

Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: November 18, 2013
Time: 12:30 pm
Location: Galiano South Community Hall
 141 Sturdies Bay Road
 Galiano Island, BC
 V0N 1P0

Pages

1. **Call to Order** 12:30 PM - 12:50 PM
2. **Approval of the Agenda**
 - 2.1 Questions on Agenda Items
 - 2.2 Town Hall Session
3. **Community Information Meeting**
none
4. **Public Hearing**
none
5. **Previous Meetings** 12:50 PM - 1:20 PM
 - 5.1 **Local Trust Committee Minutes for Adoption**
 - 5.1.1 **Galiano Island Local Trust Committee Meeting Minutes of October 7, 2013 (attached)** 4 - 15
 - 5.2 **Public Hearing Record and Community Information Meeting**
none
 - 5.3 **Section 26 Resolutions without Meeting**
none
 - 5.4 **Advisory Planning Commission**
 - 5.4.1 **Galiano APC Adopted Meeting Minutes of July 11, 2013 (attached)** 16 - 18
 - 5.4.2 **Galiano APC Adopted Meeting Minutes of** 19 - 21

September 24, 2013 (attached)

6.	Business Arising from the Report	
6.1	Follow-up Action Report	
6.1.1	FUAL Report dated November 2013 (attached)	22 - 27
7.	Delegations	
8.	Correspondence	
8.1	Email dated October 10, 2013 from Andrea Palframan re: Letter of Support for Galiano Green (attached)	28 - 28
8.2	Letter dated October 29, 2013 from Andy Beers re: Letter of Support for Galiano	29 - 29
8.3	Letter dated October 29, 2013 from Christina Talbot re: Letter of Support for Galiano	30 - 30
9.	Applications, Permits, Bylaws and Referrals	1:20 PM - 2:15 PM
9.1	Salt Spring Island Local Trust Committee Bylaw No. 470 Referral (attached)	31 - 32
9.2	Salt Spring Island Local Trust Committee Bylaw No. 471 Referral (attached)	33 - 34
9.3	2013 10 04 Islands Trust Council Strategic Plan Referral to LTC (attached)	35 - 51
9.4	GL-DP-2013.5 (Winmark) Staff Report (attached)	52 - 63
9.5	GL-RZ-2013.1 (Landworks) Staff Report (attached)	64 - 75
	<u>..... BREAK.....2:15 - 2:30.....</u>	
10.	Local Trust Committee Projects	2:30 PM - 3:00 PM
10.1	Bylaw No. 238 - Staff Report (attached)	76 - 77
10.2	Bylaw 241 - memo re: APC Comments (attached)	78 - 87
11.	Reports	3:00 PM - 4:00 PM
11.1	Work Program Reports	
11.1.1	Work Program Report dated November 2013 (attached)	88 - 89
11.2	Applications Reports	
11.2.1	Applications Report dated November 2013 (attached)	90 - 94
11.3	Expense/Budget Reports	
11.3.1	LTC Expense Report dated October 2013	95 - 95

(attached)

- 11.4 Bylaw Enforcement**
none
- 11.5 Policies and Standing Resolutions Report (attached)** 96 - 97
For Information
- 11.6 Galiano Island LTC Web Page for Review**
Galiano Island Local Trust Committee Home Web Page can be found at:

www.islandstrust.bc.ca/islands/local-trust-areas/galiano
- 11.7 Chair's Report**
- 11.8 Trustee Report**
- 12. Other Business** 4:00 PM - 4:30 PM
- 12.1 Upcoming Meetings**
The next Galiano Island Local Trust Committee meeting will be held on December 9, 2013, at 12:30 pm, at the South Community Hall, Galiano Island.
- 12.2 Proposed Galiano Local Trust Committee 2014 Meeting Schedule (attached)** 98 - 99
- 12.3 Email from Lisa Gordon re: Water Resource for Islanders - New Islands Trust Web Pages** 100 - 100
- 13. Town Hall Meeting** 4:30 PM - 4:40 PM
- 14. Motion to Close Meeting** 4:40 PM - 5:00 PM

THAT, pursuant to Section 90(d),(f) and (g) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public for the purpose of adopting October 7, 2013 Galiano LTC In Camera Minutes and to consider legal advice on a potential litigation issue; and further that staff and Recording Secretary remain present. (distributed under separate cover)
- 15. Recall to order**

Rise and Report from the Closed Meeting
- 16. Adjournment** 5:00 PM - 5:00 PM

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON MONDAY, OCTOBER 7, 2013 AT 12:30 PM
AT THE NORTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	Ken Hancock	Chair
	Sandy Pottle	Local Trustee
	Louise Decario	Local Trustee
	Kris Nichols	Island Planner
	David Millership	Recording Secretary

There were approximately eight (8) members of the public present.

1. CALL TO ORDER

Chair Hancock called the meeting to order at 12:35 p.m. Introductions were made and the meeting introduced.

Chair Hancock stated appreciation and acknowledgment that today's meeting was taking place on the traditional territories of the Coast Salish people.

2. APPROVAL OF THE AGENDA

Chair Hancock asked for any additions or changes to the agenda; amendments were as follows:

- *Added Item 11.3* – Proposed Bylaws 235 and 236 (Dewinetz)
- *Added Item 14.2* – 2014 Meeting Schedule

The agenda was approved, as amended, by consent.

2.1 Questions on Agenda Items

None

2.2 Town Hall Session

Chair Hancock invited the public to make comments.

Tom Hennessy stated support for the Galiano Land and Community Housing Trust (GLCHT) and provided an update.

There was some discussion regarding: the almost hired professional housing consultant; reports; funding; Community Information Meeting(s) (CIM); rezoning; septic solutions and wetland management; Agricultural Land Commission (ALC) understanding of drip irrigation; potential odor; septic engineer's practical experience; projected project costs; due diligence; and the need to protect applicants that will have limited resources.

There being no further comments from the public, Chair Hancock closed the Town Hall meeting.

3. COMMUNITY INFORMATION MEETING

None

4. PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes for Adoption

5.1.1 Galiano Island Local Trust Committee Meeting Minutes of September 9, 2013

Amendments:

- Page 4, second paragraph – replace “the woodshed having been removed;” with “the need for the woodshed to be removed;”.
- Page 4, second paragraph – replace “a complaint from 2005 complaint;” with “a complaint from 2005;”.
- Page 4, second paragraph – replace “eel grass;” with “eel grass presence;”.
- Page 5, item 9.2, fourth paragraph – replace “of a new lot” with “an additional lot”.
- Page 5, item 9.2, last paragraph – replace “for Healthcare being” with “for the Healthcare Society being”.
- Page 9, item 11.7, first paragraph – delete “(i.e.: field guides with QR codes)”.

- Page 9, item 11.7, second paragraph – delete it.
- Page 10, item 11.8, second paragraph – replace “September 15th” with “September 22nd”.
- Page 10, item 12.2 – replace “75% budget” with “75% funding”.
- Page 10, item 12.2 – replace “(UBCM) meeting.” with “(UBCM) convention motion regarding Multi Material BC (MMBC).”.

The Minutes of September 9, 2013 Local Trust Committee Meeting were Adopted, as amended, by consent.

5.2 Public Hearing Record and Community Information Meeting

None

5.3 Section 26 Resolutions without Meeting

None

5.4 Advisory Planning Commission

None

6. BUSINESS ARISING FROM THE REPORT

6.1 Follow-up Action Report

6.1.1 FUAL Report dated September 2013

Planner Nichols provided information and items were discussed with regards to status and action.

Specific to item 2 – Bylaw Nos. 235 and 236 received Minister approval and the covenants have been registered.

Specific to GL-SUB-2007.1 (LPG Landplan Group Inc. – Zizzy/Brown) – Minister approval and execution of the covenant(s) are close to being finalized. The Local Trust Committee (LTC) can exercise Resolution(s) Without Meeting (RWM) as needed.

Specific to item 5 – Planner Nichols is waiting to hear from the new owners regarding next steps/intentions.

There was some discussion regarding the LTC's desire for a meeting with the Ministry of Transportation and Infrastructure (MoTI) regarding parking issues and bike trails.

7. DELEGATIONS

None

8. CORRESPONDENCE

Note - Correspondence items are received by virtue of being on the agenda.

Note - Correspondence received concerning applications and/or projects is considered with the application/project.

8.1 Letter Dated September 19, 2013 from Anne Kenway

Received for advisement relating to the GL-DP-2013.2 (Ghai) file.

9. MOTION TO CLOSE MEETING

Resolution GL-LTC-107-13

It was Moved and Seconded THAT, pursuant to Section 90(d), (f) and (g) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public for the purpose of adopting July 15, 2013 Galiano LTC In Camera Minutes and to consider legal advice on a potential litigation issue; and further that staff and Recording Secretary remain present.

CARRIED

Note –The public was asked to adjourn at 1:25 p.m

See separate In Camera Meeting minutes dated October 7, 2013.

Note –The public reconvened at 2:00 p.m.

10. RECALL TO ORDER

Chair Hancock stated there was nothing to report.

11. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

11.1 GL-DP-2013.2 (Ghai) - Memo

Planner Nichols provided information from Memorandum dated September 13, 2013 (File Number GL-DP-2013.2) Re: GL-DP-2013.2 – New Biologist Report for Consideration in Evaluating the Development Permit Application.

David McKerrell was in attendance and spoke on behalf of the application.

Marjorie and Steve Cerezin, neighbours of the applicant, were in attendance and spoke in opposition to the application.

A neighbour supporting Marjorie and Steve Cerezin was in attendance and spoke in opposition to the application.

There was some discussion regarding: eel grass presence; addressing concern(s) regarding eel grass; views; possible clam bed(s) presence; best management practices; boat anchor(s) potential damage to the ocean floor during storms; property lines and potential infringement; noise relating to the dock; privacy; riparian rights; the dock potentially being a menace to navigation; lack of consultation with neighbours; side lot boundary; sensitive ecosystems; angle to the shoreline; best location for the dock according to a biologist(s); potential deconstruction impact(s) of current dock structure(s); a photograph provided by Marjorie and Steve Cerezin showing their house in relation to the proposed dock; required advertising being fulfilled; Ministry not following its own guidelines and the need to address problems with process; concern over dock pilings going in prior to reporting; compliance with maximum 2.2 metre (m) boat draft guidelines; proposed dock size; Department of Fisheries and Oceans (DFO) regulations; studies and findings done by the applicant; and whether or not eel grass was damaged during the construction of dock pilings already in place.

Resolution GL-LTC-111-13

It was Moved and Seconded that the Galiano Island Local Trust Committee requests the applicant to provide a survey demonstrating the proposed docks compliance with Development Permit guideline 52 and that a subsequent report be provided that assesses the entire site adjacent to the owner's parcel in order to verify a dock location that minimizes impacts on sensitive ecosystems, while complying with any other applicable guidelines.

CARRIED

There was some discussion regarding; bathymetric surveying needing to be done by a person(s) and/or company separate from David McKerrell's company; the whole bay not yet having been surveyed; and terms of reference.

Resolution GL-LTC-112-13

It was Moved and Seconded that the Galiano Island Local Trust Committee states that if the biologist determines that there is a better location for the dock that the report(s) also include the environmental impacts of the actual deconstruction of the dock and any measures that would minimize such impacts.

CARRIED

There was some discussion regarding the potential impact(s) of boat anchors and dock chains if the dock were to be completed.

Chair Hancock stated: that the LTC has requested that Regional Planning Manager, (RPM) Robert Kojima, review and address inconsistencies in processes in order to improve communication(s) with the Tenures office; that the onus is now on the applicant(s) to prove that Development Permit (DP) objectives have been met; and that the Islands Trust will now do neighbourhood notifications(s) for applications such as this one.

Trustee Decario stated support for the LTC's use and future reference of Attachment 1, page 7, of Planner Nichol's Memo and specifically regarding Suggestions & Recommendations as made by Precision Identification in their report titled Eelgrass Habitat Assessment.

There was some discussion regarding the applicant being responsible for fees associated with today's decisions.

Chair Hancock asked that the applicant(s) work with Planner Nichols.

**11.2 Salts Spring Island Local Trust Committee Riparian Area
Regulation Options Referral**

Resolution GL-LTC-113-13

It was Moved and Seconded that the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Area early referral of Riparian Areas Regulation (RAR) and decided Interests Unaffected.

CARRIED

11.3 Proposed Bylaws 235 and 236 (Dewinetz)

Resolution GL-LTC-114-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 235 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2012” be Adopted.

CARRIED

Resolution GL-LTC-115-13

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 236 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2012” be Adopted.

CARRIED

Richard Dewinetz was in attendance and thanked the Local Trust Committee, Planner Nichols, and the community.

Resolution GL-LTC-116-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to prepare a press release regarding the Dewinetz rezoning and if applicable to include Zizzy/Brown too.

CARRIED

Note – A break was called at 3:00 pm.

Note – The meeting reconvened at 3:10 pm.

The meeting continued with item 12.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 STVR Memo

Planner Nichols provided information from Memorandum dated September 26, 2013 (File Number GL 6500-20 (STVR)) Re: Short Term Vacation Rentals Review Project Charter.

There was some discussion regarding project scope and the Draft Project Charter, amendments were as follows:

- Page 2, Project Scope – under Out of Scope, move “Number of known STVRs on Galiano” to In Scope.
- Page 2, Project Scope – under Out of Scope, move “Identification of all visitor accommodations being offered on Galiano” to In Scope.
- Page 4, Project Timeline – change Target Completion Date for Deliverable / Milestone item No. 2 to “January 2014”.
- Page 4, Project Timeline – change Target Completion Date for Deliverable / Milestone item No. 8 to “April 2014”.
- Page 4, Project Timeline – change Target Completion Date for Deliverable / Milestone item No. 9 to “May 2014”.

There was some discussion regarding who would be responsible for gathering required Project Scope quantitative data as well as the desire to know how many guests can be accommodated at each Short Term Vacation Rental (STVR) identified.

Chair Hancock stated that it is important to find out the visitor accommodation mix on Galiano (including STVRs, Bed and Breakfasts (B&B's) etc.).

There was some discussion regarding: doing a property mail-out survey with option to respond online via Survey Monkey; the importance of well-crafted questions; including a question such as “Would you want an STVR next door?”; Planner Nichols providing the Trustees with example surveys; and the Trustees sending their survey ideas to Planner Nichols.

Resolution GL-LTC-117-13

It was Moved and Seconded that the Galiano Island Local Trust Committee approves as amended the Draft Project Charter regarding Short Term Vacation Rentals.

CARRIED

13. REPORTS

13.1 Work Program Reports

13.1.1 Work Program Report dated September 2013

Work Program items were discussed with regards to status and action and Planner Nichols will update the Top Priorities and Projects lists according to LTC recommended amendments.

Specific to Top Priority Item No. 1 Activity No. 3 – Planner Nichols will report back to the LTC (re-initiate in order to close).

There was some discussion regarding: budget; Land Use Bylaw (LUB) update Phase II; parking; dock review; the concept of maybe treating applications such as GL-DP-2013.2 (Ghai) more like re-zoning applications in the future; and Top Priorities.

Resolution GL-LTC-118-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to amend Work Program Report Top Priorities by moving Top Priority Item No. 2 to No. 1, Top Priority Item No. 3 to No. 2 and Top Priority Item No. 1 to No. 3.

CARRIED

Resolution GL-LTC-119-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to amend Work Program Report Top Priority Item No. 3 (LUB update) by removing Phase II Item No. 1 and Phase II Item No. 2.

CARRIED

13.2 Applications Reports

13.2.1 Applications Report dated September 2013

Planner Nichols provided information and applications were discussed with regards to status and action.

Specific to GL-DVP-2013.1 (Norgang) – Planner Nichols will replace “lot line” with “setback”.

13.3 Expense/Budget Reports

13.3.1 LTC Expense Report dated September 2013

Provided for information purposes only.

13.4 Bylaw Enforcement

None

13.5 Policies and Standing Resolutions Report

Provided for information purposes only.

13.6 Galiano Island LTC Web Page for Review

Chair Hancock asked for any additions or changes to the LTC web page; specific amendments are listed below and Planner Nichols will update routine items as necessary.

- Add – Bylaw No. 235 and Bylaw No. 236 (Adopted).
- Add – STVR Project Charter (Adopted).

There was some discussion regarding: user issues pertaining to the Calendar Utility having been resolved; Trustee Pottle's phone number having been updated; and user issues in general continuing to be addressed/resolved.

13.7 Chair's Report

Chair Hancock stated that he attended the Union of British Columbia Municipalities (UBCM) convention and that the Islands Trust sponsored Derelict Vessels Workshop was well attended. He stated that the Islands Trust supported a motion asking the Provincial and Federal governments to take meaningful action regarding derelict vessels. He stated that the Islands Trust supported a motion sponsored by Tofino regarding provincial reform of the Mineral Tenure Act. Chair Hancock stated that he attended a Truth and Reconciliation Commission of Canada (TRC) forum and listened to residential school survivor testimony.

13.8 Trustee Report

Trustee Pottle stated that she: attended Trust Council on Lasqueti Island; assisted someone regarding the 5 metre cottage height restriction; looked into materials pertaining to Galiano Land and Community Housing Trust (GLCHT); researched wetland disposal systems; responded to constituents concerns regarding affordable and

seniors housing; researched affordable housing projects on other Gulf Islands; research STVR guidelines in other jurisdictions; fielded inquiries relating to road standards; and attended to her duties in general.

Trustee Decario stated that she has been busy attending to phone calls and her duties in general.

14. OTHER BUSINESS

14.1 Upcoming Meetings

The next meeting of the Galiano Local Trust Committee will be held on November 18, 2013 at 12:30 p.m., at the Galiano Island South Community Hall.

14.2 2014 Meeting Schedule

Resolution GL-LTC-120-13

It was Moved and Seconded that the Galiano Island Local Trust Committee requests that its meetings be held on the first Monday of each month except where a statutory holiday occurs and that the 2014 Meeting Schedule reflect such.

CARRIED

15. TOWN HALL MEETING

Chair Hancock invited the public to make comment.

Tom Hennessy stated support for Galiano Land and Community Housing Trust (GLCHT) and addressing the application process in a timely manner.

There was some discussion regarding: process; housing agreements; Community Information Meetings (CIMs); and concern(s) regarding affordability, septic and water.

There being no further comments from the public, Chair Hancock closed the Town Hall meeting.

16. ADJOURNMENT

Resolution GL-LTC-121-13

It was Moved and Seconded that the Galiano Island Local Trust
Committee meeting be adjourned at approximately 4:55 p.m.

CARRIED

RECORDER

CHAIR

**MINUTES OF THE GALIANO ISLAND
ADVISORY PLANNING COMMISSION MEETING
HELD ON THURSDAY JULY 11, 2013 AT 10 A.M.
AT THE GALIANO LOCAL TRUST OFFICE
23 MADRONA ROAD, GALIANO ISLAND, B.C.**

PRESENT:	Sheila Anderson Karen Harris Barry New Elizabeth Olsen Jeffrey Patterson Tahirih Rockafella Ursula Deshield	Chairperson Member Member Member Vice Chairperson Member Member
-----------------	--	--

COPIED TO

☒	PLANNER
☒	LTC
☒	Deputy Secretary

REGRETS: **None**

There were no members of the public in attendance.

1. CALL TO ORDER

Chairperson Anderson called the meeting to order at 10:02 AM. She reported that there was still no Secretary available and that she would act as minute taker.

The agenda was presented as approval of previous minutes and the review and discussion of the referred Bylaws No 242 and No.243 and agreed to by consensus.

2. PREVIOUS MINUTES

2.1 Minutes of April 6, 2013:

Motion:

It was Moved and Seconded that the minutes of April 6 2013 be approved.

CARRIED

3. REVIEW AND CONSIDERATION OF BYLAWS No. 242 & No. 243

The members began by each sharing with the group their initial thoughts on the proposed increase in cottage size. They then continued with further discussion of key points raised.

There were no strong objections to the proposed increase raised. In general the members all felt they could support such an increase in floor area for cottages, however there was also a desire to see the increase limited to lots over a specified size in order to avoid added impacts upon groundwater resources in higher density residential zones. It was noted that other islands in the Trust Area have taken this precaution of linking larger cottage sizes to larger lots.

Positive attributes were recognized as:

1. This increase size of cottage is one means, amongst several available, of aiding in the provision of affordable housing in the community by making it a little easier for a cottage to accommodate couples or small families for year round residency. The bylaw amendment increasing accessory building allowances also supports easier year round occupation of cottages as occupants need covered area to store firewood, cars and recreational equipment just as principal dwelling residents do;
2. The proposed 69.7 square meters seems to fall somewhere in the middle of the range of cottage sizes in other islands and so seems reasonable to consider;
3. The staff report, aside from the planner's recommendation, showed little reason not to support the increase;
4. While an increase in cottage size has not specifically been requested by a large number of islanders, there has been a strongly expressed need for more affordable housing in our community prior to and throughout the OCP process;
5. An observation was made that really this relatively minor increase in cottage size seems inconsequential in light of the absence of any limit to principal dwelling sizes in our bylaws.

