



Galiano Island Local Trust Committee Regular Meeting Agenda

Date: June 6, 2022
Time: 12:30 pm
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

		Pages
1.	CALL TO ORDER	12:30 PM - 12:50 PM
2.	APPROVAL OF AGENDA	
3.	TRUSTEE REPORT	
4.	CHAIR'S REPORT	
5.	TOWN HALL AND QUESTIONS	12:50 PM - 1:10 PM
6.	COMMUNITY INFORMATION MEETING	
	None	
7.	PUBLIC HEARING	
	None	
8.	MINUTES	1:10 PM - 1:20 PM
8.1.	Local Trust Committee Minutes Dated May 2, 2022 (for Adoption)	3 - 10
8.2.	Section 26 Resolutions Without Meeting Report - None	
8.3.	Advisory Planning Commission Minutes - None	
9.	BUSINESS ARISING FROM MINUTES	
9.1.	Follow-up Action List Dated May 2022	11 - 13
10.	DELEGATIONS	
11.	CORRESPONDENCE	1:20 PM - 1:30 PM
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>		

11.1.	Rogers Communications re Galiano Island CREST Site 1228 Montague Road	14 - 15
11.2.	Advisory Planning Commission re Cellular Discussion Working Group Presentation	16 - 33
12.	MEETING BREAK - COMMUNITY UPDATE	
13.	APPLICATIONS AND REFERRALS	1:30 PM - 2:45 PM
13.1.	Salt Spring Island Local Trust Committee Referral for Proposed Bylaw 530 (for response) (attached)	34 - 42
13.2.	GL-RZ-2019.1 (GIGARHS) – Staff Report (attached)	43 - 68
13.3.	GL-RZ-2014.1 (Crystal Mountain) – Staff Report and Staff Memo (attached)	69 - 122
14.	LOCAL TRUST COMMITTEE PROJECTS	2:45 PM - 3:15 PM
14.1.	Groundwater Sustainability Implementation – Staff Report (attached)	123 - 137
15.	REPORTS	3:15 PM - 3:25 PM
15.1.	Work Program Reports (attached)	
15.1.1.	<u>Top Priorities Report Dated May 2022</u>	138 - 138
15.1.2.	<u>Projects List Report Dated May 2022</u>	139 - 140
15.2.	Applications Report Dated May 2022 (attached)	141 - 146
15.3.	Trustee and Local Expense Report Dated March 2022 (attached)	147 - 147
15.4.	Adopted Policies and Standing Resolutions (attached)	148 - 151
15.5.	Local Trust Committee Webpage	
15.6.	Islands Trust Conservancy Report Dated March 2022	152 - 153
16.	NEW BUSINESS	
17.	UPCOMING MEETINGS	
17.1.	Next Regular Meeting Scheduled for July 4, 2022 at the South Community Hall, Galiano Island	
18.	TOWN HALL	3:25 PM - 3:45 PM
19.	CLOSED MEETING	
	None	
20.	ADJOURNMENT	3:45 PM - 3:45 PM



Galiano Island Local Trust Committee

Minutes of Regular Meeting

Date: May 2, 2022
Location: Galiano South Community Hall
141 Sturdies Bay Road, Galiano Island, BC

Members Present: Dan Rogers, Chair
Jane Wolverton, Trustee

Staff Present: Robert Kojima, Regional Planning Manager
William Shulba, Senior Freshwater Specialist (via Zoom)
Phil Testemale, Planner 2 (via Zoom)
Carly Bilney, Recorder

Regrets: Tahirih Rockafella, Trustee

Public Present: There were approximately 23 members of the public present.

1. CALL TO ORDER

Chair Rogers called the meeting to order at 12:30 pm and noted that Trustee Rockafella is unable to join the meeting due to illness.

Trustee Wolverton acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations. She commented on how land acknowledgements do not exist in a past context and that colonialism is an ongoing problem.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Rise and Report from the April 4, 2022 In-Camera meeting;
- There is no delegation presenting under Item 10; and
- An addendum under correspondence, Item 11.3 – Galiano Island CREST Site 1228 Montague Road – Letter from Rogers Communication with APC Chair Response.

By general consent the agenda was approved as amended.

Chair Rogers provided a rise and report on the appointment of two new members to the Galiano Advisory Planning Commission (APC) – Jeannine Georgeson and Sherri Moore-Arbour. He also reported on the appointment of three members of the Galiano Board of Variance – Priscilla Zimmerman, Bert Hol and Priscilla Ewbank.

3. TRUSTEE REPORT

Trustee Wolverton reported:

- A meeting of the Southern Gulf Islands Forum is scheduled for July to continue discussion of anchorages in the region;
- Bylaw problems have arisen related to tree-cutting;
- The presentation of the EcoFootprint project by the Galiano Conservancy Association is scheduled for June 5-12 at the Yellowhouse;
- Two people from Galiano have been nominated for Community Stewardship Awards; and
- Census results show an increase in population on Galiano with a drop in the overall average age of residents.

4. CHAIR'S REPORT

Chair Rogers reported:

- Consultants are now completing a report based on recently held Trust Policy Statement engagement and recommendations will go to the Trust's Programs Committee and then to Trust Council;
- The Community Stewardship Awards will now be awarded once per team (opposed to once a year as previously); and
- The Salish Sea Ecosystem Conference held at the end of April by Western Washington University's Salish Sea Institute included discussion of a number of marine issues in the Salish Sea.

5. TOWN HALL AND QUESTIONS

Town hall was held and the following comments were made about GL-RZ-2014.1 (Crystal Mountain):

- The decision to allow one day a year when Crystal Mountain Society (CMS) is permitted to have more than 35 people was arbitrarily made and should be based on facts about what would be safe and achievable;
- If CMS is permitted days where the maximum number of visitors may exceed 35, advanced planning that includes notification received by the Trust and the community should be built into the zoning;
- The groundwater report related to the CMS application is incomplete, contains errors on well identification and did not follow protocols;

- The foundation of decision-making related to groundwater availability contains serious flaws;
- The current process of decision-making related to the CMS application does not reflect a precautionary approach;
- There is need for a rigorous process that measures groundwater vulnerability in the north end of Galiano;
- Fifty-three neighbours of Crystal Mountain have called for a new water study and Trustees were urged not to proceed further until the water issue has been resolved;
- The groundwater aquifer of north Galiano is always stressed by commercial resorts and summer droughts in the area are not unusual;
- Given an increase in population and the limitations of the health care program on Galiano, it is unwise to approve an application that allows more visitors to stay on the island;
- If the Crystal Mountain property remains a forest lot, a certain amount of development would be permitted that could lead to several individual houses that would draw on water; and
- The water problem on Galiano can be resolved by collecting water into cisterns during the rainy season.

6. COMMUNITY INFORMATION MEETING – None

7. PUBLIC HEARING – None

8. MINUTES

8.1 Local Trust Committee Minutes Dated April 4, 2022 (for Adoption)

By general consent the Local Trust Committee meeting minutes of April 4, 2022 were adopted.

