



Galiano Island Local Trust Committee Regular Meeting Agenda

Date: February 1, 2021
Time: 12:30 pm
Location: Electronic Meeting

			Pages
1.	CALL TO ORDER	12:30 PM - 12:50 PM	
2.	APPROVAL OF AGENDA		
3.	TRUSTEE REPORT		
4.	CHAIR'S REPORT		
5.	TOWN HALL AND QUESTIONS	12:50 PM - 1:10 PM	
6.	COMMUNITY INFORMATION MEETING	1:10 PM - 1:40 PM	
6.1.	Galiano Island Local Trust Committee Proposed Bylaw 275		
7.	PUBLIC HEARING	1:40 PM - 2:40 PM	
7.1.	Galiano Island Local Trust Committee Bylaw No. 275 - STVR Project Public Hearing Binder under separate cover.		
8.	MINUTES	2:40 PM - 2:50 PM	
8.1.	Local Trust Committee Minutes Dated November 28, 2020 & December 7, 2020 (for Adoption)		4 - 15
8.2.	Section 26 Resolutions Without Meeting Report None		
8.3.	Advisory Planning Commission Minutes Dated December 11, 2019, October 1 & November 26, 2020, January 7, 2021 (for Receipt)		16 - 27
9.	BUSINESS ARISING FROM MINUTES	2:50 PM - 2:55 PM	
9.1.	Follow-up Action List Dated January 2021		28 - 30
10.	DELEGATIONS		

11.	CORRESPONDENCE		
	<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>		
12.	MEETING BREAK - COMMUNITY UPDATE	2:55 PM - 3:05 PM	
13.	APPLICATIONS AND REFERRALS	3:05 PM - 3:30 PM	
13.1.	GL-RZ-2020.1 (King) Preliminary Staff Report (attached)		31 - 51
14.	LOCAL TRUST COMMITTEE PROJECTS	3:30 PM - 3:50 PM	
14.1.	STVR Review - Post Public Hearing - Staff Report (attached)		52 - 56
14.2.	Groundwater Sustainability Project (attached)		57 - 60
15.	REPORTS	3:50 PM - 4:00 PM	
15.1.	Work Program Reports (attached)		
15.1.1.	<u>Top Priorities Report Dated January 2021</u>		61 - 61
15.1.2.	<u>Projects List Report Dated January 2021</u>		62 - 64
15.2.	Applications Report Dated January 2021 (attached)		65 - 68
15.3.	Trustee and Local Expense Report Dated October 2020 (attached)		69 - 69
15.4.	Adopted Policies and Standing Resolutions (attached)		70 - 74
15.5.	Local Trust Committee Webpage		
15.6.	Islands Trust Conservancy Report - November 24, 2020 (attached)		75 - 77
16.	NEW BUSINESS	4:00 PM - 4:20 PM	
16.1.	Salt Spring Island STVR - Letter (attached)		78 - 78
16.2.	APC Members Update - Expression of Interest - Update		
16.3.	APC Referral - Communication Strategies for LTC Outputs		
17.	UPCOMING MEETINGS		
17.1.	Next Regular Meeting Scheduled for March 1st, 2021 - Location: TBD		
18.	TOWN HALL	4:20 PM - 4:40 PM	

19. CLOSED MEETING

None

20. ADJOURNMENT

4:40 PM - 4:40 PM



Galiano Island Local Trust Committee

Minutes of Special Meeting

Date: November 28, 2020
Location: Zoom Webinar (Zoom Webinar)

Members Present: Dan Rogers, Chair
Tahirih Rockafella, Local Trustee

Staff Present: Brad Smith, Island Planner
Carly Bilney, Recorder
Maple Hung, Planning Team Assistant (Host)

Public: There were approximately 53 members of the public.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 1:02 p.m. He acknowledged that the meeting was being held in the traditional territories of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. COMMUNITY INFORMATION MEETING RE: Proposed Rezoning for Affordable Housing in Community Forest - Galiano Island Galisle Affordable Rental Housing Society (GIGARHS)

3.1 Rezoning Process Overview and Presentation of Draft Bylaws 276 & 277 – Staff

Islands Trust staff reviewed rezoning application GL-RZ-2019.1 from the Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS) including background information, a status update and next steps in rezoning.

3.2 Affordable Housing Proposal Summary and Current Status – GIGARHS

Representatives of GIGARHS provided an overview of the affordable housing proposal highlighting details of the site layout and design, operating agreement, housing agreement and amenities.

The following comments were made:

- There is a high need for affordable housing on Galiano;
- In 2018 the APC noted the need for purpose-built affordable rental housing on Galiano;
- BC Housing defines the income and rental criteria for the project;
- The housing agreement would authorize the owner to manage and define a list of qualified renters;
- Galiano residency will be a requirement of those living in the affordable housing units;

Al Kohut, senior hydrogeologist at Hy-Geo, summarized his report related to groundwater analysis in the application and noted:

- Based on water tests, the well is an exceptionally good potable well; and
- The well is more than capable of meeting the long-term demand of the proposed housing project.

Keith Erickson, Registered Professional Biologist, provided an ecological assessment of the proposed affordable housing zone and noted logistical and ecological considerations that led the applicants to choose the site, including:

- proximity to existing public roads;
- proximity to existing residential areas;
- desire to minimize forest fragmentation on the property;
- avoiding sensitive and rare ecological areas; and
- avoiding protected stand network reserved for nature.

3.3 Q&A (Questions & Answers) Session

Members of the community were invited to comment and the following questions and comments were made:

Note: “Q” is questions/comments from the members of the public. “A” means answers from the applicants, hired professionals or Islands Trust staff.

- Q. How many meters from the current gate at the end of Georgia View Rd would it be to the proposed new gate?
- A. A little more than 500 metres.
- Q. Why was the land near the end of Georgia View removed from possible locations for the affordable housing site as shown in the presentation given by Keith Erickson?
- A. The area under question contains an active eagle nest and richer habitat features including a riparian stream corridor.
- Q. How was the number of occupants (32) achieved for use in water tests?
- A. The applicants deemed 32 to be a reasonable number based on BC Housing’s parameters of number of residents per household type.

- Q. Is it possible to know if the wells at the proposed site are connected to neighbouring wells and may therefore impact the availability of water?
- A. The aquifer at the proposed site is a fractured bedrock aquifer system and the only way to understand how it connects with neighbouring wells is to increase monitoring in the area; the project well is far enough from the neighbouring community well that it is unlikely to have a major impact on the overall water supply for water system users.
- A. Why was the location for the affordable housing site selected?
- Q. Affordability; as part of the community forest, the land can be purchased by GIGARHS for \$10. It is also a site that is reasonably easy to build on.
- A. Why did the well in the neighbouring strata have such a slow recharge rate (three days) during the past two summers whereas previously it has recovered more quickly?
- Q. A low recovery rate is not unusual; groundwater wells can recharge differently in the winter as opposed to the summer; recharge rates depends on the nature and timing of the event.
- A. Why did a high rate of arsenic appear in the neighbouring well in April 2019?
- Q. A collapse of a bedrock well, or a ground tremor, could reduce the overall capacity of the well and change the water quality, sometimes liberating a small amount of arsenic that gradually moves through the system; the proposed affordable housing site had no arsenic in its well.
- Q. Why was well testing done in December and not in the driest part of the year?
- A. The lowest (driest) time of water for aquifers is late October or early November; December is the initial recharge time and the wettest groundwater time is February. The best time to test is in the late summer or early fall when wells are at their lowest.
- Q. How is GIGARHS addressing the lack of cell service and internet in the area?
- A. High speed internet is being introduced to the area by a new local company – Galiano Association for Internet Access (GAIA), though not all residents will necessarily be working from home; cell service is limited in areas all over Galiano.
- Q. What is the recommended well depth for a single family residential development and a multi-family development?
- A. Well-depth is site specific and depends on factors such as the elevation of the property; in a multi-housing development professional hydrogeologists have more tools, such as assessments prior to drilling and three dimensional modelling, to determine the impact of the development.
- Q. Will there be a wildlife assessment done on the site that specifically addresses sooty grouse populations?
- A. The environmental assessment that was undertaken includes an ecological mapping of the area and an inventory of vegetation communities and ecological value; it looks at habitat features that would support wildlife rather than observing wildlife and their patterns.

- Q. Is developing an emergency response plan part of the proposal?
- A. BC Housing mandates a strict outline of what needs to happen within the buildings for fire management, including sprinkler systems, building codes and fire drills with tenants; the cistern water supply would be an asset to the area; the CRD has a statutory right-of-way to an emergency access route through District Lot 37.
- Q. Why has water-related information gathered by the Capital Regional District (CRD) for the Sticks Allison community well not been included in the report?
- A. The application is currently under review by the provincial water licensing branch that has access to data across the province; additionally, staff will contact CRD water management to determine what kind of water information has been collected.

4. ADJOURNMENT

By general consent the meeting was adjourned at 3:48 p.m.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder



Galiano Island Local Trust Committee

Minutes of Regular Meeting

Date: December 7, 2020
Location: Electronic Meeting (Zoom Webinar)

Members Present: Tahirih Rockafella, Local Trustee
Jane Wolverton, Chair
Dan Rogers, Chair

Staff Present: Brad Smith, Island Planner
Robert Kojima, Regional Planning Manager
William Shulba, Senior Freshwater Specialist
Shayla Burnham, Staff
Carly Bilney, Recorder

Present: There were approximately 15 attendees at the Zoom Webinar.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 12:30 p.m.

Trustee Wolverton provided an acknowledgement that the meeting was being held in traditional territory of the Penelakut Peoples and the Coast Salish Peoples.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Add item 15.2 – Request Regarding Trust Council Urging Essential Travel Only; and
- Include discussion of the Coastal Douglas-fir pamphlets under item 14.7.

By general consent the agenda was approved as amended.

3. TRUSTEE REPORT

Trustee Rockafella reported on the following:

- The Community Information Meeting (CIM) on November 28 regarding the proposed affordable housing initiative was well attended;
- Trust Council discussed budget at its most recent meetings; and
- The Islands Trust Conservancy's Species at Risk Program is receiving federal funding.

Trustee Wolverton reported on the following:

- Some islanders have expressed a desire to remove derelict cars and Emma Davis, Capital Regional District (CRD) liaison on Galiano, has agreed to follow up;
- Discussions have been held about increasing education related to harm reduction on the island;
- There are drawbacks to using Zoom for Trust Council meetings because there is no opportunity to have informal discussions with people; and
- A number of people have passed away on Galiano since last January and no in-person memorial ceremonies have been held during these difficult times.

4. CHAIR'S REPORT

Chair Rogers reported on the following:

- Recent Trust Council meetings were challenging – possibly because of Zoom – and the most in-depth discussions involved different visions of the Trust and how it operates;
- The series of climate change educational webinars, which were all recorded and posted online, involved hundreds of people and were very successful;
- The next two Trust Council meetings will be held electronically; and
- Trust Council discussed the budget and will approve or adopt changes in March after an outreach period in which members of the public are encouraged to provide input.

5. TOWN HALL AND QUESTIONS

None

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Minutes Dated November 2 (for Adoption)

The following amendments to the minutes were presented for consideration:

- On Page 2 during Town Hall the minutes indicate that Trustee Wolverton recused herself at 12:50 p.m. and returned at 2:52 p.m.; however, the record should note that Trustee Wolverton returned to the meeting at 12:52 p.m.

By general consent the minutes were adopted as amended.

8.2 Section 26 Resolutions Without Meeting Report

None

8.3 Advisory Planning Commission Minutes

None

9. BUSINESS ARISING FROM MINUTES

9.1 Follow-up Action List Dated November 2020

Received for information. Staff noted that all was on track.

10. DELEGATIONS

10.1 Bowie Keefer - Alternative F1 Rezoning Approaches Presentation

Bowie Keefer presented on Alternative F1 Rezoning Approaches and made the following comments:

- There is need for increased forest restoration efforts on Galiano;
- Efforts to educate Galiano forest lot owners on forest management should be increased;
- Suggestions were made to engage with forest owners about how they can benefit the community (e.g. forest management practices) in exchange for allowing residential use on their properties; and
- The Private Managed Forest Land (PMFL) Program provides education related to forest restoration to private landowners, but the Islands Trust could do more in this regard.

11. CORRESPONDENCE

None

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

12. APPLICATIONS AND REFERRALS

12.1 GL-DVP-2020.4 (x-ref GL-TUP-2019.5) Follett - Staff Report

Staff reviewed the report related to GL-DVP-2020.4 (Follett).

GL-2020-087

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GL-DVP-2020. (Follett & Denholm).

CARRIED

12.2 GL-TUP-2019.5 (x-ref GL-DVP-2020.4) Follett - Staff Report

Staff reviewed the report related to GL-TUP-2019.5 (Follett) and made the following comments:

- The permit limits the use of the home to four people;
- Two letters of support for the Temporary Use Permit (TUP) have been received; and
- The application came in before the moratorium on new TUPs came into place.

GL-2020-088

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve issuance of Temporary Use Permit TUP-2019.5 (Follett & Denholm) for a period of two years.

CARRIED

12.3 GL-TUP-2020.7 (Simpson) - Staff Report

Staff reviewed the report related to GL-DVP-2020.7 (Simpson).

GL-2020-089

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve the issuance of a renewal Temporary Use Permit GL-TUP-2020.7 (Simpson) for a period of two (2) years.

CARRIED

GL-2020-090

It was Moved and Seconded,

that the Galiano Island Local Trust Committee require that the applicant submit Capital Regional District meter records from the date of issuance to the date of expiration for GL-TUP-2020.7 (Simpson) for any new Temporary Use Permit application.

CARRIED

12.4 Community Update - Break Session

A Community Update break session was held between 1:48 p.m. and 2:15 p.m.

13. LOCAL TRUST COMMITTEE PROJECTS

13.1 Groundwater Sustainability Strategy Update - Staff Report

Senior Freshwater Specialist William Shulba reviewed the Groundwater Sustainability Strategy Update and made the following comments:

- Phase 1 of the project assesses how much groundwater recharge enters the subsurface and Phase 2 assesses how much water is being used by ecosystems and humans in addition to groundwater runoff into the ocean;
- The project aims to determine significant recharge potential areas and create water budgets for each groundwater region;
- Data concerning water use was the most difficult to attain;
- Preliminary data presented related to the north end of Galiano, which receives the most rainfall compared to all parts of the Southern Gulf Islands; and

- It will be determined in fiscal year 2021/22 how much of the data can be made public.
- , ;
- .

Discussion followed and the following comments were made:

- Water management areas, , , and groundwater protection regulations could be re-examined in Phase 3 of the project using the new data from Phase 1 and 2;
- New policies are likely to contribute to protecting existing users and guide processes for new land-use applications; ;
- ; and
- Galiano is a significant champion in groundwater benefiting the entire Islands Trust area.

GL-2020-091

It was Moved and Seconded,

that the Galiano Local Trust Committee maintain groundwater sustainability as a Top Priority project and request staff prepare for the Local Trust Committee a proposed project charter for Phase 3.

CARRIED

14. REPORTS

14.1 Work Program Reports

14.1.1 Top Priorities Report Dated November 2020

Received for information.

14.1.2 Projects List Report Dated November 2020

Received for information.

14.2 Applications Report Dated November 2020

Received for information.