The possible constraints and points of broader consideration were identified as:

1. Areas with identified water shortages probably don't need any more density drawing on those resources. All members agreed that a precautionary approach would be to limit this larger cottage size to lots over a specified size. The discussion of what the limiting size should be concluded with six members wanting 1.2 hectares or larger and one member wanting 2.0 hectares or larger leaving the present 60 square meter size still permitted on lots .4 hectares or more but less than a lot size limit set for the 69.7 meter size;
2. It was suggested that given that we live in a metric measurement system now the LTC should consider rounding the size to "70" square meters instead of "69.7";
3. Further discussions covered a discussion of the history of cottage provisions and use on Galiano and how first changes to allow year round occupation, and a previous increase to size have occurred since the original provision of cottages began and over years that have seen a steady increase in the cost of land;
4. It was observed that Galiano's LUB definition of "floor area" as it presently stands appears different than some other islands because of its reference to buildings without walls. Hopefully this will not cause covered porches to be included in cottage floor area calculations or this increase will not help much;
5. Members were not convinced that this proposed increase would necessarily increase the use of cottages as STVRs versus long term rentals. It was noted Staff report information seems to support this. It was suggested that if in future STVR use of cottages proves to undermine the use as housing then it should be addressed through STVR regulation or restriction in future;
6. Members noted the reference in Staff Report on the bottom of page three "*it will be stated in the bylaw that cottages are for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited...*". Since nothing in 242 or 243 states this members assume there was realization that in fact our home occupations regulations allow Bed and

Breakfast operators to use a cottage as one of their allowed bedrooms for which they receive monetary gain.

In conclusion the GIAPC members supported the following motion unanimously.

Motion:

It was Moved and Seconded that the GIAPC support an increase to the allowable cottage size floor area as proposed in Bylaws No. 242 and No. 243, or up to as much as 70 square meters, however they recommend that an increased cottage size only apply on residential lots over a specified size due to concerns about impacts, especially groundwater, on smaller lot sizes.

CARRIED

As noted earlier in these minutes six members recommended the limit be set at 1.2 hectares and larger, and one member preferred it be set at 2 hectares or larger.

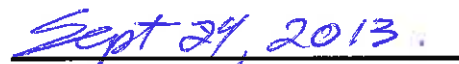
It was agreed by consensus that draft minutes be circulated to all members for review prior to submission to GILTC as our referral response.

4. ADJOURNMENT

The meeting was adjourned at 11:10 AM.



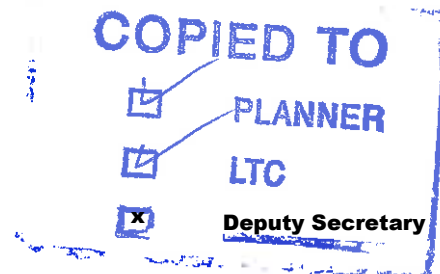
CHAIR



DATE

**MINUTES OF THE GALIANO ISLAND
ADVISORY PLANNING COMMISSION MEETING
HELD ON TUESDAY, SEPTEMBER 24, 2013 AT 10 A.M.
AT THE GALIANO LOCAL TRUST OFFICE
23 MADRONA ROAD, GALIANO ISLAND, B.C.**

PRESENT:	Sheila Anderson Karen Harris Barry New Elizabeth Olsen Jeffrey Patterson Tahirih Rockafella Ursula Deshield	Chairperson Member Member Member Vice Chairperson Member Member
-----------------	--	--

**REGRETS:**

There were no members of the public in attendance.

1. CALL TO ORDER

Chairperson Anderson called the meeting to order at 10:00 AM. She reported that there was no paid Secretary available for the APC and that she would take minutes for this meeting.

2. APPROVAL OF AGENDA

The agenda was presented as the review and discussion of the referred Bylaw No. 241. And was agreed to by consensus.

3. PREVIOUS MINUTES

It was noted that approved DRAFT Minutes of July 11 2013 had been submitted to the GILTC in response to the referral of Proposed Bylaw 240, but formal approval in a meeting was required.

MOTION:

It was Moved and Seconded that the Minutes of July 11, 2013 be approved.

CARRIED

4. REVIEW AND PRELIMINARY DISCUSSION OF BYLAW NO. 241**4.1 Sawmilling**

While the referral package information indicates this part of Bylaw 241 had already been approved in principle by the LTC, members, having read it afresh took some time to reflect on how well it will achieve the outcome of limiting sawmilling done on residential lands to a reasonable level causing minimal impact on neighbours. The members agreed there is a need to

make it very clear that sawmilling cannot be a permanent ongoing "home occupation". It was noted that Home Occupation Regulation 3.7 (3.9 since bylaw 240) already makes that pretty clear.

Members believe that this proposed amendment would be much easier to enforce using hours and days of operation and defining how materials cut could be used, compared to the previous limit of number of days per year. Looking at this proposed change members noted it will likely conflict with a long standing tradition of trading cut wood for the milling service. In addition a question was raised as to how it might impact on someone owning two or more parcels of land, who cuts from one lot but to use for building on another.

Members requested the Chair ask the Planner for a confirmation that proposed wording is going to provide Bylaw Enforcement with clearer guidelines than the 14 days out of a year method, some of the number references in the bylaw, and if he knew of any other Government agency regulations that could influence portable sawmilling practices.

4.2 Contractors Yards

Preliminary discussion by members touched on the following points:

- a. How this approach, by a broadly impacting amendment to define "Contractors Yards" to a considerable scale with specific mention of excavating and landscaping companies and making them possible on any residential land, could be in the public interest... compared to a site specific rezoning with official notice to neighbouring land owners.
- b. It was observed that Light Industrial Objectives and Policies provide a good framework for managing such uses, including their potential impacts on the land, environment, groundwater and neighbours.
- c. Members considered how this amendment seems to conflict with the overall intent of home occupation policies and with specific regulations as they are now. Clause 3.7 (now 3.9) was one example.
- d. How a full time excavation or landscaping company with potentially 6 or more employees and all the heavy equipment and supplies that can be packed into a quarter acre, could possibly be considered appropriate for a "home occupation" within our current OCP Objective and Policies on that topic.
- e. The definition overlooks that an excavation or landscaping company of this scale operates by constantly moving equipment and trucking materials and all of this generates noise and pollution of an industrial nature.

- f. It was noted that large equipment use, maintenance and storage, along with the storage of fuels and oils for them poses an increased risk of groundwater contamination and needs careful measures to minimize risk and monitor.
- g. Adding this scale of industrial use as a home occupation could undermine all the protections in place in the Home Occupations regulations that protect residential landowners' interests and investment.
- h. The historic practice on the island is that economic land uses, commercial and industrial, require rezoning for their specific commercial or industrial zone and uses.
- i. What is the "etc" in the definition? Many self-employed resident tradespeople store their tools and equipment at home... yet most are not at a scale where they would need this kind of provision to continue as they have, because they don't impact their neighbours or the environment. Only a very few contractors operate at levels that exceed what is appropriate to allow in residential zones.

Members agreed they wanted to spend more time reviewing examples of how other islands limit industrial uses on residential land, consider scale of various examples, and explore other interpretations of "contractor's yards".

The Chair was asked to check with the Planner as to what examples he had drawn from in writing this bylaw.

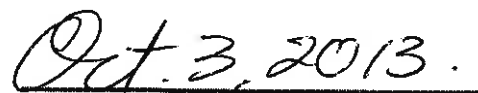
5. NEXT MEETING

Possible dates were discussed and it was agreed that Thursday October 3 would work for everyone. Time and office availability to be confirmed.

6. ADJOURNMENT

It was agreed by consensus that the meeting be adjourned just before noon.


CHAIR


DATE



Islands Trust

Print Date: Nov-07-2013

Follow Up Action Report w/ Target Date

Galiano Island Jun-11-2012

No.	Activity	Responsibility	Target Date	Status
1	Chair Hancock designated to sign and execute the S. 219 covenant, the S. 218 SRW and the sustainable forestry covenant for GL-RZ-2005.2 (Romagnoli-Smith).	Robert Kojima Gary Richardson	Dec-03-2012	On Going

Sept 21/12 - email to applicants

Oct 15/12 - trustees report that applicants out of country

Dec 12, Jan 13 and Jan 29- applicants contacted and requested to provide changes to covenant

Feb 27/13 - applicants' lawyer asked to respond with proposed revisions to covenant

Mar 15/13 - second email to applicants' lawyer asking for proposed revisions to covenant

Apr 15/13 - meeting with applicants' lawyer, minor changes agreed to. Applicants' lawyer will commence execution process

July 14/13 - applicants' lawyer informs that applicants are not prepared to execute covenants at this time, lawyer is going on leave until sept and no further response expected until dec 2013.

Sep-17-2012

No.	Activity	Responsibility	Target Date	Status
3	Staff to arrange meeting between LTC and MoTI staff to discuss Galiano issues (e.g. parking, bike trails). Mar 5/13 - trustees requested to provide agenda items	Louise Decario Robert Kojima Kris Nichols Sandy Pottle	May-30-2013	On Going

Oct-08-2012

No.	Activity	Responsibility	Target Date	Status
2	GL-RZ-2011.2 (Dewinetz): -Staff to invite representatives from BC Parks to attend a future CIM for this application. (CIM completed February 18, BC Parks attended March 11 meeting) Done - Staff to enter into cost recovery with the applicant for a legal review of the agreement between the applicant and the Galiano Island Housing Society - DONE -Staff to work with the applicant to obtain the required groundwater assessment as per OCP policy 2e) (done) -Staff to schedule a CIM and Public Hearing (CIM February 18 , PH May 6)Done -Staff to work with the applicant to draft a S. 219 covenant and enter into cost recovery with the application for associated legal work (covenant with applicant) May 6, 2013 9.1 (Dewinetz) Proposed Bylaw Nos. 235 and 236 - given second and third reading and forwarded to Executive Committee (May 27 approved) and then sent for Minister's approval. August 20, 2013 Covenants executed by Chair. Applicant to register prior to final. Awaiting Ministry's approval of bylaw and applicants registration of covenants. October 8, 2013 Ministry signs off on OCP Bylaw. LUB and OCP Bylaws given final reading. Staff to issue news release.	Kris Nichols	Oct-14-2013	Done

Dec-03-2012

No.	Activity	Responsibility	Target Date	Status
4	9.3 (Retreat Cove Farms)To change the wording in the covenant to comply with current LUB regulations. To establish a cost recovery agreement with the applicant. Awaiting contact from the applicant to proceed. June 2013 -applicant has agreed to proceed with cost recovery for change to covenant wording. To be completed by July 21, 2013.	Kris Nichols	May-13-2013	On Going

Notified that costs will be higher than anticipated due to the fact the covenant is in the name of the Ministry not Islands Trust. Staff will research ways to deal with this issue.

Staff working with Ministry staff to resolve issue.

Jul-15-2013

No.	Activity	Responsibility	Target Date	Status
7	Bylaw 241 Given first reading, referred to APC and PH scheduled for Nov LTC meeting.	Sharon Lloyd-deRosario Kris Nichols	Sep-09-2013	Done

July 15, 2013

Proposed Bylaw 241 keep sawmill definition, rework contractor yards as per discussion (hours, area size, vehicle parking, screening, building size, etc.) to be placed within Home Occupation Regulation section of the LUB.

8	9.6 Chair Signing Authority Memo - resolutions passed. Staff to work on respective covenants to prepare for signature(s).	Kris Nichols	Sep-09-2013	Done
---	---	--------------	-------------	------

July 20, 2013 - Covenants for Dewinetz have been executed by chair. Required to be registered prior to final.

Sep-15-2013

No.	Activity	Responsibility	Target Date	Status
11	9.2 GL-RZ-2013.1	Kris Nichols	Oct-07-2013	Done

Direct staff to prepare draft bylaws based on an latest proposal including a lot for community housing. Obtain revised layout plan from the applicant.

July 15, 2013

9.2 GL-RZ-2013.1 (Landworks) Staff to review application with applicant to discuss Recommendation #2 (community benefits) and simplifying approach presented.

12	9.1 GL-DVP-2013.3	Miles Drew Kim Farris Kris Nichols	Oct-07-2013	On Going
----	-------------------	--	-------------	----------

Report deferred until applicant provides a report from a qualified environmental professional that is familiar with shoreline marine systems.

LTC requested the attendance of Bylaw Enforcement at the next LTC meeting to discuss this application
DONE

Staff to check with CRD building and their files on this application. DONE

Oct-07-2013

No.	Activity	Responsibility	Target Date	Status
5	9.1 Gaylor Covenant October 7, 2013 Staff requested to work with the new owners to finalize the covenant amendment and discharge. June Discharge covenant from Rem. D.L. 48, Amend covenant on Lot 1 to state that sawmilling and planing to occur within an enclosed building for sound mitigation Once agreed to by the owner then proceed with legal changes, registration and signing by the chair May 6 - Lot 1 sold, going to talk to new owner prior to proceeding to remove covenant from REM D.L. 48 on whether amendment is required to Lot 1. New owners deciding on next steps.	Kris Nichols	Nov-18-2013	On Going
5	11. 3 Dewinetz - Staff to prepare a news release for LTC review and approval.	Kris Nichols	Nov-18-2013	On Going
6	11.1 Application deferred. Applicant requested to provide a bathometric survey of the bay area in front of the property and to obtain a professional biologist review of the bay area to identify the best location for a dock that minimizes the impact on the sensitive ecosystems. July 2013 9.1 GL-DP-2013.2 (Ghai) DP deferred. Staff to get a second opinion with a new biologist's report. New biologist report to be submitted to LTC for consideration at the October meeting.	Kris Nichols	Nov-18-2013	On Going
7	11.2 SSI Referral Staff to notify SSI that LTC passed a resolution to state interests are unaffected with this early referral.	Sharon Lloyd-deRosario	Nov-18-2013	Done

10	12.1 STVR Project Charter Staff to make amendments and to proceed with project Charter. Post report and Project Charter on the web.	Lori Foster Kris Nichols	Nov-18-2013	Done
12	Staff to ensure that 2014 LTC meetings are placed on the first Monday of every month unless a Statutory Holiday.	Lori Foster	Nov-18-2013	Done
13	Web Update: Minutes adopted as amended and posted to web calendar. Under Latest News to put 'Galiano LTC Adopts Project Charter for STVR' with a link to the report and charter. Dewinetz Bylaws adopted - Bylaws 235/236	Lori Foster	Nov-18-2013	Done
14	CIM being planned for afternoon of November 16 - staff to book hall and send out notices and advertise in the local paper. DONE September 2013 9.3 GL-RZ-2011.1 (GLCHT) Resolution passed for staff to schedule a CIM and invite CRD Building, CRD Housing, VIHA, Bob Burgess, Ian Ralston, Fire Department, etc. Resolution passed requested that GLCHT hire a consultant that can summarize all in formation presented - to show exactly how the project will work, be sustainable and meet the definition of affordable as per the OCP. July 15, 2013 12.3 GL-RZ-2011.1 (GLCHT) - Possible CIM Staff to prepare summation of information submitted to date outlining issues met and those still needing to be submitted or are incomplete. This is in preparation for a CIM and must be received and reviewed by LTC prior to a CIM being scheduled. February 18, 2013 GL-RZ-2011.1 (GLCHT) Staff directed to schedule a CIM upon receipt of: confirmation of ALC covenant on title, comprehensive site plan, housing agreement and land lease, and professional assessment of the availability of sustainable long-term groundwater and rainwater catchment (Sept amendments).	Kris Nichols	Nov-30-2013	On Going

September 17, 2012

9.1 GLCHT - applicants to provide corrected site plan and accompanying tables

Resolution to amend GL-LTC-75-12 to require professional assessment of rainwater catchment proposal

February 18, 2013

9.2 GLCHT

1. Work with applicant to receive information mentioned in the Feb. 18, 2013 staff report from the applicant prior to planning an CIM. Applicant also to meet with CRD Building prior to CIM.

15	Staff directed to bring a memo to the next meeting to close Bylaw No. 238 (Chegwidden)	Kris Nichols	Nov-18-2013	Done
16	STVR Background information: Trustees agreed to provide staff with background material (i.e. numbers of STVRs, B&Bs and other visitor accommodation to be used as background material for the public.	Louise Decario Sandy Pottle	Oct-31-2013	Done

To Whom it May Concern,

I write this letter as a former resident of Galiano Island who now lives on Salt Spring.

When my children were young, we bounced from rental to rental on Galiano. Affordability was a factor, although we managed to pay \$1000 per month plus utilities. Two of the houses we rented were sold, and we had to move. In the end we spent our last months on Galiano living in a 10x10 square 'cabin' and housesitting for various friends, our belongings kept in storage. Without the ability to secure long term rental housing, and facing another winter of insecurity, we moved to Salt Spring in 2002.

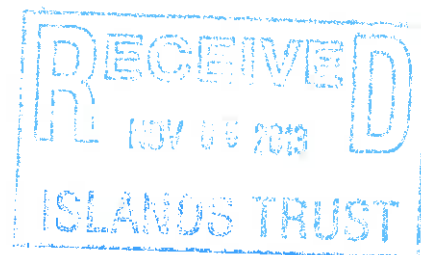
Had the opportunity existed to buy into Galiano Green, we would have seriously considered the option. \$12,000 per year in rent is a great sum to muster, and we managed that for 4-plus years. On the strength of a low paying job, cheap rent, and a motivated seller we bought a house on Salt Spring Island within two years of arrival. A multi-unit home, we now provide affordable housing for 3 tenants. I am actively involved in the Salt Spring community, organize the annual Farm Tour, run a small business, and volunteer at the schools. As our population ages, more and more volunteer-run services will be needed, delivered by community-minded people like myself. Who will care for our elders if young families are not able to get a foothold on the islands? How will Galiano Island have a sustainable economy when the proportion of household income going towards housing is lopsided? Island people are creative and innovative. We are willing to invest in land, and invest energy in improving and developing that land. What we need are opportunities to do so.

I urge you to consider the opportunities presented by Galiano Green, ahead of the risks. Affordable housing projects that require commitment and buy-in are not welfare projects. I believe that they will attract and retain dedicated, committed families who will drive the economic sustainability of the island. I was ready to devote myself to a life on Galiano, but there was no room at the inn.... I hope that this initiative begins to make room available so the island culture and community can survive, and thrive.

Sincerely,

Andrea Palframan
Program Manager, Glasswaters Foundation
M.A., Intercultural & International Communications, Royal Roads University
250.931.1919
Salt Spring Island

October 29, 2013
 Islands Trust
 200 1627 Fort Street
 Victoria, BC V8R 1H8



Dear Islands Trust,

I am writing in support of the Galiano Green affordable home ownership project. As you know, affordable housing is desperately needed on Galiano Island. More than half of the houses on the island are empty and not available for rental and used only on occasion. As a result rental housing is in short supply and the properties that are available for rental are generally very high.

The last census done on Galiano shows that we have lost 9.5% of our population – the highest rate of loss for the major Southern Gulf Islands. The median age of those living here is 59 years. I've seen younger people and families, in particular, leaving because they cannot afford the high cost of housing or land and infrastructure.

The community needs a balance of young and old in order to help with services and to maintain its vitality. The Galiano Green project supports that balance by offering a reasonable lease and a mortgage on a small house. This is an ideal way for young people to start a life on Galiano and to build equity in a home.

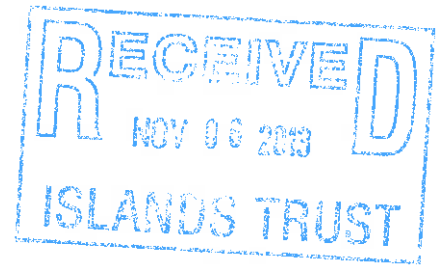
I fully support the rezoning for Galiano Green. This is an important project for the community.

Thank you.

Sincerely,

Andy Beers
 25 Melissa Road
 Galiano Island, BC V0N 1P0

October 29, 2013
 Islands Trust
 200 1627 Fort Street
 Victoria, BC V8R 1H8



Dear Islands Trust,

I am writing in support of the Galiano Green affordable home ownership project. As you know, affordable housing is desperately needed on Galiano Island. More than half of the houses on the island are empty and not available for rental and used only on occasion. As a result rental housing is in short supply and the properties that are available for rental are generally very high.

The last census done on Galiano shows that we have lost 9.5% of our population – the highest rate of loss for the major Southern Gulf Islands. The median age of those living here is 59 years. I've seen younger people and families, in particular, leaving because they cannot afford the high cost of housing or land and infrastructure.

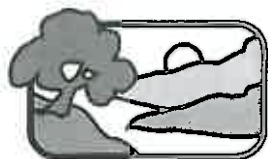
The community needs a balance of young and old in order to help with services and to maintain its vitality. The Galiano Green project supports that balance by offering a reasonable lease and a mortgage on a small house. This is an ideal way for young people to start a life on Galiano and to build equity in a home.

