



# ADOPTED

## Galiano Island Local Trust Committee Minutes of a Regular Meeting

---

**Date of Meeting:** Monday, July 7, 2014, 12:30 p.m.  
**Location:** South Island Community Hall,  
Galiano Island, BC

**Members Present:** Ken Hancock, Chair  
Louise Decario, Local Trustee  
Sandy Pottle, Local Trustee

**Regrets:** None

**Staff Present:** Kris Nichols, Island Planner  
Kerry Thompson, Co-op Planner  
David Millership, Recorder

**Staff Absent:** None

**Media and Others Present:** Fourteen members of the public

### 1. CALL TO ORDER

The meeting was called to order at 12:30 pm. Chair Ken Hancock acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

### 2. APPROVAL OF THE AGENDA

The following reordering of items to the agenda was presented for consideration:

15 to 10.3 In-Camera Meeting  
16 to 10.4 Recall to Order

Other agenda items were renumbered accordingly.

**By general consent** the agenda was approved, as amended.

## 2.1 Questions on Agenda Items

None

### 3. TOWN HALL

Chair Hancock invited the public to make comment.

**Benjamin Lessard** stated support for affordable housing and Galiano Land and Community Housing Trust (GLCHT). He commented that it is very difficult to find housing and that he would like to rent in the short-term and purchase in the long-term.

**Geoff Gaylor** spoke regarding GLCHT and expressed support for a speedy approval process, as he would like his loan to be paid back.

**Gary Coward** spoke regarding GLCHT and expressed support for a speedy approval process. He suggested: that GLCHT be granted title to two acres of Heritage Forest (HF) to assist with funding; that community benefit(s) be decided by the community not applicants/landowners; and that density be 15 units, with half being for sale and half being for rent, with no outbuildings but including storage.

Trustee Decario responded that the Local Trust Committee (LTC) is in favour of affordable housing on Galiano.

A discussion ensued regarding process, due diligence, information that the LTC is waiting to receive and the GLCHT approach being unique.

**Avis Seads** referenced page four item 10.1 bullet point number one of the Minutes of June 9, 2014 and asked for clarification regarding discussion that involved the Galiano Estates Improvement District.

**Tom Hennessey** responded that the discussion was about concerns raised by the Galiano Estates Improvement District regarding water capacity and relating to GLCHT and that such concerns would be addressed via a professional hydrologist(s) report. He commented that GLCHT would not have an impact to the surrounding water supply, including that of the Galiano Estates Improvement District.

**Andrew Loveridge** stated support for GLCHT. He requested that the Trustees attend GLCHT board meetings and work creatively regarding zoning solutions. He commented that GLCHT is doing everything it can to protect groundwater and that Galiano needs to attract/retain young people in order to balance the population.

Trustee Pottle responded that the Trustees need to be careful not to become too involved in GLCHT meetings, as doing so could be perceived as a potential conflict of interest.

**A member of the public** stated support for affordable housing and GLCHT. She commented that it is very difficult to find housing, that she would like to rent and that feelings of belonging/stability will be important in determining whether or not she decides to plan a future on Galiano.

**Benjamin Lessard** asked what information the LTC is waiting to receive and ways in which the community can help to move process forward.

Planner Nichols responded that: a draft housing agreement has been received and that the Islands Trust is working with the Capital Regional District (CRD) to review it; the CRD is determining project viability and fit for Galiano; and that the LTC still needs to receive a comprehensive site plan as well as eligibility criteria from GLCHT.

Chair Hancock responded that significant progress has been made regarding the GLCHT application and that process takes longer when new concepts/approaches are proposed. He suggested that members of the community work with GLCHT.

Trustee Decario suggested that members of the community work with the CRD regarding funding solutions/matching.