Trustee Wolverton recused herself from the meeting at 3:20 p.m. while the Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS) application was discussed. The following comments were made:

- At the November 28 CIM, the applicants inaccurately noted that 32 would be the maximum number of people allowed in the housing development;
- Applicants are reassessing the number of people that could inhabit the affordable housing development at one time, in part to ensure that the provincial water licensing branch has an accurate estimate;
- Once the environmental assessment is complete, the LTC will be better positioned to determine whether a wildlife assessment is necessary;

- No red and blue listed species have been identified on the proposed affordable housing site, according to data available to staff;
- While suggestions have been made that the biologist completing the environmental assessment may have a conflict of interest, it is not within the scope of the LTC to direct applications to which experts they hire.

Trustee Wolverton returned to the meeting at 3:30 p.m.

14.3 Trustee and Local Expense Report

None

14.4 Adopted Policies and Standing Resolutions

Received for information.

14.5 Local Trust Committee Webpage

14.6 Islands Trust Conservancy Report - October Update

Received for information.

14.7 Forest Conservation Outreach Campaign Completion 2020 Brief

Received for information.

Discussion was held regarding the Coastal Douglas-fir pamphlet from the Islands Trust Conservancy.

GL-2020-092

It was Moved and Seconded,

that the Galiano Local Trust Committee authorize expenditure from Local Trust Committee expenses to do an all-island mail-out of the Coastal Douglas-fir pamphlet from the Islands Trust Conservancy.

CARRIED

15. NEW BUSINESS

15.1 APC - New Member Advertisement

GL-2020-093

It was Moved and Seconded,

that the Galiano Local Trust Committee direct staff to advertise an expression of interest for one Galiano Advisory Planning Commission member.

CARRIED

15.2 Request Regarding Trust Committee Urging Essential Travel Only

GL-2020-094

It was Moved and Seconded,

that whereas we appreciate all that part-timers and visitors have done to support our island businesses, especially during the periods of time in the summer and early fall when it was relatively safe to travel to the Gulf Islands, and;

Whereas we appreciate all the measures that they have taken to be safe in our communities, and;

Whereas now that Covid19 is touching some of the islands that have limited medical responses and the Provincial Medical Health Officer, Dr. Bonnie Henry, has asked that we ONLY travel if it is essential;

Be it resolved that the Galiano Island Local Trust Committee request the Islands Trust Council issue a press release that asks visitors to postpone their visits to the Trust area until it is safe to do so.

CARRIED

16. UPCOMING MEETINGS

16.1 Electronic Meetings

GL-2020-095

It was Moved and Seconded,

that in order to meet the principles of openness, transparency, and accessibility, meetings of the Galiano Island Local Trust Committee will be held electronically until Ministerial Orders under the Emergency Program Act and requirements or recommendations under the Public Health Act change regarding public attendance at trust body meetings; and that such meetings be live streamed, and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

CARRIED

16.2 2021 Draft LTC Meeting Agenda (For Adoption)

GL-2020-096

It was Moved and Seconded,

that the Galiano Island Local Trust Committee adopt the schedule as proposed.

CARRIED

17. TOWN HALL

Town hall was held and the following comments were made:

- Appreciation and support was expressed for the work being done by Senior Freshwater Specialist William Shulba on groundwater; and
- Research suggests that the tree canopy of a second-story forest could potentially allow for greater recharge of groundwater than a large mature forest with a tighter tree canopy.

Trustee Wolverton recused herself from the meeting at 3:55 p.m. and the following comments related to GIGARHS were made:

- It was requested that staff update the report to show that the proposed development site does not consist primarily of young forests that have been highly disturbed by forest fire;
- Support was expressed for a wildlife assessment to be carried out to determine the impact of the development on species living in the area;
- At its regular business meetings, the LTC works its way through a checklist which identifies relevant Official Community Plan policies and whether or not they have been satisfied; and
- Representatives of GIGARHS stated the maximum number of residents in the proposed development will be 32; however, societies do not have the ability to set a maximum number and the applicant will revisit the number to determine whether it is reasonable for the water license application.

Trustee Wolverton returned to the meeting at 4:05 p.m.

18. CLOSED MEETING

None

19. ADJOURNMENT

By general consent the meeting was adjourned at 4:06 p.m.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder



ADOPTED

Galiano Island Advisory Planning Commission Record of Meeting

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Date: December 11, 2019 @ 2:00 PM
Location: Trustee Office
23 Madrona Drive, Galiano Island, BC

Members Present: Sheila Anderson (Chair)
Jenna Falk
Dave Koster
Barry New

Regrets: Akasha Forest
Bowie Keefer
Judy Parrack

Staff Present: Carly Bilney, Recorder

1. CALL TO ORDER

The meeting was called to order at 2:05 p.m.

2. APPROVAL OF THE AGENDA

By general consent, the agenda was approved as presented.

3. MINUTES OF NOVEMBER 22, 2019 FOR ADOPTION

It was Moved and Seconded,
that the Galiano Advisory Planning Commission minutes of November 22, 2019 be adopted.

CARRIED

Chair Anderson noted that Judy Parrack has given her notice to resign from the Galiano APC.

4. COMMENTS FROM MEMBERS OF THE COMMUNITY

There were no members of the community present.

ADOPTED

5. CONSIDERATION OF APC REFERRAL RESPONSE REPORT FORM & CONTENT (CLIMATE CHANGE)

5.1 LTC Resolution GL-2019-067 to refer the climate adaption and mitigation strategy report to the Galiano APC to make specific recommendations on strategies

The Committee reviewed the draft report and discussed final edits.

It was Moved and Seconded,

that the Galiano Advisory Planning Commission approve the draft report, in principle, subject to final review of latest changes by email.

CARRIED

6. REVIEW & DISCUSSION OF APC REFERRAL INFO (RNP)

6.1 Local Trust Committee (LTC) Resolution GL-2019-086 to request that the Galiano APC provide recommendations on how best to present information on the Road Network Plan (RNP) to the community and what types of materials would best support the presentation(s).

The committee discussed the request by the LTC to provide recommendations on how to present the RNP to the community. The following list of comments and suggestions regarding information material relating to the LTC's RNP Community Education Project were discussed and there was agreement to submit them to the LTC as our recommendation:

- Include a history and background as to why Galiano has an RNP, and what considerations led to the one that now exists, such as:
 - Sale of MacMillan Bloedel (MB) tree farm with no road dedications
 - Construction of MBs network of haul roads
 - Desire to avoid sprawling residential development on forest land designation without maintained access roads built to a safe standard.
 - Importance of emergency access routes for alternatives in natural or human caused disasters
 - Desire to minimize the impact of roads on forest land by avoiding unnecessary new road building when historic road beds already exist
 - Desire to minimize the impact of roads on freshwater resources by minimizing cut and fill, choosing future highway routes that follow topographical contours and staying clear of wetlands and ponds
 - Relevant Island's Trust policy directives
- Map graphics that show the topography of the island in connection to the RNP, ideally via a 3D map.
- Show the location of roads and planned future roads in relation to existing water courses, ponds and riparian areas. Research historic patterns of wetlands. Map overlays could be used.

ADOPTED


- Information handouts and printed maps that are small enough for people to take with them to review or to include in a report would be beneficial to all. Chair Anderson showed the APC the map that had been printed for the first RNP Public Hearing years ago that was in black and white and on both sides of an 11 x17 sheet with the North island on one side and the South on the other. A legend and markings had been specifically designed to be meaningful in black and white print.
- Provide an overview of OCP Transportation Policies that are, in addition to Schedule C, also a part of the Road Network Plan.
- Explore additional LUB regulations that could further guide/enhance the application of the Road Network Plan.
- William Shulba, the Islands Trust Fresh Water Specialist, should be invited to present on the impact of roads on freshwater resources, especially groundwater.
- A presentation on the RNP should include discussion of policies around powerlines following future highway routes instead of carving over ridges and through the forest to avoid unnecessary additional fragmentation of forests and also to minimize fire risk.
- Discussion about emergency access route management options should be included with examples of how other communities manage them. Example: Tofino.

7. NEXT MEETING DATE AND TIME

No future meeting date was scheduled.

8. ADJOURNMENT

By general consent the meeting was adjourned at 4:15pm.

	Nov 27, 2020
CHAIR	DATE

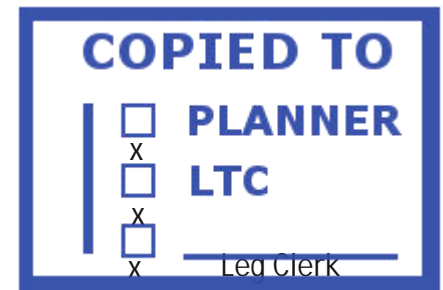
CERTIFIED CORRECT:

Carly Bilney, Recording Secretary



ADOPTED

Galiano Island Advisory Planning Commission Record of Meeting



Date: October 1, 2020 @ 10:00 AM
Location: Electronic via Zoom

Members Present: Allan De Genova
Karen Harris
Dave Koster
Robert Matson
Robin Paterson
Patrick Ramsay

Regrets: Susie Johnson

Staff Present: Brad Smith, Islands Planner
Carly Bilney, Recorder

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. INTRODUCTIONS

Planner Smith welcomed participants and led introductions.

3. APPROVAL OF THE AGENDA

By general consent, the agenda was approved as presented.

4. APC ORIENTATION BY BRAD SMITH, ISLANDS PLANNER

Planner Smith reviewed the role of the Islands Trust and Advisory Planning Commission (APC) orientation documents including the Islands Trust Act and the Local Trust Committee (LTC) APC bylaw.

ADOPTED

There was some discussion about how the APC is to handle instances where conflicts of interest arise and the following comments were made:

- Committee members are encouraged to reflect on where biases exist; and
- Committee members are mutually responsible to manage and openly discuss conflict of interest.

Other comments were made during general discussion including:

- APC members are to deal only with matters that are directly referred to them by the LTC; and
- The public is to be given notice five days in advance of an upcoming APC meeting.

5. ELECTION OF CHAIR

It was Moved and Seconded,

that the Galiano Advisory Planning Commission elect Patrick Ramsay as Chair.

CARRIED

6. ELECTION OF VICE-CHAIR

It was Moved and Seconded,

that the Galiano Advisory Planning Commission elect Karen Harris as Vice-Chair.


CARRIED

7. ADJOURNMENT

It was Moved and Seconded,

that the meeting be adjourned at 11:15am.

CARRIED

	Nov 27, 2020
CHAIR	DATE

CERTIFIED CORRECT:

Carly Bilney, Recording Secretary



ADOPTED

COPIED TO	
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X	
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X	
<input type="checkbox"/>	Leg Clerk
X	

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

Date: November 26, 2020 @ 10:00 AM
Location: Electronic via Zoom

Members Present: Patrick Ramsay (Chair)
Karen Harris
Dave Koster
Al De Genova
Robin Patterson
Robert Matson

Staff Present: Carly Bilney, Recorder

There were approximately seven members of the public.

1. CALL TO ORDER

Chair Ramsay called the meeting to order at 10:00 a.m and provided a preamble to establish meeting parameters.

2. APPROVAL OF THE AGENDA

It was proposed that the agenda be amended to include adoption of the minutes of the October 1, 2020 Galiano Advisory Planning Commission (APC) meeting.

By general consent, the agenda was approved as amended.

3. MINUTES OF DECEMBER 11, 2019 & OCTOBER 1, 2020 FOR ADOPTION

It was Moved and Seconded,
that the Galiano Advisory Planning Commission minutes of December 11, 2019 and of October 1, 2020 be adopted.

CARRIED

ADOPTED

4. CONSIDERATION OF APC REFERRAL PACKAGE AND MEMO RE. GL-2020-044

Representatives of the Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS) acknowledged the meeting was being held on the traditional territories of the Coast Salish Peoples.

GIGARHS representatives made a presentation to the APC summarizing details of the proposed housing agreement and providing an update on the status of the project.

The following comments were made:

- Management of the affordable housing project will include the authorization to define residency requirements;
- GIGARHS has worked closely with BC Housing to make informed decisions;
- Details of the proposal are still being fine-tuned such as whether or not to include laundry facilities in each unit;
- Plans do not yet include the installation solar panels, though this remains a possibility if affordability can be maintained;
- Solar capacity should be part of the overall plan;
- The proposed plan includes certified water tanks on site for fire suppression;
- Using rainwater as potable water to minimize the impact on the neighbourhood is not economical;
- Expert water analysis shows that the well is sufficient to meet the needs of the project;
- Provincial water licensing branch is currently reviewing the application and will advise if further testing is required;
- Water is a major component of the success of this development and will be a major component of the decision-making process as it moves through the public domain;
- The provincial response regarding water will be critical in considering the proposed project;
- Planners look to the APC, as representatives of the wider community, to interpret the Official Community Plan (OCP);
- APC members should consider what the community housing objectives were when established in the OCP;
- APC members should consider the proposed project's proximity to amenities, as laid out in the OCP;
- A new wireless internet service provider allows proposed site to access high-speed internet;
- The site is on affordable land that fronts a publicly dedicated road included in the evacuation plan;
- The APC previously completed a report on affordable housing and suggested that affordable housing be dispersed throughout the island;
- GIGARHS has been involved in discussions with multiple agencies that understand the rural context of the island and the proposed housing location;
- Residents that live at the south end of the island will not necessarily work at the south end;
- It is not the mandate of the APC to determine whether the accessibility of the location warrants funding;

ADOPTED

- Residents living in the proposed affordable housing development will not be allowed to run short-term vacation rentals; and
- The Galiano Club recently adopted a new Forestry Management Plan and the information in the present package to the APC is not up-to-date.

It was Moved and Seconded,
that the Galiano Advisory Planning Commission requests that a copy of the updated Forest Management Plan from the Galiano Club be circulated to all members of the APC.

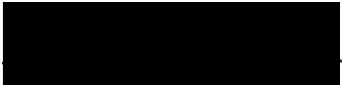
CARRIED

5. NEXT MEETING DATE AND TIME

To be determined via poll.

6. ADJOURNMENT

By general consent the meeting was adjourned at 11:48 a.m.

	Jan 9, 2021
CHAIR	DATE

CERTIFIED CORRECT:



Carly Bilney, Recording Secretary



DRAFT

COPIED TO	
<input type="checkbox"/>	PLANNER
<input checked="" type="checkbox"/>	LTC
<input checked="" type="checkbox"/>	_____

X Leg Clerk

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

Date: January 7, 2021 @ 10:00 AM
Location: Electronic via Zoom

Members Present: Patrick Ramsay (Chair)
Karen Harris
Dave Koster
Al De Genova
Robin Patterson
Robert Matson

Staff Present: Carly Bilney, Recorder

There were approximately six members of the public.

1. CALL TO ORDER

Chair Ramsay called the meeting to order at 10:00 a.m.

2. APPROVAL OF THE AGENDA

By general consent, the agenda was approved as presented.

3. MINUTES OF NOVEMBER 26, 2020 FOR ADOPTION

It was Moved and Seconded,
that the Galiano Advisory Planning Commission minutes of November 26, 2020 be adopted.

CARRIED

4. CONSIDERATION OF APC REFERRAL PACKAGE AND MEMO RE. GL-2020-044

Allan De Genova recused himself at 10:04 a.m., citing possible conflict of interest as a member of his immediate family owns property in close proximity to the land included in the application.