I fully support the rezoning for Galiano Green. This is an important project for the community.

Thank you.

Sincerely,

Christina Talbot
 25 Melissa Road
 Galiano Island, BC V0N 1P0



Islands Trust

BYLAW REFERRAL FORM

9.1
1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Bylaw No.: 470 Date: October 17, 2013

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. For your information a Public Hearing to consider the Bylaw will be held in the near future.

APPLICANTS NAME / ADDRESS:

Polaris Land Surveying.

PURPOSE OF BYLAW:

To amend Land Use Bylaw No. 355 to rezone a portion of the waters fronting Lot 1, Section 2, Range 2 West, North Salt Spring Island, Plan 29481 from Shoreline 7 (S7) to Shoreline 6 (S6) to permit a private wharf or dock (s) associated with upland residential use.

GENERAL LOCATION:

250 Collins Road, west coast of Salt Spring Island.

LEGAL DESCRIPTION:

Lot 1, Section 2, Range 2 West, North Salt Spring Island, Cowichan District, Plan 29481.

SIZE OF PROPERTY AFFECTED:

7.7 ha.

ALR STATUS:

No

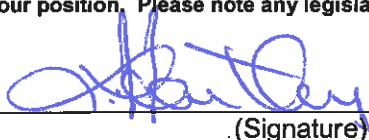
OFFICIAL COMMUNITY PLAN DESIGNATION:

Shoreline Recreation

OTHER INFORMATION:

See attached staff report. Upland residential may be a future strata, propose a maximum 70 square meter dock.

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.


(Signature)

Name: Leah Hartley

Title: Regional Planning Manager

This referral has been sent to the following agencies:

Federal Agencies

Fisheries and Oceans, Canada
Coast Guard

Provincial Agencies

Ministry of Environment
Ministry of Forests, Lands and Natural Resource Operations

First Nations

Cowichan Tribes
Halalt First Nation
Hul'qumi'num Treaty Group
Lake Cowichan First Nation
Lyackson First Nation
Malahat First Nation
Pauquachin First Nation
Penelakut Tribe
Stzuminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation

Regional Agencies

CRD Building Inspection
CRD Parks and Recreation Commission
SSI Fire-Rescue
Trust Fund Board

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

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 Local Trust Area

(Island)

470

(Bylaw Number)

(Signature)

(Title)

(Date)

(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.:** 471 **Date:** November 1, 2013

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. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information a Public Hearing to consider the Bylaw will be held in the near future.

APPLICANTS NAME / ADDRESS:

N/A

PURPOSE OF BYLAW:

To amend the Salt Spring Island Official Community Plan Bylaw No. 434 - Part G - to allow a Temporary Use Permit to be issued for a residential use.

GENERAL LOCATION:

Salt Spring Island

LEGAL DESCRIPTION:

N/A

SIZE OF PROPERTY AFFECTED:

N/A

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

N/A

OTHER INFORMATION:

Staff Report and Bylaw 471 attached.

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.

(Signature)

Name: Justine Starke

Title: Island Planner

This referral has been sent to the following agencies:

Provincial Agencies

Agricultural Land Commission
BC Assessment Authority

First Nations

Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation - Te'Mexw Treaty Association
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation & Penelakut Tribe

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

Regional Agencies

Capital Regional District
CRD Building Inspection
CRD Engineering Services
Vancouver Island Health Authority

Non-Agency Referrals

BC Ambulance Service
Ganges Sewer Committee
North Salt Spring Waterworks District
RCMP
School District 64
SSI Chamber of Commerce
SSI Fire-Rescue
SSI Transportation Commission
SSI Copper Kettle
SSI Land Bank Society

**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
(Island)

(Signature)

(Date)

471
(Bylaw Number)

(Title)

(Agency)



BRIEFING

To: Local Trust Committees
From: Linda Adams
 Chief Administrative Officer

For the Meeting of: (LTC meetings in Oct. and Nov.)
Date prepared: October 3, 2013

File No.: Strategic Plan

SUBJECT: ISLANDS TRUST COUNCIL STRATEGIC PLAN – LTC INPUT

DESCRIPTION OF ISSUE:

Local Trust Committee input to Islands Trust Council Strategic Plan

BACKGROUND:

At its meeting in September 2013, the Islands Trust Council endorsed the Objectives, Strategies, Activities and Phases (columns 1-3) illustrated in the August 27, 2013 version of its Strategic Plan for 2011-2014 (Attachment 1).

Trust Council also requested Council Committees, Local Trust Committees and the Trust Fund Board to provide recommendations to the Financial Planning Committee and the Executive Committee in November, regarding:

- a. Their projected ability to complete Strategic Plan items on target
- b. Identification of any Strategic Plan items they recommend for amendment, removal or delay
- c. Identification of any items that should be added to the Strategic Plan
- d. Recommendations regarding any new resources that should be included in the annual budget in order to complete Strategic Plan items on target

Trust Council has requested the Financial Planning Committee to use the August 27, 2013 version of the Strategic Plan for the purposes of budget development, after considering recommendations of other Council committees, local trust committees and the Trust Fund Board. It has also requested the Executive Committee to make recommendations in December 2013 regarding amendments to the Strategic Plan for 2011-2014.

The August 27, 2013 version of Trust Council's Strategic Plan is being circulated to Council Committees, local trust committees and the Trust Fund Board as requested.

The Financial Planning Committee will meet on October 30 and November 13 to discuss a first draft of the 2014/2014 annual budget for Trust Council's review in December 2013. Following public consultation in February 2014, Trust Council would then adopt a budget in March 2014 and amend its Strategic Plan, as necessary, in response to the budget it has adopted.

ATTACHMENT(S):

- Attachment 1 - Islands Trust Council Strategic Plan – August 27, 2013
- The Request for Decision material considered by Trust Council's in September 2013 is available in Trust Council's September 2013 Agenda Package (see Item 3.4) at:
<http://www.islandstrust.bc.ca/uploads/meetings/2013/9/93/package/Sept%202013%20Trust%20Council%20Decision%20and%20Information%20Items%20Agenda%20Package.pdf>

AVAILABLE OPTIONS:

Each local trust committee may wish to provide advice to the Financial Planning Committee and the Executive Committee in regards to any items on the Strategic Plan that relate to its operations, specifically:

- a. The local trust committee's projected ability to complete Strategic Plan items on target
- b. Identification of any Strategic Plan items that a local trust committee recommends for amendment, removal or delay
- c. Identification of any items that a local trust committee indicates should be added to the Strategic Plan
- d. Recommendations regarding any new resources that a local trust committee indicates should be included in the annual budget in order to complete Strategic Plan items on target

FOLLOW-UP:

LTCs to consider providing advice to the Executive Committee and the Financial Planning Committee, by resolution, as indicated.

While early advice regarding Strategic Plan items that relate to LTC work would be most helpful, LTCs could also undertake further review and provide input after the December 2013 meeting of Trust Council.

Prepared By: Linda Adams, Chief Administrative Officer

Reviewed By/Date: David Marlor, Director – Local Planning Services – October 4, 2013

G:\EXEC\Council\Strategic Planning\2013\2013 10 04 Referral of Strategic Plan to LTCs.docx



Islands Trust

Preserving Island
communities, culture
and environment

Our Provincial Mandate

“to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia”

– Islands Trust Act

Islands Trust Council — Strategic Plan 2011-2014

Adopted September 12, 2012 – updated to September 12, 2013

The Trust Area

The Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox. This is a unique and special place composed of 13 major islands and more than 450 smaller islands covering approximately 5200 square kilometres.

The beauty, tranquility, and sometimes fragile natural environment of the islands in the Strait of Georgia and Howe Sound, characterized by an exceptional variety of species, have given the area national recognition.

The islands support strong communities characterized by a mix of lifestyles, livelihoods and individuals. Island residents bring unique skills, viewpoints and sense of place together to sustain a tradition of community involvement.

Our Council

The Islands Trust Council has a unique mandate from the province to preserve and protect the amenities and environment of the Islands Trust Area, for the benefit of residents and all British Columbians. It meets quarterly to make decisions about the Islands Trust’s overall policy, advocacy positions, staff resources and budget. Trust Council is made up of the 26 locally-elected trustees who also sit on 12 local trust committees and one island municipality. There they have responsibilities for land use planning and regulatory decisions that are separate from their role at the Islands Trust Council. The current Council was elected for a 3-year term during BC Local General Elections in November 2011. Trustee terms will end in November 2014.

A Strategic Plan for the 2011-2014 term

The Islands Trust Policy Statement is partially implemented through Council’s strategic plan. By identifying goals and developing a plan to achieve them, Council focuses finite resources and measures progress. After extensive review and public input, Trust Council has confirmed the following focus areas for its 2011-2014 term:

Goal A - Ecosystem Preservation and Protection

The Islands Trust will work to protect the natural environment of islands by:

- Encouraging and enabling islanders in voluntary stewardship actions that protect special areas, including the shoreline
- Working to protect fish habitat under BC’s Riparian Areas Regulation
- Protecting special ecosystems, managing shoreline areas and reducing greenhouse gas emissions when land use decisions are made
- Advocating for new approaches to oil spill preparedness, derelict vessels, industrial developments, aquaculture, marine sewage and national marine conservation

Goal B – Stewardship of Island Resources

The Islands Trust will focus on good management of island water resources by:

- Encouraging voluntary stewardship, advocating for legislative reform and exploring creative solutions for watershed management
- Using land use planning tools and decisions to protect the quality and quantity of water resources

Goal C – Sustain Island Character and Healthy Communities

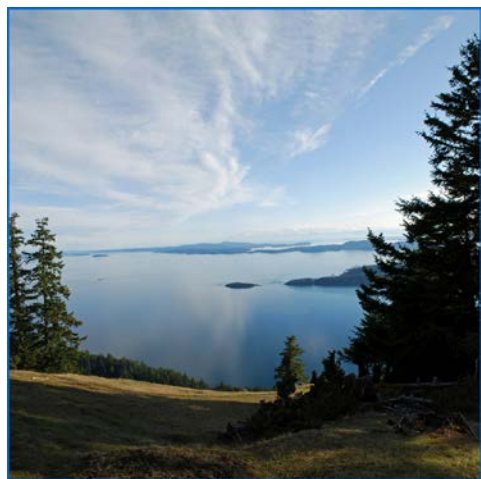
The Islands Trust will work to enhance the economic sustainability and security of island communities by:

- Creating linkages between islanders and regional districts to share effective economic development models
- Continuing to advocate for sustainable, affordable and appropriate ferry services
- Using land use planning tools and decisions to positively affect housing affordability, food security and farmland protection

Goal D – In Cooperation with Others

The Islands Trust will work with others by:

- Strengthening relations with the many First Nations who have interests in island land use decisions
- Continually working to improve our organizational effectiveness



Shaded text=activities primarily achieved in prior fiscal years or proposed for future fiscal years and subject to future budget decisions;
Italics=changes since last Trust Council meeting

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows:

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Policy Statement Goal A: Ecosystem Preservation and Protection...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
1 PROTECT the natural environment of islands	1.1 Encourage voluntary stewardship of natural environment	<u>FY 2011/12- 2014/15</u> 1.1.1 Promote community participation in conservation through information sharing and education about private land stewardship options	TFB	Subject to funding in annual budgets or grant funding	By whether the Islands Trust Fund is actively promoting its conservation programs at community events, in publications and online	Ongoing
		<u>FY 2012/13 – 2013/14</u> 1.1.2 Share information about best practices for covenants and NAPTEP with all planning staff	TFB	Funded by base budget	By whether planners have been provided with covenant education opportunities and whether information is available through the Islands Trust Fund website	Website information complete ITF presentation to LPS not started
		<u>FY 2012/13 – 2014/15</u> 1.1.3 Improve and update mapping of natural and modified environments, including terrestrial ecosystem mapping, protected area networks, nearshore mapping and areas under sustainable forestry or sustainable agricultural use.	TFB	Funded by program budget in 2013/14 \$22K for eelgrass mapping; \$10K for forage fish mapping Further work subject to 2014/15 budget \$22K for eelgrass mapping; 10K for forage fish mapping	By whether maps of natural and modified environments are available to LTC's and BIM, RDs, local conservancies and other partners	Draft Protected Area Network mapping available; eelgrass mapping completed for Gambier, Thetis, Thetis associated islands (except Valdes) Lasqueti, North Pender, South Pender and Mayne and forage fish habitat mapping completed for North and South Pender; additional eelgrass mapping in progress
		<u>FY 2013/14</u> 1.1.4 Research and develop a pilot landowner contact program in collaboration with a local conservancy	TFB	Subject to external funding	By whether a landowner contact pilot program is implemented	Planning in progress

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		<u>FY 2011/12 - 2014/15</u> 1.1.5 Support island-based land trusts with partnerships, funding and capacity building opportunities	TFB		Funded by base budget and donations	By whether the Opportunity Fund grows by at least 10% per year and by the amount of grants issued	Recent grants awarded to Pender Island Conservancy (\$5,000) and Salt Spring Island Conservancy (\$5,000)
		<u>FY 2013/14</u> 1.1.6 Council workshop regarding invasive species	TFB		Funded by base budget	By whether a Trust Council workshop has been held	Scheduled for Dec/13 Trust Council meeting
		<u>FY 2013/14 - 2014/15</u> 1.1.7 Share information with the public about managing invasive species	TFB		Subject to funding in 2014/15 program budget	By whether information has been shared with the public	In progress. Invasive species control information shared through ITF website and e-newsletter
	1.2 Expand Natural Areas Protection Tax Exemption Program (NAPTEP) program to entire Islands Trust Area	<u>FY 2012/13</u> 1.2.1 Present NAPTEP program to BIM Council for consideration	TFB	BIM***	Funded by base budget	By whether or not BIM has considered participating in the NAPTEP program	Complete. BIM declined for current term
		<u>FY 2013/14</u> 1.2.2 Seek support from Metro Vancouver RD for NAPTEP.	TFB		Funded by base budget	By whether support from Metro Vancouver RD (MVRD) has been sought	Complete
		<u>FY 2013/14 - 2014/15</u> 1.2.3 Launch NAPTEP on the islands in MVRDRD (subject to BIM and MVRD approval)	TFB		Funded by base budget	By whether NAPTEP has been launched on the islands within the MVRD	Complete. Program launched on Gambier LTC islands. BIM declined for current term.
	1.3 Protect fish habitat by implementing Riparian Areas Regulation	<u>PHASE 1 – Identify watersheds</u> <u>FY 2014/15</u> 1.3.1 Identify RAR watersheds on Gambier and Lasqueti	LTCs**		Subject to budget	By whether all RAR watersheds on Gambier and Lasqueti have been identified	Not due Not started
		<u>PHASE 2 – Improve mapping</u> <u>FY 2012/13</u> 1.3.2 Improve mapping of some riparian areas on SSI	LTCs**		Funded by 2012/13 program budget	By whether new mapping of priority riparian areas is complete	Complete
		<u>FY 2013/14</u> 1.3.3 Improve mapping of additional riparian areas on Denman, Hornby and Salt Spring islands	LTCs**		Funded in 2013/14 program budget \$71,000 RAR budget \$30,000 Sci/Tech budget	By whether new mapping of riparian areas is complete	Project planning underway
		<u>FY 2014/15</u> 1.3.4 Improve mapping of additional riparian areas on Gambier, Lasqueti and Salt Spring islands	LTCs**		Subject to budget	By whether new mapping of riparian areas is complete	Not due Not started
		<u>PHASE 3 – Adopt bylaws</u> <u>FY 2012/13 - 2013/14</u> 1.3.5 Adopt new bylaws to implement RAR on selected	LTCs**		Funded by 2013/14 program budget	By whether Gabriola, Mayne and Saturna are RAR compliant through bylaw development	Saturna complete Gabriola, Mayne & Thetis in progress

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		islands (Gabriola, Mayne, Saturna, Thetis)					
		<u>FY 2014/15</u> 1.3.6 Adopt new bylaws to implement RAR on all islands where still required (Ballenas/Winchelsea, Denman, Hornby, and one Salt Spring watershed)	LTCs**		Subject to budget	By whether Ballenas/Winchelsea, Denman, Hornby and one Salt Spring watershed are compliant with RAR through bylaw development	Not due Not started
		<u>FY 2015/16 - ?</u> 1.3.7 Adopt new bylaws to implement RAR on all Lasqueti, Gambier and remainder of Salt Spring)	LTCs**		Subject to budget	By whether all Gambier, Lasqueti and Salt Spring watersheds are compliant with RAR through bylaw development	Not due Not started
	1.4 Establish reliable, adequate and sustainable funding for the Islands Trust Fund	<u>FY 2012/13 – 2013/14</u> 1.4.1 Seek legislative change regarding TFB corporate structure and name	EC	TFB	Funded by base budget	By whether legislative change has been requested	Chair correspondence sent Nov/12. Initial response received Feb/13
		<u>FY 2011/12 – 2014/15</u> 1.4.2 Engage in outreach to expand donor base, develop legacy giving program and secure acquisition funds	TFB*		Partially funded through 2012/13 program budget	By whether the TFB has implemented outreach regarding funding needs and legacy gifts	Information package prepared re Planned Giving
		<u>FY 2014/15</u> 1.4.3 Develop and implement strategy re changes to corporate structure and name	TFB		Subject to 2014/15 program budget	By whether TFB corporate status and name change has been implemented	Not started. Not due unless province makes legislative changes
		<u>FY 2015/16</u> 1.4.4 Review and launch long-term funding strategy	TFB		Subject to 2015/16 program budget	By whether the long-term funding strategy has been reviewed and launched	Not started. Not due unless province makes legislative changes
	1.5 Establish core conservation areas to protect biodiversity priorities	<u>FY 2011/12- 2012/13</u> 1.5.1 Map and prioritize high biodiversity areas and develop a strategy for protection	TFB		Funded by base budget	By whether the TFB has a prioritized high biodiversity areas, and developed a strategy including a funding needs assessment)	Mapping of high priority areas underway
		<u>FY 2011/12 – 2014/15</u> 1.5.2 Protect land with high biodiversity, through acquisition, donation, or conservation covenant	TFB*		Partial funding through base budget; acquisitions funded by donations and external grants	By whether the TFB has protected at least 500 hectares of high biodiversity land in the timeframe of the Regional Conservation Plan 2011-2015	144 hectares protected since 2011
	1.6 Use land use planning tools and decisions to increase protection of special areas	<u>FY 2013/14</u> 1.6.1 Explore model land use planning tools that protect species and ecosystems at risk	LPC		Funded by base budget	By whether a staff report on model land use planning tools has been completed	Not started. Pending provincial working group recommendations. Staff participating on prov. working group.

