is reducing carbon levels.
- Issue of built form density is central to lessening climate change impacts and GHG production within the Trust Area.
- The Islands Trust does not have climate change policy in the Policy Statement but does in Official Community Plans and a variable level of climate regulation in LUBs.
- Corporate opportunities: electronic meetings, carbon friendly foods, further policies on travel.
- We have not liaised with First Nations on climate change in any substantial manner and will need to include this issue in our Policy Statement discussions.

ATTACHMENT(S):

- 1. N/A**

FOLLOW-UP: As directed by Trust Council

Prepared By: R Hotsenpiller

Reviewed By/Date: May 28, 2019



Islands Trust Council Plan for Continuous Learning

(What other topics would trustees like to propose?)

Updated May 9, 2019

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2019	December (Victoria)				
	September (Bowen)				
	June (Galiano)	Strategic Plan	What Elected Officials Need to Know about FOI & Protection of Privacy Training (LGMA) June 25 th webinar.		Chair, Vice Chair, Committee Chairs & ITC Chair training
	March 2019 (Gabriola)	Strategic Plan	Young/Anderson Introduction Bill Buholzer		
	January 2019 Nanaimo	Orientation	Orientation		NA
2018	November (Victoria)	Orientation	Orientation	Orientation	Orientation
	September (Gambier/Keats)	Lessons Learned 2014 -2018	Implications of the Water Sustainability Act		
	June (Saturna)	Strategic Plan	<i>Islands Trust Act</i> Amendments		Agricultural Land Commission/Islands Trust
	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act) Regional Conservation Plan		Adapting to Climate Change	March (Salt Spring)

BRIEFING

To: Trust Council **For the Meeting of:** June 18, 2019

From: David Marlor, Director, Local Planning Services **Date Prepared:** May 30, 2019

SUBJECT: **Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation**

PURPOSE:

To provide an initial approach in response to Trust Council's Climate Change Emergency Declaration in respect to local planning tools to address climate change.

BACKGROUND:

At its regular business meeting in March 2019, Trust Council declared a Climate Change Emergency. As part of that declaration, Trust Council requested that staff:

"report back to June 2019 Trust Council meeting on measures and land use planning actions that the Islands Trust can take to advance progress towards Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations".

This briefing focuses on land use planning actions that the local trust committees and Bowen Island Municipality could take to advance progress towards greenhouse gas reduction targets and to adapt to the effects of climate change.

Following the implementation of new mandatory requirements for official community plans to include targets and policies for greenhouse gas reductions, all local trust committees and Bowen Island Municipality amended their official community plans to include those targets and policies.

The following table includes a summary of the targets established by each local trust committee and Bowen Island Municipality in their official community plans. Each local trust committee and Bowen Island Municipality also adopted related policies on how to achieve those targets.

Local Trust Committee/Island Municipality	Reduction By 2015	Reduction By 2020	Reduction By 2050	Notes
Bowen Island Municipality	-	33%	80%	Reduction over 2007 emissions
Ballenas-Winchelsea	-	50%	50%	Below per Canadian per capita for 2020/2050
Gabriola	-	33%	85%	Reduction over 2007 emissions

• Mudge	-	50%	50%	Below per Canadian per capita for 2020/2050
• DeCourcy	-	50%	50%	Below per Canadian per capita for 2020/2050
Galiano	-	33%	-	Reduction over 2007 emissions
Gambier	-	33%	85%	Reduction over 2007 emissions
• Associated	-	20%	85%	Reduction over 2007 emissions
• Keats	-	33%	85%	Reduction over 2007 emissions
Denman	-	33%	85%	Reduction over 2007 emissions
Hornby	-	25%	80%	Reduction over 2007 emissions
Lasqueti	-	50%	50%	Below per Canadian per capita for 2020/2050
Mayne	-	33%	-	Reduction over 2007 emissions
North Pender	-	33%	-	Reduction over 2007 emissions
• Associated	-	50%	50%	Below per Canadian per capita for 2020/2050
Saturna	-	33%	-	Reduction over 2007 emissions
SSI	15%	40%	85%	Reduction over 2007 emissions
• Piers	-	-	-	Bylaw is not compliant
South Pender	-	33%	-	Reduction over 2007 emissions
Thetis	-	33%	85%	Reduction over 2007 emissions
Associated	-	-	-	Bylaw contains no targets
Valdes	-	50%	50%	Below per Canadian per capita for 2020/2050

A. Local Planning Actions Since 2010

Since 2010, planning Staff regularly include consideration of climate change mitigation and adaptation in staff reports on planning applications and projects. As a result, all planning decisions by local trust committees over the past eight years have included a climate change lens. In addition to this, local trust committees adopted specific policies in their official community plans related to climate change mitigation and adaptation. Many of these policies have been implemented through land use bylaw amendments. A list of these implemented policies is included in Appendix 1.

Appendix 2 lists the official community plan policies that have not yet been implemented in the land use bylaws.

The remainder of this briefing provides information on land use planning actions that can be undertaken in relation to climate change. Section B addresses actions related to climate change mitigation and Section C addresses actions related to climate change adaptation.

B. Climate Change Mitigation Tools

Climate change mitigation involves actions that reduce greenhouse gas emissions (GHGs). In the local trust areas the main source of GHGs is combustion from transportation and combustion from heating and cooling buildings. Therefore, any policies and regulations that reduce the need for transportation, or reduce the need for heating or cooling of buildings will help in reducing GHGs.

The Province committed to providing the Community Energy and Emissions Inventory (CEEI) for local governments. For the Islands Trust area there is very little data available. The only metric is residential heating using wood, propane or oil (and this is withheld for Lasqueti and Gambier LTAs). There are no metrics available for transportation or any other source of GHG emissions. The last year CEEI reports were undertaken was 2012. As a result we currently do not have metrics to measure progress towards targets in OCPs. Bowen Island Municipality has Community Energy and Emission Inventories (starting on page 40 of this linked document <https://bowenisland.civicweb.net/document/118760>).

Local trust committees and Bowen Island Municipality have the following tools available to them to reduce GHGs:

- **GHG Reduction Targets** - Section 473 of the *Local Government Act* – required content for official community plans, inclusion of targets and policies with respect to reducing greenhouse gas emissions.
- **Zoning Authority** – Section 479 of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** – Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote the Reduction of Greenhouse Gas Emissions** - Section 488(1)(j) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to mitigate climate change.

1. **Enact existing Official Community Plan policies** for the mitigation of climate change that are already in the official community plans but have not yet been acted on (Appendix 2 contains a list of these policies).
2. **Update official community plans** to ensure the mandatory GHG reduction targets and policies are relevant and up to date; Galiano Island, Mayne Island, North Pender Island, South Pender Island and Saturna Island local trust committees have targets for GHG reduction set for 2020 with no targets for any future dates, and as such those targets will be out of date next year. The Salt Spring Island Local Trust Committee has not adopted any targets or policies for the Piers Island OCP. The Thetis Associated Islands OCP contains objectives and policies but no targets. While the Islands Trust has very limited metrics to measure progress, the requirement to have targets and policies in official community plans is mandatory under s. 473 of the *Local Government Act*. These official community plans should be updated within the next year to ensure they remain compliant with required content for an official community plan, and to address targets and policies for GHG reduction. Other local trust committees should review their targets and policies for relevance to current conditions.
3. **Use the zoning authority under s. 479 of the *Local Government Act* to cluster development** and move away from large lots to small compact "villages". This can be accomplished through OCP policies to require this kind of development, rezoning appropriately by increasing density in appropriate locations and reducing in other locations and density transfer to move density to appropriate areas. Some local trust committees already have some form of this in their OCPs. Salt Spring and Gabriola have density transfer that has seen some significant land use changes. While these were not specifically created to address climate change mitigation, they can be

effective in changing the land use pattern to one that is more sustainable and reduces the need for transportation.

5. **Use the climate change development permit areas to reduce the heating and cooling requirements for buildings.** To improve building energy efficiency, land use planning can require landscaping and orientation of buildings in a way to maximize sun in winter and shade in summer. This would be done through a development permit area (DPA), with the justification and objectives in the Official Community Plan and the guidelines in the Land Use Bylaw. Local trust committees and Bowen Island Municipality may use DPAs to reduce GHG emissions and for energy conservation under s. 488 of the *Local Government Act*. Using these DPAs, local trust committees and Bowen Island Municipality may establish guidelines around landscaping, siting of buildings and structures, form and exterior design of buildings and structures, machinery, equipment and systems external to buildings or structures. The DPA may also place restrictions on type and placement of trees and other vegetation in proximity to buildings and structures to provide for energy conservation and reduction of GHGs.

C. Climate Change Adaptation Tools:

Climate change adaptation involves adapting communities to the anticipated effects of climate change. In the Islands Trust area, these effects include sea-level rise, longer periods of drought, more intense storm events, wildfires, warmer summers and warmer winters, and ecosystem changes which may impact plant and animal species.

Local trust committees and Bowen Island Municipality have the following tools available to them to adapt to climate change:

- **Zoning Authority** - Section 479 of the *Local Government Act*.
- **Runoff Control Bylaw** - Section 523 of the *Local Government Act*.
- **Development Permit Area to Protect Development from Hazardous Conditions** – Section 488(1)(b) of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** - Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote Water Conservation** – Section 488(1)(i) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to adapt their communities to the effects of climate change:

1. **Sea Level Rise Adaptation Tools**

The Provincial government has established an expected sea-level rise in the Victoria area of 3.1 cm/50 years.

The Provincial (Subdivision) Approving Officer is currently requiring at time of subdivision a covenant for a 15 metres setback and 1.5 metres above the current high high water mark for any buildings or structures. This approach by the Provincial Approving Officer is a broad-brush approach to adapting to climate change and does not consider site specific conditions. Before initiating adaptation measures local trust committees and Bowen Island Municipality should have an understanding of the local situation.

- a) **Undertake mapping of sea-level rise** on the islands to provide information to assist with developing policies and regulations to adapt to sea-level rise.
- b) **Enact zoning regulations under s.479 of the *Local Government Act* and flood level regulations under s. 524 of the *Local Government Act*.** Using these provisions, local trust committees and Bowen Island Municipality may enact regulations to require setbacks for

buildings and structures from the future anticipated natural boundary of the sea, as well as establish a minimum elevation for buildings and structures above the anticipated future elevation of the sea. Local trust committees and Bowen Island Municipality could make exceptions for structures that are designed to be moved (not on permanent foundation). Notwithstanding, the Provincial Approving Officer will continue to have independent authority to establish different requirements.

2. **Longer Periods of Drought Adaptation Tools**

Islands Trust Staff currently has little information on groundwater such as the effects of climate change on recharge and capacity of the aquifers to provide water. Research and mapping of aquifers would allow local trust committees to develop policies and regulations that reflect the capacity of the aquifers including anticipated climate change effects. Water storage and alternative water supplies could be considered. Means to reduce water consumption includes using development permit areas for water conservation, requiring drought tolerant planting, and requiring features to reduce water use.

- a) **Undertake research and mapping of aquifers, develop water consumption budgets, and identify salt water intrusion risks**, based on expected climate change effects. This work would then inform the land use planning for future development on the islands. This work is already underway for some islands, and staff is working with the Ministry of Forest, Lands, Natural Resource Operations and Rural Development to undertake a robust salt water intrusion risk assessment and mapping for the Islands Trust area.
- b) **Update policies and regulations to align their development potential** – through land use and density provisions – with the anticipated capacity of the aquifers.
- c) **Use the climate change development permit areas under s. 488 of the *Local Government Act* to promote water conservation.** Local trust committees and Bowen Island Municipality could establish goals, objectives and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote water conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for water conservation.

4. **More Intense Storms Adaptation Tools**

Climate change is expected to result in more intense storm events, with higher winds and heavier rain than in the past.

- a) **Develop runoff control bylaws** under s. 523 to deal with anticipated flood and runoff from storm events.
- b) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas subject to flooding and require they remain free from development except development may be permitted in accordance with the guidelines. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

5. **Wildfire Adaptation Tools**

As climate change results in hotter and longer dryer periods during the summer months, the risk of wildfires on the islands increases. Most islands have a wildfire plan prepared by the fire district or regional district.

- a) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas at risk to wildfires and include requirements respecting the character of development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures, and establish restrictions on the type and placement of trees and other vegetation in proximity to the development. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

6. **Warmer Summers and Warmer Winters Adaptation Tools**

Climate change is expected to lead to our summers and winters becoming warmer.

- a) **Establish development permit areas for energy conservation** under s. 488 of the *Local Government Act* to require that the exterior form and design of buildings, and other specific features of the development, reduce the need for energy in summer and winter. Local trust committees and Bowen Island Municipality could establish goals, objective and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote energy conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for energy conservation.

ATTACHMENTS:

1. Summary of Local Trust Committee OCP climate change policies already implemented
2. Summary of Local Trust Committee OCP climate change policies not yet implemented

FOLLOW-UP:

Further work in specified areas as indicated in the briefing, or as requested by the Trust Council, Executive Committee, Local Planning Committee or local trust committees.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/

Summary of Official Community Plan policies, listed by local trust area, that have been implemented in the land use bylaws.

Ballenas-Winchelsea Local Trust Area

- Shoreline Development Permit Area (applicable to 30 m upland of the natural boundary of the sea).
- Regulations in the land use bylaw exempts solar collectors, wind generators and water storage tanks from height restrictions.

Denman Island Local Trust Area

- Climate change impacts are considered in staff.
- Providing the dedication of conservation area, consistent with OCP policies for density transfer.

Gabriola Island Local Trust Area

Gabriola Island

- Climate change impacts are considered in staff reports.
- Providing for rainwater collection and storage, trail/path connections and dedication of 300+ acres of parkland.
- Development Approval Information (DAI) Bylaw amended (2013) to include option to address GHG emissions, anticipated energy usage, carbon emissions and groundwater resources in conjunction with bylaw amendment or TUP applications [Criteria for assessing OCP/LUB applications developed.
- Land Use Bylaw (parking regulations and Village DPA guidelines) amended to encourage public transit, smaller vehicles, non-polluting vehicles, and permeable parking surfaces and increase walkability.
- Land Use Bylaw amended 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, and to exclude cisterns from floor area calculation.
- Official Community Plan and Land Use Bylaw amended to encourage local food production.

Mudge Island

- Climate change impacts considered in staff reports.
- Land Use Bylaw amended to exclude from the calculation of lot coverage in the RR zone: cisterns and similar structures for rainwater collection and storage; fire-fighting towers; pervious paths, driveways and parking spaces; and garden beds.

DeCourcey Island

- Climate change impacts considered in staff reports.

Galiano Island Local Trust Area

- Climate change impacts considered in staff reports, and inclusion of a policy in the Land Use Policies section of the Official Community Plan applicable to consideration of all applications.
- Amendments to shoreline development permit area to include guidelines to consider and address sea level rise impacts.
- Changes to zoning regulations to permit small-scale renewable energy, specifically height regulations amended.

Gambier Island Local Trust Area

- Climate change impacts considered in staff reports.

Hornby Island Local Trust Area

- Climate change impacts considered in staff reports.
- Official Community Plan Water Supply Protection and Water Resource Protection Development Permit Area includes guidelines to protect water resources.
- Official Community Plan Community Service Use Development Permit Area includes guidelines to provide rainwater catchment and storage; and hydrology study.
- Official Community Plan Commercial Development Permit Area includes guidelines to maintain natural vegetation and reduce light pollution.
- Water storage tanks and wind turbines exempt from Land Use Bylaw height regulations.

Lasqueti Island Local Trust Area

- Climate change impacts considered in staff reports.

Mayne Island Local Trust Area

- Climate change impacts considered in staff reports.
- Zoning amended to exclude solar collectors, wind generators and water tanks from maximum height regulations.
- Geothermal heating systems permitted.
- Amendments to Land Use Bylaw to permit mixed use (second storey residential) in commercial zones.
- Zoning for employee accommodation in commercial resorts.
- Secondary suites permitted.

North Pender Island Local Trust Area

North Pender Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted.
- Temporary use permit guidelines amended to include climate change impacts.

North Pender Associated Islands

- Climate change impacts considered in staff reports.
- Shoreline DPAs include erosion provisions.