DRAFT

The Galiano Advisory Planning Commission (APC) discussed GL-2020-044 in relation to water concerns and the following comments were made:

- Water is a recurring talking point in the application; and
- Support was expressed for the applicants to attempt as much water catchment as possible.

GL-2021-01

It was Moved and Seconded,

that, subject to provincial bodies approving a water licence, the Galiano Advisory Planning Commission expresses no additional concern about water issues related to the application at this time.

CARRIED

The APC discussed GL-2020-044 in relation to environmental concerns and the following comments were made:

- The amount of area included in the application is a small percentage of the Community Heritage Forest and the proposed building site represents a fairly small impact on a very large area;
- From an environmental perspective, the selected location for the project is logical;
- The application meets criteria laid out for Community Housing in the Official Community Plan (OCP) and requirements have been addressed (other than ministerial approval for a water license which is currently under review);
- Support was expressed for the Galiano Conservancy, one of the covenant holders of the Community Forest, whose mandate is the protection of the environment;
- The maximum number of units in this proposal (12) is site specific;
- The APC remains aware that covenant holders are still in the process of finalizing legal language with regards to the property.

GL-2021-02

It was Moved and Seconded,

that, subject to all regulations being met from an environmental standpoint, the Galiano Advisory Planning Commission has no issue with the location of the proposed development.

CARRIED

The APC discussed GL-2020-044 in relation to accessibility concerns and the following comments were made:

DRAFT

- Accessibility needs to be assessed in the context of a rural community;
- In the context of a rural community, accessibility means access to essential basic services like Hydro and roads, not proximity to stores as in an urban context.
- Any development in the south end is in proximity of amenities;
- A few years ago, the APC recognized that affordable housing on Galiano needs to be spread out over the island, and not all congregated around the ferry or shops;
- There is a benefit to building smaller affordable housing developments so no one area of the island is overly impacted; and
- The Galiano school has a school bus which would be of use to families living in the development.

GL-2021-03

It was Moved and Seconded,

that, from an accessibility standpoint, the Galiano Advisory Planning Commission agrees that the application meets criteria necessary to support the Official Community Plan.

CARRIED

The APC discussed GL-2020-044 in relation to fire management concerns and the following comments were made:

- BC Housing mandates that community housing includes sprinkler systems in the buildings;
- Location is in a forested area thus increasing the risk of fire;
- There is a higher risk of forest fire throughout the island between July and September;
- The Community Forest Management Plan stipulates that, in accordance with FireSmart Canada (and BC), fire risk and fuel load reduction measures should be prioritized in areas that are within 100 meters of any buildings or structures;
- Rezoning of District Lot 37 allows for statutory rights of way that allow for emergency evacuation in either direction;
- The proposed development will have the latest fire mitigation-related technology and setbacks;
- External (roof-mounted) sprinkler systems could be considered for the development to provide further protection from forest fires in adjacent forests;

The APC opened the discussion up to members of the public and the following comments were made:

- Concern was expressed regarding the composition of the APC as possible conflicts of interest among committee members may hinder objectivity and impartiality;
- The composition of the current APC includes people who previously voted in favour of this project in other roles;
- The composition of the current APC includes people who did not previously vote in favour of this project in other roles;

DRAFT

- The APC's aim is to fairly represent the broader island community and to make balanced recommendations to the Local Trust Committee;
- It was agreed at the orientation meeting that each APC member will use their own best judgment in terms of impartiality; and
- The APC is guided by the OCP.

5. NEXT MEETING DATE AND TIME

To be determined via poll.

6. ADJOURNMENT

By general consent the meeting was adjourned at 11:15 a.m.

CHAIR

DATE

CERTIFIED CORRECT:

Carly Bilney, Recording Secretary



Follow Up Action Report

Galiano Island

05-Oct-2020

Activity	Responsibility	Dates	Status
1 13.1 GL-RZ-2019.1 (CMS) Amend draft bylaws 256 and 257 to reflect current proposal	Brad Smith Jas Chonk	Target: 19-Mar-2021	In Progress
2 13.1 GL-RZ-2019.1 (CMS) Include a definition of tent platforms in draft bylaw 257	Brad Smith	Target: 19-Mar-2021	In Progress

02-Nov-2020

Activity	Responsibility	Dates	Status
1 12.3 GIGAHRS - Establish cost recovery agreement with applicant for legal review of housing agreement following receipt of housing agreement details from applicant	Brad Smith	Target: 15-Mar-2021	In Progress
2 12.3 - GIGARHS - Assess Gabriola Island approach to amending bylaw definitions and provide feedback to LTC	Brad Smith	Target: 25-Jan-2021	Completed
3 13.1 STVR project - Schedule CIM in conjunction with public hearing at Feb 1 LTC regular meeting and undertake notifications	Brad Smith Maple Hung	Target: 11-Dec-2020	Completed
4 13.2 LUB Amendments - Establish amending bylaw # and draft bylaw amendments for LTC consideration including changes to list identified in meeting by LTC	Brad Smith Maple Hung	Target: 22-Jan-2021	Completed
5 GL-RZ-2019.1 (GIGARHS) - Send introductory letter to First Nations with project background and draft bylaws for consideration	Brad Smith Lisa Wilcox	Target: 18-Dec-2020	Completed

Follow Up Action Report

Galiano Island

07-Dec-2020

Activity	Responsibility	Dates	Status
1 8.1 November 2 LTC meeting minutes adopted as amended	Maple Hung	Target: 15-Jan-2021	Completed
2 12.1. GL-DVP-2020.4 (Follett/Denholm) - DVP approved, update TAPIS, issue permit, close-out file	Brad Smith Maple Hung	Target: 18-Dec-2020	Completed
3 12.2 GL-TUP-2019.5 (Follett/Denholm) TUP approved for 2 years (draft permit is for 3 years), update TAPIS, issue permit, set up monitoring, close-out file, update TUP map and webpage	Brad Smith Maple Hung	Target: 18-Dec-2020	Completed
4 12.3 GL-TUP-2020.7 (Simpson) - TUP renewal approved for 2 years, update TAPIS, issue permit, set up monitoring, update TUP and webpage, close-out file	Maple Hung Phil Testemale	Target: 18-Dec-2020	Completed
5 13.1 Groundwater sustainability project - develop project charter for phase 3 of project	Narrisa Chadwick Robert Kojima William Shulba	Target: 26-Feb-2021	Completed
6 15.2 New Business - support LTC in on-island maildrop of 2 pager CDF pamphlet	Brad Smith Maple Hung Robert Kojima	Target: 19-Feb-2021	In Progress
7 15.1 New Business - staff to advertise for new APC member	Maple Hung	Target: 15-Jan-2021	Completed

Follow Up Action Report

Galiano Island

07-Dec-2020

Activity	Responsibility	Dates	Status
8 16.2 2021 Meeting Schedule adopted as presented - finalize and schedule meetings	Maple Hung	Target: 07-Dec-2020	Completed

DATE OF MEETING: February 1, 2021

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Rezoning Application – Preliminary Report

Applicant: Fred and Debbie King

Location: 51 Galiano Way, Galiano Island (District Lot 17, Galiano Island, Cowichan District, except part in Plan 22128 - PID 009-621-865).

RECOMMENDATION

1. That the Galiano Island Local Trust Committee direct staff to proceed with application GL-RZ-2020.1 (King) and to prepare a draft bylaw.

REPORT SUMMARY

The purpose of this preliminary report is to provide information regarding rezoning application GL-RZ-2020.1 (King) and to seek direction from the Galiano Island Local Trust Committee (LTC) to proceed, or not proceed, with the application, including the preparation of a draft bylaw.

The application would amend the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) by rezoning the subject property from **Forest 1 (F1)** to **Forest 3 (F3)**.

The above recommendation is supported as:

- The proposal is reasonable and is generally consistent with Galiano Island Official Community Plan No. 108 (OCP) forest policies;
- The property owner is willing to enter into sustainable forestry covenant with the LTC and a 3rd party covenant holder;
- The OCP land use designation would remain **Forestry** so no OCP bylaw amendment is required;
- The property owner has demonstrated a willingness to collect the additional information required to support LTC's decision-making; and,
- Proceeding with a draft bylaw will facilitate First Nations, public and agency consultation to identify any outstanding issues or concerns with the proposed rezoning and use of the property.

BACKGROUND

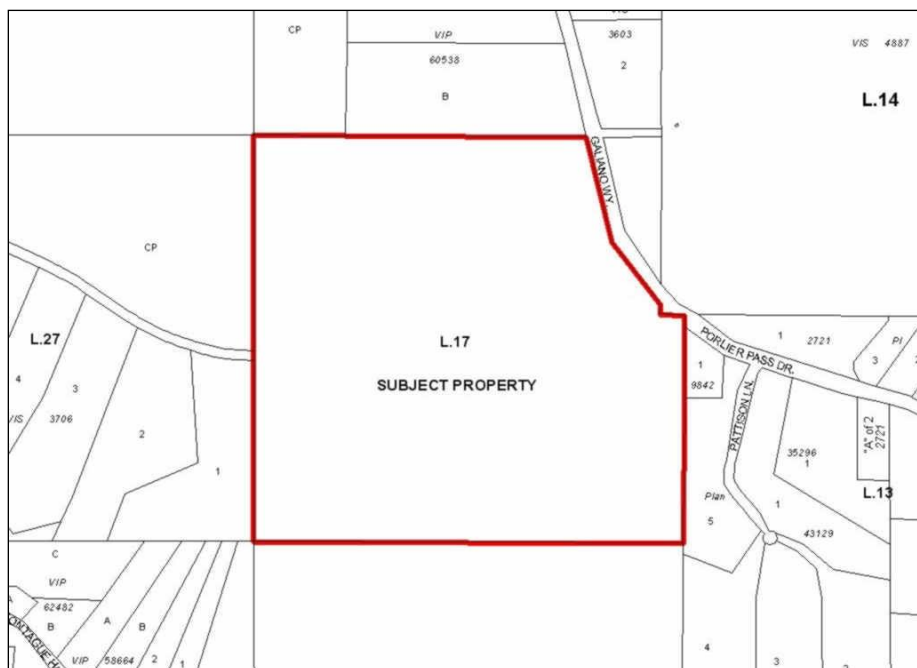
A rezoning application for the 66.4 hectare subject property was received on November 27, 2020. The property is currently used as a firewood lot by the property owner who provides campground management services through \\islandstrust.local\DFSMain\EDM\09 Current Planning\04 GL\3650 RZ\25 Applications (P)\2020\GL-RZ-2020.1 (King)\06 Staff Reports\Feb 1, 2021\GL-RZ-2020.1 (King)_01-02-2021_Preliminary Staff Report.docx

contract to BC Parks. The property owner is seeking to rezone the property from **Forest 1 (F1)** to **Forest 3 (F3)** to allow for the construction of a dwelling and associated accessory uses, and to continue firewood collection.

A similar rezoning application was submitted in 2008 (GL-RZ-2008.2- King) seeking rezoning from F1 to F3 to allow for a dwelling and associated accessory uses. The application was withdrawn in 2012.

The subject property is located at 51 Galiano Way (Figure 1). There are no buildings on the property except for a small woodshed. Adjacent land uses include an active sawmill site (DL 14) and residential properties, some of which are vacant lots.

Figure 1. Location of Subject Property



Attachment 1 provides additional site context. Attachment 2 provides relevant maps and ortho-photos. Attachment 3 is the Terms of Reference (TOR) that was provided to the applicant to guide information collection.

If LTC decides to proceed, a site visit will be arranged by staff to assess the property first-hand once current Covid-19 travel restrictions are eased.

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement

The proposal is consistent with and supported by the Islands Trust Policy Statement policies, in particular with respect to policies related to Forest Ecosystems (s.3.2) Freshwater (s.3.3), Forests (s.4.2), Freshwater Resources (s.4.4) and Growth and Development (s.5.2).

If LTC decides to proceed, the ITPS policy checklist will be presented to LTC for review and approval in a future staff report when the draft bylaw is presented.

Official Community Plan

The OCP land use designation for the subject-property would remain **Forestry** and the proposal is consistent with the policies of the OCP so no OCP bylaw amendment would be required.

OCP Forest Policy b)ii) states that:

Land whose owner grants to the Silva Forest Foundation and the Local Trust Committee or any other covenantee satisfactory to the Local Trust Committee a covenant to manage the land in accordance with sustainable forest practices and prohibiting subdivision of the land into lots less than 20 hectares (49.4 acres), may be rezoned to permit one accessory dwelling per 20 hectares (49.4 acres) if the lot complies with Land Transportation Policy o). The location of the dwelling and any accessory buildings or structures must be selected to minimize their impact and the impact of related services on the forest, and the land use bylaw amendment must specify the location of the buildings.

Subject to further clarification of details, the property owner has indicated a willingness to enter into a sustainable forestry covenant with the LTC and a 3rd party covenant holder (e.g. the Galiano Conservancy). The covenant would restrict forest activities based on a Sustainable Forestry Management Plan that includes consideration of sensitive species and habitats identified in a baseline report.

With respect to a 3rd party covenant holder, staff have advised the applicant to contact the Galiano Conservancy as a starting point, should LTC decide to proceed.

Road and Bike Routes

The OCP Schedule C Road Network Plan (RNP) depicts future highways across the subject parcel (full dedication of existing s.42 road and the dedication for access to lands to the south). The application will be referred to the Ministry of Transportation and Infrastructure (MOTI). Either a road dedication or reservation may be required depending on MOTI and the LTC's direction.

The OCP Schedule C Road Network Plan (RNP) depicts a future bike route across the subject parcel in parallel with the existing s. 42 road. The application will be referred to MOTI. Accommodation of a future bike route may be required depending on MOTI and the LTC's direction.

Public Trails

A future public trail ('unconfirmed route') is identified on Schedule E (Parks and Trails) of the OCP. The application will be referred to Capital Regional District (CRD), Galiano Island Parks and Recreation Commission and the Galiano Island Trails Society. Provision of a public trail could be requested by LTC for consideration of a community-amenity as part of the rezoning proposal.

Land Use Bylaw

The subject property is currently zoned **Forest 1 - F1** in the LUB. The Permitted uses in this zone are:

- timber production and harvesting;
- accessory forestry uses including the sawmilling and planing of timber harvested on the same lot and the growing of seedlings in nurseries

Rezoning to **Forest 3 – F3** would permit:

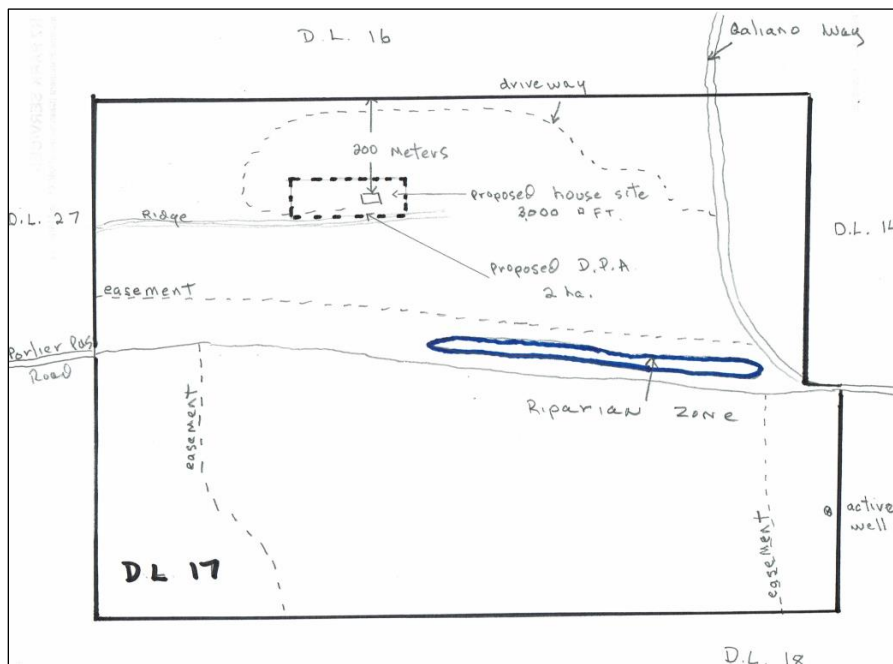
- timber production and harvesting;
- dwellings accessory to timber production and harvesting uses and home occupations, on lots having an area of 20 hectares and more and highway access as defined in subsection 17.1.16;
- accessory forestry uses including the sawmilling and planing of timber harvested on the same lot and the growing of seedlings in nurseries.

