



**GALIANO ISLAND  
LOCAL TRUST COMMITTEE  
BUSINESS MEETING AGENDA  
TO COMMENCE AT 1:00 PM, MONDAY, DECEMBER 3, 2012  
AT THE SOUTH COMMUNITY HALL  
141 STURDIES BAY ROAD, GALIANO ISLAND, B.C**

**LATE AGENDA ITEMS**

**5. PREVIOUS MEETINGS**

**5.1 Local Trust Committee Minutes for Adoption**

5.1.1 Minutes of November 19, 2012 Local Trust Committee Business Meeting (attached)

**9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS - none**

**9.1 GL-DVP-2012.4 (Gonthier) - addendum (attached)**

**10. LOCAL TRUST COMMITTEE PROJECTS**

**10.1 Greenshores for Homes Workshop (attached)**

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

**DRAFT**

**MINUTES OF THE GALIANO ISLAND  
LOCAL TRUST COMMITTEE MEETING  
HELD ON MONDAY, NOVEMBER 19, 2012 AT 1:00 PM  
AT THE SOUTH ISLAND COMMUNITY HALL,  
GALIANO ISLAND, B.C.**

<b><u>PRESENT:</u></b>	Ken Hancock	Chair
	Louise Decario	Local Trustee
	Sandy Pottle	Local Trustee
	Robert Kojima	Regional Planning Manager
	Kris Nichols	Island Planner
	David Millership	Recording Secretary

There were approximately thirteen (13) members of the public present.

**1. CALL TO ORDER**

Chair Hancock called the meeting to order at 1:05 p.m. Introductions were made and the meeting introduced.

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

**2. APPROVAL OF AGENDA**

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

- *Added to Item 10.1.1* – Sheila Anderson email dated November 13, 2012 Re: APC Referral Bylaw 237 – Additional comment from Karen Harris
- *Added to Item 11.1.1* – Greenshores Integrated Shoreline Mapping Workshop

The agenda was Approved as amended by consent.

**2.1 Questions on Agenda Items**

None

**2.2 Town Hall Session**

Chair Hancock invited the public to make comment.

**Avis Seads** stated that the address for the South Community Hall on the agenda is incorrect.

**Tom Hennessy** stated that the Galiano Land And Community Housing Trust (GLCHT) would be doing a variety of water tests in coming days. Mr. Hennessy stated that a GLCHT informational brochure would be coming out soon and that the new GLCHT website (<http://galianoaffordablehousing.org>) is now live. Mr. Hennessy stated support for GLCHT related items being dealt with in a timely manor by the Local Trust Committee (LTC) and Islands Trust lawyers. Mr. Hennessy requested that a Community Information Meeting (CIM) take place in three to four weeks time and a Public Hearing (PH) soon afterwards.

There was some discussion regarding process and timing.

Regional Planning Manager (RPM) Kojima responded that the LTC needs to first receive and review all GLCHT related items before due process can follow.

Chair Hancock responded that process is iterative not linear and that issues may come up along the way that need to be further addressed.

**Doug Latta** stated support for GLCHT related items being dealt with in a timely manor by the LTC and Islands Trust lawyers. Mr. Latta stated that GLCHT would be presenting a “Green Building Model” at a not for profit affordable housing conference on November 20, 2012.

**Avis Seads** stated that the community seems to think GLCHT is a done deal.

Trustee Decario responded that the LTC is looking forward to receiving all outstanding required information from GLCHT.

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

### **3. COMMUNITY INFORMATION MEETING**

None

### **4. PUBLIC HEARING**

None

### **5. PREVIOUS MEETINGS**

#### **5.1 Local Trust Committee Minutes for Adoption**

5.1.1 Minutes of October 15, 2012 Local Trust Committee Business Meeting

Amendments:

- *Page 2 last paragraph* – replace “defend” with “represent”
- *Page 10 last paragraph* – replace “neighbour is not doing sawmilling solely for his own use and is hence already” with “neighbour might not be doing sawmilling solely for his own use and is perhaps already”

The Minutes of October 15, 2012 Local Trust Committee Business Meeting were Adopted as amended by consent.