Salt Spring Island Local Trust Area

Salt Spring Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted in select areas.
- Amenity Zoning includes implementation of energy efficient building design criteria that exceeds that required by the B.C. Building Code or other regulations.
- Climate change considered when evaluating suitability of density transfer.
- Rezoning application supporting local food production and storage as a community amenity
- Coordination with local and provincial agencies regarding fresh water demand and supply in relation to climate change.
- Land use regulations require 15m setbacks from natural bodies of water; 1.5 m elevation above natural body of water.
- Pathways and bikeways dedication at time of subdivision as per OCP Cycle Route map.

- DAI Bylaw including development permit checklist (both are drafted but not yet implemented).

Piers Island

- Climate change impacts considered in staff reports.
- 3.0 m elevation of buildings required if within 30m of water body.

Prevost Island

- Climate change impacts considered in staff reports.

Saturna Island Local Trust Area

- Climate change impacts considered in staff reports.
- Geothermal heating permitted.
- Secondary dwelling units (secondary suites amendment in process).
- Sustainability checklist.
- TUP guidelines amended to include consideration of climate change impacts.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.
- Although not a Bill 27 requirement, LUB was amended to limit dwelling floor area and overall floor area on residential lots.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.

Thetis Island Local Trust Area

Thetis Island and Valdes Island

- Climate change impacts considered in staff reports.

Thetis Associated Islands

- Climate change impacts considered in staff reports.
- Land Use Bylaw definition of floor area excludes any floor area occupied by a cistern used for the collection of rainwater for domestic use or fire protection.
- Land Use Bylaw permits the following uses in all zones: conservation; water supply facilities for the purposes of supplying potable or grey water on an individual island, including cisterns, reservoirs, pipes, treatment facilities, catchment and storage facilities and pumping and intake structures; solar collectors; wind turbines; and ocean geothermal loop exchange systems.
- Solar collectors are exempt from Land Use Bylaw height regulations.

Summary of Local Trust Committee Official Community Plan Policies that have yet to be implemented.

The following is a summary of Official Community Plan policies on climate change that have not yet been enacted in the land use bylaw regulations or through development permit areas. For actual wording of the policies, please consult that relevant official community plan bylaw.

Ballenas-Winchelsea Local Trust Area

- Identify significant un-fragmented forest and non-forest ecosystems and ensure these are noted on mapping for environmental and carbon sequestration value.

Denman Island Local Trust Area

- Review zoning to ensure provisions encourage energy efficiency and the greenhouse gas emissions reduction in new construction.
- Review development permit area guidelines and incorporate provisions to promote energy conservation, water conservation and greenhouse gas emissions reduction.
- Encourage renewable energy, limit fossil fuel consumption, encourage energy-efficient and carbon-efficient building construction.

Gabriola Island Local Trust Area

Gabriola Island

- Consider new development permit area guidelines that promote low impact land uses, alternative transportation, energy conservation, water conservation, and the reduction of GHGs.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping both for their environmental values as well as carbon sequestration areas.
- Amend LUB to consider setbacks from the ocean in relation to sea level rise.

Mudge Island

- Establish climate change as a fundamental factor in land use decision making.
- Encourage on-island agriculture and sharing of local food production.
- Encourage all new construction be built at the highest possible energy-efficiency standards.
- Further policies and actions to be considered as part of a future review of the OCP.

DeCourcey Island

- Encourage on-island agriculture and the sharing of local food production.
- Encourage new construction built at highest possible standards to reduce energy needs.
- Specific policies and actions to be included in a future OCP review.

Galiano Island Local Trust Area

- Amendments to parking requirements to require alternatives to parking spaces.
- Requiring new development to utilize building technology that minimizes energy use.

Gambier Island Local Trust Area

Gambier Island

- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support protection of forest resources.
- Require water storage with every dwelling unit.

Gambier Associated Islands

- Support actions to minimize GHG emissions.
- Recognize importance of forested lands in removing carbon dioxide from the atmosphere.
- Consider potential impacts on global climate change and GHG reduction targets when considering applications.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Reduce extent of infrastructure (e.g. development of common docks).
- Zoning regulations should support small scale residential solar and wind power generation on residential lots.

Keats Island

- Promote use and development of renewable energy sources.
- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support cluster development appropriate for Keats Island.
- Encourage energy efficient buildings.
- Encourage use of alternative energy.
- Encourage water storage for every dwelling unit

Hornby Island Local Trust Area

- Develop criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.
- Encourage retention of forest cover except for the clearing of land for farming in the ALR.
- Limit size of buildings and opportunities for attached dwelling units and visitor accommodation units.
- Encourage green building techniques and alternative energy systems (solar, wind, geothermal, or water based) into residential housing.
- Encourage safe multi-use trails and bike lanes to facilitate non-motorized forms of travel.
- Encourage “climate wise” actions, including water conservation, storm water retention, the use of alternative energy sources for home use, and the use of alternative transportation methods.
- Support the local provision of services that residents presently travel off-island to access.
- Review LUB to provide for community gardens and community food processing and storage.
- Encourage local food production.

Lasqueti Island Local Trust Area

- Develop criteria for assessing OCP or zoning applications from the perspective of climate change adaptation and mitigation.
- Encourage energy conserving buildings.
- Encourage cycling and walking trails to permit non-automobile based forms of travel.
- Encourage water conservation and rainwater catchment.

Mayne Island Local Trust Area

- Permitting attached dwellings.
- DPA to manage lot layout.
- DPA for energy conservation.
- Amendments to amenity zoning and density transfer policies.

North Pender Island Local Trust Area

North Pender Island

- A review of overall development potential to consider amendments to zoning where changes could limit or reduce emissions.
- Permitting attached dwellings.
- Amending parking requirements.
- DPA to manage subdivision layout (conservation subdivision design project started but later abandoned by LTC).
- Second storey residential over commercial.
- Requiring cisterns or other water conservation measures in new development.
- Permitting community wood chipping or composting.
- Amend existing DPA to include energy conservation provisions.

North Pender Associated Islands

- Specific policies and actions to be included in a future review of the plan.

Salt Spring Island Local Trust Area

Salt Spring Island

- Calculation of carbon budget at time of rezoning or demonstrated conformity with LEED or similar.
- GHG or energy efficiency specific DPA.
- Amend fees bylaw to support energy efficient building design.
- Mapping and analysis to anticipate potential impacts of climate change on land use.
- Height relaxation for solar and wind power generation on residential lots.

Piers Island

- In progress of updating OCP for Climate Change.

Prevost Island

- No policies on climate change – bylaw requires updating

Saturna Island Local Trust Area

- Amending zoning to allow mixed use, including second storey residential in commercial designation.
- Amending parking requirements.
- Include energy conservation measures in DPA.
- Implement DPA for lot layout and tree removal.
- Permitting attached dwellings.
- Limit floor area of dwellings.

South Pender Island Local Trust Area

- Permit community gardens.

Thetis Island Local Trust Area

Thetis Island

- Develop new criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.

- Promote land use that supports local food production to reduce food transportation costs and GHGs.
- Support new forms of housing that include clustering and zero emission housing.
- Encourage local, small-scale generation of alternative non-polluting energy sources.
- Regulate the size, siting and height of wind turbines to minimize environmental impacts and safety risks.

Thetis Associated Islands

- Consider the potential impacts on climate change GHG emissions in bylaw provisions and review of development applications.
- Identify significant un-fragmented forest and wetland ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Through bylaw provisions, support residential renewable energy (e.g. micro hydro, solar, wind, waste heat, etc.) use.
- Promote the conservation of forested lands and wetlands as a cost effective and important climate change mitigation strategy.

Valdes Island

- Establish climate change as a fundamental factor in land use decision-making.
- Policies and actions with respect to climate change mitigation will be considered as part of a future review of the Rural Land Use Bylaw.

File No.: GB-RZ-2019.1
(BC Ferries)

DATE OF MEETING: October 24, 2019

TO: Gabriola Island Local Trust Committee

FROM: Jaime Dubyna, Planner 2
Northern Team

SUBJECT: Application to amend the OCP and LUB for redevelopment of the Descanso Bay BC Ferries terminal

Applicant: John Steil (Stantec) on behalf of BC Transportation Financing Authority and BC Ferry Services Inc.

Location: DISTRICT LOT 2058 NANAIMO DISTRICT AS SHOWN ON PLAN VIP75537 (PID 025-798-090); and
LOT A SECTION 20 GABRIOLA ISLAND NANAIMO DISTRICT PLAN VIP75538 (PID 025-798-103)

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee request the applicant for GB-RZ-2019.1 (BC Ferries) provide to planning staff a copy of an Archaeological Impact Assessment (AIA) report, prior to public hearing.
2. That the Gabriola Island Local Trust Committee direct staff to prepare a draft bylaw to amend Gabriola Island Official Community Plan Bylaw No. 166, 1997, consistent with draft bylaw language presented in Attachment 1, Table 1 of the Staff Report dated October 24, 2019 for GB-RZ-2019.1 (BC Ferries).
3. That the Gabriola Island Local Trust Committee direct staff to prepare a draft bylaw to amend Gabriola Island Land Use Bylaw No. 177, 1999, consistent with draft bylaw language presented in Attachment 1, Table 2 of the Staff Report dated October 24, 2019, for GB-RZ-2019.1 (BC Ferries).

REPORT SUMMARY

This report summarizes a number of deliverables which were requested by the Gabriola Island Local Trust Committee (LTC) as recommended in the [July 2019 staff report](#). Staff are recommending that draft bylaws be prepared to amend the Gabriola Island Official Community Plan Bylaw No. 166 (OCP) and Gabriola Island Land Use Bylaw No. 177 (LUB), consistent with draft bylaw language presented in Attachment 1 of this report.

BACKGROUND

The LTC passed the following resolutions at the July 11, 2019 LTC regular business meeting:

GB-2019-068

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee requests the applicant for GB-RZ-2019.1 (BC Ferries) to provide planning Staff with:

- a) a copy of the approved water licence to service the proposed terminal redevelopment site;
- b) details on the rights-of-way required to secure easements for any necessary water lines to provide water to the proposed terminal redevelopment site;
- c) an environmental impact assessment identifying potential environmental impacts and mitigating efforts to minimize environmental impacts in the upland and marine areas of the proposed terminal development site;
- d) a copy of an assessment report and recommendations prepared by a qualified professional engineer, with expertise in wastewater treatment for non-domestic systems;
- e) a copy of an assessment report and recommendations prepared by a qualified professional coastal engineer, that details flood construction levels consistent with Provincial guidelines for redevelopment of the ferry terminal.

CARRIED

The applicants are currently in the process of completing the LTC's requests and will be submitted for consideration upon completion.

GB-2019-069

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request Staff to prepare draft amendments to the Gabriola Island Official Community Plan that will:

- a) Designate the subject parcels 'Ferry Terminal';
- b) Establish new development permit areas for the purposes of protection of the natural environment, its ecosystems and biological diversity; protection of development from hazardous conditions; establishment of objectives for form and character; and promotion of energy conservation, water conservation and reduction of greenhouse gas emissions on DISTRICT LOT 2058 NANAIMO DISTRICT AS SHOWN ON PLAN VIP75537 (PID 025-798-090) and LOT A SECTION 20 GABRIOLA ISLAND NANAIMO DISTRICT PLAN VIP75538 (PID 025-798-103).

CARRIED

Staff have provided draft bylaw language in Attachment 1 (Table 1) of the report.

GB-2019-070

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request Staff to draft amendments to the Gabriola Island Land Use Bylaw that will:

- a) Rezone DISTRICT LOT 2058 NANAIMO DISTRICT AS SHOWN ON PLAN VIP75537 (PID 025-798-090) to a site-specific zone which regulates permitted uses, buildings and structures; height; siting requirements including setbacks and lot coverage; parking; and subdivision;
- b) Rezone LOT A SECTION 20 GABRIOLA ISLAND NANAIMO DISTRICT PLAN VIP75538 (PID 025-798-103) to a site-specific zone which regulates permitted uses, buildings and structures; height; siting requirements including setbacks and lot coverage; accessory retail uses; parking; and subdivision;
- c) Establish new development permit area guidelines to guide potential development on the subject properties.

CARRIED

Staff have provided draft bylaw language in Attachment 1 (Table 2) of the report.

GB-2019-071

It was MOVED and SECONDED,

that the Gabriola Island Local Trust Committee request Staff to notify the Snuneymuxw First Nation and all other local First Nations, Regional District of Nanaimo, and City of Nanaimo that an

application has been received to amend the Official Community Plan and Land Use Bylaw in order to accommodate the redevelopment of the BC Ferries Descanso Bay Terminal, and request feedback on the application and their involvement in the bylaw amendment process.

CARRIED

Notification letters have been sent to the City of Nanaimo, the Regional District of Nanaimo, and the following First Nations identified in the Consultative Areas Database who may have interests within the area:

- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Lyackson First Nation
- Penelakut Tribe
- Sechelt First Nation
- Semiahmoo First Nation
- Snaw'Naw'As Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Te'Mexw Treaty Association

ANALYSIS

Issues and Opportunities

Heritage and Cultural Sites

Staff have consulted with the Islands Trust's Senior Intergovernmental Policy Advisor, Lisa Wilcox, to identify measures to ensure that heritage or cultural sites are considered within the scope of the application.

As noted in the [staff report](#) dated July 11, 2019, Remote Access to Archaeological Data (RAAD) indicates a known archaeological site and archaeological potential within 100 metres of the subject properties and/or project area. The applicant has submitted an Archaeological Overview Assessment (AOA) by Golder Associates, dated November 23, 2018, which recommends that an Archaeological Impact Assessment (AIA) and *Heritage Conservation Act* (HCA) permit be obtained prior to any ground disturbance of the project area.

An AIA would provide an inventory of archaeological resources, and include project-specific recommendations for monitoring and mitigating any impacts to archaeological sites. Staff have recommended that the applicant submit a copy of an AIA prior to public hearing.

Staff are recommending that guidelines for form and character include signage in Hul'qumi'num and English to incorporate naming and recognition of the Coast Salish peoples.

Notification to First Nations

Staff have received confirmation from Snuneymuxw First Nation that a response in writing will be provided.

In respect of Islands Trust Council's [Reconciliation Declaration](#), comments received will inform the rezoning application GB-RZ-2019.1. The notification letter precedes a formal referral of draft bylaws.

Staff are aware that the applicant (BC Ferries) has a separate consultation process that is ongoing.

Zone Boundaries

The applicant was advised during pre-application meetings to propose that zoning boundaries at the subject properties be amended to include an area of North Road up to the lot lines of the commercially-zoned lots at 345 and 355 North Road. The initial application reflects this proposal.

Staff have since considered this proposal and have recommended that the amended zone run along the centre line of North Road, in accordance with Subsection C.3.1.1.b of the LUB:

- b. where zone boundaries run along a highway or other public way defined under the “Highways Act”, the zone boundary is the centre line;*

This would be consistent with the LUB and with other zones on Gabriola Island.

Rationale for Recommendation

Staff have provided a listing of draft bylaw language that could be used to amend the OCP and LUB to enable the BC Ferries terminal expansion. The staff recommendations are found on page 1 of this report.

ALTERNATIVES

1. Request additional information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Gabriola Island Local Trust Committee request that the applicant submit to the Islands Trust [insert requested information here].

2. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Should the LTC concur with the staff recommendations, staff will prepare draft bylaw amendments for LTC consideration during the November 28, 2019 regular business meeting. The LTC may consider first reading, referral to the Advisory Planning Commission (APC), or community consultation at that time.