Based on the minimum rezoning requirement of one accessory dwelling per 20 hectares, rezoning from F1 to F3 for the subject property would allow for up to three dwellings along with permitted accessory uses.

Developable Areas

To be consistent with OCP policy b)ii) and to ensure residential development on the property is contained, the applicant would be required to establish '**developable areas**'. In this case, the proposed **developable area** includes the 2 hectare portion identified for the dwelling, accessory buildings and structures (see Figure 2), along with the associated location of the well, septic field, driveways and parking areas.

Figure 2. Site Sketch with approximate Location of Proposed Developable Area



The applicant has indicated they are only seeking to establish one **developable area** at this time, although bylaw provisions would allow for the establishment of up to three **developable areas**. If the application proceeds, staff recommend that LTC require the property-owner to agree to a covenant provision that would restrict any future development on the remainder of the property until a **developable area** is approved by the LTC for each additional dwelling being considered. Alternatively, the applicant could be required to identify a **developable area** for each of the additional two potential dwelling units and include these in the current rezoning proposal.

Terms of Reference

Under the [Galiano Island Development Approval Information Bylaw No. 148](#) (DAI Bylaw), a zoning amendment application uses a 'terms of reference' (TOR) approach to information collection. The objective of this TOR is to

identify and request any anticipated information from the applicant in a timely manner, and as early as possible in the process. A TOR for this application has been provided to the applicant and is included for LTC's reference as Attachment 3.

Private Managed Forest Land

The property was previously (2003) included in the Forest Land Reserve and subsequently is designated as Private Managed Forest Land under the Provincial *Private Managed Forest Land Act*.

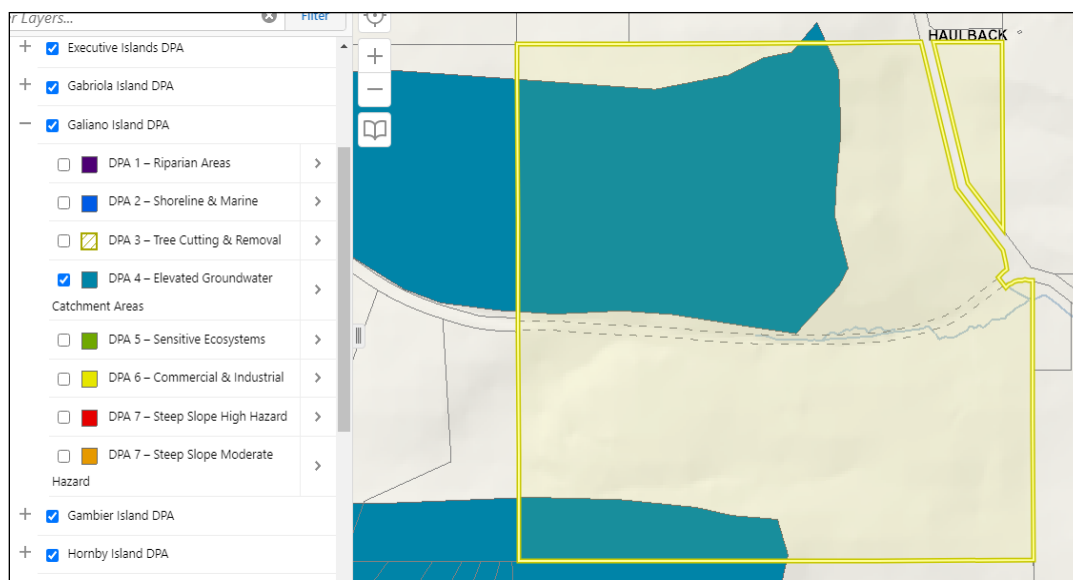
Development Permit Areas

Development Permit Area (DPA) bylaw provisions do not apply to lands within the PMFL. As such, staff recommend that LTC consider the implications of the land development on the existing DPAs at the rezoning stage when LTC has the discretionary decision-making authority to ensure sensitive habitats are preserved. For example, although not directly impacted by the proposed **developable area**, the existing DPA 1 (Riparian) and DPA 5 (Sensitive Ecosystems) along the riparian stream corridor could be protected from future development through covenant (see Attachment 2 for DPA 1 and 5 map).

DPA 4 – Elevated Groundwater Catchment

The proposed location of the **developable area** is located within Development Permit Area 4 (DPA 4) – Elevated Groundwater Catchment. The OCP and Part V, Section 18 of the DAI Bylaw provide specific requirements with respect to development within DPA 4. The TOR requires that the applicant provide a hydrogeologist's report that considers the siting of the **developable area** within the DPA 4.

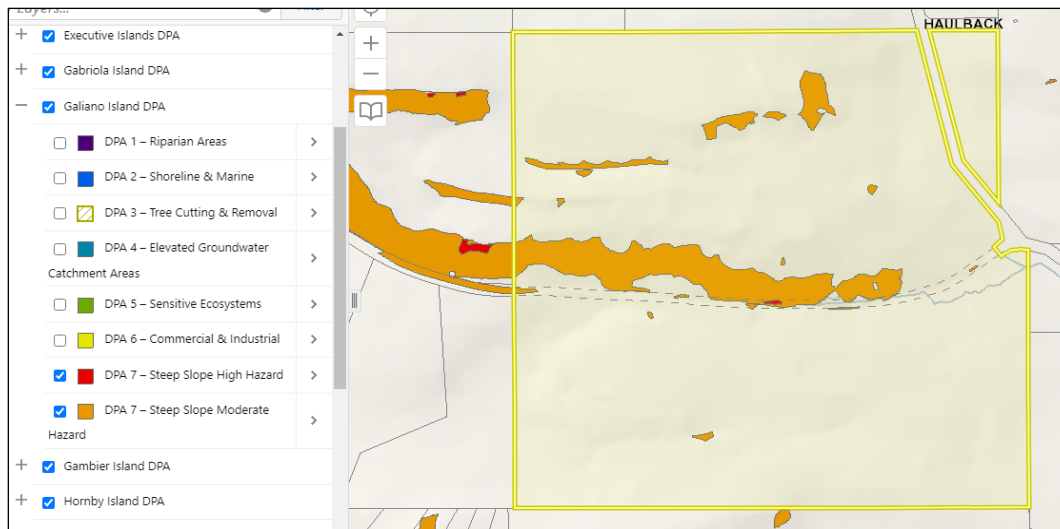
Figure 3. DPA 4 – Elevated Groundwater Catchment



DPA 7 – Steep Slope

There are identified steep slope hazards within the proximity of the proposed **developable area**. The TOR requires that the applicant provide a geotechnical assessment for the **developable area** in consideration of these steep slope hazards.

Figure 4. DPA 7 – Steep Slope Hazards



Water Management Area

A portion of the subject property, including the proposed developable area, is within the Water Management Area (see map in Attachment 2). Section 13.22 of the LUB requires that all new dwellings constructed within the Water Management Area be equipped with a cistern for the storage of rainwater having a capacity of at least 16,000 litres. The applicant is aware of this requirement.

Consultation

Statutory Requirements

In accordance with regular statutory requirements, a public hearing is required and it is normal practice to hold a Community Information Meeting (CIM) prior to that. In this circumstance, staff is recommending scheduling a CIM in conjunction with the Public Hearing. This would be scheduled after draft bylaws are complete, reviewed and have received First Reading.

The public hearing notice would be posted as per statutory and bylaw requirements in advance of the public hearing.

Agencies

Staff have identified the following agencies for bylaw referral; the LTC may direct staff to include other agencies not listed. The LTC may also choose to refer the proposal to the Galiano Island Advisory Planning Commission.

- Ministry of Transportation and Infrastructure
- Island Health

- CRD, Building Inspection Services
- CRD, Galiano Island Parks and Recreation Commission
- Galiano Trails Society
- Galiano Island Fire Rescue – South Department
- Mayne Island Local Trust Committee
- Thetis Island Local Trust Committee
- Salt Spring Island Local Trust Committee

First Nations

Staff have identified the following First Nations for bylaw referral:

- Stz'uminus First Nation
- Lake Cowichan First Nation
- Halalt First Nation
- Lyackson First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Pauquachin First Nation
- Tsartlip First Nation
- Tseycum First Nation
- Cowichan Tribes
- Tsawwassen First Nation
- Tsawout First Nation
- Musqueam Indian Band
- WSANEC Leadership Council

Islands Trust reviews all applications/permits using Remote Access to Archaeological Data (RAAD) mapping to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. Further to that review, staff have directed the applicant to the following guidelines:

- All archaeological and cultural heritage is protected under the *Heritage Conservation Act* and areas of archaeological potential may contain undocumented archaeological sites which would be automatically protected under the *Heritage Conservation Act* (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: <https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits>.
- In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.
- Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork.
- For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca, or contact Islands Trust to access mapping of the subject property.

In this case, staff have also directed the applicant to contact the BC Archaeology Branch to determine if an archaeological permit would be required prior to commencing development.

Rationale for Recommendation

Based on the foregoing, the recommendation on page 1 is supported as:

- The proposal is reasonable and is generally consistent with Galiano Island Official Community Plan No. 108 (OCP) forest policies;
- The property owner is willing to enter into sustainable forestry covenant with the LTC and a 3rd party covenant holder;
- The OCP land use designation would remain **Forestry** so no OCP bylaw amendment is required;
- The property owner has demonstrated a willingness to collect the additional information required to support LTC's decision-making; and,
- Proceeding with a draft bylaw will facilitate First Nations, public and agency consultation to identify any outstanding issues or concerns with the proposed rezoning and use of the property.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

Resolution:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust
_____.

2. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2020.1 (King).

3. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc.

Resolution:

That the Galiano Island Local Trust Committee hold application GL-RZ-2020.1 (King) in abeyance.

NEXT STEPS

With direction from the LTC, Staff will:

- Draft the amendment bylaw, and
- Direct the applicant to fulfil the requirements of the TOR

Submitted By:	Brad Smith, Island Planner	January 19, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	January 20, 2021

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Terms of Reference

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	District Lot 17, Galiano Island, Cowichan District, except part in Plan 22128
PID	009-621-865
Civic Address	51 Galiano Way, Galiano Island
Lot Size	66.43 hectares (164.1 acres)

LAND USE

Current Land Use	Forest 1 – currently used by applicant as a woodlot
Surrounding Land Use	Forest 1, Agriculture, Rural 3

HISTORICAL ACTIVITY

File No.	Purpose
GL-RZ-2008.2	Rezoning from F1 to F3 to allow for a dwelling and associated accessory uses, application was withdrawn in 2012

POLICY/REGULATORY

Official Community Plan Designations	Galiano Island OCP No. 108, 1995 Designations: Forest (F)
Land Use Bylaw	Galiano Island LUB No. 127, 1999: Forest 1
Other Regulations	None
Covenants	A Section 219 restrictive covenant is registered on the property (EG87385)
Bylaw Enforcement	None

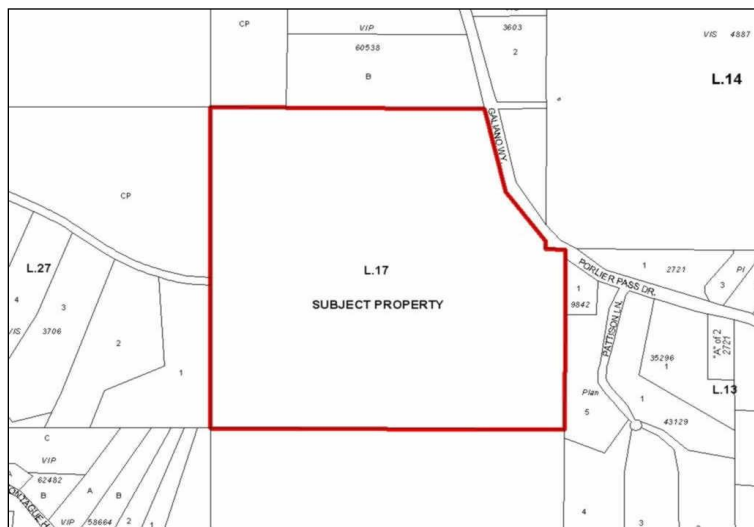
SITE INFLUENCES

Islands Trust Conservancy	There are no Islands Trust Conservancy covenants or properties in the direct area; therefore no referral has been made to the Board.
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Fund regional conservation plan.
Species at Risk	None identified
Sensitive Ecosystems	No sensitive ecosystems in proposed area of development
Hazard Areas	There are portions of the property identified as Steep Slope Moderate Risk close to or within the proposed developable area. There is also a small portion Steep Slope High Risk identified near Porlier Pass Road and not impacted by this proposal.
Archaeological Sites	Staff have directed the applicant to the following guidelines: <ul style="list-style-type: none">All archaeological and cultural heritage is protected under the <i>Heritage Conservation Act</i> and areas of archaeological potential may contain undocumented archaeological sites which would be

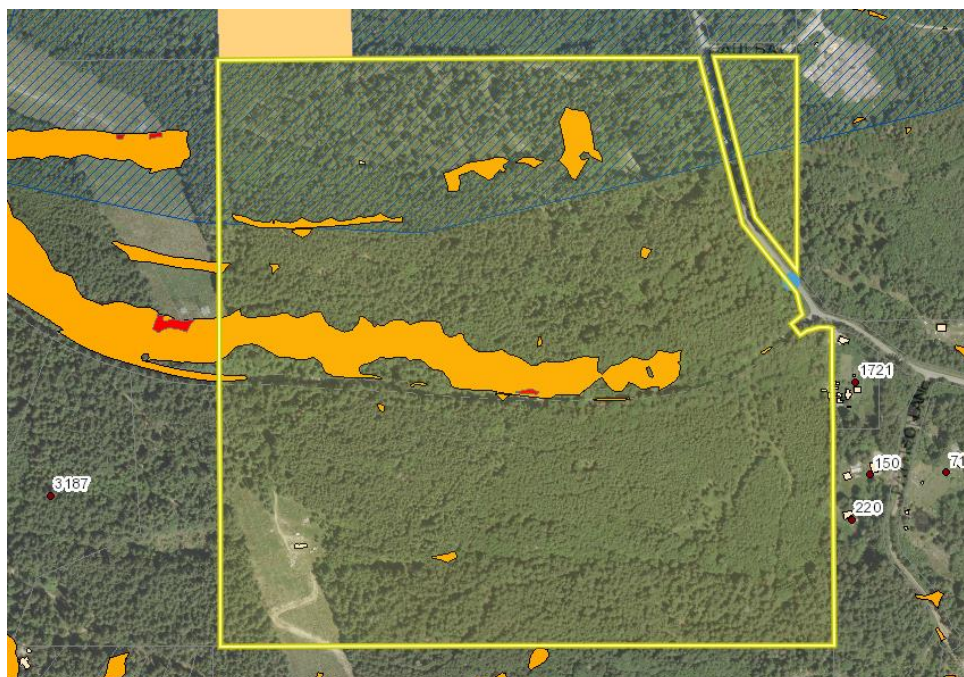
	<p>automatically protected under the <i>Heritage Conservation Act</i> (including all intact or disturbed sites) and require a permit from the BC Archaeology Branch. Further information regarding permits: https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/archaeology/permits.</p> <ul style="list-style-type: none"> • In the event that archaeological features or materials are found, either intact or disturbed on the subject property, stop work immediately and contact the BC Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca. • Any impacts, would include the following: landscaping, tree removal, digging, using heavy equipment, development, fencing, footings, or any form of groundwork. • For more information regarding registered archaeological sites and archaeological potential on the subject property, submit an Archaeological Information Request Form: www.archdatarequest.nrs.gov.bc.ca, or contact Islands Trust to access mapping of the subject property.
Climate Change Adaptation and Mitigation	N/A
Shoreline Classification	N/A
Shoreline Data in TAPIS	N/A

ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

2.1 SUBJECT PROPERTY MAP



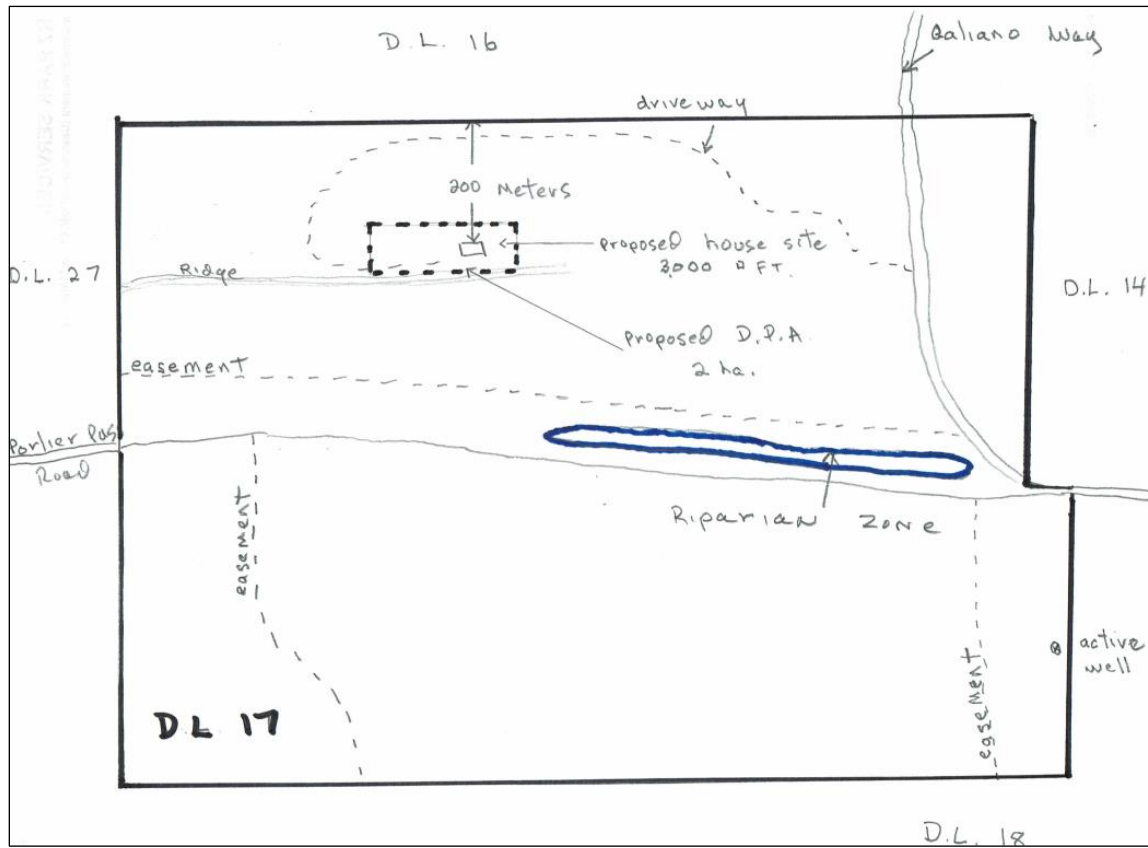
2.2 SUBJECT PROPERTY ORTHO PHOTO WITH STEEP SLOPE AREAS AND WATER MANAGEMENT AREA



ORANGE – STEEP SLOPE MODERATE RISK **RED** – STEEP SLOPE HIGH RISK

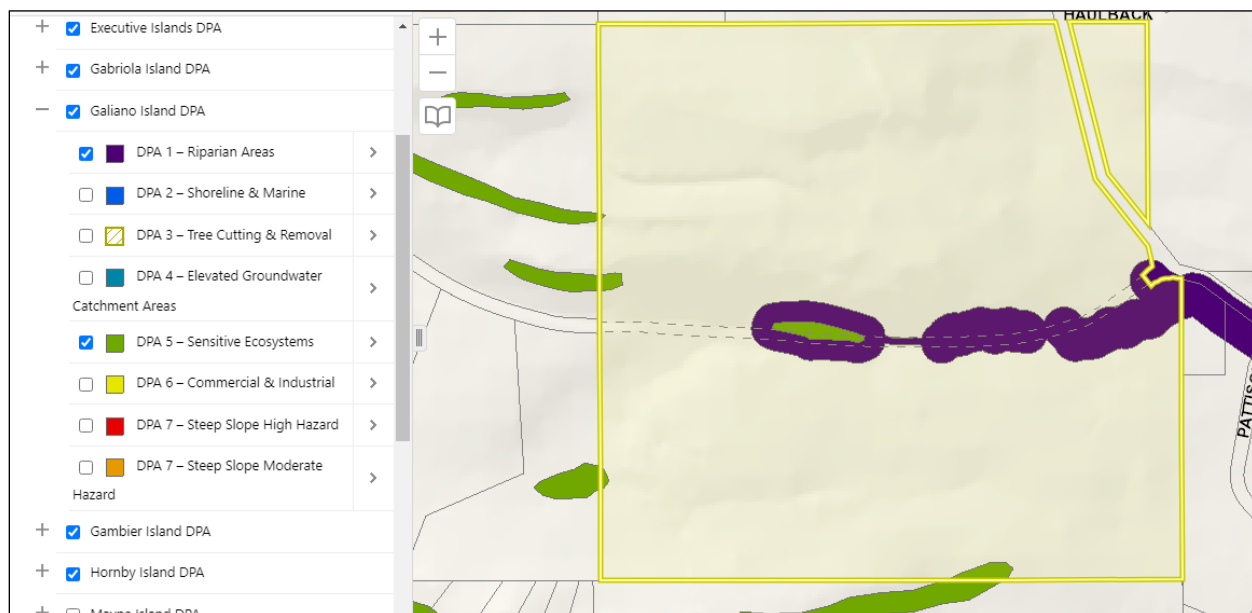
BLUE CROSSHATCH – WATER MANAGEMENT AREA

2.3 PRELIMINARY SITE PLAN SKETCH DRAWING

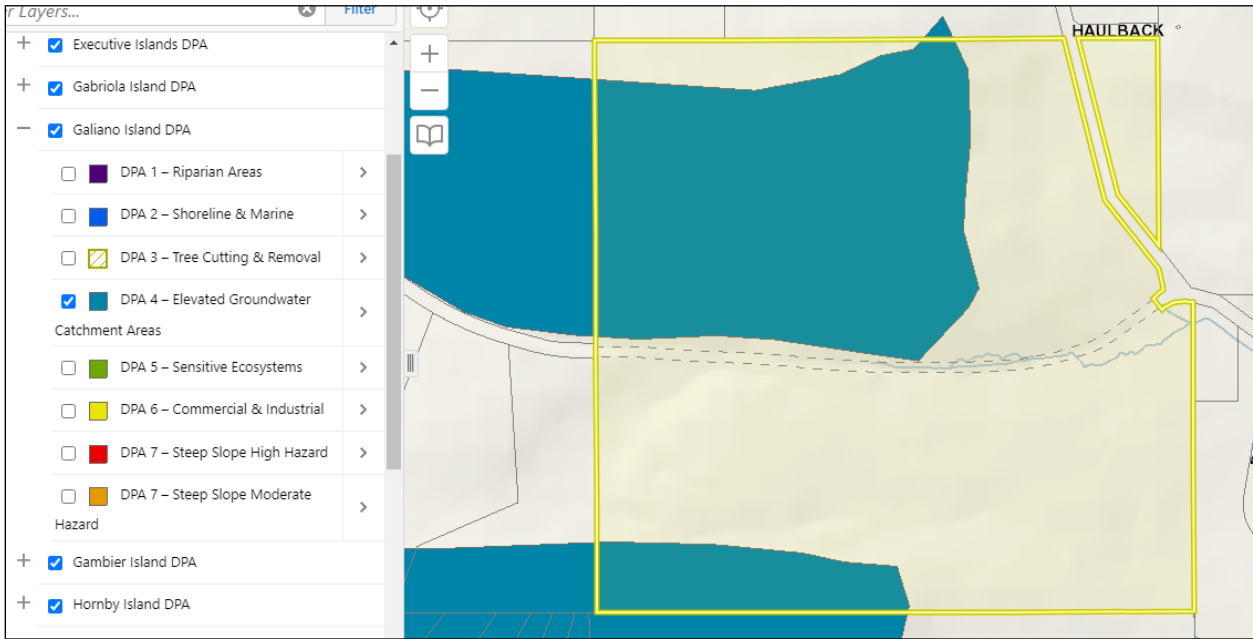


2.4 DEVELOPMENT PERMIT AREAS

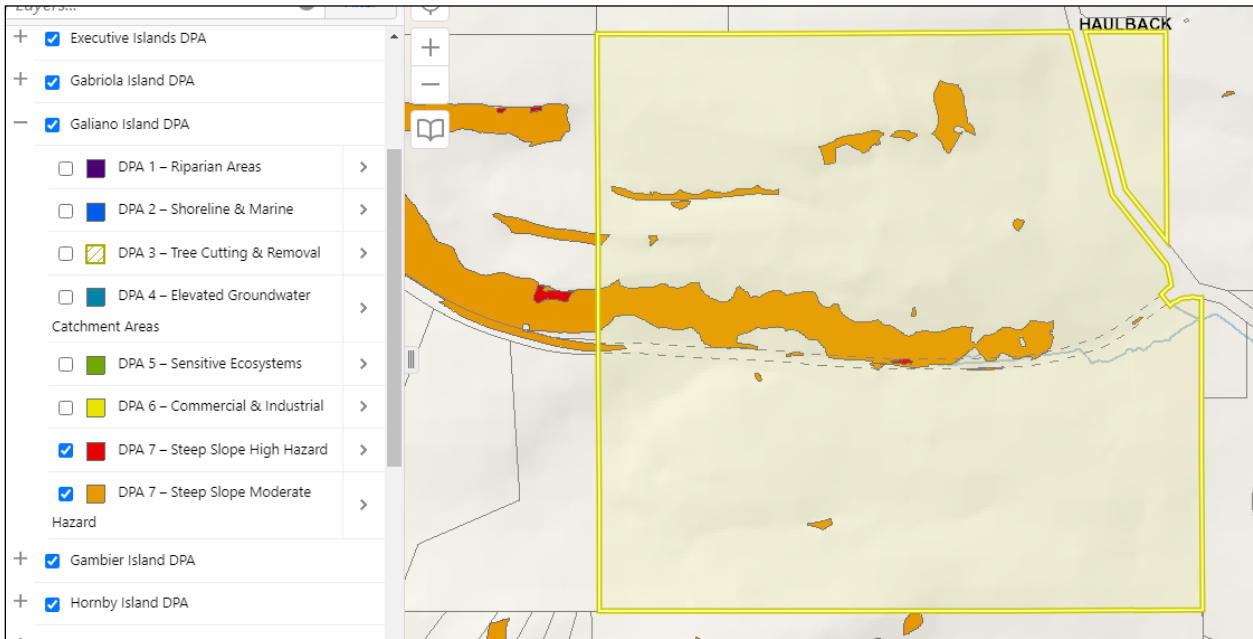
DPA 1 (Riparian) and DPA 5 (Sensitive Ecosystems)



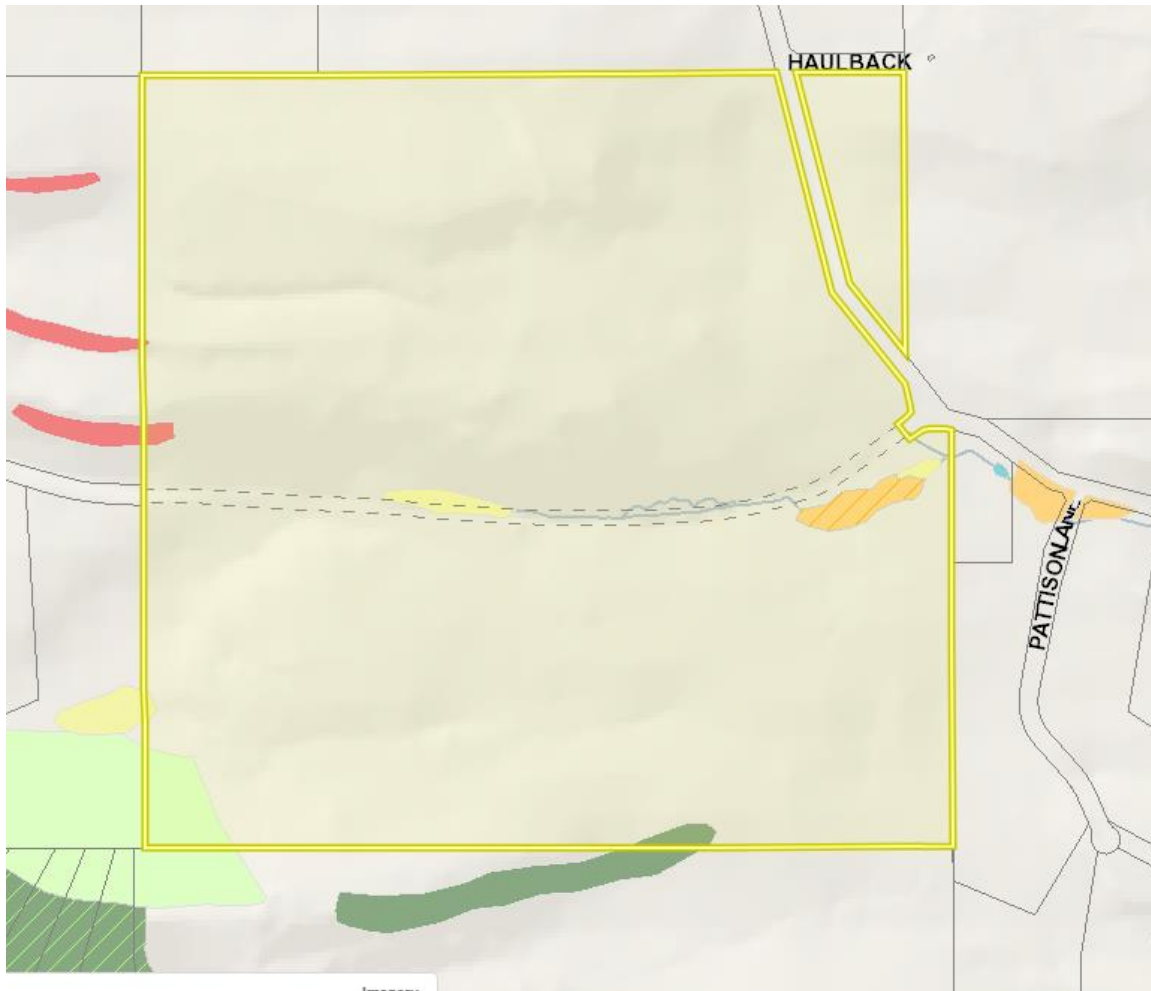
DPA 4 – Elevated Groundwater Catchment Area



DPA 7 – Steep Slope (Moderate and High Hazard)



2.5 SENSITIVE ECOSYSTEM MAPPING





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
Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

January 15, 2021

File Number: GL-RZ-2020.1 (King)

Attn: Fred and Debbie King

Via email:

Dear Fred and Debbie King:

Re: Rezoning Application GL-RZ-2020.1 (King) - Terms of Reference - District Lot 17, Galiano Island, Cowichan District, except part in Plan 22128 (PID 009-621-865).