8.2 Section 26 Resolutions Without Meeting Report – None

8.3 Advisory Planning Commission Minutes – None

9. BUSINESS ARISING FROM MINUTES

9.1 Follow-up Action List Dated April 2022

Received for information.

10. DELEGATIONS – None

11. CORRESPONDENCE

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

11.1 Galiano Island Parks and Recreation Commission (GIPRC) re Shaw's Landing

Received for information.

11.2 Western Canada Marine Response re New Sidney Spill Response Base

Received for information.

11.3 Galiano Island CREST Site 1228 Montague Road – Letter from Rogers Communication with APC Chair Response

Chair Rogers reviewed the correspondence and comments were made regarding a follow-up discussion with the APC Chair regarding his request.

Item 11.3 was deferred to the next LTC meeting.

12. MEETING BREAK – COMMUNITY UPDATE – None

13. APPLICATIONS AND REFERRALS

13.1 GL-DVP-2022.1 (The Galiano Club) - Staff Report

Planner Testemale reviewed the Staff Report related to GL-DVP-2022.1. Discussion was held and the following comments were made:

- The community's need for a second shed is great as the south hall is home of the Food Program and an alternate emergency reception centre; and
- The variance permit fees were refunded by a policy to sponsor applications of this nature that benefit the community.

GL-2022-45

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve issuance of Development Variance Permit application GL-DVP-2022.1 (Galiano Club).

CARRIED

13.2 GL-DP-2022.2 and GL-DVP-2022.3 (Longson) - Staff Report

Planner Testemale reviewed the Staff Report related to GL-DP-2022.2 and GL-DVP-2022.3.

Comments were made concerning the requirement for one parking space being waived, and that this is a takeout facility as opposed to a restaurant.

GL-2022-46

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve issuance of Development Permit GL-DP-2022.2 (Longson); and

CARRIED

GL-2022-47

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approve issuance of Development Variance Permit GLDVP-2022.3 (Longson).

CARRIED

A break was held between 1:45 pm and 2:00 pm.

13.3 GL-RZ-2014.1 (Crystal Mountain) - Staff Report

RPM Kojima provided a review of the Staff Report related to GL-RZ-2014.1 (Crystal Mountain). Discussion was held and the following comments were made:

- Trustees commented that it would not be appropriate to move forward at this meeting without Trustee Rockafella being able to participate;
- There was one mistake in the Hy-Geo Consulting 2015 groundwater assessment report – the mislabelling of well records in Appendix 3; however, this did not create cascading errors throughout the report;
- The driest season of the year in the summer does not typically equate to the lowest groundwater levels, which are usually between the end of September and the start of November;
- The 2015 pump test was undertaken over 12 hours of pumping at the driest time of year;
- There are no available data that shows there is saltwater intrusion into the Central Well;
- The Central Well has been observed as having a very muted tidal influence;
- The analysis of the Central Well pump test water quality sample was below the drinking water standard for chloride;
- The northern region of Galiano gets the highest annual rainfall in the Southern Gulf Islands;
- The North Trincomali Channel groundwater region was classified critical groundwater availability because there are many privately managed wells on the coast below the proposed CMS development that have potential for well-to-well interference;
- CMS has proposed a hybrid system that would use groundwater for potable water needs and rainwater for non-potable uses; there is a small period where the rainwater catchment does not provide enough for non-potable use and cisterns would get filled from the well;

- Updated daily water demand volumes are marginally higher than the original estimates based on the fixtures in the buildings and the number of people using those fixtures; these are tied to the provincial standards for sewerage systems;
- Crystal Mountain is a difficult project to determine actual water demand and we do not yet know how much water the license will provide for;
- Provincial water licences often specify requirements such as a flow monitor for annual reporting;
- Adoption of any approvals made could be conditional upon approval of the water licence; and
- Concerns about water resources need to be taken seriously.

GL-2022-48

It was Moved and Seconded,

that the Galiano Island Local Trust Committee requests staff to provide further reporting for GL-RZ-2014.1 (Crystal Mountain) addressing Trustee's questions and community input related to groundwater resources and alternatives for a phased approach to development.

CARRIED

13.4 Mayne Island Local Trust Committee Referral for Proposed Bylaws 184 and 189 (for response)

RPM Kojima reviewed the Bylaw Referral Form regarding Mayne Island Local Trust Committee Flexible Housing Project.

GL-2022-49

It was Moved and Seconded,

that the Galiano Island Local Trust Committee responds that its interests are unaffected regarding the Mayne Island Local Trust Committee Referral for Proposed Bylaws 184 and 189.

CARRIED

13.5 Mayne Island Local Trust Committee Referral for Proposed Bylaws 186 and 187 (for response)

RPM Kojima reviewed the Bylaw Referral Form regarding Mayne Island Local Trust Committee – Official Community Plan and Land Use Bylaw Minor Amendments.

GL-2022-50

It was Moved and Seconded,

that the Galiano Island Local Trust Committee responds that its interests are unaffected regarding the Mayne Island Local Trust Committee Referral for Proposed Bylaws 186 and 187.

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Groundwater Sustainability Project – Staff Report

RPM Kojima and Senior Freshwater Specialist William Shulba broadly reviewed the amendments to the Land Use Bylaws.

Recommendations were referred to the June LTC meeting.

15. REPORTS

15.1 Work Program Reports (attached)

15.1.1 Top Priorities Report Dated April 2022

Received for information.

15.1.2 Projects List Report Dated April 2022

Received for information.

15.2 Applications Report Dated April 2022

Received for information.

15.3 Trustee and Local Expense Report Dated Feb 2022

Received for information.

15.4 Adopted Policies and Standing Resolutions

Received for information.

15.5 Local Trust Committee Webpage

15.6 Islands Trust Conservancy Report – None

16. NEW BUSINESS

16.1 Draft Annual Report Wording – for approval

GL-2022-51

It was Moved and Seconded,

that the Galiano Island Local Trust Committee approves the format and outline of contents for the 2021/22 Annual Report.

CARRIED

16.2 First Nations Annual Letters

17. UPCOMING MEETINGS

17.1 Next Regular Meeting Scheduled for June 6, 2022 at the Galiano South Community Hall, Galiano Island

18. TOWN HALL – None

19. CLOSED MEETING – None

20. ADJOURNMENT

By general consent the meeting was adjourned at 3:36 pm.

