



Galiano Island Local Trust Committee

Regular Meeting Agenda

Date: July 4, 2016
Time: 12:30 pm
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

Pages

1. CALL TO ORDER
2. APPROVAL OF AGENDA 12:30 PM - 1:00 PM
3. TOWN HALL AND QUESTIONS
4. COMMUNITY INFORMATION MEETING 1:00 PM - 1:30 PM
 - 4.1 Galiano Island Local Trust Committee Bylaws 259 & 260
5. PUBLIC HEARING
 - 5.1 Recess for Public Hearing
 - 5.1.1 Galiano Island Local Trust Committee Bylaws 259 & 260
 - 5.2 Recall to order
6. MINUTES 1:30 PM - 1:45 PM
 - 6.1 Local Trust Committee Minutes Dated June 6, 2016 (for Adoption) 3 - 15
 - 6.2 Section 26 Resolutions Without Meeting Report Dated June 2016 16 - 16
 - 6.3 Advisory Planning Commission Minutes
none
7. BUSINESS ARISING FROM MINUTES
 - 7.1 Follow-up Action List Dated June 2016 17 - 19
8. DELEGATIONS
none
9. CORRESPONDENCE
Correspondence received concerning current applications or projects is posted to the LTC webpage

9.1	Invitation to Groundwater Management Presentation from Salt Spring Island Watershed Protection Authority	20 - 21
10.	APPLICATIONS AND REFERRALS	1:45 PM - 3:00 PM
10.1	GL-RZ-2016.1 (Wolstenholme) - Staff Memo Bylaws 259 & 260 (for further consideration)	22 - 28
10.2	GL-RZ-2014.1 (Crystal Mountain) - Staff Report	29 - 42
11.	LOCAL TRUST COMMITTEE PROJECTS	3:00 PM - 4:00 PM
11.1	Telecommunication Strategy Project - Staff Report	43 - 49
11.2	Dock Review Project - Staff Report	50 - 56
12.	REPORTS	
12.1	Work Program Reports (attached)	
12.1.1	<u>Top Priorities Report Dated June 2016</u>	57 - 57
12.1.2	<u>Projects List Report Dated June 2016</u>	58 - 58
12.2	Applications Report Dated June 2016 (attached)	
12.3	Trustee and Local Expense Report Dated May 2016	59 - 59
12.4	Adopted Policies and Standing Resolutions (attached)	60 - 61
12.5	Local Trust Committee Webpage	
12.6	Chair's Report	
12.7	Trustee Report	
12.8	Trust Fund Board Report	
	none	
13.	NEW BUSINESS	
	none	
14.	UPCOMING MEETINGS	
14.1	Next Regular Meeting Scheduled for August 29, 2016, at 12:30 pm, at the South Community Hall, Galiano Island	
15.	TOWN HALL	4:00 PM - 4:30 PM
16.	CLOSED MEETING (Distributed Under Separate Cover)	
17.	ADJOURNMENT	4:30 PM - 4:30 PM



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Galiano Island Local Trust Committee Minutes of Regular Meeting

Date: June 6, 2016
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

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

Staff Present Robert Kojima, Regional Planning Manager
Kim Stockdill, Acting Planner 2
Colleen Doty, Recorder

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 12:31pm. She acknowledged the meeting was held in traditional territory of the Coast Salish First Nations. Approximately 25 members of the public were present and no media.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

The Chair outlined parameters for the first Town Hall which is an opportunity to speak to something on the agenda.

Mike Hoebel enquired of the status of the Telecommunications Strategy as noted in Follow-Up Action Item (p.18 of agenda package).

Acting Planner 2 Kim Stockdill noted this is an ongoing project and due to the number of agenda items, the Telecommunications Strategy had to be deferred.

Debbie Holmes noted two corrections to last minutes. She stated the Crystal Mountain Society (CMS) rezoning would be similar to that of Woodstone. There is no exit clause under discussion. She stated encouragement, not support, for their application. She wished to address three agenda items. 1) She encouraged the Local Trust Committee (LTC) to get CMS to apply for a Temporary Use Permit (TUP) for a retreat zone and to have the Official Community Plan (OCP) forest review committee examine the issue. 2) With respect to affordable housing, she heard unusual things at the AGM. The LTC had already approved density on 20 units? . She supports the society's work, but thinks density is too much and doesn't want national or international investors. 3) Concerning commercial Short Term Vacation Rentals (STVR's): she's not opposed to this but thinks we need more information. She asks the LTC to consider what happens after six years

of TUPs. She would like APC members who have STVR's to excuse themselves from discussions with respect to STVR's.

Regional Planning Manager (RPM) Robert Kojima noted that one can apply for rezoning or another TUP after six years. There was brief discussion about differing interpretations of renewals.

Kio Okuda spoke to importance of accurate minutes and was concerned about being heard at meetings; he requested planners bring CMS into OCP conformity.

Staff and LTC clarified there is nothing in the OCP that states forest lot owners must transfer land as a condition of rezoning.

Suzanne Fournier, a North End property owner since 1990, presented concerns of herself and those of Dr. Christine Neilson and Neil Friedenburg (via email), other immediate neighbours of CMS who have lived in the neighbourhood for 10 years. Concerns with respect to: 1) the lack of transparency of the application process; 2) impact on the character of the neighbourhood which would change the rural character of Galiano; 3) the lack of consultation; 4) the approach to forest bylaws and the potential for CMS application becoming a gateway for other developers; 5) the number of parked cars -- potentially 70 -- on retreat days. Ms. Fournier requested clarification on the number of cars that could be parked on or near Devina Drive. Dr. Neilson and Mr. Friedenburg requested the CMS application be rejected.

Stephen Rybak urged LTC not to accept staff recommendations to proceed to a Community Information Meeting (CIM) on the basis the applicant has not met the baseline established for other forest rezonings: land transfer of covenanted lands with ownership. He asked what the community would get in exchange for rezoning and expressed concern for establishing precedent. He noted the CMS application has been clouded by a federal definition of "community benefit" used inappropriately at the local level.

Andrew Loveridge spoke on behalf of Galiano Green and apologized for the time taken to move the application along.

Janice Oakley noted difficulty of being around misinformation and the tone of accusations. She noted there is a misinterpretation with respect to density, and that the CMS application isn't a residential application.

A/Planner 2 Stockdill provided a technical comment. The applicant has requested 22 parking spaces (on private property). The 70 is what would happen if the proposal complied with the parking regulations in the Land Use Bylaw. Additional uses, for example a spa, would require a rezoning application. A spa would not be allowed under the land use bylaw being proposed.

Akasha Forest had a question about process. Referring to recommendation on p. 138 of the agenda package, that staff schedule a CIM to present draft bylaws, the draft conservation covenant and the finalized application proposal, she asked why, given that it's a complex rezoning, not present draft bylaws before a CIM.

RPM Kojima noted the LTC provided direction to staff to draft bylaws and noted a CIM is the best format of dealing with draft bylaws rather than at an LTC meeting. The expectation is that material is prepared well in advance.

Akasha Forest commented she would like to see draft bylaws come to LTC meeting first.

Chair Busheikin and RPM Kojima stated it was up to the LTC to decide timing.

Louise Decario referred to: CMS application, noting importance of Trustees seeing draft bylaws before going to CIM; supports transfer of land in exchange for density; ; concerned about creating a split zone because it creates difficulties down the road. She suggested consolidation of both lots creating one big lot to allow the density.

RPM Kojima confirmed the split zone approach for the CMS application.

Louise Decario commented on: Galiano Green's (GG) new housing agreement, noting concerns about LTC holding the agreement instead of the Capital Regional District (CRD). She urged the applicants to take their new proposal to CRD. There is an opportunity to receive \$300,000.

Libby McLelland was concerned about misinformation, explaining that CMS teachings are not paid for, but rather exchanged for donation.

Trustee Pottle noted receipt of a handwritten letter from Audrey Thomas. She would scan it and send it in.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated May 2, 2016 (for Adoption)

The following amendments to the minutes were presented for consideration:

- Add a comma on p.1 of Draft Minutes of May 2, 2016, p. 4 of package, after "perpetuity" in Debbie Holmes' Town Hall Comments.

By general consent the minutes were adopted as amended.

6.2 Section 26 Resolutions Without Meeting Report Dated May 2016

Provided for information.

6.3 Advisory Planning Commission Minutes

none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-Up Action List Dated May 2016

A/Planner 2 Kim Stockdill reviewed the Follow-Up Action Report, provided for information.

Trustee Pottle asked whether Stettner and Section Seven Water Works have responded. A/Planner 2 Stockdill noted that there was nothing to report.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

10.1 Salt Spring Island Local Trust Committee Bylaw No. 488 Referral

GL-2016-036

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Committee Bylaw No. 488 and decided Interests Unaffected by Bylaw.

CARRIED

10.2 Salt Spring Island Local Trust Committee Bylaw No. 489 Referral

GL-2016-037

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Committee Bylaw No.489 and decided Interests Unaffected by Bylaw.

CARRIED

10.3 Salt Spring Island Local Trust Committee Bylaw No. 490 Referral

GL-2016-038

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Salt Spring Island Local Trust Committee Bylaw No.490 and decided Interests Unaffected by Bylaw.

CARRIED

10.4 Mayne Island Local Trust Committee Bylaw Nos. 165 & 166 Referral

GL-2016-039

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Mayne Island Local Trust Committee Bylaw Nos. 165 and 166 and decided Interests Unaffected by Bylaws.

CARRIED

10.5 Mayne Island Local Trust Committee Bylaw No. 167 Referral

GL-2016-040

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Mayne Island Local Trust Committee Bylaw No. 167 and decided Interests Unaffected by Bylaw.

CARRIED

10.6 Mayne Island Local Trust Committee Bylaw Nos. 168 & 169 Referral

GL-2016-041

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee considered Mayne Island Local Trust Committee Bylaw Nos. 168 & 169 and decided Interests Unaffected by Bylaw.

CARRIED

10.7 GL-TUP-2016.4 (Calvert) - Staff Report

A/Planning 2 Stockdill provided a summary of the application.

GL-2016-042

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee approve Temporary Use Permit GL-TUP-2016.4 (Calvert).

CARRIED

Trustee Pottle noted that some landowners are delaying applying for TUPs because they want more time. Staff commented that Bylaw Enforcement is working through the bylaw enforcement list. With each successive TUP allocation, cumulative impacts are evaluated in each area. It is in an applicant's interests to apply earlier rather than later.

Chair Busheikin commended the applicant for applying early.

10.8 GL-DP-2016.2 (McFarland) - Staff Report

GL-2016-043

It was MOVED and SECONDED,
that Development Permit GL-DP-2016.2 (McFarland) be approved.

CARRIED

10.9 GL-RZ-2011.1 (Galiano Green) - Staff Report

RPM Kojima provided an overview of the application. Staff are seeking the LTC's direction on the applicant's request to remove the phasing plan. Staff support removing the phasing plan.