The Islands Trust has completed a preliminary review of your rezoning application for District Lot 17 on Galiano Island.

The purpose of this letter is to identify information that is required from the applicant pursuant to the [Galiano Island Development Approval Information Bylaw No. 148](#) (DAI Bylaw). Under the DAI bylaw, a zoning amendment application uses a 'terms of reference' (TOR) approach to information collection. The objective of this TOR is to identify and request any anticipated information from the applicant in a timely manner, and as early as possible in the process.

The information received by Islands Trust to date pertaining to your application includes:

- Signed and dated land use application seeking rezoning of the subject parcel from Forest 1 (F1) to Forest 3 (F3);
- A brief summary of property history, background and proposed uses;
- Hand drawn layout map with lot boundary and proposed area of development;
- A current land title search for the subject property; and,
- A 2005 geotechnical assessment by CN Ryzuk & Associates.

As per this TOR, additional information that is required to proceed with your application for consideration by the Galiano Island Local Trust Committee (LTC) includes:

- 1) A site plan professionally prepared at an appropriate scale, based on a legal survey, delineating the proposed '**developable area**' and associated features, the applicable development permit area boundaries, existing buildings and structures, roads and driveways, topographic features, and any significant sensitive habitat features.
 - a. The **developable area** includes the 2 hectare portion identified for the dwelling, accessory buildings and structures, along with the associated location of the well, septic field, driveways and parking areas.
 - b. Based on current bylaw provisions, rezoning from F1 to F3 for the subject property would allow for up to three dwelling units along with permitted accessory uses. At this time, you could proceed with identifying a **developable area** for the additional two potential dwelling units and include these in your rezoning proposal. Alternatively, the LTC will require that you enter a covenant that would restrict any future development

on the remainder of the property until a **developable area** is approved by the LTC for each additional dwelling being considered.

- 2) Hydrogeologist's Report
 - a. The proposed location of the **developable area** is located within Development Permit Area 4 (DPA 4) – Elevated Groundwater Catchment (see attached map). The OCP and Part V, Section 18 of the DAI Bylaw provide specific requirements with respect to development within DPA 4 that must be considered within this report.
 - b. Demonstrate proof of water to meet the residential potable water standard of **2275 litres/day** within each proposed **developable area**.
- 3) Verify, in writing, your proposed **sewer servicing** for all **developable areas**.
- 4) Provide an updated **geotechnical assessment** confirming a suitable building site(s) for the proposed use within the proposed **developable area**. This requirement is due to identified steep slope hazards within the proximity of the proposed developable area. Also, while it is recognized that a geotechnical assessment is also likely be a requirement at the Building Permit stage, it is to the particular benefit of the applicant to establish a feasible building site (or sites) for certainty in the rezoning process. The assessment should be undertaken by a certified Geotechnical Engineer (P.Eng.) and delineate:
 - a. 'safe' buildable areas within the proposed developable area without mitigative measures;
 - b. areas that could be built upon with mitigative measures (if applicable); and/or
 - c. areas where building is unsafe (if applicable).
- 5) The OCP policy enabling rezoning from F1 to F3 requires the granting of a sustainable forest management covenant with a 3rd party covenant holder. An agreement between the property owner and a 3rd party sustainable forestry covenant holder will be required based on terms amenable to all parties (including the LTC). While staff can provide some technical guidance, it is largely the responsibility of the applicant to negotiate this agreement with the 3rd party covenant holder. This typically involves providing a baseline report and an endowment for monitoring.

The covenant will restrict forest activities based on an approved Sustainable Forestry Management Plan that includes consideration of sensitive species and habitats identified in the baseline report. The baseline report should include at a minimum:

- a. Property location and description including existing legal encumbrances and history of use
- b. Identification of existing structures, roadways and other development features
- c. Identification of significant sensitive terrestrial and aquatic ecosystem features
- d. Biological Inventory by Ecosystem Type including:
 - i. Plant and Tree Inventory
 - ii. Wildlife and Wildlife Habitat
 - iii. Soil Type
 - iv. Disturbance History
 - v. Succession
 - vi. Restoration Recommendations
 - vii. Potential threats
- e. Maps, Photos and other relevant materials

- 6) Regarding the potential for archaeological material to be found on the property, Islands Trust reviews all applications/permits using Remote Access to Archaeological Data (RAAD) mapping to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. Further to that review, staff direct the applicant to contact the BC Archaeology Branch to determine if an archaeological permit would be required prior to commencing development.
- 7) Road Dedications
 - a. The OCP Schedule C Road Network Plan (RNP) depicts future highways across the subject parcel (full dedication of existing s.42 road and the dedication for access to lands to the south). Your application will be referred to the Ministry of Transportation and Infrastructure (MOTI). Either a road dedication or reservation may be required depending on MOTI and the LTC's direction.
 - b. The OCP Schedule C Road Network Plan (RNP) depicts a future bike route across the subject parcel in parallel with the existing s. 42 road. Your application will be referred to the Ministry of Transportation and Infrastructure (MOTI). Accommodation of a future bike route may be required depending on MOTI and the LTC's direction.
- 8) A future public trail ('unconfirmed route') is identified on Schedule E (Parks and Trails) of the OCP. Your application will be referred to Capital Regional District (CRD) Parks, Galiano Island Parks and Recreation Commission and the Galiano Island Trails Society. Depending on the LTC's direction, provision of a public trail may be requested by LTC for consideration as part of your rezoning proposal.

With respect to any reporting requirements listed above, the applicant and/or professional must, in accordance with generally accepted impact assessment methodology, ensure the reports:

- (a) identify relevant baseline information and document the nature of the resource or other matter on which the proposed activity or development may have an impact;
- (b) identify and describe the potential and likely impacts of the activity or development including any cumulative effects when combined with other projects proposed or under development;
- (c) evaluate the impacts in terms of their significance and the extent to which and how they might be mitigated; and
- (d) make recommendations as to conditions of approval that may be appropriate to ensure that undesirable impacts are minimized or avoided, and
- (e) make recommendations as to measures that may restore or enhance natural functions or features that have been damaged or degraded prior to development or that would be impacted by the proposed development.

This information must be prepared by a professional or professionals in good standing with his/her professional organization within British Columbia, acting within his/her area of expertise, and with demonstrated and pertinent experience and/or training.

Please also note that the Islands Trust reserves the right to require additional information or clarification in response to the project reports. Any additional requirements will be provided in writing and will identify the additional information required in as clear and specific manner as possible.

Next Steps

Staff will present your application to the LTC at the Feb 1, 2021 LTC meeting via a preliminary staff report. The staff report will outline the basic parameters of your rezoning proposal and will seek LTC direction to proceed with next steps including the drafting of amending bylaws.

Staff appreciate that providing the above information in advance of that meeting cannot reasonably be expected. As such, the staff report will include an update on the current status of your application materials along with a copy of this letter. Assuming LTC decides to proceed with your application, you will then be expected to complete the remainder of these TOR requirements before your application may be considered for final approval.

I will also arrange an onsite meeting with you when Covid restrictions are relaxed so that I can get a first-hand perspective of your property and in particular the proposed location for development on the upper ridge.

If you have any questions concerning the application or TOR requirements stated above, please do not hesitate to contact me.

Sincerely,

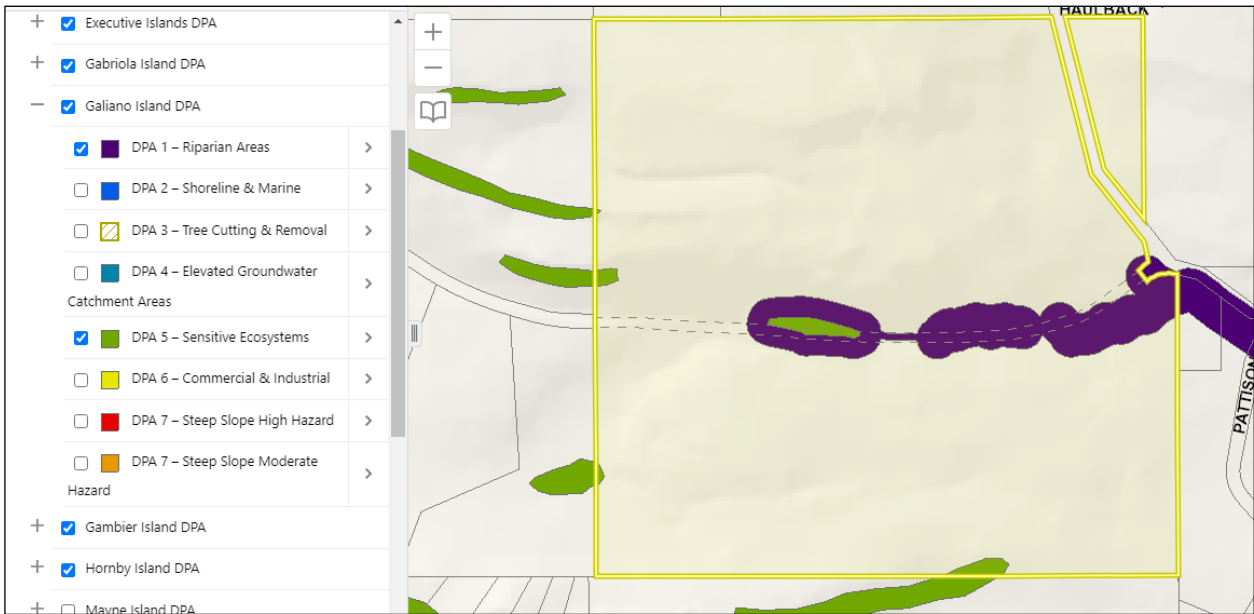
BSmith

Brad Smith
Island Planner, Galiano Island Local Trust Area

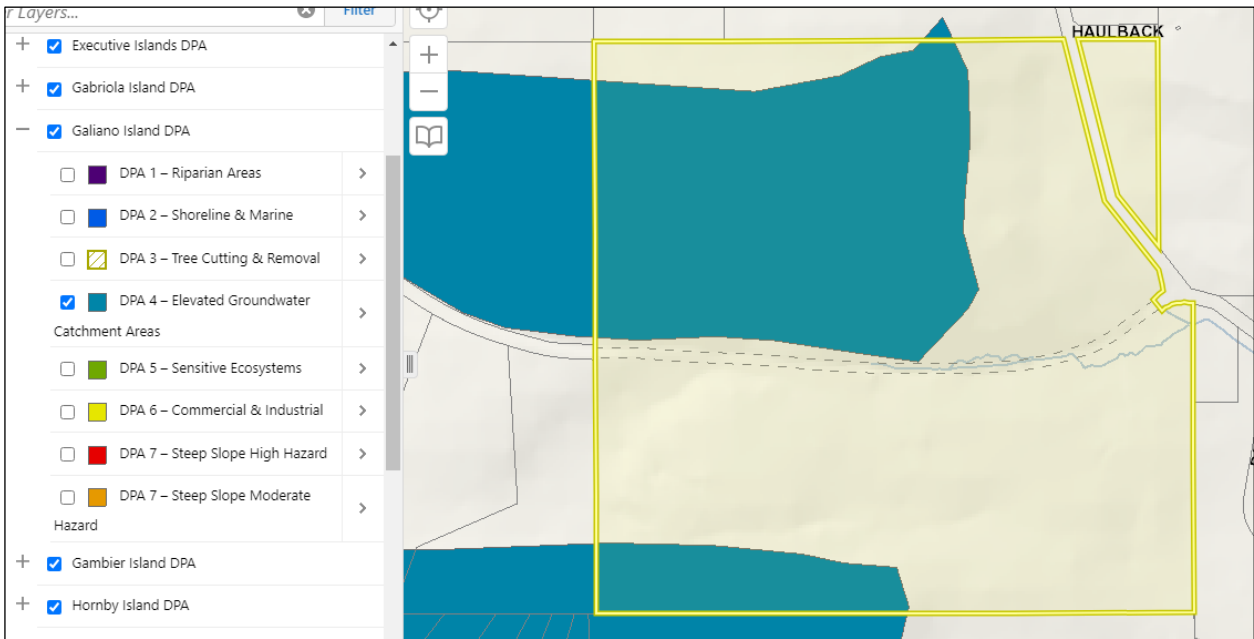
pc: Robert Kojima, Regional Planning Manager

Attachment 1: Development Permit Area Maps

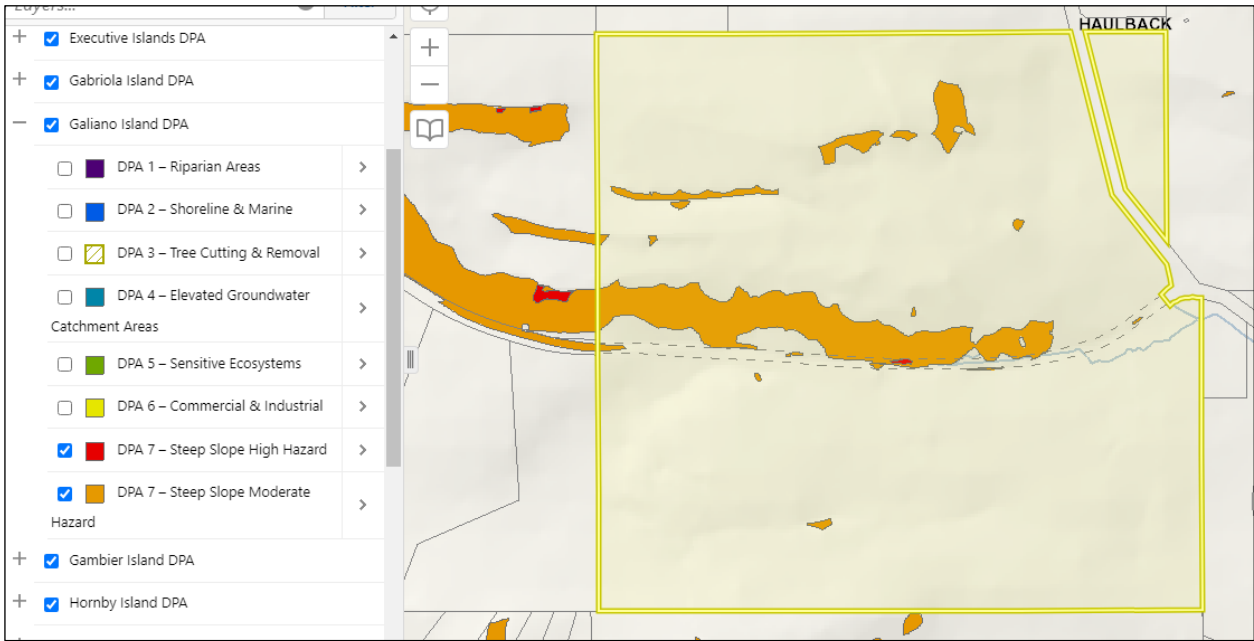
DPA 1 (Riparian) and DPA 5 (Sensitive Ecosystems)



DPA 4 – Elevated Groundwater Catchment Area



DPA 7 – Steep Slope (Moderate and High Hazard)



File No.: GL-6500-20 Affordable
Housing - STVR Review

DATE OF MEETING: February 1, 2021
TO: Galiano Island Local Trust Committee
FROM: Brad Smith, Island Planner
Victoria Office
SUBJECT: STVR Review – Bylaw No. 275 – Post Public Hearing

RECOMMENDATION

1. That the Galiano Island Local Trust Committee proposed Bylaw No. 275, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1”, be read a third time.
2. That the Galiano Island Local Trust Committee proposed Bylaw No. 275 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.
3. That the Galiano Island Local Trust Committee proposed Bylaw No. 275 be forwarded to the Minister of Municipal Affairs for approval.