## **5.2 Public Hearing Records and Community Information Meeting**

None

## **5.3 Section 26 Resolutions-without-meeting**

Two resolutions were referenced.

## **5.4 Advisory Planning Commission**

### **5.4.1 Advisory Planning Commission Minutes of November 2, 2012**

Chair Hancock stated that in the future, as per an Advisory Planning Commission (APC) resolution, all referral information from the LTC would be both emailed and mailed in printed form to each APC member and to the Secretary.

## **6. BUSINESS ARISING FROM THE MINUTES**

### **6.1 Follow-up Action Report**

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

Planner Nichols stated that with regards to Item No. 3, a water report has been received and the applicant is being worked with in order to find a way to protect wetlands.

RPM Kojima stated that Item No. 4 would be removed for the reason that the Penelakut Tribe is more interested in communication(s) taking place on an as needed basis.

Planner Nichols stated that Item No. 18 Status is now “Done”.

## **7. DELEGATIONS**

None

## **8. CORRESPONDENCE**

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

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

### **8.1 M. Beach email dated October 8, 2012 re: Affordable Housing Project**

Received by virtue of being on the agenda.

### **8.2 M. Beach email dated October 17, 2012 re: Affordable Housing Project**

Received by virtue of being on the agenda.

There was some discussion regarding GLCHT processes and it was noted that GLCHT has now eliminated the point system from their applicant selection process.

## **9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

None

## **10. LOCAL TRUST COMMITTEE PROJECTS**

### **10.1 6500-20 Land Use Bylaw Review**

10.1.1 Proposed Bylaw No. 237 (LUB Amendment No. 2, 2012) – for consideration of Second Reading

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 237, Amendment No. 2, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding process, scope, PH and potential Special Meetings (SM).

There was some discussion regarding APC Minutes of November 2, 2012. APC Chair Sheila Anderson was in attendance and spoke on behalf of the APC. Discussions were

related to APC recommendations, horticulture, small-scale animal husbandry, definitions, accessory use, principle use, PH, zoning, Official Community Plan (OCP) statements, community plant, orchards, nurseries, the need for clarity and ensuring private enterprise(s) does not become involved.

Resolution GL-LTC-117-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 sub-section 8.2.1.8 be amended by adding the word “community” before the word “nurseries”.

**CARRIED**

*Note: there was a break at 3:30 p.m. and the meeting reconvened at 3:45 p.m.*

There was some discussion regarding clauses, permitted density, wording clarity and accessory.

Resolution GL-LTC-118-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 section pp) be amended by adding the word “employee” after the word “owner”.

**CARRIED**

Chair Hancock thanked the APC for their hard work and recommendations.

Resolution GL-LTC-119-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2012” as amended be given Second Reading.

**CARRIED**

Resolution GL-LTC-120-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a public hearing for Proposed Bylaw No. 237.

**CARRIED**

RPM Kojima stated that the PH would probably be able to be scheduled for February 2013.

10.1.2 Draft Bylaw No. 238 (LUB Amendment No. 3, 2012)  
(Chegwidden)

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 238, Amendment No. 3, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding covenants, associated costs and who would pay for them, surveys, lawyers, land title office registration requirements, landowner benefits, community benefits, road legality and the Road Network Plan (RNP).

Member of the public Jeffrey Patterson commented that costs associated with surveying and securing the covenant for future road dedication could potentially be in the \$12,000.00 range.

Resolution GL-LTC-121-12

It was Moved and Seconded that Galiano Island Local Trust Committee Draft Bylaw No. 238 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2012” be given First Reading.

**CARRIED**

Resolution GL-LTC-122-12

It was Moved and Seconded that the Galiano Island Local Trust Committee requests the landowner (Chegwidden) to provide a suitably worded Section 219 covenant reserving future highway dedication prior to final adoption of Proposed Bylaw No. 238.

**CARRIED**

Resolution GL-LTC-123-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to obtain an estimate for costs associated with Section 219 covenant and survey relating to Proposed Bylaw No. 238.

**CARRIED**

Resolution GL-LTC-124-12

It was Moved and Seconded that the Galiano Island Local Trust Committee forward Proposed Bylaw No. 238 to the Galiano Island Advisory Planning Commission for review and comment.