Dan Rogers, Chair

Certified Correct:

Carly Bilney, Recorder

Follow Up Action Report

Galiano Island

06-Dec-2021

Activity	Responsibility	Dates	Status
1 13.2 GL-RZ-2021.2 (Gaylor) - Staff to initiate early engagement with First Nations re RZ proposal	Brad Smith Lisa Wilcox	Target: 21-Jan-2022	In Progress

01-Feb-2022

Activity	Responsibility	Dates	Status
1 13.1 GIGARHS - Establish new CRA for housing agreement with applicant	Brad Smith	Target: 13-Apr-2022	Completed

07-Feb-2022

Activity	Responsibility	Dates	Status
1 13.1 GALI - Establish CRA for HA and s. 219 covenant with applicant	Brad Smith	Target: 25-Feb-2022	In Progress

07-Mar-2022

Activity	Responsibility	Dates	Status
1 13.1 GL-RZ-2021.1 (GALI) - staff and legal counsel to draft a Housing Agreement based on the proposed Option 2 "rent structure" as described in the March 7, 2022 staff report	Brad Smith	Target: 15-Apr-2022	In Progress

Follow Up Action Report

Galiano Island

07-Mar-2022

Activity	Responsibility	Dates	Status
2 13.1 GL-RZ-2021.1 (GALI) - staff and legal counsel to draft a Land Title Act s. 219 covenant based on the staff recommendations in Attachment 1 of the March 7, 2022 staff report	Brad Smith	Target: 22-Apr-2022	In Progress
3 14.1 GW sustainability project - staff to identify options for changes to zoning regulations informed by GW Solutions (2021) groundwater availability assessment data.	Narrisa Chadwick William Shulba	Target: 22-Apr-2022	In Progress

04-Apr-2022

Activity	Responsibility	Dates	Status
1 13.2 GL-RZ-2019.1 (GIGARHS) Staff to draft housing agreement consistent with rent structure proposed at April 4 meeting	Brad Smith	Target: 20-May-2022	Completed

02-May-2022

Activity	Responsibility	Dates	Status
1 8.1 Minutes of April 4th adopted as presented	Robin Ellchuk	Target: 06-May-2022	Completed
2 11.3 - Rogers correspondence and APC chair correspondence - defer to June meeting agenda	Jas Chonk	Target: 24-May-2022	Completed

Follow Up Action Report

Galiano Island

02-May-2022

Activity	Responsibility	Dates	Status
3 13.1 GL-DVP-2022.1 (Galiano Club) - approved for issuance	Jas Chonk Phil Testemale	Target: 06-May-2022	Completed
4 13.2 GL-DP-2022.2/GL-DVP-2022.3 (Longson) - approved for issuance	Jas Chonk Phil Testemale	Target: 06-May-2022	Completed
5 13.3 - GL-RZ-2014.1 (Crystal Mtn): 1. staff to prepare a memo for LTC meeting collating and answering LTC and relevant community questions on Water Management Plan and Hy-Geo report 2. staff to report on options for phasing for groundwater	Brad Smith William Shulba	Target: 27-May-2022	Completed
6 13.4 Mayne Bylaws 184 and 189 - interests unaffected	Jas Chonk	Target: 06-May-2022	Completed
7 13.5 Mayne bylaws 186 and 187 - interests unaffected	Jas Chonk	Target: 06-May-2022	Completed
8 16.1 Annual report wording approved as presented	Robert Kojima	Target: 03-May-2022	Completed

April 20, 2022

Daniel J. Rogers
Chair, Galiano Local Trust Committee

By email to Robin Ellchuck rellchuk@islandstrust.bc.ca

Dear Mr. Rogers

Re: Galiano Island CREST Site 1228 Montague Road

This has reference to your letter of December 17, 2021 to Sam Sugita, Rogers Communications Inc. My apologies for taking this long to reply.

It is Rogers understanding that for safety reasons CREST replaced the damaged antenna support tower in 2018. Rogers is encouraged through ISED Canada regulation and policy to use existing infrastructure whenever possible. Many land use authorities encourage this type of technology deployment over building additional antenna support structures.

Rogers followed CPC 2-0-03 with respect to this proposal. Section 6 of this document specifies certain exclusions with conditions. Co-locating on an existing antenna support tower is encouraged by ISED Canada. We have reached out to ISED Canada and have provided details on this proposal, and we have received confirmation this site meets CPC 2-0-03 exclusion criteria.

Rogers is always willing to continue the dialogue with Galiano Islands Trust and any concerned residents. Below are specific replies to the concerns raised.

With respect to your question on what technology is proposed and what purpose is served Rogers continuously improves service offerings on its wireless network. As more mobile phones and devices use our network the footprint of the service shrinks. This results in reduced coverage and gaps in service. Gaps in coverage can result in dropped calls and unreliable service. This is primarily why Rogers requires this site on Galiano Island.

With respect to clientele served by this installation, Rogers' subscribers and other wireless telecommunication providers that roam onto Rogers network at this site will see improved service offering by way of increased network speed, improved reliability whether the service is used for personal, home business or in emergency situations.

There are many factors including antenna height, frequency, terrain, technology deployment and power that determine predications and actual coverage from this site. The Canadian wireless telecom industry is competitive and detailed coverage predications are not widely shared by Rogers for this reason. However, we can share that Rogers wireless offerings will improve for clients located on Galiano Island and one of the primary purposes of deploying at this site is to improve coverage for Galiano Island constituents.

Specifically in the areas of Sturdies Bay Ferry Terminal, Bluffs Park Lookout, Georgeson Bay area and Bodega Ridge Rogers' service offerings such as Internet, voice and text will improve significantly. However, due to terrain and tower height, Rogers' coverage to the area of Sticks Allison Road

Northwest of Galiano Way will not improve significantly. In addition to improved coverage on Galiano this site will improve coverage in surrounding areas such as Parker Island and Trincomoli Channel.

Similarly, residents of Galiano Island and Rogers clients benefit from the coverage of nearby sites that are not located on the island. For example, Rogers sites on Mayne Island and North Pender Island serves the Southeastern area of Galiano Island.

Wireless technology development requires multiple sites providing overlapping coverage to specific areas like Sturdies Bay on Galiano Island. This is required to balance network demand, redundancy in case of a site failure, peak demand predictions that may be seasonal, population density and other factors.

With respect to your request to perform public consultation for this site we require more specific information on this request. For example, you quoted the CPC concerning prudence to consult in certain excluded circumstances but there was only one specific concern raised. Your letter stated that the current tower is in a community sensitive location. Could you please provide more specific information on why this is a community sensitive location?

We look forward to providing any additional information required. Please contact Michael Krenz at 672-515-9534 or Michael.Krenz@rci.rogers.ca for any further information.

Regards,



Michael Krenz
Government Relations Director, Real Estate and Municipal Affairs

Cellular Discussion Working Group Presentation

March 4, 2019

Thank-you Jane, Tahirih and Dan for putting the Cellular Discussion Working Group on today's agenda. This group was formed during a meeting organized by Jane and has met and shared numerous ideas, opinions and emails. I am here today to update you on these discussions and to ask for your support.

