



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: December 1, 2022
Location: Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC

Members Present: Peter Luckham, Chair
Susan Yates, Trustee
Tobi Elliott, Trustee

Staff Present: Sonja Zupanec, Island Planner
Margot Thomaidis, Planner 2
Nadine Mourao, Recorder

Others Present: There were approximately seven (7) 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 Luckham called the meeting to order at 10:34 am, welcomed the public and introduced Trustees, Staff and Recorder. Chair Luckham, Trustee Yates and Trustee Elliott acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

Chair Luckham acknowledged former Chair Dan Rogers and former Trustees Colbourne and Langereis for their work in the previous term.

As communication systems were down on Gabriola, the livestream of meeting was not available, however, the meeting was recorded.

Chair Luckham noted that public may send all correspondence to northinfo@islandstrust.bc.ca for inclusion in Agenda Packages.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- Added 11.4 Bruce Thomson correspondence.

By general consent the agenda was approved as amended.

3. RISE AND REPORT - none

4. REPORTS

4.1 Trustee Reports

Trustee Yates reported her attendance at Trust Council (TC) in Victoria.

Trustee Elliott reported on her attendance at the following meetings and events:

- TC; and
- Will report on financial planning, regional and federation wide decisions on Gabriola Island Local Trust Area Trustee Corner webpage.

4.2 Chair's Report

Chair Luckham reported the following:

- Attendance at TC meeting; and
- Honoured to be re-elected as Chair of TC and grateful to be Chair on Gabriola.

4.3 Electoral Area Director's Report

Vanessa Craig, Regional District of Nanaimo (RDN) Electoral Area B sent her regrets, she was unable to attend meeting. Trustees received electronic report as correspondence.

4.4 First Nation Reports

Trustees noted the following:

- Interested in requesting a Snuneymuxw First Nation's Elder to attend the first meeting in the New Year and conduct a traditional welcoming;
- Reminded Trustees and public that First Nations Reports and First Nations Relationship Building are standing items on Agenda;
- Trustee Elliott contacted the Clerk for Snuneymuxw First Nations Chief and Council requesting opportunity for Trustees to meet, she has been invited, along with Former Trustee Colbourne to attend Snuneymuxw Council meeting on December 8, 2022 as a Delegation; and
- Interested in a Protocol Meeting with Snuneymuxw Elder Geraldine Manson.

5. TOWN HALL

A member of the public requested Trustees repeal Bylaw No. 177 regarding home occupations on half acre lots on Gabriola, noted Naturescape BC program, and their support for priority of undeveloped natural environments as opposed to overdevelopment of lots supported by Bylaw No. 177.

A member of the public supported establishment of a Heritage Register and Heritage Commission Bylaw as the Official Community Plan 1997 calls for a Community Heritage Register. They asked the Trustees to consider adding as a project and noted that the ad-hoc committee made up of representatives of Gabriola Historical Museum Society, Gabriola Island Community Hall Association, and other stakeholders were prepared to take on tasks set out by the Local Trust Committee (LTC) in a memorandum of understanding, thus alleviating the Planning Staff budget and time constraints. They noted that the *Local Government Act* specifically states a commission may be designated and a bylaw is not necessarily required.

A member of the public supported creation of a local community information resource sharing network for autonomous community internet hosted by islanders. This network would enable community resilience, emergency communication, understanding community needs and planning, and supply community data needed for local planning. Local communication and discussion allows for creation of effective priorities and resource overlay mapping with existing Islands Trust (IT) mapping and collective understanding to meet its own needs.

A member of the public welcomed Gabriola Trustees and supported Bylaw No. 313 final reading and adoption to protect Gabriola's ecosystems and biodiversity. They noted Nature Conservancy of Canada's eco crisis and COP15 in Montreal's targets for biodiversity planning and preservation. Requested LTC stand in solidarity with global citizens to protect Earth's lands and stop destruction of nature, reverse biodiversity loss and protect the environment. Correspondence was received for information.

6. MINUTES

6.1 Local Trust Committee Minutes dated October 27, 2022 – for adoption

By general consent the Local Trust Committee meeting minutes of October 27, 2022 were adopted, in absence of any members sitting at that meeting.

6.2 Section 26 Resolutions-Without-Meeting - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated November 24, 2022

Received.

7.2 Consider adding to the Project List - Establishment of a Heritage Register and Heritage Commission Bylaw - for discussion

Planner Zupanec provided a brief overview and noted:

- No background material was included in Agenda, Staff may provide in future Agenda package if Trustees requested.