Submitted By:	Jaime Dubyna, MSc.Pl. Planner 2	October 9, 2019
Concurrence:	Heather Kauer, AICP Regional Planning Manager	

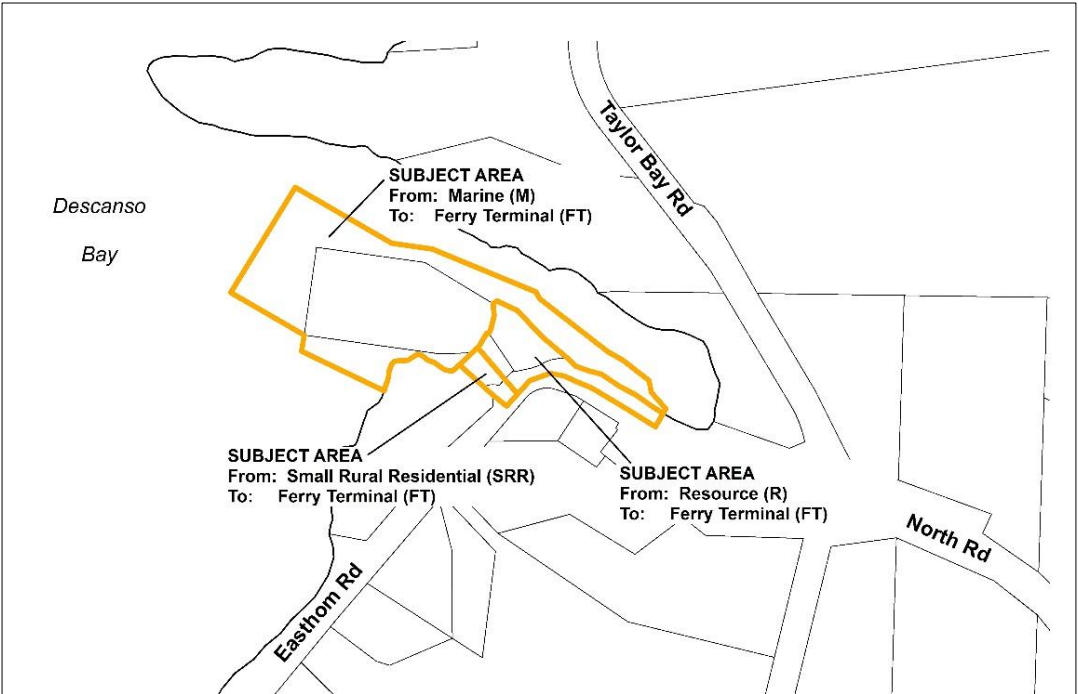
ATTACHMENTS

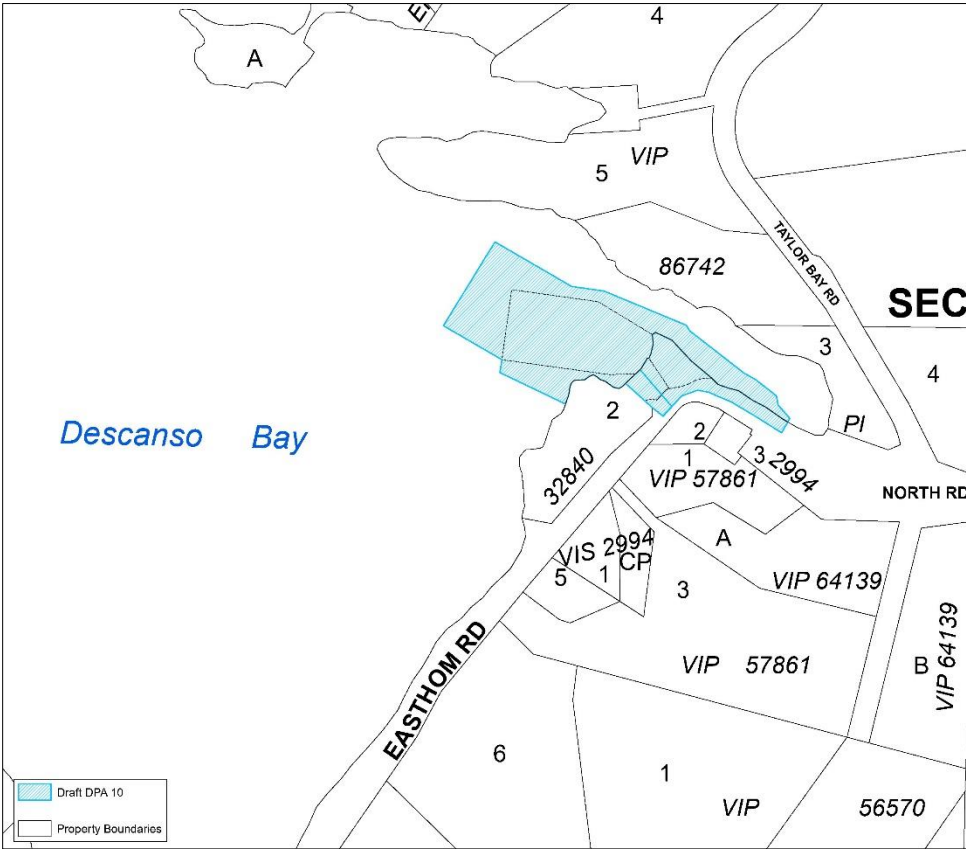
1. Attachment 1 – Draft Bylaw Language Tables

ATTACHMENT 1 – DRAFT BYLAW LANGUAGE GB-RZ-2019.1 (BC FERRIES)

OCTOBER 2019

TABLE 1. POTENTIAL AMENDMENTS TO GABRIOLA ISLAND OFFICIAL COMMUNITY PLAN

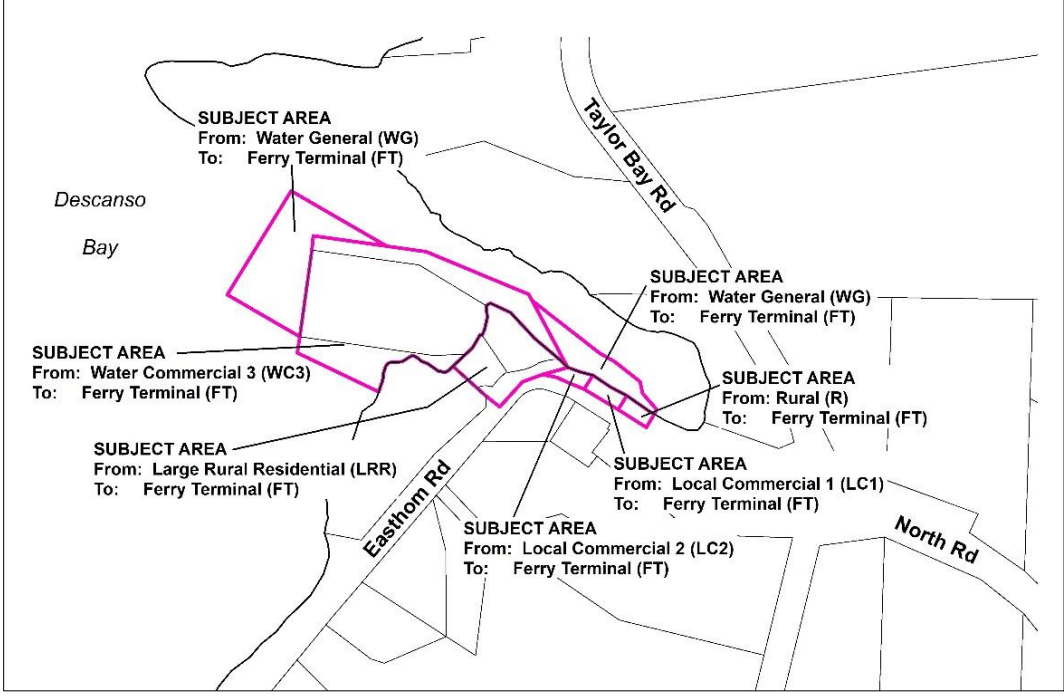
LTC Direction (from July 2019 resolution)	Existing OCP Part/Section to be Amended	Draft Bylaw Language for LTC Consideration
1. Re-designate the parcel PID 025-798-090 from 'Resource' and 'Marine' to 'Ferry Terminal' and re-designate the parcel PID 025-798-103 from 'Small Rural Residential' and 'Resource' to 'Ferry Terminal'.	Schedule B – Land Use Designations – North Sheet	Update Schedule B map showing parcels PID 025-798-090 and PID 025-798-103 entirely in 'Ferry Terminal' designation: 
2. Establish a new development permit area and objectives to be applied to parcels PID 025-798-090 and PID 025-798-103 for the	Schedule A – Section 9 Schedule D – Development Permit Areas – North	Section 9 – Development Permit Areas: 9.5 Development Permits to Establish Objectives for Protection of the Natural Environment, for Protection of Development from Hazardous Conditions, for the Form

LTC Direction (from July 2019 resolution)	Existing OCP Part/Section to be Amended	Draft Bylaw Language for LTC Consideration
purposes of protecting the natural environment, its ecosystems and biological diversity; protection of development from hazardous conditions; establishment of objectives for form and character; promotion of energy and water conservation; and reduction of greenhouse gas emissions.		and Character of Commercial Development, to Promote Energy and Water Conservation, and to Promote the Reduction of Greenhouse Gas Emissions DP-10 Ferry Terminal <i>Development Permit Area 10 (Schedule D) is designated as a development permit area according to Section 488(1) of the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity; protection of development from hazardous conditions; establishing objectives for form and character; promotion of energy and water conservation; and, reduction of greenhouse gas emissions with justification and objectives:</i>  <i>Justification in OCP to include:</i>

LTC Direction (from July 2019 resolution)	Existing OCP Part/Section to be Amended	Draft Bylaw Language for LTC Consideration
		• To help ensure that the environmental values of this area are protected from the potential impacts of development. • To help protect biological diversity and habitat values of marine ecosystems. • To help protect development from sea level rise, erosion, land slippage, subsidence, flooding, or changes to stormwater runoff due to development. • To help ensure that development will be pedestrian oriented, landscaped to conserve water resources, and encourage fuel efficient vehicles and alternative modes of transportation. • To reduce greenhouse gas emissions and mitigate the impacts of climate change. • Optimize building energy performance to reduce costs associated with the operation of buildings/structures. • Reduce the long term infrastructure costs associated with sourcing and supplying potable water. • Support innovation in building design and compliance with the British Columbia Step Code requirements. • LTC commitment to OCP targets to reduce community greenhouse gas emissions. Development guidelines for commercial developments for energy efficiency and water conservation will help the community achieve these targets. <i>Development permit area guidelines to be in the LUB.</i>
3. Amend OCP policies that pertain to parcels PID 025-798-090 and PID 025-798 103.	6.2 – Marine Resources Policies g) The following foreshore sites shall be zoned marine transportation: i. BC Ferry Corporations water lease lot and ferry slip in Descansco Bay; and ii. Green Wharf, situation in Percy Anchorage, at the end of Wharf Road. The former provides ferry access to Nanaimo, the latter provides water connection to Mudge Island.	<i>Staff will prepare draft policy options to be consistent with the ‘Ferry Terminal’ designation being proposed. .</i>

LTC Direction (from July 2019 resolution)	Existing OCP Part/Section to be Amended	Draft Bylaw Language for LTC Consideration
4. Amend OCP policies that pertain to parcels PID 025-798-090 and PID 025-798 103.	7.2 – Water Transportation Policies c) A major ferry terminal on Gabriola to provide service to Vancouver Island and/or a Lower Mainland destination shall be strongly opposed as it is inconsistent with the objectives and policies of this plan.	<i>Staff will prepare draft policy options for LTC consideration to address ambiguity of the word “major” and contemplate redevelopment and improvements to the existing ferry terminal location.</i>
5. Amend OCP policies that pertain to parcels PID 025-798-090 and PID 025-798 103.	7.2 – Water Transportation Policies e) Maintenance of the present ferry terminal sites on the Gabriola and the Nanaimo sides is strongly supported.	<i>Staff will prepare draft policy options for LTC consideration to ensure this policy is captured for the proposed ‘Ferry Terminal’ designation.</i>

TABLE 2. POTENTIAL AMENDMENTS TO GABRIOLA ISLAND LAND USE BYLAW

LTC Direction (from July 2019 resolution)	Existing LUB Section to be Amended	Draft Bylaw Language for LTC Consideration
1. Re-zoning the parcels PID 025-798-090 and PID 025-798-103 to a site specific ferry terminal zone to regulate permitted uses, buildings and structures; height; siting requirements, including setbacks and lot coverage; accessory retail uses; parking; and subdivision.	Schedule B – Zoning North Sheet Part D Zone Regulations, Section D.5.2 Water Ferry Terminal (FT)	<i>New site specific ferry terminal zone shown on Schedule B:</i>  <i>New site specific zone regulations in Part D for ferry terminal use.</i> <i>Subject to new DPA.</i>
2. Draft development permit area guidelines for protection of the natural environment, protection of development from hazardous conditions, form and character objectives, promotion of energy, water conservation and reduction of greenhouse gas emissions.	Part F Development Permit Area Guidelines	NEW DP-10 - protection of the natural environment, its ecosystems and biological diversity; protection of development from hazardous conditions; establishing objectives for form and character; and promotion of energy and water conservation; and, greenhouse gas emissions reduction. Guidelines to address: <i>coastal flood hazard assessment and mitigation;</i> <i>integrated stormwater management;</i> <i>impervious surfaces;</i> <i>building form and character, including signage in Hul'qumi'num and English;</i> <i>requirements for electric vehicle charging station and covered bicycle parking;</i>

LTC Direction (from July 2019 resolution)	Existing LUB Section to be Amended	Draft Bylaw Language for LTC Consideration
		• <i>landscaping vegetation plan;</i> • <i>pedestrian safety;</i> • <i>marine/beach access; and</i> • <i>impacts of any shoreline protection works.</i> <i>To be applied to all of parcels PID 025-798-090 and PID 025-798-103 and considered for Descanso Bay marine areas.</i>



File No.: GB-DVP-2018.6 (Durrance)

DATE OF MEETING: October 24, 2019
TO: Gabriola Island Local Trust Committee
FROM: Sonja Zupanec, Island Planner
Local Planning Services
SUBJECT: Development Variance Permit Application
Applicant: Maureen Durrance
Location: PID 003-431-657 (538 Wildwood Crescent, Gabriola)

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee issue Development Variance Permit GB-DVP-2018.6.

REPORT SUMMARY

The Gabriola Island Local Trust Committee (LTC) is asked to re-consider application GB-DVP-2018.6 for a Development Variance Permit (DVP) to authorize the siting of an existing sewage disposal system, rock wall and stair case, which currently contravene Gabriola Island Land Use Bylaw No. 177, 1999 (LUB) setback regulations. Staff recommend issuance of the DVP which includes specific conditions for restoration of the riparian area adjacent to Goodhue Creek.

BACKGROUND

The LTC passed the following resolutions at the November 22, 2018 regular business meeting:

GB-2018-109 It was MOVED and SECONDED

*that the Gabriola Island Local Trust Committee defer consideration of application GB-DVP-2018.6 until receiving an assessment report from an Authorized Person under the Sewerage System Regulation indicating whether or not the design and siting of the existing septic tank and field are consistent with the Sewerage System Regulation and Sewerage System Standard Practice Manual, and what, if any, modifications are needed to the septic tank and field in order to meet industry standards and regulatory requirements and that such report be received by January 31, 2019 as amended. **CARRIED***

The applicant has submitted the requesting documentation and the Authorized Person under the Sewerage System Regulation does not recommend any modifications to the existing septic system. A new filing has been provided to Island Health correcting the specified setback of the disposal field to Goodhue Creek (Attachment 2).

GB-2018-110 It was MOVED and SECONDED

*that the Gabriola Island Local Trust Committee request that the Association of British Columbia Land Surveyors signed plan be provided to indicate exact distances of all buildings and structures within 30 and 15 metres from the natural boundary of Goodhue Creek and that such report be received by January 31, 2019. **CARRIED***

The applicant has provided a British Columbia Land Surveyor (BCLS) signed site plan showing the locations of all buildings and structures on the subject property dated September 26, 2019 (Figure 1).

A comprehensive preliminary [staff report](#) with all relevant background information and site context was presented to the LTC on November 22, 2018.

ANALYSIS

Policy/Regulatory:

The siting of a sewage disposal system, rock wall and stair case contravene two specific setback provisions in the [Gabriola Island Land Use Bylaw No. 177](#) (LUB). The sewage disposal field is within 30 metres of the natural boundary of Goodhue Creek and the septic tanks, rock walls and stair case are within the 15 metre setback to Goodhue Creek, confirmed by a BCLS signed site plan dated September 26, 2019 (Figure 1).

