



# Galiano Island Local Trust Committee

## Regular Meeting Agenda

**Date:** November 6, 2017  
**Time:** 12:30 pm  
**Location:** Galiano South Community Hall  
141 Sturdies Bay Road, Galiano Island, BC

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	<b>Pages</b>
1. CALL TO ORDER	12:30 PM - 12:35 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	12:35 PM - 1:00 PM
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	1:00 PM - 1:15 PM
6.1 Local Trust Committee Minutes Dated October 2 & 17 (for Adoption)	4 - 16
6.2 Section 26 Resolutions Without Meeting Report	
none	
6.3 Advisory Planning Commission Minutes Dated September 25 & October 16, 2017 (for Receipt)	17 - 27
7. BUSINESS ARISING FROM MINUTES	1:15 PM - 1:20 PM
7.1 Follow-up Action List Dated October 2017	28 - 29
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

<b>10.</b>	<b>APPLICATIONS AND REFERRALS</b>	<b>1:20 PM - 2:00 PM</b>	
10.1	GL-RZ-2017.1 (Stevens) - Staff Report (attached)		30 - 56
10.2	Islands Trust Fund 5-Year Plan - RFD & Referral (attached) (for response)		57 - 58
10.3	Islands Trust Fund Regional Conservation Plan (2018-2027) - Briefing & Referral (attached) (for response)		59 - 60
10.4	Pender Island Local Trust Committee Bylaws No. 211 & 212 Referral (attached) (for response)		61 - 63
10.5	North Pender Island Local Trust Committee Bylaws No. 214 & 215 Referral (attached) (for response)		64 - 66
10.6	Salt Spring Island Local Trust Committee Bylaw No. 507 Referral (attached) (for response)		67 - 68
<b>11.</b>	<b>LOCAL TRUST COMMITTEE PROJECTS</b>	<b>2:00 PM - 2:15 PM</b>	
11.1	Galiano Island Local Trust Committee Meeting Procedures Bylaw No. 264 (for further consideration)		69 - 71
<b>12.</b>	<b>REPORTS</b>	<b>2:15 PM - 2:45 PM</b>	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated October 2017</u>		72 - 72
12.1.2	<u>Projects List Report Dated October 2017</u>		73 - 74
12.2	Applications Report Dated October 2017 (attached)		75 - 78
12.3	Trustee and Local Expense Report Dated September 2017 (attached)		79 - 79
12.4	Adopted Policies and Standing Resolutions (attached)		80 - 81
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report Dated October 2017		82 - 83
<b>13.</b>	<b>NEW BUSINESS</b>		
	none		
<b>14.</b>	<b>UPCOMING MEETINGS</b>	<b>2:45 PM - 3:00 PM</b>	
14.1	Next Regular Meeting Scheduled for December 4, 2017, at the North Community Hall, Galiano Island		

- |     |                        |                   |
|-----|------------------------|-------------------|
| 15. | TOWN HALL              | 3:00 PM - 3:15 PM |
| 16. | CLOSED MEETING<br>none |                   |
| 17. | ADJOURNMENT            | 3:15 PM - 3:15 PM |



# DRAFT

Local Trust Committee  
Minutes Subject to Approval By  
the Local Trust Committee

## Galiano Island Local Trust Committee Minutes of Regular Meeting

**Date:** October 2, 2017  
**Location:** Galiano South Community Hall  
141 Sturdies Bay Road, Galiano Island, BC

**Members Present;** Laura Busheikin, Chair  
Sandy Pottle, Local Trustee  
George Harris, Local Trustee

**Staff Present:** Rob Milne, Island Planner  
Colleen Doty, Recorder

**Others Present:** There were 20 members of the public in attendance.

### 1. CALL TO ORDER

Chair Busheikin called the meeting to order at 12:31 p.m. and acknowledged it was being held in territory of the Coast Salish First Nations.

### 2. APPROVAL OF AGENDA

For consideration:

- Item #13 would be moved to Item #11, and all items renumbered accordingly.

**By general consent** the agenda as amended was Approved.

### 3. TOWN HALL AND QUESTIONS

**Louise Decario** provided comment on the various applications before the LTC including GL-DVP-2017.3 on STVR compliance, GL-TUP-2017.3 on continued water catchment requirement and GL-DVP-2017.4 on the current septic and presence of livestock.

**Sheila Anderson** referred to the rezoning application GL-RZ-2017.1(Stevens) and correspondence she had submitted which spoke to concerns of industrial operations in a residential zone including increased truck traffic.

**Robin Stringer** spoke to application GL-RZ-2017.1 with concern that the island would lose the services provided by Stevens' Excavating. He also commented on the Islands Trust Strategic Plan suggesting a review of its milestones and achievements to be presented in a more public forum. Too, he questioned the approval process of budgets between the overlapping jurisdictions and revenue generation via taxation calling for a better understanding of responsibilities and processes.

**Tom Hennessy** presented information about the dangers of cell-phones. He submitted documentation and articles to the LTC.

**Akasha Forest** gave a presentation recognizing missing Indigenous women and girls in BC. She also spoke on First Nation's reconciliation.

**4. COMMUNITY INFORMATION MEETING**  
none

**5. PUBLIC HEARING**  
none

**6. MINUTES**

**6.1 Local Trust Committee Minutes Dated September 11, 2017 (for Adoption)**

The following amendments were presented:

- Page 8, first bullet: add "and industrial use" after the word "residential"
- Page 8, last paragraph: remove "industrial" uses from sentence beginning with Planner Milne.

**By general consent** the minutes as amended were Adopted.

**6.2 Section 26 Resolutions Without Meeting Report**  
none

**6.3 Advisory Planning Commission Minutes**  
none

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List Dated September 2017**

The following discussion points took place:

- Trustees should contact the CRD if they wish to receive reports.
- Trustee Harris would follow-up with Member of Parliament (MP) Elizabeth May and Member of the Legislative Assembly (MLA) Adam Olsen to enlist support for the letter re: Lot 9 transfer from Ministry of Finance to Parks BC.

**8. DELEGATIONS**  
none

**9. CORRESPONDENCE**

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

none

**10. CLOSED MEETING (Distributed under Separate Cover)**

**10.1 Motion to Close Meeting**

**GL-2017-080**

**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 legal advice and that the recorder and staff attend the meeting.

**CARRIED**

A break was called at 1:25 p.m.

**10.2 Recall to Order**

The meeting reconvened at 1:45 p.m.

**10.3 Rise and Report**

Chair Busheikin stated the LTC heard legal advice.

**11. REPORTS**

**11.1 Work Program Reports (attached)**

**11.1.1 Top Priorities Report Dated September 2017**

- Staff to arrange a meeting for the dock review;
- Senior Intergovernmental Policy Advisor, Fiona MacRaid has worked on a draft letter of agreement which has been reviewed with possible receipt via Resolution without Meeting.

**11.1.2 Projects List Report Dated September 2017**  
Information as provided.

**11.2 Applications Report Dated September 2017 (attached)**

Information as provided.

**11.3 Trustee and Local Expense Report Dated August 2017 (attached)**

Information as provided.

**11.4 Adopted Policies and Standing Resolutions (attached)**

Information as provided.

**11.5 Local Trust Committee Webpage**

To be updated as required.

## 11.6 Chair's Report

Chair Busheikin and other members of the Executive Committee attended the Union of BC Municipalities (UBCM) last week. Her highlights from the meeting included:

- ferry service discussions with the new Minister of Transportation and Infrastructure, Claire Trevena,
- the attendance of MLA Adam Olsen and other ministers,
- a resolution put forward to better regulate plastic and hard foam in the ocean environment,
- a workshop on short-term vacation rentals.

## 11.7 Trustee Report

Trustee Harris noted that the reason Ministry of Highways put in parking at the Sturdies Bay ferry terminal was because the community gathered and created a strong voice. Trustee Harris thanked Highways for listening and asked whether Highways would do something about Montague Harbour. He felt it was a danger to safety, especially in case of an emergency. He has met with MLA Adam Olson a couple of times and felt he was keen and is listening. He supports the Trust, and is a friend of the islands. There was discussion around the legalization of marijuana distribution, as the Government of Canada favours large multi-nationals controlling the market.

Trustee Pottle referred to Trust Council on Denman, and noted the discussion about the impacts of aquaculture on the foreshore. Denman Island stewards took them on a tour of the foreshore, which had a powerful impact on participants. There was lots of discussion about how governance could be improved. Her office hours have been busy. She was impressed by the APC's first report on affordable housing. She referred to a briefing at Trust Council about possible amendments to the *Islands Trust Act*. Some Trustees want to revisit the possibility of creating a regional district for the Southern Gulf Islands. She anticipated interesting discussions ahead.

## 11.8 Trust Fund Board Report

none

## 12. LOCAL TRUST COMMITTEE PROJECTS

none

## 13. APPLICATIONS AND REFERRALS

### 13.1 GL-RZ-2017.1 (Stevens) - Staff Report (attached)

Planner Milne reported that Phil O' Connor, Executive Director of Managed Forest Council, confirmed that the rezoning would be neutral to the PMFL status.

It was noted the applicants are not supportive of a modified Forest Industrial approach and desired to stay with their original rezoning application.

Concerns about the traffic were acknowledged and discussed extensively.

The following points were discussed:

- whether Forest Industrial Zone (FI) current uses address the activities of the excavating company including the retailing of materials;
- examining the road network plan looking at road standards as defined by MOTI for industrial use;
- Canada Post's storage needs addressed under FI zoning;
- split-zoning approach creating a precedent;
- it was not considered good practice to rezone against an owner's wishes;
- possibly having two sets of draft bylaws prepared reflecting the two different rezoning options discussed;
- have legal counsel address special considerations that might flow from split-zoning.

**GL-2017-081**

**It was MOVED and SECONDED**

That staff contact the Ministry of Transportation and Infrastructure, BC Hydro, and the Capital Regional District, to see how the necessary upgrade to Georgia View road could allow for traffic up to and possibly beyond in the future DL37.

**CARRIED**

**GL-2017-082**

**It was MOVED and SECONDED**

That the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for the review and consideration of the Local Trust Committee based upon the Forest Industrial (FI) Split zoning approach requested by the applicants in their application.

Trustee Pottle noted that she would vote against this motion, as she would like to have a comparison of both draft bylaws.

**CARRIED**

An amendment to the resolution was put forward:

**GL-2017-083**

**It was MOVED and SECONDED**

That the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for the review and consideration of the Local Trust Committee based upon Forest Industrial zoning only.

Chair Busheikin noted she was not in favour of the amendment, that she considered the split zoning to be appropriate and that a precedent was not being set

**FAILED**  
**Trustee Pottle in favour only**

Planner Milne noted that the intent of bylaw enforcement was to regularize the current uses of property, not to add existing forest industrial zone uses onto the property. The applicant isn't asking for additional uses. There was consensus to direct staff to limit the uses. Three items at bottom of page 19 of the package are not to be included.

It was noted that the residential use that will be permitted is tied to the industrial use.

**13.2 GL-DVP-2017.3 (White Pine Environmental) - Staff Report (attached)**

Planner Milne reviewed the staff report. The applicant was in attendance.

**GL-2017-084**

**It was MOVED and SECONDED**

That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2017.3 (White Pine Environmental).

**CARRIED**

**13.3 GL-TUP-2017.3 (Meden) - Staff Report (attached)**

Planner Milne reviewed the staff report. The applicant was in attendance.

Trustee Harris noted he would like to see a change in requirements for water catchment for all future TUPs.

**GL-2017-085**

**It was MOVED and SECONDED**

That the Galiano Island Local Trust Committee approve issuance of Temporary Use Permit GL-TUP-2017.3 (Meden).

**CARRIED**

**13.4 GL-DVP-2017.4 (McMillan) - Staff Report (attached)**

Planner Milne reviewed the staff report. The applicant was present.

**GL-2017-086**

**It was MOVED and SECONDED**

That the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2017.4 (McMillan)

**CARRIED**

**14. NEW BUSINESS**

none

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for November 6, 2017, at the South Community Hall, Galiano Island**

A Community Information Meeting on the Draft Antennae Siting Protocol is scheduled for Tuesday, October 17, 2017 at 1:00 p.m. at the South Community Hall, Galiano Island.

**16. TOWN HALL**

**Tom Hennessy** expressed concern about microwave radiation, especially cell-phones presenting information to the LTC.

**Jenna Falk** was concerned about the cumulative impacts of short-term vacation rentals (STVR's) and long-term impacts in terms of water management.

There was discussion around STVR's and LTC next steps which could include:

- reviewing overall impacts;
- bringing this to the community for input;
- water catchment for all STVR's;
- impact of Airbnb
- regulating STVR's i.e. located 500 meters away from another.

**Sheila Anderson** thanked the LTC for considering the traffic impacts with respect to DL 37 but was skeptical that MOTI would come through on the Galiano Way road motion. She commented on how the Islands Trust approach was to approve applications in order to bring them into compliance, regardless of how long an illegal land-use activity has been going on. There are gravel pits all over Galiano, in various stages. Right now, without a soil-removal bylaw, we have no way of managing excavation activity. Soil removal has been on the LTC program for a long time.

**Louise Decario** commented on the following:

- parking congestion at Montague Harbour and Spanish Hills;
- applications being approved despite other illegal activities going on
- forward applications on to Island Health if there are concerns;

- having more discussion about the split-zoning, as it was a significant issue during OCP review.

Regional Planning Manager (RPM) Kojima commented that he did not recall those discussions rather; he recalled issues around the wording with respect to the subdivision requirements, with a loop-hole closed in 2002 respecting language drafted in the Land Use Bylaw. He referenced a survey of all split-zoned lots saying that in subdivision of split-zoned lots, interpretation issues can arise.

Planner Milne indicated that split-zoning is a tool that can be contextually appropriate. In the case of the Stevens application, subdivision is off the table.

Chair Busheikin noted her experience with split-zoning on the property she was living on, where a piece was zoned Agriculture, another Rural Residential, both in the ALR, and it created some confusion around allowable lots and the applications required. She was not ignoring that split-zoning can create problems, but with the Stevens' application, she had given it thought.