REPORT SUMMARY

The intent of proposed Bylaw No. 275 is to amend the Galiano Island Official Community Plan No. 108, 1995 (OCP) to restrict the issuing of Temporary Use Permits (TUPs) for Short term Vacation Rental (STVR) land uses in the Galiano Island Local Trust Area.

The recommendations above are supported as:

- Significant research and community outreach has taken place to help inform the LTC on this topic;
- The proposed changes will not affect home occupation STVRs or existing TUP holders; and
- The bylaw has been sent out for agency referral and no responses were received.

BACKGROUND

The Galiano Island Local Trust Committee (LTC) is considering Bylaw No. 275 that would amend the OCP to restrict the issuing of TUPs for STVR land uses in the Galiano Island Local Trust Area. The proposed changes will **not** affect home occupation STVRs.

A public hearing is scheduled for February 1, 2021. A public hearing is a quasi-judicial process within and following which specific procedures must be followed.

Following the hearing, the LTC may choose to give further readings to a bylaw, defeat a bylaw, or alter a bylaw within certain parameters. The procedural steps following the close of the hearing are as follows:

1. Consideration of Second Reading (this may include amendments to alter a bylaw).
2. Consideration of Third Reading.

3. Forwarding of the bylaw to Executive Committee for approval.
4. Forwarding of the bylaw to the Minister's office for approval (OCP amendment bylaws only).
5. Reconsideration and adoption.

Following the close of the hearing, the LTC may not hear further submissions without holding a new hearing. The principle is that if new information is considered by the LTC, all other interested parties also need to have the opportunity to consider any new relevant material and to make further representations to the LTC. The courts have clarified that this does not open the door to endless public hearings: a local government body can legitimately decide that after a hearing it wishes to hear further from staff on issues raised at the hearing.

A bylaw may be altered after the hearing, based on information received or heard by the LTC at any point prior to the close of the hearing, provided that the amendments do not alter use or increase density, or decrease density without a landowner's consent.

If the Executive Committee and the Minister approve the bylaw, the next step for the LTC would be to adopt the bylaw.

Rationale for Recommendation:

Based on the foregoing, the recommendations on page 1 are supported as:

- Significant research and community outreach has taken place to help inform the LTC on this topic;
- The proposed changes will not affect home occupation STVRs or existing TUP holders;
- The bylaw has been sent out for agency referral and no responses were received; and,

ALTERNATIVES

1. Make amendments to the bylaw(s).

The LTC may amend the bylaw(s).

Resolution:

That Galiano Island Local Trust Committee proposed Bylaw No. 275, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1" be amended as follows:

2. Receive for information

The LTC may receive the report for information.

3. Proceed no further with the bylaw.

The LTC may decide to proceed no further with Bylaw No. 275.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with Bylaw No. 275.

NEXT STEPS

Upon direction from LTC, staff will send proposed Bylaw No. 275 to the Islands Trust Executive Committee and the Minister.

Submitted By:	Brad Smith, Island Planner Southern Team	January 19, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	January 20, 2021

ATTACHMENTS

1. Proposed Bylaw No. 275

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 275

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

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

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2020”.

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	1 ST	DAY OF	JUNE	2020
READ A SECOND TIME THIS	2 nd	DAY OF	NOVEMBER	2020
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER MUNICIPAL AFFAIRS AND HOUSING THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 275**

SCHEDULE 1

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

- 1) Section VII, Subsection 1 (Circumstances) is amended by inserting a new article (iii) as follows:

“iii) A Temporary Use Permit shall not be issued by the Local Trust Committee for the purpose of a commercial vacation rental.”

- 2) Section VII, Subsection 2 (Objectives) is amended by deleting article iii in its entirety.
- 3) Section VII, Subsection 2 (Objectives) is amended by reordering article iv as article iii.



DATE OF MEETING: February 1, 2021
TO: Galiano Island Local Trust Committee
FROM: Robert Kojima, RPM
Southern Team
COPY: Narissa Chadwick, Island Planner
William Shulba, Senior Freshwater Specialist
SUBJECT: Groundwater Sustainability Project

RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve the project charter for the implementation phase of the Groundwater Sustainability Project

REPORT SUMMARY

This report provides a draft project charter with scope, timeline and budget for the implementation phase of the Groundwater Sustainability project.

BACKGROUND

At the last meeting, the LTC received a report on the preliminary results of the mapping and data analysis phases of the [Groundwater Sustainability project](#). The final report is pending in the spring. At the meeting, the LTC also resolved to proceed to the next stage of the project: to consider potential policy and regulatory amendments to implement the initial phases of the project.

The project was started in 2019 as an initiative of the five southern Local Trust Committees, the initial phases of the project involved:

- Data and information inventory
- Groundwater recharge potential mapping
- Groundwater availability assessment

This work is substantially complete and a [summary report](#) was provided to the LTC at the last meeting. The use of the data and mapping will be integrated into development review procedures for all local trust areas as the final mapping data becomes available. For the LTC, the next step is to review the proposed timeline and scope for this project to consider policy and regulatory changes to implement the mapping and data analysis.

PROJECT OUTLINE

Project Scope

The project charter would include as in-scope:

Z:\12 Long Range Planning\04 GL\6500 LTC Work Program\20 Projects (P)\2021 Groundwater Sustainability - Implementation\Staff reports\GL-LTC_2021-02-01_Groundwater Project_Initiation staff report.docx

- Analysis and options for potential amendments
- Community education on the mapping products
- Community consultation on regulatory options
- First Nations consultation
- Bylaw amendments and associated process

Out-of-scope would be other unrelated OCP or LUB amendments.

Project Timeline

As a major project, the timeline anticipates bylaw amendments and the related process extending into 2022. The draft project charter proposes that in the initial stage staff:

- Review the final mapping and report to identify areas of concern
- Review existing regulations, e.g. subdivision servicing requirements related to potable water
- Identify of potential new policies and regulations, e.g. requirements for cisterns, zoning changes, development permit areas.
- Report to the LTC in the spring with options on potential amendments.

The proposed second phase of the project would be early consultation:

- Community education on the final mapping and groundwater issues in the form of a community workshop presentation
- Early First Nations consultation
- Community consultation following the identification of regulatory options

Following the consultation phase the project charter timeline proposes:

- The LTC provides direction on potential bylaw amendments
- Staff prepare amendments
- LTC reviews amendments
- Community comment on amendments
- First Nations and agency referrals
- Legislative process: bylaw readings, public hearing, executive committee approval, Ministerial approval
- Finally, an implementation phase to update administrative bylaws, prepare educational material, etc.

Project Resources and Budget

As this is a significant project, with Trust-wide implications, is consistent with strategic plan priorities, and is identified as a Top Priority project by at least one other LTC, the project is proposed to be managed by a planner assigned to the Regional Planning group. The Senior Freshwater Specialist would continue to provide professional support to the project. In terms of fixed costs, the charter proposes \$5000 be requested in fiscal year 21-22, principally for consultation related costs, with \$3000 in the subsequent fiscal year for costs associated with the legislative process.

ALTERNATIVES

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

- 1. Make changes to the project charter**

The LTC may request changes to the scope or timeline of the project.

- 2. Request further information**

The LTC may request further information prior to making a decision on the project charter.

- 3. Reconsider the project**

The LTC may reconsider proceeding with the project, either entirely or could defer initiation to consider an alternative use of resources

- 4. Receive for information**

The LTC may receive the report for information and defer consideration to a future meeting

NEXT STEPS

Describe the next steps in the process, if applicable.

Submitted By:	Robert Kojima, Regional Planning Manager	January 12, 2021
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ATTACHMENTS

1. Project Charter

GROUNDWATER SUSTAINABILITY - IMPLEMENTATION – Project Charter v1

Galiano Island Local Trust Committee

Date: January 2021

Purpose: To implement results of Phases one and two of the Southern Gulf Islands Groundwater Sustainability Project through community engagement and education, policy, and changes to regulations.

Background: The Southern Gulf Islands Groundwater Sustainability project was initiated in early 2019 and consisted of data collection, mapping and analysis of groundwater regions in the southern gulf islands. The results of the first phases of the project will be incorporated into Islands Trust development review processes. The Local Trust Committee has identified further implementation of the results through public engagement and potential bylaw amendments as a Top Priority project.

Objectives

- Identify implementation options
- Analyze and assess options
- To update bylaws to provide to greater protection of groundwater resources

In Scope

- Analysis of options for bylaw amendments to implement groundwater protection measures based on earlier phases of the project
- Community engagement on phases I and II
- Community, First Nations, and agency consultation
- Recommendations on potential amendments
- Legislative process to amend bylaws

Out of Scope

- Unrelated regulatory amendments
- Unrelated amendments to the OCP

Workplan Overview

Deliverable/Milestone	Date
Preliminary report and review of Project Charter by LTC	January 2021
Staff report on implementation options, LTC direction	April 2021
Community Groundwater Workshop to present findings of Phases 1 and 2	June 2021
Early First Nations Consultation and Targeted Agency referrals	April – Sept 2021
LTC review of issues and options	September 2021
Community consultation	October – Dec 2021
LTC direction to prepare draft bylaws	January 2022
LTC review of draft bylaws, First Nations referrals, agency referrals and First Reading	Feb – April 2022
Public Hearing	May 2022
Post-hearing legislative process	May – Sept 2022
Implementation: educational materials, DAI Bylaw amendments, BVN Bylaw amendments, procedure bylaw amendments, application processing procedures revised	June – Dec 2022

Project Team

		Est. Hours/annum
Robert Kojima	<i>Project sponsor</i>	50
Narissa Chadwick	<i>Project planner</i>	200
William Shulba	<i>Professional advisor</i>	200
Maple Hung	<i>Admin support</i>	30
Jas Chonk	<i>Legislative Clerk</i>	10
Jackie O'Neill	<i>IS support</i>	10
		500
RPM Approval: Name of RPM Date: xxx	LTC Endorsement: Resolution #: Date: xxx	

Budget

Budget Sources:		
Fiscal	Item	Cost
21-22	Community consultation	\$1000
21-22	Legal review contingency	\$2000
21-22	First Nations consultation	\$2000
22-23	Public Hearing	\$2000
22-23	Contingency	\$1000
	Total	\$8000

Top Priorities Report

Galiano Island

1. Affordable Housing Strategy - STVR Review

Phase 1: STVR review: public hearing in February 2021

Responsible

Brad Smith

Dates

Rec'd: 04-Mar-2019
Target: 31-Mar-2021

2. Groundwater Sustainability

Phase 1 and 2: mapping and data analysis - COMPLETING SPRING 2021

Phase 3: Implement of mapping and data analysis

- Project Charter - February 2021

Responsible

Narrisa Chadwick
William Shulba

Dates

Rec'd: 02-Apr-2019
Target: 30-Sep-2022

3. Land Use Bylaw amendments

To review LUB for: any technical/administrative bylaw amendments (e.g. definition references and numbering), shoreline zoning wording, crown lot rezonings, and review park zoning (specifically to allow stairs in setbacks).

LTC review in early 2021, public hearing in spring 2021

Responsible

Brad Smith

Dates

Rec'd: 28-Apr-2020
Target: 31-Mar-2021



Projects Report

Galiano Island

1. *Parking Issues*

Responsible

Date Received

Issue for discussion with MoTI and public parking issues generated from associated islands.

23-Jul-2012

(see correspondence from P. Midgely on agenda of Apr/12)

2. *Light Industrial Zoning*

Responsible

Date Received

A review and inventory assessment of existing and potential light industrial zones.

18-Nov-2013

3. *Coastal Douglas-Fir Protection*

Responsible

Date Received

Review 'Protection of the Coastal Douglas-fir and Associated Ecosystems: An Islands Trust Tool Kit (2018)' and provide recommendations from toolkit.

04-Feb-2019

- LPC is intending to develop a model bylaw in 2021-22.

Include review the Contiguous Forest Mapping in the Islands Trust Area Report.