A survey in 2016 was circulated to the entire population of Galiano and asked a variety of questions regarding telecommunications. Without going into too much detail here are a few results from the survey. 90% of respondents to the survey wrote that they had a cell phone. 91% of respondents said cell service was limited quality, poor or unavailable. The question was posed; For Galiano as a whole, would you support expanded and/or improved cellular telephone service. 86% of the total respondents answered 'yes'. Currently 1 in every 5 local residents does not have any cellular reception where they live even though 90% of them have cell phones. One consequence of this survey was the development and approval of an LTC antenna/tower siting policy that took into consideration the concerns of all parties. The development of this siting policy was an important step towards enhanced cellular service.

Enhanced cellular service can serve many purposes including social contact, economic opportunities, and perhaps most importantly, safety and emergency services. Let me focus on the issue of safety and emergency services, especially in the context of the recent wind storm.

I am here today with letters of support from all the organizations on the island which will be here for us when disaster strikes.

As a member of the South Galiano Fire Department I was at the Fire Hall for most of the day when the wind storm was in full force. A call was received from a resident trapped in their vehicle with a downed power pole on top. It was unknown if the electrical wires were still charged or not. The only reason we knew there was a resident in jeopardy was because they were in a small pocket which had cellular service.

As Sean, myself and other crew members worked in the dispatch office, it occurred to us that we were receiving very few calls from citizens. We had no idea the reason wasn't because there was nothing wrong, it was because residents couldn't call for help.

Parents who should have been sheltering in place from the trees crashing down around them were getting in their cars and trying to drive to the school to find out if their children were alive and safe.

Land lines were down and there is no cell service in the central corridor from the South Hall all the way up past Vineyard Way. In fire chief Sean's letter in support of improved cellular service he said;

The Dec 20, 2018 windstorm highlighted the imperative need for cell coverage in our community. Wire dependent phone lines were wiped out by falling trees in the course of that storm. An estimated 1500 permanent residents and visitors suddenly had no way to communicate or call for help if they were hurt or having any other emergency.

Our meeting today is at the South Galiano Hall which is a key sanctuary in the event of an emergency. We have electrical generators, food, water, heat, light, charging stations for cell phones and soon we will have beds. What we don't have is cellular service in the event of a power outage if the weather is anything but completely blue sky. I spend a lot of time here as a volunteer and it is only on rare occasions that I receive a signal and even when I get that one bar on my phone I can call out but nobody can hear what I am saying.

Here is a short quote from the letter of support for improved cellular service from the Galiano club.

Of 1044 permanent residents on the island, 59% are 55 or older, while almost 18% of the population is over 75. Galiano has double the number of seniors compared to the provincial average. Without telephone access, this high population of seniors had no access to 911 and no way to communicate information on their safety to friends and family.

The Lions Hall is our islands closest safe location to the Medical clinic. In the event of an emergency or natural disaster it is a very important venue. Here is a short quote from the letter of support we received from the Lions hall.

In the event of another phone or power disruption, good cell service is essential to promote the safety and security of the residents and visitors. This time around, we were lucky, no-one perished! The lack of cell service inhibits the delivery of emergency assistance such as the fire department, ambulance, search and rescue and neighborhood emergency service providers. There is also an emergency early warning system tied to the cell service which sends out an alert of any natural disaster that may be coming our way. This alone could save injury and lives.

In a support letter from the North Galiano fire department I quote;

In one example, while I was assisting BC Ambulance Service in transporting a critically ill patient, it became necessary to contact the Emergency Physician on Call to approve a life-saving intervention. Unfortunately, almost the entire length of Porlier Pass Road (our main North-South artery) is a cellular dead zone, meaning that we were unable to contact the emergency physician on call until we reached the Ambulance Station, almost 25 km from the start of the journey. Critical time was lost for applying this essential treatment.

I have with me today other letters from the Galiano Health Care Society, Mainroad, Galiano Emergency Preparedness Program, Galiano housing Society and North Galiano Community Association with wording just as compelling as the ones from which I've just read. I urge you to please read all of them. Tremendous effort has gone into an exploration of what this Island needs from the aspect of safety.

This Community in my humble opinion has elected two individuals who care and listen deeply. They respect the wishes of the overall majority and recognize that every solution can end up with some detractors. That's the just the nature of humanity. They talk about 'the middle way', as a way of thinking about what is best for the island. For those of us who are unfamiliar with the middle way, I found a good nonsecular quote.

"Your hand opens and closes, opens and closes. If it were always a fist or always stretched open, you would be paralyzed. Your deepest presence is in every small contracting and expanding of the two, as balanced and coordinated as birds' wings."

I have also been very fortunate to be able to listen to and speak privately with one of the keenest if not *the* keenest political and environmentally aware minds we have in Canada. Elizabeth May. Regarding telecommunications she said;

Our stance is simple and responsible. Exercise the precautionary principle. A risk of a health problem requires a cautious approach until the science is settled. For me personally, that translates into using my blackberry, but not carrying it in my pocket. I do not hold it up against my head. I prefer land lines. Do I occasionally use cell phones? Sure. Do I want high speed internet in my house? Yes. Am I happy to latch onto a signal in the airport by Wi-Fi? You bet. It is a matter of knowing there are unanswered questions and taking reasonable precautions.

The results of the Survey completed in 2016 and the subsequent creation of a Siting Policy showed that this community can work together. The community as a whole expressed their opinions and the LTC responded with results.

The middle way.

One of the three mandates of the Islands Trust is *to sustain island character and a healthy sustainable community*. The Islands trust also has an *advocacy program* in place *where a designated spokesperson, usually the Chair can advocate and seek cooperation with other agencies and decision makers about priorities and other decisions to create awareness and lead or encourage collaborative action*.

Under the dual LTC mandates of *preserving and protecting* the environment, and the *safety of our island community*; and with the *advocacy role* defined for the Trust, we ask that the LTC write a letter to our group supporting enhanced cellular services on Galiano island to address the safety, emergency preparedness, environmental, social and economic issues described in this presentation. This letter can be copied to the CRD, our MLA and MPs, and will be used by the group to solicit enhanced cellular proposals. This advocacy is not for the support of any specific Proponent and resides within the mandate of the LTC. It is to encourage interest and does not guarantee that the LTC will issue a Statement of Concurrence if asked. We also ask that the improvement of cellular service be made a top priority by the LTC before this years dry season. If one life or one small section of forest can be saved through affirmative action, this advocacy will have been most worthwhile.

In summation, to all the people who have volunteered and have brought helpful ideas and solutions to this issue of safety, I thank you for your time. For those of you in opposition of this initiative to create a safer island for the residents, I ask you to please consider the middle way as a logical and fair way of thinking. Cellular infrastructure can be used to protect all Galiano citizens *and* the preservation of our environment in the case of fire or other disaster, if thought about clearly.

I have said it many times that we should feel very blessed to live in such a wonderful and diverse community. If through this small step we protect even one life it will have been worth it. I would shudder to think that we as a community didn't try hard enough when it is too late and we are in this same spot, standing on charred ground, saying goodbye to someone whose life we could have saved. Thank you.