## 17. ADJOURNMENT

**By general consent** the meeting was adjourned at 4:40 p.m.

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Laura Busheikin, Chair

Certified Correct:

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Colleen Doty, Recorder



# DRAFT

## Galiano Island Local Trust Committee Minutes of Special Meeting

**Date:** October 17, 2017  
**Location:** Galiano South Community Hall  
141 Sturdies Bay Road, Galiano Island, BC

**Members Present:** Laura Busheikin, Chair (via phone)  
Sandy Pottle, Local Trustee (Acting Chair)  
George Harris, Local Trustee

**Staff Present:** Rob Milne, Islands Planner  
Colleen Doty, Recorder

**Special Advisory Planning Commission Members Present:** Kiyo Okuda, Member  
Stephen Rybak, Chair

### 1. OPEN HOUSE

Approximately 25 members of the public attended.

### 2. CALL TO ORDER

The Community Information Meeting was called to order at 1:30 p.m. Due to weather conditions Chair Busheikin could only join by phone. Trustee Pottle chaired the meeting in her absence. Acting Chair Pottle acknowledged the meeting was held on un-ceded territory of Coast Salish First Nations. Introductions were made.

### 3. APPROVAL OF AGENDA

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

### 4. COMMUNITY INFORMATION MEETING

#### 4.1 Telecommunications Tower Protocol

The LTC received correspondence from **Joan Robertson** and **Rose Longini**.

**Stephen Rybak**, Chair of the Special Advisory Planning Commission (SAPC), provided a summary of the reference materials and work of the SAPC.

**Planner Robert Milne** provided a presentation entitled "Galiano Island Antenna System Siting and Consultation Protocol" (the "Protocol"). He noted that documents such as the draft Protocol are not adopted by Bylaw; thus, there would not be a Public Hearing on the matter.

**Paul Leblond** congratulated members of the SAPC for producing an informative report. He referenced a 2016 Supreme Court of Canada judgment in favour of Rogers Communications Inc., which had sued the Quebec city of Châteauguay for trying to block its efforts to erect a cell tower [Rogers Communications Inc. v. Châteauguay (City), 2016 SCC 23, [2016] 1 S.C.R. 467.] Mr. Leblond was surprised this case was not referenced in any of the Protocol materials, for the judgment seemed at odds with the notion of local government concurrence.

**Kiyo Okuda** noted the SAPC were unaware of this judgment. The SAPC had specific instructions. Mr. Okuda noted that the Islands Trusts preserve and protect mandate has been defended and supported by the courts.

**Stephen Rybak** noted that courts have also upheld the decision of some jurisdictions, using similar protocols, to not concur.

**Sheila Anderson** asked whether, with the Protocol in place, it were possible for a cell tower to be built closer than 500 metres to a residence.

**Stephen Rybak** stated it would be up to the LTC to judge each application by its merits, but that the Protocol supports having 500m as a buffer for Wireless Telecommunications Service Providers and Broadcasters for towers under and over 15 metres in height. The 500 metres was selected because it had been used in the past. Different measures have been used in different jurisdictions.

**Planner Milne** noted that Industry Canada (IC) has provided a tool for local governments to craft their own consultation protocol. Through this process, local governments have the ability to have some say.

**Sheila Anderson** would like to see a clear direction to LTC to not have any towers within 500 metres of any residence.

**A/Chair Pottle** noted that the SAPC had recommended that no tower be placed within 500 metres of any residence.

**Stephan Rybak** noted that the Protocol was designed to be technology-neutral. Whatever the proposal, it would have to be judged on its own particular merits.

**Kiyo Okuda** referred to an epidemiological study of exposure limits at 500m.

**Francis Moyle** asked whether a proponent would have to demonstrate the anticipated coverage of their proposal.

**Kiyo Okuda** noted the topography of Galiano and resulting challenges with reception. Because the process is proponent driven, he hoped the LTC could have some authority to make decisions on the strength of proponents' applications based on the principle of prioritizing who receives the benefits: 1) Islanders first, 2) visitors second, 3) rest of BC last.

**Stephen Rybak** noted that the Protocol underlines that they would like to see evidence of the benefits anticipated.

**A member of the public** asked whether tower height would be a consideration given by the LTC in weighing a possible application.

**Stephen Rybak** noted that tower height could be among the conditions.

**Tom Hennessy** indicated that he himself has been affected by microwave radiation. He urged the LTC to use the Precautionary Principle when evaluating future antennae proposals. He referred to a number of scientific studies showing harmful impacts of microwave radiation, and provided some of his research to the LTC. Among those studies is the Bio-Initiative Report of 2012, which cites numerous health risks associated with chronic exposure to electromagnetic fields and radiofrequency radiation.

**Paul Leblond** requested a clarification with respect to Proponent Category #4, Private Individuals.

**Kiyo Okuda** provided clarification.

Discussion followed with respect to third party installers.

**Stephen Rybak** wanted to see precise language on public participation and consultation to ensure community expectations are clear. He also recommended that proponents be required to advise on the environmental impacts of the particular proposal, noting that the LTC had a better chance of saying non-concurrence because of flora and fauna rather than health concerns for people. Lastly, he noted that proponents need to demonstrate, in their proposal, the benefits to this island.

**Kiyo Okuda** referred to the chain of authority and noted that consultation guidelines were developed within that framework. While IC has the ultimate authority, he was disappointed that the "Preserve and Protect" Islands Trust mandate was not shown in the staff version of the Protocol. Local land use authorities may develop protocols, but public consultation is not required for installations under 15 metres. He referred to a proliferation of installations under 15 metres because there is no requirement for public consultation. Mr. Okuda acknowledged that his position, with respect to BC Hydro's Smart Metres being defined as telecommunications and made to comply with IC standards, is contrary to the SAPC majority view. Proponents are supposed to consider the local radio-environment. He was concerned that IC likely does not have a record of installations and would like to see the LTC keep a record, to inform residents.

**Sheila Anderson** would like to see the Precautionary Principle put back into the Staff Report.

There was discussion about Health Canada's Safety Code 6 (SC6) and Smart Metres.

**Stephen Rybak** recommended people read a recent study by the Centre for Disease Control (2016) referencing Smart Metres.

**Peter Midgley, former SAPC Commissioner**, clarified that IC have regulations in effect for Smart Metres and that they do comply. He noted that Parker Island, Phillimore Point and other islands, will never have land lines. His further comments:

- 1) With respect to the draft Protocol recommendation to add BC Hydro Right of Ways as preferred locations: There are only three (3) towers with base elevations over 200 metres. Their locations are not optimal, nor is their road access, or power supply. Even though power is being sent over to Vancouver Island, it does not mean there is power available at the site. Solar sites have stiff regulations.
- 2) With respect to the recommendation to have the LTC provide information on the local radio-environment, he thought this would be onerous for staff, who have indicated they did not have the ability to provide that information.
- 3) Requirements to have antenna beam lengths and widths might be too much.
- 4) Requirements to have SC 6 compliance levels sounds confusing in the Protocol, but is not, in reality.
- 5) He claimed responsibility for having drafted complex details in the consultation protocol, and emphasized that it would be helpful to see that information in a proponent's application.

He reminded the LTC of a petition of 480 names requesting improved cellular service and connectivity. He also referenced the SAPC survey where a high percentage of people supported improved telecommunications. He noted the market is small, and not attractive to proponents. To justify any improvements to Galiano, we may have to accept improved service to others, as well.

**A/Chair Pottle** asked whether there was any device that could measure EMF.

**Mr. Midgley** responded there were several receivers that could add up all EMF's; however, the challenges inherent with such an approach were noted.

**Dawn Lybarger** expressed concern about the demographic present at the CIM. With the timing of the meeting falling within business hours, many working people were unable to attend. She thought after-hours meeting times were better and would like to see a wider sampling of public consultation.

**Ed Andrusiak** echoed thanks to the SAPC. He was concerned about disaster-resilience and would like to see resilience factors worked into the Protocol to account for high winds, fires, earthquakes.

**Trustee Harris**, while acknowledging the point, noted it was the job of engineers of proponent technology to consider resilience factors.

**Kiyo Okuda** referred to the last page of the SAPC Final Report, showing geographic correlations from mail survey respondents (not online survey respondents) and satisfaction levels. The most unsatisfied group (75%) were

located in zone 9. Also, many respondents were satisfied without internet. He noted the potential for fibre-optic; Galiano already has fibre-optic cable across it.

There was discussion about SC6 and its latest revision in 2015.

**A member of the public** noted that cell phones should be 5cm away from the body.

**Stephen Rybak** would like to see the public consultation section in the staff version of the Protocol strengthened. He thought that section 4.6.6 (p. 28) of the SAPC report was more robust.

**Planner Milne** noted that the Islands Trust cannot charge a proponent a fee.

**Ed Andrusiak** agreed with past comments about fibre-optic potential, commenting, however, that it was not resilient on its own. To make a system robust, he supported having a combination of various technologies.

**Stephen Rybak** proposed a bullet, "system resiliency in the face of natural disasters and recovery," could be added to page 9 of the Protocol.

**Kiyo Okuda** commented on the influence of slow levels of microwave radiation. He was of the view that SC6 should be reconsidered further.

**A/Chair Pottle** read questions from emails sent to her. One person had asked: How many towers would it take to give everyone cell coverage? The consensus was that this was a complex question given island topography, among other issues. **Another member of the public had asked:** If a neighbourhood within 1km of a cell tower proposal were majority-opposed to it, would it go ahead?

**Stephen Rybak** noted that the LTC response would depend on the nature of the objections. Some objections might carry more weight.

There was a brief discussion about environmental impacts on wildlife and trees.

## 5. ADJOURNMENT

There not being any further questions, **by general consent**, the Community Information Meeting was adjourned at 3:30pm, thereby adjourning the Special Local Trust Committee meeting at the same time.

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Laura Busheikin, Chair

Certified Correct:

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Colleen Doty, Recorder

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Islands Trust

**Galiano Island  
Advisory Planning Commission  
Record of Meeting**



**Date:** September 25, 2017  
**Location:** Islands Trust Office  
Madrona Drive, Galiano Island, BC  
9:30 a.m.

**Members Present:** \_\_\_ Sheila Anderson  
\_\_\_ Akasha Forest  
\_\_\_ Karen Harris (delayed)  
\_\_\_ Dave Koster  
\_\_\_ Barry New

**Members Absent:** \_\_\_ Bowie Keefer (regrets)  
\_\_\_ Judith Parrack (regrets)

**Staff Present:** Heather C. Martin, Recorder

**Members of the Public:** none



**1. CALL TO ORDER**

The meeting was called to order at 1:05 p.m.

**2. APPROVAL OF THE AGENDA**

By general consent the agenda was approved.

**3. APPROVAL OF THE MINUTES**

It was moved and seconded that the minutes of June 12, 2017 be adopted.

**CARRIED**

**4. REVIEWING THE DETAILS AND SCOPE OF THE NEW REFERRAL,  
FILE NO. 6500-20 (AFFORDABLE HOUSING), AND EXPLORING STRATEGIES FOR  
ACCOMPLISHING THE WORK IN A TIMELY FASHION**

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The meeting began with preliminary discussion on the mandate of the referral, focusing on the general objectives (# 3) and on how to accomplish the specific tasks outlined (#4). It was acknowledged that the referral was large and daunting, but that beginning by searching for, assembling and reading the available literature on the subject would help.

The committee will need to go through an education process first, becoming comfortable with the scope of the referral and compiling a reading list. The material will then need to be examined, summarized and digested. It was suggested members could break up into smaller groups, working online or getting together to prepare material to report back to the group. Alternately, individual members might prefer to take on one study or aspect of the mandate, research it and bring back their findings. Reviewing the OCP and LUB bylaws will be part of this education process.

[Karen Harris arrived at 1.20 p.m.]

It was agreed to create a google document (googledocs) for the reading list, to be shared between members and added to, edited and commented on as needed (the document, entitled "Affordable Housing Links," was created and shared before the end of the meeting). Committee members will search the Trust website for studies and material on affordable housing and add all relevant links. It was noted that the Galiano Green file, including a report written by Ann Thomson (?) is likely relevant, but is no longer available on the website. **Sheila Anderson undertook** to ask trust staff to find the documents for us, or to send us the link.

Committee members will begin this month by studying the shared google document and adding documents as they find them, adding their own initials to any added links. These links will be reviewed at the next meeting, and any deemed outside our scope will be eliminated. Committee members should also begin to read and become familiar with these documents.

It was noted that the "emergent information" likely referred to the CRD housing needs assessment for the island currently being drafted and scheduled for December 2017, but also implied the need to look for any other such emergent information on the subject. There was some discussion of the forthcoming CRD report. **Sheila Anderson undertook** to find out who is responsible for the CRD Housing Needs Assessment report, and to determine through appropriate channels if we can be updated as they process, so that we don't have to wait until December to begin reviewing their findings.

There followed some discussion of the subsequent phases of this referral and what may be possible and appropriate, including meeting with individuals and groups who are working in this area or who are directly impacted by the need for affordable housing.

### Ideas included:

- identifying such groups and individuals, writing them to ask if they have something they want to present to us
- identifying whatever expertise is available to us at Islands Trust headquarters, including someone who could give us executive summary of all these reports (Janice

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Gauthier, the author of the 2010 affordable housing toolkit, was suggested as a possible resource)

- speaking with individuals on island who need affordable housing; having them meet with us to share experiences/suggestions

- determining how best to get this input. Questionnaires were discussed; it was pointed out that people generally find surveys/questionnaires to be inadequate for identifying their individual needs, and prefer to give their real experience.

- It was cautioned that not one-size fits all; even among renters the needs of seniors, single people, people with young families and older families may be very different. We will have a macro picture and a micro picture to deal with, and should speak with landlords as well as renters

- The question of whether we have the time/energy to set up meetings with interested parties at the hall or at the library meeting room was discussed. Committee members would have to be prepared to take turns being there, have guidelines for what to ask individuals, striking a balance between a questionnaire and one/on/one talks that are not too open-ended.

- one suggestion was that, at such a meeting, participants could break up into smaller groups, of renters, landlords and so on, with a few questions prepared in advance to direct the conversation, and in half an hour or so the APC could get a lot of information.

- another suggestion was to access the expertise of parents at our school by attending a PAC meeting and having the issue put on the agenda for discussion and input.