**Tom Hennessey** spoke regarding GLCHT and stated that rentals and the building of houses are now being considered – not only a “build your own house” approach. He commented on Galiano’s history, population numbers, real estate prices and community support for affordable housing. He mentioned that GLCHT has talked with builders regarding “tiny houses” that are smaller than 500 sq. ft. and cost approximately 30k-45k.

A discussion ensued regarding why GLCHT hasn’t built a house(s) already, as three densities are currently permitted – funding was mentioned as a barrier.

Chair Hancock stated that camping is not permitted on GLCHT land.

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

#### **4. COMMUNITY INFORMATION MEETING**

None

#### **5. PUBLIC HEARING**

None

#### **6. PREVIOUS MEETINGS**

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

6.1.1. Galiano Island Local Trust Committee Meeting Minutes of June 9, 2014

Amendments:

- Page 10, item 12.7 – replace the words “would take place” with “winners would be announced”.

**By general consent** the Galiano Island Local Trust Committee Meeting Minutes of June 9, 2014 were adopted, as amended.

## **6.2 Public Hearing Record and Community Information Meeting**

None

## **6.3 Section 26 Resolutions without Meeting**

RWM Report dated June 2014 provided for information.

Planner Nichols reported that Development Permit (DP) GL-DP-2014.2 (Finnie) was approved via Resolution without Meeting (RWM).

## **6.4 Advisory Planning Commission**

### **6.4.1 Adopted APC Meeting Minutes of January 21, 2014**

Provided for information.

### **6.4.2 Draft APC Meeting Minutes of June 18, 2014**

Provided for information.

## **7. BUSINESS ARISING FROM THE REPORT**

### **7.1 Follow-up Action Report**

Planner Nichols provided information from FUAL Report dated June 2014 and specific items were discussed as follows:

- No. 2, additional information was provided for discussion under item 10.1.

## **8. DELEGATIONS**

None

## **9. CORRESPONDENCE**

### **9.1 Letter Dated May 28, 2014 from D&N Williams re GL-DVP-2013.5 Deck & Stairs Removal**

Received for information.

Trustee Pottle noted that the deck and stairs had been removed.

**9.1 Letter Dated June 20, 2014 from CRD to K. Nichols re: DL 79 – Transfer of Lands for Community Park Purposes**

Received for information.

Chair Hancock stated that the letter would be discussed under item 10.1.

**10. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

**10.1 GL-RZ-2013.1 (Landworks) – Amendment at Second Reading Staff Memo**

Planner Nichols presented information from the staff memo.

Applicant Bowie Keefer was in attendance and spoke on behalf of the application.

There was some discussion regarding:

- CRD and BC Parks being supportive of the small park portion being transferred to the community;
- Possible signing of a Letter of Understanding from BC Parks between BC Parks, West Coast Region and Galiano Island Local Trust Committee;
- Staff having just received a draft F3 covenant from the applicant and needing to review it;
- Lot 8 being shown in the bylaw;
- LTC being pleased with how things are moving forward.

**GL-2014-067**

**It was MOVED and SECONDED,**

That the Chair be appointed to sign the Letter of Understanding from BC Parks between BC Parks, West Coast Region and Galiano Island Local Trust Committee.

**CARRIED**

There was some discussion regarding:

- Fee Simple designation being associated with land(s) intended for park(s) that is less than two hectares (ha);
- Nature Protection (NP) designation being associated with BC Parks;
- Park (P) designation being associated with community parks;
- CRD being willing to sign a covenant preventing the small park portion from being anything but Park (P).

**GL-2014-068**

**It was MOVED and SECONDED,**

That staff be directed to work with the Capital Regional District to draft a covenant for local park dedication regarding GL-RZ-2013.1.

**CARRIED**

There was some discussion regarding:

- The applicant being happy regarding the small park portion dedication;
- The applicant looking forward to feedback regarding the draft F3 covenant and the intent of the covenant being to improve the state of the woods (forest);
- The Preliminary Layout Approval (PLA) being a condition to moving forward;
- Percolation test having been done already and it being strange that the Percolation test is required prior to subdivision, as subdivision determines lot configuration;
- Process and a Public Hearing (PH) being able to be scheduled by RWM if needed, once all information has been received.

