



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: October 21, 2021
Location: The Haven, Heron Room
 240 Davis Road
 Gabriola, BC V0R 1X3

Members Present: Dan Rogers, Chair
 Kees Langereis, Local Trustee
 Scott Colbourne, Local Trustee

Staff Present: Heather Kauer, Regional Planning Manager
 Sonja Zupanec, Island Planner
 Teresa Mahikwa, Island Planner
 Nadine Mourao, Recorder

Others Present: There were approximately four (4) 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 Rogers called the meeting to order at 10:31 am and welcomed the public. He introduced Trustees, Staff and Recorder and acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Add 8.3 Update on the Housing Options & Impacts Project and the Financial Planning Committee (FPC) meeting; and
- Add 13.3 Proposed dates for 2022 Gabriola Island Local Trust Committee (LTC) meetings.

By general consent the agenda was approved as amended.

3. REPORTS

3.1 Trustee Reports

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

- Trust Council (TC);
- National Climate Caucus; and
- Discussions with local community members.

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

- Regional Planning Committee (RPC);
- Discussions with local community members regarding concerns with Degnen Bay and noted that the area is multi-jurisdictional;
- TC; and
- Will bring forward Model Cell Tower Protocol report to next meeting.

3.2 Chair's Report

Chair Rogers reported the following:

- A cell tower application has not yet been received;
- Attended TC;
- Attended Financial Planning Committee (FPC) with focus on next fiscal year budget discussions; and
- Next TC meeting will be in Victoria, with allowance of up to 10 trustees to attend virtually.

3.3 Electoral Area Director's Report

Trustee Colbourne summarized Vanessa Craig's, Regional District of Nanaimo (RDN) Electoral Area B report and noted the following:

- Huxley park scheduled to complete this winter;
- Some maintenance of the Village Trail was completed recently;
- Met with consultant regarding the ferry to Village trail to discuss lessons learned from Village Trail project;
- 2021 Well Smart Webinars Monday, October 25, 2021 at 6:00 p.m. and Wednesday, October 27, 2021 at 2:00 p.m. <https://www.rdn.bc.ca/wellsmart>;
- Accepting applications for volunteering on committees <https://www.rdn.bc.ca/board-appointments-rdn-advisory-committees>;
- 2021 Operational Plan discussions;
- Additional interactive heat map with the location of new dwellings available;
- In 2022 there will be a rebate for water flow meter on wells;
- Listing of Development cost charges (DCCs) are available <https://www.rdn.bc.ca/development-cost-charges>;
- Apply \$154,000 fire smart funding, GVFD grant awarded;
- Gabriola Volunteer Fire Department (GVFD) was awarded fire smart grant;
- Discussions regarding payment requirements for electric vehicle charging stations at Descanso Bay park;
- RDN Climate Action Committee recommendations go to RDN board for review; and
- RDN move to hybrid virtual and in person meeting model.

3.4 First Nation Reports

Trustee Langereis noted RPC support for a program for indigenous youth and elders to meet, with discussions around relationships with land and water.

Trustee Colbourne is in discussions with Senior Intergovernmental Policy Advisor, Lisa Wilcox regarding protocol agreements and establishment of regular business meeting schedule.

Chair Rogers noted a proposal to continue cultural heritage mapping in cooperation with First Nations consultants to identify and map cultural heritage area that are not currently identified and protected.

4. TOWN HALL

A member of the public noted they did not support waiving the public hearing regarding Bylaw 303, as this was a trust initiated amendment bylaw and voiced concerns with the vague definition of 'community resource centre' in the application and asked the LTC to consider review of the term 'community centre' which was also open for interpretation. Secondly, they suggested the LTC publish updates monthly in the local newspaper.

A member of the public noted support for waiving public hearing on Bylaw 303, as the public had other ways to share their feedback and comments. They also noted their support for a reduction in fees for affordable housing applications for charities and non-profits on the Fees Bylaw Update discussion item.

5. MINUTES

5.1 Local Trust Committee Minutes dated September 9, 2021 – for adoption

The following amendments to the minutes of September 9, 2021 were presented for consideration:

- Page 2, 3.2 Trustee Reports, Trustee Langereis reported, first bullet, first sub bullet, should read "challenges experienced in reading revised..."

By general consent the minutes of September 9, 2021 were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes dated September 9, 2021 - for receipt

Received.

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated October 12, 2021

Received.