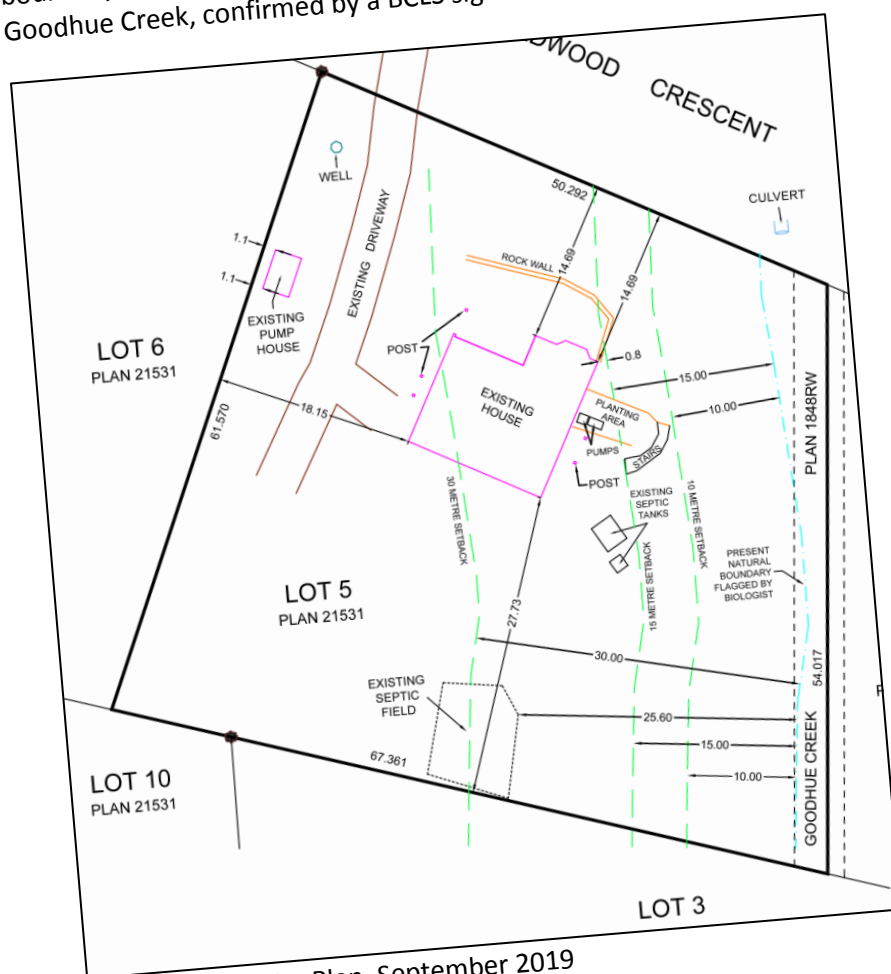


Figure 2. BCLS Site Plan, September 2019

A Qualified Environmental Professional (QEP) completed a *Riparian Areas Regulation* (RAR) Assessment Report in 2016 and delineated a 10 metre SPEA along Goodhue Creek as shown in Figure 1 below. All existing buildings and structures are located outside the 10 metre SPEA. Staff note that any new land alterations or plantings, the land owners are responsible for complying with the requirements of the DPA-6 for riparian areas.

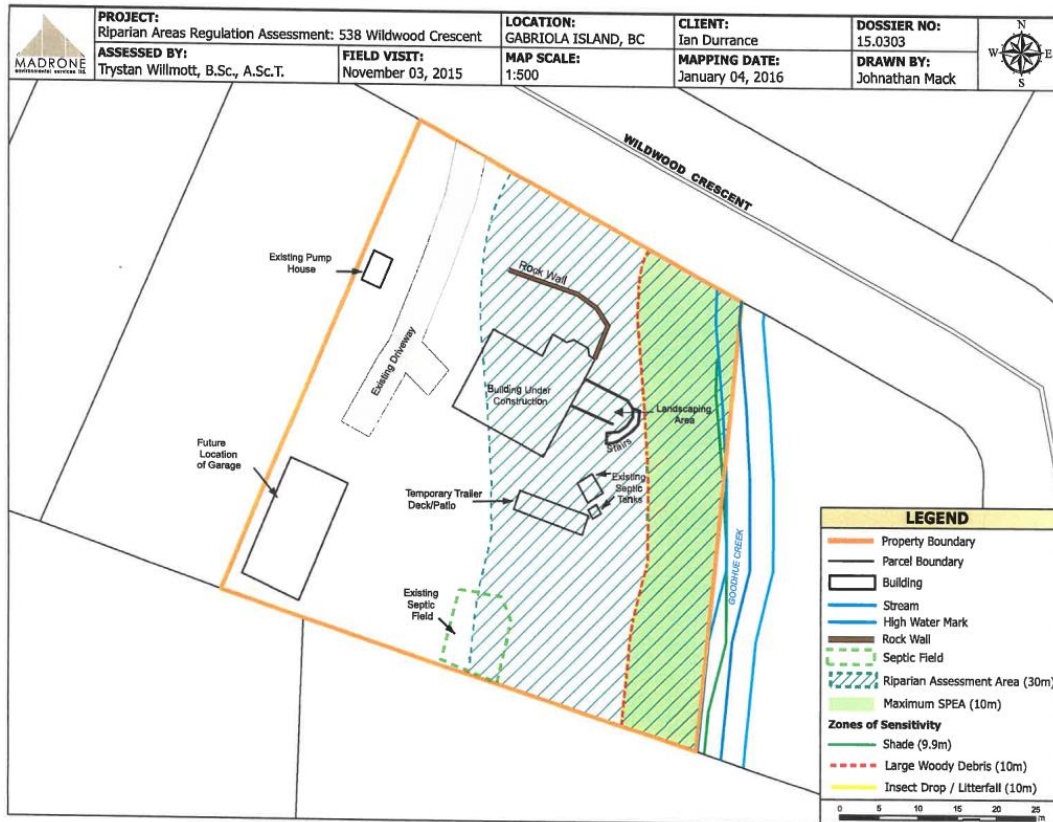


Figure 1. SPEA and Riparian Areas Regulation Development Permit Area

The QEP recommended the existing lawn within the SPEA be replaced with plantings of native shrubs and trees. The restoration would benefit potential downstream fish habitat and increase wildlife value. The QEP also recommended the following:

“No new development activities are permitted inside the SPEA, the outer edge of which should be clearly demarcated with an aesthetically pleasing fence over the long term (e.g. split rail cedar design). The location and extent of the SPEA should be clearly registered with the parcel, which will allow any future property owners to be fully aware of the restrictions associated with the SPEA.”

The RAR report, including Figure 1, which clearly denotes the location of the SPEA, is intended to be a schedule to the DVP. Future owners would be made aware of the restrictions associated with the SPEA by way of a Notice on Title that a permit is registered that affects the use of the land. Planning staff have prepared a draft DVP with specific conditions pertaining to the restoration and fencing of the SPEA.

Issues and Opportunities:

Setbacks to the Watercourse:

The applicant requires a variance to the 30 metre setback to Goodhue Creek, in order for the siting of the existing sewage disposal system to comply with the siting requirements of the Gabriola LUB. The applicant also requires a variance to the 15 m setback to the creek in order to permit the siting of the existing stairs, rockwalls and septic tanks as shown on Figure 2. The draft DVP addresses both setbacks to Goodhue Creek (Attachment 1).

Enhancement of the SPEA:

In order to improve the biological function of the SPEA, the QEP has recommended that fencing be installed along the entire 10 metre setback to the high water mark of Goodhue Creek; that the entire 5 metre high water mark to Goodhue Creek be replanted with nine specific species of native trees, shrubs and herbs at 1 metre intervals; and that deer browse protection of newly established plantings be installed and maintained in order to remedy the damage to the natural environment resulting from residential development. Staff recommends that conditions of the DVP include timely receipt of a professionally prepared fencing, planting and deer browse protection plan that is consistent with the QEP recommendations and completion of restoration by November 2020.

Requirement for Security as condition of the DVP:

Under section 502 of the [Local Government Act](#) (LGA) a local government can require, as a condition of issuance of a land use permit, that the applicant for the permit provide security to the local government in an amount stated in the permit. The applicant can choose the form of security, either an (auto-renewing) irrevocable letter of credit or a certified cheque; this is generally equivalent to 125% of the total cost to complete the required works, which in this instance include fencing, planting and a deer browse protection plan. This would ensure the timely completion of the restoration work within the SPEA. The draft DVP contains a provision for the security as well as timelines for completion and inspection of the works, prior to the security being returned to the permit holder.

Rationale for Recommendation

The applicant has complied with the requests of the LTC and provided verification that the sewage disposal system complies with provincial regulations and the Island Health filing is up to date to reflect as-built siting of the system. The next step for the applicant will be required to obtain a landscape plan for the proposed restoration of Goodhue Creek, which will form the basis of a Development Permit application for planting within the SPEA of DPA-6 Riparian Areas. Staff recommend issuance of the DVP as presented in Attachment 1 to advance the process of restoration of the creek and authorize the existing structures on the lot. The staff recommendation is noted on page 1 of the report.

ALTERNATIVES

1. Approve Issuance of Permit Without Conditions

The LTC may decide to approve the issuance of the DVP without conditions. The following resolutions would be made in this case:

That the Gabriola Island Local Trust Committee remove conditions 2 i), ii), iii) and iv) from Development Variance Permit GB-DVP-2018.6.

That the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2018.6.

2. Deny any or all of the variances

The LTC may deny any or all of the requested variances. In this case, it is recommended that the LTC amend the permit accordingly (if necessary) and specify the reasons for its decision.

NEXT STEPS

If the LTC concurs with the staff recommendations, the owner/applicant will be advised of the timelines to comply with the conditions of the DVP and apply for a DP to undertake the necessary work within the SPEA. Bylaw Enforcement and planning staff will monitor the file until the restoration of Goodhue creek is completed.

Submitted By:	Sonja Zupanec, RPP, MCIP Island Planner	October 10, 2019
Concurrence:	Heather Kauer, AICP Regional Planning Manager	October 11, 2019

ATTACHMENTS

1. Draft Development Variance Permit
2. Updated Island Health Filing and Sewage Report
3. Public Correspondence from D. Arnell, November 18, 2018
4. Public Correspondence from J. Haras, November 21, 2018

DRAFT ATTACHMENT 1



GABRIOLA ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT VARIANCE PERMIT NO. GB-DVP-2018.6

TO: Maureen Durrance

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

PID: 003-431-657

LOT 5, SECTION 13, GABRIOLA ISLAND, NANAIMO DISTRICT, PLAN VIP21531

2. Pursuant to Section 498 of the *Local Government Act*, the *Gabriola Island Land Use Bylaw No. 177, 1999* is varied as follows:
 - a) **PART B GENERAL REGULATIONS, Section B.2 General Siting and Height Provisions, Subsection B.2.1 Special Setbacks and Elevations, Article B.2.1.1 Setbacks and Elevations from Watercourses and the Sea, Clause B.2.1.1.a:** “Despite all other siting references in this Bylaw, third party signs, fences, pump/utility houses, retaining walls, *structures* and *buildings*, excepting *boathouses*, must be sited a minimum of 7.5 metres (24.6 feet) from and 1.5 metres (4.9 feet) above the *natural boundary* of the sea and a minimum of 15 metres (49.2 feet) from and 1.5 metres (4.9 feet) above the *natural boundary* of any lake, stream, or wetland. Where the *frontage* on the sea is not adequately protected from erosion by natural bedrock or works as certified by a professional engineer, *buildings* and *structures* must be sited a minimum of 15 metres (49.2 feet) from and 1.5 metres (4.9 feet) above the *natural boundary* of the sea”, **is varied:**
 - To reduce the setback from the natural boundary of a stream (Goodhue Creek) from 15.0 m to allow the siting of existing structures outside of the 10 metre Streamside Protection and Enhancement Area (SPEA) but within the 15 metre setback as shown on the BCLS site plan dated September 26, 2019 on Schedule “A” – Site Plan attached to and forming part of this permit. The variance is to bring existing structures into compliance with Gabriola Island Land Use Bylaw No. 177.
 - b) **PART B GENERAL REGULATIONS, Section B.2 General Siting and Height Provisions, Subsection B.2.1 Special Setbacks and Elevations, Article B.2.1.1 Setbacks and Elevations from Watercourses and the Sea, Clause B.2.1.1.b:** “A septic sewage disposal field must be sited a minimum of 30 metres (98.4 feet) from the natural boundary of the sea, lake, stream or wetland.”, **is varied:**
 - To reduce the setback from the natural boundary of a stream (Goodhue Creek) from 30 metres to 25.6 metres for the siting of a sewage disposal field as shown on the BCLS site plan dated September 26, 2019 on Schedule “A” – Site Plan attached to and forming part of this permit.

Subject to the following conditions:

- i. **By January 31, 2020** planning staff receive: a) a fencing, planting and deer browse protection plan for the Streamside Protection and Enhancement Area (SPEA) on PID 003-431-657 in accordance with the recommendations in the Riparian Areas Regulation Assessment Report as shown in Schedule "B" of the draft Development Variance Permit; and b) a cost estimate for the works to be installed and inspected; and c) that both the plan and cost estimate be prepared by a member of the BC Society of Landscape Architects (BCSLA) or BC Landscape and Nursery Association (BCLNA).
 - ii. **By February 28, 2020** the Gabriola Island Local Trust Committee receive financial security, in an amount equal to 125% of the estimated cost either in the form of a certified cheque or auto-renewing irrevocable letter of credit, to ensure completion of the fencing, planting and deer browse protection plan in accordance with the Qualified Environmental Professional (QEP) recommendations in Schedule "B" – Riparian Areas Regulation Assessment attached to and forming part of this permit; and
 - iii. **By November 30, 2020** the Gabriola Island Local Trust Committee receive a copy of the QEP final site inspection report confirming the installation of the recommended fencing, planting and deer browse protection plan. The report will form the basis of a post-construction report and be submitted to the Riparian Areas Regulation Notification System.
 - iv. That financial security for application GB-DVP-2018.6 be returned to the permit holder a minimum of two years from the date security is provided, upon receipt of confirmation by a member of the BCSLA or BCLNA that the installed plantings are in substantial compliance with the approved landscape plan and has been established and maintained in accordance with BCSLA or BCLNA industry standards.
3. All buildings and structures shall be consistent with Schedule "A" and "B" which are attached to and form part of this permit. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of the Gabriola Island Land Use Bylaw No. 177, including use and density, and to obtain other appropriate approvals necessary for completion of the proposed development.

AUTHORIZING RESOLUTION PASSED BY THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE THIS _____ DAY OF _____, 2019.