There were questions and discussion concerning:

- How to deal with small changes in the Housing Agreement (HA) and whether that happens at a Public Hearing.
- If changes affect use or density will the HA have to go back to Public Hearing?
- Sweat equity, and, tracking of labour costs and donated labour if one builds one's own house.
- Pros and cons of CRD holding the HA administration versus LTC, which lacks the expertise. If CRD were to administer HA, affordability could be impacted and there could be further delays in the application. Under Section 14 of HA the LTC can assign administration of HA to a third party.
- Changing costs and building codes if there are more delays.
- Whether one's status as a retiree or a recipient on Employment Insurance would affect one's eligibility as a renter or leaseholder.
- Confusion over qualifications of renters versus leaseholders to be eligible inhabitants of GG.
- Delegation of authority and Director of Local Planning
- LTC's liability.
- Galiano Green's business model.
- Flexibility of Community Management Committee (CMC), as addressed by Schedule F, item 3(b).
- There being no limit as to how long it could take one to build their house.
- Concern about water availability; Page Drive and Galiano Estates have water issues.

Chair Busheikin asked whether the applicant would consider approaching the CRD to take on administration of the HA. Galiano Green Board members present thought fellow board members would not support it. Concern was expressed about further delays if the CRD were approached because they would likely want more changes.

RPM Kojima noted that:

- Trustees asked staff to amend HA so that resale value could include unpaid labour.
- One's eligibility is assessed at the time of application only.

- And confirmed that the request is just to remove the phasing plan, not the hydrology report requirement.

Chair Busheikin suggested:

- That for leasehold residents, it be clarified that the definition of eligibility is only at the time of intake.
- With respect to p. 111 of the agenda package, a clause to the effect: "as long as the fees are consistent with the goals of affordability."
- With respect to p. 112, item 5a), a clause about including adult members of family who have also been living there.

There was consensus among Trustees that the above points were reasonable.

- With respect to p. 112, item 5b) iv), it be clarified that "mortgage payments" refers to monthly payments, the payments leaseholders take out to buy their unit.

There was extensive discussion about removing the covenant's requirement to have two of the first six units constructed by the Owner.

Trustee Harris agreed with removing the clause, which is onerous on the society. Trustee Pottle noted the benefits of having the clause, previously agreed upon, largely to demonstrate feasibility of the plan. She would like the community to consider it and wondered whether a CIM would be appropriate. A prototype would be helpful to engineer the water system.

Chair Busheikin queried whether one house would present a compromise option and provide some feedback on project, building trust and optimism. Louise Decario suggested a prototype could be built in conjunction with an applicant.

There was consensus among Trustees to change the covenant to one house.

GL-2016-044

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee rescind second reading of proposed Bylaw 234.

CARRIED

GL-2016-045

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw 234 be amended and shown in the attachment to the staff report of May 26, 2016.

CARRIED

GL-2016-046

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw 234 be read a second time as amended.

CARRIED

GL-2016-047

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee direct staff to prepare a housing agreement bylaw for rezoning application GL-RZ-2011.1 (Galiano Green).

CARRIED

GL-2016-048

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that proposed Bylaw No. 259 and proposed Bylaw No. 260 are not contrary to, or at variance with, the Islands Trust Policy Statement.

CARRIED

GL-2016-049

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee requests that a Community Information Meeting and a Public Meeting be scheduled together at a Special Meeting for Bylaws 233 and 234.

CARRIED

There was discussion about timing of such a Special Meeting and it was thought that September would be realistic. There was a friendly amendment to add a Special Meeting.

GL-2016-050

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee request that staff revise the draft s.219 covenant to remove reference to the phasing of development.

CARRIED

10.10 GL-RZ-2014.1 (Crystal Mountain) - Staff Memo

A/Planner 2 Stockdill provided background. Trustees would like to see draft bylaws before they go to the public. A/Planner 2 Stockdill is waiting for some particulars from applicant in order for the draft bylaws to be on the next LTC meeting.

At this point in the meeting agenda item 16 - In-camera session was moved for the LTC to consider.

16. CLOSED MEETING (previously Item 16 on the Agenda Package.)

16.1 Motion to Close Meeting

GL-2016-051

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee's meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1) (d) & (f) for the purpose of considering:

- Adoption of In-Camera Meeting Minutes Dated May 2, 2016
- Bylaw Enforcement

AND that the recorder and staff attend the meeting.

CARRIED

The public was asked to adjourn at 3:48pm.

See separate In-Camera Meeting Minutes dated June 6, 2016.

16.2 Recall to Order

Meeting was recalled to order at 4:21pm.

16.3 Rise and Report:

Chair Busheikin reported that In-Camera Minutes of May 2, 2016 were adopted and information was received from staff.

The agenda for the Regular Meeting resumed.

10.11 GL-RZ-2016.1 (Wostenholme) - Staff Report

A/Planner 2 Stockdill provided a brief summary.

GL-2016-052

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee give First Reading to draft Bylaw No. 259, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2016."

CARRIED

GL-2016-053

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee give First Reading to draft Bylaw No. 260, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2016."

CARRIED

GL-2016-054

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee direct staff to schedule a public hearing and community information meeting for proposed Bylaw No. 259 and proposed Bylaw No. 260 to be held in conjunction with the July 4th, 2016 regularly scheduled meeting of the Galiano Island Local Trust Committee.

CARRIED

GL-2016-055

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that proposed Bylaw No. 259 and proposed Bylaw No. 260 are not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Cottages Floor Area - Staff Report - Bylaw Nos. 242 & 243

GL-2016-056

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 242, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2013" be adopted.

CARRIED

GL-2016-057

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 243, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2013" be adopted.

CARRIED

11.2 Contractor TUP Guidelines - Staff Report - Bylaw No 253

GL-2016-058

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 253, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2015" be adopted.

CARRIED

11.3 Secondary Suites - Staff Report - Bylaw Nos. 254 & 255

GL-2016-059

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 254, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2015, be adopted.

CARRIED

GL-2015-060

It was MOVED and SECONDED,

that Galiano Island Local trust Committee proposed Bylaw No. 255, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2015," be adopted.

CARRIED

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated May 2016

Provided for information. A/Planner 2 Stockdill asked whether LTC would consider removing affordable housing as a Top Priority. It was felt the upcoming Housing forum might spur further ideas.

GL-2016-61

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee requests staff to provide a project charter on dock review.

CARRIED

12.1.2 Projects List Report Dated May 2016

Provided for information.

12.2 Applications Report Dated May 2016

Provided for information. With respect to GL-RZ-2013.1, Loren Wilkinson has been appointed to sign on behalf of Galiano Conservancy Association.

12.3 Trustee and Local Expense Report Dated March 2016

The Expense Summary Report was received, showing expenses incurred up to the end of March 2016.

12.4 Adopted Policies and Standing Resolutions

Provided for information

12.5 Local Trust Committee Webpage

none

12.6 Chair's Report

Trust Council is happening next week. There will be a meeting about the possibility of having electronic meetings for Trust Council. There will likely be a debate about anchorages and a session on staff and elected relationships.

Chair Busheikin expects to receive an update on the Salt Spring Island incorporation study and referendum. There is an upcoming Housing Forum in Cowichan Bay.

12.7 Trustee Report

Trustee Harris noted the length of time it takes for bylaws to be passed. He was pleased that Galiano Green is now moving ahead, and, with a better model.

Trustee Pottle attended the Local Planning Committee forum via phone on affordable housing and will be attending the Affordable Housing Forum in Cowichan Bay. She has received correspondence from constituents about Crystal Mountain Society.

12.8 Trust Fund Board Report Dated May 2016

Report provided as part of agenda package page 182-183.

13. NEW BUSINESS

none

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for July 4, 2016, at 12:30 pm, at the South Community Hall, Galiano Island

Chair Busheikin is unavailable for the Aug. 29, 2016 LTC meeting.

15. TOWN HALL

Tom Hennessy was interested in attending the upcoming Affordable Housing Forum on behalf of Galiano Green, which has a suitable 15-minute presentation.

Chair Busheikin explained that the schedule and presenters have already been set.

Mr. Hennessy requested a list of housing projects that will be presenting. Chair Busheikin will follow up.

Stephen Rybak thanked Island trail makers for their efforts. Unfortunately there has been some vandalism of signs. Concerned about having a public record, he suggested depositing minutes at local library. He suggested a forest lands Community Benefit Review to help remove uncertainty about rezoning process.

Nancy McPhee asked Trustee Pottle about correspondence with respect to Crystal Mountain Society and whether the information could be made public.

RPM Kojima noted that if correspondence went to one Trustee only, it was subject to a Freedom of Information request which covers personal email.

Nancy McPhee enquired about information that is shared at a Trust meeting: when information is inaccurate, what procedure is there to have it corrected or retracted? She asked the LTC to consider what "Community Benefit" means.

Chair Busheikin noted that LTC is required to make evidence-based decisions.

Kim Lenglet noted increased intensity of use requires some sort of support for community housing. She saw increased intensity of use after adoption of Bylaw 243. She would like to see equitability and noted the discrepancy that Temporary Use Permits facilitate Short Term Vacation Rentals but not affordable housing.

Janice Oakley wanted to acknowledge people's time spent on land use government and how we live on this island. Kindness is a community benefit.

Kio Okudo would like to see digital copies of minutes in the library. He was concerned about how Bylaws, TUPs and STVRs came into being, , and would like to explore how TUPs could be denied.

Trustee Pottle outlined the history of the discussion around STVRs.

RPM Kojima noted that anonymous complaints about bylaw enforcement are not accepted. Phone calls to trustees could be made. Names are kept confidential.

Debbie Holmes asked whether commercial camping in a Forest 1 zone was acceptable as a permitted use.

Chair Busheikin urged Ms. Holmes to go to Bylaw Enforcement.
With reference to the last time that staff remembered differently from the minutes, Chair Busheikin noted that action was taken.

16. CLOSED MEETING - This item was considered earlier in the agenda.

17. ADJOURNMENT

By general consent the meeting was adjourned at 5:20pm

Laura Busheikin, Chair

Certified Correct:

Colleen Doty, Recorder



Islands Trust

Galiano Island

Resolutions Without Meeting

Resolution #	Action	Resolution Description	Resolution Date
2016-04	In Favour	THAT Galiano Island Local Trust Committee Bylaw No. 245, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No.3, 2013" be Adopted.	06-Jun-2016

Follow Up Action Report

Galiano Island

07-Dec-2015

Activity	Responsibility	Target Date	Status
Staff to contact Ministry to follow up with Retreat Cove Covenant (IN PROGRESS).	Kim Stockdill	23-Dec-2015	On Going

07-Mar-2016

Activity	Responsibility	Target Date	Status
Crystal Mountain (GL-RZ-2014.1)	Sharon Lloyd-deRosario	01-Jul-2016	On Going
1. Staff to research PMFL implications for potential OCP & LUB amendments relevant to OCP Forestry policies and the Crystal Mountain application. DONE	Kim Stockdill		
2. Staff to draft bylaws on the basis that 75% of land be protected with a conservation covenant. DONE			
3. Staff to follow up with Trust Fund staff regarding the timeline of the TFB/Crystal Mountain conservation covenant.			
May 2, 2016 LTC Meeting:			
4. Applicant to explore additional community benefits options.			
5. Staff to draft OCP amendment by amending the existing Health & Wellness Facilities designation for 25% of the land. DONE			
1. Staff to add Affordable Housing Strategy and Dock Review to Top Priorities - DONE	Kim Stockdill	25-Mar-2016	On Going
2. LTC to review Affordable Housing Toolkit to determine what aspects of Affordable Housing should be addressed.			