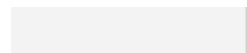
The lack of cell service on Galiano Is. has been a concern from a public safety and emergency response point of view for many years. As the rest of the world transitions to cell service for daily communication we see a growing disjunction between our communities' expectations and reality when it comes to calling for help. The Dec 20, 2018 windstorm highlighted the imperative need for cell coverage in our community. Wire dependent phone lines were wiped out by falling trees in the course of that storm. An estimated 1500 permanent residents and visitors suddenly had no way to communicate or call for help if they were hurt or having any other emergency. It took weeks for telephone wires to be repaired and during that time many people had no way to call 911 or communicate with family and friends. Those few people lucky to have cell coverage on the island saw uninterrupted service through this time.

Often the best way for emergency responders to communicate is via cell phone. At an accident scene for example, some critical and sensitive information should not be transmitted by radio. Inter-agency communication such as between police and fire should be done by phone and is difficult or

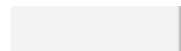
impossible by radio. The lack of reliable cell coverage has often hindered emergency response on Galiano Island and other remote areas in the past.

Putting cell antenna on the CRD's new Galiano CREST tower is a simple solution. We know from previous studies that an antenna on this tower could provide most of the island with viable cell coverage. Ganges on Salt Spring could also benefit from an antenna here. We know from previous surveys that the vast majority of our island population considers cell service a priority. I wouldn't ask a local committee to "design" a system for Galiano because I believe the subject is very technical. I believe a committees' role would be to exert political influence through Adam Olson for example. Some pressure on Rogers or Telus from Adam could convince them to locate an antenna here.

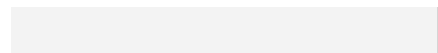
Sean Luttmmer



Fire Chief



South Galiano Fire Dept.



250 539 2131



To Whom it may concern Regarding Galiano Cell Service

The Galiano Lions club fully supports the installation of cell tower(s) to improve communication on the island in the case of another catastrophic event as well as for everyday use.

In the event of another phone, power disruption, good cell service is essential to promote the safety and security of the residents and visitors. This time around, we were lucky, no-one perished! The path our climate is taking dictates that this will not be the one and only

storm event. We live on an earth quake fault line. Forest fires are also a threat.

On the everyday front, there are Galiano residents that want and are promoting low cost housing to attract younger families to live and work here. The age group that is targeted wants and requires excellent cell and internet coverage in order to perform their jobs and essentially live. The lack of cell service inhibits the delivery of emergency assistance such as the fire department, ambulance, search and rescue and neighbourhood emergency service providers. There is also an emergency early warning system tied to the cell service which sends out an alert of any natural disaster that may be coming our way. This alone could save injury and lives.

This enhanced service will hopefully also bring reliable high-speed internet to the unserved areas of the island which in this day and age is a necessity.

J.W. PLETZ, President Galiano Lions Club 992 Burrill Rd, Galiano B.C.

February 26, 2019

To whom it may concern:

The Galiano Health Care Society wishes to express its strong support for improved cellular telephone service on Galiano Island. The December 2018 windstorm caused the loss of Telus landline-based telephone service for many island residents, some of whom had to wait three weeks or more for their telephone service to be restored.

Without a landline telephone, the only way to call 911 in the event of a medical or other emergency is to use a cell phone. Unfortunately, cell phone service coverage on Galiano is uneven, with many areas having

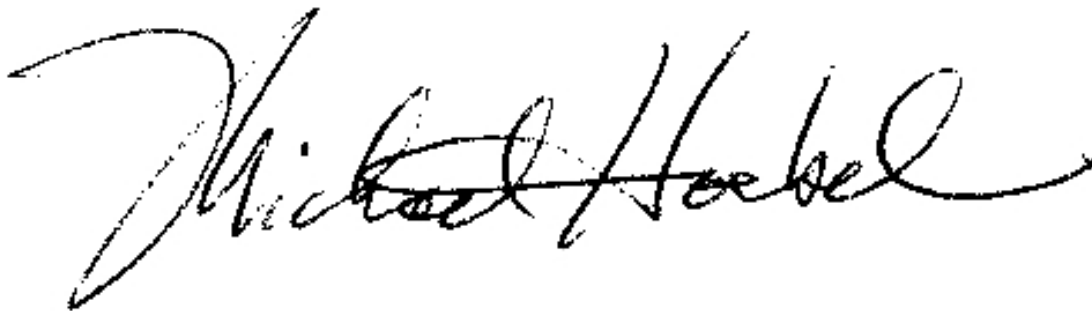
very weak cell signals, or none at all. Not being able to summon help in an emergency places islanders and visitors at great risk.

In addition, in an emergency when landline telephones are down, the lack of dependable cell phone service means that there is no practical way for emergency personnel to contact residents to communicate important public safety information or check on their welfare. Nor can off-island family members reach their relatives here.

The current trend of people giving up landline telephones in favour of cell phones only makes the need to address the inadequate cell phone infrastructure in this community that much more urgent.

Sincerely,

Michael Hoebel President

A handwritten signature in black ink, reading "Michael Hoebel". The signature is written in a cursive, flowing style with a large initial "M" and a long, sweeping underline.



**your roads – your team,
linking communities and families**

March 1 , 2019

To whom it may concern,

I am writing in support of improved cell service on Galiano Island.

Mainroad South Island Contracting has been the road maintenance contractor on Galiano Island for the past 15 years. Like many of our emergency preparedness partners on Galiano Island, we recognize the critical need for cell service especially when responding to a major weather event such as the windstorm that occurred on December 20, 2018.

The safety of our crews, the Galiano Island community and visiting tourists is our highest priority therefore cell service is essential to our overall maintenance operations.

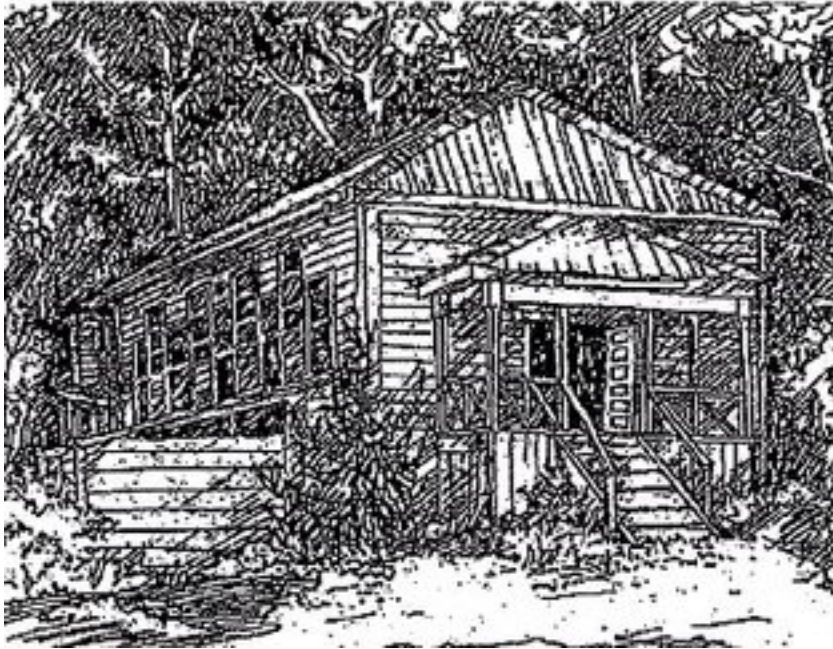
We fully support those working to improve cell coverage as soon as possible.