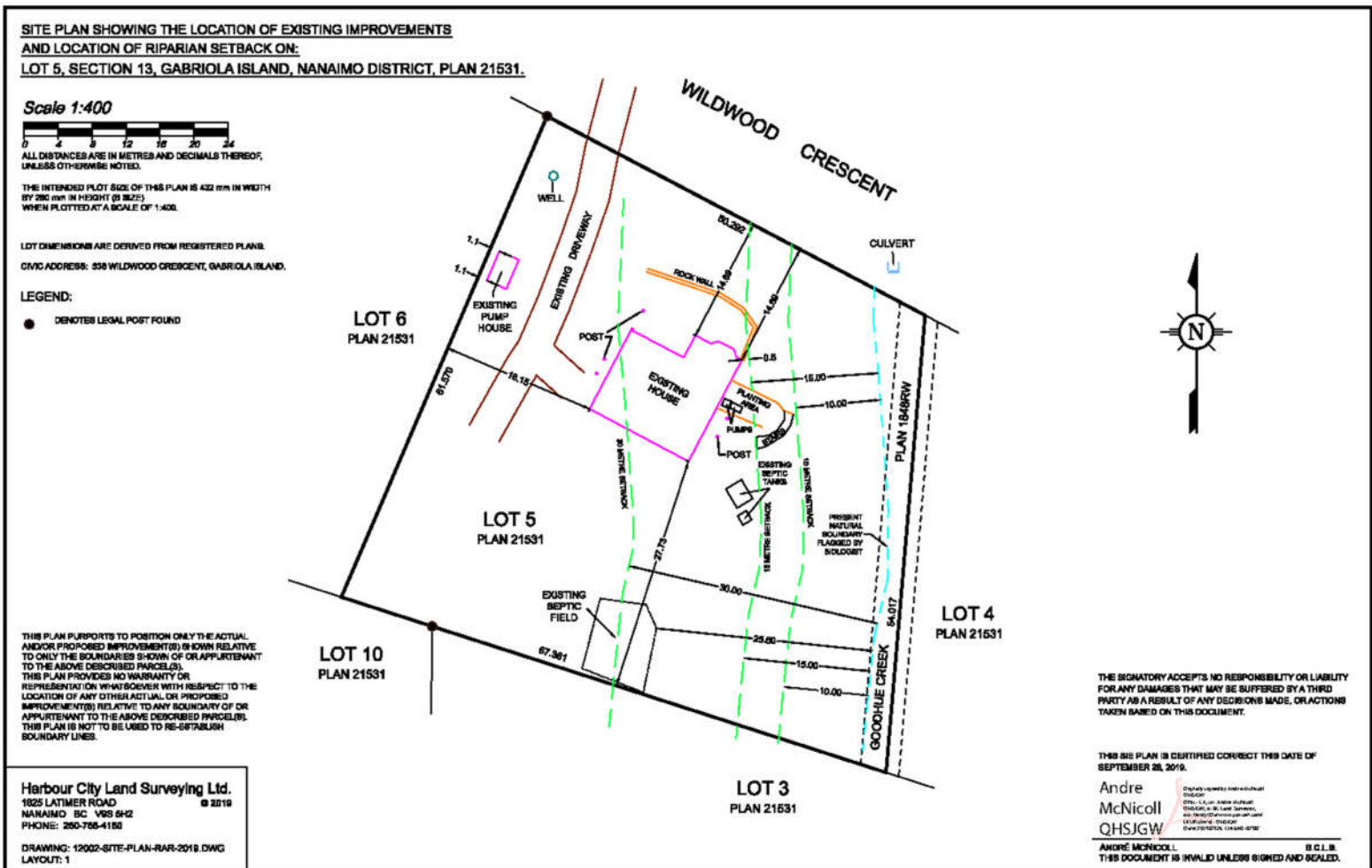
Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE _____ DAY OF _____, 2021, THIS PERMIT AUTOMATICALLY LAPSES.

GABRIOLA ISLAND LOCAL TRUST COMMITTEE
GB-DVP-2018.6 (Durrance)

Schedule "A" – BCLS Site Plan dated September 26, 2019



GABRIOLA ISLAND LOCAL TRUST COMMITTEE

GB-DVP-2018.6 (Durrance)

Schedule "B" – Riparian Area Regulation Assessment Report dated January 4, 2016

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Riparian Areas Regulation: Assessment Report

Please refer to submission instructions and assessment report guidelines when completing this report.

Date 2016-01-04

I. Primary QEP Information

First Name	Trystan	Middle Name	Mark
Last Name	Willmott		
Designation	Technologist	Company	Madrone Environmental Services Ltd.
Registration #	25491	Email	trystan.willmott@madrone.ca
Address	1081 Canada Avenue		
City	Duncan	Postal/Zip	V9L 1V2
Prov/state	BC	Country	Canada
		Phone #	250 746 5545

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name		Middle Name	
Last Name			
Designation		Company	
Registration #		Email	
Address			
City		Postal/Zip	
Prov/state		Country	
		Phone #	

III. Developer Information

First Name	Ian	Middle Name	
Last Name	Durrance		
Company	N/A		
Phone #		Email	
Address			
City		Postal/Zip	
Prov/state		Country	

IV. Development Information

Development Type	Construction: single family residential		
Area of Development (ha)	0.02	Riparian Length (m)	58.2
Lot Area (ha)	0.33	Nature of Development	New
Proposed Start Date	2015-11-03	Proposed End Date	2016-03-30

V. Location of Proposed Development

Street Address (or nearest town)	538 Wildwood Crescent		
Local Government	Regional District of Nanaimo	City	Gabriola Island
Stream Name	Goodhue Creek		
Legal Description (PID)	003-431-657	Region	Region 1 – Vancouver Island
Stream/River Type	Stream	DFO Area	South Island
Watershed Code	925-380000-26400		
Latitude	49	9	56.95
Longitude	123	50	25.87

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

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Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

This Riparian Area Regulation (RAR) assessment is a "retroactive" report based on the development of a residence within the 30 m Riparian Assessment Area (RAA) of a stream on Gabriola Island. The landowner advised me that he received a building permit for the construction of the residence and proceeded with the development. During construction of the house, the landowner was advised about the requirement for a RAR assessment. It should be noted that the responsible local government (Islands Trust) has only recently implemented the RAR on Gabriola Island.

When I completed the assessment on November 3rd 2015, the single family residence was almost complete, with remaining work associated with finishing the inside of the house and the construction of lead walkways and a patio area. Based on the fact that the majority of development activities that had the potential of impacting the riparian area were already complete at the time of the assessment, the main objective was to establish the dimensions of the Streamside Protection and Enhancement Area (SPEA) and determine whether development activities had any implications to the SPEA. Another objective was to ensure that remaining development activities (construction of the walkways and patio) respected the SPEA boundaries.

The subject watercourse is known as Goodhue Creek, as per the *Gabriola, Valdes, Thetis and Kuper Islands Water Allocation Plan* (Ministry of Environment, Lands and Parks, 1994). The stream flows on a seasonal basis, with no flow recorded between June and November (MoE 1994). Based on the landowner's information and observations of the neighbour to the immediate north, the stream was dry up to the significant rainfall event that occurred over the weekend of October 30th to November 1st 2015. The stream was wetted, therefore, during the site assessment.

The Goodhue Creek watershed covers an area of 10.5 km², with 6.48 km² occurring upstream of Hoggan Lake, which Goodhue Creek flows into (MoE 1994). Hoggan Lake (located approximately 1.5 km downstream of the subject property) was listed as a "Sport Fishing Water" in the MoE *Water Allocation Plan* (1994). This document also notes that the lower reach of Goodhue Creek, immediately upstream of the confluence with Hoggan Lake, represented confirmed spawning habitat for Rainbow Trout (*Oncorhynchus mykiss*). Fish stocking records for Hoggan Lake indicate that it was stocked with Coastal Cutthroat Trout (*Oncorhynchus clarkii clarkii*) between the years of 1924 and 1927 (as per the Fisheries Information Summary System – FISS - 2015). Fish sampling in 1972 (as noted in FISS, 2015) confirmed the presence of both Coastal Cutthroat trout and Rainbow Trout in Hoggan Lake. This indicates that the Coastal Cutthroat Trout introduced between 1924 and 1927 must have established a self-sustaining population. The confirmation of Rainbow Trout in 1972, which had not been stocked in the lake, indicates that an original resident population had likely always been present in the lake (using the lower reaches of Goodhue Creek for spawning, as noted by MoE, 1994). Whether Coastal Cutthroat Trout or Rainbow Trout still persist in the lake or anywhere in Goodhue Creek is unknown, but at the very least, Hoggan Lake and Goodhue Creek (especially the lower reaches immediately upstream of the lake inflow) represent potential fish habitat.

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Based on observations made during a stream mapping project completed by Madrone in 2011, Goodhue Creek has been historically channelized throughout the majority of the watershed, which has negatively impacted the capability of the stream to support fish. Where Goodhue Creek flows through a wetland complex located approximately 150 m downstream of the subject property, the stream is poorly defined, with extensive shallow water spreading out over a significant area. Based on the spatial extent of the wetland, shallow water and lack of a defined channel through the wetland, it is unlikely that fish from Hoggan Lake would be able to access Goodhue Creek upstream of the wetland. As the stream connects by surface flow to potential fish habitat (Hoggan Lake), Goodhue Creek qualifies as a "stream" under the Riparian Area Regulation throughout the watershed.

Goodhue Creek enters the northern portion of the subject property via a closed metal pipe underneath Wildwood Crescent. The stream lacks natural sinuosity, based on historical channelization activities. The substrate consists of a "veneer" of soft organic deposits over a bedrock base. Fish habitat attributes are lacking (should fish be present upstream of the wetland complex described above), as there is no spawning habitat, no residual pool habitat units that would support fish over the summer months and no security habitat (features such as boulders, Large Woody Debris or undercut banks are not present).

The riparian vegetation adjacent to the left bank consists of a fringe of young red alder (*Alnus rubra*), willow (*Salix* sp.) and salmonberry (*Rubus spectabilis*). This fringe, which occurs on the subject property, is providing biological function, mainly in the form of bank stability, leaf litter input and nutrient input. The right bank consists of a lawn area, which has been recently disturbed by construction activities associated with development of the house (machine access). Isolated salmonberry, willows and red alder (less than 2 m high) occur within the immediate riparian area of the watercourse on the right bank. A narrow band of common rush (*Juncus effusus*) extends along the high water mark on the right bank. One mature western redcedar (*Thuja plicata*) occurs on the edge of the SPEA close to the southern property boundary on the right bank of the stream.

One mature Scotch broom (*Cytisus scoparius*) plant was observed in the SPEA (close to the high water mark) during the site assessment. Wherever this plant is found on the property in the future, it should be removed, as it is invasive. Prompt removal is recommended on the subject property, before the species becomes established. Removal of Scotch broom infestations once a population becomes established can be very difficult. Scotch broom should be removed while it is in full flower, but before it goes to seed. This will help prevent the plant from re-sprouting, as the root stock will contain less energy during the flowering phase. Small broom plants (less than the diameter of a pencil) can be pulled out of the ground. Care must be made to avoid soil disturbance when pulling plants, as this can bring more seeds to the surface (Scotch broom seeds can remain viable in the soil for a long time period – up to 80 years). Larger plants can be cut, but the cut must be made close to the soil/root interface; if the cut is made too high, the plant will re-sprout vigorously from the remaining stem.

Based on measurements taken from the high water mark during the field assessment, activities associated with construction of the house (including a stone stairway) have occurred beyond the

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10 m SPEA (albeit up to the outer edge of the SPEA). The house itself is approximately 15 m from the high water mark. A comparison with site conditions in the riparian area during the Madrone 2011 stream mapping project indicates that the riparian area adjacent to the right bank consisted of lawn in 2011. As noted, disturbance has occurred over the lawn area within the SPEA, as a result of activities associated with construction of the residence. Disturbance to the lawn has not resulted in any impacts to functioning riparian vegetation. During the assessment, it was noted that grass was beginning to grow back in the disturbed areas.

The landowner is very interested in planting native shrubs and trees in the SPEA to enhance the current value of the SPEA, both in terms of benefitting potential downstream fish habitat and also increasing wildlife value (e.g. encouraging bird use). I have included a list of species (Table 1) that are recommended for planting inside the SPEA, to improve habitat conditions in comparison with the existing land use (lawn). The most benefit would be realized if the recommended species were planted within 2-5 m of the stream.

Table 1. Recommended species for enhancement of the SPEA – 538 Wildwood Crescent

Latin Name	Common Name
Shrubs	
<i>Rubus spectabilis</i>	Salmonberry
<i>Ribes sanguineum</i>	Flowering currant
<i>Rubus parviflorum</i>	Thimbleberry
<i>Lonicera involucrata</i>	Black twinberry
Herb	
<i>Polystichum munitum</i>	Swordfern
Trees	
<i>Pseudotsuga menziesii</i>	Douglas-fir
<i>Thuja plicata</i>	Western redcedar
<i>Cornus nuttallii</i>	Flowering dogwood
<i>Prunus emarginata</i>	Bitter cherry

Shrubs and herbs should be spaced at least 1 m apart, with trees interspersed throughout (using one-gallon pots). Planting would be most successful if carried out during the early spring or autumn months, when both soil moisture and temperature are at optimal levels for plant survival. Based on the significant population of Columbian black-tailed Deer (*Odocoileus hemionus columbianus*) on Gabriola Island, any enhancement of the SPEA should consider protection of the plants from deer browse (e.g. by fencing). Native plants are naturally drought-tolerant, but watering would likely be required over the first summer, to allow the plants to become established.

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2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date:

2016-01-04

Description of Water bodies involved (number, type)

Goodhue Creek

Stream

X

Wetland

Lake

Ditch

Number of reaches

1

Reach #

1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)	
starting point	3.6		I, <u>Trystan Willmott</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
upstream	3.5	0.5	
	4.1		
	3.8		
	3.0		
	2.8		
downstream	2.9	0.5	
	3.1		
	3.8		
	3.1		
	2.6		
Total: minus high /low	29.6		
mean	3.3	0.5	
	*R/P	C/P	S/P
Channel Type	X		

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons		X	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes
			I, <u>Trystan Willmott</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:			Method employed if other than TR
	LC	SH	TR
SPVT Type			X

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Polygon No:

LC SH TR

SPVT Type

Method employed if other than TR

Polygon No:

SPVT Type

Method employed if other than TR

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No: 1 If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons

LWD, Bank and Channel Stability ZOS (m) 10

Litter fall and insect drop ZOS (m) 10

Shade ZOS (m) max 9.9 South bank Yes No ☒ X

Ditch Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)

Ditch Fish Bearing Yes No If non-fish bearing insert no fish bearing status report

SPEA maximum 10 (For ditch use table3-7)

Segment No: If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons

LWD, Bank and Channel Stability ZOS (m)

Litter fall and insect drop ZOS (m)

Shade ZOS (m) max South bank Yes No

SPEA maximum (For ditch use table3-7)

Segment No: If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons

LWD, Bank and Channel Stability ZOS (m)

Litter fall and insect drop ZOS (m)

Shade ZOS (m) max South bank Yes No

SPEA maximum (For ditch use table3-7)

I, Trystan Willmott, hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
 b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Ian Durrance;

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- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

*The "riffle-pool" channel morphology represents a default choice based on stream width and gradient, as opposed to actual channel-forming processes observed in the field. The stream does not represent a typical riffle-pool sequence, as it has been historically channelized.

The high water mark was identified in the field with labelled blue flagging; the outside of the SPEA was identified and labelled with orange flagging to provide a preliminary visual marker of the extent of the protected area. Since the completion of the field assessment, the SPEA has been professionally surveyed and staked as a horizontal distance from the flagged high water mark. The survey data forms the basis of the Site Plan (Section 3).



PROJECT: Riparian Areas Regulation Assessment: 538 Wildwood Crescent		LOCATION: GABRIOLA ISLAND, BC	CLIENT: Ian Durrance	DOSSIER NO: 15.0303	
ASSESSED BY: Trystan Willmott, B.Sc., A.Sc.T.	FIELD VISIT: November 03, 2015	MAP SCALE: 1:500	MAPPING DATE: January 04, 2016	DRAWN BY: Johnathan Mack	



LEGEND

- Property Boundary
- Parcel Boundary
- Building
- Stream
- High Water Mark
- Rock Wall
- Septic Field
- Riparian Assessment Area (30m)
- Maximum SPEA (10m)
- Zones of Sensitivity**
- Shade (9.9m)
- Large Woody Debris (10m)
- Insect Drop / Litterfall (10m)

0 5 10 15 20 25 m

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Section 4. Measures to Protect and Maintain the SPEA

This section is required for detailed assessments. Attach text or document files, as needed, for each element discussed in chapter 1.1.3 of Assessment Methodology. It is suggested that documents be converted to PDF *before* inserting into the assessment report. Use your "return" button on your keyboard after each line. You must address and sign off each measure. If a specific measure is not being recommended a justification must be provided.

1. Danger Trees	
I, <u>Trystan Willmott</u>, hereby certify that: e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; f) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	The majority of the SPEA represents an area that has supported in the recent past, and continues to support, a lawn area. Except for a single mature western redcedar that occurs on the edge of the SPEA close to the southern property boundary, the SPEA on the development side of the stream contains no trees. During the assessment, this redcedar appeared in good health. It was displaying seasonal "flagging", identifiable by patchy brown (dead) foliage. This is a common occurrence during the late summer and autumn months for this species. There is a fringe of young red alder and willow that occurs in a thin segment associated with the subject property on the left bank of the stream, within 2 metres of the stream. Based on the distance of the residence from this fringe of young trees, and the distance from any "targets" on the neighbouring property to the east, it is unlikely that trees in this vegetated fringe would require management in the future related to addressing potential hazards. If a potential hazard tree were identified at any point in the future in the vegetated fringe on the left bank, or the mature western redcedar on the edge of the SPEA on the right bank required treatment in the future, appropriate strategies would need to be employed. Management options that are focused on retention of as much of the tree stem as possible (while still maintaining immediate and future safety concerns), as opposed to complete removal, represent the most appropriate management techniques. Prior to the removal of or initiation of management techniques on any tree, an appropriately qualified professional (e.g. professional forester with specific knowledge related to the management of wildlife trees) must be retained in order to determine the most appropriate tree management. In the event that stems or limbs are cut down, the Coarse Woody Debris (CWD) must remain within the SPEA. The CWD will continue to provide benefits to wildlife (e.g. security habitat for amphibians), provide nutrients to the soil as it breaks down and also help to retain soil moisture.