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		1.6.2 Trustee workshop about protection of special areas	TFB	Funded by base budget	By whether a trustee workshop has been held	Complete
		FY 2011/12 – 2014/15 1.6.3 Develop policy, OCP and LUB amendments that include protective measures for biodiversity	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether OCPs and LUBs have been amended to address improved protection of biodiversity	Some reviews underway (details to be confirmed)
	1.7 Reduce greenhouse gas emissions	FY 2012/13 – 2013/14 1.7.1 Include GHG emission reduction targets, policies and actions in all OCPs, as required by LGA	LTCs	Funded by program budget	By whether all OCPs comply with LGA re GHG emissions	18 of 19 comply. Outstanding OCP (Piers Island) on work program for 2013, but work not started
		FY 2012/13 – 2014/15 1.7.2 Use new planning tools (Bill 27) to reduce greenhouse gas emissions to implement OCP policies LTCs adopted last term (e.g. as illustrated in Council toolkit Reducing Greenhouse Gases in the Islands Trust Area)	LTCs**/BIM***	Funded in 2013/14 annual budget	By whether LTCs/BIM have used new planning tools to foster reduced GHG emissions from development	Gabriola working on regulations to implement OCP policies
		FY 2012/13 – 2013/14 1.7.3 Develop policy regarding carbon-neutral operations and purchase of carbon credits to balance GHG emissions that cannot be eliminated	FPC	Funded by base budget	By whether Trust Council has adopted a policy	Complete
2. PROTECT coastal and marine ecosystems	2.1 Encourage understanding of shoreline processes and voluntary stewardship of coastal and marine ecosystems	FY 2012/13 2.1.1 Develop integrated shoreline and watershed protection mapping for major islands	LPC	Funded by external grants	By whether integrated shoreline and watershed protection mapping has been developed for major islands	Complete
		FY 2013/14 2.1.2 Identify and post updated website links regarding existing shoreline stewardship information	TAS	Funded by base budget	By whether website links have been updated	Complete
		FY 2014/15 2.1.3. Pilot a Green Shores for Homes credit rating incentive system in one LTA	LTCs**	Subject to successful grant application	By whether an LTC has piloted a Green Shores for Homes credit rating incentive system	Not started. Funding not recommended by LPC. Dependent upon grant application. LPC to reconsider in Nov/13
	2.2 Use land use planning tools and decisions to improve protection of coastal areas	FY 2013/14 – 2014/15 2.2.1 Adopt regulatory bylaws with respect to integrated shoreline and watershed protection mapping	LTCs**	Subject to funding in future program budgets	By whether LTCs have adopted regulatory bylaws	Reviewed by Thetis LTC. Educational program being considered/developed by N Pender, S Pender, Thetis

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?			IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		2.2.2 Develop mechanisms for proactive bylaw enforcement of illegal structures on the foreshore	LPC/LTCs**			Funded in 2013/14 program budget (\$2000)	By whether mechanisms have been developed	LPC recommends educational approach, not proactive enforcement
	2.3 Participate in planning for National Marine Conservation Area Reserve	<u>FY 2011/12 – 2014/15</u> 2.3.1 Advocate for implementation of the NMCA reserve	EC			Funded by base budget	By whether the EC has continued to actively advocate for implementation of the NMCA reserve	Resolution supported by TC in Dec 2012 Feb 2013 Chair letters to Ministers Lake & Kent
		2.3.2 Participate in NMCA workshops and consultation opportunities	LTCs**	TAS	EC	May require additional funds	By level of participation in NMCA workshops and consultation opportunities	Workshops attended in Aug and Oct No funding proposed in 2013/14 budget. LTCs commenting on boundary details
		<u>Future fiscal years (TBD)</u> 2.3.3 Respond to NMCA implementation steps with complementary activities, as required	LTCs**			May require additional funds	TBD	Not due Not started
	2.4 Advocate for protection of the Salish Sea and Howe Sound from oil spills, derelict vessels and industrial activities	<u>FY 2011/12 – 2014/15</u> 2.4.1 Chair correspondence regarding oil spill prevention and response	EC			Funded by base budget	By whether the Chair has sent correspondence to advocate for oil spill prevention and response	2011: 7 letters sent 2012: 1 letters sent 2013: 3 letters sent Related resolutions passed at UBCM 2012 and AVICC 2013 conventions
		2.4.2 Chair participation in hearings related to tanker traffic increases	EC			Funded by base budget	By whether the Chair has participated in hearings related to tanker traffic increase	NEB hearing presentation Aug 2012
		2.4.3 Host local government workshops to raise awareness of gaps in oil spill prevention and response capacity	EC			Funded by base budget	By whether workshops have been held	One workshop held at AVICC. Jan 2013 Chair presentation to Regional District Nanaimo Board. 2013: Chair presentation at San Juan County marine managers workshop
		2.4.4 Participate in mock oil spill exercises to understand gaps in oil spill response capacity	EC			Funded by base budget	By whether participation has taken place	Participation in two exercises in 2012
		<u>FY 2011/12 – 2014/15</u> 2.4.5 Continue to advocate for senior government solutions to derelict vessels	EC			Funded by base budget	By whether the Islands Trust has continued to advocate for derelict vessel solutions	Islands Trust participation on derelict vessel working group is on-going Mar/13 Letter to minister seeking

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
						action on Transport Canada report Organized resolution, clinic and meeting with Minister at UBCM
		<u>FY 2011/12 – 2013/14</u> 2.4.6 Advocate regarding potential impacts of the proposed Raven Coal Mine upon Baynes Sound	EC	Funded by base budget	By whether the Executive Committee has advocated regarding the proposed Raven Coal Mine	Complete May/13 BC EAO rejected proposal as submitted
		<u>FY 2012/13 – 2014/15</u> 2.4.7 Advocate regarding potential impacts of the proposed Burnco Gravel Mine upon Howe Sound	EC	Funded by base budget	By whether the Executive Committee has advocated regarding the proposed Burnco Gravel Mine	Not started
		<u>FY 2013/14 – 2014/15</u> 2.4.8 Clarify jurisdictional issues related to Islands Trust Area boundary	EC	Funded by base budget	By whether a method to clarify jurisdictional issues has been implemented	Preliminary discussion with ministry staff Initial briefing prepared for EC
	2.5 Advocate for appropriate regulation of aquaculture	<u>FY 2013/14 – 2014/15</u> 2.5.1 Collaborate with Department of Fisheries and Oceans regarding shellfish regulations through local government advisory committee as a pilot project for one LTC (Denman)	LTCs**	Funded in 2013/14 program budget (\$1000)	By whether the Denman Island LTC has collaborated with DFO on a pilot project	Not3.3.Impl started (Denman unsuccessfully sought representation on DFO committee)
	2.6 Advocate for effective regulation of marine sewage	<u>FY 2011/12 – 2014/15</u> 2.6.1 Chair correspondence regarding marine sewage regulation	EC	Funded by base budget	By whether the Chair has written to advocate for regulation of marine sewage	Research and mapping in progress
		2.6.2 Amend OCP policies to require sewage pump-outs as a condition of new/expanded marinas (i.e. during rezoning applications)	LTCs**/BIM***	Funded by base budget	By whether OCP policies require sewage pump-outs as a condition of marina development/expansion	No new OCP amendments since adoption of Strategic Plan

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Policy Statement Goal B: Stewardship of Island Resources...

TC	STRATEGIES	ACTIVITES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
3. PROTECT quality and quantity of water resources	3.1 Encourage understanding and voluntary stewardship of water resources	<u>FY 2013/14</u> 3.1.1 Compile educational materials about water resources done by local groups and identify gaps	TPC	Funded by base budget	By whether the need for new educational materials had been defined.	Complete
		3.1.2 Fill identified gaps with new educational materials about water resources	TPC	Funded by base budget	By whether new educational materials have been created	Not started
		<u>FY 2014/15</u> 3.1.3. Develop an on-going water stewardship program	TPC	Subject to 2014/15 program budget	By whether an on-going water stewardship program has been funded and launched	Not due Not started
	3.2 Advocate for provincial Water Act reform	<u>FY 2011/12 – 2014/15</u> 3.2.1 Continue to participate in Water Act reform consultations	EC	Funded by base budget	By whether participation in Water Act reform has taken place	Not started Pending provincial action
	3.3 Use land use planning tools and decisions to protect water quality and quantity	<u>FY 2013/14</u> 3.3.1 Develop toolkit for use by LTCs/BIM that illustrates options for using planning tools to protect water quality and quantity	LPC	Funded by 2013/14 program budget (\$2500)	By whether a toolkit has been developed	Project charter approved by LPC; Report underway
		<u>FY 2013/14 – 2014/15</u> 3.3.2 Amend OCPs to include new policies for water resource protection	LTCs**/BIM***	Funded in 2013/14 program budget	By whether OCPs have been amended to include new policies about water resource protection	Galiano DAI bylaw adopted - addresses water protection
		3.3.3 Amend LUBs to include new regulations aimed at protection of water quality and quantity	LTCs**/BIM***	Funded in 2013/14 program budget	By whether LUBs have been amended to include new regulations aimed at protection of water quality and quantity	No LUB work begun
		<u>FY 2013/14</u> 3.3.4 Develop model Development Permit Areas that LTCs and BIM may consider in regards to water conservation	LPC	Funded in 2013/14 program budget (\$2500)	By whether model Development Permit Areas have been developed	Not started

TC	STRATEGIES	ACTIVITES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
		<u>FY 2014/15</u> 3.3.5 Adopt new Development Permit Areas to enhance water conservation	LTCs**/BIM***	Subject to funding in 2014/15 program budget	By whether LTCs/BIM have adopted new Development Permit Areas to enhance water conservation	Not due Not started
	3.4 Explore alternative tools for improving watershed management	<u>FY 2012-13</u> 3.4.1. Identify options within the Islands Trust Act for coordination of watershed protection	EC	Funded by base budget	By whether options have been identified	Complete
		<u>FY 2013-14</u> 3.4.2 Consider pilot project for coordination of watershed protection within one LTA	LTCs**	Partially funded by base budget.	By whether a pilot project has been considered	Complete St. Mary Lake Watershed Working Group formed on SSI. June/13 - TC adopted bylaw to delegate some TC coordination and advocacy powers to SSILTC.

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows:

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Policy Statement Goal C: Sustain Island Character and Healthy Communities...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
4. ENHANCE community economic sustainability and security	4.1 Create linkages between islands and Regional Districts to share effective and appropriate economic sustainability models	<u>FY 2013/14</u> 4.1.1 Half day session on Trust Area economic sustainability at Dec 2013 Council in Victoria, inviting all EA reps	TPC	Funded by base budget	By whether a joint session has occurred	Sept/12 RD discussion at UBCM breakfast Aug/13 TPC approved project charter
	4.2 Advocate for sustainable, affordable and appropriate ferry	<u>FY 2013/14</u> 4.2.1 Develop and implement research program in support of advocacy program	TPC	Funded in 2013/14 program budget (\$20,000)	By whether a research program has been developed and implemented	Aug/13 TPC approved research program

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
	service	<u>FY 2011/12 – 2014/15</u> 4.2.2 Continue advocacy program regarding ferry fares and service.	EC	Funded by base budget	By whether advocacy actions have been taken in regards to ferry fares and service	Submission sent to Minister Polak Chair meetings with Minister Polak, opposition critics and ferry commissioner
	4.3 Use land use planning tools and decisions to improve the availability of affordable, accessible, appropriate housing (as described in Trust Council's toolkit, Community Housing Toolkit)	<u>FY 2011/12 – 2014/15</u> 4.3.1 Amend OCPs to include affordable housing policies	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether OCPs have been amended to include new affordable housing policies	Some OCP reviews underway. Hornby considering OCP amendments to allow secondary suites.
		4.3.2 Amend LUBs to improve availability of affordable housing	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether LUBs have been amended to improve availability of affordable housing	SSI LUB amended to legalize secondary suites in some locations.
	4.4 Use land use planning tools and decisions to increase local food security and farmland protection (as described in Trust Council's 2010 report, Exploring Food Security in the Trust Area)	<u>FY 2012/13 – 2014/15</u> 4.4.1 Amend OCPs to include food security and farmland protection policies	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether OCPs have been amended to address food security and farmland protection	Included in Gabriola OCP reviews (details to be confirmed)
		4.4.2 Amend LUBs to improve food security	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether LUBs have been amended to improve food security	Included in Gabriola LUB review (details to be confirmed)

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Goal D: In cooperation with others...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS ⁺⁺
5. STRENGTHEN relations with First Nations	5.1 Improve consultation / engagement with First Nations during land use referrals	FY 2011/12 – 2014/15 5.1.1 Adopt First Nations Consultation Strategy	TAS	LPS	Funded by 2011/12 program budget	By whether Trust Council has adopted a First Nations Consultation Strategy	First draft to TC Jun/12. Final draft pending LPS capacity to consider financial and staffing implications
		5.1.2 Trustee workshop on working with aboriginal peoples	EC		Funded by 2012/13 program budget	By whether a trustee workshop has been held	Complete
		FY 2012/13 – 2014/15 5.1.3 Implement 'essential' and 'quick start' improvements to land use referral system that do not require additional resources, as identified in FN Consultation Strategy	LPS	TAS	Funded by base budget	By whether all 'essential' and 'quick start' improvements that do not require additional resources have been implemented	2 of 2 'essential' improvements in progress 3 of 8 'quick start' improvements in progress
		FY 2013/14 5.1.4 Identify resource needs for improved FN consultation and engagement	EC		Funded by base budget	By whether the resource needs for improved consultation and engagement has been identified	Not started. Pending completion of First Nations Consultation Strategy
		FY 2014/15 5.1.5 Implement improvements identified in the FN Consultation Strategy as longer term or requiring additional resources	LPS	TAS	Subject to increase in future base budget to support an additional LPS position	By whether all improvements identified in the FN Consultation Strategy as longer term or requiring additional resources have been implemented	Not started Not due
	5.2 Improve consultation / engagement with First Nations during Trust Council's marine and terrestrial protection work	FY 2014/15 5.2.1 Improve consultation and engagement re free Crown grant program	TAS		Subject to increase in base budget	By whether consultation and engagement has been improved	Not started. Not due. Pending increased staff capacity
		FY 2012/13 – 2014/15 5.2.2 Improve communication and coordination during marine protection advocacy	EC		Subject to increase in base budget	By whether consultation and engagement has been improved	Not started. Pending staff capacity
6. IMPROVE organizational	6.1 Confirm a fair distribution of Islands	FY 2012/13 6.1.1 Review and amend	FPC		Funded by base budget	By whether Policy 7.2.vi has been amended	Complete

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
cost and operational effectiveness	Trust Services to Bowen Island Municipality	Policy 7.2.vi (Municipal Requisition Cost Allocations)					
		FY 2012/13 – 2014/15 6.1.2 Identify Bowen Island Municipality needs for services provided by Trust Area Services unit	TAS		Funded by base budget	By whether BIM needs for TAS services have been identified	Initial discussion held Sep/12. Chair follow up sent Oct/12 and Jan/13 Awaiting BIM response
		6.1.3 Identify improved opportunities for BIM to access services provided through Trust Area Services unit	TAS		Funded by base budget	By whether opportunities for BIM to access TAS services have been identified	Pending requests from BIM Staff follow up e-mail to CAO sent Jan/13 Awaiting BIM response
		6.1.4 Review budget lines to ensure accurate allocation of costs	FPC		Funded by base budget	By whether budget lines have been reviewed	Staff review of line items underway. Initial discussion at FPC complete. BIM staff contacted for discussion.
		FY 2013/14 6.1.5 Provide additional TAS services to BIM	TAS		Funded by base budget	By whether BIM is accessing additional TAS services as identified	Improved notice of IT items to BIM. Pending requests from BIM. BIM staff invited to training opportunities.
	6.2 Improve cost-recovery from development application fees	FY 2013/14 6.2.1 Develop model fees bylaw for consideration by LTCs	LPC	FPC	Subject to annual program budget	By whether a model bylaw has been developed	TC referred to LPC/FPC before bylaw drafting begins. Not funded in 2013/14 program budget. LPC and FPC recommend 10% fee increase
		FY 2013/14 6.2.2 Consider adoption of amended fees bylaws.	LPC/LTCs**		Funded by base budget	By whether LTCs have adopted amended fees bylaws that improve cost recovery	Not started
	6.3 Prepare Island Trust organization to adapt to the potential incorporation of Salt Spring Island (if province advances a	FY 2013/14 6.3.1 Provide input into provincial study that assesses impact on Islands Trust of the potential incorporation of Salt Spring Island and identifies	EC		Funded and managed by province	By whether input has been provided	In progress. Input into study terms of reference complete. Response to initial info requests from

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
	provincial restructure study for SSI)	alternative adaptation strategies					consultant complete.
		<u>FY 2014/15</u> 6.3.2 Consider options and adopt an adaptation strategy, for Islands Trust to implement in the event of municipal incorporation of Salt Spring Island	FPC	EC	Subject to future budgets	By whether options for an adaptation strategy have been considered and a preferred strategy adopted by Trust Council.	Not started. Not due unless a SSI restructure study is launched and is nearing completion
		<u>FY 2014/15(?) - ?</u> 6.3.3 Implement adopted adaptation strategy	EC		Subject to future budgets	By whether an strategy has been implemented to adapt to incorporation of SSI	Not started Not due unless SSI community passes a referendum to incorporate as a municipality
		<u>FY 2014/15(?)</u> 6.3.4 Review existing IT-MCSCD protocol agreement regarding incorporation of municipalities in the Islands Trust Area	EC		Funded by base budget	By whether the protocol agreement with the ministry has been reviewed and amended	Not started Not due unless a SSI restructure study is launched
	6.4 Review service delivery regarding application processing	<u>FY 2013/14</u> 6.4.1 Consider development and use of a quality management system pilot on Salt Spring Island for processing of development applications	LTC**		Funded in 2013/14 program budget	By whether a quality management system has been considered by the SSILTC for one type of application process	Not started

* subject to decisions of Trust Fund Board

**subject to decisions of local trust committees

***subject to decisions of Bowen Island Municipality

Abbreviations:

AVICC – Assoc. of Vancouver Island Coastal Communities
 BIM – Bowen Island Municipality
 EC – Executive Committee
 FN – First Nations
 FPC – Financial Planning Committee
 FY – Fiscal Year
 IT – Islands Trust
 ITF – Islands Trust Fund
 ITPS – Islands Trust Policy Statement
 LGA – Local Government Act
 LPC – Local Planning Committee

LPS – Local Planning Services
 LTA – Local Trust Area
 LTC – Local Trust Committee
 LUB – Land Use Bylaw
 MCSCD – Ministry of Community, Sport and Cultural Development
 MVRD – Metro Vancouver Regional District
 NA – Not Applicable
 NEB – National Energy Board
 NAPTEP – Natural Area Protection Tax Exemption Program
 NMCA – National Marine Conservation Area

OCP – Official Community Plan
 ProD – Professional Development
 RAR – Riparian Areas Regulation
 RD – Regional District
 RFD – Request for Decision
 SSI – Salt Spring Island
 TAS – Trust Area Services
 TBD – To Be Determined
 TC – Trust Council
 TFB – Trust Fund Board
 TPC – Trust Programs Committee
 UBCM – Union of BC Municipalities

For more information, contact:

Sheila Malcolmson, Chair,
 Islands Trust Council
 email smalcolmson@islandstrust.bc.ca
 telephone 250.247.8078

Linda Adams, Chief Administrative Officer,
 Islands Trust
 email ladams@islandstrust.bc.ca
 telephone 250.405.5151

Visit our website at:
www.islandstrust.bc.ca

Colour Key for Middle Column:

Colour	Potential committee / unit / body taking lead for a potential strategy
	Local Planning (through Local Planning Committee, Local Planning Services staff, Local Trust Committees or Bowen Island Municipality)
	Trust Programs Committee or Trust Area Services staff
	Executive Committee
	Trust Fund Board or Islands Trust Fund staff
	Financial Planning Committee

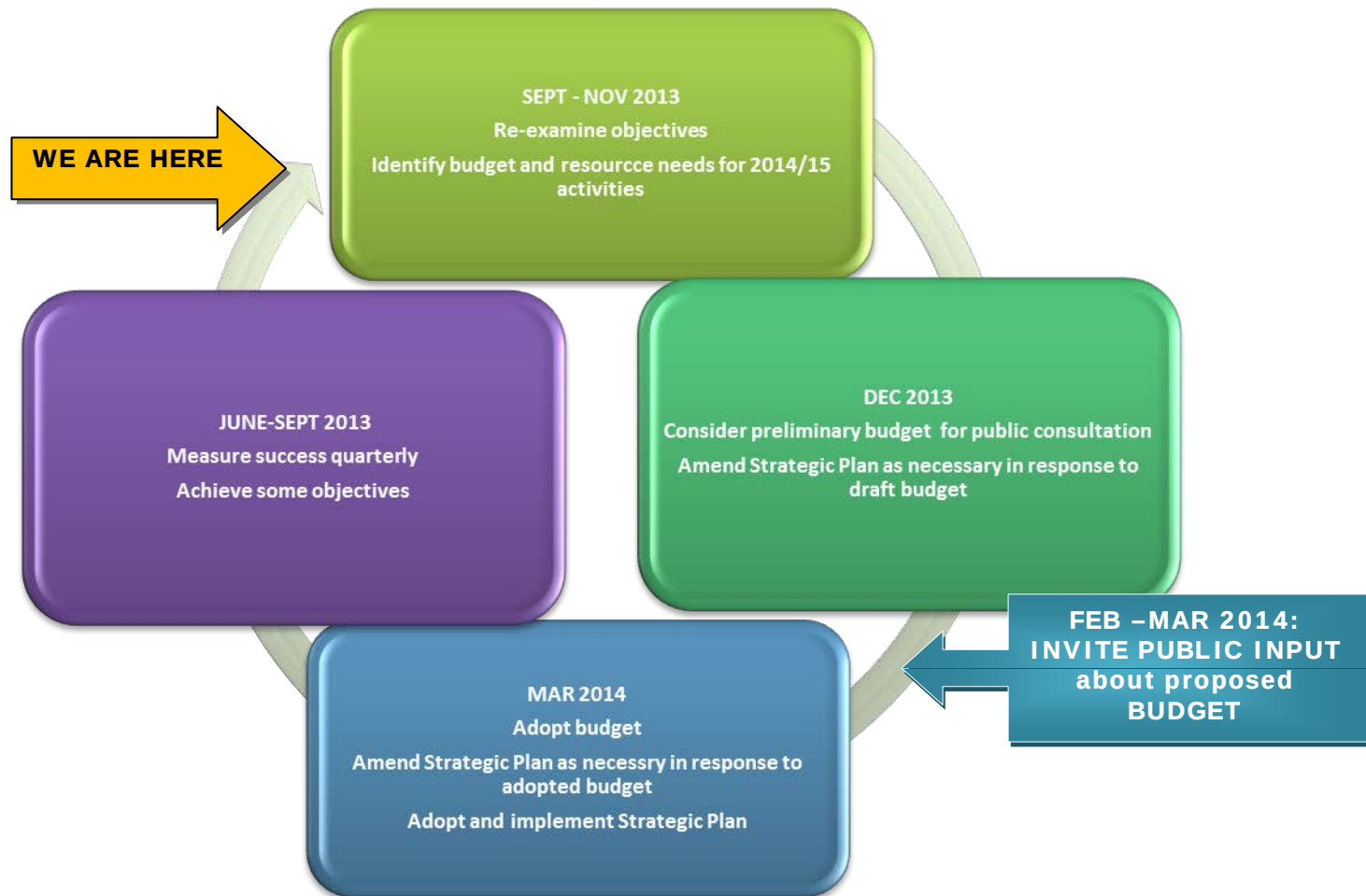
**** Colour Key for Status Column:**

Colour	Status Description
	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target



Islands Trust

Strategic Planning Process (2013-2014)





STAFF REPORT

November 17, 2013

File No.: GL-DP-2013.5

To: Galiano Island Local Trust Committee

From: Kris Nichols, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: Development Permit for Subdivision

Owner: Winmark Capital Inc.

