



Gabriola Island Local Trust Committee

Minutes of Regular Meeting

Date: January 18, 2024
Location: Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC

Members Present: Peter Luckham, Chair (via electronic meeting)
Tobi Elliott, Trustee
Susan Yates, Trustee

Staff Present: Stephen Baugh, Island Planner
Narissa Chadwick, Island Planner (via electronic meeting)
Warren Dingman, Bylaw Compliance & Enforcement Manager (via electronic meeting)
Lisa Millard, Recorder

Others Present: Vanessa Craig, Electoral Area Director
There were approximately six (6) members of the public 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 10:30 am. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations. Trustees Yates and Elliott introduced themselves and acknowledged the First Nations territories in which they live and work.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Item 9.1 Official Community Plan and First Nations Engagement
- Item 9.2 Community Engagement
- Item 12.8.1 Seasonal Gifts
- Item 15 will be changed to Closed Meeting
- Item 15.1 Motion to Close the Meeting
- Item 15.2 Recall to Order
- Item 16 will be Adjournment

By general consent the agenda was approved as amended.

3. REPORTS

3.1 Trustee Reports

Trustee Elliott reported the following:

- On December 20, 2023 the Islands Trust received a letter from the Deputy Minister of Housing confirming receipt of \$127, 336 in funding to support updates to Housing Needs Reports;
- She attended the recent Executive Committee Meeting during which the Policy Amendment Project and engagement approaches were discussed. It was noted that a draft version has been sent to First Nations who have indicated interest in participating;
- She noted that the Executive Committee approved advancing a resolution for submission to the Union of BC Municipalities and the Association of Vancouver Island and Coastal Communities requesting that the Province review the “Manual of Composting Toilets and Greywater Practice” and provide funding for demonstration projects and professional development for practitioners;
- The Culturally Committed organization has been contracted to facilitate a Reconciliation Learning Circle for Trustees and staff; and
- She delivered a gift of locally grown squashes and donations of handmade crafts and gifts from community members to Snuneymuxw First Nation Chief Wyse, Council Members, and staff on behalf of the of the Local Trust Committee and community in congratulations of completion of their term in office.

Trustee Yates reported the following:

- She acknowledged the upcoming retirement of Islands Trust Chief Administrative Officer Russ Hotsenpiller and thanked him for his contributions and guidance;
- She attended Member of Parliament (MP) Lisa Marie Barron’s discussion about private members motion M-86 Citizens’ Assembly on Electoral Reform during which MP Barron provided a concise presentation on the benefits of electoral reform; and
- She attended a talk at the Salt Spring Forum presented by Dr. Alison Smith who is an expert on homelessness and will be writing a summary about the session and forwarding it to various housing groups for their information.

3.2 Chair's Report

Chair Luckham noted that:

- The Islands Trust Governance Committee and Financial Planning Committee are actively preparing for the upcoming 2024/2025 budget meetings; and
- He will be attending Transport Canada’s upcoming Salish Sea Strategy Symposium, which is being held to raise awareness and discuss issues related to protecting the coastline of BC.

3.3 Electoral Area Director's Report

Electoral Area Director Vanessa Craig attended the meeting electronically and submitted a written report from which she highlighted the following:

- The alternative approval process for hiring a new Health and Wellbeing Co-ordinator is underway. This new position will provide administrative support for work being done by many different groups within the Health and Wellness Collaborative. There is a form available on the Regional District of Nanaimo's (RDN) website that can be submitted by community members that are opposed to the creation of the new position; and
- The concrete weir in Coats March has deteriorated and will be removed in the fall when water levels are low and when the amphibian breeding period has ended. There will be a public consultation session on January 20, 2024 and RDN parks and recreation staff will be present to answer questions and provide information.

3.4 First Nations Reports - none**4. PUBLIC COMMENTS - none****5. DELEGATIONS - none****6. MINUTES****6.1 Local Trust Committee Minutes dated November 30, 2023 – for adoption**

By general consent the Local Trust Committee meeting minutes of November 30, 2023 were adopted.

It was noted that a member of the public, Steve Earle, is part of an ad hoc transportation group on Gabriola. He had intended to attend the November 30, 2023 meeting as a delegation; however, his comments were received during the public comments section of the meeting. A Trustee will request that he submit his comments as correspondence.

6.2 Section 26 Resolutions-Without-Meeting Report - none**6.3 Draft Advisory Planning Commission Minutes dated December 6, 2023 - for receipt**

Received for information.

7. BUSINESS ARISING FROM MINUTES**7.1 Follow-up Action List dated January 10, 2024=**

The following comments were noted:

- Completed items on the list will continue to have an in-progress status for at least one regular local trust committee meeting before they are shown as being completed; and

- A capacity agreement through staff-to-staff discussions with First Nations is no longer being pursued as First Nations staff have indicated that a formal capacity agreement is not required to facilitate response.

8. APPLICATIONS AND REFERRALS - none

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Official Community Plan and First Nations Engagement

A Trustee indicated that there had been previous discussion regarding the potential to hire a First Nations co-ordinator to support engagement with First Nations that may have a potential interest in the Official Community Plan review. Discussion ensued.

GB-2024-001

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff set up a meeting, as soon as feasible, between Snuneymuxw First Nation staff and leadership, and Gabriola Local Trust Committee and Islands Trust staff, to discuss Snuneymuxw land use interests related to Gabriola and interests in engagement with the Official Community Plan review process.