**CARRIED**

The LTC deferred consideration of a PH until after APC review and comment.

10.1.3 Draft Bylaw No. 239 (LUB Amendment No. 4, 2012) (Amendments) and Bylaw Amendment Options

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 239, Amendment No. 4, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

The LTC reviewed the report and discussion and action centered on the following:

*Land Use Bylaw Amendments - Split Zoned Lots*

There was some discussion regarding Islands Trust and Agricultural Land Reserve (ALR) mapping, lots with the potential for subdivision, zoning, uses and interpretation of zoning, lot size, minimum lot size, Agricultural (AG) zone, Agricultural Land Commission (ALC) and process.

Trustee Decario stated concern regarding the accuracy of the mapping.

RPM Kojima stated that the maps are Geographic Information System (GIS) generated and then visually reviewed. RPM Kojima commented that ALR and Islands Trust mapping are done separately and are therefore updated at different times, meaning that there might be some inconsistencies between them but that both are correct.

There was some discussion regarding the Islands Trust process of generally zoning AG land(s) to be consistent with ALC determination of ALR land(s).

*Land Use Bylaw Amendments - Small Lot Sawmilling*



The LTC noted that the reference to n) of Attachment 1 should be l) of Attachment 1 instead.

There was some discussion regarding the definition of sawmilling and permitted uses.

Planner Nichols stated that small lot sawmilling should not be creating industry or profit and that owners engaging in such activity should be doing so solely for their own use. Planner Nichols commented that exceptions do apply to sawmilling in permitted zones such as the forest zone but that there are various restrictions and regulations that owners need to comply with.

RPM Kojima stated that l) of Attachment 1 is an updated definition of sawmilling and provides clarity as best as possible at this point in time.

The LTC agreed that l) of Attachment 1 should suffice as a definition at this time.

#### *Land Use Bylaw Amendments - Accessory Building Allowances*

There was some discussion regarding coverage and the need for a PH.

The LTC directed staff to revise Draft Bylaw No. 239 to include the renumbering of subsequent subsections in d) through g).

#### *Land Use Bylaw Amendments – Lions Hall*

There was some discussion regarding the term “commercial retail” as it might unintentionally allow for more than just a thrift shop.

Member of the public Ron Taylor stated support for a maximum square footage allowance in the bylaw so that the thrift shop could expand but would still prevent additional and/or commercial retail shops from being built.

#### Resolution GL-LTC-125-12

It was Moved and Seconded that the Galiano Island Local Trust Committee amends section h) of Draft Bylaw No. 239 by adding the words “second hand” after the word “accessory”.

**CARRIED**

Resolution GL-LTC-126-12

It was Moved and Seconded that Galiano Island Local Trust Committee Draft Bylaw No. 239 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 4, 2012” as amended be given First Reading.

**CARRIED**

Resolution GL-LTC-127-12

It was Moved and Seconded that the Galiano Island Local Trust Committee forward Proposed Bylaw No. 239 to the Galiano Island Advisory Planning Commission for review and comment.

**CARRIED**

*Proposed Bylaw Amendments – Sign Regulations*

There was some discussion regarding aggregate signage, wall and/or building mounted signage, freestanding signage including sandwich boards, permitted signage placement including relative to the associated business property, advertising versus way-finding, road frontages, Galiano Garage, Galiano Island Soapworks, home based businesses, desire for compliance, obtaining feedback from the community and businesses, process and next steps.

The LTC directed staff to bring back the following items for review: 1) Sandwich board signs must be on the lot where the business is being conducted. 2) Signage recommendations for home based businesses. 3) Potential sizes of building mounted signs. 4) Adding signage regulations for Community Facility and in accordance with Commercial signage regulations.

*Proposed Bylaw Amendments – Home Occupation and Retail Sales*

There was some discussion regarding home occupation and cottage rentals.

The LTC stated support for proceeding according to staff report recommendations.

*Proposed Bylaw Amendments – Small Scale Husbandry (Residential Zones)*

There was some discussion regarding setbacks, that animals can be messy and attract rodents, that roosters can be noisy.