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	Any removal of a danger tree from the SPEA must be offset by planting trees in the SPEA. At a minimum, a 2:1 replacement ratio is required. Western redcedar represents the most appropriate species to plant, based on its longevity, natural resistance to decay and associated long-term benefits afforded to riparian areas.
2. Windthrow	
I, <u>Trystan Willmott</u>, hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	Windthrow is usually caused by clearing extensive treed areas and creating exposed edges. Trees that lose the benefit of shelter from surrounding forested stands that are removed are considered vulnerable to blow-down (i.e. the exposed trees are not considered "windfirm"). The construction of the residence occurred in an area that previously supported a lawn (as per comparisons to site conditions in 2011). As such, the removal of trees was not required for construction of the house. The development activities on the subject property, therefore, have not resulted in any increased exposure of trees to wind in relation to pre-development conditions, which includes the riparian fringe on the left bank and the redcedar on the right bank.
3. Slope Stability	
I, <u>Trystan Willmott</u>, hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	The house has been constructed on level ground in the approximate centre of the lot. From the edge of the stream, the terrain slopes gently through the SPEA. No indicators of slope instability were observed on this shallow slope. Based on the gradient of the slopes and location of the development, construction activities that have occurred on the property, and remaining development activities, have not resulted in or will not result in, any increased potential for negative impacts to the SPEA related to slope instability.

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4. Protection of Trees	
I, <u>Trystan Willmott</u>, hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	As noted, the land use in the SPEA consisted of a maintained lawn prior to the construction of the house (based on a comparison to conditions in 2011 during the Madrone stream mapping project). Due to the pre-development conditions of the SPEA, development activities on the property would not have caused any negative impacts to trees. The trees growing in the riparian fringe along the left bank were unaffected by the development. Based on the distance of the single western redcedar growing in the SPEA close to the southern property boundary from the development footprint associated with the house, it also remained unaffected (including the rooting zone). Remaining development activities (construction of walkways and a patio) will not impact upon the rooting zone of this tree, based on the location of the tree relative to the construction footprint.
5. Encroachment	
I, <u>Trystan Willmott</u>, hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	The SPEA represents an area where new development activities are not permitted (including remaining activities associated with the walkways and patio). Under the Riparian Area Regulations, the following activities are considered "development": - Removal, alteration, disruption or destruction of vegetation; - Disturbance of soils; - Construction of temporary or permanent structures; - Creation of non-structural impervious or semi impervious surfaces; - Flood protection works; - Construction of roads and trails; - Provision and maintenance of sewer/water services; - Development of drainage systems; and - Development of utility corridors.

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	The footprint of the residence (including the stone stairway) does not encroach on the SPEA, although the stone stairway does occur up to the outer edge of the SPEA. A perforated pipe has also been buried through the SPEA, with the outlet over a grassy area within approximately 2 m of the right bank of the stream. This pipe collects and disperses water from perimeter drains around the house. As noted previously, the lawn area inside the SPEA has been disturbed by machine access during construction activities. This construction-phase encroachment has not resulted in any impacts to functioning riparian vegetation, and the area is being returned to lawn (during the assessment, grass was growing back over the disturbed areas). The landowner is very interested in changing the landscape of the SPEA from a lawn to an area supporting functioning riparian vegetation (as per the recommended vegetation list contained in Section 1). These recommended enhancement activities are not considered "encroachment". No new development activities are permitted inside the SPEA, the outer edge of which should be clearly demarcated with an aesthetically-pleasing fence over the long term (e.g. split rail cedar design). The location and extent of the SPEA should be clearly registered with the parcel, which will allow any future property owners to be fully aware of the restrictions associated with the SPEA.
6. Sediment and Erosion Control	
	I, <u>Trystan Willmott</u>, hereby certify that: - I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; - I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; - I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation
	Activities that are associated with construction lead to the creation of exposed (un-vegetated) ground, which is prone to erosion from rain-splash. Once soil particles are dislodged, entrainment in surface water and subsequent transportation over the land surface can occur. Sediment from overland flow in association with construction activities can then be introduced into watercourses. As with other construction-related mitigation techniques, measures that address erosion and sediment control are most effective during the development phase. Areas that were disturbed in the SPEA and RAA during the construction process are currently greening up with a flush of grass. This cover of grass will protect areas that were disturbed during the construction process during the coming wet late autumn and winter months. The grass cover will prevent soil particles from becoming dislodged, avoiding the potential for the creation of turbid surface flow.

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	While it is not possible to definitively ascertain whether the construction phase caused any release of sediment into Goodhue Creek, no obvious signs of erosion (e.g. rills or gullies) were observed during the site assessment. It was also apparent that an undisturbed strip of grass remained within approximately 2-3 metres of the high water mark. No signs of sediment movement or erosion through this undisturbed vegetated strip were observed during the site assessment. As the majority of land disturbance associated with the construction of the residence is complete, erosion and sediment control must now be focused on remaining activities related to the construction of the patio and walkways. The objective is to prevent the movement of sediment beyond the remaining construction area into the SPEA and/or watercourse. Disturbance resulting from preparing the ground for the walkways and patio will be minimal, but there is still the potential for erosion of exposed ground and subsequent transportation of sediment. Any excavated material, or exposed ground that is created prior to placing the walkway and patio surfaces, must be covered to prevent erosion. Tarps can be effective in this regard, especially as a temporary cover over the actual patio/walkway footprint areas. Straw mulch can also be used to cover excavated material and/or exposed ground. Covering disturbed areas associated with the remaining construction activities will effectively prevent the displacement of soil particles from rain-splash erosion. As a more permanent measure, exposed areas should be seeded to allow the establishment of a natural barrier to erosion processes.
7. Stormwater Management	I, <u>Trystan Willmott</u>, hereby certify that: - I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; - I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; - I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation
	Construction activities generally lead to an increase in the coverage of impervious surfaces, which decreases the natural infiltration of water into the ground and increases stormwater run-off. Elevated stormwater run-off can have negative impacts on watercourses, including a potential increase in destructive short-lived peak flow events and a decrease in the long-term supply of water to a system (e.g. groundwater release), which can result in lower flows in the summer months. With an apparent increase in the frequency of extreme droughts over the summer months, the appropriate management of stormwater is becoming more important. Capturing storm run-off during the winter months and returning it to natural hydrological pathways helps to encourage infiltration and recharge groundwater supplies. Perimeter drains around the house currently capture run-off from the impermeable roof

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	top. A perforated PVC pipe directs this water to an outlet located within approximately 2 metres of the high water mark of the stream. This management technique will help to encourage the return of stormwater to the ground (i.e. through infiltration from the perforated pipe). Additional activities that may be proposed on the property should use techniques that address stormwater management. For example, upgrades to the access driveway (if required) should only incorporate the use of permeable surfaces (e.g. gravel as opposed to paving). Any landscaping on the property (including the walkways and patio area) should consider the use of pervious paving techniques (e.g. using paving slabs, which allows for infiltration of water through the cracks between the slabs, as opposed to concrete). Rainwater can also be collected in rain barrels, with the overflow directed to the existing perforated pipe system. Larger cisterns can also be used to store rainwater for use during the summer months.
8. Floodplain Concerns (highly mobile channel)	
I, <u>Trystan Willmott</u>, hereby certify that: a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>; b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Ian Durrance</u>; c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
	Goodhue Creek has been historically channelized through the subject property and there are no floodplain-related hydrological processes. Measures (including any retroactive considerations) related to floodplain concerns are, therefore, not applicable.

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Section 5. Environmental Monitoring

Attach text or document files explaining the monitoring regimen. Use your "return" button on your keyboard after each line. It is suggested that all document be converted to PDF *before* inserting into the PDF version of the assessment report.

Include actions required, monitoring schedule, communications plan, and requirement for a post development report.

As the majority of the development proposal had already been completed at the time of the assessment, the main objective of the assessment was to establish a SPEA and determine whether the SPEA had been impacted by the development of the house. As such, the assessment represents, in part, a post-construction site visit. The assessment indicated that the 10 m SPEA had not been encroached upon by the footprint of the house (including associated features - e.g. stone stairway). Ground disturbance in the SPEA, which was attributed to construction of the house and related features (e.g. stone stairway and burial of a perimeter drain discharge pipe), occurred over a pre-existing lawn area, which is currently being returned to lawn. Enhancement throughout this lawn area with native vegetation, as detailed in Section 1, will help improve the current biological function of the SPEA.

It is important to ensure that the SPEA and associated restrictions are registered to the property parcel. This will allow any future property owners to be fully aware of the restrictions associated with the SPEA, as per the list of activities included in Measure No. 5, which discusses encroachment.

Although the vast majority of construction activities had been completed at the time of the assessment, the site should still be monitored to ensure that remaining development of the patio and walkways respect the SPEA boundaries and are constructed in accordance with the measures (most notably erosion and sediment control). Upon immediate completion of the patio and walkways, the landowner must contact a Qualified Environmental Professional to enable the completion of a final site inspection. This inspection, in addition to the observations of the site made to date as part of the riparian assessment, would form the basis of a post-construction report, which would be submitted to the Riparian Areas Regulation Notification System.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Section 6. Photos



Looking upstream (North) along Goodhue Creek where it enters the subject property via a culvert under Wildwood Crescent.



Looking downstream (south) along Goodhue Creek.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report



Looking downstream (south) along Goodhue Creek showing high water mark flagging on the right bank.



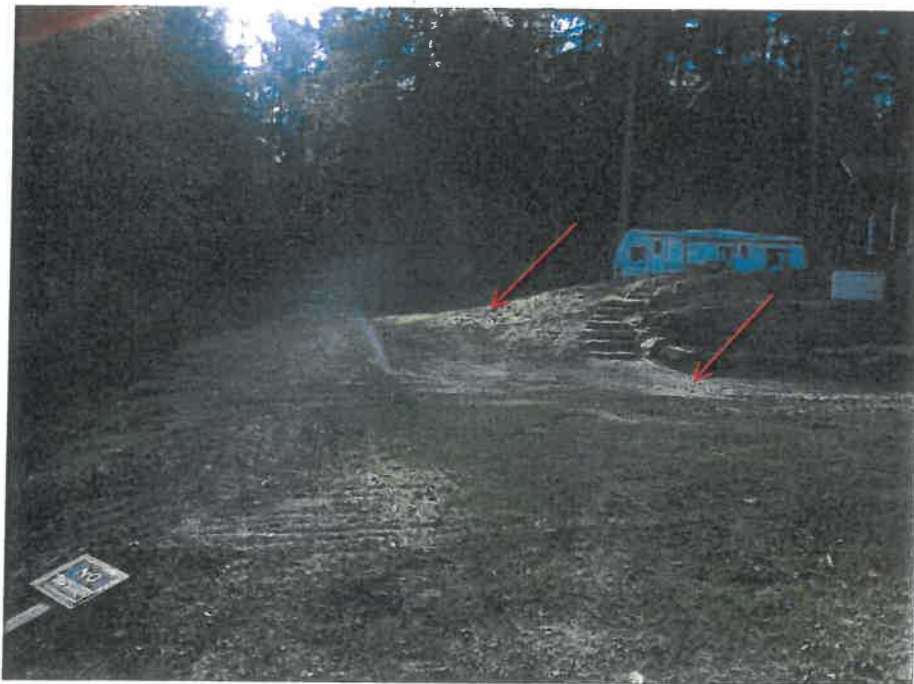
Looking north through the subject property showing the recently-constructed residence in the RAA adjacent to the right bank of the watercourse. The fringe of riparian vegetation visible on the left bank occurs on the subject property.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report



Looking west through the SPEA towards the recently-constructed residence.



Looking south over the SPEA. Red arrows highlight flagged orange stakes placed along the outer edge of the SPEA. Note that development of the stairway has occurred up to the edge of the SPEA. Also note that grass is re-establishing over disturbed areas.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report



Looking south towards the western redcedar located on the outer edge of the SPEA close to the southern property boundary.



Outlet of perforated pipe connected to perimeter drains around the residence.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report



Scotch broom plant observed close to the high water mark of Goodhue Creek.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Section 7. Professional Opinion

Assessment Report Professional Opinion on the Development Proposal's riparian area.

Date 2016-01-04

1. I, Trystan Willmott

Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.)

hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am qualified to carry out the assessment of the proposal made by the developer Ian Durrance, which proposal is described in section 3 of this Assessment Report (the "development proposal");
- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation; AND

2. As a qualified environmental professional, I hereby provide my professional opinion that:

- a) if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, OR

(Note: include local government flex letter, DFO Letter of Advice, or description of how DFO local variance protocol is being addressed)

- b) ☒ if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

[NOTE: "qualified environmental professional" means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if

- (a) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association,
- (b) the individual's area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal, and
- (c) the individual is acting within that individual's area of expertise.]



ATTACHMENT 2

SEWERAGE SYSTEM LETTER OF CERTIFICATION

Filing#: NA19-126 Folio or PID#: 003-431-657 Date: 10 July 2019

Civic Address: 538 Wildwood Crescent, Gabriola Island

Legal Description: _____
 Lot 5 Plan 21531 LD32 Sec 13 Gabriola Island

The construction of the proposed sewerage system on the above property was completed on: 02 Nov 2011

This system was installed:

- ☒ By or under the supervision* of a professional Name: Kelly Karr Registration #: 13207
- ☐ By a Registered Onsite Wastewater Practitioner Installer Name: _____ Registration #: _____
- ☐ By the property Owner under the supervision* of Name: _____ Registration #: _____

I am an "Authorized Person" as defined in the Sewerage System Regulation "BC Reg. 326/2004." The signature and seal of the undersigned on this document certifies that:

- The Owner has been provided with:
 - A copy of the sewerage system plans and specifications as filed with the Health Authority;
 - A maintenance plan for the sewerage system that is consistent with standard practice;
 - A copy of this Letter of Certification as filed with the Health Authority;
- The sewerage system has been constructed in accordance with standard practice as indicated in the Sewerage System Filing Form filed on (date) amended 10 July 2019;
- The sewerage system has been constructed substantially in accordance with the plans and specifications filed with the Health Authority;
- The estimated daily domestic sewage flow through the sewerage system will be less than 22,700 liters;
- If operated and maintained as set out in the maintenance plan, the sewerage system will not cause or contribute to a health hazard.

* Where the authorized person is a professional, "supervision" means conducting field reviews of the construction of the above system that the professional in his or her professional discretion considers necessary to ascertain whether the construction substantially complies with the plans and specifications filed with the Health Authority.

Appended to this document is a plan of the sewerage system as it was built and a copy of the maintenance plan.