4. *Cannabis Retail and production*

Responsible

Date Received

Consider review of policies and regulations to address cannabis retail sales and production

05-Mar-2019

5. *Dock review*

Responsible

Date Received

To review policies and regulations relating to private moorage, including suitable locations, siting and size, and incorporating First Nations sites

02-Apr-2019



Projects Report

Galiano Island

6. *Emergency Access Planning*

Responsible

Date Received

Follow-up from CRD emergency planning process - include consideration of developing driveway guidelines for emergency access within land use bylaw

02-Apr-2019

7. *Review of maximum house sizes*

Responsible

Date Received

To review policies and regulations to potentially establish maximum floor area(s) for dwellings

06-May-2019

8. *Review of forestry land designations, policies and community benefit approaches*

Responsible

Date Received

Project represents a consolidation of a number of previously identified projects with a similar theme related to forestry zoning on Galiano Island. Project scope within previous projects included: current and potential future approaches to community benefit agreements, use of split zoning, F1 forest lot issues, issues regarding lands without managed forest status, amendments to re-designate and rezone crown owned Forest lots (Bylaws 231, 232 at First Reading)

03-Feb-2020

9. *Review of Road Network Plan*

Responsible

Date Received

Review of Road Network Plan - include December 11th APC memo in review process - meet with MOTI

02-Mar-2020

Projects Report

Galiano Island

10. *Review of LUB tiny home/trailer regulations*

Responsible

Date Received

02-Nov-2020

11. *Review of LUB water management and cistern regulations*

Responsible

Date Received

02-Nov-2020



Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2020.2	Hotte, Brenda	09-Jun-2020	14475B Porlier Pass Road - Variance Permit for the existing stairs and the set back of the existing cottage

Planner: Brad Smith

Planning Status

Status Date: 11-Jan-2021

MOTI has responded to Planner with questions - information provided and awaiting final response from MOTI

Status Date: 20-Nov-2020

Applicant has provided Geotech report for stairs - vetted to MOTI for sign-off on covenant

Status Date: 22-Sep-2020

Informed applicant of requirement to get geotechnical assessment on stairs to address MOTI covenant requirement prior to LTC consideration

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2005.2	Romagnoli	21-Mar-2005	Application to amend the LUB to rezone from F1 to F3

Planner: Brad Smith

Planning Status

Status Date: 21-Jan-2021

Planner to contact Galiano Conservancy and applicant by end of Jan 2021

Status Date: 26-Nov-2020

Planner is having ongoing communication with applicant - seeking measurable progress by end of 2020

Status Date: 30-Oct-2020

Planner contacted applicant who indicated no further progress - reminded again that response required, will respond by end of year



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2014.1	Crystal Mountain Society	28-Oct-2014	20300 PORLIER PASS RD: Application for rezoning to amend the OCP and LUB to allow for a Forest Retreat Centre

Planner: Brad Smith

Planning Status

Status Date: 15-Jan-2021

Planner had phone discussion with new CMS project manager - targeting April 12 LTC meeting for next staff report with updated site plan

Status Date: 26-Nov-2020

CMS working on site plan details and other outstanding tasks

Status Date: 22-Sep-2020

Staff report on Oct 5 LTC agenda

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.1	GIGAHS	11-Sep-2019	Georgia View rd: rezoning application for to amend the OCP and LUB to permit an affordable housing development

Planner: Brad Smith

Planning Status

Status Date: 12-Jan-2021

Planner met with applicant to review outstanding items - targeting March 1 LTC meeting for next staff report

Status Date: 15-Dec-2020

PTA - Signed check for refund of sponsorship from EC was mailed back to original person who paid

Status Date: 26-Nov-2020

CIM scheduled for November 28, 2020



Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.2	Gauvreau, Lisa	01-Oct-2019	Application to amend the LUB rezone to commercial

Planner: Brad Smith

Planning Status

Status Date: 12-Jan-2021

Planner contacted applicant to review outstanding items - hydrologist report expected by end of Jan 2021

Status Date: 26-Nov-2020

Applicant has re-drilled subject property well - waiting on report from hydro geologist

Status Date: 25-Aug-2020

Applicant still exploring water supply alternatives

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2020.1	KING, FRED & DEBBIE	27-Oct-2020	51 Galiano Way - Application for rezoning to amend the OCP to permit residential use.

Planner: Brad Smith

Planning Status

Status Date: 21-Jan-2021

Preliminary Report on Feb 1 LTC agenda

Status Date: 15-Jan-2021

DIA Terms of Reference provided to applicant

Status Date: 09-Dec-2020

LTC notified, Rezoning application recieved, assigned planner.

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2020.1	Mitchell, Glen	19-Dec-2019	GIGHARS - Proposed two lot conventional subdivision referral of Lot 1 District Lots 30 and 31

Planner: Brad Smith

Planning Status

Status Date: 15-Dec-2020

Referral report reviewed with applicant

Status Date: 11-Dec-2020

Referral report sent to MOTI and applicant

Status Date: 21-Oct-2020

Review initiated by planner

Islands Trust
LTC EXP SUMMARY REPORT F2021
Invoices posted to Month ending October 2020

625 Galiano	Invoices posted to Month ending October 2020	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	507.00	112.75	394.25
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	4,528.00	1,531.10	2,996.90
65210-625	LTC - Local Exp - APC Meeting Expenses	253.00	226.48	26.52
65220-625	LTC - Local Exp - Communications	250.00	1,342.72	-1,092.72
65230-625	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>5,325.00</u>	<u>3,100.30</u>	<u>2,224.70</u>
Projects				
73001-625-2002	Galiano OCP/LUB	3,000.00	0.00	3,000.00
73001-625-4051	Galiano Affordable Housing	3,000.00	929.90	2,070.10
TOTAL Project Expenses		<u>6,000.00</u>	<u>929.90</u>	<u>5,070.10</u>

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-042 (Standing)	Carried	08-Sep-2020
That the Galiano Island Local Trust Committee request that development permit applications where a variance is requested be processed as a combined application with both a development permit and a development variance permit.		
2020-041 (Standing)	Carried	06-Jul-2020
<p>that the Galiano Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:</p> <p>a. Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and that staff are directed to continue with enforcement until the use is ceased.</p> <p>b. The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, cease.</p> <p>c. Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee; bylaw enforcement actions, including the issuing of notices, will continue.</p> <p>d. In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application.</p>		

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2020-013 (Standing)	Carried	03-Feb-2020
that the Galiano Island Local Trust Committee request that prior to expiration of Advisory Planning Commission members terms of office, staff write to commissioners asking if they wish to be reappointed and also advertise for expressions of interest for new commissioners.		
2019-057 (Standing)	Carried	08-Jul-2019
that the Galiano Island Local Trust Committee initiate a moratorium on new TUP applications until the STVR project is completed and that bylaw enforcement is directed to require that unlawful STVRs comply with the land use bylaw.		
2019-053 (Standing)	Carried	03-Jun-2019
that the Local Trust Committee seek to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:		
a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;		
b) For various Local Trust Committee meetings, invite First Nations to attend meetings; as well as, provide a traditional welcome to their territory if they would like;		
c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history;		
d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;		
e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.		



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2019-014 (Standing)	Carried	04-Mar-2019
that the Galiano Local Trust Committee adopt the following standing resolution with respect to the processing of non-medicinal cannabis retail license applications: <ul style="list-style-type: none">- Proposed or amended licenses for non-medicinal cannabis retail establishments require an application to the local trust committee.- The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical.- The public consultation process shall be determined by the local trust committee after initial review of the proposal.- However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information:<ul style="list-style-type: none">o Name of the applicant and a description of the proposal in general termso The location of the proposed establishment and the subject siteo The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered.o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license applicationo How public comments may be submitted to the local trust committee.		
2018-064 (Standing)	Carried	04-Jun-2018
that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016		



Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2016-000 (Standing)	Carried	05-Dec-2016
Without fettering its discretion, the LTC provided the following guidance with respect to its consideration of TUP applications for Commercial Vacation Rentals:		
<ol style="list-style-type: none">1. A Commercial Vacation Rental use should only be considered in one dwelling per lot2. Permits being considered in Water Management Areas should include conditions requiring cisterns with a minimum capacity of 16,000 litres and a water meter.3. In order to assist in assessing cumulative impacts, staff are requested to continue to provide an updated map showing the location, status, and maximum number of guests of all Commercial Vacation Rental TUP applications.		
2014-029 (Standing)	Carried	07-Apr-2014
That the Galiano Island Local Trust Committee will consider as a community benefit for all rezoning applications where there is an increase in density, the establishment of an instrumented observation well.		
2014-000 (Standing)	Carried	03-Feb-2014
On properties where there is an open bylaw enforcement file, planning staff should refer planning applications to the Bylaw Enforcement Manager for comment where one or more of the following circumstances exist:		
<ol style="list-style-type: none">1. There have been significant delays or longer than typical timelines in the enforcement process2. The LTC is considering on-going, relevant policy or regulatory changes that could impact enforcement3. Litigation has been recommended4. Legal counsel has been involved (beyond providing a basic interpretation)5. There has been enforcement action beyond seeking voluntary compliance (e.g. a BEN warning or ticket, adjudication, a compliance agreement negotiated, etc.)6. There has been, or is an expectation of, joint enforcement with other jurisdictions7. There is potential for impact on other related enforcement files.		

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2011-205 (Standing) <p>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.</p>	Carried	17-Oct-2011
2010-115 (Standing) <p>That the Galiano Island Local Trust Committee will advertise Public Hearing Notices in the Active Page Magazine in addition to the legally required advertising in the Driftwood Newspaper.</p>	Carried	18-Oct-2010
2009-085 (Standing) <p>That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment</p>	Carried	11-May-2009



Islands Trust Conservancy Report to Local Trust Committees and Bowen Island Municipality November 24, 2020

Islands Trust Conservancy Board News

Due to the COVID-19 pandemic, the Islands Trust Conservancy (ITC) Board resolved to hold meetings electronically due to Ministerial Orders under the Emergency Program Act and requirements or recommendations under the Public Health Act. Meetings will be live streamed, and the public can participate by connecting to the link or the phone number provided in the meeting notice. The Board also directed staff to investigate the use of electronic meetings as a primary meeting format. Electronic meetings have resulted in cost savings to ITC as well as reductions in travel time and greenhouse gas emissions for Board members.

A Board meeting schedule for 2021 was approved and will be posted to www.islandstrustconservancy.ca/about-us/meetings/.

ITC reviewed options for sustainable investing as guided by policies and guidelines in its 5-year plan. ITC staff will work with administrative staff to move investments into funds that are in alignment with the [United Nations Sustainable Development Goals](#).

The 2021/22 budget was reduced by \$3,600 to reflect anticipated cost savings in areas of Board training, staff training, and associated training travel. ITC travel budgets were not greatly reduced as they are required for property management and are not meeting related.

Regional Conservation Plan Updates

The science-based and community-informed Regional Conservation Plan guides the work of ITC. The ITC continues to work towards 4 long-term goals and 25 objectives that further conservation in the entire Trust Area. For more information, visit www.islandstrustconservancy.ca/media/84821/itc_2018-11_rcp-2018-2027-web_final.pdf.

Goal 1 – Science-based Conservation Planning

ITC has signed a Contribution Agreement with Environment and Climate Change Canada for a new, three-year Species at Risk Program. Staff are working to launch the program and plan to develop a project charter for Board consideration.

Goal 2 – Strong relationships with First Nations

In October, ITC Board directed staff to create an ITC Reconciliation Action Plan that reflects prior directions in Goal 2 of the Regional Conservation Plan. Staff continue to work towards this plan and are also currently incorporating information from indigenous knowledge holders into land securement (acquisitions and covenants) and land management.

Goal 3 – Protection of core conservation areas

Two Natural Area Protection Tax Exemption Program (NAPTEP) proposals on Salt Spring Island were approved (See details below).

The ITC Board concluded its 2020 property monitoring program and reviewed and approved the 2020 Nature Reserve Monitoring Report and the 2020 NAPTEP Covenant Monitoring Report. Staff were directed to undertake actions identified in the reports.

The Covenant Management and Outreach Specialist outlined plans for outreach with NAPTEP landowners in 2021.

Goal 4 – A strong voice for nature conservation

The [Opportunity Fund](#), which is a funding program for island-based land conservation, has been very popular this year and is down to \$10,000. Through small grants (~\$5,000), the Fund supports hard to fundraise costs for island-based land conservation. ITC has done an appeal for fund donations through the Heron Newsletter mail-out, and via E-news. A Holiday Appeal letter from Chair Stamford will follow in December. Donations are tax receiptable and are greatly appreciated.

Visit www.islandstrustconservancy.ca/donate/ to donate.

The Board reviewed annual training opportunities and indicated a preference for training on the following topics:

- Fund Development and Speaking with Donors
- Cultural Sites and Property Management
- Species at Risk in the ITC Area

The Board received a briefing on completion of the 2020 forest outreach campaign, where over 400 letters and NAPTEP brochures were mailed to landowners to encourage conservation. Staff are following up with several landowners who have expressed an interest in formal land conservation. Conservation proposals have been received from landowners included in the outreach.

The recently released [Fall Heron Newsletter](#) reflects changes for greater readability and a more donor-centric approach.

Please feel free to contact the Islands Trust Conservancy for more details.

Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca

Islands Trust Conservancy itcmail@islandstrust.bc.ca

Activities by Local Trust Area/Island Municipality

Bowen – Staff are working with the Bowen Island Conservancy on an invasive species management strategy for a conservation covenant, and monitoring of three ITC nature reserves and to complete the Opportunity Fund grant for the Bowen Island Conservancy.

Gabriola – Invasive species management and ecological restoration work has been completed for the year in one conservation covenant, and in Elder Cedar Nature Reserve. Staff are working on new signage for the Elder Cedar Nature Reserve.

Galiano – Forest restoration activities with Habitat Acquisition Trust at Trincomali Nature Sanctuary including removing invasive species and monitoring areas of past plantings, including maintaining fencing. Cormorant nest monitoring and reporting also took place.

Gambier/Keats – The transfer of the Sandy Beach Nature Reserve, Keats Island, is pending.

Lasqueti – Staff reported that Visual Quality Objectives (VQO) for Lasqueti Island were being revised by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and the area adjacent to the ITC Mount Trematon Nature Reserve was proposed for removal from the VQO. Staff responded requesting that the area remain as part of the VQO.

Restoration activities were conducted at the pond in Salish View Nature Reserve to improve habitat for Species at Risk. With funding from Environment and Climate Change Canada, restoration activities included fence installation and planting of 841 native species. Work was completed with assistance of volunteers on Lasqueti and conservation covenant partners Lasqueti Island Nature Conservancy and Nanaimo & Area Land Trust. Provincial CoViD-19 safety guidelines were followed.

North Pender/Sidney Island – Staff are participating in the Steering Committee and working groups of a Parks Canada-led initiative to restore forest ecosystems on Sidney Island, where ITC holds eight conservation covenants. Staff have encouraged covenant landholders on North and South Pender to participate in The Pender Islands Big Tree Registry initiative.

Salt Spring – The ITC Board approved negotiation of two NAPTEP covenants: 45 ha near Burgoyne Bay Provincial Park and 5 ha of forest, bluff and wetland near Stowel Lake.

Invasive species management and ecological restoration has been completed for the year in two nature reserves and is under way in two NAPTEP covenants.

Planning has begun for species-at-risk habitat conservation and enhancement projects across a network of conservation covenants and nature reserves.

Staff participated in the annual meeting of the Special Management Area Resource Team for Mount Tuam Special Management Area, which includes an ITC conservation covenant and nature reserve.

Please feel free to contact the Islands Trust Conservancy for more details.

Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca

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December 21, 2020

via email: southinfo@islandstrust.bc.ca

Galiano Local Trust Committee
Islands Trust
1627 Fort Street
Victoria, BC V8R 1H8

Dear Members of the Galiano Local Trust Committee:

Re: Short Term Vacation Rental Communications and Strategies

On Tuesday, December 15, 2020, a resolution was passed by the Salt Spring Island Local Trust Committee (SSI LTC) to invite the Southern Gulf Island Local Trust Committee's to meet and discuss Short Term Vacation Rentals (STVR) communications and strategies:

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee reconfirm their direction to staff to work with staff from the Island Trust's Southern Region to set up a meeting between the Southern Gulf Island Trustees to discuss Short Term Vacation Rental (STVR) policies and regulations and communication strategies.

If you are interested in attending a zoom discussion in the New Year please provide feedback on your preferred meeting method:

- 1) Each Local Trust Committee (LTC) agrees to have a Joint Special Business or
- 2) The SSI LTC hosts a meeting and each Southern Gulf Island LTC appoints an attendee.

Please email ssiinfo@islandstrust.bc.ca to notify us of your desire to participate and the preferred method of meeting. Staff will reach out to you to arrange a date accordingly.

Thank you,

Chair Peter Luckham
Salt Spring Island Local Trust Committee
PL/sb