It was suggested that the committee would also have to identify and be mindful of other things that put pressure on housing, including initiatives that promote tourism but bring an influx of staff with low-paying jobs, and the rise of short-term rentals that limit long-term housing.

The question was raised whether it is in our mandate to look at different types of housing such as co-housing and 4- and 6-plexes where there's a scale of economy. Does Galiano have any zoning for this? If not, could it be developed? Could the new community facilities zone be expanded to allow other options, with the caveat that these different models be specifically for affordable housing? The model of pocket neighbourhoods, with shared gardens and facilities, with different demographic groups living together was cited, where 2 and 4 lots are put them together to form small co-housing communities. (A link on pocket neighbourhoods was added to our googledoc link).

One suggestion was that, when larger island subdivisions go through, instead of setting aside the money from one lot for affordable housing, the lot itself might be set aside and used for affordable housing. This could be written into subdivision policies, and the price of such lots kept lower to ensure affordability. Such a lot would create on-site affordable housing, and could be used either for individuals who don't want to be part of a community, or for duplexes or for 3-4 different types of housing to serve different needs. If the land was owned by a society of some sort, different options could be possible (subject to things like water availability and other such factors). This would have the effect of spreading affordable housing across the island instead of creating affordable

## DRAFT

housing ghettos. If there is work potential at the north end, affordable housing should be available there too.

Dave Koster cautioned that, when looking at all these ideas, infrastructure is what kills such projects even more than building costs. Talking with younger people, he found that \$1000 is the top end of what they can pay for housing; \$800 is what's affordable for young families from earnings. 4-plexes are more economical than duplexes, but even at these rents a 4-plex would bring in \$3200/month, which is not a lot of return. Costs need to be reduced to allow this. He suggested the committee could look at various ways of reducing infrastructure requirements such as smaller septic fields, smaller water requirements, and reducing red tape wherever possible. Other committee members agreed that infrastructure costs seem to be what are stopping large projects on other islands such as Denman. At the same time, we need to be mindful that projects designed for more residents will likely have elevated safety concerns and other requirements, including different fire codes.

Dave Koster will be away for our next meeting, but agreed to work on infrastructure costs, identifying all those infrastructure costs that need to be in the budget, doing cost comparisons, identifying variables, things like hydro that can vary widely, and so on. The goal will be to take all these ideas and look at our zoning to see if there is room to make changes to some of these requirements to support affordable housing.

It was suggested that affordable housing projects and solutions on other islands will have to be identified and examined, and that existing, nonconforming affordable housing solutions on our island will also have to be identified and included in our discussions. The reality that people camp and live in motor homes should be acknowledged, and recommendations/regulations suggested. Tiny houses are another such solution, and they are making inroads on Galiano; do we want to make this another one of the models?

### 5. ESTABLISHING A REGULAR MEETING SCHEDULE

It was noted that our six-month deadline begins today. The aim of the committee will be to meet monthly, with the suggestion that the first meeting be in three weeks' time. Smaller groups not requiring a quorum may also meet in between meetings. The following preliminary schedule was agreed to:

Monday, October 16 at 1.30 p.m.  
Monday, November 13 at 1.30 p.m.  
Monday, December 11 at 1.30 p.m.

### 6. THE NEXT MEETING will take place Monday October 16 at 1.30 p.m.

### 7. ADJOURNMENT

# DRAFT

The meeting was adjourned at 2.35 p.m.



DRAFT



Galiano Island  
Advisory Planning Commission  
Record of Meeting

COPIED TO  
 PLANNER  
 LTC  
 *L/C*

Date: October 16, 2017  
Location: Islands Trust Office  
Madrona Drive, Galiano Island, BC  
1.30 p.m.

Members Present: \_\_\_ Sheila Anderson  
\_\_\_ Akasha Forest  
\_\_\_ Bowie Keefer  
\_\_\_ Judith Parrack  
\_\_\_ Barry New



Members Absent: \_\_\_ Dave Koster (regrets)  
\_\_\_ Karen Harris

Staff Present: Heather C. Martin, Recorder

Members of the Public: none

1. CALL TO ORDER

The meeting was called to order at 1:32 p.m.

2. APPROVAL OF THE AGENDA

By general consent the agenda was approved.

3. APPROVAL OF THE MINUTES

It was moved and seconded that the revised, amended minutes of September 25, 2017 be adopted.

CARRIED

4. CONTINUING WORK ON THE AFFORDABLE HOUSING REFERRAL,  
FILE NO. 6500-20

## DRAFT

a) Reviewing existing reports and studies. The group reported back on using googledocs for this purpose; the consensus was that is a good way of sharing information. It was acknowledged that accumulating information is only the first step towards identifying the larger problem on Galiano and coming up with solutions, but it is a good first step.

Sheila Anderson has now sent the group a copy of M. Thomson's "applicant driven" LTC report on Galiano Green. She has not yet found out who is responsible for the upcoming CRD report and needs assessment, and whether or not we can get a preview ahead of publication, but will follow up this week. The large-format island OCP maps she has requested from the Trust have been ordered.

The question of compiling the report was raised. It was suggested to begin by creating an outline. Sheila Anderson undertook to begin the outline and put it on the shared googledocs document. Once the outline is in place, areas of research may be delegated to committee members. Members who are so inclined can make executive summaries of reports that perhaps contain a lot of repetition. Judith Parrack will take the lead on the report itself, which could begin in point form.

The problem of how to identify housing needs was discussed. It was reported that the 2016 Trust report on community (not affordable) housing mentions that there is a lack of proper data to work with. Currently several organizations are collecting data on the subject, but it seems needs assessments are undertaken in different ways, so they can't easily be tracked or collated and assessed trust-wide. In her report (p.9) Janis Gauthier notes the imperative to "identify what needs actually are versus perceived needs". Do people want rental, or senior affordable housing, or affordable housing for singles, or some form of ownership?

To identify real needs, Gauthier recommends getting community involvement at the first level of data collection. To produce a report that's Galiano-based, the committee will need data and then make sense of the data. It was suggested that the 2016 Galiano census might be a useful source of information on current housing needs. The committee could look at the census data, discover who is here, what the housing range is, and begin building a picture from the ground up of what housing needs are and what affordable housing would look like for current residents. Akasha Forest will track down the census report and research this further.

It was agreed the issue of defining affordability is an obstacle that needs addressing first. Definitions seem to vary trust wide. It was suggested affordability should be defined based on the specific needs of our community, and that could include rental housing-- should it be affordable specific to our own census data. The question was raised whether Galiano Green did a needs assessment. Barry New reported that M. Thomson, the Vancouver consultant for the project, "did a paper exercise" but no on-the-ground assessment.

b) Becoming Familiar with the authority and jurisdiction of the Local Trust Committee and CRD with respect to housing.

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**The Trust:** The Islands Trust has produced two reports trust-wide on the subject so far. Janis Gauthier ( J.G. Consulting) has been involved in several affordable housing projects in the Trust area, and may be a good resource for us.

**The LTC:** It seems that the local trust committee can do a certain amount, including administering housing agreements, as is now the case with Galiano Green. It was suggested that this is not necessarily the easiest tool to use, but that it currently appears to be the only tool that the LTC can use to make sure projects remain affordable for those who need it.

Akasha Forest asked to make a statement that, in her view, the LTC should not be holding housing agreements. While it might be appropriate for a housing council to administer such agreements, it is far too onerous and complicated a task for two Trustees earning \$10,000/year. This in her view should go to a more appropriate body, such as the CRD or the Trust Council.

Barry New agreed what needs to be addressed is who/what has the authority to administer housing agreements, and the discussion should be broadened to include the question of rentals. What Galiano does not have is a rental agency, someone who would do the work of screening applicants, collecting rents, and overseeing properties. He cited the problems Galiano Green faces now they are required to provide rentals.

**The CRD:** We will need to find out exactly what jurisdiction the CRD has, what its standards are, what its requirements are for becoming involved with local projects. It was pointed out that the CRD is charged with administering the building code. Current requirements are very restrictive, and a more progressive use might result in greater affordability. The AOB (Alternate Owner-Builder) pilot project that ran for 5 years beginning in 1995 on Galiano was cited as an example of what might be possible.

**Province-wide:** A recent meeting of the provincial association of municipalities was cited, in which housing was made top priority. This needs to be tracked down and studied. It was suggested that funding sources have changed and need to be identified and studied.

c) review existing Galiano Official Community Plan policies and Land Use Bylaw regulations.

It was agreed to begin this part of the review at this meeting. The importance of using the OCP policy for guidance was stressed. The tendency of recent Trust staff reports to neglect to consult and take guidance from the OCP in applicant-driven proposals was noted as a problem that needs to be counteracted.

The group looked at sections of the OCP community housing policy beginning at p. 10, which lay out the mechanisms currently in place, including the possibility of allowing duplexes. It was suggested studying this section and comparing it with policies on other islands to see if there are ways to adjust/tweak it to make it stronger for our purposes. We may have been too restrictive in our requirements; when the OCP was put in place we were making assumptions that may no longer be possible, or out of reach without subsidies from other levels of government.

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A Salt Spring island 24-unit affordable housing project was cited as an example. Four of the units were to be rentals, but the planner request for a maximum income cap of \$60,000 for purchasers has been raised to \$75,000, pricing units out of reach of nearly half of island households, while rentals are to be capped at \$1400 a month. The executive director noted that in the current reality, "the concept of rent geared to income...is only practically applied in case of subsidized housing."

## Other points raised:

--the OCP "community facilities policies" provision that "rezoning ... should not be considered in advance of demonstrated need" could be explored a bit more. What is the data that is required to meet the definition of "demonstrated need"?

--the subdivision policy on lot widths in the OCP could be changed to make it harder for people to have those long skinny waterfront lots. We could go further: if subdividing a large lot, could say one water-front, another road frontage without view to make more affordable.

--It was countered that the former would still be a lot that needs to be built on by one family; how affordable is that?

--could have smaller more affordable lots and allow two families to share. Make provision for some shared land, eg shared between an older couple and a younger family.

--to allow extra density would likely need to have a housing agreement, so property can't be flipped.

A very wide ranging discussion ensued on options for affordable housing, and what that might look like on Galiano. Topics included ways and means of enabling affordable housing, and types of housing which should be allowed/encouraged. Enabling "affordable, decent rentals" was cited as important. So was considering several approaches, from incremental changes to facilitate affordability including more rentals, to other small projects like Galiano Green, to pocket neighbourhoods or a major project. The forthcoming information on infrastructure costs and how to keep them down will be useful in this regard.

It was suggested there are so many ideas out there that we shouldn't limit ourselves; we need to brainstorm while remembering to keep solutions under the definition of "rural." It was suggested all this should be framed under the umbrella of community involvement; what kind of community we want. We need to see what is currently happening on the ground to avoid leading with older, unconfirmed biases. It was noted that school is booming, and properties are being sold to young families. It was suggested local realtors could be another useful information resource.

STVRs were cited as an issue affecting housing affordability. It was suggested the APC could make a recommendation in advance of our report to urge the LTC prepare to begin a full review of CVR-STVR policies and regulations as they affect affordable housing issues. Suggestions included restricting the STVR option to residents of Galiano only. Whistler was cited as an example of an empty community full of short-term rentals; permanent renters are necessary to a vibrant community.

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## Other possible recommendations:

--studying the possibility of a tax relief program for people willing to rent homes for long-term-rental, for a minimum term of 5 years or so, similar to the tax relief granted when people keep natural areas intact

--encouraging the LTC to request that the mandate of the Islands Trust Fund Board be amended to enable it to hold land in trust for affordable housing, including seniors housing. New developments might be encouraged to provide a serviced lot in exchange for density as a community benefit. This could be married to a land trust board policy amendment.

The discussion moved to housing options already being used on the island that are not currently sanctioned. It was pointed out that in their policies, Salt Spring Island addresses the issue of people living in mobile homes, recreational trailers and tiny houses on wheels. Our bylaws don't speak to that—this possibility is not mentioned, and yet that's likely what will increasingly happen. Should we be speaking to this issue, or continue to pretend it is not happening? There are liability issues: who is responsible if we all knew it was happening and ignored it.

It was agreed that the agenda for the next meeting will be to look at large-scale island maps to assess location concepts and options for affordable housing on the island, seeing what's possible in different areas, what services, including school bus routes, are available, and taking restrictions like watershed areas into account. One possibility is to move our next meeting to the library meeting room, to make use of the larger table space for spreading maps out and brainstorming. The secretary will check room availability and report back.

5. **THE NEXT MEETING** will take place Monday, November 13 at 1.30 p.m.

6. **ADJOURNMENT**

The meeting was adjourned at 3.45 p.m.

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CHAIR

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DATE

**CERTIFIED CORRECT:**

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**Heather C. Martin, Recording Secretary**

## Follow Up Action Report

### Galiano Island

#### 02-May-2016

Activity	Responsibility	Target Date	Status
GL-TUP-2016.1 (Stettner) - Proposed covenant received. Staff waiting for confirmation of registration.	Rob Milne	01-Jul-2016	On Going

#### 11-Sep-2017

Activity	Responsibility	Target Date	Status
That application GL-RZ-2016.2 be read a second time amended as per recommendations 1 and 2 of the staff report (DONE) and that further actions wait until receipt of a draft right of way for Porlier Pass Road and a mechanism to provide public trail access to the satisfaction of Galiano Parks and Recreation and CRD Parks.	Sharon Lloyd-deRosario Rob Milne		On Going
Staff to proceed with organizing and scheduling a Community Information Meeting for the draft Antenna System Siting & Consultation Protocol and that staff consider a mailout and other approaches to more fully engage community members.	Rob Milne Lori Foster		Done
That a letter be sent to Parks BC advising that the Galiano Island LTC supports a transfer of Lot 9, VIP51007 from the Ministry of Finance to Parks BC.	Rob Milne		Done

#### 02-Oct-2017

Activity	Responsibility	Target Date	Status
Staff to meet with representatives of MOTI; and BC Hydro, CRD Parks as necessary; to discuss upgrading of the road bed providing access to the northeast corner of DL 37.	Rob Milne		On Going
Staff are to prepare draft bylaws for application GL-RZ-2017 (Stevens) for the review of the LTC based upon the Forest Industrial (FI) split zoning approach.	Sharon Lloyd-deRosario Rob Milne		Done

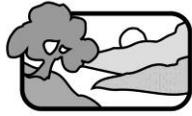


## Follow Up Action Report

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Staff are directed to issue a permit for application GL-DVP-2017.3 (White Pine Environmental).	Sharon Lloyd-deRosario Rob Milne	Done
Staff are directed to issue a permit for application GL-TUP-2017.3 (Meden)	Sharon Lloyd-deRosario Rob Milne	Done
Staff are directed to issue a permit for application GL-DVP-2017.4 (McMillan)	Sharon Lloyd-deRosario Rob Milne	Done
Minutes of September 11th meeting adopted with amendments.	Lori Foster	Done

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File No.: GL-RZ-2017.1 (Stevens)

DATE OF MEETING: November 6, 2017

TO: Galiano Island Local Trust Committee

FROM: Rob Milne, Island Planner  
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Rezoning of a Portion of District Lot 37  
Applicant: Fred and Isobel Stevens  
Location: 303 Betty Ann Drive

## RECOMMENDATION

1. That the Galiano Island Local Trust Committee has reviewed the Directives Only Policy Checklist and determined that proposed Draft Bylaw Nos. 265 and 266 are not contrary to or at variance with the Islands Trust Policy Statement.
2. That the Galiano Island Local Trust Committee Bylaw No. 265, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2017”, be read a first time.
3. That the Galiano Island Local Trust Committee Bylaw No. 266, cited as “Galiano Island Land Use Bylaw, 1999, Amendment No. 2, 2017”, be read a first time.
4. That the Galiano Island Local Trust Committee directs staff to refer Bylaw Nos. 265 and 266 as per attached Attachment 8.