Applicant: Peter Thomson

Location: District Lot 68, Galiano Island, Cowichan District except Parts in Plans VIP61030 and VIP76636

THE PROPOSAL:

The proposal is for the creation of a 12 lot Rural Residential zoned subdivision consisting of 23.34 ha and 65.24 ha of land zoned Nature Protection that will be transferred to BC Parks.

The area contains 4 development permit areas: DPA 1 Riparian, DPA 2 Shoreline, DPA 5 Sensitive Ecosystems and DPA 7 Slope Hazard. Only one of the development permit areas is located on both zoned portions. However, the Slope Hazard DPA 7 does not require a permit be issued for subdivision. The other 3 development permit areas do require that with the subdivision of land that a development permit application is made. As such, it becomes a condition of subdivision preliminary layout approval by the Ministry of Transportation and Industry to have the Islands Trust issue a development permit prior to approval of the subdivision.

The existence of the DPs on the property have no real bearing on the proposed subdivision as the development permit areas are located on the portion being transferred to BC Parks (DL 68) (see Figures 6-8). In this instance, given the location of the DPAs and the future use of the lots (park), the issuance of the DP is more of a formality to ensure compliance with the subdivision plan, but a necessary formality according to the requirements of the development permit areas.

BACKGROUND:

At the October 7, 2013 LTC meeting final reading was given to Bylaws No. 235 (OCP) and No. 236 (LUB) permitting the subdivision of the lands to proceed.

Bylaw No. 235: In general terms, the purpose of Proposed Bylaw No. 235 amended the Galiano Island Official Community Plan Bylaw No.108, 1995 by implementing a site specific designation in the vein of Policy 1.4 e) of the Galiano Island Official Community Plan (OCP) to permit the creation of subdivision with a minimum average parcel size as low as 2 hectares on the Rural Residential designated lands once land representing not less than 72% is transferred to the Crown represented by BC Parks. In addition, Schedule B of the OCP (Designation Map) was amended for the lands legally described as Lot 20, District Lots 69 and 71, Plan VIP61020; Lots 21, 24 and 25, District Lot 69, Plan VIP61020; Lot 32, District Lots 65 and 68, Plan VIP61030; and District Lot 68 Except Parts in Plans VIP61030 and VIP76636, Galiano Island, Cowichan District as depicted in the map below:

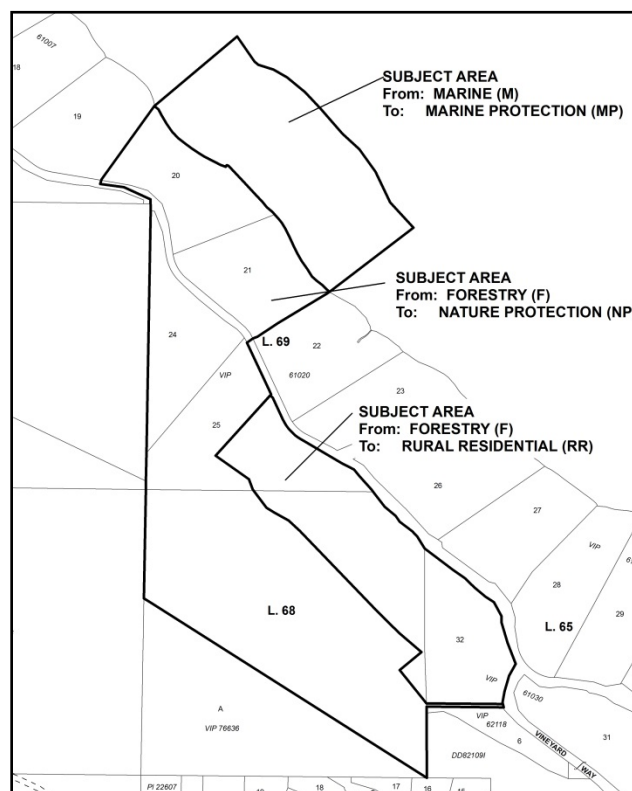


Figure 1: Bylaw No. 235 OCP Designations

Bylaw No. 236: In general terms, the purpose of Proposed Bylaw No. 236 is to amend the Galiano Island Land Use Bylaw, 127, 1999 by rezoning of six lots from the Forest 1 (F1) zoning designation to Nature Protection (NP) and Rural Residential (RR (b)) along Bodega Beach Drive. The total subject area is 89.59 hectares; 72.8% (65.24 hectares) of which is zoned NP and transferred to BC Parks, thus expanding Bodega Ridge Provincial Marine Heritage Park; and 27.2% (24.34 hectares) is zoned RR(b) for future subdivision into 12 residential lots. Schedule B (Zoning Map) was amended for the lands legally described as Lot 20, District Lots 69 and 71, Plan VIP61020; Lots 21, 24 and 25, District Lot 69, Plan VIP61020; Lot 32, District Lots 65 and 68, Plan VIP61030; and District Lot 68 Except Parts in Plans VIP61030 and VIP76636, Galiano Island, Cowichan District as depicted in the map below:

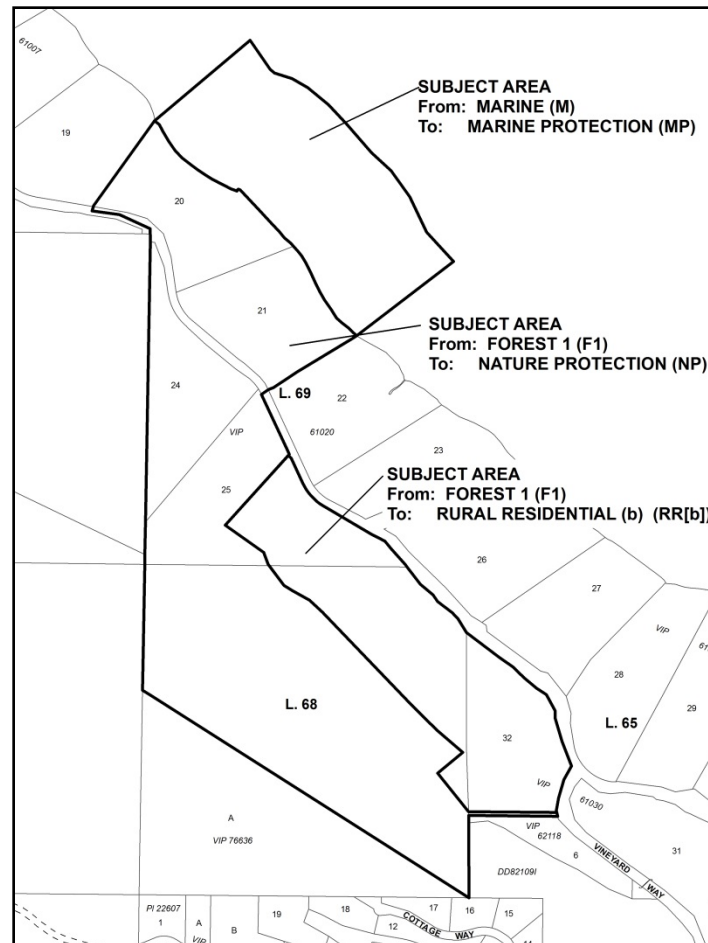


Figure 2: Bylaw No. 236 LUB Zones

Development Permits - Overview

British Columbia's *Local Government Act* (LGA) enables communities to designate parts of their planning area as Development Permit Areas (DPA) so they can set objectives and guidelines for development within those areas. No building construction, demolition, land alteration, or subdivision of land may occur in a Development Permit Area without a Development Permit unless addressed through specific exemptions. Development Permits are a planning tool for sites, buildings and structures in specific areas that warrant special protection or development control. These are different from zoning in that zoning outlines the land use (i.e. single family residential, etc.) whereas a development permit may be used to guide a specific development within that special area (development permit area) in that zone. The Development Permit Areas guidelines and maps are found in the Galiano Island Official Community Plan (OCP) Bylaw No. 108. There are seven (7) development permit areas designated in the OCP.

A development permit application is evaluated based on how it meets the objectives and guidelines in the OCP. The decision to grant a development permit is nondiscretionary providing it meets the Development Permit Area objectives and guidelines and is based on fact. Once they are issued, notice of the development permit is registered on title of the property.

SITE CONTEXT:

The subject area is located in the north end of Galiano Island, and runs along Bodega Beach Drive from Vineyard Way for approximately 2 km north. Two Lots (20 and 21) are located on the eastern side of Bodega Beach Drive, with the remaining lots located along the western side. Lots 20, 21 and 24 are zoned Nature Protection (NP). A majority of Lots 25 and District Lot 68 that currently abut Bodega Ridge Provincial Marine Heritage Park and Laughlin Lake Nature Reserve are also zoned Nature Protection. Lot 32 and those portions of Lot 25 and DL 68 fronting Bodega Ridge Drive are zoned Rural Residential (RR).

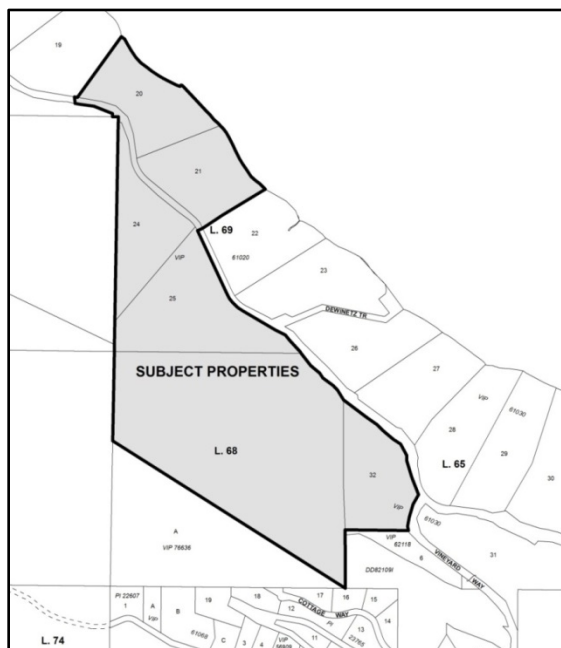


Figure 3: Site Context Map

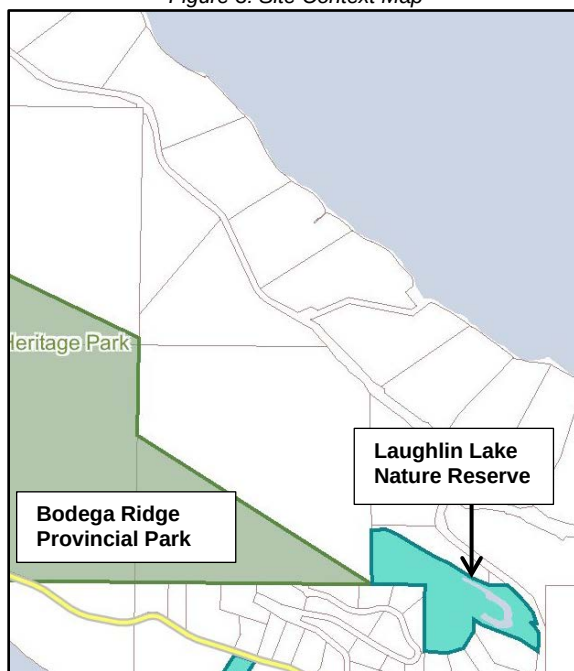


Figure 4: Adjacent Parks and Nature Reserve

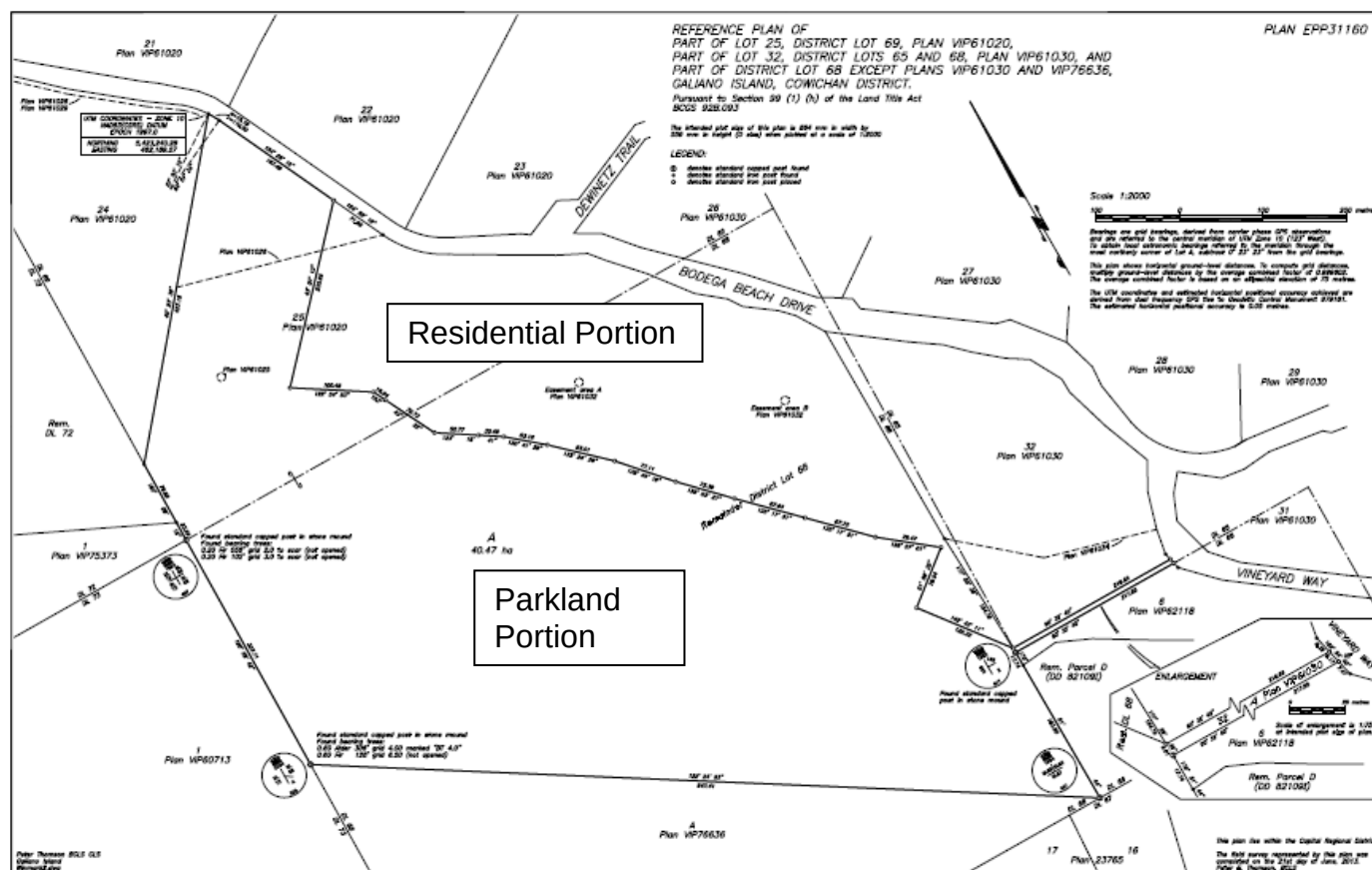


Figure 5: Proposed Subdivision of Parkland and Residential Portions

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Official Community Plan

The land has been designated to permit for the subdivision to proceed.

Several Development Permit Areas (DPAs) exist on the property as depicted in Figures 6 - 8 below:

1. DPA 1- Riparian Areas: A Riparian DPA is located on the portion of District Lot 68 that is proposed to be transferred to BC Parks. DP required for the subdivision of land.
2. DPA 2- Shoreline: The Shoreline DPA applies to Lots 20 and 21, both of which are proposed to be transferred to BC Parks. DP required for the subdivision of land. Not applicable to this application.
3. DPA 5- Sensitive Ecosystems: The Sensitive Ecosystems DPA is located on Lot 20 and District Lot 68. Both of which are proposed for transfer to BC Parks. DP required for the subdivision of land.
4. DPA 7- Steep slope Hazard Areas: A moderate slope hazard exists on proposed Lots 1-11. DP not required for the subdivision of land.



Figure 6: Riparian Areas DPA



Figure 7: Sensitive Ecosystems DPA

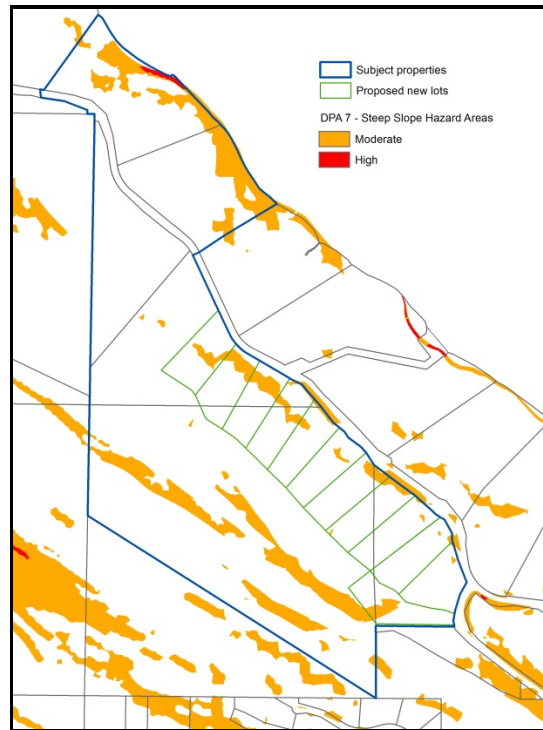


Figure 8: Steep Slopes Hazard Area DPA

Land Use Bylaw

Given the adoption of Bylaw No. 236 the lands are appropriately zoned for the proposed subdivision to permit the creation of 12 RR zoned lots and the remainder lots as NP.

Sensitive Ecosystems and Hazard Areas:

Wetland, riparian and cliff sensitive ecosystems are located in the subject area and are depicted in Figure 10 below. These are located in part of the subject area for proposed transfer to BC Parks.

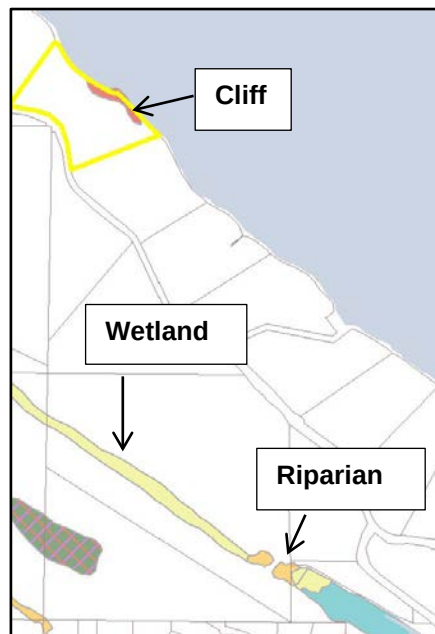


Figure 9: Sensitive Ecosystems

Covenants:

A covenant has been registered on the proposed Rural Residential lots to protect those lots with identified wetlands on them that were not identified in the Official Community Plan's DPAs.

Bylaw Enforcement:

There is no bylaw enforcement files open on any of the properties in the subject area.

Climate Change Mitigation and Adaptation

This application has no direct bearing on climate change mitigation or adaptation. The proposed transfer of land to BC Parks would protect additional land from development and effectively serve as a carbon sink. However, increasing the density via the Rural Residential zoning provisions will exert additional ecological pressure on those lands.

Shoreline

The portion of the property involved in this DP application does not include waterfront.

COMMUNITY INFORMATION MEETING(S):

The rezoning application had a community information meeting (CIM) and a public hearing prior to final reading where the public were able to raise any concerns with the proposal. At that time the proposed subdivision was made explicitly clear to the community.