**GL-2014-069**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 245, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2013” be amended by adding a new zoning map in Clause 3 to amend Schedule B (Zoning Map).

**CARRIED**

**GL-2014-070**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 245, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2013” be amended by adding a new Schedule 1.

**CARRIED**

**GL-2014-071**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 245, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2013” be given Second Reading.

**CARRIED**

**10.2 GL-DP-2014.1 xref GL-DVP-2014.2 (Olson) – Staff Report**

Co-op Planner Thompson presented information from the staff report.

Applicants Elizabeth and John Olson were in attendance and spoke on behalf of the application.

There was some discussion regarding:

- Site visits having been made;
- Eelgrass being accommodated as best as possible;
- Construction being done via barges and the engineering report suggesting that the dock wouldn't contribute to further erosion;
- The applicant being committed to keeping the shoreline intact.

**GL-2014-072**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Development Permit GL-DP-2014.1 (Olson) be Approved.

**CARRIED**

During debate, Trustee Decario commented that she would prefer a different approval process and that she supports moving toward community/shared docks in the future.

The question on the motion was then called.

There was some discussion regarding:

- The variance, notification(s) having being made to the neighbours with no responses received;
- Structures on the foreshore having been built in the 1960's and applicant(s) desire to legalise them;
- Stairs in question encroaching 0.6 metres (m);
- This application not being dealt with "after the fact".

**GL-2014-073**

**It was MOVED and SECONDED,**

That Development Variance Permit GL-DVP-2014.2 (Olson) be Approved.

**CARRIED**

Note: there was a break at 2:10 p.m. and the meeting reconvened at 2:40 p.m.

**10.3 Motion to Close Meeting**

**GL-2014-074**

**It was MOVED and SECONDED,**

That pursuant to Section 90(d), (f) and (g) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public for the purpose of adopting the May 5, 2014, In-Camera Minutes; consider the appointment of Advisory Group members and a Legal Opinion; and that staff and Recording Secretary remain present.

**CARRIED**

See separate In Camera Meeting minutes dated July 7, 2014.

**By general consent** the meeting was closed at 2:40 p.m. and reconvened in open meeting at 3:10 p.m.

#### 10.4 Rise and Report

Chair Hancock reported on the following:

##### **Appointments to Contractor Home Base Stakeholders Group**

Ben Mabberley, Dave Gerlach, Steve Goldberg and Ursula Deshield were appointed to the Stakeholders Group dealing with Contractor Home Base issues.

#### 10.5 GL-DP-2013.2 (Ghai) – Memo

Planner Nichols presented information from the memorandum.

There was some discussion regarding:

- Process, LTC options and next steps;
- Neighbour and process concerns;
- Potential litigation;
- LTC jurisdiction;
- Both dock placements meeting application guidelines;
- Ombudsman review of process;
- This application being complicated and involving many variables.

##### **GL-2014-075**

**It was MOVED and SECONDED,**

That Development Permit GL-DP-2013.2 (Ghai) be issued for the alternative location (Option 2) as directed by the Galiano Island Local Trust Committee at 90 degrees to the shoreline as indicated in the original location for crown tenure.

**CARRIED**

### 11. LOCAL TRUST COMMITTEE PROJECTS

#### 11.1 Contractor Home Base – Memo re: Selection of Focus Group Members

Planner Nichols presented information from the memorandum.

There was some discussion regarding:

- Recommendations and options;
- New Terms of Reference (ToR);
- Importance of community being heard.

##### **GL-2014-076**

**It was MOVED and SECONDED,**

That staff be directed to contact the appointed members of the Stakeholder Group and to assist in setting up the meeting schedules, location and budget.

