



## Gabriola Island Local Trust Committee

### Minutes of Regular Meeting

**Date:** September 5, 2024  
**Location:** Gabriola Arts & Heritage Centre  
476 South Road, Gabriola Island, BC

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

**Staff Present:** Stephen Baugh, Island Planner  
Lisa Millard, Meeting Administrator/Recorder

**Others Present:** There were approximately 6 members of the public in attendance.

#### 1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:33 a.m. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

#### 2. APPROVAL OF AGENDA

**By general consent**, the agenda was approved as presented.

#### 3. REPORTS

##### 3.1 Trustee Reports

Trustee Elliott reported the following:

- Attended Regional Planning Committee, Financial Planning Committee, and Committee of the Whole meetings;
- Ongoing participation in Trustee working group discussion about understanding the regulatory environment of tiny homes on wheels. The group will be recommending an approach for advocacy to the Province to develop a manual of alternative solutions for tiny homes;
- Applied to CONEXT: Climate Preparedness Hub to participate in a program that will provide tools for working with community groups preparing for climate change; and
- Anticipates screening of Dust n' Bones to occur this Fall.

Trustee Yates reported the following:

- Attended Committee of the Whole meeting to discuss draft Trust Policy Statement;
- Attended Gabriola Glow Festival which was opened by Snuneymuxw Knowledge Keeper David Bodaly;

- Attended Saturday Farmer’s Market with a Planner to meet and talk with members of the public;
- Upcoming Council to Council meeting with Snuneymuxw First Nation; and
- Noted the Gabriola Health and Wellbeing Report has been published.

**3.2 Chair's Report**

Chair Luckham reported the following:

- Attended Governance Committee meeting focused on governance review;
- Corporate plan work is being spearheaded by Financial Planning and Governance Committees;
- Attended Mount Arrowsmith Biosphere Region open house during which an Elder from Qualicum Nation welcomed attendees;
- Attended Committee of the Whole meeting focused on draft Policy Statement;
- Attended Trust Programs, Financial Planning, and Regional Planning Committee meetings; and
- Participated in Culturally Committed group.

**3.3 Electoral Area Director's Report - none**

**3.4 First Nations Reports - none**

**4. PUBLIC COMMENTS**

A member of the public noted the following:

- Appreciation that Development Permit Areas will be included in the Official Community Plan and Land Use Bylaw review;
- Focus group is emerging to discuss Development Permit Areas and hopes to submit comments to the Local Trust Committee;
- Expressed support of Trust Council’s advocacy on dark sky principles; and
- Continues to support the establishment of an ecological protection zone.

A member of the public spoke to the following:

- Formerly employed as a federal economist;
- Concentration of wealth in few hands results in a concentration of political and economic power that does not serve the broader public;
- Gini coefficient lists countries by income equality and how a country’s gross domestic product (GDP) is distributed;
- Local real estate valuation has increased dramatically causing higher taxes;
- Island societies with documented history of dealing with similar water issues Gabriola is experiencing should be taken note of; and
- The Local Trust Committee should be aware of these issues.

A member of public spoke to increased industrial and residential traffic and noted active transportation needs to be prioritized over vehicle transportation.

**5. DELEGATIONS - none**

**6. MINUTES**

**6.1 Local Trust Committee Special Meeting Minutes dated July 16, 2024 - for adoption**

The following amendments to the minutes were presented for consideration:

- First bullet point on page 2 change response to “Trustees replied they have added a targeted Mudge Island bylaw review to the future projects list, and are in the process of reviewing bylaw enforcement policies.”
- In between last and second to last bullet points on page 5 add new bullet point “A member of the public asked about the Local Trust Committee motion that was passed in April regarding putting a hold on investigations until the bylaw policy was reviewed and had requested it be included in the bylaws.” Add response bullet point “The Planner read the motion referred to and confirmed it only stated the policies and Trustee Elliott said she would bring it forward to add a new motion to support that enforcement of the Land Use Bylaw be deferred until a project to amend the Mudge Island Land Use Bylaw be initiated.”
- Third bullet point on page 7:
  - change word “they” to “the community”;
  - strike words “in being allowed”; and
  - add words “at the Davison Bay landing” after “a natural boat ramp”
- At the end of the minutes, prior to section 4. Adjournment add “At the end of the meeting Acting Chair Elliott summarized actions to be undertaken as follows:
  - Local Trust Committee has committed to working with Mudge Island Community Association to provide input and amendments to the draft Gabriola Local Trust Committee Policy on Enforcement and Compliance (Mudge Island), with the goal of finalizing the policy by October, 2024;
  - Local Trust Committee will clarify the legal non-conforming status of structures built before the Land Use Bylaw was enacted; and
  - Trustee Elliott will follow up with staff to clarify interpretation of Policy 5.5.1 Section 3.1 regarding whether investigations must be initiated when a complaint is made.

**By general consent**, the minutes were adopted as amended.

**6.2 Local Trust Committee Minutes dated August 8, 2024 – for adoption**

The following amendments to the minutes were presented for consideration:

- Page 2 in Trustee Yates report, BC Ferries responses to question, in the first point change “a lay berth” to “a lay by berth”.