## REPORT SUMMARY

The purpose of this report is to introduce draft bylaws which, if adopted, would allow for the implementation of rezoning application SS-GL-2017.1 which seeks to rezone and redesignate a small parcel of the land located at 303 Betty Ann Road to allow uses which currently do not conform to the provisions of the land use bylaw.

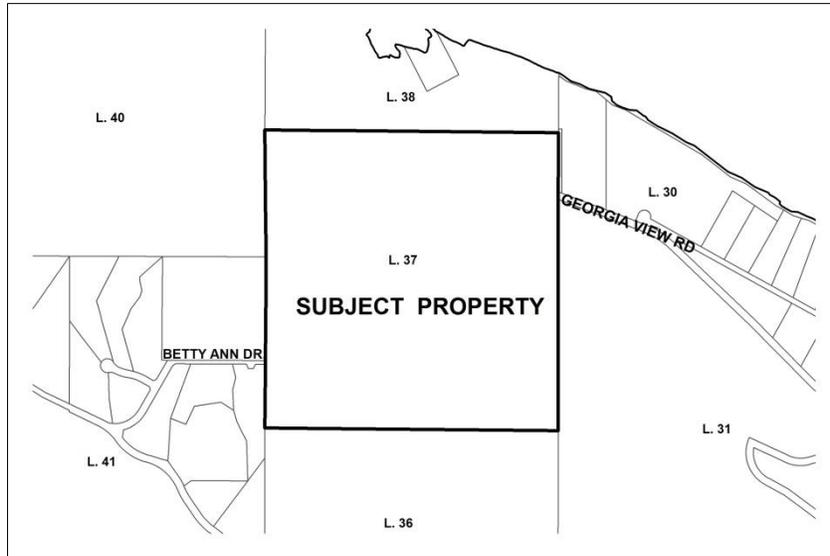
## BACKGROUND

At their regular meeting of October 2, 2017 the Galiano Island Local Trust Committee (LTC) gave consideration to a staff report dated September 19, 2017 which was accompanied by mapping and a copy of the Forest Industrial (FI) zone. Subsequent to those considerations the LTC adopted the following motion.

SS-2017-082

*That the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for the review and consideration of the Local Trust Committee based upon the Forest Industrial (FI) split zoning approach requested by the applicants in their application.*

The requested draft bylaws are attached to this report for the consideration of the LTC as Attachments 6 and 7 respectively.



**ANALYSIS**

**Policy/Regulatory**

Islands Trust Policy Statement:

The Islands Trust Policy Statement contains three policies which are relevant to this application. It is the view of staff that the subject application is not in conflict with those policies and that the application materials address the intent of those policies.

A completed copy of the Directives Only Checklist is attached to this report (Attachment 5).

Official Community Plan

The property is designated Forest (F) in the Galiano Island Official Community Plan (OCP). As was discussed at the October 2<sup>nd</sup> regular meeting of the LTC redesignating a 2.24ha portion of the subject property to Forest Industry (FI) will require a change of the current Forest designation of that area to Forest Industry. This change would regularize the current non-conforming residential use and some activities associated with the excavating business (Attachment 3) operating out of the gravel pit area, all of which are contained within the defined 2.24ha area.

The FI zone is an industrial zone. As such a number of the policies of part 5.4, “Light Industry” are generally relevant to this application. The relevant objectives and policies are as follows:

Light Industry Objectives

The objectives of this subsection are:

- 1) to ensure there is opportunity for light industrial uses that support the local economy, and
- 2) to ensure all light industrial activity is compatible with rural character and does not adversely affect the natural environment.

Light Industry Policies

- a) *The principal use shall be light industry.*

- b) *Light industrial zones shall not be permitted in areas containing Sensitive Ecosystems identified in Schedule "H".*
- c) *Light industrial uses shall be permitted through site specific zoning and subject to development permit. The following guidelines will be used for determining zoning and issuing a development permit:*
  - i) *different criteria may be applied to allow different levels of activity,*
  - ii) *light industrial activity shall only be allowed on sufficiently large properties in a scale proportionate to the lot size,*
  - iii) *light industrial building sizes shall be in scale with the rural character,*
  - vi) *signage and lighting shall be regulated to ensure maintenance of the rural landscape,*
  - vii) *in reviewing development applications, the Local Trust Committee will assess greenhouse gas and other emissions anticipated to result from the development.*
- f) *Value added industry on an appropriate scale shall be encouraged.*
- g) *The Local Trust Committee should consider implementing regulations that would limit noise impacts generated by industrial uses and activities.*
- h) *One dwelling may be permitted as an accessory residential use. If the lot is the minimum area permitted or smaller, the dwelling must be in the same building as the light industry use.*

It is the view of staff that the subject application is in compliance with the objectives and relevant policies of Section Part 5.4 of Section II, "Land Use" of the OCP given the context, scale and nature of the uses taking place. As may also be seen a redesignation to Forest Industry would incorporate the subject area into DPA 6, "Commercial and Industrial Form and Character". Applicable new development within the rezoned FI area would require a development permit.

There are also two policies under Part 1.1 "Land Transportation" of Section III, "Services" which may be considered applicable to this application. These are:

- c) *The Road Network shown on Schedule C represents both existing and proposed roads, and is subject to the following:*
  - i) *the locations of proposed highways and emergency access routes shall be considered approximate locations;*
  - ii) *locations of proposed highways and emergency access routes shall be confirmed at time of rezoning, subdivision or building permit;*
  - iii) *highway and emergency access route connections at property boundaries should be consistent with the approximate locations identified on Schedule 'C', unless more detailed site investigation of all lots concerned identifies a more suitable point of connection consistent*

*with the general continuity of routes through adjacent lots as identified on Schedule 'C';*

- iii) there should be no additional highway route or emergency access route interconnections, except for local access to lots within a new subdivision, other than provided for in Schedule 'C';*
  - iv) highway routes should be of sufficient width to accommodate hydro and telephone service line requirements.*
  - v) Any new highway or emergency access routes within the Agricultural Land Reserve receive the approval of Agricultural Land Commission.*
- f) Land that is rezoned to any Economic Activity Zone should have direct frontage and suitable access on a highway classified as Main Rural or Minor Rural.*

With respect to policy c) it has been noted in an earlier report that both the Galiano Road and Trail plans affect this property. The applicants have shown a willingness to take steps to ensure future access to the road and trail elements that cross the northeast and northwesterly corners of the property, respectively.

It should also be noted that policy f) uses the wording "should have" regarding direct frontage and access to a highway classified as either a Main Rural or Minor Rural highway. As such, this policy cannot be considered a mandatory requirement for support of the rezoning.

It is recognized that concerns exist regarding the impacts of traffic associated with the use of the subject property and staff have been requested to meet with staff from MOTI to discuss options for addressing those concerns. However, given the scale of the use and its longstanding history it is the view of staff that a rezoning to regularize the uses within the areas proposed to be rezoned should be considered notwithstanding this policy.

#### Land Use Bylaw:

Similar to the OCP designation it will be necessary to amend the current Forest 1 zoning to the Forest Industrial zone. This change in zoning would be enabled by the proposed change in OCP designation.

As was noted at the October 2<sup>nd</sup> meeting the FI zone in the land use bylaw (LUB) includes uses which are not present on the property and are of no interest to the applicants, the removal of which is supported by the applicants. More specifically those uses, as presented in the FI zone, are:

- 9.6(A).1.1      warehouses
- 9.6(A).1.3      sale of building materials and supplies manufactured on the lot
- 9.6(A).1.5      mechanical repairs including boat repairs and boat building

On the assumption that the purpose of the proposed rezoning is intended to address current, existing uses and not to add new uses to those present staff have removed the uses listed above. Staff has also made minor amendments, including some deletions, to the zone including those related to zone (property line) setbacks, agricultural use setbacks, an allowance for farm animals and screening provisions (Attachments 2 and 7).

#### **Rationale for Recommendation**

The owners of the F1 zoned property who live in an unauthorized residence on the property have submitted an application to rezone a small portion of the parcel to FI in order to achieve compliance with zoning regulations, rather than utilizing an FI variant to be applied to the entire property. Staff's position on support of the original option stated in the applicant's application is influenced by concerns that a perceived precedent could be set through the use of an FI variant for the whole property. The use of the split zoning approach which would see only a small area zoned to allow for industrial activities makes it clear that the balance of the larger parcel would continue to be used for forestry purposes only.

## Consultation

Any land use bylaw and OCP amending bylaws will require a public hearing and the approval of the Executive Committee and, in the case of the OCP amendment, approval by the Minister of Municipal Affairs and Housing.

As the project would involve an OCP amendment, the LTC is required under s. 475(2) of the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected including First Nations. A table of suggested Referral Agencies and groups is included in this report as Attachment 8.

## ALTERNATIVES

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

### 1. Request further information

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

*That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust [list information required].*

### 2. Choose to proceed no further

The LTC may choose to proceed no further with the application. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2017.1 for the following reasons [insert reasons].*

### 3. Proceed with a property specific Forest Industrial zone

The LTC may choose to direct staff to prepare draft bylaws using a site specific Forest Industrial zone for the whole property, with two sub-zones – one with limited FI regulations, the other with F1 uses and regulations. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for the review and consideration of the Local Trust Committee based upon a hybrid Forest Industrial (FI) zone allowing for the FI uses on a “home plate” area and F1 uses on the balance of the property.*

### 4. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or receipt of other information. If this alternative is selected, the LTC should state the reasons for this choice. Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee holds application GL-RZ-2017.1 in abeyance until the following information has been received [list information required].*

## NEXT STEPS

Following receipt and consideration of draft bylaws which support this application a reasonable next step, given the community interest in F1 lands, would be to:

- Send out the referrals
- Report back to LTC with any recommended amendments, results of meeting with MoTI, and recommendations for addressing the road network plan
- Second reading and direction to schedule a public hearing
- The LTC may also wish to consider scheduling a stand-alone CIM during the referral phase.

Submitted By:	Rob Milne M.A., RPP, MCIP Island Planner	October 11, 2017
Concurrence:	Robert Kojima Regional Planning Manager	October 12, 2017

#### **ATTACHMENTS**

1. Proposed area of rezoning
2. Forest Industry zone extract
3. Site photos
4. Applicant email dated September 20, 2017
5. Policy Statement Directives Only Checklist
6. Draft OCP Bylaw No. 265
7. Draft LUB Bylaw No. 266
8. Agency Referral Table