CARRIED

9.2 Community Engagement

Discussion ensued regarding the Official Community Plan review community engagement events and how Trustees would receive feedback on the events.

GB-2024-002

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to communicate the feedback related to the Official Community Plan engagement received from community engagement groups to the Local Trust Committee in writing.

CARRIED

10. CORRESPONDENCE

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

10.1 Letter dated November 21, 2023 from Drs. J. & C. Johnstone regarding extensive tree removal on Gabriola Legends Development

Discussion ensued and the following observations were made:

- The conservation agreement that was signed between BC, Ottawa, and First Nations that is mentioned in the letter, and that provides funding to protect and restore land, species, and biodiversity, is not likely available to Islands Trust or the Islands Trust Conservancy; and

- Additional protections in the form of Development Permit Applications (DPAs) are going to be considered in the Official Community Plan review and the letter writer's comments might be considered during this consideration.

GB-2024-003

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to add the letter from Doctors Don and Carol Johnstone to the Official Community Plan Review Project file.

CARRIED

10.2 Letter dated January 4, 2024 from F. Weller, S. Earle, D. Ferens & G. Blee regarding Sue Big Oil Initiative

Discussion ensued.

GB-2024-004

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request correspondence dated January 4, 2024 from Fay Weller, Steven Earle, Deb Ferens, and Greg Blee be forwarded to the Executive Committee to be added to material that Trust Council will be considering regarding the Sue Big Oil initiative.

CARRIED

10.3 Email dated January 10, 2024 from T. Martin regarding Agricultural Co-op Rezoning

Received for information.

11. NEW BUSINESS

11.1 Thetis Island Local Trust Area Bylaw Referral Form - Bylaw Nos. 113 and 114

GB-2024-005

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee respond to the Thetis Island Local Trust Committee regarding bylaw referral for Bylaws No. 113 and 114 that their interests are unaffected.

CARRIED

11.2 Complaint - Gabriola Local Trust Committee by Centre Stage Holdings

Chair Luckham stated that the complaint letter had been received, that an in-camera meeting will be conducted to discuss a response and legal opinion, and that said response to the letter writers will be made public at the time it is made.

The meeting was recessed for a break at 11:55 am, and reconvened at 12:30 pm.

12. REPORTS

12.1 Foreshore Structures - Staff Report

Bylaw Enforcement and Compliance Manager Warren Dingman summarized the staff report and highlighted the following:

- There are currently seven shoreline bylaw contraventions on Gabriola and seven on Mudge Island;
- Mudge Island has a larger shoreline setback requirement than Gabriola; and
- Bylaw notices on the contraventions have been issued.

Discussion ensued and it was noted that the summary report allows the Local Trust Committee an opportunity to educate the public about the importance of foreshore setback, and that any change in setback allowances would only affect new development.

GB-2023-006

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee direct staff to include the foreshore structures report in the Official Community Plan Review / Update materials so that we do not lose focus on the importance of shoreline setback.

CARRIED

12.2 Trust Conservancy Report – none

12.3 Applications Report dated January 10, 2024

The following updates were provided:

- The Planner working on Development Permit Variance (DVP) applications GB-DVP-2022.3 and GB-DVP-2022.4 has received an environmental assessment and is waiting for a referral to be sent to, and a response from, Snuneymuxw First Nation; and
- Correspondence has been received from Snuneymuxw First Nation indicating an interest in reviewing Temporary Use Permit (TUP) application GB-TUP-2023.4 requesting that the applicant send a referral to them.

12.4 Trustee and Local Expense Report dated November, 2023

Received for information.

12.5 Adopted Policies and Standing Resolutions

Received for information.

12.6 Local Trust Committee Webpage – no updates

12.7 Climate Change Action Update - none

12.8 First Nations Relationship-Building Update

12.8.1 Seasonal Gifts

Trustee Elliott stated that at the November 30, 2023 Local Trust Committee (LTC) Meeting she requested, and received, endorsement from the LTC to offer a gift to Snuneymuxw Council and Staff. While most of the contents of the gifts were donated, an additional expense was incurred when she purchased a locally made basket as part of the gift. Discussion ensued.

GB-2024-007

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee direct \$150.00 to be repaid to Trustee Elliott for seasonal gift baskets delivered to Snuneymuxw Administrative offices on December 23, 2023, for Chief Wyse, Council members and administrative staff, on behalf of the Gabriola Local Trust Committee and Gabriola community.

CARRIED

13. WORK PROGRAM

13.1 Active Projects Report dated January 10, 2024

Received for information.

13.2 Future Projects Report dated January 10, 2024

Received for information.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Thursday, February 22, 2024 at 10:30 am at the Gabriola Arts and Heritage Centre.

15. CLOSED MEETING

15.1 CLOSED MEETING

GB-2024-008

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)(g) for the purpose of considering:

- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

and that the Recorder and Staff attend the meeting.

CARRIED

The meeting was closed to the public to go to an in-camera meeting at 1:15 pm.
The regular meeting was recalled to order at 1:48 pm.

15.2 Recall to Order

Chair Luckham noted that there was nothing to rise and report.

16. ADJOURNMENT

By general consent the meeting was adjourned at 1:49 pm.

Peter Luckham, Chair

Certified Correct:

Lisa Millard, Recorder