STAFF COMMENTS:

The proposed subdivision includes lands that contain a Sensitive Ecosystem DPA and a Riparian DPA. Both of these DPAs require that a development permit be issued if a subdivision is proposed. Therefore, a development permit is a condition of the subdivision proposal being approved by the Ministry of Transportation and Infrastructure.

These DPAs are located on the lands (portion of DL 68) to be transferred to BC Parks as part of the overall application to permit the rezoning and the allowance to create 12 Rural Residential lots. As such there is no need for the DPAs to be evaluated by a professional, and no reports are being required under the DAI Bylaw. The development permit will ensure that the subdivision is created as shown on the Schedules to the permit.

Given the fact that the DPAs are on land (portion of DL 68) to be transferred to BC Parks as part of the application to rezone and that the DPA guidelines state that the actions of the crown are exempt from DPA requirements, staff are recommending approval of the development permit.

RECOMMENDATIONS:

1. **THAT** Development Permit GL-DP-2013.5 (Winmark Capital Inc.) be **APPROVED**.

Prepared and Submitted by:



October 31, 2013

Date

Concurred in by:

Robert Kojima

Regional Planning Manager

October 30, 2013

Date

Attachments:

1. Development Permit GL-DP-2013.5



GALIANO ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT PERMIT GL-DP-2013.5

To: Winmark Capital Inc.

1. This Development Permit applies to the land described below:

District Lot 68, Galiano Island, Cowichan District, Except Parts in Plans VIP61030 and VIP 76636.

2. This Development Permit authorizes the subdivision to create 12 residential lots and one park lot as part of a transfer to BC Parks within the development permit areas, subject to the following requirements and conditions:

(a) That the subdivision occurs as per the attached Schedules A and B.

4. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of Galiano Island Land Use Bylaw No. 127, 1999 and to obtain other approvals necessary for completion of the proposed development.

AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS 18th day of November, 2013.

Deputy Secretary, Islands Trust

xxxx, 2013

Date Issued

IF THE DEVELOPMENT HEREIN IS NOT COMMENCED BY THE xth DAY OF xxxx, 2015 THIS PERMIT AUTOMATICALLY LAPSES.

Proposed Subdivision of Residential Portion





STAFF REPORT

File No.: GL-RZ-2013.1

To: Galiano Island Local Trust Committee
For the November 18, 2013 Meeting

From: Kris Nichols
Island Planner

CC: Robert Kojima
Regional Planning Manager

Re: **Revised Proposal for Consideration - Official Community Plan and Land Use Bylaw Amendments – District Lot 79**

Owner: S-381 Holdings Ltd., Inc. No. 457721, Premier Sunrise Developments Ltd., Inc. No. 293442, Michelle Mary Ramaekers, Dionisio Ventures Ltd., Inc. No. 634236, Bowie and Anna Keefer

Applicant: Landworks Consultants Inc., Kelly Gesner

Location: District Lot 79 (Bodega Beach Drive), Galiano Island

BACKGROUND

A preliminary report on the development of District Lot (DL) 79 was received by the LTC at the July 2013 meeting. The intent of the July report was to provide background and a rationale for the application and to seek direction on the application prior to proceeding with the development of any bylaws. This report included the planning and site context consideration and analysis for this application. (See: http://www.islandstrust.bc.ca/media/222543/staff_report_-_july_2013.pdf) At that time, the application included DL 79 and DL 10. At that meeting the LTC expressed concerns over using both lots in the application.

At the September 9, 2013 LTC meeting the applicant came back with a revised proposal that did not include DL 10 which simplified the application. The revised proposal was consistent with the F3 OCP policy (i.e. minimum 20 hectares and permitting one accessory dwelling) and would meet the generally accepted 25-75 rural residential / nature protection split that has been used in the area for other rezonings. Staff stated that this was an improvement over the initial application proposal, is consistent with Forest policy (b) and with recent F1 rezonings and that the application should go forward to bylaw development. A question remained as to the form of the community benefit. The LTC passed the following resolution to draft the bylaws:

Resolution GL-LTC-97-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to prepare draft bylaws for GL-RZ-2013.1(Landworks).

Revised Proposal:

Subsequent to the September LTC meeting staff met with the applicant to discuss the proposal in detail and to address some outstanding concerns. The applicant submitted a revised plan that included addressing the concerns of the LTC. It includes a dedicated access to the waterfront and an additional lot (Lot 5) for sale with the proceeds being donated to the Galiano Island Housing Society (GIHS) as part of the community benefit. See Attachment 1 and Figure1.

In addition, the applicant has agreed to proceed concurrently with obtaining preliminary layout approval (PLA) with the Ministry of Transportation and Infrastructure for the proposed subdivision so that there are no uncertainties which could delay the overall process. In addition, it would permit the community to understand what was to be achieved through the rezoning process with the ultimate layout of the subdivision. The proposed subdivision shown below ensures that the Rural Residential lots are clustered (See Attachment 1) and there would be dedicated access to the water.

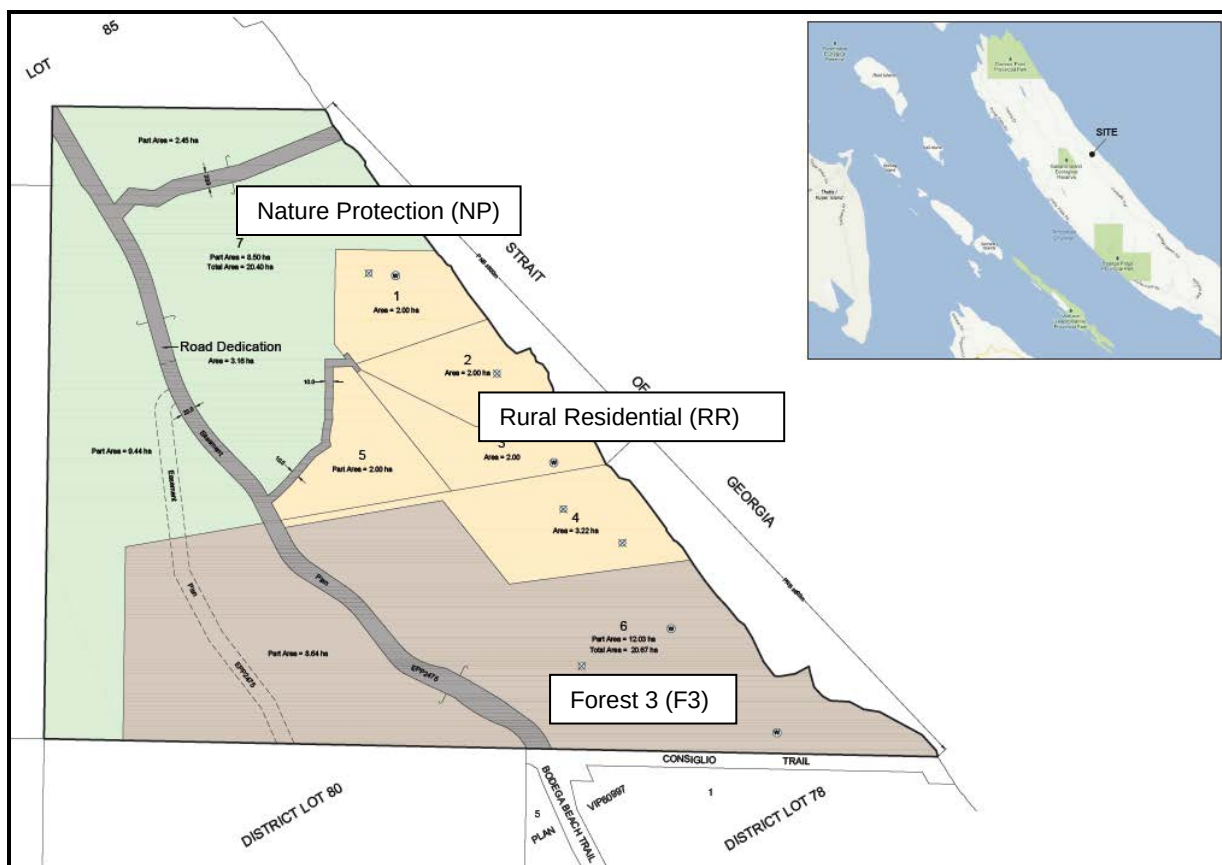


Figure 1 – Proposed Subdivision

Since the previous proposal, there is a slight change in the amount of parkland that is being proposed being now approximately 67% of the parkland/rural residential ratio. This is due to an additional rural residential lot (lot 5) being created for community housing benefit out of the proposed parkland and an increase in the size of lot 4.

This current proposal is consistent with the F3 OCP policy (i.e. minimum 20 hectares and permitting one accessory dwelling), and it will come close to meeting the generally accepted 25-75 rural residential / nature protection split that has been used in the area for other rezonings. The calculation should include the additional lot being calculated as part of the NP as a community benefit. In this latest draft proposal what is being proposed is:

- 21.76 ha zoned Forest 3 (F3) (including estimated road dedication)
- 22.8 ha zoned Nature Protection (NP) (including estimated road dedication)
- 11.22 ha zoned Rural Residential (RR) (includes the Community Benefit Lot 5)
- The split between NP and RR zoned areas would be 67% (22.8 hectares)/ 33% (11.22 ha). However, when the community housing lot is calculated as part of the NP as it is a community benefit the actual split is 73% (24.8 ha) / 27% (9.22 ha).

The proposal does meet the general intent of providing a substantial amount of parkland (73%) for community benefit. The additional lot 5 is also community benefit. It should also be pointed out that the F3 zoning is considered a benefit to the community in the context of OCP policy as it requires a covenant to ensure sustainable forest practices are maintained on the land. The applicants are currently working on a sustainable forestry covenant as required for the F3 portion of the proposal.

New Covenant Requirement

Rural Residential OCP policy 1.4 e) speaks to the registration of a section 219 covenant which restricts lay-out and area of the future contiguous lots in order to lessen the effects of future development on surrounding ecosystems and groundwater, as well as minimize the impacts of road development. The LTC may wish to consider requesting staff to work with the applicant on additional covenant provisions such as:

- Ensuring that no residential development occurs until lands are transferred to BC Parks.
- Ensuring that no gates will be placed on any easement/ SRW if the access(es) are not dedicated as proposed.
- Ensuring a siting plan identifying the location and area of the residential home plate, including driveways, on each lot in the proposed subdivision, sited in a manner that avoids sensitive ecosystems and hazardous lands, and minimizes extension of services. This could also become part of the rezoning bylaw as was done with the Dewinetz application.
- Establishing a F3 covenant for sustainable forestry.

Staff will require further direction from the LTC regarding this matter. Should this application proceed, additional information will be presented at a future meeting.

Community Housing Requirement

Subsection 1.6 of the Galiano OCP outlines the conditions under which the LTC may consider the siting of affordable housing, at a greater density than permitted within current zoning regulation. Policy b) within this subsection states the following:

“c) A portion of lands rezoned to permit a density increase under another policy in this plan, may, if the area is deemed suitable for the purpose by the Local Trust Committee, be rezoned to CH (Community Housing) to permit affordable housing, including housing for senior citizens or persons with special needs, and the land required to be simultaneously transferred to an incorporated non-profit society having as one of its objects the development and operation of affordable, seniors’ or special needs housing, or alternatively an option to purchase the land for nominal consideration may be granted to such a society.

As an alternative to permitting the community housing on the parcel being rezoned, the local trust committee may consider amending zoning on other lands to permit the affordable, seniors or special needs housing to be developed in a more appropriate location and the land being transferred to the incorporated non-profit society may be zoned to permit residential uses. Any proposed location for the affordable, seniors or special needs housing should be located within modified ecosystems, avoid potentially hazardous lands, demonstrate an adequate supply of potable water, and be in proximity and accessible to existing roads services and other amenities.”

Applicant Recommended Community Housing Option

The applicant has agreed to create an additional lot which would be sold and the proceeds transferred to the Galiano Island Housing Society (GIHS) in support of community housing on Galiano Island. The proposal has been accepted by GIHS; both parties will now have to work on a legal undertaking that will ensure those funds are transferred upon the sale of Lot 5. Once the legal undertaking is drafted, staff recommend that Islands Trust legal counsel review the document. The LTC may wish to direct staff to enter into cost recovery with the applicant for this review. Given that a similar agreement was drafted for the Dewinetz application (GL-RZ-2011.2) with GIHS it will be possible to utilize the previous model of agreement with amendments.

Staff are in support of the proposal for the donation of the proceeds from the sale of Lot 5 to the GIHS as a community benefit. The current location is not appropriate for the development of affordable seniors housing.

DRAFT BYLAWS

Draft Bylaws No. 244 and 245 are attached to this report for information and further consideration. Both bylaws reflect the discussion at the September 9, 2013 LTC meeting requesting a community housing benefit thereby creating an additional lot for sale.

The marine area abutting the waterfront properties has also been included in the rezoning in order to meet the provisions of OCP policy 7d) which states that where Nature Protection areas meet the high tide line, the water and foreshore shall be zoned for protection.

Proposed Bylaw Amendments:

The following bylaw amendments will be required:

Official Community Plan Amendments – Proposed Bylaw No. 244

- Designation from Forest (F) to Rural Residential (RR) for the creation of 5 lots.
- Designation from Forest (F) to Nature Protection (NP) for the creation of one lot to be transferred to BC Parks.
- Designation from Marine (M) to Marine Protection (MP) for the marine area abutting the waterfront property designated NP.

See Attachment 2 for proposed bylaw.

Land Use Bylaw Amendments – Proposed Bylaw No. 245

- Rezoning from Forest 1 (F1) to Rural Residential (RRc) for the creation of 5 lots.
- Rezoning from Forest 1 (F1) to Nature Protection (NP) for one lot to be transferred to BC Parks.
- Rezoning from Forest 1 (F1) to Forest 3 (F3) for the creation of one 20.67 ha lot.
- The marine area abutting the waterfront properties has also been included in the rezoning in order to meet the provisions of OCP policy 7d) which states that where Nature Protection areas meet the high tide line, the water and foreshore shall be zoned for protection. Rezoning to Marine Protection (MP) from Marine (M).

See Attachment 3 for proposed bylaw.

COMMUNITY CONSULTATION

No formal community consultation for this application has taken place at this time. A public hearing is part of any rezoning application, and staff are requesting direction to schedule a public hearing. A Community Information Meeting (CIM) often takes place before a public hearing in order to provide the public with an opportunity to ask questions regarding the application. The LTC may wish to consider scheduling a CIM in conjunction with a public hearing. There is a notification period prior to the public hearing during which time surrounding neighbours will be contacted and advertisements placed in a local newspaper. Further direction from the LTC will be required if any additional community consultation or special meetings above and beyond the standard process are desired.

STAFF COMMENTS:

Staff have reviewed the revised application and prepared the attached bylaws for consideration of the LTC.

Options for LTC Consideration:

Based upon the discussion above, the following options are presented to the LTC for consideration:

- Give first reading to Draft Bylaws Nos. 244 and 245 and direct staff to schedule a community information meeting and public hearing.

- Direct staff to revise the Draft Bylaws and present them at a subsequent meeting for further consideration.
- Direct staff to refer the Bylaws to the Advisory Planning Commission (GIAPC).
- Direct staff to work with the applicant on a Section 219 covenant and enter into cost recovery for legal work.
- Direct staff to enter into cost recovery for legal work pertaining to a review of the legal undertaking for transfer of funds from the sale of Lot 5 to the Galiano Island Housing Society.
- Direct staff to work with the applicant to obtain a required groundwater assessment as per OCP policy 2e).
- Proceed no further with this application.

This latest revision to the application is an improvement over the past proposals taking into consideration the concerns of the LTC (i.e. community benefit and dedicated water access) expressed at the last meeting. The proposal is consistent with Forest policy (b) and with recent F1 rezonings in the area. Staff support the proposal for the donation of the proceeds from the sale of Lot 5 to the GIHS as a community benefit. Therefore, staff are in support of the application and that it should be given first reading and proceed to public hearing.

RECOMMENDATIONS:

THAT proposed Bylaw No. 245 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2013” be given First Reading.

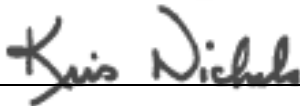
THAT proposed Bylaw No. 244, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2013” be given First Reading.

THAT the Galiano Island Local Trust Committee directs staff to schedule a community information meeting and a Public Hearing.

THAT the Galiano Island Local Trust Committee direct staff to enter into a cost recovery agreement with the applicant for legal review of the legal undertaking pertaining to the transfer of funds from the sale of proposed Lot 5 to the Galiano Island Housing Society.

THAT the Galiano Island Local Trust Committee direct staff to work with the applicant to draft a Section 219 covenant and enter into a cost recovery agreement with the applicant for associated legal work.

Prepared and Submitted by:



November 5, 2013

Date

Concurred in by:

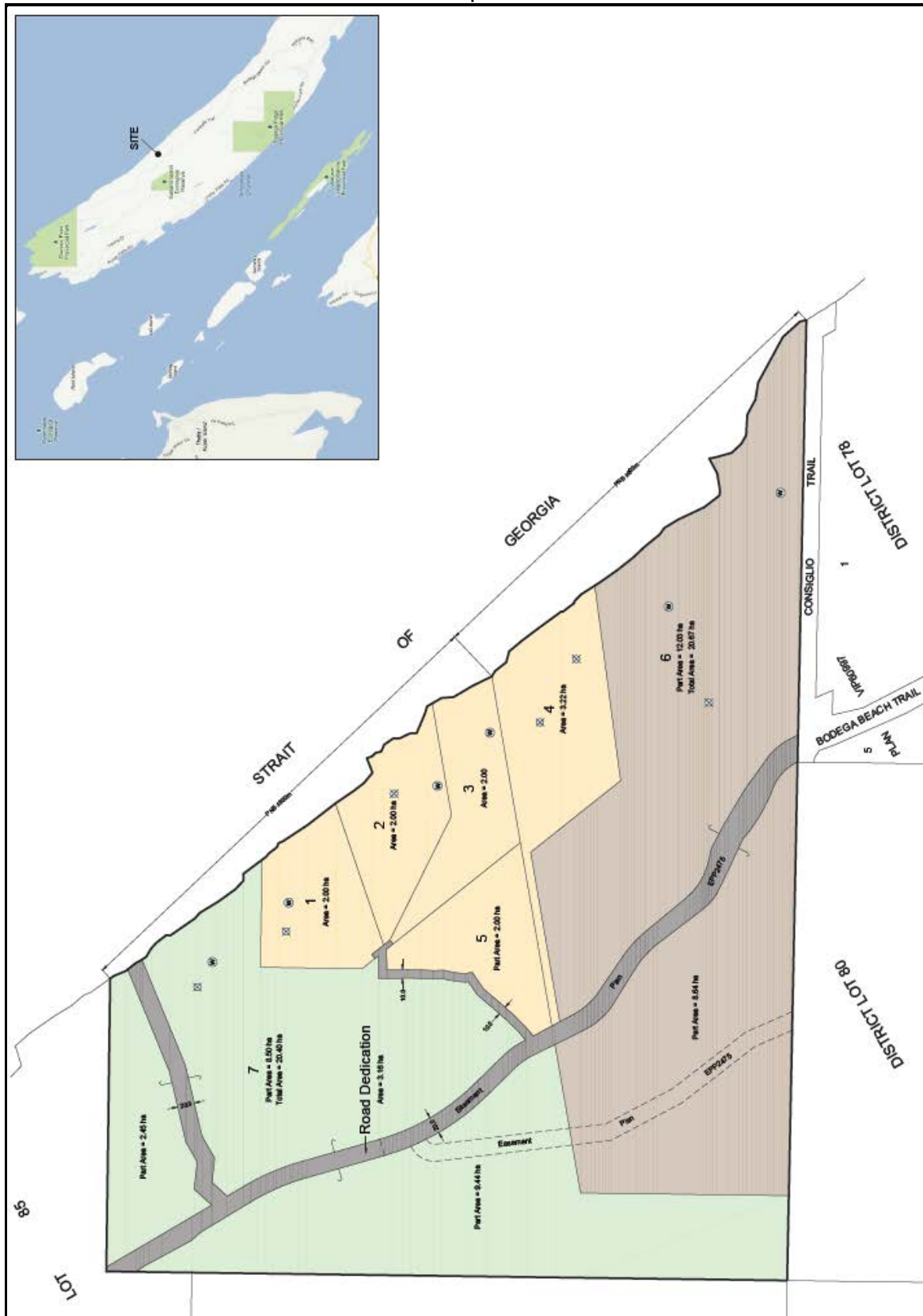


Regional Planning Manager

November 5, 2013

Date

Attachment 1 - Proposed Subdivision



DRAFT**GALIANO ISLAND LOCAL TRUST COMMITTEE****BYLAW NO. 244**

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

WHEREAS the Galiano Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Galiano Island Local Trust Area, pursuant to the Islands Trust Act;

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Galiano Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Galiano Island Local Trust Committee wishes to amend the Galiano Island Official Community Plan Bylaw No. 108, 1995;

AND WHEREAS the Galiano Island Local Trust Committee has held a Public Hearing;

NOW THEREFORE 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, 2013”.