**CARRIED**



There was some discussion regarding:

- Project timeline and target completion dates.

**By general consent** Objective No. 15 of the new ToR was amended by changing “September 8, 2014” to “September 30, 2014”.

**GL-2014-077**

**It was MOVED and SECONDED,**

That the Terms of Reference entitled “Contractor Home Base Review Terms of Reference for the Stakeholder Group Reviewing Contractor Home Base” be Approved.

**CARRIED**

**11.2 STVR Post Public Hearing Memo & Policy Statement Checklist/Proposed Bylaws No. 247 & 248**

Planner Nichols presented information from the memorandum.

There was some discussion regarding:

- Possible bylaw amendments;
- Bylaw Enforcement (BE);
- Differentiation between Short Term Vacation Rental (STVR) and Bed and Breakfast (B&B);
- Further public input not being permitted due to the LTC being post PH;
- Advisory Planning Commission (APC) recommendations.

**GL-2014-078**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 248 Schedule 1 SECTION VII/2/iii/g be amended: by amending bullet point No. 3 by replacing the words “storage of garbage” with the words “storage and disposal of garbage, recycling”; by adding a bullet point that says “require landowner or operator to post for guests emergency services contact information and provide a means for contact.”; and by adding a bullet point that says “require landowner or operator to post contact information and permit information at the entrance to the property.”.

**CARRIED**

**GL-2014-079**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 248, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2014” be given Second Reading.

**CARRIED**

**GL-2014-080**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 248, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2014" be given Third Reading.

**CARRIED**

There was some discussion regarding:

- Possible bylaw amendments;
- The PH and concern(s) raised regarding water supply.

**GL-2014-081**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 247 Section 1/b/3.13(2) be amended by adding the words "per lot" after the word "beds" and by adding the words "Bed and Breakfast (B&B)" after the word "rental".

**CARRIED**

**GL-2014-082**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 247, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2014" be given Second Reading.

**CARRIED**

**GL-2014-083**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 247, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2014" be given Third Reading.

**CARRIED**

**GL-2014-084**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 247 and Proposed Bylaw No. 248 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

**CARRIED**

**GL-2014-085**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 248 be forwarded to the Ministry of Community, Sport and Cultural Development for approval.

**CARRIED**

**GL-2014-086**

**It was MOVED and SECONDED,**

That the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Proposed Bylaw No. 247 and Proposed Bylaw No. 248 are not contrary to or at variance with the Islands Trust Policy Statement.

**CARRIED**

**11.3 DPA4 Post Public Hearing Memo & Policy Statement Checklist/Proposed Bylaw No. 246**

Planner Nichols presented information from the memorandum.

There was some discussion regarding amendments to Proposed Bylaw No. 246 Schedule 1 Section 4.6, amendments were as follows:

- a) – add the words “within the existing footprint” after the word “utilities”;
- b) – delete;
- e) – delete the words “Development on”;
- g) – delete;
- h) – delete the words “All vegetation removal except for”; delete the words “more than” before the words “5 trees”; add the words “per hectare” after the words “5 trees”;
- Add a new exemption that says “Removal of invasive species.”

**GL-2014-087**

**It was MOVED and SECONDED,**

That Proposed Bylaw No. 246 Schedule 1 Section 4.6 be amended according to amendments discussed at today’s meeting.

**CARRIED**

**GL-2014-088**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 246, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2014” be given Second Reading.

**CARRIED**

**GL-2014-089**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 246, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2014” be given Third Reading.

**CARRIED**

**GL-2014-090**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 246 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

**CARRIED**

**GL-2014-091**

**It was MOVED and SECONDED,**

That Galiano Island Local Trust Committee Proposed Bylaw No. 246 be forwarded to the Ministry of Community, Sport and Cultural Development for approval.

**CARRIED**

**GL-2014-092**

**It was MOVED and SECONDED,**

That the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Proposed Bylaw No. 246 is not contrary to or at variance with the Islands Trust Policy Statement.