Attachment 2a

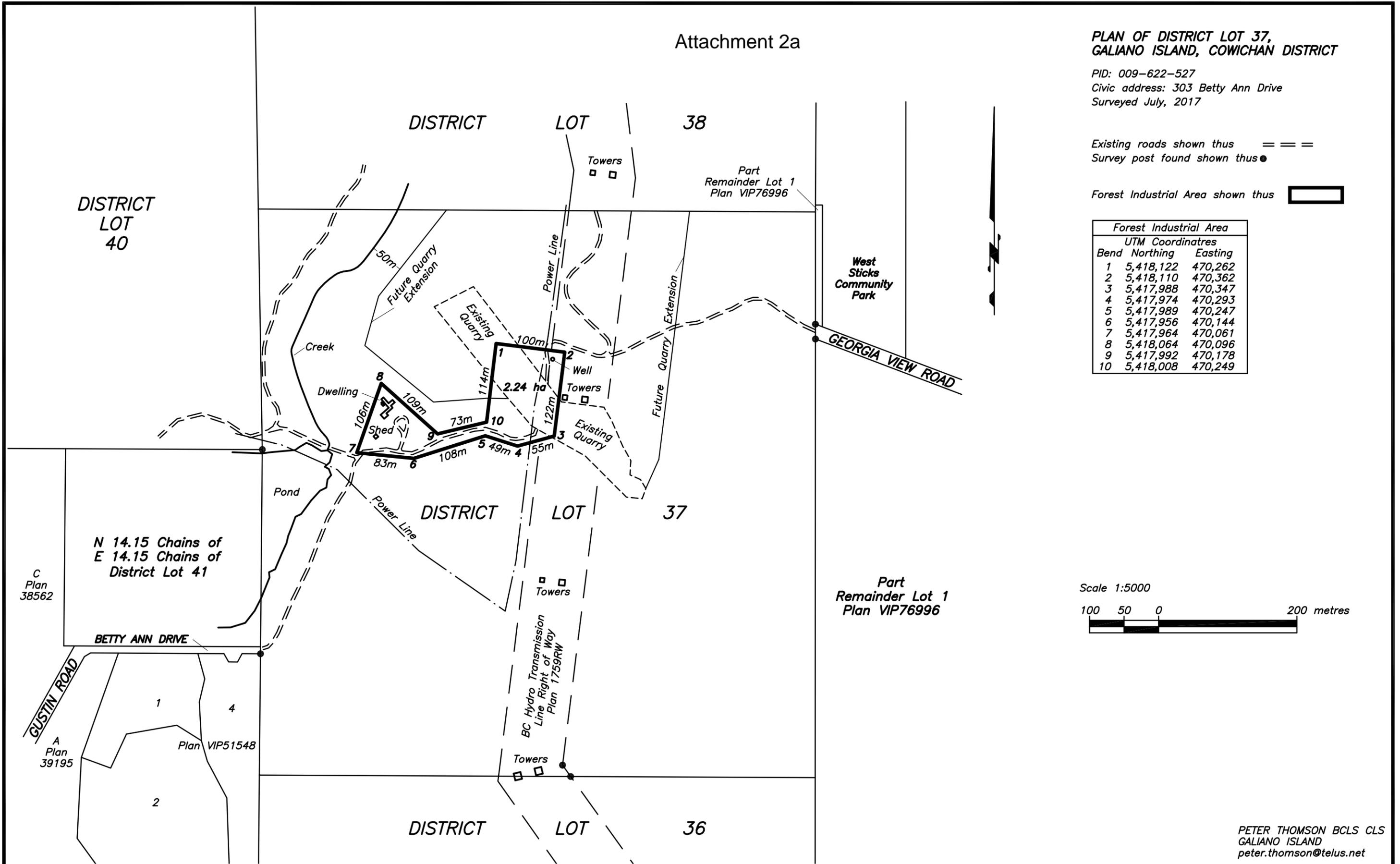
**PLAN OF DISTRICT LOT 37,  
GALIANO ISLAND, COWICHAN DISTRICT**

PID: 009-622-527  
Civic address: 303 Betty Ann Drive  
Surveyed July, 2017

Existing roads shown thus   
Survey post found shown thus 

Forest Industrial Area shown thus 

Forest Industrial Area		
UTM Coordinates		
Bend	Northing	Easting
1	5,418,122	470,262
2	5,418,110	470,362
3	5,417,988	470,347
4	5,417,974	470,293
5	5,417,989	470,247
6	5,417,956	470,144
7	5,417,964	470,061
8	5,418,064	470,096
9	5,417,992	470,178
10	5,418,008	470,249



PETER THOMSON BCLS CLS  
GALIANO ISLAND  
peter.thomson@telus.net

## ATTACHMENT 5 – FI ZONING EXTRACT

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### 9.6(A) Forest Industrial Zone – FI

The intent of the FI Zone is to permit value added forestry uses with a limited number of associated light industrial uses.

#### Permitted Uses

9.6(A)1 In the Forest Industrial FI zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 9.6(A).1.1 warehouses
- 9.6(A).1.2 contractors' workshops and yards
- 9.6(A).1.3 sale of building materials and supplies manufactured on the lot
- 9.6(A).1.4 sawmilling, planing and manufacturing of wood products
- 9.6(A).1.5 mechanical repairs including boat repairs and boat building
- 9.6(A).1.6 gravel processing and storage
- 9.6(A).1.7 one self-contained accessory dwelling unit for the owner or operator of a principle use

#### Permitted Density

- 9.6(A).2 Lot coverage must not exceed 20% of any lot.
- 9.6(A).3 Not more than one dwelling is permitted on each lot.

#### Permitted Height

- 9.6(A).4 No building or structure for a use permitted by this section may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres

#### Minimum Setbacks

- 9.6(A).5 Buildings and structures must be sited
  - 9.6(A).5.1 at least 7.5 metres from a front or rear lot line;
  - 9.6(A).5.2 at least 6 metres from each interior side lot line, except where the lot line is common to a lot in a commercial or industrial zone, in which case the required distance is 3 metres; and
  - 9.6(A).5.3 at least 4.5 metres from any exterior side lot line.
- 9.6(A).6 Buildings and structures for the accommodation of farm animals including poultry must be sited
  - 9.6(A).6.1 at least 7.5 metres from a front lot line;
  - 9.6(A).6.2 at least 30 metres from rear and interior side lot lines; and
  - 9.6(A).6.3 at least 6 metres from an exterior side lot line.
- 9.6(A).7 Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be sited at least 15 metres from the boundary of the Agriculture (AG) zone.

#### Minimum Lot Size

- 9.6(A).8 No lot having an area less than 2-hectare may be created by subdivision.

#### Screening

- 9.6(A).9 Lots on which light industrial uses are carried on must be screened by a landscape screen not less than 2 metres in height and complying with the requirements of Part 15 of this bylaw.

Appendix 3  
Site Photos



Operations Area



Aggregate and equipment storage



First aid building and Tidy Tank fuel storage



Storage buildings



Gravel pit north of operations area



Owner residence

## ***Attachment 4***

After consultations with planner Rob Milne and the local trustees we have given serious thought and consideration regarding all the information we have received about our rezoning application GL-RZ-2017.1 and have decided that the application continue as originally proposed having the 2.24 HA as indicted on the surveyed drawing to be rezoned to Forest Industrial and the remainder of DL 37 to stay in Forest 1 zone under Managed Forest.

This is the best option for us and our company and look forward to moving ahead with this application.

Regards,

Fred & Isobel



Islands Trust

## **POLICY STATEMENT DIRECTIVES ONLY CHECK LIST**

**Bylaw and File No: 265 (OCP) & 266 (LUB)  
GL-RZ-2017.1 (Stevens)  
LTC Endorsement:**

### **PURPOSE**

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

### **POLICY STATEMENT**

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

### **DIRECTIVES ONLY CHECK LIST**

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✘ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A** if the policy is not applicable.

**Part III Policies for Ecosystem Preservation and Protection**

CONSISTENT	NO.	DIRECTIVE POLICY
	<b>3.1</b>	<b>Ecosystems</b>
<b>N/A</b>	<b>3.1.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
<b>N/A</b>	<b>3.1.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
<b>N/A</b>	<b>3.1.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	<b>3.2</b>	<b>Forest Ecosystems</b>
<b>N/A</b>	<b>3.2.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	<b>3.3</b>	<b>Freshwater and Wetland Ecosystems and Riparian Zones</b>
<b>N/A</b>	<b>3.3.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	<b>3.4</b>	<b>Coastal and Marine Ecosystems</b>
<b>N/A</b>	<b>3.4.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
<b>N/A</b>	<b>3.4.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

**PART IV: Policies for the Stewardship of Resources**

CONSISTENT	NO.	DIRECTIVE POLICY
	<b>4.1</b>	<b>Agricultural Land</b>
<b>N/A</b>	<b>4.1.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
<b>N/A</b>	<b>4.1.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
<b>N/A</b>	<b>4.1.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	<b>Forests</b>
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	<b>Wildlife and Vegetation</b>
	4.4	<b>Freshwater Resources</b>
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	<b>Coastal Areas and Marine Shorelands</b>
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	<b>Soils and Other Resources</b>
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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**PART V: Policies for Sustainable Communities**

CONSISTENT	NO.	DIRECTIVE POLICY
	<b>5.1</b>	<b>Aesthetic Qualities</b>
<b>N/A</b>	<b>5.1.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	<b>5.2</b>	<b>Growth and Development</b>
<b>N/A</b>	<b>5.2.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
<b>N/A</b>	<b>5.2.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
<b>N/A</b>	<b>5.2.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
<b>N/A</b>	<b>5.2.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	<b>5.3</b>	<b>Transportation and Utilities</b>
<b>N/A</b>	<b>5.3.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
	<b>5.3.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
<b>N/A</b>	<b>5.3.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
✓	<b>5.3.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	<b>5.4</b>	<b>Disposal of Waste</b>
<b>N/A</b>	<b>5.4.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	<b>5.5</b>	<b>Recreation</b>
<b>N/A</b>	<b>5.5.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
<b>N/A</b>	<b>5.5.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
<b>N/A</b>	<b>5.5.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
<b>N/A</b>	<b>5.5.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
✓	<b>5.5.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	<b>5.6</b>	<b>Cultural and Natural Heritage</b>
<b>N/A</b>	<b>5.6.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
<b>N/A</b>	<b>5.6.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	<b>5.7</b>	<b>Economic Opportunities</b>
	<b>5.7.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	<b>5.8</b>	<b>Health and Well-being</b>
<b>N/A</b>	<b>5.8.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

<b>POLICY STATEMENT COMPLIANCE</b>	
✓	<b>COMPLIANCE WITH TRUST POLICY</b>
	<b>NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:</b>

**GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 265**

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**A BYLAW TO AMEND GALIANO ISLAND OFFICIAL COMMUNITY PLAN  
BYLAW NO. 108, 1995**

---

The Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2017”.

2. Galiano Island Local Trust Committee Bylaw No.108, cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as shown on Schedule 1, attached to and forming part of this bylaw

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

PUBLIC HEARING HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

APPROVED BY THE MINISTER MUNICIPAL AFFAIRS AND HOUSING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**

**GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 265**

**SCHEDULE 1**

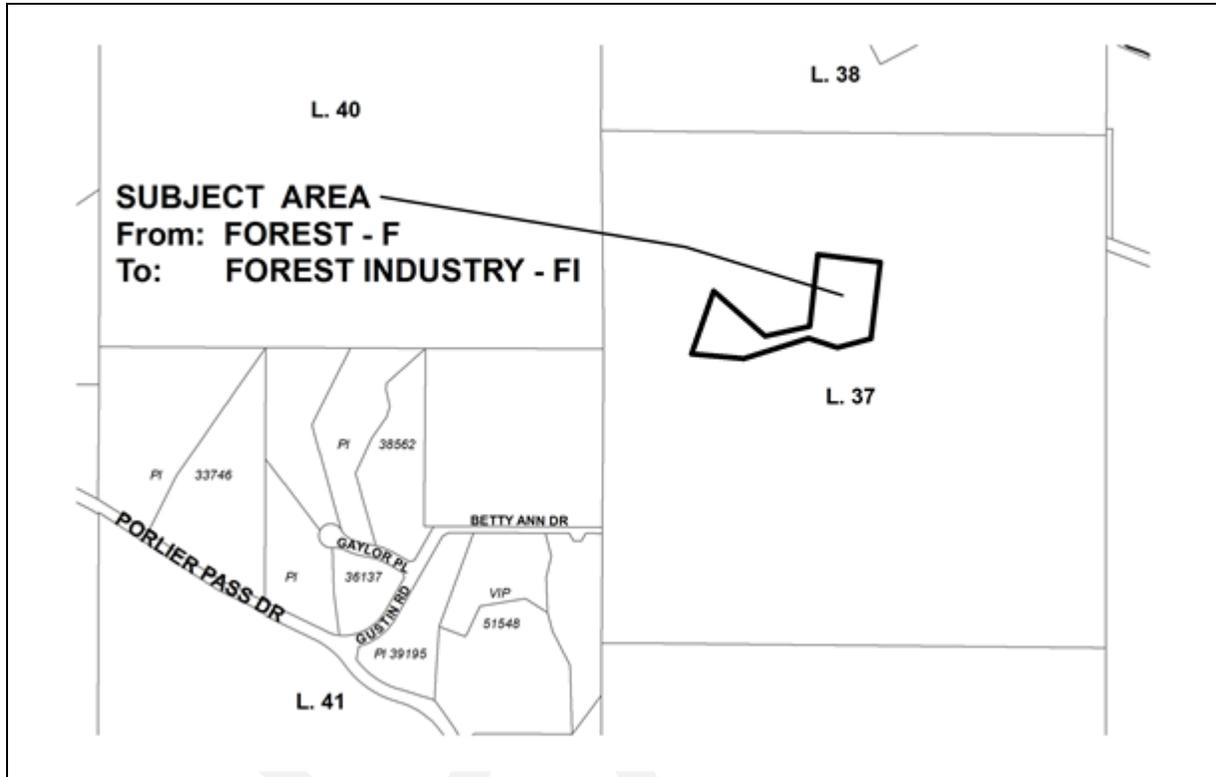
1. The Galiano Island Official Community Plan No. 108, 1995, is amended as follows:

1.1 Schedule "B" – LAND USE DESIGNATIONS is amended by changing the land use designation of a portion of District Lot 37, Galiano Island, Cowichan District (PID 006-622-527) as shown on Plan No. 1 attached to and forming part of this bylaw,

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 265

PLAN NO. 1



DRAFT

**GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 266**

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**A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999**

---

The Galiano Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw, 1999, Amendment No. 2, 2017”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw, 1999,” is amended as shown on Schedules No. 1 and 2 attached to and forming part of this bylaw.

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

PUBLIC HEARING HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**

**GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 266**

**SCHEDULE NO. 1**

1. Bylaw No 127 is amended as follows:

1.1 Section 4.1 of Part 4, "CREATION AND EXTENT OF ZONES" is amended by the insertion of a new zone entry Forest Industrial (A) (FI(A)) below Forest Industrial.

1.2 Section 9, ECONOMIC ACTIVITY ZONES is amended by the insertion of a new Zone 9.6 (B) as follows:

**"9.6(B) Forest Industrial Zone A – FI(A)**

The intent of the FI(A) zone is to permit limited industrial uses and an accessory dwelling within a prescribed area of a forest lot.

Permitted Uses

9.6(B)1 In the Forest Industrial FI(A) zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 9.6(B).1.1 contractors' workshops and yards
- 9.6(B).1.2 sawmilling, planing and manufacturing of wood products
- 9.6(B).1.3 gravel processing and storage
- 9.6(B).1.4 one self-contained accessory dwelling unit for the owner or operator of a principle use

Permitted Density

- 9.6(B).2 Lot coverage must not exceed 20% of any zoned area.
- 9.6(B).3 Not more than one dwelling is permitted on each lot.

Permitted Height

- 9.6(B).4 No building or structure for a use permitted by this section may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres

Minimum Setbacks

- 9.6(B).5 Buildings and structures must be sited at least 6.0 metres from a zone boundary

Minimum Lot Size

- 9.6(B).7 No lot having an area less than 2.24-hectare may be created by subdivision."

**GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 266**

**SCHEDULE NO. 2**

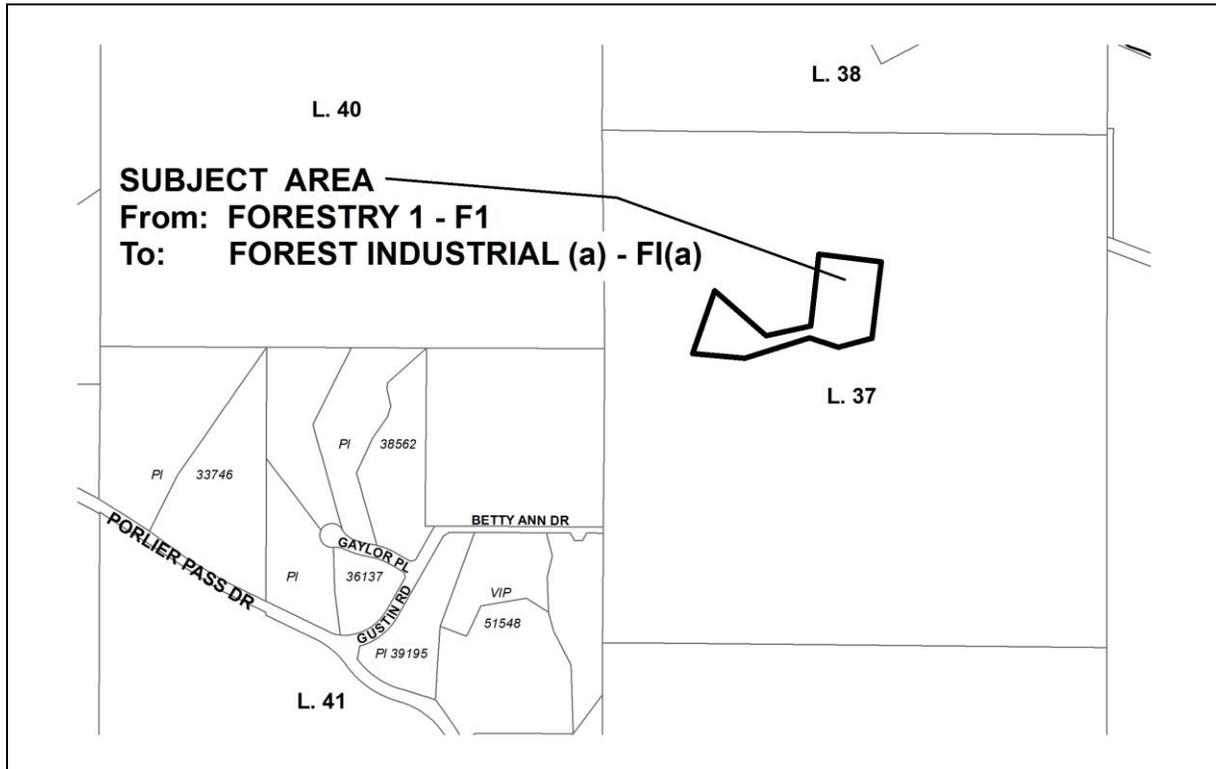
2. Bylaw No. 127 is amended as follows:

2.1 **Schedule “B” – (Zoning Sheet South)** is amended by changing the zoning classification of a portion of District Lot 37, Galiano Island, Cowichan District (PID 009-622-527) from Forest 1 (F1) to Forest Industrial (FI(A)) as shown on Plan No. 1 attached to and forming part of this bylaw.

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 266

PLAN NO. 1



## Attachment 8 Referral Table

This referral has been sent to the following agencies:

### **Provincial Agencies**

BC Assessment Authority  
Ministry of Municipal Affairs and Housing  
Ministry of Transportation & Infrastructure

### **First Nations**

Cowichan Tribes  
Halalt First Nation  
Lake Cowichan First Nation  
Lyackson First Nation  
Pauquachin First Nation  
Penelakut Tribe  
Semiahmoo First Nation  
Stz'uminus First Nation  
Tsartlip First Nation  
Tsawwassen First Nation  
Tsawout First Nation

### **Regional Agencies**

Capital Regional District – Electoral Area Director  
Capital Regional District – Building Inspection  
Island Health  
North Galiano Island Fire Rescue

### **Adjacent Local Trust Committees and Municipalities**

North Pender Island Local Trust Committee  
Mayne Island Local Trust Committee  
Salt Spring Island Local Trust Committee  
Thetis Island Local Trust Committee

### **Non-Agency Referrals**

Galiano Island Advisory Planning Commission  
Galiano Island Parks and Recreation Commission



ISLANDS TRUST FUND

## REQUEST FOR DECISION

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**TO:** All local trust committees/  
Bowen Island Municipality

**For the meeting of:**  
**Date:** October 12, 2017

**FROM:** Islands Trust Fund

**SUBJECT: REFERRAL OF ISLANDS TRUST FUND FIVE YEAR PLAN**

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**RECOMMENDATION:**

That the \_\_\_\_\_ Island Local Trust Committee/Bowen Island Municipality receive the draft Islands Trust Fund Five Year Plan for information.

---

### **IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** None

**FINANCIAL:** None

**POLICY:** Consistent with policy.

**IMPLEMENTATION/COMMUNICATIONS:** The Islands Trust Fund Plan has been referred to all local trust committees and Bowen Island Municipality, as well as First Nations with interests in the Trust Area and Trust Council. Comments received will be considered and addressed. The Trust Fund Board intend to submit a final plan to the Minister of Municipal Affairs and Housing in December 2017 with a request for approval.

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### **BACKGROUND**

The *Islands Trust Act* requires that the Trust Fund Board prepare and submit to the Minister, at least once every five years, a plan for the Islands Trust Fund respecting policies on acquisition, management, and disposal of property, investment of money, goals for major acquisitions, and other matters as required.

Islands Trust Policy 3.3.ii Islands Trust Fund and Local Planning Services Coordination (TFB Policy 3.1) requires the plan to be referred to every LTC and Island Municipality for comment. The Trust Fund Board will also be submitting the plan to Trust Council for comment at its December 2017 meeting.

The Islands Trust Fund Plan is administrative in nature, and explains current Trust Fund Board policies on land acquisition, management and disposition of land, and investment of funds. It also summarizes the goals of the draft Regional Conservation Plan.

It is important to distinguish between the Islands Trust Fund Five Year Plan which requires Ministerial approval under the *Islands Trust Act*, and the Regional Conservation Plan, which provides science-based operational direction to the Trust Fund Board and its staff. The documents are complementary, but serve different functions.

**REPORT/DOCUMENT:** [Draft Islands Trust Fund Five Year Plan](#)

**RELEVANT POLICY:** Islands Trust Policy 3.3.ii Islands Trust Fund and Local Planning Services Coordination (TFB Policy 3.1)

**DESIRED OUTCOME:** Local Trust Committee/Islands Municipality review of the Islands Trust Fund Five Year Plan and approval of plan from the Minister of Municipal Affairs and Housing.

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## **RESPONSE OPTIONS**

**Recommended:** That the \_\_\_\_\_ Island Local Trust Committee/Bowen Island Municipality receive the draft Islands Trust Fund Plan for information.

**Alternatives:** That the \_\_\_\_\_ Island Local Trust Committee/Bowen Island Municipality provide the following comments on the Islands Trust Fund Five Year Plan:

**PREPARED BY:** \_\_\_\_\_  
Jennifer Eliason  
Islands Trust Fund Manager

**REVIEWED BY:** \_\_\_\_\_  
Clare Frater  
Director of Trust Area Services



ISLANDS TRUST FUND

## BRIEFING

**To:** All local trust committees/Bowen Island Municipality  
**From:** Kate Emmings, Ecosystem Protection Specialist  
**For the Meeting of:**  
**Date prepared:** October 11, 2017

**SUBJECT: REFERRAL OF DRAFT ISLANDS TRUST FUND REGIONAL CONSERVATION PLAN 2018-2027**

### **PURPOSE:**

The Islands Trust Fund has completed a draft of its Regional Conservation Plan 2018-2027 and is providing it for information to all local trust committees and to the Bowen Island Municipality. The draft Regional Conservation Plan is also being shared with all First Nations with interests in the Islands Trust Area as well as conservation partners.

### **BACKGROUND:**

#### Why a Regional Conservation Plan?

The rich diversity of life in the Islands Trust Area makes the region ecologically significant, not only locally, but globally. Most of the region is within the Coastal Douglas-fir zone, one of the rarest of British Columbia's 16 biogeoclimatic zones. The Douglas-fir ecosystems of this zone, including Garry oak and associated ecosystems, are globally rare – in the entire world they occur only on the east coast of southern Vancouver Island, the islands of the Georgia Basin, and a small area of the mainland. The Islands Trust Area is also home to several other sensitive ecosystems and hundreds of rare terrestrial and marine plants and animals.

Despite its ecological significance, biodiversity in the Islands Trust Area is exposed to significant threats. With over 68% of the Islands Trust Area in private land ownership and over 3.3 million people living in the surrounding areas, the pressures to develop and change the natural landscape in the islands are substantial.

Because of the significance of the ecosystems found in the Islands Trust Area and the threats they are under, conservation planning is an important tool to ensure that the natural beauty that draws so many to the region is not lost. Since 2005, the work of the Trust Fund Board and, in some cases, the Islands Trust's local planning work, has been guided by Regional Conservation Plans.

#### What's in the Regional Conservation Plan?

The Regional Conservation Plan provides background on the ecosystems in the Islands Trust Area, evaluates their current status, identifies priorities and threats, and sets goals and objectives for the next ten years. The goals identified in the draft 2018-2027 Regional Conservation Plan are:

1. Identify, investigate and communicate about important natural areas to generate action on conservation priorities
2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

3. Continue to secure and manage Trust Fund Board lands and conservation covenants to maximize ecological integrity
4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Local trust committees and the Bowen Island Municipality will find island profiles in Appendix II with information specific to their area of interest.

When will the Regional Conservation Plan Begin?

The draft Regional Conservation Plan will cover a ten-year period and will begin with approval of the Trust Fund Board. Review and approval of the final draft will happen in early 2018. The final Regional Conservation Plan will be provided to the Trust Council in March 2018 with a request for endorsement.

Who will the Regional Conservation Plan affect?

The Regional Conservation Plan directs the work of the Trust Fund Board and its staff. It is not binding on the work of the local trust committees, Bowen Island Municipality or Trust Council, although each of these corporate bodies may choose to incorporate elements of the plan into their work.

How will the Regional Conservation Plan be implemented?

The Trust Fund Board will implement the Regional Conservation Plan through three-year work plans, which will be approved by the Trust Fund Board and will be implemented by staff. At the end of each three-year period, staff will evaluate progress and set the next three-year work plan with the Trust Fund Board.

**ATTACHMENT(S):** [Draft Regional Conservation Plan 2018-2027](#)

**FOLLOW-UP:**

If the local trust committee or Bowen Island Municipality chooses to provide comment, they should pass a resolution citing comments and direct staff to relay the comments to Islands Trust Fund staff. Feedback will be considered by the Trust Fund Board when it finalizes its Regional Conservation Plan at its first meeting in 2018.

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**Prepared By:** Kate Emmings, Ecosystem Protection Specialist

**Reviewed By/Date:** Jennifer Eliason, Islands Trust Fund Manager/October 6, 2017



Islands Trust

# BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street  
Victoria, B.C. BC V8R 1H8  
Ph: (250) 405-5151  
Fax: (250) 405-5155  
information@islandstrust.bc.ca  
www.islandstrust.bc.ca

Island: North Pender Island Local Trust Area Bylaws No.: 211 & 212 Date: September 27, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

**APPLICANTS NAME / ADDRESS:**

Pender Island Community Services Society (PICSS – 'Nu to Yu')

**PURPOSE OF BYLAW:**

The purpose of **Bylaw 211** is to amend to amend the North Pender Island Official Community Plan Schedule "B" - Land Use Map to re-designate a portion of Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822 from **Rural – R to Community Service – CS**. In addition, **Bylaw 211** will amend the Schedule "A" - Policy Document to designate Development Permit Area Nine – Commercial and Industrial Form and Character on that portion of the land.

The purpose of **Bylaw 212** is to amend the North Pender Island Land Use Bylaw to rezone a portion of Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822 from **Rural – R** to a site specific **Community Service (o) - CS (o)** zone to permit the development of a new location of the Pender Island 'Nu to You' store on the subject portion of the property. The only use permitted in the zone is the retail sale of used goods where all proceeds from sales are donated to community organizations and projects on North Pender Island. Furthermore, the minimum area of a lot created by subdivision is 0.6 ha to ensure no further subdivision.

Professional reports and staff reports are available on the North Pender island webpage:  
<http://www.islandstrust.bc.ca/islands/local-trust-areas/north-pender/current-applications/current-application-documents/>

**GENERAL LOCATION:**

North Pender Island Local Trust Area

**LEGAL DESCRIPTION:**

Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822

**SIZE OF PROPERTY AFFECTED:**

0.64 ha (1.58 acres)

**ALR STATUS:**

N/A

**OFFICIAL COMMUNITY PLAN DESIGNATION:**

Rural – R

**OTHER INFORMATION:**

Additional information, including the current bylaws, is available at: <http://www.islandstrust.bc.ca/islands/local-trust-areas/north-pender/current-applications/current-application-documents/>

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.