2. SCHEDULES

Galiano Island Official Community Plan No. 108, 1995 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME this _____ day of _____, 2013.

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 OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT this _____ day of _____, 20____.

ADOPTED this _____ day of _____, 20.

SECRETARY

CHAIRPERSON

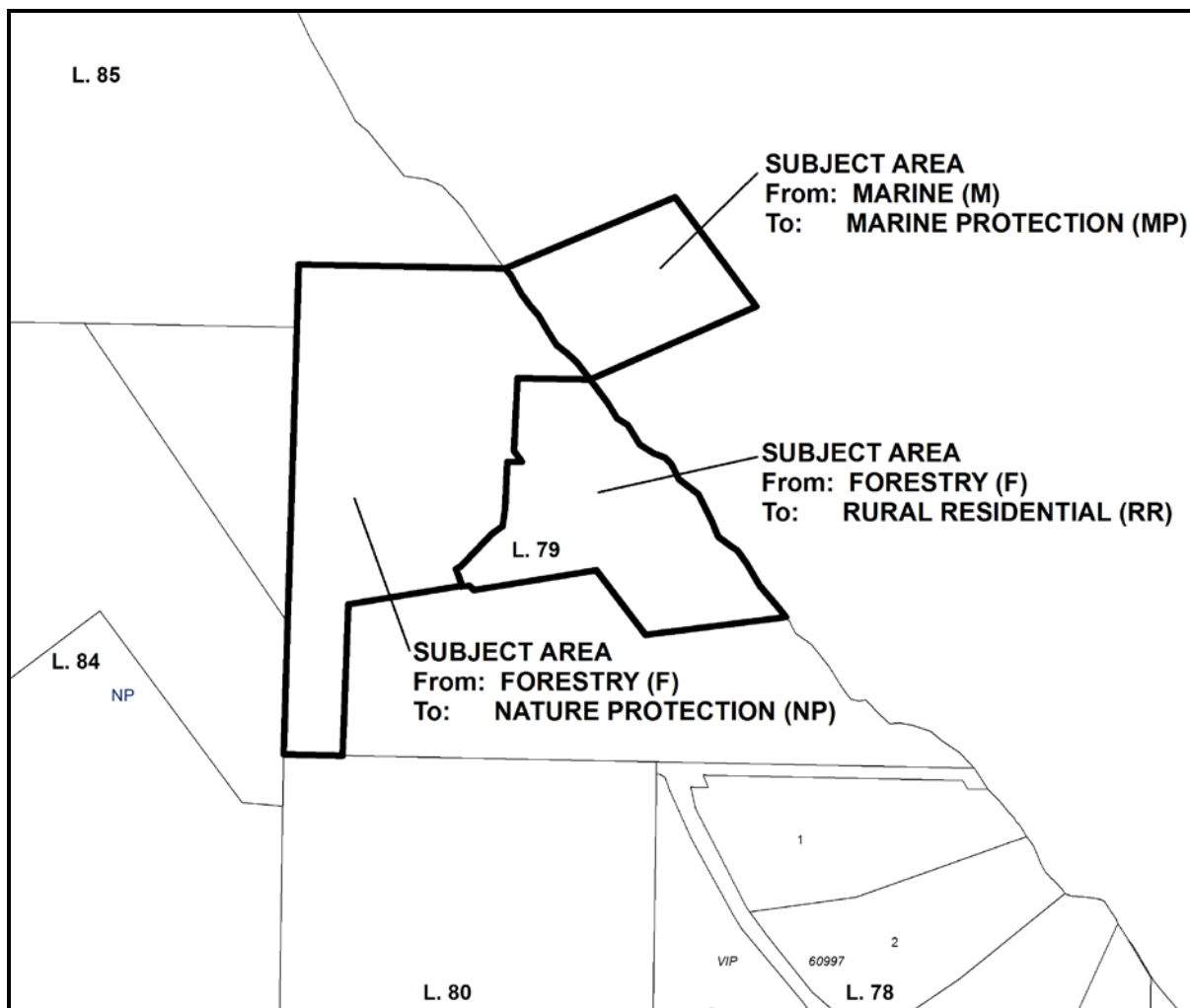
**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 245
SCHEDULE 1**

1. Schedule A, Section II, 1.4 Rural Residential is amended by inserting the following as a new policy g:

"g) For the properties described as District Lot 79, Galiano Island, Cowichan District, zoning shall establish a minimum average parcel area of 55 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) on the RR designated portion of the lands and 20 hectares (49 acres) on the F1 designated portion of the lands, applicable only if the landowner provides land to be transferred to the Crown as represented by the Province of British Columbia, the Trust Fund Board, the Capital Regional District or other transferees designated in the Land Use Bylaw amendment, to be used for conservation, ecosystem protection, public parkland, community forest, or trails. Approval of any such rezoning shall be subject to the following conditions:

- i) the area of land to be transferred shall represent at least 67% of the land subject to rezoning; and
- ii) the registration of a s. 219 covenant granted to the LTC which restricts the layout and area of the future lots to provide for the contiguous clustering of lots in a manner that protects the integrity of forest ecosystems, surface water and groundwater supplies and minimizes the impact of residential services such as roads."

2. Schedule B (Land Use Designation) is amended for the lands legally described District Lot 79 Galiano Island, Cowichan District as depicted in the map below.



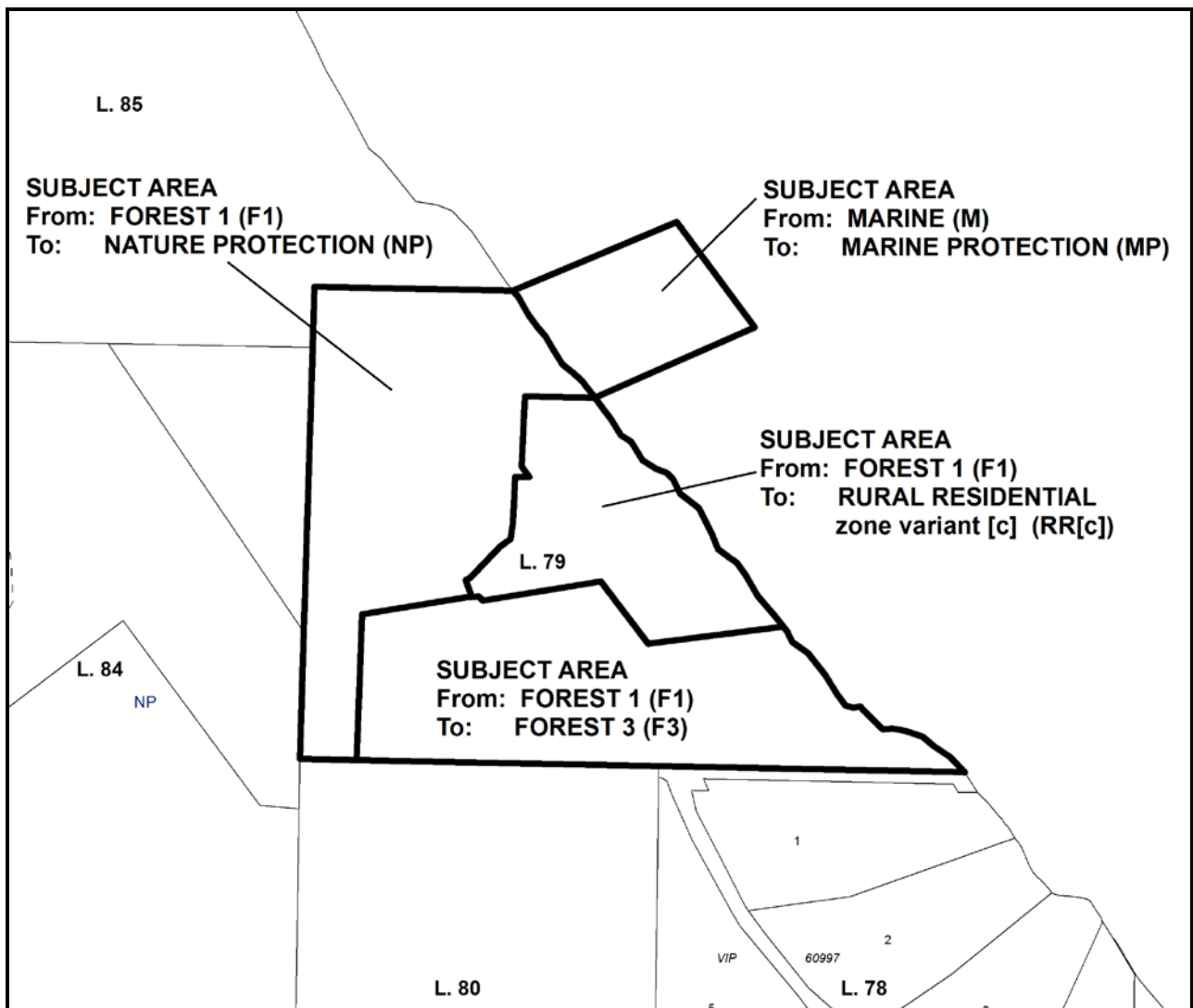
BYLAW NO. 245

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 Trust Committee Area under the *Islands Trust Act*, enacts as follows:

- A. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
1. Section 5.4 (Rural Residential Zone – RR) is amended by inserting the following as a new 5.4.16:

“5.4.16 On the lands zoned RR(c), despite 5.4.8 and 5.4.9, the minimum average parcel area is 55 hectares, with a minimum average subdivision parcel area as low as 2 hectares (5 acres) for the RR zoned portions and 20 hectares (49 acres) for the F3 zoned portions applicable once the landowner provides land representing no less than 67% of the area of the land legally described District Lot 79, Galiano Island, Cowichan District, to be transferred to the Crown as represented by the Province of British Columbia or to the Trust Fund Board, for use for conservation, ecosystem protection, public parkland, community forest, or trails.”
 2. Schedule B (Zoning Map) is amended for the lands legally described District Lot 79, Galiano Island, Cowichan District, as depicted in the map below.



B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No.3, 2013”.

READ A FIRST TIME THIS	DAY OF	2013
PUBLIC HEARING HELD THIS	DAY OF	201_
READ A SECOND TIME THIS	DAY OF	201_
READ A THIRD TIME THIS	DAY OF	201_
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	DAY OF	201_
ADOPTED THIS	DAY OF	201_

DEPUTY SECRETARY

CHAIRPERSON



STAFF REPORT

File No.: GL 6500-20 (LUB Review)

To: Galiano Local Trust Committee
For the meeting of November 17, 2013

From: Kris Nichols
Island Planner

CC: Robert Kojima
Regional Planning Manager

Re: Galiano Bylaw No. 238, Amendment No. 3, 2012
A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999

BACKGROUND:

The proposed amendment would permit the owner of Lot 46 to be able to construct a dwelling on their lot. The zoning permits the construction of a dwelling, but only if it is accessible by a dedicated highway. The amendment would remove the requirement for a dedicated highway. The bylaw was given first reading at the November 2012 LTC meeting.

The LTC had indicated that it would have preferred that if the amendment was approved the owner would be required to grant a covenant reserving future road dedication over the lot such as is indicated in the Road Network Plan (Schedule C) in the OCP. This was never agreed to by the owner nor was the cost (survey, covenant) that the LTC had agreed to cost share.

STAFF COMMENTS:

Staff Summary:

Staff have also notified the owner that the LTC has requested that if the owner is not prepared to move forward that the LTC will proceed no further with proposed Bylaw No. 238. The owner was contacted on October 9, 2013 and stated that at this time they will not proceed with this approach to enable them to legally build a residence on their property.

Therefore, staff is recommending not to proceed further with the bylaw, unless the LTC wishes to assume the payment of the costs or to permit the bylaw to continue without the future dedicated road covenant and survey.

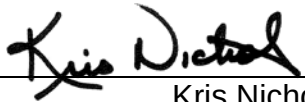
The Galiano Island Local Trust Committee has the following options to consider:

- To defeat Bylaw No. 238 and proceed no further.
- To proceed with giving Bylaw No. 238 second reading and direct staff to schedule a public hearing.

RECOMMENDATIONS:

1. **THAT** the Galiano Island Local Trust Committee defeat proposed Bylaw No. 238 and proceed no further.

Prepared and Submitted by:



Kris Nichols

October 29, 2013

Date

Concurred in by:



October 30, 2013

Date



Memorandum

Date October 29, 2013

File Number GL 6500-20 (LUB Review)

To Galiano Local Trust Committee

From Kris Nichols
Island Planner

Re Consideration of Sawmill Definition and Contractor Yards as part of Home Occupation – Draft Bylaw No. 241(LUB)

Draft Bylaw No. 241 has been in consideration for a number of months with varying iterations of what is to be included in it. It was changed for the September 9th LTC meeting to address the definition of sawmilling and adding contractor yards to home occupation. The topic of adding contractor yards was suggested at the July LTC meeting.

Proposed Bylaw No. 241 (LUB) was given First Reading at the September 9, 2013 Local Trust Committee Meeting. See Attachment 1. After consideration of the draft bylaw by the LTC, the following resolutions were passed:

Resolution GL-LTC-101-13

It was Moved and Seconded that Galiano Island Local Trust Committee Draft Bylaw No. 241 cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013" be given First Reading.

CARRIED

Resolution GL-LTC-102-13

It was Moved and Seconded that the Galiano Island Local Trust Committee refers Proposed Bylaw No. 241 to the Galiano Island Advisory Planning Commission and other agencies.

CARRIED

Resolution GL-LTC-103-13

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a Public Hearing for Proposed Bylaw No. 241.

Minutes of the Galiano Advisory Planning Committee (GIAPC) have been received and can be found under Section 5.4 of this agenda and attached to this report. See Attachment 2 for GIAPC Minutes. The GIAPC considered the proposed bylaw over two meetings. In general, they approved on the sawmilling definition, but suggested that the LTC consider certain scenarios such as multiple lot ownership, exchanging of lumber for sawmilling services and donation of cut lumber to non-profit projects. They have serious concerns regarding the proposed changes to the home occupation to permit contractor yards. These are outlined in a separate report (See Attachment 3) where they have raised concerns as to whether this type of use should be considered as a Home Occupation given the breadth of what could happen on a residential lot if the bylaw was permitted to proceed.

The GIAPC passed the following motions at their October 3, 2013 meeting:

MOTION

It was Moved and Seconded that GIAPC recommend approval of the portion of proposed bylaw 241 pertaining to sawmilling (1. a), b), and c)) subject to further consideration by the Galiano Island Trust Committee on of the GIAPC's discussion (Minutes Sept.24/13) of problems stemming from multiple "lot" ownership, the exchange of cut lumber for milling service, and the donation of cut lumber from temporary sawmilling to local community non-profit projects.

CARRIED

MOTION:

It was Moved and Seconded that the APC recommend that Galiano Island Local Trust Committee NOT proceed with the Contractor's Yard portion of Proposed Bylaw 241 (1. d) e) and f)).

CARRIED

It is now up to the LTC as to how they would like to proceed with the proposed bylaw which is attached for reference as Attachment 1.

Pc Robert Kojima, RPM

Attachment 1 – Bylaw No 241 at First Reading (LUB Amendment)

Attachment 2 – GIAPC Comments

Attachment 3 – GIAPC Report on Contractor Yards

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 241

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 Trust Committee Area under the *Islands Trust Act*, enacts as follows:

1. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
 - a) By amending Section 2.14 by adding the word “temporary” in front of the word sawmilling.
 - b) By deleting in its entirety Subsection 17.1.35a.
 - c) By amending Section 17.1 (Definition) by adding the following definition in alphabetical order and subsequently changing all definition numbering:

“Temporary sawmilling - means the process of milling timber by mechanical means (i.e. portable sawmill) to produce dimensional lumber for the use of the lot owner and on the lot on which the portable sawmilling takes place. The timber, harvested from the same lot, must be used for construction of structures, fences, decks and accessory buildings as permitted under this bylaw on the same lot. Sawmilling operations are permitted between the hours of 0800 and 1700 (excluding weekends and statutory holidays) on a lot where the sawmill is authorized by subsection 2.1.4 of this bylaw and includes the processing of the forest resource where the sawmill is a permitted use on a lot by any section of this bylaw other than subsection 2.1.4. A temporary sawmill must be located a minimum distance of 10.0 m from any property line.”
 - d) By amending subsection 1.3 to add the words “, contractor yard” after the word “agriculture” and the words “unless it is related to the operation of a contractor yard.”.
 - e) By adding a new subsection 1.4, renumbering all subsequent subsections adding the following under the new subsection 1.4:

“1.4 The following specific conditions are in addition to the Home Occupation Regulations and apply to all contractor yards operating as a home occupation:

 - 1) Not more than one contractor yard may be conducted on a lot.
 - 2) Areas used for outdoor storage which includes vehicles (trucks, trailers, etc.) and materials related to the contracting business must not exceed 5% of the lot area with a maximum permitted storage space being 1000 sq. m.
 - 3) All outdoor storage areas must be screened from view by a landscape screen, as per Section 15 – Screening and Landscape Regulations, from abutting lots and from public lands and public road rights-of-way.

- 4) All outdoor storage areas must be sited not less than 7.5 metres from any lot line and not less than 30 metres from any lake, wetland, stream or the sea.
 - 5) Contractor Yards may only be operated between the hours of 7 am to 7 pm, Monday through Saturday and excluding statutory holidays.
 - 6) Not more than four persons per lot may be employed in any contractor yard in addition to any residents of the premises in which such business is carried on, and the owner of the contractor yard must live on the premises.”
- f) By amending Section 17.1 (Definition) by adding the following definition in alphabetical order and subsequently changing all definition numbering:
 “Contractor Yard – means an accessory home occupation which contains a specific lot area for storage of vehicle parking and materials for businesses such as landscaping, excavating, etc.”

B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2013”.

READ A FIRST TIME THIS	15 th	DAY OF	JULY	2013
PUBLIC HEARING HELD THIS			DAY OF	201x
READ A SECOND TIME THIS			DAY OF	201x
READ A THIRD TIME THIS			DAY OF	201x
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS			DAY OF	201x
ADOPTED THIS			DAY OF	201x

 DEPUTY SECRETARY

 CHAIR

U:\LOCAL TRUST COMMITTEES\Galiano\Projects\2012 LUB Review\Bylaw No. 241_LUB Amendment.docx

**MINUTES OF THE GALIANO ISLAND
ADVISORY PLANNING COMMISSION MEETING
HELD ON THURSDAY, OCTOBER 3, 2013 AT 12 NOON
AT THE GALIANO LOCAL TRUST OFFICE
23 MADRONA ROAD, GALIANO ISLAND, B.C.**

PRESENT:	Sheila Anderson	Chairperson
	Karen Harris	Member
	Barry New	Member
	Elizabeth Olsen	Member
	Jeffrey Patterson	Vice Chairperson
	Tahirih Rockafella	Member
	Ursula Deshield	Member

REGRETS: None

There were no members of the public in attendance.

1. CALL TO ORDER

Chairperson Anderson called the meeting to order at 12 noon. She reported that as no Secretary was yet available for the APC and that she would take minutes for the meeting.

2. APPROVAL OF AGENDA

The agenda was presented as approval of previous minutes, and continued review and discussion of the referred Bylaw No. 241 with a goal of finalizing the APC's response to the LTC. The proposed agenda was agreed to by consensus.

3. PREVIOUS MINUTES

MOTION:

It was Moved and Seconded that the Minutes of September 24, 2013 be approved.

**CARRIED
(Unanimous)**

4. REVIEW AND PRELIMINARY DISCUSSION OF BYLAW NO. 241

4.1 Sawmilling

After some discussion about the answers the Planner had given to the questions asked from the last meeting, members revisited points of concern recorded in previous meeting minutes and considered what response they wished to communicate to the LTC regarding the sawmilling aspects of Proposed Bylaw 241.

MOTION

It was Moved and Seconded that GIAPC recommend approval of the portion of proposed bylaw 241 pertaining to sawmilling (1. a), b), and c)) subject to further consideration by the Galiano Island Trust Committee on of the GIAPC's discussion (Minutes Sept.24/13) of problems stemming from multiple "lot" ownership, the exchange of cut lumber for milling service, and the donation of cut lumber from temporary sawmilling to local community non-profit projects.

**CARRIED
(Unanimous)**

4.2 Contractors Yards

Members discussed what they had learned from reviewing home occupation approaches in other island communities of North Pender, Mayne Island and Gabriola Island, and compared these approaches to that which the Local Trust Committee propose in Bylaw 241.

There was general consensus that Proposed Bylaw 241 opened the door to too large a scale of industrial use on all residential zoned lands and provides little in the way of protection for the residential character of neighbourhoods or for the environment.

The Galiano OCP policies, particularly relating home occupations and residential uses, were looked at in comparison to the Staff report referenced SECTION I, Community Objectives 2.Principles f). Members did not generally consider that Principle f) was a clear policy direction for what Bylaw 241 is proposing.