**CARRIED**

**12. REPORTS**

**12.1 Work Program Reports**

Planner Nichols provided information from Work Program Report dated June 2014.

**GL-2014-093**

**It was MOVED and SECONDED,**

That staff be directed to add Land Use Bylaw technical amendments regarding definitions to the Projects List.

**CARRIED**

**12.2 Applications Reports**

Planner Nichols provided information from Applications Report dated June 2014 and specific applications were discussed as follows:

- GL-SUB-2014.1, regarding the application being necessary due to a 99 year leasing arrangement.

**12.3 Expense/Budget Reports**

None

Planner Nichols will check to make sure that the next report includes STVR related expenses.

**12.4 Bylaw Enforcement**

None

**12.5 Policies and Standing Resolutions Report**

Provided for information.

## 12.6 Galiano Island LTC Web Page for Review

Chair Hancock asked for any additions or changes to the LTC web page ([www.islandstrust.bc.ca/islands/local-trust-areas/galiano](http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano)).

No specific updates were made; Planner Nichols will update routine items as necessary.

## 12.7 Chair's Report

Chair Hancock stated that he attended Trust Council (TC) on June 18-19, 2014 on Saturna Island and mentioned that the Fisheries and Oceans Canada (DFO) presentation/conversation on aquaculture was interesting but not necessarily encouraging. He noted that the Stewardship Awards winners were announced.

## 12.8 Trustee Report

Trustee Decario stated that she attended TC on June 18-19, 2014 on Saturna Island for one day and mentioned that the Galiano Conservancy Association received a Stewardship Award. She noted that she has been attending to regular business.

Trustee Pottle stated that she attended TC on June 18-19, 2014 on Saturna Island and that she has been attending to regular business.

## 13. OTHER BUSINESS

### 13.1 Upcoming Meetings

The next meeting will be held on September 8, 2014, at 12:30 p.m., at the Galiano Island South Community Hall.

## 14. TOWN HALL MEETING

Chair Hancock invited the public to make comment.

**Allan Doty** spoke regarding GLCHT and stated that: he supports the letter that was written by the Galiano Estates Improvement District, which expresses concerns regarding water capacity; he personally supports GLCHT and affordable housing and believes that concerns regarding water capacity are trying to be mitigated. He then spoke in support of increasing density around the Daystar Market area before expressing concern regarding noise coming from the Galiano Rod and Gun Club.

**Avis Seads** asked if Galiano's Official Community Plan (OCP) limits the square footage of houses.

Planner Nichols responded that lot coverage and building height are restricted.

Note: Chair Hancock, Planner Nichols and Co-op Planner Thompson left the meeting at 5:45 p.m. in order to catch their ferry.

**Gary Coward** stated support for decisions made regarding STVRs and DPA4. He commented that Proposed Bylaw No. 247 Section 1/b/3.13(2) wording should say “per residential use” instead of “per lot”.

**Tom Hennessy** spoke regarding GLCHT and stated that the hydrologists report should eliminate Galiano Estates Improvement District water capacity concerns.

**Andrew Loveridge** stated support for the GLCHT application moving forward, the need for affordable housing on Galiano and a balanced community where young people can live. He commented that GLCHT has gone to great lengths to address water capacity concerns and that project plans include rainwater harvesting in addition to wells.

**Tom Hennessy** spoke regarding GLCHT and stated that he is pleased the project is moving forward and that the CRD is working with the Islands Trust regarding the draft housing agreement.

There being no further comments, Acting Chair Trustee Decario closed the Town Hall meeting.

**17. ADJOURNMENT**

**GL-2014-094**

**It was MOVED and SECONDED,**

That the meeting be adjourned at 6:00 p.m.

**CARRIED**

---

**Ken Hancock, Chair**

**CERTIFIED CORRECT:**

---

**David Millership, Recorder**