6.2 Update on the Church-Spruce Road Opening and Clarification of Public Trail Connections - for discussion

Trustee Colbourne enquired on the status of trail connections signage and thanked Staff for all their work on the project.

Planner Zupanec noted that persons may contact RDN Parks Planning Department for an update on trail mapping and encouraged patience as RDN Staff are currently working on the project.

7. APPLICATIONS AND REFERRALS

7.1 GB-DVP-2021 (Jerry Ellins for Egan & Klus - 1045 Horseshoe Road) - Staff Report

Planner Mahikwa provided an overview of the report which asked the LTC to consider a reduction in the minimum lot line setback from Horseshoe Road from 10.0 metres, to a minimum of 9.74 metres to correct an error that occurred when pouring the concrete foundation and noted:

- No comments received from neighbouring properties;
- No other public comments received;
- Encroachment is minor and such a variance has little or no impact on neighbouring properties; and
- The variance does not affect the Development Variance Permit (DVP) that was issued previously.

GB-2021-083

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2021.3 (Egan & Klus).

CARRIED

7.2 GB-RZ-2020.1 - Gabriola Housing Society - verbal update

Planner Zupanec noted that since the last consideration of bylaws, Staff have received Ministerial approval, a meeting with the Snuneymuxw First Nations to discuss their comments may be delayed as Snuneymuxw have upcoming elections in February 2022 and Staff are considering how to proceed in advance of the anticipated dialogue.

7.3 Gambier Island Local Trust Committee Bylaw Nos. 153 and 154 - Referral Request for Response

Chair Rogers provided an overview of the Referral Form, which requested the LTC to comment on the potential effect on their agency's interests.

Trustees noted in future they would be interested in inclusion of the full Bylaw details in the Agenda package, as it is good to see what other islands are doing and makes it easier to make decisions on their agency's interests.

GB-2021-084

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee finds their 'Interests Unaffected by Bylaw' for Gambier Island Local Trust Area – Keats Island Bylaw Nos. 153 (Official Community Plan) & 154 (Land Use Bylaw).

CARRIED

7.4 Bylaw No. 303 - for consideration of adoption

GB-2021-085

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 303, cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2019", be adopted.

CARRIED

Trustee Colborne opposed

By general consent the meeting was recessed at 11:44 am and reconvened at 12:15 pm.

8. LOCAL TRUST COMMITTEE PROJECTS**8.1 Land Use Bylaw Amendments to Expand Community Uses in the IN1 Zone Project - Staff Report**

Trustee Langereis declared that he had a potential conflict of interest with the upcoming item, due to the fact that he was a Director of Gabriola Island Recycling Organization (GIRO) prior to being elected as a Trustee.

Trustee Langereis left the meeting at 12:15 pm.

Planner Mahikwa summarized the report which asked the LTC to consider further readings and noted the following points:

- Supported waiving Public Hearing (PH) as the public may provide their comments to Staff and Trustees via email, mail, or telephone at any time, project information is available on the website to inform and engage the public, the public may engage with the LTC at their regular business meetings, public notices in the local newspaper indicated comments may be forwarded directly to Planner Mahikwa, and as long as the proposed changes are allowable within the Official Community Plan (OCP) they may waive the PH;
- Community Resource Centre was added for consistency, as that definition is in the Land Use Bylaw (LUB); and
- No other public comments have been received.

Trustees noted that the OCP and LUB for Gabriola are in need of updating and supported waiving the PH, as the public has other avenues to voice their comments on minor amendments that serve the community.

GB-2021-086**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee Bylaw No. 310 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 2, 2021”, be read a second time.

CARRIED

GB-2021-087**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee Bylaw No. 310 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 2, 2021” be read a third time.

CARRIED

GB-2021-088**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee Bylaw No. 310 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 2, 2021” be forwarded to the Secretary of the Islands Trust for approval by the Islands Trust Executive Committee.

CARRIED

Trustee Langereis returned to the meeting at 12:27 pm.

8.2 Density Donation Outreach Program - verbal update

Planner Zupanec provided a verbal update and noted the following:

- Working on refining draft text and graphics for project webpage;

- Refining topical issues and messaging on how donations make a difference;
- Plan to refer to the Housing Advisory Planning Commission (HAPC) by the end of the year;
- Islands Trust (IT) is to act as a navigator for property owners and community members to access relevant information and dovetail with other networks and organizations to make sure everyone has access to options and information;
- Currently, there is one density that is waiting to be donated to the density bank; and
- Project budget would cover the cost of covenant drafting, such as providing a template, and registration of properties.