Name (please print): <u>Kelly R Karr</u>	Health Authority Use Only
Signature: 	
Authorized Person's Seal  <u>10 July 2019</u>	Vancouver Island Health Authority Environmental Health- Nanaimo DATE RECEIVED <u>JUL 11 2019</u> Received By  (VIMA Staff Signature)



RECORD OF SEWERAGE SYSTEM

Filing # (OFFICE USE ONLY)

NA119/126

1. Property Information

☒ New Construction

☐ Alteration

☒ Repair

☒ Amendment - Original Filing #

NA111/145

Tax Assessment Roll #

13876.020

PID #

003-431-657

Legal Description (Plan, Lot, District Lot, Block Numbers)

Lot 5 Plan 21531 LD32 Sec 13

Street (Civic) Address or General Location

538 Wildwood Crescent

City

Gabriola Island

2. Owner Information

Name of Legal Owner

Ian Durrance

Mailing Address

4407 Bowman Drive

Phone

817-713-9313

City

Colleyville

Prov

TX

Postal Code

76034

3. Authorized Person Information

Name of Authorized Person

Kelly R. Karr

Mailing Address

809 Industrial Way

Phone

250-478-1158

City

Victoria

Prov

BC

Postal Code

V9B 6E2

Registration #

13207

Email

kelly@sewagesolutions.com

4. Structure Information

Sewerage System Will Serve:

☒ Single Family Dwelling

☐ Other Structure (specify)

☐ Other Dwelling (specify)

The sewerage system is designed for an estimated minimum daily domestic sewage flow of (check one)

☒ Less than or equal to 9,100 litres

☐ More than 9,100 litres but less than 22,700 litres

5. Site Information

Depth of native soil to seasonal high water table or restrictive layer (cm)

35

Information respecting the type, depth and porosity of the soil is attached ☒ Yes ☐ No

GPS Location of System (decimal degrees) Latitude 49.1650852

Longitude 123.7959878

Horizontal Accuracy (m) ³

☐ Recreational GPS

☐ Differential GPS

6. Drinking Water Protection

Will the sewerage system be located less than 30 m from a well? ☐ Yes ☒ No

If yes, attach a professional's report and specify the intended distance

(m)

Distance of proposed sewerage system to the closest body of surface water

28

(m)

7. System Information

Sewerage treatment method ☒ Type 1 ☐ Type 2 ☐ Type 3

8. Legal or Regulatory Considerations

☒ Construction of the proposed sewerage system will not conflict with legal instruments registered on the property.

Is this filing submitted as the result of an order from the Health Authority? ☐ Yes (attach a copy of the order) ☒ No

9. Plot Plan and Specifications

Plot Plan (to scale) and specifications are attached

☒ Yes ☐ No

☒ The plans and specifications are consistent with Standard Practice

Source of Standard Practice: ☒ Ministry of Health Standard Practice Manual ☐ Other

10. Authorized Person's Signature

Signature

Date

10 July 2019



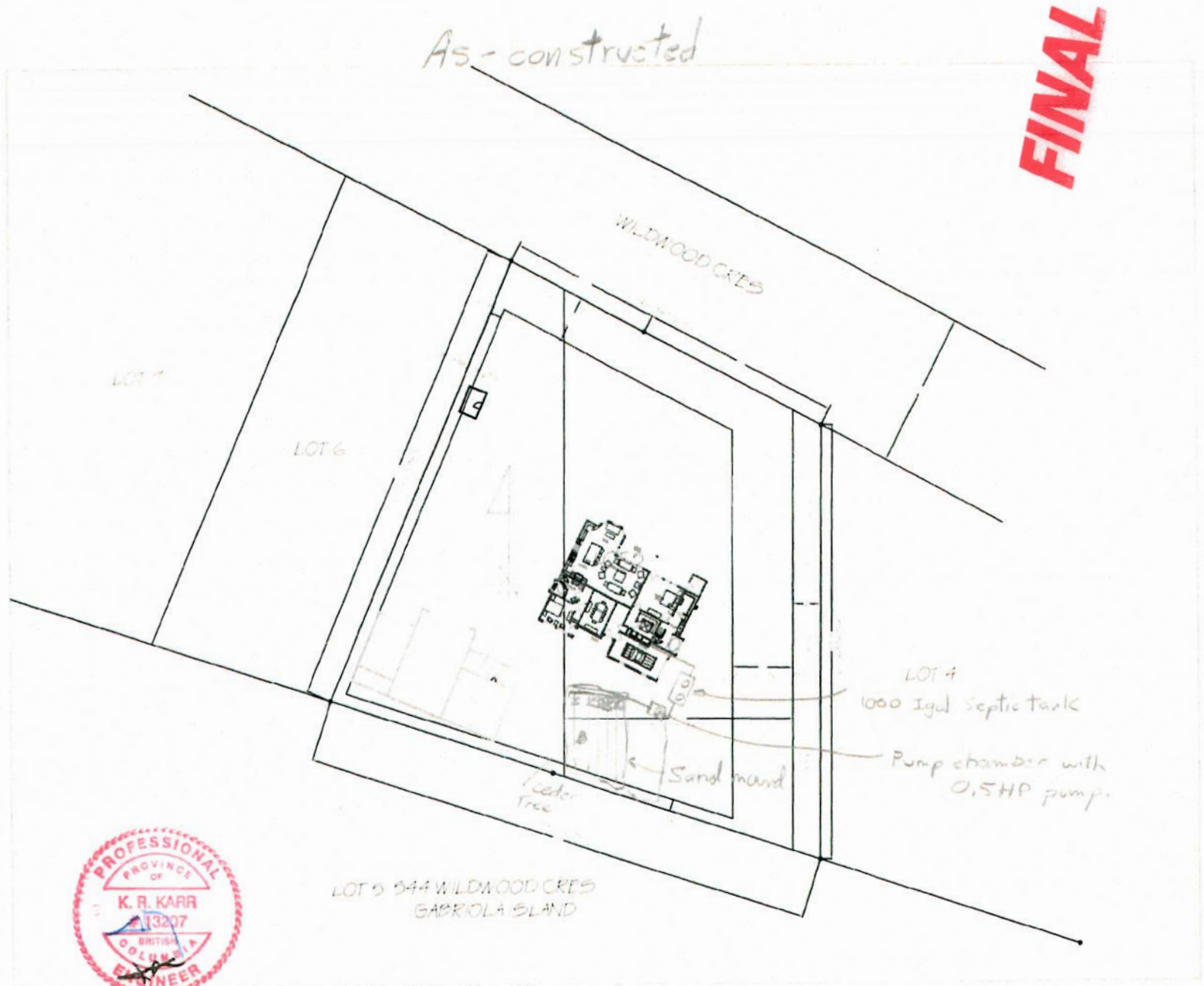
OFFICE USE ONLY

Filing Accepted Date

July 11, 2019

Receipt Number

232901



10 July 19

ATTACHMENT 3

From: David Arnell [REDACTED]
Date: November 18, 2018 at 2:21:14 PM PST
To: rkojima@islandstrust.bc.ca
Cc: FLNO.Minister@gov.bc.ca
Subject: Riparian Act Variance GB-DVP-2018.6 (Durrance)

Thank you for the invitation to give feedback about this variance. We, David and Sharon Arnell live immediately adjacent to this property. The subject property was thickly forested with mature trees down to the creek until Mr. Durrance began development. We have expressed concerns to your office several times during the development of this property. We do have concerns about the proposed variance.

- . We feel your office provided a badly worded notice - not clear what is being asked or what difference our input could make.
- . No timeline of what development occurred before the Act or after the Act.
- . No indication of when landowner should have been aware of the Act or indication of steps taken to ensure that landowners in the midst of development were informed of their obligations under the new Act. We are aware that the landowner replaced a contractor who expressed concern about the placement of the septic system near the creek and hired someone who placed the system where the landowner said.
- . We don't understand what remedies Islands Trust would undertake should the landowner fail to meet requirements in a timely fashion.
- . No accountability identified to Islands Trust or other levels of government for failures to enforce legislation while damage was being done. We believe the federal Migratory Bird Act was violated by the deforestation of the lot during nesting season - We had to watch the distress of birds as their nests were destroyed.
- . We believe Islands Trust should identify all legislation or regulations that were breached and communicate that to other appropriate bodies
- . We are unclear about how compliance with the variance will be monitored or enforced
- . We do not see a plan to improve monitoring or enforcement by Islands Trust directly
- . We do not see a plan for Islands Trust to advocate for improvement in monitoring/enforcement by other levels of government
- . We are concerned about what skills or care will be needed to minimize further damage to the creek during digging/planting new shrubs and plants

Overall we are concerned that development occurs throughout Gabriola without sufficient monitoring and enforcement of environmental protection. We understand the limitations of what can be done after the fact and we hope this process can also identify ways your office and others can be more proactive.

We hope you will be able to provide a written response to the concerns expressed by ourselves and our neighbours.

Sincerely,

David and Sharon Arnell

ATTACHMENT 4

From: Jill Haras [REDACTED]
Sent: Wednesday, November 21, 2018 2:35 PM
To: Sonja Zupanec <szupanec@islandstrust.bc.ca>
Cc: Jay Friesen [REDACTED]
Subject: Variance feedback for GB-DVP-2018.6 from 510 Wildwood Crescent

Dear Sonja, regarding Notice GB-DVP-2018.6 (Durrance) Gabriola Island Local Trust Committee, as the neighbours at 510 Wildwood Crescent, Lot 2 and 3:

We support the conditions, I, ii, iii, the fencing, planting and deer browse protection plan. That is a great idea to replace what was eliminated through the clear cutting, and then continual back hoe scraping.

We do not support Part B, Section B.2 a) to reduce the setback from Goodhue Creek from 15.0 m to allow the siting of existing structures (and the building of new ones, ie.patio). With respect to the Riparian enough damage has been done.

We do not support Part B, Section B.2 b) to reduce the setback of Goodhue Creek from 30m for the siting of a sewage disposal field. Please see photo and correspondence attached. We have never been in support of the field's location.

Jill Haras
Jay Friesen

File No.: 6500-20
(GB Cannabis Regulations)

DATE OF MEETING: October 24, 2019
TO: Gabriola Island Local Trust Committee
FROM: Sonja Zupanec, Island Planner
Local Planning Services
SUBJECT: Cannabis Regulations Project – Proposed Bylaw No. 303

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee amend Proposed Bylaw No. 303, cited as "Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2019", by correcting the imperial measurement setback sited in Item 7. from 98.4 feet to 197 feet.
2. That Gabriola Island Local Trust Committee Bylaw No. 303, cited as "Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2019", be read a second time.
3. That the Gabriola Island Local Trust Committee request staff to schedule a community information meeting and public hearing for Bylaw No. 303, cited as "Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2019".

REPORT SUMMARY

The purpose of this report is to recommend one minor amendment to the Proposed Bylaw No. 303 at second reading and recommend the bylaw be advanced to a community information meeting and public hearing.

BACKGROUND

The LTC gave first reading to Bylaw No. 303 (Attachment 1) on July 11, 2019 to amend the Gabriola Island Land Use Bylaw, 1999 (LUB), by adding definitions and regulations related to cannabis and cannabis production. Referrals to First Nations and provincial agencies were sent out following first reading. One referral response and one public response were received at the time of report preparation and are provided as an attachment to this report.

ANALYSIS

Consultation

The LTC was asked to consider consultation with a limited number of agencies, First Nations and other affected persons given the intent of the bylaw is to ensure compliance with current legislation and policies. Islands Trust Bylaw Enforcement commented that if Proposed Bylaw No. 303 is adopted, the Bylaw Enforcement and Notification bylaw will need to be updated concurrently to include the revised regulations in the Gabriola Land Use Bylaw (Attachment 2). One piece of public correspondence was received at the time of report preparation (Attachment 3). The author identified the need for a correction to Item 7. of the bylaw, to correct an imperial measurement pertaining to a setback:

“The minimum setback for buildings, structures used for cannabis production is 60 metres (~~98.4 feet~~ 197 feet) from any lot line and 150 metres (492.13 feet) from any school, park or institutional zone.”

The author also recommends the LTC consider reducing the setbacks to 10 metres, to allow for micro-cultivation of cannabis, presumably on smaller lots in the Agricultural Land Reserve (ALR). The average parcel size in the ALR on Gabriola Islands is over 7 hectares in size. Staff do not recommend a reduction in either of the two proposed setbacks.

Rationale for Recommendation

The recent introduction of the *Cannabis Act* and *Regulations* and changes to provincial legislation have created a new regulatory framework for cannabis. The LUB should be amended in order to be consistent with new legislation and to ensure continued alignment with OCP policies. The Cannabis Regulations project seeks to address current deficiencies in LTC regulations. Staff recommend the bylaw be corrected at second reading and advanced to a community information meeting and public hearing. The staff recommendation is included on Page 1 of the report.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

- 1. Further amend Proposed Bylaw No. 303, at second reading.**
- 2. Receive for information.**

NEXT STEPS

Subject to concurrence with the staff recommendations, the bylaw will be amended and the Gabriola Island LTC website will be updated accordingly. A CIM and public hearing will be advertised and scheduled during a regularly scheduled LTC meeting.

Submitted By:	Sonja Zupanec, RPP, MCIP Island Planner	October 9, 2019
Concurrence By:	Heather Kauer, AICP Regional Planning Manager	October 10, 2019

ATTACHMENTS

1. Proposed Bylaw No. 303
2. Bylaw Enforcement Referral Response
3. Public Correspondence

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 303

A BYLAW TO AMEND GABRIOLA ISLAND LAND USE BYLAW, 1999

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. Citation:

This bylaw may be cited for all purposes as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2019”.

2. Gabriola Island Local Trust Committee Bylaw No. 177, cited as “Gabriola Island Land Use Bylaw, 1999,” is amended as shown on Schedule 1, attached to and forming part of this bylaw:

READ A FIRST TIME THIS 11TH DAY OF JULY , 2019

PUBLIC HEARING HELD THIS _____ DAY OF _____ , 20XX

READ A SECOND TIME THIS _____ DAY OF _____ , 20XX

READ A THIRD TIME THIS _____ DAY OF _____ , 20XX

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 20XX

ADOPTED THIS _____ DAY OF _____ , 20XX

Chair

Secretary

Gabriola Island Local Trust Committee
Bylaw No. 303
Schedule 1

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

1. Part G – DEFINITIONS, G.1 DEFINITIONS is amended by adding the following text to the definition of “agriculture” after the word “farm”:

“but excludes cannabis production”

2. Part G – DEFINITIONS, G.1 DEFINITIONS is amended by deleting the definition of “horticulture” in its entirety and adding the following definition:

“horticulture the cultivation of fruits, vegetables, or ornamental plants for economic gain, but excludes cannabis production;”

3. Part G – DEFINITIONS, G.1 DEFINITIONS is amended by adding the following definitions:

“cannabis production the production, cultivation, synthesis, harvesting, altering, propagating, processing, packaging, storage, distribution or scientific research of cannabis or cannabis products as permitted by the *Cannabis Act* (Canada), and any subsequent regulations or acts which may be enacted henceforth, but excludes the growing of cannabis by an individual for their personal use and consumption;

cannabis products plant material from cannabis and any products that include cannabis or cannabis derivatives, intended for human consumption;”

4. Part B – GENERAL REGULATIONS, Section B.1 USES, BUILDINGS AND STRUCTURES, Subsection B.1.2 Prohibited Uses and Buildings, Article B.1.2.1 Prohibited Uses is amended by adding:

j. cannabis production except as permitted on land within the Agricultural Land Reserve.

5. Part B – GENERAL REGULATIONS, Section B.1 USES, BUILDINGS AND STRUCTURES, Subsection B.2.3 Height, Article B.2.3.2, Clause e. is deleted in its entirety and replaced with:

e. 15.0 metres (49 feet) for buildings used exclusively for cannabis production.

6. Part D - ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.1 Permitted Uses, Clause a. Permitted Principal Uses, Item v is deleted in its entirety and replaced with:

“v Cannabis production;”

7. Part D - ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.3 Regulations, Clause a. Buildings and Structures Siting Requirements, Item iii last bullet is deleted in its entirety and replaced with:

“ • The minimum setback for buildings, structures used for cannabis production is 60 metres (98.4 feet) from any lot line and 150 metres (492.13 feet) from any school, park or institutional zone.”

8. Part D - ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.3 Regulations, Clause b. Lot Coverage Limitations, Item ii text is amended by adding the following bullet:

“ • The maximum combined lot coverage of buildings and structures used for the purpose of cannabis production is 200 square metres (2152 square feet).”



Islands Trust

BYLAW REFERRAL FORM

700 North Road
Gabriola Island BC V0R 1X3
Ph: (250) 247-2063
Fax: (250) 247-7514
northinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Gabriola Island Bylaw No.: 303 (LUB Amendment) Date: July 24, 2019

You are requested to comment on the attached Bylaw for potential effect on your agency's/organization's interests. We would appreciate your response by **September 11, 2019**. If no response is received by that date, it will be assumed that your agency's/organization's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Gabriola Island Local Trust Committee

PURPOSE OF BYLAW:

Proposed Bylaw No. 303 will, if adopted, amend the current Gabriola Land Use Bylaw No. 177 to allow changes to cannabis regulations and definitions; specifically lot set backs and building size.