04-Apr-2016

Activity	Responsibility	Target Date	Status
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**Follow Up Action Report**

11.1 Telecommunication Strategy: staff to draft a terms of reference for a special APC to develop recommendations for consultation procedures. APC work should include inventory of existing services, including internet and CREST, potential siting procedures, and options for consultation process. Staff to report back with a draft Terms of Reference and Project Charter

Kim Stockdill

25-Apr-2016

Done

02-May-2016

Activity	Responsibility	Target Date	Status
GL-TUP-2016.1 (Stettner) - application deferred until such time a draft covenant between the property owner and the Section Seven Water Works is agreed upon. IN PROGRESS.	Kim Stockdill	01-Jul-2016	On Going

06-Jun-2016

Activity	Responsibility	Target Date	Status
Galiano LTC meeting minutes for May 2, 2016 adopted as amended.	Regina Robinson	24-Jun-2016	Done
Salt Spring LTC Bylaw Nos. 488, 489, & 490 - Interests unaffected.	Sharon Lloyd-deRosario	24-Jun-2016	Done
Mayne Island LTC Bylaw Nos. 165, 166, 167, 168, & 169 - Interests unaffected.	Sharon Lloyd-deRosario	24-Jun-2016	Done
GL-TUP-2016.4 (Calvert) - TUP approved. Staff to issue TUP, close file, and notify bylaw enforcement.	Sharon Lloyd-deRosario Phil Testemale	24-Jun-2016	Done
GL-DP-2016.2 (McFarland) - DP approved. Staff to issue DP, close file, and notify CRD.	Sharon Lloyd-deRosario Kim Stockdill	24-Jun-2016	Done



Follow Up Action Report

GL-RZ-2011.1 (Galiano Green)

1. Bylaw 234 - Second Reading was rescinded, bylaw was amended, then Second Reading was given as amended - DONE
2. Staff to prepare housing agreement bylaw.
3. ITPS checklist endorsed - DONE
4. Staff to schedule CIM and Public Hearing for proposed Bylaw Nos. 233 & 234.
5. Staff to revise draft s. 219 covenant to remove reference to phasing of development - DONE
6. Staff to review Housing Agreement for re-sale by leaseholders to address unpaid labour and occupancy by adult children.

Sharon Lloyd-deRosario 26-Aug-2016 On Going
Robert Kojima

GL-RZ-2016.1 (Wolstenholme)

1. First Reading given to draft Bylaw Nos. 259 & 260. - DONE
2. ITPS checklist endorsed. DONE
3. Staff to schedule a CIM and Public Hearing for July 4, 2016. - DONE

Sharon Lloyd-deRosario 01-Jul-2016 Done
Kim Stockdill

The Galiano LTC adopted the following Bylaws:

1. Bylaw Nos. 242 & 243 - Cottage Review
2. Bylaw No. 253 - Contractor Yards
3. Bylaw Nos. 254 & 255 - Secondary Suites

Sharon Lloyd-deRosario 24-Jun-2016 Done

Staff to prepare a project charter for the Dock Review project.

Kim Stockdill 04-Jul-2016 Done



Galiano Island Local Trust Committee
Sandy Pottle, Galiano Island Trustee
George Harris, Galiano Island Trustee
Laura Busheikin, Galiano Island Trust Committee Chair
Islands Trust Suite 200 - 1627 Fort St.
Victoria, B.C. V8R 1H8 Canada

June 6, 2016

Re: Invited Speaker about Gulf Islands Groundwater Management
A presentation to the Salt Spring Island Watershed Protection Authority and Salt Spring
Island community as part of the Integrated Water Management Program and Watershed
Stewardship Workshop Series.

When: Friday August 19th, 2016 from 11:00am - 12:30pm.
Speaker: Diana Allen, Ph.D. Groundwater Resources Research Group, Simon
Fraser University, B.C.
Location: To Be Determined.

Topic “Estimating Groundwater Recharge to the Gulf Islands: Challenges and Progress”

The Salt Spring Island Watershed Protection Authority (SSIWPA) would like to invite the Galiano Island Local Trust Committee, and other members of the Galiano Island community (if applicable) to attend the presentation described above.

Please **RSVP by June 30, 2016 to Coordinator Shannon Cowan at**
ssiwpacoord@gmail.com (250-653-4867).

* Please indicate the number of participants who will attend, and venue preference (1,2,3 in priority order) from the options below:

- i) Community Gospel Chapel, Salt Spring Island (located at corner of Vesuvius Bay Road and North End Road)
- ii) Lions Hall, Salt Spring Island (located on Drake Road, near Ganges)
- iii) Mary Winspear Centre, Sidney B.C.

* Please indicate in your RSVP if the number of participants might be higher (and by how much) at the Sidney venue. The goal is to offer this event at no cost to participants, if the SSIWPA budget allows.

Sincerely, Shannon Cowan, SSIWPA Coordinator

Speaker Biography:

Diana Allen, Ph.D. and her “Groundwater Resources Research Group” in the department of Earth Sciences at Simon Fraser University have studied groundwater resources in the B.C. Gulf Islands for over ten years.

Dr. Allen is a member of the Pacific Institute for Climate Solutions (PICS), and has been a published scientist for 20 years, with a broad range of experience in both empirical approaches and modeling of direct recharge, as well as with mapping deep groundwater flow contributions to main and lower order streams in mountainous and coastal zones. She is also involved with climate change impact research on different types of aquifers and fractured bedrock groundwater systems, groundwater quality risk assessments and aquifer vulnerability mapping.

Dr. Allen’s student, Isabelle Larocque presented her thesis work to the Salt Spring community at large in January of 2015, titled “The hydrogeology of Salt Spring Island, British Columbia” (2014).

In early 2016, another student completed recharge studies on Gabriola Island, British Columbia. **Dr. Allen aims to integrate the new results about groundwater recharge in the Gulf Islands, with previous work, in her presentation on August 19th, 2016.**

Date June 9, 2016 File Number: GL-RZ-2016.1
(Wolstenholme)

To Galiano Island Local Trust Committee
For the meeting of July 4, 2016

From Kim Stockdill, A/Planner 2

Re **Proposed Bylaw Nos. 259 & 260 (OCP & LUB) – Post Public Hearing Procedures**

The Local Trust Committee is considering bylaws to re-zone a portion of a property from Health and Wellness (HW) to Visitor Accommodation (Inn) – C3 and to also re-designate it from Health & Wellness Facility (HF) to Visitor Accommodation (VA). Please see Attachments 1 and 2 for a copy of proposed Bylaw No. 259 and proposed Bylaw No. 260 at First Reading which was given on June 6, 2016. A public hearing is scheduled for July 4, 2016. 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 bylaw 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 Minister approve the bylaw, the next step for the LTC would be to adopt the bylaw.

RECOMMENDATIONS:

1. THAT the Galiano Island Local Trust Committee give Second Reading to proposed Bylaw No. 259, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2016".
2. THAT the Galiano Island Local Trust Committee give Third Reading to proposed Bylaw No. 259, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2016".
3. THAT the Galiano Island Local Trust Committee give Second Reading to proposed Bylaw No. 260, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2016".
4. THAT the Galiano Island Local Trust Committee give Third Reading to proposed Bylaw No. 260, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2016".
5. THAT the Galiano Island Local Trust Committee proposed Bylaw Nos. 259 and 260 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.
6. THAT the Galiano Island Local Trust Committee proposed Bylaw No. 259 be forwarded to the Minister of Community, Sport and Cultural Development for approval.

Attachment 1 – Proposed Bylaw No. 259

Attachment 2 – Proposed Bylaw No. 260

pc Robert Kojima, Regional Planning Manager

GALIANO ISLAND LOCAL TRUST COMMITTEE

PROPOSED

BYLAW NO. 259

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

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Galiano Island Local Trust Committee the same power and authority of a Regional District under Part 14, except sections 558 to 570 and 507 to 508, of the *Local Government Act*;

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

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

NOW THEREFORE the Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2016".

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 6th day of June , 2016.

PUBLIC HEARING HELD this day of , 20.

READ A SECOND TIME this day of , 20.

READ A THIRD TIME this day of , 20.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of , 20.

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of , 20.

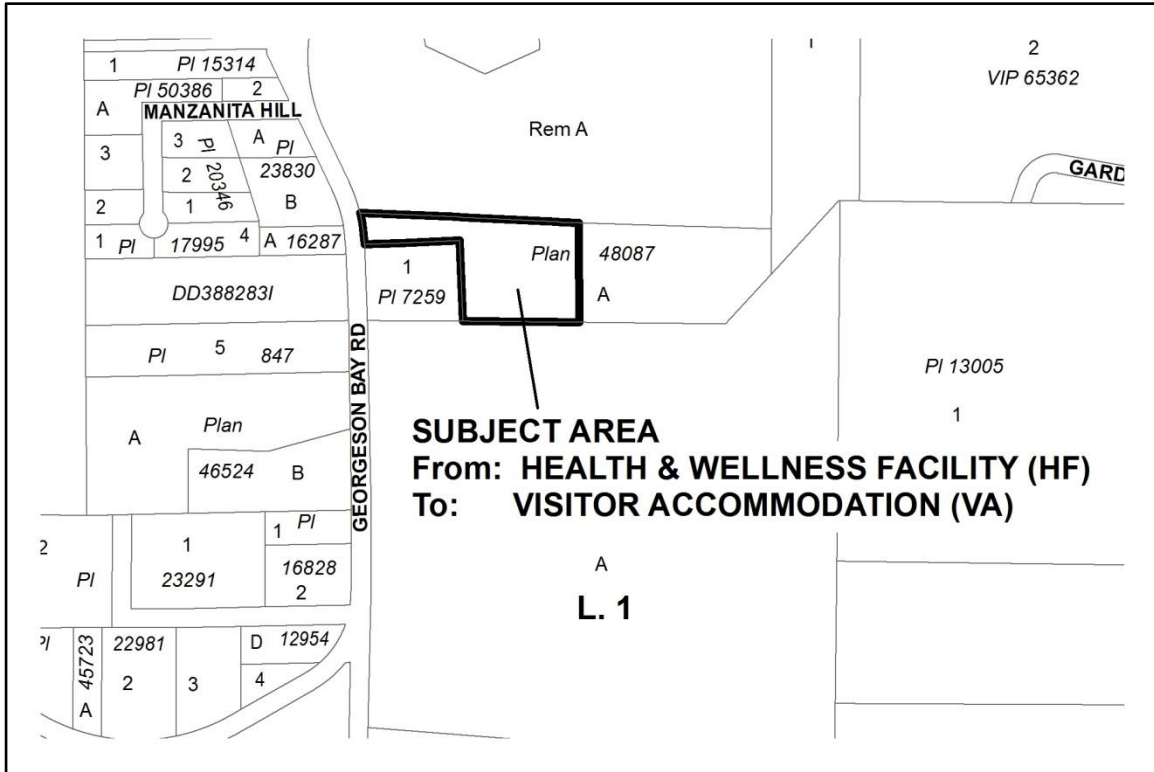
ADOPTED this day of , 20.

SECRETARY

CHAIRPERSON

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 259
SCHEDULE 1

1. Schedule B (Land Use Designation) is amended for a portion of the lands legally described Lot A, District Lot 3, Galiano Island, Cowichan District, Plan 48087 as depicted in the map below.