Sincerely,

Rick Gill, General Manager
Mainroad South Island Contracting LP

Mainroad South Island Contracting LP
2895 Westshore Parkway
Victoria, BC V9B 0B2
Tel 250.391.7310 • Fax 250.391.7312
southisland@mainroad.ca

Head Office: Mainroad Group 17474 – 56th Ave., Surrey, BC V3S 1C3 • Tel 604.575.7020 • Fax 604.575.7045 • www.mainroad.ca



To Whom it may concern,
I am fully in support of improving our cel service for Galiano Island. The recent storm highlighted the need for better coverage on the island. We have too many dead areas of cel coverage on Galiano which makes communication during any emergency inadequate.

The North Hall is a reception area for emergencies and has very limited cel coverage. Also as a Neighbourhood Leader for the emergency services, I am aware of poor cel coverage at the North end of Galiano.

Lyndsay Fukushima
President of the North Galiano Community Association
Emergency Services Neighbourhood Leader Permanent
resident of Galiano

GALIANO ISLAND HOUSING SOCIETY

February 22, 2019

Patrick Ramsay David Howe Jane Wolverton Tahirih Rockafella

To all concerned.

We, the Board for the Galiano Island Housing Society, support the installation cell towers on Galiano Island. We suggest that cell phone coverage is paramount to the safety of the island residents, especially in the light of the wind and snow storms that occurred here recently. At present there is no cell phone coverage at our Page Drive complex. When the power is disrupted or the telephone land lines are out of service, the residents of Page Drive (all seniors) have no means of communicating to emergency services or to their families for assistance should they require help.

Thank you for your attention to this matter. Sincerely yours,

Kelly Blackwood
for/ Board of Directors, Page Drive
276 Georgeson Bay Road, Galiano Island, BC

To Whom It May Concern,

The Galiano Emergency Program has been concerned for many years about the lack of reliable cell phone service due to the lack of a cell tower on on the island. Putting a cell antenna on the CRD's new CREST tower would be an excellent solution to this problem and promote safety for all residents and visitors.

One of the most important components of our program is the Telephone Tree component of our Neighbourhood Program. Residents ask to be phoned

for evacuation alerts in the event of wildfire or interface fire (such as the one we experienced in 2006), or for updates and instructions in other natural disasters such as the December 20, 2018 windstorm. During that event, our robust telephone trees, for which approximately 850 households and businesses have registered, were absolutely useless since hardwired phone lines were down all over the roads, and most parts of Galiano have little or no cell service at the best of times. We tried, but were unable to reach most residents to advise them of the situation and ask them to shelter in place rather than risk driving along roads blocked by fallen trees and live hydro lines. We also couldn't gather information from them about what their needs might be.

To make a bad situation even worse, Telus – the only provider of landline telephone service – responded painfully slowly to requests for restoration of service, with some residents originally being told they would not have their telephone service back until April. Without a cell tower, this left many people with no 9-1-1 service whatsoever, creating extra stress for everyone, especially vulnerable residents and visitors with chronic medical needs.

Some people may argue that a communications tower will go down in many emergencies as well, but we should realize that it is much quicker and far less expensive to move in a portable tower to restore service until the permanent tower is repaired or replaced

than to wait weeks for Telus trucks and crews to come and repair/ reconnect lines. Telephone wires and landline phones are not longer a priority for communications companies. As long as Galiano Island remains without reliable cell service, our first responders, residents and visitors will all be exposed to unnecessary risks. We therefore support the installation of a cell antenna on the new CREST tower as a first step to improving safety for everyone and bringing our island into the 21st century.

Christina Stechishin
Galiano Emergency Program Coordinator

North Galiano Volunteer Fire Department
19400 Porlier Pass Road Galiano Island, BC
V0N 1P0
(250) 539-5453

1 March 2019

To the Galiano Local Trust Committee,

I am writing this letter in support of improved cell service on Galiano Island. As an emergency first responder, I have been aware of many instances where the ability to contact emergency services without access to a land-line has been essential to allowing timely intervention for medical, fire and other types of emergencies.

Unfortunately, I am also aware of large areas on Galiano Island where these cellular services do not exist.

Cellular service was also (and will be in the future) critical to communication during the wind-storm event on December 20th, which knocked out land-line service on our island for weeks. Many people were unable to access information about safety and other matters when their home telephone service was knocked out. Our Emergency Program telephone trees were rendered almost useless. Valuable time was spent by RCMP and Fire Service Volunteers locating "missing" persons, who turned up safe and sound, but unable to communicate their location to family members. Those who were fortunate enough to have cellular service at their home were able to use it to communicate to Emergency Program volunteers and loved ones, and to receive updates via phone or internet.

Besides allowing community members and visitors to contact one another and emergency services, adequate cellular service is extremely valuable to Emergency Service personnel who can use it to discuss complex or sensitive information that may be inappropriate or difficult to convey over radio.

In one example, while I was assisting BCAS in transporting a critically ill patient, it became necessary to contact the Emergency Physician on

Call to approve a life-saving intervention. Unfortunately, almost the entire length of Porlier Pass Road (our main North-South artery) is a cellular dead zone, meaning that we were unable to contact the EPOC until we reached the Ambulance Station, almost 25 km from the start of the journey. Critical time was lost for applying this essential treatment.

The long, narrow geography of our island will make it difficult to provide a single solution to our cellular service coverage. Galiano's North end may need improved service solutions from other islands and the mainland to achieve complete coverage. Any provider wishing to locate on Galiano should be encouraged to make those improvements, as well as part of a complete package for Galiano.

While I am aware that cell tower approval is a federal matter, I also know that Industry Canada consults with local government for support when these applications are made, and that the most recent application did not receive the support of the Local Trust Committee, despite the fact that the Galiano Community have shown a strong desire for improved cellular service. I hope that the new LTC will do whatever they can to support and encourage the provision of reliable and complete service coverage on Galiano.

Thank you,

A handwritten signature in black ink, reading "Karen Harris". The signature is written in a cursive style with a large, stylized "K" and "H".