Trustees noted the following key points:

- Did not support non-indigenous group holding First Nations cultural data that belongs to the Nations;
- A strong sense of partnership is needed and clarity of how First Nations with an interest in Gabriola would be involved in the process;
- More information is required, inclusion and collaboration are important;
- A professional policy advisor needed, hoped that the IT's Senior Intergovernmental Policy Advisor position would be filled soon;
- Interested if Snuneymuxw and other local First Nations would be interested in participating, this information needed prior to establishing project for heritage registry and/or commission;
- Require clarity on designating commission versus enacting a bylaw;
- Interested in Staff analysis on background, options, and funding opportunities such as Heritage Grants in Aid for possible future project for Gabriola Trust Area; and
- Interested in information regarding South Pender Heritage Registry.

Ivan Bulic, a proponent of the establishment of a Heritage Register and Heritage Commission noted:

- Heritage Commissions are governed by the *Heritage Act*, the Commission would adhere and comply with the Act; and
- Once the commission was formed, discussion with Snuneymuxw to be initiated.

GB-2022-095

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff prepare a summary of the information to date on the possibility of a Community Heritage Registry on Gabriola Island with analysis of the implications of designating a Commission with a Memorandum of Understanding with this Local Trust Commission versus drafting a Bylaw to establish that Register.

CARRIED

8. APPLICATIONS AND REFERRALS

8.1 GB-DVP-2022.5 (Bustard - 663 Balsam Street) - Staff Report

Planner Thomaidis provided an overview of the report which introduced a Development Variance Permit (DVP) application for consideration to permit the siting of existing septic tanks, a pump chamber and a culvert, as well as permit the siting of a new proposed septic field and sewage pipes to be installed on the property.

GB-2022-096

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2022.5 (Bustard).

CARRIED

8.2 GB-DVP-2017.1 and GB-DP-2017.2 (Weston - Acorn Island) - Staff Report

Planner Zupanec summarized the report which provided the Baseline Erosion and Sediment Control Analysis submitted by the owner of the subject property to the LTC to determine if it is sufficient pursuant to Covenant CA7939129 registered on title and granted to the Gabriola LTC by the owner. The covenant was granted by the owner prior to issuance of a DVP (GB-DVP-2017.1) and Development Permit (DP) (GB-DP-2017.2) for the subject property.

Staff noted a point of clarity for Trustees that the required 2027 Follow-up Report would need to be prepared by a qualified professional.

GB-2022-097

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve the Baseline Erosion and Sediment Control Analysis prepared by Great Pacific Engineering & Environment and attached to this report as Attachment 1 as sufficient to meet requirement 5(b) of Covenant CA7939129.

CARRIED

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Official Community Plan (OCP) and Land Use Bylaw (LUB) Targeted Review - for discussion

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

- Interested in defining OCP planning and education phase with community engagement and feedback prior to OCP review;

- Some areas of definition include: How the OCP came to be, other Trust Area's OCPs, areas, where Gabriola's OCP is not meeting needs, if community is interested in public engagement in this area, and what is the process for an OCP review?
- Concerned with losing funding opportunity for OCP review;
- Interested in enhanced community engagement;
- Supported engagement with First Nations in preliminary phase with dedicated resources, relationship building and co-designing process;
- Understood IT is in fiscal restraint and a need to be more creative in a way that meets legislative work and review;
- Interested in understanding what needs to be done before getting work started;
- First Nations and community engagement requires funding over and above annual budget, need business case to request further funding;
- Budgeted review funds needed to identify strategic plan, vision, scope and deliverables, timeline, community engagement, top priorities, as well as capacity to manage project;
- Concerned with risk of rushing project, as OCP review is necessary and needs to be done well;
- Not interested in pausing OCP review project;
- Interested in comprehensive preliminary First Nations government to government consultation prior to project planning and engagement being finalized;
- Capacity funding for First Nations government to government needed;
- Did not support special tax requisition as an OCP and LUB review was part of Islands Trust core work;
- Interested in reducing scope to first phase strategic planning for the OCP review working with Snuneymuxw to draft a Project Charter and plan for future phases and additional budget requests; and
- This project will benefit entire Trust Area, a case study like this will demonstrate future order of operations and more effective regional planning services.

By general consent the meeting was recessed at 1:11 pm and reconvened at 1:44 pm.

10. DELEGATIONS - none

11. CORRESPONDENCE

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

11.1 Email dated October 30, 2022 from K. Gordon regarding Standing Resolution on Enforcement of Non-Compliant Dwellings

Received.

Trustees noted the following:

- Supported Standing Resolution on deferment of enforcement on non-compliant dwellings with regular review; and
- A comprehensive review of OCP needed; Standing Resolution is not a permanent solution.

11.2 Email dated October 31, 2022 from T. Elliott to K. Gordon regarding Standing Resolution on Enforcement of Non-Compliant Dwellings

Received.