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

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

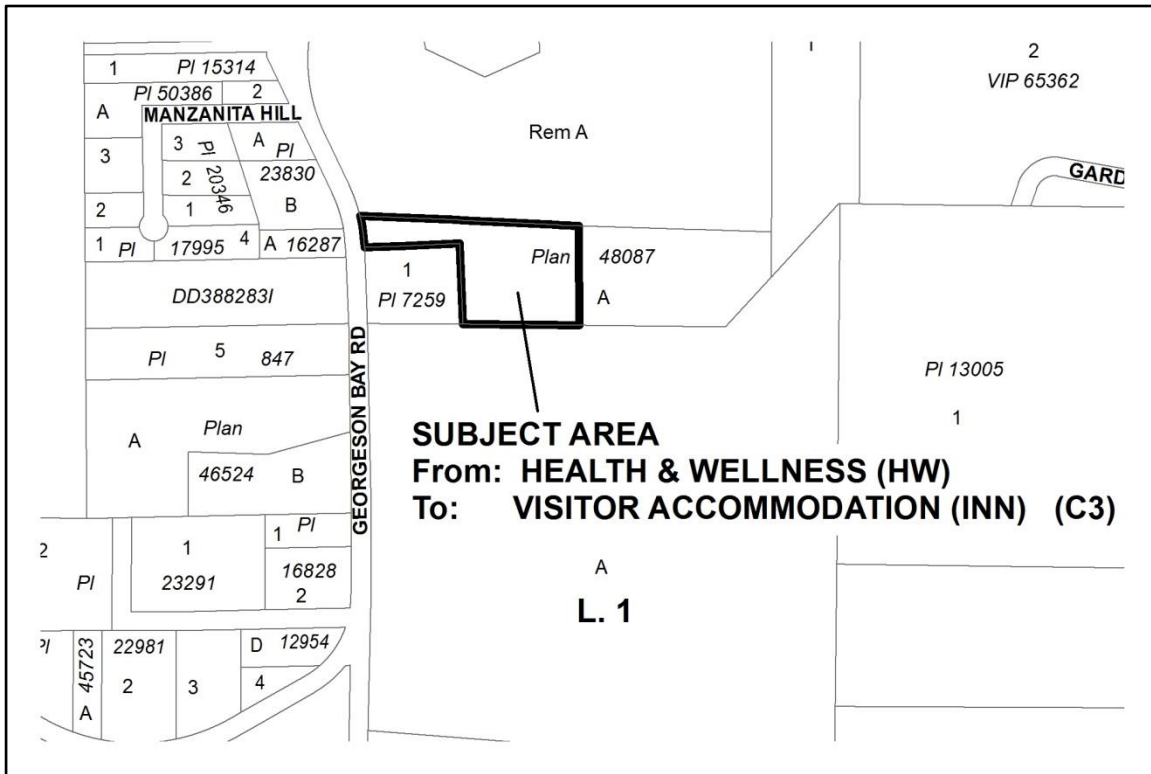
- A. Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:
 - 1. Schedule B (Zoning Map) is amended for a portion of the lands legally described Lot A, District Lot 3, Galiano Island, Cowichan District, Plan 48087 from Health & Wellness (HW) to Visitor Accommodation (Inn) – C3 as shown on Plan No.1 which is attached to and forms part of this bylaw.
- B. This bylaw may be cited for all purposes as the “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2016”.

READ A FIRST TIME THIS	6 th	DAY OF	June	2016
PUBLIC HEARING HELD THIS		DAY OF		201_
READ A SECOND TIME THIS		DAY OF		201_
READ A THIRD TIME THIS		DAY OF		201_
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS				
		DAY OF		201_
ADOPTED THIS		DAY OF		201_

DEPUTY SECRETARY

CHAIRPERSON

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 260
PLAN NO. 1



STAFF REPORT

Date: June 22, 2016

File No.: GL-RZ-2014.1
Crystal Mountain

To: Galiano Island Local Trust Committee
For the meeting of July 4, 2016

From: Kim Stockdill, A/Planner 2

CC: Robert Kojima, Regional Planning Manager

Re: LUB and OCP Bylaw Amendments Application

Owner: Crystal Mountain – A Society for Eastern and Western Studies
Applicant: Stephen and Helen Foster
Location: Lot A, Districts Lots 88 and 89, Galiano Island, Cowichan District, Plan
VIP68079 & Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan
31200

PURPOSE OF REPORT:

The purpose of this staff report is to present a draft version of the Official Community Plan (OCP) amendment bylaw No. 256 and the Land Use Bylaw (LUB) amendment bylaw No. 257 prior to proceeding to a Community Information Meeting (CIM).

At the June 6, 2016 staff recommended scheduling a CIM in order to present the draft bylaws, conservation covenant, and proposal from the applicant to the community. The LTC requested that the draft bylaws be considered by the LTC at the July LTC meeting before moving forward with scheduling the CIM. The draft bylaw amendments are attached to this staff report for the LTC's review.

Previous to this, at the May 2, 2016 regular LTC meeting, the LTC passed the following resolutions:

“GL-2016-031

It was MOVED and SECONDED,
THAT, the Galiano Island Local Trust Committee requests the applicant explore additional community benefit options.”

“GL-2016-032

It was MOVED and SECONDED,
THAT, the Galiano Island Local Trust Committee amends the Official Community Plan by re-designating the portion of the land to protected by conservation covenant to Nature Protection and by amending the existing Health and Wellness Facilities designation for 25 percent of the land where the retreat activities would occur.”

Draft Bylaws:

OCP Amendment Bylaw

The OCP amendment bylaw is attached for the LTC's review. The bylaw would redesignate the two lots to Health and Wellness and Nature Protection. Amendments are also proposed to the existing Health and Wellness designation to include policies for a comprehensive spiritual retreat.

Land use Bylaw

The subject properties (Lot 9 and Lot A) are currently zoned Rural 2 and Forest 1 respectively. The attached LUB amendment would rezone Lot 9 to Nature Protection (NP) and would split zone Lot A into NP and a Crystal Mountain Comprehensive Development Zone (CD1) based on the updated site plan provided by the applicant (attached). The CD1 zone is further separated into two Areas – Area 1 and Area 2 (see Plan No. 2 in attached bylaw). The purpose of creating two areas is to have specific regulations associated with the northern and southern developable areas.

The NP zone does not permit any buildings or structures of any kind, other than signs. There is currently a pagoda located on Lot 9. Although this structure is not permitted in the NP zone, it will be protected as a pre-existing non-conforming structure under Section 529 of the *Local Government Act*.

The applicant has requested sleeping huts to provide sleeping accommodation for up to 30 participants. Staff have limited the maximum number of sleeping huts for the southern developable area (Area 1) and the northern developable area (Area 2) in the attached LUB amendment bylaw. Determining the sufficient number of sleeping huts is crucial at the land use bylaw amendment stage as after final adoption of bylaws, if the applicant wishes to increase the number of sleeping huts, a rezoning would be required (a Development Variance Permit cannot vary use or density).

Covenants:

The conservation covenant between the applicant and the Trust Fund Board is still in progress. In order to eliminate delays with registering the conservation covenant as a condition of rezoning, staff recommend requiring a draft version of the conservation covenant prior to the CIM and certainly by the time of Public Hearing. The following is an update from Jennifer Eliason, Islands Trust Fund Manager:

"A template conservation covenant was provided to Crystal Mountain for review and comment, and Islands Trust Fund (ITF) has now received initial comments back from Crystal Mountain and their lawyer. Negotiations are progressing, and both ITF and Crystal Mountain feel confident that we can come to agreement on a conservation covenant that will ensure the protection of the natural features of the land while allowing for low impact use by the retreat participants. We also have discussed the development of a management plan that would guide restoration activities on the land, including invasive species removal and tree thinning to improve forest structure and diversity. The management plan would be referred to in the covenant and would need to be approved by the covenant holders. Management activities could be carried out by Crystal Mountain and its retreatants as long as they follow the approved plan. The restrictions in the covenant are still under negotiation, but will restrict development of any new trails or improvements, disturbance of soil or rock, and removal of native vegetation (except as prescribed in management plan)." – June 24, 2016

In addition, staff recommend registering an additional s. 219 covenant on the property if such a covenant could further restrict the use of the land for non-profit societies only.

Correspondence:

All correspondence received by the LTC will be posted on the LTC's [Current Applications - correspondence](#) webpage.

Community Information Meeting:

No formal community consultation for this application has taken place at this time. A Community Information Meeting (CIM) often takes place in advance of a public hearing in order to provide the public with an opportunity to ask questions regarding the application and for any changes to be incorporated in the proposed bylaws. Staff recommend scheduling a Community Information Meeting (CIM) to provide an opportunity to present and discuss the draft bylaws, draft conservation covenant, and finalized applicant proposal (community benefit). The CIM would be scheduled as a Special Meeting once the conservation covenant is drafted and all requested information from the applicant is received.

Options:

The LTC should consider the following options:

1. request staff to schedule a community information meeting, contingent upon draft covenants being prepared ; OR
2. request staff make further changes to the draft bylaws; OR
3. resolve to proceed no further with application.;

Staff recommends scheduling a CIM for the fall 2016 to present the draft bylaws, the conservation covenant, and the applicant's finalized application with comments on community benefit.

RECOMMENDATIONS:

1. THAT the Galiano Island Local Trust Committee request staff to schedule a Community Information Meeting for GL-RZ-2014.1 (Crystal Mountain) in order to present draft bylaws, the draft conservation covenant, and the finalized application proposal.

Prepared and Submitted by:



Kim Stockdill
A/Planner 2

June 22, 2016
Date

Concurred in by:



Robert Kojima
Regional Planning Manager

June 23, 2016

Date

1. Draft OCP Amendment Bylaw No. 256
2. Draft LUB Amendment Bylaw No. 257
3. Updated applicant site plan

DRAFT

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 256

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

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Galiano Island Local Trust Committee the same power and authority of a Regional District under Part 14, except sections 558 to 570 and 507 to 508, of the *Local Government Act*;

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

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

NOW THEREFORE the Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2016".

2. SCHEDULES

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

3. SEVERABILITY

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

READ A FIRST TIME this day of , 20.

PUBLIC HEARING HELD this day of , 20.

READ A SECOND TIME this day of , 20.

READ A THIRD TIME this day of , 20.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of , 20.

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of , 20.

ADOPTED this day of , 20.