GENERAL LOCATION:

Gabriola Island

OTHER INFORMATION:

N/A

Please direct any communications regarding this referral to Becky McErlean, Legislative Clerk, at (250) 247-2206 or by email to bmcerlean@islandstrust.bc.ca

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

Sonja Zupanec

(Signature)

Sonja Zupanec

Name: _____

Island Planner

Title: _____

This referral has been sent to the following agencies:

Federal Agencies

N/A

Regional Agencies

Regional District of Nanaimo

Provincial Agencies

Agricultural Land Commission

Adjacent Local Trust Committees and Municipalities

N/A

Non-Agency Referrals

Islands Trust Bylaw Compliance and Enforcement
Gabriola Island Advisory Planning Commission

First Nations

Snuneymuxw First Nation

PLEASE TURN OVER 

88

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reason(s) Outlined Below

☒

Approval Recommended Subject to Condition(s) Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason(s) Outlined Below

Bylaw Enforcement Notification Bylaw No. 263 will need to be amended and the contravention schedule updated in order to allow bylaw staff to use Bylaw Notices to enforce any infractions created by the adoption of the new regulations. Bylaw No. 303 should be adopted along with any necessary amendments to Bylaw No. 263.

**Gabriola Island Local Trust Area –
Gabriola Island**

(Island)



(Signature)

11 September 2019

(Date)

Bylaw No. 303 (LUB Amendment)

(Bylaw Number)

Bylaw Enforcement & Compliance Manager

(Title)

Islands Trust Bylaw Enforcement &
Compliance

(Agency)

From: Stephen Cooper [REDACTED]
Sent: Friday, August 16, 2019 4:46 PM
To: northinfo <northinfo@islandstrust.bc.ca>
Subject: Cannabis Regulations Project - Draft Bylaw 1st reading - Error

To whom it may concern,

Reading through your draft bylaws for Gabriola Land use no. 303 I noticed an error. In section 7 Part D you said **“The minimum setback for buildings, structures used for cannabis production is 60 meters (98.4 feet) from any lot line...”** “ 60 meters is 197 feet not 98.4 feet.

Whether it is the 60 meter Micro-cultivation killing regulation or the more reasonable 30 meter (98.4 feet) setback, its just bad regulation. These massive setbacks are meant to kill off anyone wanting have a micro-cultivation operation. The province has made the *suggestion* of 30 meters, not sure where the 60 meters came into your regulation but I seriously hope it’s just a typo and not something that is going to be considered.

I strongly urge the Gabriola Land Trust to roll back the setbacks to a more reasonable 10 meters, this will at least allow some people who wish to start a micro-cultivation operation a fighting chance.

Stephen Cooper

**PETITION TO THE ISLANDS TRUST AND ALL LOCAL TRUST COMMITTEES
DO NOT ADOPT THE PROPOSED "MODEL STRATEGY FOR
ANTENNA SYSTEMS": CREATE AN ANTENNA SITING POLICY THAT
PRESERVES AND PROTECTS**

We, the undersigned, residents of Canada, draw the attention of the Islands Trust and our Local Trust Committees to the following:

THAT WHEREAS the telecommunications industry is preparing for 5G, moving away from macro tower installations and towards installing many small cell or microcell antennas in our public rights-of-way, and;

WHEREAS the federal government gives the public no input on the placement of small cell antennas on existing structures like utility poles on our streets, and;

WHEREAS the proposed Trust-wide *Model Strategy for Antenna Systems* now being voted on for adoption is much less protective than current individual Local Trust policies now in place,

THEREFORE, we the undersigned **RESIDENTS OF CANADA** call upon **LOCAL TRUST COMMITTEES**, and the **ISLANDS TRUST** overall, to create a Trust-wide Antenna Siting Protocol that is as protective as possible, thus adhering to the Precautionary Principle as outlined in several Trust regions' official community plans.

Such a policy would state that:

- Radiofrequency radiation-emitting antennas be located no closer to areas of continuous human activity than 500 metres, with the cumulative sum total of incident radiofrequency power density levels at regularly occupied buildings not to exceed 2 microwatts/cm², consistent with the Salt Spring Antenna protocol of 2011; and,
- Antennas not be placed near sensitive areas including schools, playgrounds, and day care facilities, consistent with the current 2018 Galiano Island siting protocol, and that hospitals, long-term care facilities and areas where people frequently congregate, including parks, beaches and lakes, be 1000 metres away from telecom facilities.

PRINTED NAME	SIGNATURE	ADDRESS
APRIL STEELE	[REDACTED]	Gabriela

- Please Sign and give to Your Local Trustee.

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PRINTED NAME	SIGNATURE	ADDRESS
Jane Nowosad	[REDACTED]	Gabriela
M Nowosad	[REDACTED]	D. Gars

- Please Sign and give to Your Local Trustee.

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PRINTED NAME	SIGNATURE	ADDRESS
FRANCA BURD		
BILL BURD		

- Please Sign and give to Your Local Trustee.

PRINTED NAME	SIGNATURE	ADDRESS
AVERIL PEARSON		
RICHARD PEARSON		

- Please Sign and give to Your Local Trustee.

PRINTED NAME	SIGNATURE	ADDRESS
JANE WARE		

- Please Sign and give to Your Local Trustee.

PRINTED NAME	SIGNATURE	ADDRESS
JOAN CELLIK		Rd. SARRIOLA
STEVEN CELLIK		

- Please Sign and give to Your Local Trustee.

including parks, beaches and lakes, be 1000 metres away from telecom facilities.

PRINTED NAME	SIGNATURE	ADDRESS
SHEILA CARSON		

- Please Sign and give to Your Local Trustee.

MEMORANDUM

File No.: 3026-10 (LTC General –
Meeting Logistics)

DATE OF MEETING: October 24, 2019
TO: Gabriola Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: 2020 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee schedule its regular business meetings on the following dates in 2020: January 16, February 27, April 2, May 14, June 25, July 30, September 10, October 22, and November 26.

DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2020. Tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Trust Fund Board, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

If alternative dates are proposed, LTCs should avoid scheduling meetings on dates which may conflict with other planned meetings or events. Key dates are noted for reference in Attachment 1. Note, LTCs do not need to identify the planned start times or locations for meetings. Meeting details will be advertised in accordance with legislated notification requirements.

Submitted By:	Heather Kauer, AICP Regional Planning Manager	September 23, 2019
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ATTACHMENT

1. Tentative 2020 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2020 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	January 21 - March 17 - May 19 - July 7 - September 8 - November 3 -	January 16 February 27 - April 2 May 14 June 25 July 30 - September 10 October 22 November 26 -	January 30 - March 26 - May 28 - July 23 - October 1 November 19 -	January 24 - March 6 - May 1 June 26 - August 28 - November 6 -	- February 24 - April 27 June 22 - August 10 - October 5 - -	- February 11 - April 14 - June 2 July 21 - September 1 October 27 - -	- - March 4 - - - - - October 7 - -
Total	6	9	6	6	5	6	2
Day	Tuesday	Thursday	Thursday	Friday	Monday	Tuesday	Wednesday
Time	12:30 pm	10:15 am	10:30 am	11:30 am	11:00 am	9:30 am	10:00 am
Location	Denman Activity Centre	Gabriola Arts & Heritage Centre	Various	New Horizons	Judith Fisher Centre	Thetis Community Centre	Various

Key Dates

Stat Holidays	Jan. 1; Feb.12; Apr 10, 13; May 18; July 1; Aug.3; Sept.1; Oct.12; Nov.11; Dec.25, 26
Trust Council	Mar. 10-12, June 16-18, Sept 15-17, Dec. 1-3 – locations tbd
Executive Committee	TBD
Financial Planning Committee	TBD
Islands Trust Conservancy Board	TBD
Trust Programs Committee	TBD
Local Planning Committee	TBD
SD 79 (Cowichan) Spring Break	Mar 9-20
SD 46 (Sunshine Coast) Spring Break	Mar 16-27
SD 68 (Nanaimo) Spring Break	Mar 16-27
SD 71(Comox) Spring Break	Mar 16-27
Salish Sea Ecosystem Conference	April 20-22
AVICC Conference	April 17-19
LGMA Conference	June 9-11
PIBC/CIP Conference	July 7-10
UBCM Conference	Sept. 21-25

Grant Title: 2020 Poverty Reduction Planning & Action Program

Granting Agency: UBCM

Funding Available: Single applicants - up to \$25,000 (stream 1) and up to \$50,000 (stream 2), Regional projects – up to \$150,000 (both streams)

Eligibility: One application from Islands Trust only –resolutions needed

Internal Expression of Interest (EOI) deadline: Monday December 30, 2019

Funder Deadline: February 28, 2020.

Criteria/Overview:

To qualify for funding, applications must demonstrate the extent to which proposed activities will reduce poverty at the local level. To qualify for funding, projects must:

- Focus on one or more of the six priority action areas identified in TogetherBC:
- Housing o Families, children and youth o Education and training
- Employment
- Income supports
- Social supports
- Be a new project (retroactive funding is not available);
- Be capable of completion by the applicant within one year from the date of grant approval; 2020 Poverty Reduction Planning & Action Program & Application Guide 2
- Involve key sectors of the community including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

Within the six priority areas, eligible projects may also address one or more of the other key priorities identified in TogetherBC: mental health and addictions, food security, transportation, and/or access to health care.

Funding requests from two or more eligible applicants for **regional projects** may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request. The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 6 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

Eligible Activities:

Stream 1: Poverty Reduction Plans and Assessments:

Eligible activities must be cost-effective and include:

- Development of a local Poverty Reduction plan or assessment that addresses one or more of the six priority action areas as identified in TogetherBC;
- Engagement of people living in poverty or with a lived experience of poverty in planning activities;
- Adding a poverty reduction lens including specific activities and outcomes to support people living in poverty, to existing plans or policies, such as:
 - Official Community Plans or community or neighbourhood plans;
 - Zoning and other policies; o Development permit requirements;
 - Emergency response, evacuation, and/or emergency support services plans; o Food security and food systems planning;

- Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.).

Stream 2: Poverty Reduction Action:

The intent of this funding stream is to support communities to undertake local projects in order to reduce poverty at the local level. In order to be eligible for Stream 2 funding, eligible applicants are required to have completed a Poverty Reduction plan or assessment, or demonstrate that their Official Community Plan, or an equivalent plan, is inclusive of poverty reduction principles.

Under Stream 2, eligible activities must be cost-effective and may include:

- Pilot projects to evaluate the impact of providing supports such as reduced-fare transit, recreation passes, or other service opportunities for low-income residents;
- Supporting financial security through tax-filing programs;
- Awareness campaigns to reduce stigma around poverty and promote social inclusion;
- Social enterprise initiatives that provide supported employment opportunities for people with multiple barriers to employment;
- Local food security initiatives including food-waste diversion projects and community kitchens that support training and social inclusion, as well as access to food;
- Pilot projects to assist key populations living with low income as identified in TogetherBC.

Website: <https://www.ubcm.ca/EN/main/funding/lgps/poverty-reduction.html>

Program guide: <https://www.ubcm.ca/assets/Funding~Programs/LGPS/PovRed/poverty-reduction-planning-action-program-guide.pdf>



OCT 10 2019

Peter Luckham, Chair
Islands Trust Council
1627 Fort Street, Suite 200
Victoria BC V8R 1H8

Reference: 288260
Your File: 11-5595-30

Dear Chair ~~Luckham~~ *Peter*,

Re: Active Transportation

Thank you for your letter requesting the inclusion of active transportation infrastructure as part of planned upcoming road work on Gabriola Island.

The ministry is committed to investing in infrastructure that promotes safe transportation alternatives and reduces traffic congestion and greenhouse gas emissions while supporting healthier living.

The resurfacing work you mention that was recently completed on Gabriola Island involved a road preservation procedure known as sealcoating. Sealcoating is the application of a protective coating to an existing asphalt base to protect against oils and the weather. I recognize you would have liked the ministry to incorporate active transportation infrastructure while our crews and equipment were on the island for this project. However, the sealcoating equipment we barged over cannot widen or pave roads, so crews were unable to construct wider shoulders or additional lanes for cycling.

Like you, I believe Gabriola Island would benefit from expanded active transportation networks. The Province's well-established cycling infrastructure grant program helps local governments, towns, cities, and First Nations create and maintain cycling networks. The grant program is a partnered program that shares the cost of municipal cycling infrastructure projects, such as separated bike paths and bicycle/pedestrian overpasses, with local governments. Since 2014, the ministry has invested approx. \$30 million in cycling grants and infrastructure projects across the province.

As you know, the ministry recently launched a new provincial active transportation strategy—Move. Commute. Connect.—which is designed to encourage active transportation use and build on the success of the cycling grant program and work with communities to create policies and plans that support complete active transportation networks around the province. The strategy was developed following an extensive public consultation process and aims to double the percentage of trips taken with active transportation by 2030.

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Ministry of Transportation
and Infrastructure

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

The ministry's Director of Strategic Initiatives, Jesse Skulmoski, would be pleased to discuss opportunities to develop safe active transportation on Gabriola with you and can be reached directly by telephone at 778 974-5274 or by email at Jesse.Skulmoski@gov.bc.ca.

Thank you again for taking the time to write.

Yours sincerely,



Claire Trevena
Minister

Copy to: Jesse Skulmoski, Director
 Strategic Initiatives

Islands Trust
LTC EXP SUMMARY REPORT F2020
Invoices posted to Month ending August 2019

620 Gabriola	Invoices posted to Month ending August 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-620	LTC "Trustee Expenses"	1,355.00	0.00	1,355.00
LTC Local				
65200-620	LTC - Local Exp - LTC Meeting Expenses	4,578.00	1,199.01	3,378.99
65210-620	LTC - Local Exp - APC Meeting Expenses	493.00	768.88	-275.88
65220-620	LTC - Local Exp - Communications	1,000.00	66.00	934.00
65230-620	LTC - Local Exp - Special Projects	588.00	0.00	588.00
TOTAL LTC Local Expense		<u>6,659.00</u>	<u>2,033.89</u>	<u>4,625.11</u>
Projects				
73001-620-4097	Gabriola Housing Options & Impacts	7,000.00	360.05	6,639.95
73001-620-4104	Gabriola Cannabis Regulations	2,600.00	0.00	2,600.00
73001-620-4105	Gabriola Ecological Protection Zone	7,000.00	0.00	7,000.00
TOTAL Project Expenses		<u>16,600.00</u>	<u>360.05</u>	<u>16,239.95</u>

Gabriola Island Local Trust Committee Policies & Standing Resolutions

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 the local newspaper. • 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.

2.	June 14, 2018	GB-2018-040	Processing non-medical cannabis retail license applications	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee; - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical; - The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal; and - However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms; - The location of the proposed establishment and the subject site; - The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered; - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application; and - How public comments may be submitted to the Local Trust Committee.
3.	November 22, 2018	GB-2018-122	Applications for Federal Cannabis License	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
4.	February 28, 2019	GB-2019-031	First Nations - Community Reconciliation	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on

				the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing Trustees and Staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; and e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
5.	April 11, 2019	GB-2019-038	Limited Public Markets Enforcement	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution with respect to limited public markets: a) Islands Trust Bylaw Enforcement Staff are directed to not enforce Section B.6.2 of Gabriola Island Land Use Bylaw No. 177, 1999 when limited public markets are operated indoors, but rather to inform the operators of the applicable land use regulations; b) This enforcement policy does not permit violation of the Land Use Bylaw and the Gabriola Island Local Trust Committee may at any time, by resolution, modify or rescind this policy or give direction to expand enforcement activities.

6.	April 11, 2019	GB-2019-040	S219 Covenant Signatories	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: that the Gabriola Island Local Trust Committee is authorized to enter into section 219 covenants, in the form of the 'Model Covenant for Secondary Suites' attached and in satisfaction of subsection B.6.6.8 of the Gabriola Island Land Use Bylaw No. 177, provided that such covenants must be executed on behalf of the Local Trust Committee by two members of the Local Trust Committee.
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