Name: Phil Testemale

\_\_\_\_\_  
(Signature)

Title: Island Planner  
Contact Info: Tel: 250-405-5170  
Email: ptestemale@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

**Federal Agencies**

N/A

**Provincial Agencies**

Ministry of Municipal Affairs and Housing  
BC Assessment Authority  
Ministry of Transportation & Infrastructure

**Non-Agency Referrals**

Islands Trust Fund

**Regional Agencies**

Capital Regional District – Electoral Area Director  
Capital Regional District – Building Inspection  
Island Health  
North Pender Island Fire Rescue

**Adjacent Local Trust Committees and Municipalities**

Galiano Island Local Trust Committee  
Mayne Island Local Trust Committee  
Saturna Island Local Trust Committee  
South Pender Island Local Trust Committee  
Salt Spring Island Local Trust Committee

**First Nations**

Cowichan Tribes  
Halalt First Nation  
Lake Cowichan First Nation  
Lyackson First Nation  
Malahat First Nation - TE'Mexs Treaty Association  
Pauquachin First Nation  
Penelakut Tribe  
Semiahmoo First Nation  
Stz'uminus First Nation  
Tsartlip First Nation  
Tsawout First Nation  
Tsawwassen First Nation  
Tseycum First Nation

# BYLAW REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

Interests Unaffected by Bylaw

Approval Not Recommended Due to Reason Outlined Below

\_\_\_\_\_  
North Pender Island Local Trust Area

(Island)

\_\_\_\_\_  
211 & 212

(Bylaw Numbers)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Agency)



Islands Trust

# BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street  
Victoria, B.C. BC V8R 1H8  
Ph: (250) 405-5151  
Fax: (250) 405-5155  
information@islandstrust.bc.ca  
www.islandstrust.bc.ca

Island: North Pender Island Local Trust Area Bylaw(s) No.: 214 (OCP) & 215 (LUB) Date: October 4, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

**APPLICANTS NAME / ADDRESS:**

North Pender Island Local Trust Committee

**PURPOSE OF BYLAW:**

Bylaws 214 and 215 are proposed by the North Pender Island Local Trust Committee to meet community need for expanded waste transfer, compost and commercial recycling facilities on the Island, while ensuring that these uses do not have detrimental neighbourhood or environmental impacts.

Generally speaking, Bylaw 214 (attached as Appendix 1) will amend North Pender Island Official Community Plan Bylaw No. 171 by introducing enabling policies and a new Development Permit Area for the management of environmental, agricultural, and hazard impacts from waste transfer, compost and commercial recycling facilities on North Pender Island.

Bylaw 215 (attached as Appendix 2) will amend North Pender Island Land Use Bylaw No. 103 to zone for selected waste transfer, composting, and recycling uses on five properties on the Island. The bylaw includes new definitions and regulations to permit a range of uses in different locations – public drop off waste transfer, limited waste transfer, and full service waste transfer.

**GENERAL LOCATION:**

North Pender Island Local Trust Area

**LEGAL DESCRIPTION:**

Various

**SIZE OF PROPERTY AFFECTED:**

Various

**ALR STATUS:**

One subject property is within the ALR

**OFFICIAL COMMUNITY PLAN DESIGNATION:**

Various

**OTHER INFORMATION:**

For additional comprehensive information on the proposed bylaw amendments and planning process that informed them, please see here:

<http://www.islandstrust.bc.ca/media/344521/staff-report-dated-sept-21-2017.pdf>

and here:

<http://www.islandstrust.bc.ca/media/344100/waste-man-staff-report-april-27-2017-plus-appendices.pdf>

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.

Name: Justine Starke

(Signature)

Title: Island Planner  
Contact Info: Tel: 250-405-5189  
Email: jstarke@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

**Federal Agencies**

**Provincial Agencies**

Agricultural Land Commission  
Ministry of Agriculture – Regional Agrologist  
Ministry of Forest, Lands & Natural Resource Operations  
- Archaeology Branch  
- Ecosystems Branch  
- Water Protection  
Ministry of Transportation & Infrastructure

**Non-Agency Referrals**

North Pender Island Advisory Planning Commission  
BC Assessment Authority  
Islands Trust – Bylaw Enforcement

**Regional Agencies**

Capital Regional District – Electoral Area Director  
Capital Regional District – Environmental Resource Management  
Island Health  
North Pender Island Fire Rescue

**Adjacent Local Trust Committees and Municipalities**

Galiano Island Local Trust Committee  
Mayne Island Local Trust Committee  
Saturna Island Local Trust Committee  
South Pender Island Local Trust Committee  
Salt Spring Island Local Trust Committee

**First Nations**

Cowichan Tribes  
Halalt First Nation  
Lake Cowichan First Nation  
Lyackson First Nation  
Malahat First Nation - TE'Mexs Treaty Association  
Pauquachin First Nation  
Penelakut Tribe  
Semiahmoo First Nation  
Stz'uminus First Nation  
Tsartlip First Nation  
Tsawout First Nation  
Tsawwassen First Nation  
Tseycum First Nation

# BYLAW REFERRAL FORM RESPONSE SUMMARY

- Approval Recommended for Reasons Outlined Below
  
- Approval Recommended Subject to Conditions Outlined Below
  
- Interests Unaffected by Bylaw
  
- Approval Not Recommended Due to Reason Outlined Below

North Pender Island Local Trust Area

\_\_\_\_\_  
(Island)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

214 & 215

\_\_\_\_\_  
(Bylaw Number)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Agency)



Islands Trust

# BYLAW REFERRAL FORM

1-500 Lower Ganges Road  
Salt Spring Island, BC BC V8K 2N8  
Ph: (250) 537-9144  
Fax: (250) 537-9116  
ssiinfo@islandstrust.bc.ca  
www.islandstrust.bc.ca

**Island:** Salt Spring Island Trust Area      **Bylaw No.:** 507      **Date:** October 17, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days (November 30, 2017). If no response is received within that time, it will be assumed that your agency's interests are unaffected.

**APPLICANTS NAME / ADDRESS:**

Janis Gauthier, JG Consulting Services Ltd., 2161 Fulford-Ganges Road, Salt Spring Island, BC, V8K 1Z7

**PURPOSE OF BYLAW:**

To rezone Agriculture 1(A1), Residential 6 (R6) and Residential (R1) land to a Residential 1 (R1) variant to allow for development of an additional 34 affordable housing units and office use. See staff report dated October 5, 2017 which includes the proposed bylaw.

**GENERAL LOCATION:**

132 Corbett Road, Salt Spring Island, BC

**LEGAL DESCRIPTION:**

LOT A, SECTION 3, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 41612, PID 000-698-865

**SIZE OF PROPERTY AFFECTED:**

4.94 Acres

**ALR STATUS:**

None

**OFFICIAL COMMUNITY PLAN DESIGNATION:**

Ganges Village Core, Development Permit Area 1 (Island Villages)

**OTHER INFORMATION:**

This property contains Residential Zones (R1) and (R6) and Agriculture Zone (A1) designations

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.

Name: Susan Palmer

Title: Consulting Island Planner

**This referral has been sent to the following agencies:**

**First Nations**

- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Lyackson First Nation
- Penelakut Tribe
- Stz'uminus First Nation

- Malahat First Nation
- Pauquachin First Nation
- Tsartlip First Nation
- Tsawout First Nation
- Tseycum First Nation

- Semiahmoo First Nation
- Tsawwassen First Nation

- Hul'qumi'num Treaty Group (for information only)
- Te'Mexw Treaty Association (for information only)

**Adjacent Local Trust Committees and Municipalities**

- Galiano Island Local Trust Committee
- Mayne Island Local Trust Committee
- North Pender Island Local Trust Committee
- Thetis Island Local Trust Committee
- Cowichan Valley Regional District

**Regional Agencies**

- CRD – All Referrals & K. Campbell
- CRD – SSI Parks and Recreation
- CRD – SSI Senior Manager
- CRD – SSI Building Inspection
- CRD – SSI Transportation Commission
- CRD – Housing Secretariat
- CRD – Ganges Water & Sewer Commission
- Vancouver Island Health Authority
- Vancouver Island Health Authority – Director Geography 3 Saanich Peninsula
- Lady Minto Hospital Vancouver Island Health Authority

**Non-Agency Referrals**

- BC Ambulance Service
- North Salt Spring Waterworks District
- SSI Fire Protection District
- Partners Creating Pathways

**Provincial Agencies**

- BC Assessment Authority
- Ministry of Municipal Affairs and Housing
- Ministry of Transportation & Infrastructure
- Ministry of Forests, Land, Natural Resource Operations & Rural Development – Archaeology Branch
- Ministry of Forests, Land, Natural Resource Operations & Rural Development - Water Authorization Section
- Ministry of Forests, Land, Natural Resource Operations & Rural Development – Utility Regulation Section
- Ministry of Forest Lands & Natural Resource Operations & Rural Development – Front Counter BC

# BYLAW REFERRAL FORM RESPONSE SUMMARY

- Approval Recommended for Reasons Outlined Below
- Approval Recommended Subject to Conditions Outlined Below
- Interests Unaffected by Bylaw
- Approval Not Recommended Due to Reason Outlined Below

\_\_\_\_\_  
Salt Spring Island Trust Area  
(Island)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
507  
(Bylaw Number)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Agency)

# PROPOSED

## GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 264

\*\*\*\*\*

### A Bylaw to Amend the Galiano Island Local Trust Committee Meeting Procedure Bylaw

\*\*\*\*\*

The Galiano Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, is amended as follows:

1.1 By deleting section 9 in its entirety and replacing it with the following:

"9. In the event that neither the Chairperson nor the alternate member of the Local Trust Committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson."

1.2 By adding the following new sections after section 15, and by renumbering section 16 and section 17 to become section 29 and section 30 respectively:

#### "ELECTRONIC MEETINGS

16. A special meeting of the Local Trust Committee to deal with urgent new business may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the Local Trust Committee have agreed by resolution that the meeting may be conducted in this way and provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.

17. An individual Local Trust Committee member who is not at the physical location of a special Local Trust Committee meeting or a regular Local Trust Committee meeting may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.

18. At a regular Local Trust Committee meeting, not more than one Local Trust Committee member may participate by means of electronic communication facilities.

19. An individual member of the Local Trust Committee may not participate by means of electronic communication facilities in two consecutive regular meetings of the Local Trust Committee.

20. The Local Trust Committee may waive the restrictions in sections 18 and 19 by unanimous resolution, provided the waiver does not conflict with provincial legislation and regulation that enables electronic meetings.

21. Local Trust Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
22. A member of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
23. Where a member of the Local Trust Committee is participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.
24. Where a member of the Local Trust Committee is participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
25. For the duration of an electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear, or watch and hear, the participants.
26. Cell phone or satellite connections may be used for open Local Trust Committee meetings.
27. If communication is lost to one or more electronic participants during a meeting:
  - 27.1 the participant affected will attempt to reestablish the link and, in the interim, will be deemed to have left the meeting and this will be recorded in the minutes;
  - 27.2 if there is not a quorum, the Local Trust Committee Chair or person presiding will call a recess until the link is reestablished; and
  - 27.3 if, after 15 minutes, a link cannot be reestablished and there is not a quorum of Local Trust Committee members, the meeting will be deemed adjourned and the item under discussion at the time of loss of communication will be added to the next agenda.
28. The costs of electronic participation in a Local Trust Committee meeting will be borne by the Galiano Island Local Trust Committee if the Local Trust Committee member is participating from a location within Canada or has received the approval of the majority of Local Trust Committee members."

2. This bylaw may be cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017”.

READ A FIRST TIME THIS 10<sup>th</sup> DAY OF JULY , 2017

READ A SECOND TIME THIS 10<sup>th</sup> DAY OF JULY , 2017

READ A THIRD TIME THIS 10<sup>th</sup> DAY OF JULY , 2017

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS  
11<sup>th</sup> DAY OF OCTOBER , 2017

ADOPTED THIS DAY OF , 2017

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SECRETARY



## Top Priorities

### Galiano Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Telecommunication Strategy	Review telecommunication options, including policies for telecommunication towers, on Galiano Island.	01-Feb-2016	Rob Milne	01-Dec-2017
2	Affordable Housing Strategy	Special APC to review options	07-Mar-2016	Rob Milne	31-Oct-2018
3	Dock Review	Review issues regarding docks and new shoreline information and whether changes are required to the LUB.	07-Mar-2016	Rob Milne	31-Oct-2018



Projects

Galiano Island

Description	Activity	R/Initiated
Soil Removal and Deposit Bylaw	Review need and options for implementation of soil removal and deposit bylaw	12-Sep-2011
Comprehensive Watershed Planning	?	01-Oct-2016
Commercial Vacation Rental (TUP) Review	Review the Temporary Use Permit (TUP) guidelines in the Official Community Plan in relation to commercial vacation rentals.	05-Dec-2016
Amendments to Forest designation and F1 zone -	Consider options for amendments to Forest Land Designation and policies and F1 zoning for lands without Managed Forest Status. Draft bylaws have been prepared, project deferred at meeting of April/12	16-Apr-2012
Parking Issues	Issue for discussion with MoTI and public parking issues generated from associated islands. (see correspondence from P. Midgely on agenda of Apr/12)	23-Jul-2012
Bike Trails and Camping	Letter dated July 8, 2013 received from Galiano Parks and Recreation Commission regarding bike safety on Galiano roads (See Transportation policy U of Section 1.1) and for the allowance of non-commercial camping on private lots.	15-Jul-2013
Ocean Based Geo-Exchange Systems	Review of regulations for geo-thermal exchange use.	18-Nov-2013
Information Note Addition	Add in Information Note on Archeological Sites under General Regulations	18-Nov-2013
Light Industrial Zoning	A review and inventory assessment of existing and potential light industrial zones.	18-Nov-2013
Land Use Bylaw Amendments	To review LUB for: any technical/administrative bylaw amendments (e.g. definition references and numbering), shoreline zoning wording, crown lot rezonings, and review park zoning (specifically to allow stairs in setbacks).	07-Jul-2014



**Galiano Island**

Description	Activity	R/Initiated
Community Benefit Review for Forest Lands	Staff to prepare preliminary report for new LTC	08-Sep-2014
Consider amendments to re-designate and rezone crown owned Forest lots.- Bylaws 231, 232 at First Reading	re-refer to FLNRO for comment	



**Development Permit**

File Number	Applicant Name	Date Received	Purpose
GL-DP-2017.3	Ellen & Dan Walker	27-Sep-2017	Combo DP/DVP application - see xref GL-DVP-2017.6

**Planner:** Phil Testemale

**Planning Status**

**Status Date:** 18-Oct-2017

Contacted applicant to assess timing with submission of required biologist's report.

**Status Date:** 03-Oct-2017

\$55.00 received

**Status Date:** 27-Sep-2017

opened DP file for permit generation. See xref GL-DVP-2016.6

**Development Variance Permit**

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2017.6	Daniel & Ellen Walker	20-Sep-2017	Vary the 6m setback from the exterior side lot line on the westerly edge of the property to accommodate tanks and dispersal system.

**Planner:** Phil Testemale

**Planning Status**

**Status Date:** 18-Oct-2017

Awaiting complete information for DP file to bring forward together.

**Status Date:** 27-Sep-2017

now a combo application will open DP file.