SECRETARY

CHAIRPERSON

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 256
SCHEDULE 1

A. Bylaw No. 108, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995” is amended as follows:

1. Section II, Subsection 4.3 (Health and Wellness Facilities) is deleted and replaced with:

“4.3 Health and Wellness

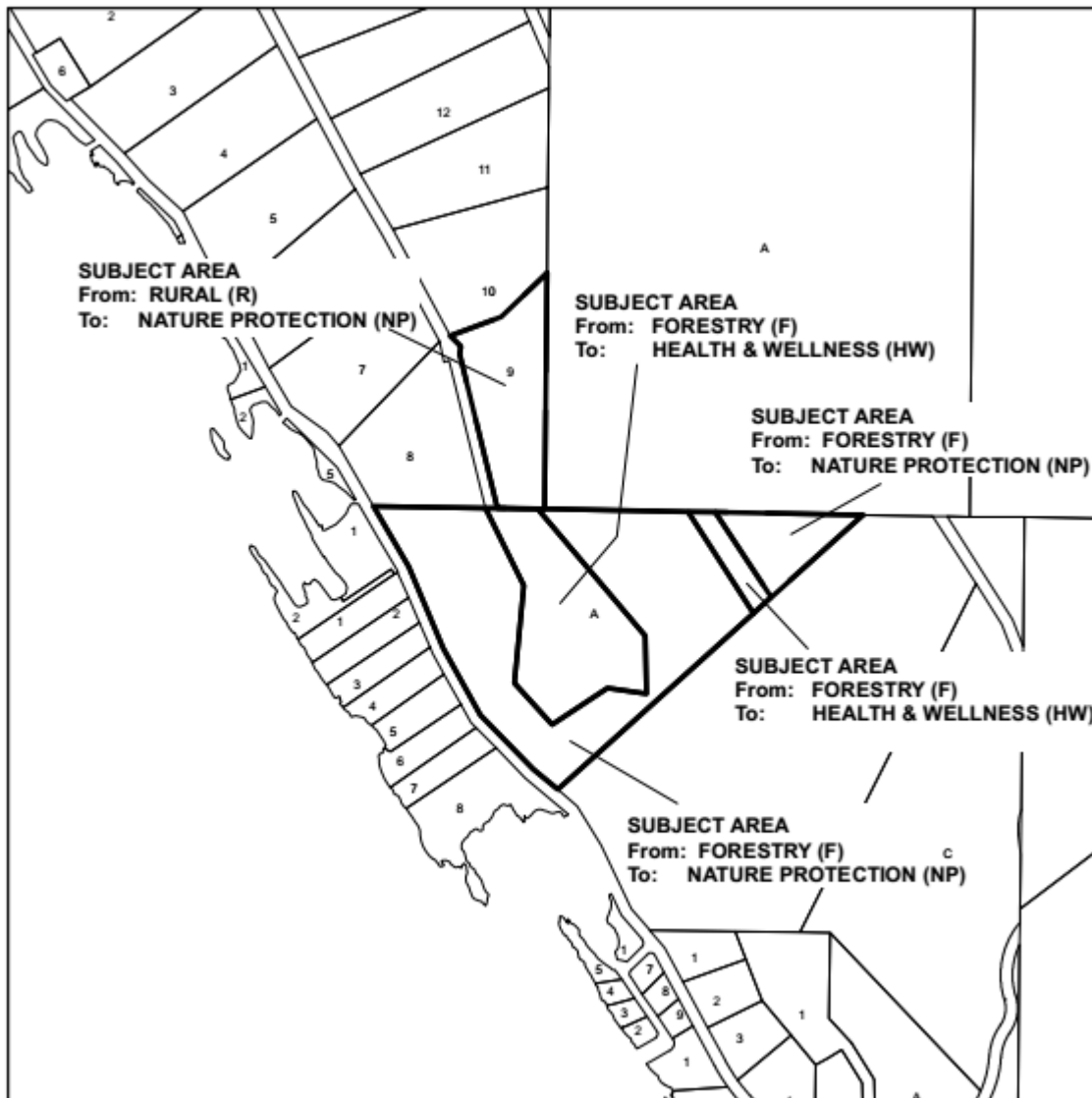
Health and Wellness Objective

The objective of this subsection is:

- 1) to encourage health and wellness facilities that enhance the health of residents and visitors and that do not adversely affect the natural environment.

Health and Wellness Policies

- a) The principal use shall be health and wellness including comprehensive spiritual retreat use.
- b) Zoning for any health and wellness use, including comprehensive spiritual retreat, shall be considered on a site specific basis.
- c) Zoning for comprehensive spiritual retreat use:
 - i) shall only be permitted for non-profit organizations.
 - ii) shall not support, provide, or permit, at any time, commercial use including nature related tourism or visitor accommodation.
 - iii) shall restrict the number of buildings and structures and maximum floor area.
 - iv) Shall regulate the location of buildings and structures to minimize their impact on sensitive ecosystems.
- 2) Schedule B (Land Use Designation) is amended for the lands legally described as Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200 and Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079 as depicted in the map below.



DRAFT

GREEN ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 257

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW 127, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw 127, 1999, Amendment No. 1, 2016”.

2. Galiano Island Local Trust Committee Bylaw No. 257, cited as “Galiano Island Land Use Bylaw 127, 1999,” is amended as follows:

2.1 Inserting the following as a new Section 8.6 following Section 8.5:

“8.6 Crystal Mountain Comprehensive Development One (CD1) Zone

Permitted Uses

- 8.6.1 In the Crystal Mountain Comprehensive Development One Zone (CD1), the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited:

8.6.1.1 comprehensive spiritual retreat

8.6.1.2 sleeping huts

8.6.1.3 dwelling unit accessory to the comprehensive spiritual retreat use for the use of a caretaker:

Permitted Density

- 8.6.2 The following are only permitted to be located in the area designated as Area A on Schedule D – Plan 6:

8.6.2.1 26 sleeping huts with a maximum floor area of 15 square metres;

8.6.2.2 one meditation hall restricted to meditation use only with a maximum floor area of 125 square metres;

8.6.2.3 one dining/kitchen building with a maximum floor area of 125 square metres;

8.6.2.4 one bathing and laundry building not exceeding a floor area of 70 square metres;

8.6.2.5 accessory structures not exceeding a total maximum floor area of 20 square metres;

8.6.2.6 one workshop not exceeding a floor area of 130 square metres;

8.6.2.7 one accessory storage structure with a maximum floor area 70 square metres; and

8.6.2.8 one accessory dwelling unit with a maximum floor area of 100 square metres.

8.6.3 The following are only permitted to be located in the area designated as Area B on Schedule D – Plan 6:

8.6.3.1 4 sleeping huts with a maximum floor area of 15 square metres;

8.6.3.2 one dining/kitchen building with a maximum floor area of 35 square metres; and

8.6.3.3 accessory structures not exceeding a total maximum floor area of 10 square metres.

Permitted Height

8.6.4 No building or structure for a use permitted in this section may exceed 9 metres in height.

8.6.5 No sleeping hut, or accessory building or structures may exceed 5 metres in height or one-storey, except an accessory dwelling unit must not exceed 9 metres.

Minimum Setbacks

8.6.6 All buildings and structures must be sited

8.6.6.1 at least 7.5 metres from front and rear lot lines; and

8.6.6.2 at least 6.0 metres from an interior and exterior side lot lines.

Minimum Lot Size

8.6.7 No lot having an area less than 20 hectares may be created by subdivision.

Parking

8.6.8 Despite Section 14.1, the minimum number of off-street parking spaces is as follows:

8.6.8.1 1 parking space per 3 sleeping huts. “

2.2 Section 17 (Definitions) is amended by inserting the following as new definitions in alphabetical order and subsequent subsections are re-numbered accordingly:

“comprehensive spiritual retreat” means a facility that provides contemplative, spiritual or meditative opportunities for visitors and accommodation solely for participants in the retreat in the form of sleeping huts. For certainty a comprehensive spiritual retreat shall not be used as a comprehensive resort, resort, inn, visitor accommodation cottage, visitor accommodation room, visitor accommodation unit, short term vacation rentals, bed and breakfast, or any other form of accommodation for the travelling public and shall not provide for restaurant or other forms of food supply to the general public.

“sleeping hut” means a hut that provides for the sleeping, shelter and contemplative, spiritual or meditative opportunities for a participant in a comprehensive spiritual retreat.

- 2.3 Schedule “A” – Zoning Map, is amended by changing the zoning classification of Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200 from Rural 2 (R2) to Nature Protection (NP), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “1” to Bylaw No. 257 as are required to effect this change.
- 2.4 Schedule “A” – Zoning Map, is amended by changing the zoning classification of Lot A, Districts Lots 88 and 89, Galiano Island, Plan VIP68079 from Forest 1 (F1) to Crystal Mountain Comprehensive Development One (CD1) and to Nature Protection (NP), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “1” to Bylaw No. 257 as are required to effect this change.
- 2.5 Schedule D is amended by inserting the plan attached to and forming part of this bylaw as Plan No. 2 as a new “Plan 6”.

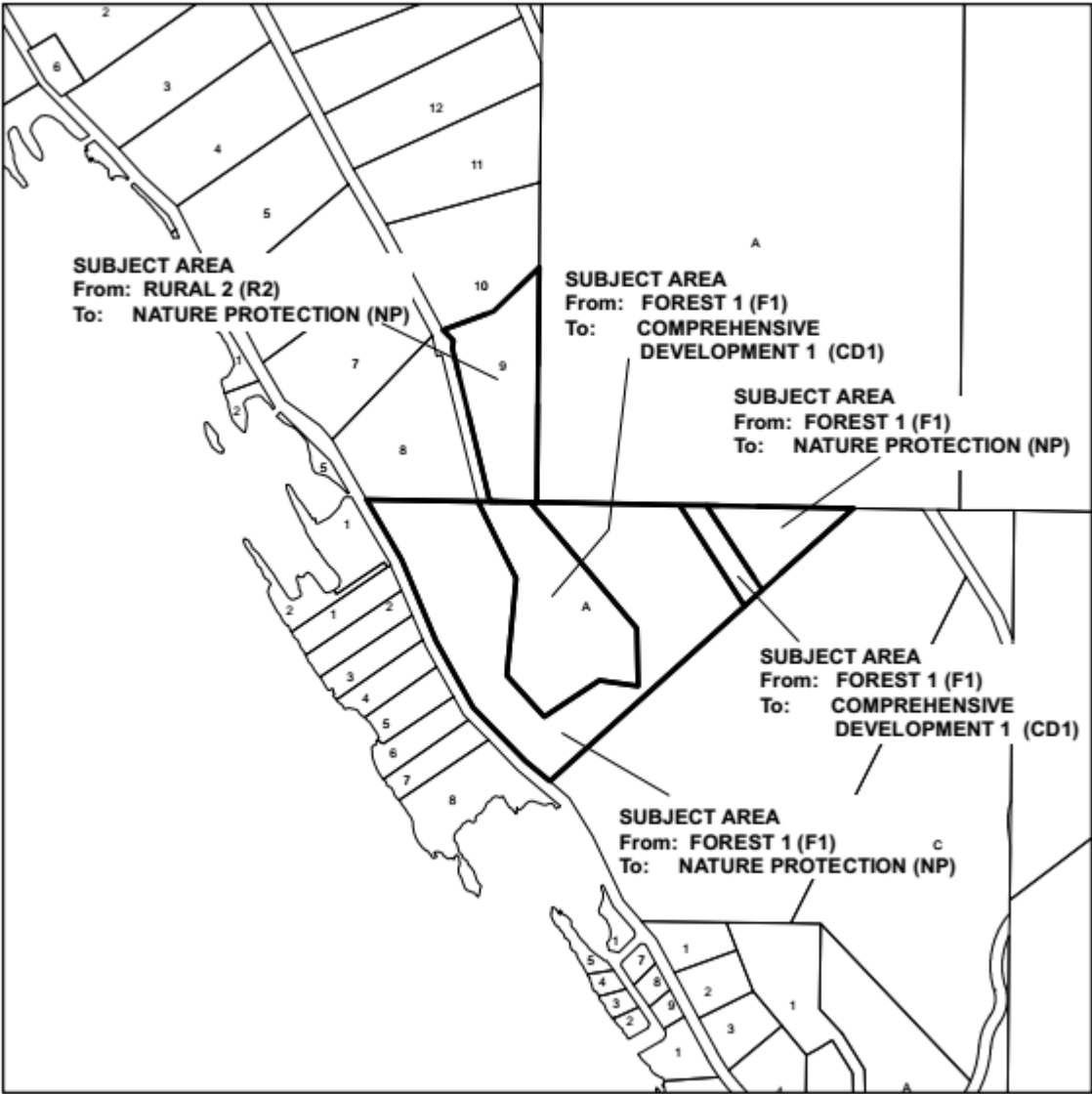
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