**By general consent**, the minutes were adopted as amended.

**6.3 Section 26 Resolutions-Without-Meeting Report - none**

**6.4 Advisory Planning Commission Minutes - none**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated August 27, 2024**

August 8, 2024 Item GB-DVP-2023.3 (Miller) has been completed and will be removed from the list.

8. APPLICATIONS AND REFERRALS - none

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Gabriola Official Community Plan and Land Use Bylaw Review Project Phase 3 - Staff Report

The Planner summarized the staff report and highlighted the following:

- Draft business case for 2025/26 fiscal year requests allocation of funding and staff resources for Phase 3 of the Official Community Plan and Land Use Bylaw Review project; and
- Phase 3 will focus on continued engagement with First Nations and will result in completion of the Official Community Plan review and initiate the Land Use Bylaw review aspect of the project.

Discussion ensued.

**GB-2024-069**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee approve the attached Major Project business case for the Gabriola Island Official Community Plan (OCP) and Land Use Bylaw (LUB) Review Phase 3, for submission to the Regional Planning Committee and Financial Planning Committee for the fiscal 2025/2026 year budget.

**CARRIED**

9.2 Ecological Protection Zone Project Update - Staff Report

The Planner summarized the staff report and highlighted the following:

- Report provides update on current minor project to develop an Ecological Protection Zone;
- Snuneymuxw First Nation has indicated a referral response will be forthcoming; and
- It is recommended that Snuneymuxw First Nation engagement for the Ecological Protection Zone be incorporated into the Official Community Plan and Land Use Bylaw Review project engagement activities.

Discussion ensued and the following comments and questions were noted:

- Trustees asked if the Ecological Protection Zone project could be incorporated into Official Community Plan (OCP) and Land Use Bylaw (LUB) Review project instead of just the First Nations engagement aspect.
  - Planner noted incorporating the Ecological Protection Zone project into the major project is not recommended as this would cause a delay in the completion of the Ecological Protection Zone project.
- Trustees noted the original intent of the Ecological Protection Zone was to protect land from human interference; it was not meant to include parkland allowing passive recreation, it was intended to be a holding zone whereby a developer would provide land strictly for preservation outside of a conservancy covenant; and
- Purpose of Bylaw No. 313 is to create an Ecological Protection Zone and apply it to Elder Cedar (S'ul-hween X'pey) Nature Reserve and it will need to be revisited once comments are received from Snuneymuxw First Nation.

**GB-2024-070**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee incorporate the First Nations engagement for the Ecological Protection Zone project with the Gabriola Island Official Community Plan and Land Use Bylaw Review project.

**CARRIED**

**10. CORRESPONDENCE**

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

**10.1 Letter dated July 27, 2024 from Jan Moore regarding Dirksen Road**

Discussion ensued and Trustees noted the following:

- Permit for gravel pit was issued by the Ministry of Mines;
- Permit specified access points;
- Local Trust Committee referral response noted potential issue of non-compliance regarding access;
- The Ministry of Transportation and Infrastructure regulates speed limits; and
- Speed limit enforcement is the jurisdiction of the RCMP.

**GB-LTC-071**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request staff to contact Ministry of Mines regarding Permit No. 0800989-2022 to investigate the permit requirements specifically with regard to the exit and access at 795 South Road, Gabriola, BC.

**CARRIED**

Trustees noted that the correspondence letter and petition should be added to the Official Community Plan and Land Use Bylaw Review project file to be addressed during conversations about Active Transportation Plan.

**11. NEW BUSINESS - none**

**12. STAFF REPORTS**

**12.1 Dark Sky Principles Adoption Advocacy – Briefing**

Trustees expressed support for advocacy on the issue.

**GB-2024-072**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee direct staff to notify Trustee Morrison of Gabriola Island Local Trust Committee's interest in pursuing further exploration of policy and advocacy options relating to Dark Sky Principles.

**CARRIED**

**12.2 Trust Conservancy Report - none**

**12.3 Trust Conservancy The Heron - Summer Edition**

Received for information.

**12.4 Applications Report - none**

**12.5 Trustee and Local Expense Report dated June, 2024**

Received for information.

**12.6 Adopted Policies and Standing Resolutions**

Received for information.

**12.7 First Nations Relationship Building Update - none**

**12.8 Climate Change Action Update**

Received for information.

**12.9 Local Trust Committee Webpage**

No updates.

**13. WORK PROGRAM**

**13.1 Active Projects Report dated August 27, 2024**

Trustees requested the following updates be made:

- In Minor Project – Develop Ecological Protection Zone amend wording to remove reference to “a park”; and
- Summarize points in Major Project section into broader categories.

**14. UPCOMING MEETINGS**

**14.1 Next Regular Meeting Scheduled for Thursday, November 7, 2024 at 10:30 am at the Gabriola Arts and Heritage Centre**

**15. CLOSED MEETING**

**15.1 Motion to Close the Meeting**

**GB-2024-073**

**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)(i) for the purpose of considering:

- (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 recessed at 12:10 p.m. for a break prior to calling the in-camera meeting to order.

**15.2 Recall to Order**

The meeting was recalled to order at 1:42 p.m.

Chair Luckham will rise and report at the next Local Trust Committee regular business meeting.

**16. ADJOURNMENT**

**By general consent**, the meeting was adjourned at 1:43 p.m.

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Peter Luckham, Chair

Certified Correct:

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Lisa Millard, Meeting Administrator/Recorder