After further discussion revisiting issues and concerns expressed in previous meeting of September 24, the APC members unanimously approved the following Motion.

MOTION:

It was Moved and Seconded that the APC recommend that Galiano Island Local Trust Committee NOT proceed with the Contractor's Yard portion of Proposed Bylaw 241 (1. d) e) and f)).

**CARRIED
(Unanimous)**

The members then considered the most important reasons for their decision, and how they wished to communicate to the Local Trust Committee in a referral report recommending against the contractor yard portion of 241.

MOTION:

It was Moved and Seconded that the GIAPC response to referred bylaw 241 be submitted as a separate report which should include

the reasons for our response as discussed, and that text of report be subject to agreement by members prior to submission.

**CARRIED
(Unanimous)**

5. NEXT MEETING

No further meetings scheduled

6. ADJOURNMENT

At 1:25 PM it was agreed by consensus that the meeting should be adjourned.

CHAIR

DATE

**GALIANO ISLAND ADVISORY PLANNING COMMISSION
REFERRAL REPORT OCTOBER 3, 2013
RE: Proposed Bylaw 241**

The Galiano Advisory Planning Commission (GIAPC) has met on September 24 2013 and October 3 2013 to consider their response to this referral.

1.Sawmilling – Bylaw 241 1.

On October 3 we passed a motion to recommend approval of this portion. While we recognize the need for this amendment and it's important in protecting residential character, we do wish to flag two issues that the Galiano Local Trust Committee might wish to re-examine. One is to consider the implications of the wording proposed to the common practice of trading milled wood for the milling service fees in part or whole. The second is to consider how the wording of the amendment would affect parties that might own more than one lot and need to use some of the wood milled on one to build on another.

2.Contractors' Yards – Proposed Bylaw 241 Item 1. d), e) and f).

On October 3, 2013 the GIAPC passed a motion recommending this the Local Trust Committee NOT proceed further with this portion of Bylaw 241. Our reasons are as follow

a)OCP Policies

There is nothing in OCP Home Occupations Objectives and Policies that guide these proposed additions to LUB Home occupations regulations. The proposed changes do not adequately respect the Objectives“ 2) to preserve the residential character of neighbourhoods,” and “3) to ensure that home occupations do not adversely affect the environment”. In addition the changes are in direct opposition to Home Occupations Policies d) and, i).

b)LUB Current Regulations

Further the proposed amendments appear to be in conflict with other home occupation regulations, particularly 3.1, 3.3, 3.6, and 3.9 (these and following references refer to the regulations post the approved Bylaw 240). The GIAPC also note that LUB Home Occupations regulations 3.7 sets out clear restrictions on retail or wholesale selling and for restaurants operating from residential property, yet 241 throws open the door to

industrial service businesses to operate at a large, and in our opinion inappropriate, scale on any residential zoned lands in our community.

LUB Home Occupations regulation 3.8 lists additional types of enterprises that are strictly NOT allowed, but in terms of impact many of those could be very much less impact than the maximum potential the proposed contractor's yard could generate.

The Contractor's Yard amendments in 241 would seem to negate the entire meaning and intent of our current home occupation regulations as guided by the current and recently reviewed OCP Home Occupations Objectives and Policies.

The scale of what these amendments would make legal is inappropriate for residential zoned land.

These amendments would open up a very uncertain future for our islands residential neighbourhood character. Bylaws need to be drawn up with the future and the broader public interest in mind. These amendments appear to be a reaction to something past and present that has been occurring outside of proper zoning.

We all have to consider the maximum this bylaw amendment allows and expect that it could happen and wonder what that will look and feel like if it turns up next door to each of us.

The absence of any limit to the number of vehicles or excavating equipment that can be associated with an industrial type of home occupation is detrimental to the objects of our Home Occupations Policies.

Other islands include specific types of industry that are appropriate to home occupation. This amendment leaves it very vague and open ended by the definition ..."*landscaping, excavating, etc*".

The amount of vehicles or equipment possible in any home occupation relates to the amount of noise that will be generated during the moving of equipment to and from the property.

If the nature of home occupation is to offer services off of the property it is questionable whether in fact it can be a "home" business.

The number of vehicles or large equipment permitted for a home business also relates directly to the amount of environmental risk there will be associated with the storing and maintenance of the vehicles and equipment. These amendments fail to recognize or address these points.

The number of employees permitted to Contractors Yards is so much more than all other home occupations. With 4 non-resident employees plus an easy potential for two or more resident/owners employed offers a scale that is comparable to, or exceeds, many of our legitimately zoned commercial//industrial businesses on Galiano.

These amendments introduce an unfair advantage for some types of business over others. The rationale for this is not clear in the OCP or elsewhere.

By comparison APC members noted Gabriola island's bylaws seem to draw a clear line at a much lower scale for home industry, by referring to the number of vehicles that can be used. Gabriola also lays out specific measures to prevent soil contamination from fuels or oils leaking from stored vehicles/equipment of a home occupation. North Pender leaves quite a large scale of activity allowed under home industry but limits it to larger lot sizes, and requires larger set backs from lot lines. N. Pender also calls for "no noise that can be heard at lot lines" which is significant protection to residential neighbours. Mayne, N. Pender and Gabriola all name various types of home industry that would be acceptable more specifically than the "landscaping, excavating, etc." these amendments offer.

In closing, the GIAPC considered that the process of a LUB amendment initiated by the Local Trust Committee is inappropriate for an amendment so broadly impacting as the Contractor's Yard portion of Bylaw 241. Future changes to LUB Home Occupations Regulations of such broad significance should not be entertained without an inclusive and thorough OCP Review of SECTION II Land Use, 5. Economic Activity, 5.1 through 5.4, Objectives and Policies.

GIAPC Chair

Date



Top Priorities

Galiano Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Visitor Accommodation	To look at existing policy, research issues and possible solutions on Galiano.	May-06-2013	Kris Nichols	Jun-30-2014	On Going
2	LUB update	1. Amendments resulting from OCP review - Completed 2. Contractor Yard Regulations, Sawmilling (Bylaw 241) First Reading. 3. Increased Cottage Floor Area (Bylaws 242, 243) (on hold) Phase II items: 1. Review of regulations for geo-thermal exchange use. 2. Dock Review 3. Add in Information Note on Archeological Sites under General Regulations	Apr-16-2012	Kris Nichols	Jan-09-2014	On Going
3	Ground water protection DPA policy review	Review detailed recommendations of Waterline Report, review existing DPA and LUB provisions, prepare options for amendments	Jun-13-2012	Kris Nichols	Mar-31-2014	On Going



Islands Trust

Projects

Print Date: Nov-07-2013

Galiano Island

No.	Description	Activity	Received/Initiated	Status
1	Soil Removal and Deposit Bylaw	Review need and options for implementation of soil removal and deposit bylaw	Sep-12-2011	On Going
2	OCP amendment to review definition of "tree"		Dec-12-2011	On Going
3	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	Apr-16-2012	On Going
4	parking issues	issue for future discussion with MoTI and public parking issues generated from associated islands (see correspondence from P. Midgely on agenda of Apr/12)	Jul-23-2012	On Going
5	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.	Jul-15-2013	On Going
6	Procedure Bylaw Update	To change the requirements for DPs with variances (DVPs) to ensure that they require public notification of surrounding neighbours as would a normal DVP application. - Implemented administratively under existing fees and procedures bylaws	Jul-15-2013	On Going



Islands Trust

Print Date: Nov-07-2013

Applications w/ Status - Galiano Island Status: Open

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2013.2	Ghai c/o David McKerrell	May-07-2013	22525 PORLIER PASSAGE DR Combination DP/DVP to construct a marine walkway to a dock - to vary required setback of the boundary to the sea to within 2 m.
Planner: Kris Nichols			

Planning Status

Status Date: Oct-23-2013

Applicant requested that further consideration be had at the Dec. 9 LTC meeting

Status Date: Oct-07-2013

LTC requested additional verification of best location for the dock.

Status Date: Sep-09-2013

New environmental report requested by LTC. Report received and will be presented at the October meeting along with application.

File Number	Applicant Name	Date Received	Purpose
GL-DP-2013.4	North Galiano Fire Protection Society	Oct-18-2013	19400 PORLIER PASS RD DP & DVP - to construct a multi-purpose building and acquire a DVP for proposed septic field
Planner: Kim Farris			

Planning Status

Status Date: Oct-18-2013

created file, labeled and gave to Planner

File Number	Applicant Name	Date Received	Purpose
GL-DP-2013.5	Winmark Capital Inc.	Oct-23-2013	Donation to BC Parks, no alteration of the land or buildings are proposed.

Planner: Kris Nichols

Planning Status

Status Date: Oct-28-2013

Application to be considered at Nov. 18 LTC. Impact on proposed parkland only.

Status Date: Oct-25-2013

Peter Thomson, main contact, cc: Richard Dewinetz and Julian Kenney

Status Date: Oct-23-2013

created file, issued receipt, emailed LTC application

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2013.1	Michael Norgang	Jan-22-2013	70 Bluff Rd To vary the front lot setback line to accomodate existing dwelling.

Planner: Kim Farris

Planning Status

Status Date: May-09-2013

Waiting for updated site plan as applicant must conform to maximum lot coverage. Site plan expected early June 2013.

Status Date: Feb-26-2013

Waiting for site survey from applicant

Status Date: Jan-23-2013

Sent letter of acknowledgement of receipt of fees and application to applicant. Copied file to trustees and forwarded file to planner.

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2013.3	David & Nora Williams	Jul-02-2013	260 CAYZER RD to vary LUB 127.2.12 to allow a structure less than the regulated setback from the boundary of the sea.

Planner: Kim Farris

Planning Status

Status Date: Sep-09-2013

Application considered and deferred until applicant presents a professional report on shoreline and marine processes and the constructed retaining wall. The application to be considered when report is submitted by applicant.

Status Date: Jul-02-2013

Created file, copied to trustees and forwarded to Planner

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

GL-DVP-2013.4	Joseph M. Haley	Oct-18-2013	165 WARBLER RD obtain DVP for current carport which exceeds height requirements
Planner: Kim Farris			
Planning Status			
Status Date: Oct-25-2013			
cheque arrived, processed, issued receipt, emailed LTC application information			
Status Date: Oct-18-2013			
opened file and contacted client because cheque sent by client was too much			
Rezoning			
File Number	Applicant Name	Date Received	Purpose
GL-RZ-2004.6	Crystal Mountain Society	Jun-14-2004	OCP and LUB amendments to allow a Retreat Centre and Forest Retreat.
Planner: Kim Farris			
Planning Status			
Status Date: Sep-25-2013			
Staff to write applicant as there has been no contact in 6 months and see whether applicant is ready to proceed.			
Status Date: Apr-17-2013			
staff comparing new information with previous proposal			
Status Date: Apr-15-2013			
new information submitted			
File Number	Applicant Name	Date Received	Purpose
GL-RZ-2005.2	Romagnoli	Mar-21-2005	To rezone from F1 to F3
Planner: Gary Richardson			
Planning Status			
Status Date: May-31-2013			
final versions of covenant to applicants with for execution			
Status Date: Apr-15-2013			
staff met with applicant's lawyer to work on finalizing application			
Status Date: Jan-29-2013			
applicants again requested to provide comments			
File Number	Applicant Name	Date Received	Purpose

GL-RZ-2011.1

Galiano Land and Community Housing c/o Tom Hennessy
Planner: Kris Nichols

Oct-06-2011
Rezoned Agriculture and Residential to Community Facility-Affordable housing.

Planning Status

Status Date: Oct-07-2013

CIM scheduled for November 16

Status Date: Sep-26-2013

Awaiting date selection from applicant for CIM

Status Date: Sep-09-2013

Submission materials considered. Applicant asked to hire a professional to submit a development package to show sustainability and affordability. A CIM will be scheduled.

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2013.1	Landworks Consultants Planner: Kris Nichols	Apr-16-2013	DL 79 - To amend the OCP and LUB to permit a rezoning to F3, RR, NP from two F1 zoned lots.

Planning Status

Status Date: Sep-09-2013

Submission updated to use just DL 79. Submission recommended to proceed to bylaw development.

Status Date: Jun-14-2013

Preliminary Report written for July 15th LTC

Status Date: May-27-2013

Planner reviewing application. Did site visit with landowner.

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2007.1	LPG Landplan Group Inc (Zizzy/Brown) Planner: Kris Nichols	Feb-12-2007	Creating 6 new lots. DL 72 and Lot 15, DL 71 and 77, Plan VIP61007. X-reference GL-RZ-2005.3
Planning Status			

Status Date: Oct-24-2013

Application near completion awaiting word from applicant to complete.

Status Date: Sep-09-2013

Survey plans completed, awaiting executed covenants by applicant.

Status Date: Jun-27-2013

Survey being pinned, final touches by applicant on covenant

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2012.1	Louis Gothier c/o Ron Taylor	May-01-2012	275 BLUFF RD & 351 BLUFF RD A boundary Adjustment
Planner: Kim Farris			

Planning Status

Status Date: Feb-26-2013

Waiting for S.219 covenant to be drafted by applicant

Status Date: Feb-13-2013

Status Date: May-17-2012

Sent letter of acknowledgment of receipt of application form and fees to applicant. Copied app to trustees and forwarded file to Planner.

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2012.2	Winmark Capital Inc. c/o Peter Thomson BCLS	Jul-04-2012	Creating 12 new lots
Planner: Kris Nichols			

Planning Status

Status Date: Oct-28-2013

DP application to be considered at Nov 18 LTC as a condition of PLA

Status Date: Sep-25-2013

Bylaws approving zoning not approved still waiting Ministry approval and registration of covenants

Status Date: Sep-09-2013

Islands Trust

LTC EXP SUMMARY REPORT F 2014
Invoices posted to Month ending October 2013

625 Galiano	Invoices posted to Month ending October 2013	Budget	Spent	Balance
65000-625	LTC "Trustee Expenses"	1,100.00	104.00	996.00
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	3,500.00	2,034.91	1,465.09
65210-625	LTC - Local Exp - APC Meeting Expenses	500.00	63.82	436.18
65220-625	LTC - Local Exp - Communications	500.00	438.97	61.03
65230-625	LTC - Local Exp - Special Projects	2,000.00	0.00	2,000.00
65240-625	LTC - Local Exp - Miscellaneous	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>7,000.00</u>	<u>2,537.70</u>	<u>4,462.30</u>
Projects				
73001-625-2002	Galiano OCP/LUB	4,000.00	1,314.90	2,685.10
73001-625-4019	Galiano Short Term Vacation Rental (STVR) Review	4,000.00	0.00	4,000.00
TOTAL Project Expenses		<u>8,000.00</u>	<u>1,314.90</u>	<u>6,685.10</u>

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: September 26, 2012

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 18, 2004	GL-LTC-118-04	Road Network Plan	It was Moved and Seconded that the issue of access, including the proposals provided in the Road Network Plan, be applied to any existing and future rezoning applications brought before the LTC.
2.	June 14, 2004	GL-LTC-130-04	Forest 1 and Forest 3 lots	It was Moved and Seconded that staff be directed to draft a proposal to the Islands Trust Executive Committee requesting approval of a special Galiano Island Local Trust Committee initiative to accept, at reduced fee levels and for a limited time, applications to rezone eligible Forest 1 lots to Forest 3. In support of this request we offer that applications received under this initiative be batched in groups of two or more, each under a single bylaw. This approach, administered efficiently, will take less time to process and therefore cost less than if done singly, while still ensuring community input through full public process. The groupings we anticipate should be for properties of like nature and general location, though not necessarily contiguous.
3.	July 21, 2004	GL-LTC-137-04	F1 Zone	It was Moved and Seconded that Galiano LTC consider option 1, Cost Recovery Model, of the July 7, 2004, staff report Re: Batching/Initiating Offer, as an operating policy for the charging of fees as part of any rezoning application and in particular with reference to applications for rezoning of F1- zoned properties.
4.	February 16, 2005	n/a	F3 Covenant	Galiano LTC will hold be a covenant holder to all covenants granted as part of the F3 rezoning process The model F3 covenant will be referred to all prospective covenant holders for comment on the document and to seek confirmation that they are willing to be a covenant holder jointly with the local trust committee.

No	Meeting Date	Resolution No.	Issue	Policy
5.	June 29, 2005	n/a	Subdivision Applications	Staff are requested to prepare a report that provides wording for standing resolution to refer subdivision applications to the Galiano Fire Department and the Parks and Recreation Commission.
6.	May 11, 2009	GL-LTC-85-09	Parks Commission Referral	THAT the Galiano Island Local Trust Committee direct Staff to send rezoning applications to the Galiano Island Parks and Recreation Commission for referral.
7.	October 18, 2010	GL-LTC-115-10	Publishing Notices beyond legal requirements	THAT 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.
8.	October 17, 2011	GL-LTC-205-11	Special Occasion Liquor Licenses	THAT 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.
9.	September 17, 2012	GL-LTC-100-12	Short Term Vacation Rentals	THAT given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, Short Term Vacation Rentals that have one or more of the following characteristics will be subject to enforcement: 1. There are issues related to health and safety; 2. There is a written complaint by owners or residents of two properties about bona fide serious nuisance issues such as noise or parking congestion related to the STVR; 3. The owner of the property uses more than one property on Galiano Island as a STVR. THAT nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Galiano Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time; THAT the policy remains in effect until such time as the regulatory review is complete.

K:\LTC\Galiano\Standing Resolutions\Policies and standing resolutions.doc



Memorandum

200 - 1627 Fort Street Victoria BC V8R 1H8

Telephone **(250) 405-5151** FAX: (250) 405-5155

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

information@islandstrust.bc.ca www.islandstrust.bc.ca

DATE: For the meeting of November 18, 2013

TO: Galiano Island Local Trust Committee

FROM: Lori Foster
Planning Secretary

RE: Proposed Galiano Island LTC 2014 Meeting Schedule

Attached is the proposed Galiano Island Local Trust Committee 2014 Meeting Schedule.

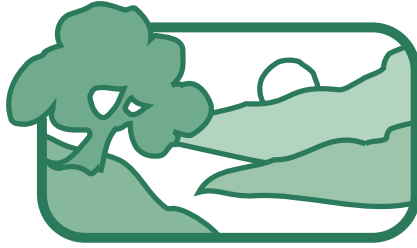
It is proposed that LTC meet on the preferred first Monday of each month, (with the exceptions of January, June (FPC), August, and September (Stat)) at 12:30 PM, at the South Community Hall as follows: February 3, March 3, April 7, May 5, June 9, July 7, September 8, October 6, November 3, and December 1.

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

“THAT the Galiano Island Local Trust Committee adopts the 2014 meeting schedule 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



Islands Trust

GALIANO ISLAND LOCAL TRUST COMMITTEE

**WILL MEET ON THE FIRST MONDAY OF EACH MONTH @ 12:30 P.M.
(*UNLESS OTHERWISE NOTED) AS FOLLOWS:**

FEBRUARY 3, 2014

MARCH 3, 2014

APRIL 7, 2014

MAY 5, 2014

***JUNE 9, 2014**

JULY 7, 2014

***SEPTEMBER 8, 2014**

OCTOBER 6, 2014

NOVEMBER 3, 2014

DECEMBER 1, 2014

LOCATION:

SOUTH COMMUNITY HALL, 141 STURDIES BAY RD

These are regular business meetings of the Local Trust Committee, where they will consider items such as bylaws, applications and correspondence.

THE PUBLIC IS WELCOME TO ATTEND THESE MEETINGS

From: Lisa Gordon
Sent: Tuesday, November 05, 2013 3:29 PM
To: Staff
Subject: Please review & share: New water resource for islanders webpages

Hello Colleagues,

I am delighted to link you to seven new webpages devoted to Trust Council's water education project: <http://www.islandstrust.bc.ca/water.aspx>

Trust Council's strategic plan for the 2011-2014 term of office directed Trust Programs Committee to oversee the compilation and sharing of education materials about water resources.

At Trust Programs Committee's direction, we have encouraged trustees to refer to this information in their next Trustee Report and to place the item on an upcoming LTC agenda to bring this to the attention of constituents. We will also be sending a notice to all subscribers and will post the notice under What's New on our home page. We will also be encouraging water organizations to link to the material from their websites and to participate in an upcoming survey to identify additional needs/gaps.

We welcome suggestions for new items. If you are aware of information that is not included please contact the mastermind of this project, Laura Stringer at (250) 405-5156 or lstringer@islandstrust.bc.ca

We hope you and your fellow islanders find the information useful.

Lisa Gordon
 Director, Trust Area Services
 Islands Trust
 200-1627 Fort St.
 Victoria BC V8R 1H8
 In Victoria 405-5174
 Enquiry BC Toll-free call 1-800-663-7867
 or from the lower mainland 604-660-2421

Websites: www.islandstrust.bc.ca | www.islandstrustfund.bc.ca
Preserving Island communities, culture and environment