**Status Date:** 26-Sep-2017

opened file, processed fee, notified LTC, gave to RPM for planner assignment

**Rezoning**

File Number	Applicant Name	Date Received	Purpose
-------------	----------------	---------------	---------



GL-RZ-2014.1 Crystal Mountain Society 28-Oct-2014 20300 PORLIER PASS RD

To allow for year round use of the Forest Retreat Centre

Planner: Rob Milne

Planning Status

Status Date: 30-Oct-2017

Waiting for further information and documentation from applicants.

Status Date: 28-Nov-2016

Waiting for final community benefit document, proposal, and community consultation review from applicant.

Status Date: 22-Sep-2016

Applicant finalizing community benefit document for November LTC meeting.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2016.2	GALIANO CONSERVANCY ASSOCIATION	08-Aug-2016	DL 57 10825 Porlier Pass Rd Rezoning from Rural to Environmental Education use and Nature Protection.

Planner: Rob Milne

Planning Status

Status Date: 30-Oct-2017

Waiting for detailed information regarding trail and roadway rights-of-way from applicants. Report to be provided to the LTC once materials received and reviewed.

Status Date: 11-Sep-2017

BL 263 amended at 2nd reading. Applicant working with MOTI and CRD/Galiano Parks and Rec regarding road r/w and trail access mechanism

Status Date: 29-Aug-2017

Approved staff report submitted for Sept/2017 agenda

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2017.1	DL37 Holdings, F. Stevens & I. Stevens	02-Aug-2017	Rezone DL37 from F1 to FLR

Planner: Rob Milne

Planning Status



## Applications

**Status Date:** 30-Oct-2017

Staff report prepared for Nov/2017 LTC meeting.

**Status Date:** 25-Sep-2017

Staff report and attachments submitted for October 2nd agenda

**Status Date:** 19-Sep-2017

Onsite meeting with applicant to view activities and uses and discuss options as per LTC direction. Photos taken

### Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2017.1	Glen Mitchell, Land Surveying Inc. <b>Planner:</b> Rob Milne	16-Jun-2017	Boundary adjustment between two parcels.

**Planning Status**

**Status Date:** 21-Jun-2017

Review response sent to MOTI, agent and LTC.

**Status Date:** 20-Jun-2017

Staff review of referral and response sent to MOTI. No concerns with proposed subdivision as referred. No conditions precedent of PLA recommended.

**Status Date:** 20-Jun-2017

Staff review/report completed.

### Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2016.1	Jon & Connie Stettner <b>Planner:</b> Phil Testemale	07-Mar-2016	2625 E. BEEKMAN PL Requesting a permit to use property as a STVR.

**Planning Status**

**Status Date:** 25-Sep-2017

Covenant completed waiting for confirmation that it has been executed and registered with LTO



## Applications

**Status Date:** 26-Jul-2017

Lawyer has indicated that Covenant is close to being finalized

**Status Date:** 29-May-2017

Lawyer for applicant has requested extension as he has been unable to get a response to drafted Covenant from SSWW

File Number	Applicant Name	Date Received	Purpose
GL-TUP-2017.4	GARY M SIMPSON LORI J MCHATTIE <b>Planner:</b> Phil Testemale	13-Oct-2017	To permit the home as an STVR.
<b>Planning Status</b>			

**Status Date:** 24-Oct-2017

opened file, notified bylaws, LTC, processed fee, gave to planner

# Islands Trust

LTC EXP SUMMARY REPORT F2018

Invoices posted to Month ending September 2017

625 Galiano	Invoices posted to Month ending September 2017	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	750.00	197.16	552.84
<b>LTC Local</b>				
65200-625	LTC - Local Exp - LTC Meeting Expenses	5,500.00	1,751.55	3,748.45
65210-625	LTC - Local Exp - APC Meeting Expenses	500.00	731.28	-231.28
65220-625	LTC - Local Exp - Communications	500.00	591.05	-91.05
65230-625	LTC - Local Exp - Special Projects	500.00	0.00	500.00
<b>TOTAL LTC Local Expense</b>		<u>7,000.00</u>	<u>3,073.88</u>	<u>3,926.12</u>
<b>Projects</b>				
73001-625-2002	Galiano OCP/LUB	5,000.00	232.24	4,767.76
73001-625-4065	Galiano Dock Review	4,500.00	0.00	4,500.00
73001-625-4081	Galiano Telecommunications Strategy	5,000.00	0.00	5,000.00
<b>TOTAL Project Expenses</b>		<u>14,500.00</u>	<u>232.24</u>	<u>14,267.76</u>

## Galiano Island Local Trust Committee

### POLICIES AND STANDING RESOLUTIONS

Updated: December 5, 2016

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 11, 2009 / Amended February 3, 2014	GL-LTC-85-09 Amended:	Parks Commission Referral	<b>That</b> staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment
2.	October 18, 2010	GL-LTC-115-10	Publishing Notices beyond legal requirements	<b>THAT</b> the Galiano Island Local Trust Committee will advertise Public Hearing Notices in either the Active Page Magazine or Islands Tides Newspaper in addition to the legally required advertising in the Driftwood Newspaper.
3.	October 17, 2011	GL-LTC-205-11	Special Occasion Liquor Licenses	<b>THAT</b> where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property on which Galiano Island Land Use Bylaw No. 127, 1999 permits public assembly uses, such as restaurants or community halls, and where there have been no issues related to parking or past complaints for the preceding three years , staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.
4.	February 3, 2014		Applications with Open Bylaw Enforcement files	<p>On properties where there is an open bylaw enforcement file, planning staff should refer planning applications to the Bylaw Enforcement Manager for comment where one or more of the following circumstances exist:</p> <ol style="list-style-type: none"> <li>1. There have been significant delays or longer than typical timelines in the enforcement process</li> <li>2. The LTC is considering on-going, relevant policy or regulatory changes that could impact enforcement</li> <li>3. Litigation has been recommended</li> <li>4. Legal counsel has been involved (beyond providing a basic interpretation)</li> <li>5. There has been enforcement action beyond seeking voluntary compliance (e.g. a BEN warning or ticket, adjudication, a compliance agreement negotiated, etc.)</li> <li>6. There has been, or is an expectation of, joint enforcement with other jurisdictions</li> <li>7. There is potential for impact on other related enforcement files.</li> </ol>

No	Meeting Date	Resolution No.	Issue	Policy
5.	April 7, 2014	GL-2014-029	Community Wells as a Community Benefit	That the Galiano Island Local Trust Committee will consider as a community benefit for all rezoning applications where there is an increase in density, the establishment of an instrumented observation well.
6.	December 5, 2016	By consent	TUP for Commercial Vacation Rentals	<p data-bbox="800 435 1961 500">Without fettering its discretion, the LTC provided the following guidance with respect to its consideration of TUP applications for Commercial Vacation Rentals:</p> <ol data-bbox="848 537 1990 732" style="list-style-type: none"> <li data-bbox="848 537 1990 570">1. A Commercial Vacation Rental use should only be considered in one dwelling per lot</li> <li data-bbox="848 570 1990 634">2. Permits being considered in Water Management Areas should include conditions requiring cisterns with a minimum capacity of 16,000 litres and a water meter.</li> <li data-bbox="848 634 1990 732">3. In order to assist in assessing cumulative impacts, staff are requested to continue to provide an updated map showing the location, status, and maximum number of guests of all Commercial Vacation Rental TUP applications.</li> </ol>

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## Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality October 2017



### Regional Conservation Plan (RCP)

The Trust Fund Board (TFB) has approved the draft Regional Conservation Plan (RCP) for 2018-2027. The RCP will be used by the TFB to evaluate conservation proposals, to direct communications and fundraising efforts and to guide property management work. A new element is a focus on relationship building with First Nations. The Board has referred the RCP to local trust committees and Bowen Island Municipality for review. (It has also been referred to partner agencies and First Nations and will be posted on the Islands Trust Fund (ITF) website with a mechanism to enable public feedback). Staff will be available to attend LTC and BIM meetings in person if possible and electronically if not. The Board is expecting to consider final approval of the Regional Conservation Plan in January 2018.

### Islands Trust Fund Five Year Plan

The *Islands Trust Act* requires the TFB to submit a plan to the minister every five years providing information on goals and key policies. The Board has approved a draft plan for 2018-2022 which references the new Regional Conservation Plan and describes relevant policies. This draft is also being referred to local trust committees, Bowen Island Municipality and First Nations. The Board expects to submit the plan to the Minister by the end of the year.

### Board Retreat

The TFB and senior staff will be participating in a day long retreat in October for high level discussions on future directions with a particular focus on fundraising, (with facilitation from an experienced expert in the field).

### Property Monitoring

The Board has received detailed reports on the results of this year's monitoring of our 27 nature reserves, the 24 NAPTEP covenanted areas and the 50 other covenants we hold. A number of management issues have been identified which are now being addressed (see below for highlights by island).

### Summary of Current Island-by-Island Activities

#### **Bowen**

Trees recently planted at the David Otter Nature Reserve are looking healthy.

#### **Denman**

Communication is continuing with neighbours of the Lindsay Dickson Nature Reserve to clearly delineate property boundaries. Mountain bike damage is a concern in the Morrison Marsh Nature Reserve; addressing this issue will be considered during the current review of the management plan. There is no further evidence of tree cutting at the Inner Island Nature Reserve following two large trees being felled there last year. The Trust Fund Board has registered a covenant on the Denman Conservancy Association's Settlement Lands.

**Gabriola**

The Elder Cedar Nature Reserve continues to suffer from vandalised signs and the impacts of unpermitted mountain bikes and horses. ITF is working with GaLTT to address these and other issues.

**Galiano**

Monitors were excited to see falcons at the cliffs on Trincomali Nature Reserve. ITF and Galiano Conservancy Association are looking into possible vehicle intrusions and tree removal in the Vanilla Leaf Land Nature Reserve.

**Gambier**

Recent plantings at Brigade Bay Bluffs and Long Bay Wetland Nature Reserves are looking healthy.

**Keats**

The fifth draft of a covenant for Sandy Beach has been sent to Sunshine Coast Conservation Association and The Land Conservancy of BC for review. A draft baseline report has been received and is now being reviewed.

**Lasqueti**

Sheep browsing is proving to be a challenge for restoration work at the John Osland Nature Reserve, (where approximately 50% of the plantings have died) and Mount Trematon Nature Reserve. Stronger materials will be required for protective cages.

**South Pender**

Progress is being made towards establishing the covenant for Brooks Point Regional Park.

**Salt Spring**

A trail location issue at Lower Mount Erskine Nature Reserve and a tree cutting incident at McFadden Creek Nature Reserve are being addressed.

**Thetis**

The first monitoring visit was completed at Moore Hill Nature Reserve and management planning is in progress. Pledges for Fairyslipper Forest are processed and there are two grant applications in progress to raise more funds to complete the purchase. Hydrological and ecosystem assessments are complete for the property.

*Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.*

Tony Law, Chair [tlaw@islandstrust.bc.ca](mailto:tlaw@islandstrust.bc.ca)  
Islands Trust Fund [itfmail@islandstrust.bc.ca](mailto:itfmail@islandstrust.bc.ca)



# Memorandum

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**DATE:** October 30, 2017

**TO:** Galiano Island Local Trust Committee

**FROM:** Lori Foster  
Planning Team Assistant

**RE:** Proposed Galiano Island LTC 2018 Meeting Schedule

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Attached with this memo is the proposed Southern Gulf Islands / Galiano Island Local Trust Committee 2018 Meeting Schedule.

It is proposed that LTC meet on the preferred 1<sup>st</sup> Monday of the month at the South Hall with at least two meetings scheduled for the North Hall, as available, on the following dates: February 5, March 5, April 9\*, May 7, June 11\*, July 9\*, September 17\*, October 15\*, November 5, and December 3.

The following exception is noted to the preferred 1<sup>st</sup> Monday of the month:

- April 9 instead of April 2, which is a Statutory Holiday
- June 11 instead of June 4, LA LTC Meeting
- July 9 instead of July 2, which is a Statutory Holiday
- September 17 instead of September 3, which is a Statutory Holiday, Sept. 10 UBCM
- October 15 instead of October 1, flows with time between Sept. meeting

If the LTC is in agreement with this proposed schedule the LTC may adopt the following resolution:

**“THAT** the Galiano Island Local Trust Committee proposed 2018 regular business meeting schedule be adopted as presented.

If the LTC requests revisions to the schedule, then the LTC may adopt the amended schedule at the next meeting or by RWM.

pc Robert Kojima



## GALIANO ISLAND LOCAL TRUST COMMITTEE

### NOTICE OF 2018 BUSINESS MEETINGS

THE LTC HAS ADOPTED THE FOLLOWING DATES FOR ITS 2018 MEETING SCHEDULE. MEETINGS ARE SUBJECT TO CHANGE. PLEASE VISIT THE GALIANO LTC WEBSITE FOR UP-TO-DATE SCHEDULE INFORMATION. THE LTC WILL MEET ON THE PREFERRED FIRST MONDAY OF EACH MONTH @12:30 P.M. UNLESS OTHERWISE NOTED\*\*

February 5, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> South Community Hall 141 Sturdies Bay Rd
March 5, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> North Community Hall 20925 Porlier Pass Rd
**April 9, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> South Community Hall 141 Sturdies Bay Rd
May 7, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> North Community Hall 20925 Porlier Pass Rd
**June 11, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> South Community Hall 141 Sturdies Bay Rd
**July 9, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> North Community Hall 20925 Porlier Pass Rd
**September 17, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> South Community Hall 141 Sturdies Bay Rd
**October 15, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> North Community Hall 20925 Porlier Pass Rd
November 5, 2018	<b>Time:</b> 11:00 a.m. <b>Location:</b> South Community Hall 141 Sturdies Bay Rd
December 3, 2018	<b>Time:</b> 12:30 p.m. <b>Location:</b> North Community Hall 20925 Porlier Pass Rd

These are regular business meetings of the Local Trust Committee, where they will consider items such as bylaws, applications, and correspondence.  
**ALL MEETINGS ARE OPEN TO THE PUBLIC**

**Website:** [www.islandstrust.bc.ca/galiano](http://www.islandstrust.bc.ca/galiano)  
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