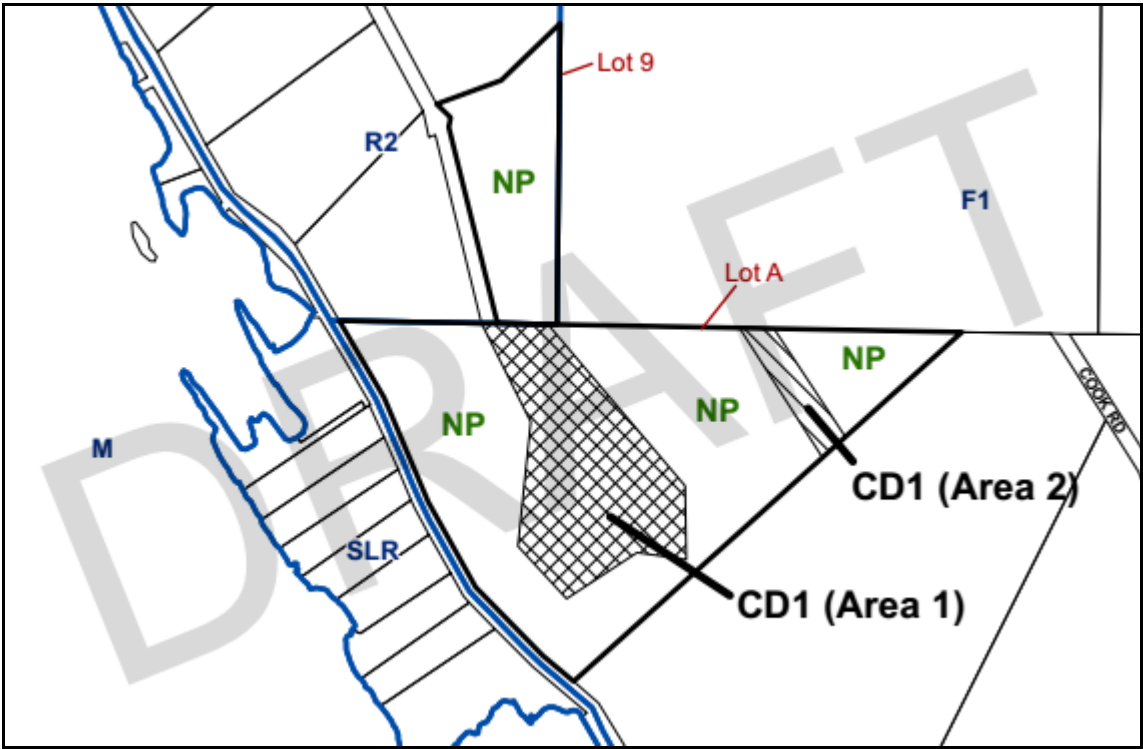
**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 257**

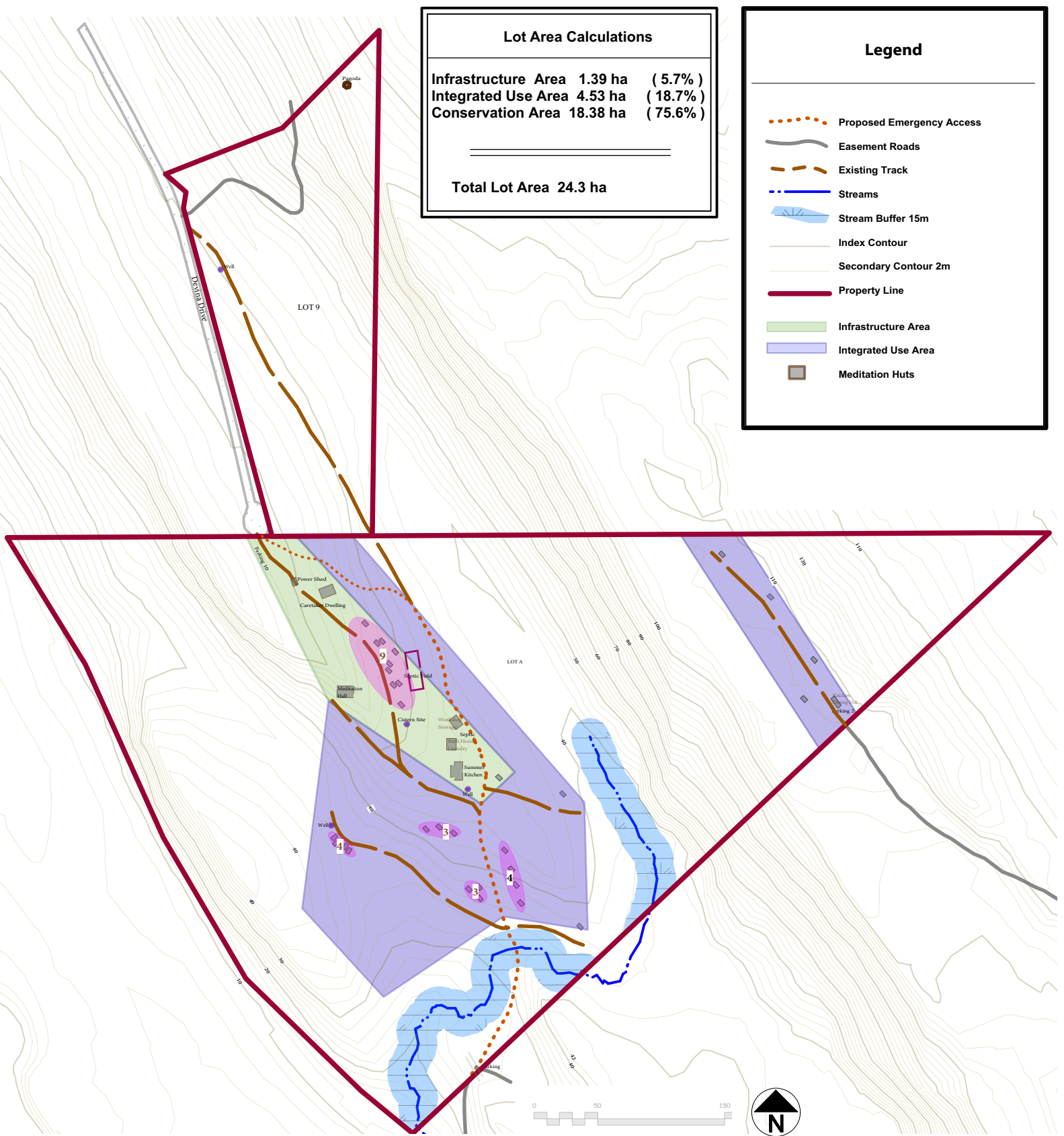
Plan No. 1



GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 257

Plan No. 2





Crystal Mountain - A Society for Eastern and Western Studies

Site Plan 1:4000m

June 24, 2016

Date: June 22, 2016

File No.: 6500-20-
Telecommunication
Strategy

To: Galiano Island Local Trust Committee
For the meeting of July 4, 2016

From: Kim Stockdill, A/Planner 2

CC: Robert Kojima, Regional Planning Manager

Re: Special APC

Background

The Galiano Island LTC initiated a project in February 2016 to develop a telecommunications strategy. A Staff report was prepared for the LTC's review (March 30, 2016):

<http://www.islandstrust.bc.ca/media/339883/staff-report-telecommunication-strategy-review-march-2016.pdf> .

At the April 4, 2016 Business meeting, the Galiano LTC passed the following resolutions:

“GL-2016-019

THAT, the Galiano Island Local Trust Committee appoint a Special Advisory Planning Committee to develop recommendations for consultation procedures.

GL-2016-020

THAT, the Galiano Island Local Trust Committee requests staff to report back with a draft project charter.”

The federal government (Industry Canada) has jurisdiction over telecommunications uses, such as radio broadcast towers and cellular telephone towers, which are licensed under the federal Telecommunications Act. Local governments have no lawful jurisdiction to manage the use of the telecommunication therefore cell towers are immune from land use bylaws. The ultimate role of the land use authority is to issue a statement of concurrence or non-concurrence to the proponent and to Industry Canada. Although local governments cannot prohibit the siting of either licensed or unlicensed antenna systems, they may require a specific public consultation process, and have the opportunity to provide comments on the cell tower referral.

Land use authorities also have the option to create their own tower siting protocol that would outline a participation process and development guidelines (preferred locations and development and design preferences).

Industry Canada has prepared the following documents to help guide Local Governments when developing their own participation procedures and design and siting protocols:

- Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols ([https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/LUA-e.pdf/\\$file/LUA-e.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/LUA-e.pdf/$file/LUA-e.pdf))
- Antenna System Siting Protocol Template (http://www.fcm.ca/documents/tools/fcm/Antenna_System_Siting_Protocol_EN.pdf)
- Radiocommunication and Broadcasting Antenna Systems ([https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc-2-0-03-i5.pdf/\\$file/cpc-2-0-03-i5.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc-2-0-03-i5.pdf/$file/cpc-2-0-03-i5.pdf))

Special APC & Terms of Reference

Staff has prepared draft terms of reference (attached) for the LTC to consider. The main deliverables for the special APC is to prepare a report with recommendations on telecommunication consultation procedures for the Galiano Island Local Trust Area.

To satisfy the timelines for establishment of this Commission, a notice for expressions of interest needs to be placed in the August edition of the Active Page. All expressions of interest will be provided to the LTC for consideration as part of the August 29, 2016 LTC regular meeting as an in-camera meeting. Appointed APC members will then have until February 2017 to gather information and develop recommendations to the Galiano LTC.

As this can be a complex subject where many technical questions arise it is recommended that staff be present at one or more the Commission meetings to answer questions and to ensure any options discussed can be implemented.

The terms of reference is guided by the Galiano Island LTC Advisory Planning Commission Bylaw No. 177, 2005 (<http://islandstrust.bc.ca/ltc/gl/pdf/glbylbaseadmapc0177.pdf>).

Project Charter

The Project Charter is attached for the LTC's consideration and endorsement.

Next Steps

Next steps will be undertaken according to the attached project charter:

1. LTC endorses the Terms of Reference for the Special Advisory Planning Commission.
2. Staff advertise for members
3. The LTC can consider expressions of interest and appoints commissioners.
4. Staff convenes the SAPC inaugural meeting and conduct orientation.

RECOMMENDATIONS:

1. That the Galiano Island Local Trust Committee endorses the Telecommunication Strategy Project Charter dated June 22, 2016.
2. That the Galiano Island Local Trust Committee adopts the terms of reference dated June 22, 2016 for the creation of a Telecommunication Strategy Commission.
3. That the Galiano Island Local Trust Committee requests staff to post a notice for expressions of interest.

Prepared and Submitted by:



Kim Stockdill, A/Planner 2

June 22, 2016

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

June 22, 2016

Date

Attachments:

1. Telecommunication Strategy Commission Terms of Reference
2. Project Charter

GALIANO ISLAND

TELECOMMUNICATION STRATEGY SPECIAL ADVISORY PLANNING COMMISSION

TERMS OF REFERENCE

BACKGROUND

In February 2016 the Local Trust Committee (LTC) identified a telecommunication strategy as a Top Priority project. The objective of the project is to consider telecommunication policies, procedures and/or regulations for Galiano Island.