11.3 Email dated November 10, 2022 from T. Maika regarding alternatives to Fire Department Collecting and Burning Yard Waste in Ministry of Transportation and Infrastructure Gravel Pit

Received.

Trustees supported community composting initiatives, there are better alternatives to burning yard waste in climate crisis.

11.4 Email from Bruce Thomson regarding Bylaw No. 177

Received and Trustees noted that repealing bylaws may be incorporated during OCP review with community consultation.

12. NEW BUSINESS

12.1 2023 Local Trust Committee Meeting Dates - for discussion

Planner Zupanec provided an overview of planning for regular business meetings, Community Information Meetings, Special Meetings, electronic formats, Staff availability for meetings during regular business hours, and securing venues.

Trustees noted:

- Interested in additional community engagement and meetings outside of regular business hours so that more residents may attend;
 - Staff are available during regular business hours for regular LTC business meetings; Special Meetings for project work or community discussion/engagement with the LTC may not require multiple planners and may be scheduled outside of business hours;
- Interested in at least one meeting per year on Mudge and/or DeCourcy Islands; and
- Would like a facilitated strategic planning meeting early in 2023 with public, APC and HAPC in attendance.

GB-2022-098

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee schedule its regular business meetings on the following dates in 2022: January 26, February 23, March 30, May 11, June 8, July 20, September 14, October 26, November 30 with the possibility of having the July 20 meeting on Mudge Island.

CARRIED

GB-2022-099

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to put February regular business meeting aside as a strategic planning workshop on education around the Gabriola Official Community Plan review, with Gabriola Island Advisory Planning Commission and Gabriola Island Housing Advisory Planning Commission in attendance.

CARRIED

12.2 Advisory Planning Commission and the Housing Advisory Planning Commission - for discussion

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

- Interested in dissolving HAPC with HAPC members appointed to APC, if willing, for a more effective active body working on solutions and referrals;
- HAPC handles specific project related referrals and APC handles referrals on rezoning and applications, there is value in having both Advisory Commissions;
- Regular meeting dates and times needed for APC to address scheduling difficulties;
- Intergovernmental discussion needed with First Nations on how they would like to be engaged in land use planning process;
- APC residency requirement may need amending to enable First Nations participation;
- Interested in taskforce for creative planning ideas and community engagement that LTC is unable to facilitate;
- Interested in looking at terms of reference for the APC and HAPC;
- Clarity needed for project priorities with Staff suggestions on how to utilize both APC and HAPC;
- More members needed for both APC and HAPC to fill vacant positions; and
- Interested in skills-based appointments.

GB-2022-100

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to advertise for Expressions of Interest for the vacant positions on the Gabriola Advisory Planning Commission and Gabriola Housing Advisory Planning Commission.

CARRIED

12.3 Strategic Planning Process to set Priorities for this Term - for discussion

Trustees noted strategic planning session needed to layout term priorities, budget requirements, OCP review definition and engagement planning.

13. REPORTS

13.1 Climate Change Action Update

Received.

13.2 First Nations Relationship Building

Received.

GB-2022-101

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee direct Staff to request an Elder from Snuneymuxw First Nation to open the January 26, 2023 regular Local Trust Committee business meeting.

CARRIED

13.3 Trust Conservancy Report dated October 6, 2022

Received.

13.4 Applications Report dated November 24, 2022

Received.

13.5 Trustee and Local Expense Report dated September, 2022

Received.

13.6 Adopted Policies and Standing Resolutions

Received.

13.7 Local Trust Committee Webpage

No updates requested and Trustee Elliot to post regular updates in Trustee Corner.

14. WORK PROGRAM

14.1 Top Priorities - for discussion

Received.

Planner Zupanec noted Staff currently only working on first priority Ecological Protection Zone due to Staff resource constraints.

Trustees noted the following key points:

- Supported completing Ecological Protection Zone top priority with second priority, Development Application Information (DAI) bylaw as it needed to be brought up to date to be applied to DVP and rezoning applications for fundamental administrative fairness and professional standards;
- Interested in looking at North Pender's DAI bylaw for reference;
- Comprehensive OCP review needed versus a targeted OCP review;
- Clarity and accurate up-to-date data needed for OCP review on how many residents are living in unsecured housing or are unhoused on Gabriola, and how Short-Term Vacation Rentals (STVRs) impact housing stock; and
- Interested in an updated IT Housing Needs Assessment for census data as the current report will be outdated in 2024.

14.2 Active Projects Report dated November 24, 2022

Received.

14.3 Future Projects List Report dated November 22, 2022

Received.

15. CLOSED MEETING - none

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled – January 26, 2022

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:12 pm.

Peter Luckham, Chair

Certified Correct:

Nadine Mourao, Recorder