Karen Harris
Fire Chief, NGVFD

From: Daniela Murphy
Sent: Friday, May 13, 2022 2:14 PM
To: Karla Campbell; achan@crd.bc.ca; gateway_office@islandhealth.ca; Bylaw Enforcement; Kate Emmings; Geordie Gordon; 'McIntyre, Cathie BCA:EX'; amanda.vanderkloof@bcas.ca; info@nsswaterworks.ca; saltspring@rcmp-grc.gc.ca; dlundy@saltspringfire.com; Becky McErlean; Jas Chonk; mtippett@cverd.bc.ca
Cc: jarnet@crd.bc.ca; Corlynn Strachan; Rob Pingle
Subject: Referral of Salt Spring Island Local Trust Committee Proposed Bylaw No. 530 - Accessory Dwelling Units
Attachments: SS-BL-530_Referral Form.pdf; SS-BL-530_1st Reading.pdf

Dear Referral Coordinator,

Please find attached to this email referral information concerning Proposed Land Use Bylaw Amendment No. 530 regarding Accessory Dwelling Units for the Salt Spring Island Local Trust Committee's (SS LTC) "Housing Action Program" project. The Housing Action Program project was established in response to the current housing crisis.

Proposed Bylaw No. 530 seeks to amend the [Salt Spring Island Land Use Bylaw No. 355](#) by allowing all types of Accessory Dwelling Units (ADUs) to be established on Salt Spring Island in order to address the housing crisis. The Salt Spring Island Local Trust Committee has requested staff continue to analyse the impacts on water, infrastructure servicing and the environment. Additionally, staff are to consider the use of covenants to ensure long-term rental housing, as well as the impact a covenant could have in helping control the number of units to be established.

The staff report and other information regarding the project and Proposed Bylaw No. 530 can be found at: <https://islandstrust.bc.ca/island-planning/salt-spring/projects/> >> Housing Action Program >> Accessory Dwelling Units (ADUs).

We understand that there are numerous demands on your time, however, we genuinely welcome any comments you may have, whether they are site-specific or more strategic and high level. A reply is respectfully requested by **Tuesday, June 28, 2022**.

Should you have any questions, don't hesitate to contact Acting Regional Planning Manager Louisa Garbo at ssiinfo@islandstrust.bc.ca or 250-537-9144. Referral responses should be addressed to ssiinfo@islandstrust.bc.ca or by mail to:

Islands Trust
1 – 500 Lower Ganges Road
SSI, BC V8K 2N8

Thank you for your time and attention to this referral.

Yours truly,
Daniela Murphy

Daniela Murphy

Legislative Clerk/Deputy Secretary

Islands Trust

1-500 Lower Ganges Road | Salt Spring Island BC V8K 2N8

T 250-538-5606 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I am humbly thankful to live and work in the treaty lands and territories of the BOKÉĆEN, K'ómoks, Lək' wəŋən, Lyackson, MÁLEXEŁ, Qualicum, Quw'utsun Tribes, scəwəθən məsteyəxʷ, Scia'new, səlilwətaɬ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Spune'luxutth, SÁÁUTW, Stz'uminus, ʔaʔəmen, toq qaymíxʷ, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, XeláItxw, Xwémalhkwu/ʔop qaymíxʷ, and xʷməθkʷəy̓əm.



BYLAW REFERRAL FORM

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

Island: Salt Spring Island Trust Area Bylaw No.: 530 Date: May 13, 2022

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

Proposed Bylaw No. 530 seeks to amend the Land Use Bylaw by allowing all types of Accessory Dwelling Units (ADUs) to be established on Salt Spring Island in order to address the housing crisis. The Salt Spring Island Local Trust Committee has requested staff continue to analyse the impacts on water, infrastructure servicing and the environment. Additionally, staff are to consider the use of covenants to ensure long-term rental housing, as well as the impact a covenant could have in helping control the number of units to be established.

GENERAL LOCATION:

Various

LEGAL DESCRIPTION:

Various

SIZE OF PROPERTY AFFECTED:

Various

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Various

OTHER INFORMATION:

Please find additional project information here: <https://islandstrust.bc.ca/island-planning/salt-spring/projects/> Housing Action Program – Accessory Dwelling Units

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

Louisa Garbo
(Signature)

Name: Louisa Garbo

Title: Acting Regional Planning Manager

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Semiahmoo First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) First Nation
Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Regional Agencies

CRD – All Referrals & K. Campbell (SSI Senior Manager)
CRD – SSI Economic Sustainability Commission
CRD – SSI Building Inspection
CRD – SSI Director
CRD – SSI Transportation Commission
CRD – Housing Secretariat
Vancouver Island Health Authority
Islands Trust Bylaw Enforcement and Compliance
Islands Trust – Islands Trust Conservancy
SSI Advisory Planning Commission
SSI Agricultural Advisory Planning Commission
Housing Action Program Task Force

Provincial Agencies

BC Assessment Authority

Non-Agency Referrals

BC Ambulance Service

North Salt Spring Waterworks District

RCMP

SSI Fire-Rescue

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee

Mayne Island Local Trust Committee

North Pender Island Local Trust Committee

Thetis Island Local Trust Committee

Cowichan Valley Regional District

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

530
(Bylaw Number)

(Title)

(Agency)

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 530

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 1, 2022”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 By adding the following to Section 1.1 Definitions:

“Accessory Dwelling Unit” means a *dwelling unit accessory* to a *single-family dwelling unit* intended as an independent and separate unit which contains its sleeping, living, cooking and sanitary facilities, and its own independent entrance. *Accessory dwelling units* may be contained within the *principal single-family dwelling unit* or located as a detached *accessory structure*. For the purpose of this bylaw, *accessory dwelling units* include *secondary suites*, tiny homes, garden suites, seasonal cottages or *full-time rental cottages* that can be placed in or adjacent to an existing or new *dwelling unit* on the same lot. *Accessory dwelling unit* does not include recreational vehicles, or detached *accessory dwelling units* on wheels.

2.2 By deleting Schedule “I” Secondary Suites Map

2.3 By replacing Section 3.14 “Seasonal Cottages” and Section 3.15 “Full-Time Rentals Cottages” with the following:

3.14 DETACHED ACCESSORY DWELLING UNITS

3.14.1 A detached *accessory dwelling unit* is permitted provided that:

- (1) no detached *accessory dwelling units* may be constructed or occupied on a *lot* less than 1.2 hectares in area;
- (2) no detached accessory dwelling units may be constructed on a lot with a *duplex* or *multi-family dwelling unit*;
- (3) the maximum *floor area* of a detached *accessory dwelling unit* is 90 square metres;
- (4) a detached *accessory dwelling unit* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;

- (5) a detached *accessory dwelling unit* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*;
- (6) a detached *accessory dwelling unit* must not be operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.14.2 There is a maximum of one detached *accessory dwelling unit* permitted per *lot*.

3.14.3 A detached *accessory dwelling unit* must not have a *basement*.

3.14.4 A detached *accessory dwelling unit*, including any stairs, decks or porches or other *structures* that are attached to the unit or that function as part of the unit, is not to be located within 6 metres of any other *building* on a *lot*.