The LTC stated support for looking at related North Pender Island policy.

The LTC directed staff to report back with recommended limitations that should be implemented within the definition of small-scale animal husbandry (residential zones) in terms of numbers and types of animals and possible lot size restrictions.

Resolution GL-LTC-128-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to bring back a draft bylaw pertaining to signs, home occupation and small animal husbandry in residential zones.

**CARRIED**

**11. REPORTS**

**11.1 Work Program Reports**

11.1.1 Galiano Island Local Trust Committee Work Program - Report dated November 2012

Provided for information purposes only.

RPM Kojima stated that money is available in a grant for consultants to present Greenshores Integrated Shoreline Mapping Workshops and if the LTC is interested then a workshop could be scheduled to take place on Galiano.

Resolution GL-LTC-129-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a Greenshores Integrated Shoreline Mapping Workshop for early 2013.

**CARRIED**

There was some discussion regarding top priorities, budget, short term vacation rentals (STVR), process and funding.

Resolution GL-LTC-130-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to amend Work Program Project No. 3 (Short Term Vacation Rentals) Activity to "Phase Two Land Use Bylaw Review".

**CARRIED**

**11.2 Applications Report**

11.2.1 Galiano Island Applications Report dated November 2012

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

**11.3 Expense/Budget Reports**

11.3.1 LTC Expense Report

Provided for information purposes only.

Chair Hancock stated that Trustee questions regarding the LTC expense report could be directed to Nancy Roggers and/or Nicole Ranger of the Islands Trust.

11.3.2 LTC Budget 2012-2013

Provided for information purposes only.

Chair Hancock stated that Trustee questions regarding the LTC budget could be directed to Nancy Roggers and/or Nicole Ranger of the Islands Trust.

**11.4 Bylaw Enforcement**

None

**11.5 Policies and Standing Resolutions Report**

Provided for information purposes only.

**11.6 Galiano Island LTC Web Page for Review**

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

- *Add to Latest News* – Information pertinent/related to Proposed Bylaw No. 237, Proposed Bylaw No. 238 and Proposed Bylaw No. 239 including relevant staff reports.

### **11.7 Chair's Report**

Chair Hancock stated that he recently represented the Islands Trust at a workshop in Port Townsend, Washington regarding Pacific Northwest oil spill response. Chair Hancock stated that National Oceanic And Atmospheric Administration (NOAA) representatives were there as well as engineers and approximately two hundred terrestrial and aquatic spill response experts. Chair Hancock stated that it is was an excellent workshop and that he learned a lot. Chair Hancock stated that comparatively, in British Columbia (BC) there are only fourteen oil spill response experts.

### **11.8 Trustee Report**

Trustee Pottle stated that she attended the October 26, 2012 Southern Strait of Georgia National Marine Conservation Area (NMCA) consultation meeting in Sidney, BC. Trustee Pottle stated that she attended a BC Parks meeting but missed the Ministry of Transportation and Infrastructure (MoTI) Coastal Ferries Public Open House on Galiano on November 17, 2012. Trustee Pottle stated that her office hours are on Tuesday's from 4:00 p.m. to 6:00 p.m. and that she has been talking to lots of people.

Trustee Decario stated that she has been busy with Trust Program Committee meetings and also attended two Financial Planning meetings. Trustee Decario stated that she has tended to many phone calls and has had a lot of people dropping in during her office hours. Trustee Decario stated that she attended the MoTI Coastal Ferries Public Open House on Galiano on November 17, 2012 and that BC Ferries representatives stated that the Queen of Nanaimo ferry would be retiring in 2015 but that Route No. 9 Tsawwassen to Southern Gulf Islands would not be discontinued/effectuated. Trustee Decario stated that there was some talk of pedestrian ferries and that she was very impressed with comments made by community members.

Chair Hancock commented that he read an article stating that the Queen of Nanaimo ferry is not suitable for Liquefied Natural Gas (LNG) conversion.

## 12. OTHER BUSINESS

### 12.1 Upcoming Meetings

12.1.1 Local Trust Committee Business Meeting at 1:00 p.m. Monday, December 3, 2012, South Community Hall, Galiano Island

The meeting is scheduled as stated.