Telecommunication is defined in the *Telecommunication Act* as the emission, transmission or reception of intelligence [information] by any wire, cable, radio, optical or other electromagnetic system, or by any similar technical system. Regulating telecommunication is outside the jurisdiction of the LTC as it is federally regulated although local governments are permitted to outline a participation process and development guidelines with regards to antenna siting.

At its April 4, 2016 business meeting the LTC passed a resolution to create a Special Advisory Planning Committee (APC) to develop recommendations for consultation procedures. The terms of reference is intended to establish and guide a special APC for telecommunication strategy consultation review.

1. The Commission will be advisory to the Galiano Island Local Trust Committee; it is authorized as a Special Advisory Planning Commission under the *Galiano Island Local Trust Committee Advisory Planning Commission Bylaw No. 177, 2005*.
2. The Commission shall conduct its business in compliance with *Galiano Island Local Trust Committee Advisory Planning Commission Bylaw No. 177, 2005*.
3. The Galiano Island Local Trust Committee shall by resolution appoint up to 7 members to the Commission.
4. The term of the Commission is six months from the date of appointment.
5. A quorum for a meeting shall be 50% of the members appointed.
6. The Commission shall elect a Chairperson and Deputy Chairperson at its first meeting.
7. The Chairperson should ensure that the Commission considers the issues from a comprehensive perspective aimed at solutions for the community as a whole.
8. All Commission deliberations must take place at a meeting of the Commission, and such meetings must be minuted and open to the public.
9. The Commission meetings themselves are not intended to be community consultation events, and in the interest of time and agenda management, the Chair may limit community input during the Commission meetings.
10. The Chair and commissioners should encourage the public to make representations directly to the LTC rather than the APC.

11. The Commission may consider community advice in making its final recommendations.
12. The role of the Commission is to
 - a. Review the contents of the staff reports on telecommunication strategy project prepared for the Galiano Island LTC dated March 30, 2016 and June 22, 2016.
 - b. Review Industry Canada policies and procedures relating to telecommunications.
 - c. Inventory existing telecommunications infrastructure on Galiano Island and services available to Galiano Island.
 - d. Identify gaps and needs in current services.
 - e. Consider range of criteria for siting facilities and potential procedures for commenting on future telecommunications proposals.
 - f. To provide recommendations to the LTC on potential siting criteria and consultation procedures for future proposals.
13. The Chairperson should ensure, to the best of their knowledge and ability, that any options or recommendations are consistent with:
 - a) The Goals ("principles") of the Official Community Plan;
 - b) the Object of the Islands Trust;
 - c) the policies of the Islands Trust Policy Statement;
 - d) the statutory authority of the Local Trust Committee;
 - e) Islands Trust's policies and procedures;
 - f) the federal *Telecommunication Act*;
 - g) Industry Canada's guidelines and procedures; and
 - h) generally accepted good planning principles.
14. The Chairperson, with assistance from the Secretary, shall be responsible for:
 - a. organizing meetings;
 - b. developing meeting agendas;
 - c. ensuring meeting agendas, and all attachments, are finalized and distributed at least 48 hours prior to the meeting;
 - d. copying agendas, including all attachments, to Islands Trust staff for recording keeping;
 - e. ensuring minutes are recorded in a manner consistent with Islands Trust Minutes Guidelines (policy 6.13);
 - f. communicating with Galiano Island trustees and Islands Trust staff as required.
15. During meetings, the Chairperson is responsible for:
 - a. leading and facilitating discussion at the meeting(s);
 - b. ensuring that all points of view are heard;
 - c. ensuring that good order and civility are maintained at meetings and that deliberations are conducted with objectivity;
 - d. ensuring that discussion is focused on issues not individuals
 - e. ensuring that discussion is relevant and addresses the questions laid out in this terms of reference;
 - f. ensuring that recommendations of the Commission are provided in the form of resolutions;
 - g. ensuring the meetings are conducted efficiently.
16. Any written submissions, whether from commission members, trustees, staff, or the public, should be provided to the Secretary prior to the agenda deadline, attached to the agenda, and distributed with the agenda to all commission members. In the interest of fairness to commission members, late submissions should not be received at commission meetings, rather the Secretary should add such submissions to a subsequent agenda.

17. After approval of the agenda at the beginning of each meeting, Commissioners must disclose any conflict of interest the Commissioner may have in respect of agenda items for that meeting. Both the fact of the declared conflict and the nature of the conflict shall be recorded in the meeting minutes. Given the goals of the Commission, the Local Trust Committee is satisfied that this provides an adequate level of procedural fairness.
18. Costs should be limited to rental of the meeting hall, secretarial services, materials such as paper and markers, and light refreshments.
19. Every member must be an elector of the Local Trust Committee and at least 2/3 of Commission members shall be residents of the Galiano Island Local Trust Area.
20. Members of the Galiano Island Local Trust Committee may be invited to participate in a resource capacity.
21. Islands Trust staff may serve as resources at any meeting. As well, Islands Trust staff will provide available technical information required for the Commission to carry out its review and will oversee the election of the Chair and Deputy Chair at the first meeting and provide an orientation for the commission.
22. The Commission is to complete its review and present its recommendation(s) to the LTC at its LTC meeting in February 2017.

Telecommunication Strategy - Charter v1

Galiano Island Local Trust Committee

Date: June 22, 2016

Purpose *To review telecommunication options, policies, and procedures on Galiano Island and to appoint a Special Advisory Planning Committee (APC) to develop recommendations for consultation procedures.*

Background *The LTC identified a Telecommunication Strategy as a Top Priority in February 2016. The federal government (Industry Canada) has jurisdiction over telecommunications uses, such as radio broadcast towers and cellular telephone towers, which are licensed under the federal Telecommunications Act. Local governments have no lawful jurisdiction to manage the use of the telecommunication therefore cell towers are immune from land use bylaws. Land use authorities have the option to create their own tower siting protocol that would outline a participation process and development guidelines (preferred locations and development and design preferences).*

Objectives

- Establish a Special APC to develop recommendations for consultation procedures.
- Review current telecommunication infrastructure, services, policies and procedures.
- Prepare a Galiano Island telecommunication consultation procedures, design guidelines, and siting procedures.

In Scope

- Reports from Special APC.
- Staff reports providing options and recommendations.
- Drafting telecommunication consultation guidelines and design protocols that are consistent with Industry Canada policies and procedures.
- Community Information Meetings.

Out of Scope

- Recommendations inconsistent with current legislation.
- Recommendations concerning works or services that are not subject to either the jurisdiction of the LTC or the Industry Canada consultation process
- Telecommunication guidelines for the Islands Trust as a whole.

Workplan Overview

Deliverable/Milestone	Date
LTC endorse Special APC Terms of Reference	July 2016
Advertise/Appoint Special APC members	August 2016
Special APC to report with recommendations to Galiano Island LTC	February 2017
Community Information Meeting for project's next steps	March 2017
Staff report on consultation guidelines based on CIM, LTC and APC recommendations.	April 2017
Final CIM & print/distribute consultation guidelines	May 2017

Project Team

Kim Stockdill	Project Manager
Robert Kojima	Project Sponsor
Regina Robinson	Admin Support
Barb Dashwood	GIS Technician

RPM Approval:

Name of RPM

Date:

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source:

Fiscal	Item	Cost
2016/2017	SAPC	\$1600
2016/2017	CIM	\$750
2016/2017	Contingency	\$150
2017/2018	CIM	\$750
2017/2018	Pamphlets	\$750
	Total	\$4000

Date: June 23, 2016

File No.: 6500-20-Dock
Review

To: Galiano Island Local Trust Committee
For the meeting of July 4, 2016

From: Kim Stockdill, A/Planner 2

CC: Robert Kojima, Regional Planning Manager

Re: Dock Review

Preliminary Report

This staff report is to present the project charter for the Galiano Island Local Trust Committee's (LTC) consideration and to provide an outline for the project.

Project Objectives

The intent of the project is to consider amending current or adding new policies and regulations for private docks within the Galiano Island Local Trust Area.

Project Background

In March 2016, the Galiano Island LTC added the Dock Review project to the Top Priority list. At the June 6, 2016 Galiano Island LTC meeting, the following resolution was passed:

“GL-2016-61

It was MOVED and SECONDED,

that the Galiano Island Local Trust Committee requests staff to provide a project charter on dock review. “

In the past few years, issues concerning private docks have increased. The impacts of docks include environmental impacts, particularly on eelgrass or forage fish spawning areas and archaeological sites along shorelines can be impacted by dock development. Increasingly First Nations are expressing concerns about the proliferation of private docks as they impact First Nations' ability to engage in traditional food gathering activities, other cultural impacts, and rights and title implications. The protection of public access to the shoreline is also a concern for community members, and visitors to the Island. Visual impacts of docks can be significant for neighbours, as the Galiano Island LTC has experienced when dealing with the last two Development Permits for

dock construction within the Shoreline & Marine Development Permit Area. The community has expressed a desire to have the opportunity to speak to specific dock construction, design, and location.

Relevant Policy and Land Use Considerations

Islands Trust Policy Statement

Support for regulating the use of private docks can be found in the following relevant policies:

3.4.4 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.

3.4.5 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

4.5.8 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.

4.5.10 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.

4.5.11 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.

5.1.3 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.

5.5.4 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.

5.5.5 - Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.

Official Community Plan

The following are policies related to private docks in the Galiano Island Official Community Plan (OCP):

- The establishment of group or shared docks shall be encouraged.
- The Local Trust Committee may consider amending the existing Marine zone to not permit new individual private docks. Applications for rezoning for shared docks should be considered.

The OCP also includes specific Shoreline & Marine Development Permit Area (DPA) guidelines for dock construction or replacement:

- 42. For residential properties, preference is to be given to the placement of mooring buoys and floats instead of docks.*
- 43. Docks and wharves should be designed to ensure that public access along the shore is maintained except where such access is determined to be infeasible because of incompatible uses, safety, security, or harm to ecological functions.*
- 44. Docks and wharves should be sited to minimize impacts on sensitive ecosystems such as eelgrass beds, fish habitat and natural processes such as currents and littoral drift.*
- 45. Docks should be constructed in a manner that permits the free flow of water beneath. Supports should be located on a hard substrate.*
- 46. Floating docks should not rest on the sea bed at any time and a minimal, moveable ramp rather than a fixed wharf or pier should be utilized to connect the dock with the shore.*
- 47. Piers and pilings and floating docks are preferred over solid-core piers.*
- 48. Docks should not use unenclosed plastic foam or other non-biodegradable materials that have the potential to degrade over time. Docks should be constructed of stable materials that will not degrade water quality. The use of creosote-treated pilings is discouraged.*
- 49. Boat launch ramps are the least desirable of all water access structures and should be located on stable, non-erosional banks where a minimum amount of substrate disturbance or stabilization is necessary. Ramps should be kept flush with the slope of the foreshore to minimize interruption of natural geohydraulic processes.*
- 50. Construction of a private ramp on an individual residential lot or parcel is discouraged. Owners are urged to seek opportunities to use public ramps or to share existing private ramps.*
- 51. Residential docks should be located and designed to avoid the need for shore defence works or breakwaters.*
- 52. Residential docks should not extend from shore any further than necessary to accommodate a small pleasure craft. Residential docks should not be designed to accommodate boats with a draft greater than 2.2 metres or have floats more than 35 square metres total surface area unless more than two parcels have legal access to the dock, in which case permitted total surface area should be a multiple of the number of lots the dock serves.*

Land Use Bylaw

The Marine (M) zone currently permits docks. The Marine Zone is as follows:

12.2.1 In the Marine zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

12.2.1.1 docks, private floats, wharves, piers and walkways accessory to the residential use of an abutting upland lot and providing access to that lot

12.2.1.2 moorage of boats accessory to the residential use of an upland lot

12.2.2 Despite Subsection 12.2.1 one private float and walkway is permitted, not to exceed a total length of 35 metres from the natural boundary of District Lot 145, Cowichan District, without the establishment of a residential use on the upland lot.