Trustees noted their support for alleviation of cost implications for density donations.

8.3 Update on the Housing Options & Impacts Project and the Financial Planning Committee (FPC) meeting

Chair Rogers provided an update and noted the following key points:

- FPC has received the budget request for the Housing Options & Impacts Project and is awaiting the business case;
- There is no surplus budget in general revenues to draw upon for larger multi-year projects and may need tax increase or special tax requisition to fund;
- Staff to provide the FPC with outline and conditions of the special tax requisition process; and
- A special tax requisition request would need to be received by March, 2022, a tight deadline to meet for this round of funding.

Discussion ensued and the following was noted by Trustees:

- Timing for a March, 2022 special tax requisition request that includes community consultation is too tight a timeline; and
- Interested in possibility of special tax requisition for an OCP review, as current OCP is out of date.

9. DELEGATIONS - none

10. CORRESPONDENCE

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

11. NEW BUSINESS

11.1 Fees Bylaw Update - Request for Decision

Planning Manager Kauer provided a summary of the report which asked the LTC to update all LTC's fee bylaws to be consistent with the new Application Processing Services policy and noted:

- If Trustees would like to amend the Fees Bylaw significantly or have a public engagement process, would need to put on the Top Priorities Project list.

Trustees noted the following key points:

- Interested in significant reduction in fees for affordable housing projects; and

- Interested in comparison document with current Fees Bylaw and Draft Fees Bylaw to see the differences between the two.

GB-2021-089

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to draft a new Fee Bylaw based on the Model Fee Bylaw attached to Trust Council Policy “5.6.1 Application Processing Services” and based on unique provisions of the existing Gabriola Fee Bylaw.

CARRIED

11.2 Request from Director Craig to Support a Rainbow-Coloured Crosswalk - for discussion

GB-2021-090

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee support Vanessa Craig, Regional District of Nanaimo, Electoral Area B, letter to Ministry of Transportation and Infrastructure regarding a rainbow-coloured crosswalk on Gabriola Island.

CARRIED

12. REPORTS

12.1 Climate Change Action Update

Received.

12.2 First Nations Relationship Building

None.

12.3 Trust Conservancy Report – none

12.4 Applications Report dated October 12, 2021

Received. Trustees noted that some items were on the report for many years, interested in possibility of deadlines.

GB-2021-091

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to provide an update on GB-DVP-2016.3.

CARRIED

12.5 Trustee and Local Expense Report dated August, 2021

Received.

12.6 Adopted Policies and Standing Resolutions

Received.

12.7 Local Trust Committee Webpage

No updates requested.

13. WORK PROGRAM

13.1 Top Priorities Report dated October 12, 2021

Received.

GB-2021-092

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to add the “Development of an Ecological Protection Zone” project back to the Top Priority List after the “IN1 Zoning Review” project is completed.

CARRIED

GB-2021-093

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to remove the “Develop Cannabis Production Regulations” from the Top Priority List.

CARRIED

13.2 Projects List Report dated October 12, 2021

Received.

13.3 Proposed dates for 2022 Gabriola Island Local Trust Committee (LTC) meetings

GB-2021-094

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee schedule its regular business meetings on the following dates in 2022: January 27, March 3, April 7, May 12, June 16, July 28, September 29, October 27, and December 1 and request the June 16 meeting to be a late afternoon meeting.

CARRIED

14. CLOSED MEETING

14.1 Motion to Close the Meeting

GB-2021-095

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) (a) and (d) for the purpose of considering Appointment of Advisory Planning Commission Members and Adoption of In-Camera Meeting Minutes dated June 17, 2021 and that the recorder and staff attend the meeting.

CARRIED

14.2 Recall to Order

Recall to order 1:55 pm.

14.3 Rise and Report

Adopted In-camera Minutes of the Local Trust Committee meeting of June 17, 2021; appointed Peter Maidstone, Susan Yates, Don Elkington, Jennefer Laidley, Deborah Ferens and Jeff Malmgren to the Gabriola Island Advisory Planning Commission, with thanks for their service to their community.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, November 25, 2021 at 10:30 am at the Gabriola Arts and Heritage Centre

16. ADJOURNMENT

By general consent the meeting was adjourned at 1:56 pm.

Dan Rogers, Chair

Certified Correct:

Nadine Mourao, Recorder