12.1.2 Proposed 2013 Local Trust Committee Meeting Schedule

There was some discussion regarding there being no scheduled meetings for January and August.

RPM Kojima stated that January meetings are difficult due to weather concerns and the potential for cancellation. RPM Kojima stated that only one meeting gets scheduled for July/August due to Trustee and staff holiday absences.

Chair Hancock stated that the LTC could schedule SM's if necessary.

### 12.2 Advisory Planning Commission Memberships Expire

Information from *Memorandum dated October 22, 2012 (File No.: GL 3050-20 (APC)) Re: Galiano Island Advisory Planning Commission Terms* was discussed.

#### Resolution GL-LTC-131-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to draft a letter and send it to the present members of the Galiano Island Advisory Planning Commission asking them if they would like to serve another term.

**CARRIED**

## 13. TOWN HALL MEETING

Chair Hancock invited the public to make comment.

**Gary Coward** stated support for the landowner(s) paying the costs associated with Section 219 covenant and survey relating to Proposed Bylaw No. 238. Mr. Coward stated support for GLCHT and not subjecting GLCHT to possible non-recoverable costs relating to a survey requirement. Mr. Coward thanked the LTC and staff for their hard work.

RPM Kojima responded that the GLCHT requirement was for a corrected site plan.

Planner Nichols responded that GLCHT could do a survey at a later date and that there is no need to do one up front at this point.

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

**14. ADJOURNMENT**

Resolution GL-LTC-132-12

It was Moved and Seconded that the Galiano Island Local Trust Committee meeting be adjourned at approximately 5:05 p.m.

**CARRIED**

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**RECORDER**

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**CHAIR**

November 30th, 2012

To The Islands Trust and Island Trust Committee for Galiano Island:

My name is Steve Nemtin. I and my two sons own a 11 acre property in the ALR at 63 Bluff Road West where I have lived the past 27 years. Our property borders Mr. Louis Gonthier's two properties on Bluff Road adjacent to Bluff Park (Lot 6, District Lot 1, Plan 2418 and Lot A, District Lot 2, Plan 3889). I have a number of concerns related to Mr. Gonthier's application for a Development Variance Permit GL-DVP-2012.4, to " Permit a part of a subdivision requirement for a split zoned lot development."

- 1) My primary concern is that The islands Trust Committee take Section 13.9 very seriously: " Split Zoning to permit the creation of a split zone lot where the bylaw states THIS MUST BE AVOIDED.
- 2) In terms of precedence, Bluff Road West, an approach to Bluff Park (jewel of Galiano), has no split zoning on any of the other 5 acre parcels fronting along it. All development on these lots has placed building sites far back from the Bluff Road including Mr.Gothier's buildings on Lot 6.
- 3) Mr.Gothier is not just asking to adjust the property lines to legally join the cabin on Lot A with its septic field on Lot 6. As it stands, his proposal would maximize the size of a split zone subdivided lot to be about an acre, which a house, and all of its outbuildings could conceivably occupy.
- 4) My cased well sits 46 metres downhill (a gradual slope) from the 48.8 metre mark on the proposed property line of Mr.Gothier's subdivision schedule "A"; this well has been in the same place for a hundred years. The underground water corridor to this well extends between the line from the 48.8 meter mark back to about the 24 meter mark from the watershed at lot "A" down through to my well.

I fear that a building developments could possibly contaminate my well. Mother Nature does not always comply with man's rules for underground drainage. Water in the underground water corridor drains quickly through the sand clay shale base . As yet, my well is uncompromised by Lot A's cabin or its septic field. The 3 test septic holes on the proposed new development are 10,14 and 17 metres from my property line.

I thank you for your time and serious consideration of my concerns,

Yours truly,

Stephen Nemtin





# Memorandum

Date November 28, 2012 File Number GL-6500-20  
To Galiano Island Local Trust Committee  
From Robert Kojima  
Regional Planning Manager  
Re Galiano Shoreline Workshop

## Background

The Islands Trust has received grant funding for the *Integrated Shoreline Mapping and Green Shores for Homes* projects. A portion of the funding was dedicated to consultants presenting mapping on islands and at Trust Council in December. Islands Trust has recently been granted a funding extension for the project from Dec. 31<sup>st</sup>, 2012 to August 31<sup>st</sup>, 2013. The grant has been extended to accommodate both public education on the shoreline mapping and the development of a Green Shores credit rating document and associated activities with our US partners, which will occur between April-July, 2013. The public education event should now occur prior to **March 31<sup>st</sup>, 2013**.