12.2.3 Without limiting the generality of the foregoing, no commercial or industrial activity is permitted in this zone in connection with the use of docks, floats or wharves and the residential use of a watercraft of any kind, whether temporary or permanent, is prohibited.

Minimum Setbacks

12.2.4 Docks, floats and wharves must be sited entirely within the boundaries of the owner's water lot lease, licence of occupation or other Crown tenure and at least 3 metres from the seaward projection of any side lot line of the abutting upland lot.

Docks are also currently permitted in the Marine Service (MS) zone and the Marine Commercial Land (MCL) zone although these are for commercial purposes, not intended to regulate private residential docks.

Climate Change Mitigation and Adaptation

Sea level rise is an anticipated concern with climate change and its impact on shoreline development. More extreme storms and weather events will shape the way development is managed along shorelines. There are now programs with goal to educate shoreline property owners and encourage them to use softer and greener approaches to shoreline development.

Sensitive Ecosystem, Hazard, Shoreline, or Archaeological Resources

Recent mapping and other initiatives have provided new sources of data to inform decisions and policy-making related to shoreline issues which could guide policy and regulations for private docks. These include:

- Shoreline Features Mapping
- Integrated Shoreline Mapping
- Forage Fish Mapping
- Eelgrass mapping

Communications and Community Consultation

Implementation of a review of policies and regulations for private docks within the Galiano Island Local Trust Area would typically require significant consultation with affected stakeholders, publication of the initiative, and multiple opportunities for community input. Given this topic could be a contentious issue with the community, expectations would be for a significant amount of community consultation. Staff are suggesting the following consultation steps:

- An online survey to gather input from the community regarding what policies or regulations should be amended or added.
- A webpage with background information and options for public comment.
- A written summary introducing the initiative to be placed in the Active Page as a trustee report, to be posted on the webpage, and available for distribution as hard copies.
- An early referral to First Nations and FLNRO (issuers of private moorage leases).
- An invitation to First Nation representatives to speak to the issues of private docks from a cultural and rights and title perspective.
- A discussion paper, summarizing issues and options.
- An open house and community information meeting (likely in the late fall) to obtain further community feedback.
- LTC consideration of options and recommendations
- Direction to prepare draft bylaws (if warranted)
- Referral to agencies and the APC.
- An option for a later, additional stand-alone community information meeting if needed.
- A public hearing, likely later 2017, with a community information meeting. Depending on the level of community interest this could be in a regular meeting or as a special Saturday meeting.

This approach assumes that the consultation is staff led and organized. Alternatives would be to appoint an advisory group to provide input to the LTC or for the LTC to undertake more direct consultation through a series of community information meetings. As the project could involve an OCP amendment, the LTC is required by the Local Government Act to consider opportunities for consultation with persons, organizations and authorities it considers will be affected. If the LTC considers that there shall be additional consultation than identified above it should identify that.

Project Charter

Staff have prepared the attached project charter for LTC endorsement. The purpose of a project charter is to establish in a single document the scope, deliverables, timeline, and resources associated with the project. As the project proceeds the charter is regularly reviewed to determine if the project is proceeding with the defined scope or if the scope and thus the charter should be reviewed and potentially revised.

Next Steps

At the next meeting, staff would report back with a report outlining the options in more detail and requesting direction or decisions from the LTCs. In the meantime, staff would also initiate the following:

- Invite First Nations contact to attend a future LTC meeting to discuss the cultural aspects of private docks.
- Prepare wording for local trustees to include in a local trustee report.
- Initiate early referral letters to First Nations, with copies to the Ministry of Community, Sport and Cultural Development.
- Initiate early referral letters to the Ministry of Forest, Lands, and Natural Resources.
- Commence work on the background document.

Summary of Planning Recommendations

If the LTC is satisfied with the direction proposed in this staff report, the recommendation is for the LTC to endorse the attached project charter and request staff to prepare a report with policy and regulatory options for the Dock Review project for the next meeting.

RECOMMENDATIONS:

1. THAT the Galiano Island Local Trust Committee endorse the project charter attached to the staff report dated June 23, 2016.
2. THAT the Galiano Island Local Trust Committee request that staff report back with a report outlining policy and regulatory options for the Dock Review project.

Prepared and Submitted by:



Kim Stockdill
A/Planner 2

June 23, 2016

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

June 23, 2016

Date

Attachment: Project Charter

Dock Review - Charter v1

Galiano Island Local Trust Committee

Date: June 23, 2016

Purpose *To consider amendments to the OCP and LUB to regulate private docks on Galiano Island*

Background *The LTC identified this as a Top Priority in March 2016. The intent of the project is to consider amending current, or adding new, policies and regulations for private docks within the Galiano Island Local Trust Area. The Galiano Island LUB currently permits private docks within the Marine (M) zone. The Galiano Island OCP also contains construction guidelines for private docks within the Shoreline & Marine Development Permit Area. In the past few years issues concerning private docks have arisen from First Nation, protecting sensitive ecosystems, addressing neighbours' concerns, and private dock best management practices.*

Objectives

- To identify options for further regulating private docks
- To consider amendments to the OCP and LUB
- To implement potential regulatory changes to restrict private docks.

In Scope

- Review of options for regulating docks
- Public consultation on options to further regulate docks
- Consultation with agencies and first nations
- Bylaw amendment process
- Implementation

Out of Scope

- Unrelated OCP or LUB amendments

Workplan Overview

Deliverable/Milestone	Date
Early consultation—trustee newsletter, survey, First Nations, FLNRO	September—November 2016
Discussion paper	November 2016
Open house and Community Information meeting	November 2016
LTC review of options	January—March 2017
LTC direction to prepare amending bylaws	March 2017
Second community information meeting (optional)	May 2017
Legislative process	May—September 2017

Project Team

Robert Kojima	Project Manager
Kim Farris	Planner
Regina Robinson	Admin Support
Barb Dashwood	GIS technician

Budget

Budget Source:

Fiscal	Item	Cost
2016-17	Advertising, communications, survey	\$1000
2016-17	Open house/CIM	\$500
2016-17	Second CIM (optional)	\$500
2016-17	Contingency	\$1000
2017-18	Public Hearing	\$2000
	Total	\$5000

RPM Approval:

Date:

LTC Endorsement:

Resolution #:

Date:



Top Priorities

Galiano Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Telecommunication Strategy	Review telecommunication options, including policies for telecommunication towers, on Galiano Island.	01-Feb-2016	Kim Stockdill	28-Feb-2017
2	Affordable Housing Strategy	to be determined.	07-Mar-2016	Kim Stockdill	31-Mar-2017
3	Dock Review	Review issues regarding docks and new shoreline information and whether changes are required to the LUB.	07-Mar-2016	Kim Stockdill	31-Jul-2017

**Projects****Galiano Island**

Description	Activity	R/Initiated
Soil Removal and Deposit Bylaw	Review need and options for implementation of soil removal and deposit bylaw	12-Sep-2011
Amendments to Forest designation and F1 zone -	Consider options for amendments to Forest Land Designation and policies and F1 zoning for lands without Managed Forest Status. Draft bylaws have been prepared, project deferred at meeting of April/12	16-Apr-2012
Parking Issues	Issue for discussion with MoTI and public parking issues generated from associated islands. (see correspondence from P. Midgely on agenda of Apr/12)	23-Jul-2012
Bike Trails and Camping	Letter dated July 8, 2013 received from Galiano Parks and Recreation Commission regarding bike safety on Galiano roads (See Transportation policy U of Section 1.1) and for the allowance of non-commercial camping on private lots.	15-Jul-2013
Ocean Based Geo-Exchange Systems	Review of regulations for geo-thermal exchange use.	18-Nov-2013
Information Note Addition	Add in Information Note on Archeological Sites under General Regulations	18-Nov-2013
Light Industrial Zoning	A review and inventory assessment of existing and potential light industrial zones.	18-Nov-2013
Land Use Bylaw Amendments	To review LUB for: any technical/administrative bylaw amendments (e.g. definition references and numbering), shoreline zoning wording, crown lot rezonings, and review park zoning (specifically to allow stairs in setbacks).	07-Jul-2014
Community Benefit Review for Forest Lands	Staff to prepare preliminary report for new LTC	08-Sep-2014
Consider amendments to re-designate and rezone crown owned Forest lots.- Bylaws 231, 232 at First Reading	re-refer to FLNRO for comment	

Islands Trust
 LTC EXP SUMMARY REPORT F2017
 Invoices posted to Month ending May 2016

625 Galiano	Invoices posted to Month ending May 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	750.00	0.00	750.00
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	5,500.00	803.53	4,696.47
65210-625	LTC - Local Exp - APC Meeting Expenses	500.00	0.00	500.00
65220-625	LTC - Local Exp - Communications	500.00	133.06	366.94
65230-625	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>7,000.00</u>	<u>936.59</u>	<u>6,063.41</u>
Projects				
73001-625-2002	Galiano OCP/LUB	4,000.00	0.00	4,000.00
73001-625-4065	Galiano Dock Review	4,000.00	0.00	4,000.00
TOTAL Project Expenses		<u>8,000.00</u>	<u>0.00</u>	<u>8,000.00</u>

Galiano Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: April 7, 2014

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 11, 2009 / Amended February 3, 2014	GL-LTC-85-09 Amended:	Parks Commission Referral	That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment
2.	October 18, 2010	GL-LTC-115-10	Publishing Notices beyond legal requirements	THAT the Galiano Island Local Trust Committee will advertise Public Hearing Notices in either the Active Page Magazine or Islands Tides Newspaper in addition to the legally required advertising in the Driftwood Newspaper.
3.	October 17, 2011	GL-LTC-205-11	Special Occasion Liquor Licenses	THAT where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property on which Galiano Island Land Use Bylaw No. 127, 1999 permits public assembly uses, such as restaurants or community halls, and where there have been no issues related to parking or past complaints for the preceding three years , staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.
4.	February 3, 2014		Applications with Open Bylaw Enforcement files	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: 1. There have been significant delays or longer than typical timelines in the enforcement process 2. The LTC is considering on-going, relevant policy or regulatory changes that could impact enforcement 3. Litigation has been recommended 4. 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 jurisdictions 7. There is potential for impact on other related enforcement files.

No	Meeting Date	Resolution No.	Issue	Policy
5.	April 7, 2014	GL-2014-029	Community Wells as a Community Benefit	That the Galiano Island Local Trust Committee will consider as a community benefit for all rezoning applications where there is an increase in density, the establishment of an instrumented observation well.

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