The Galiano LTC has indicated an interest in holding a workshop on Galiano. Because one of the LTC's Top Priorities is "Development Permit Area Implementation", with "public education" as a specific activity, this supports holding a shoreline workshop on Galiano. The shoreline mapping product and the Green Shores for homes initiative would directly support implementation of the Shoreline and Marine DPA and the DPA guidelines are based on Green Shores principles. The available grant funding would cover some but not all costs: it would cover costs for two consultants to attend a public education session on Galiano (Paul de Greef, from Murdoch de Greef, mapping expert & Brian Emmett, from Archipelago Marine, Green Shores expert), associated travel costs and hall rental. Costs not covered by the grant would include advertising and mail outs, staff travel costs, or costs for other consultants to attend.

Nikki Wright of Seachange and Kate Emmings (Islands Trust Fund) have indicated interest in attending to present the work on the Eelgrass mapping project for Islands Trust Fund. Eelgrass is an indicator of nearshore ecosystem health and provides critical habitat for numerous species. The eelgrass mapping project is complementary to the Integrated Shoreline Mapping Project and Green Shores for Homes as an example of the impact of residential development on shorelines and resulting community based conservation efforts. The project budget for eelgrass mapping is a two year term. This fiscal year, the intent is to address Thetis, Lasqueti, Gambier, North & South Pender islands and in 2014-2015 to complete the remaining islands, including Galiano. There is a possibility that Galiano could be placed on the work program earlier than the 2013/2014 scheduled date.

## Dates

As other LTCs are intending to take advantage of the grant extension, the consultants' availability may be limited. Staff are recommending that the workshop be held on a Saturday in February in order to maximize

opportunities for public attendance. Because of the new statutory holiday on February 11<sup>th</sup>, staff are suggesting either February 16<sup>th</sup> or 23<sup>rd</sup>. We are not recommending any earlier dates, in order to provide sufficient time for advertising in January and to avoid winter weather conditions. Confirmation of meetings dates would be subject to hall availability Staff are requesting a resolution confirming the LTC's direction to proceeding with scheduling the workshop.

### **Meeting Format**

If the trustees wish to hold the workshop as an LTC meeting, then a resolution is required to schedule a special meeting. It is not necessary to hold this as an LTC meeting however, provided the trustees don't intend to discuss LTC business matters. If it is scheduled as a special meeting, minute-taking will be arranged.

### **Communications**

Staff will advertise the workshop using the standard on-island and website posting and email notification as a matter of course. The workshop should also be advertised through an ad in the Island Tides, and in the Active Page and by unaddressed mail drop. A standard ad will be prepared for use by the participating LTCs.

### **Attendance**

Staff will arrange to have the two consultants (De Greef and Emmett) attend, along with Nikki Wright of Sea Change, Kate Emmings from the Islands Trust Fund, and planning staff.

### **Budget**

The costs for Nikki Wright (Sea Change) and for communications are not covered by the grant, however her costs are estimated to be \$200 plus travel. Communications costs are not anticipated to exceed \$1000. There is sufficient funding available to cover these anticipated costs in current budgets. Staff would fund this from the Galiano OCP/LUB budget, this project is budgetted for \$6500, with no expenditures as of September 30<sup>th</sup>. At this point, staff are forecasting that no more \$3000 of this budget will be spent on public hearing costs associated with the on-going LUB amendments. No resolution is required for this.

### **Resolutions:**

1. THAT the Galiano Island Local Trust Committee request that staff schedule a Shoreline Workshop for either February 16<sup>th</sup> or 23<sup>rd</sup>.

pc      Kris Nichols, Island Planner  
         Sonya Sundberg, Grants Administrator  
         Kate Emmings, Ecosystem Protection Specialist