3.14.5 A detached *accessory dwelling unit* may be a *mobile home* or a *manufactured home*.

2.4 By replacing Section 3.16 “Secondary Suites” with the following:

3.15 SECONDARY SUITES

3.15.1 *Secondary Suites* are permitted only within, or attached to a permitted *principal single-family dwelling unit* provided that:

- (1) the *principal single-family dwelling unit* or the *secondary suite* is occupied by the owner of the property or a person other than the owner who has responsibility for managing the property, including dealing with complaints of neighbours arising from the occupancy of the property; and
- (3) the *secondary suite* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (4) the *secondary suite* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*; and
- (5) a *secondary suite* is not operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.15.2 The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.

3.15.3 The maximum *floor area* of a *secondary suite* is forty per cent (40%) of the *floor area* of the *principal dwelling unit* and up to a maximum of ninety square metres of *floor area*.

3.15.4 A *secondary suite* must not be *subdivided* from the *principal dwelling unit* under the Land Title Act or the Strata Property Act.

2.5 By adding to the table under Subsection 9.9.1 “Permitted Uses of Land, Buildings, and Structures” with the following:

	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Principal Uses, Buildings and Structures												
Accessory Uses												
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>							◆	◆	◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
<i>Home-based businesses, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆			

2.6 By adding to the table under Subsection 9.10.1 “Permitted Uses of Land, Buildings and Structures” with the following:

	R	RU1	RU2	RU3	RW1	RW2	Ri
Principal Uses, Buildings and Structures							
Accessory Uses							
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>	◆	◆		◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆						
<i>Home-based business use, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆

2.7 By deleting Section 9.9.4 Exceptions in Particular Locations “Zone Variation R7(a)”

2.8 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation R(f)”

2.9 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation RU1(f)”

3.0 This bylaw should replace all mentions of *full-time rental cottages*, and *seasonal cottages* with *accessory dwelling units*.

3.1 This bylaw should be in harmony with the proposed bylaw No. 526 which deletes any mention of *seasonal cottages* from the Agriculture zones.

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS 19TH DAY OF APRIL, 2022

READ A SECOND TIME THIS _____ DAY OF _____ 20_____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20_____

READ A THIRD TIME THIS _____ DAY OF _____ 20_____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20_____

ADOPTED THIS _____ DAY OF _____ 20_____

Chair

Secretary

PROPOSED

DATE OF MEETING: June 6, 2022

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Rezoning Application GL-RZ-2019.1 – Housing Agreement and s. 219 Covenant

Applicant: Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS)

Location: District Lots 30/31 (Community Forest), Galiano Island

RECOMMENDATIONS

1. That the Galiano Island Local Trust Committee direct staff to schedule a Community Information Meeting on application GL-RZ-2019.1 to be held in conjunction with the LTC regular meeting scheduled for July 4, 2022.
2. That the Galiano Island Local Trust Committee direct staff to schedule a Public Hearing on application GL-RZ-2019.1 to be held on Saturday July 9, 2022.

REPORT SUMMARY

The purpose of this staff report is to present the draft housing agreement and s. 219 covenant to the Galiano Island Local Trust Committee (LTC) for consideration of next steps on application GL-RZ-2019.1 (GIGARHS).

The above recommendations are supported as:

- The proposed rent structure has been determined to be consistent with the affordable housing policies of the OCP as a whole;
- The draft covenant and housing agreement have been reviewed by Islands Trust legal counsel who are satisfied that the two documents meet the legal needs of the LTC and the Islands Trust; and,
- The application is ready to proceed to next steps as there are no other outstanding items in relation to the application that still need to be submitted by the applicant.

BACKGROUND

A rezoning application was submitted to the Islands Trust in September 2019 by the Gulf Islands Galisle Affordable Rental Housing Society (GIGARHS). The intent of this rezoning application is to allow for the development of up to 12 units of affordable housing in the community forest property located at the terminus of Georgia View Road (Figure 1).

At the April 4, 2022 LTC meeting, the applicant asked the LTC to consider a rent structure based on representative median-incomes of the southern gulf island electoral area. A finalized s. 219 covenant is the only other outstanding item.

Background information, including staff reports, professional reports, proposed bylaws and correspondence for the application can be found here: <http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>

ANALYSIS

Housing Agreement

At the April 4, 2022 meeting, the applicant proposing the following rent structure to the LTC for inclusion within a housing agreement. At that meeting, the LTC accepted the proposed rent structure and directed staff to develop a housing agreement that is consistent with this approach (Attachment 1).

Upon further consideration and analysis, GIGARHS would like to revise their proposal for affordability. While the project team still considers using HILs as a metric to determine rents as a fair one, the team's goal is to ultimately provide the most affordable housing possible to residents of Galiano Island. Therefore, GIGARHS is proposing the following structure:

- Units will, on average, be rented at or below 30% of the before-tax income of median-income earners in the SGI electoral area, as reported by Statistics Canada for representative household types.
- Eligibility for affordable units will be tied to Low and Median Income Limits, as determined by BC Housing from time to time. The current Low and Median Income Limits are outlined below:
 - For residential units with less than two (2) bedrooms, a gross household income that does not exceed the median income for couples without children in BC, as determined by BC Housing from time to time. For 2022, this figure is \$77,430 (compared to \$75,730 last year).
 - For residential units with two (2) or more bedrooms, a gross household income that does not exceed the median income for families with children in BC, as determined by BC Housing from time to time. For 2022, this figure is \$120,990 (compared to \$117,080 last year)

Staff have worked with legal counsel and the applicant to develop a housing agreement consistent with this rent structure (Attachment 1). The draft housing agreement has been reviewed by legal counsel and the applicant and staff are of the view that it is now ready to proceed for consideration at a CIM and Public Hearing.

S. 219 Covenant

Based on direction from the LTC, additional conditions have been added to the draft covenant in consideration of the finalized water management plan and arborist report (Attachment 2). The draft covenant has been reviewed by legal counsel and the applicant and staff are of the view that it is now ready to proceed for further consideration at a CIM and public hearing.

Rationale for Recommendation

- The proposed rent structure has been determined to be consistent with the affordable housing policies of the OCP as a whole;
- The draft covenant and housing agreement have been reviewed by Islands Trust legal counsel who are satisfied that the two documents meet the legal needs of the LTC and the Islands Trust; and,
- The application is ready to proceed to next steps as there are no other outstanding items in relation to the application that still need to be submitted by the applicant.

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

1. Request further information

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

Resolution:

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

2. Hold the application in abeyance

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

Resolution:

That the Galiano Island Local Trust Committee hold application GL-RZ-2019.1 (GIGARHS) in abeyance.

3. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2019.1 (GIGARHS).

NEXT STEPS

With direction from the LTC, staff will schedule CIM and public hearing and initiate statutory notifications.

Submitted By:	Brad Smith, Island Planner	May 30, 2022
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ATTACHMENTS

1. Draft Housing Agreement
2. Draft s. 219 Covenant

XXX ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. XXX

A Bylaw to Authorize a Housing Agreement

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 483 of the *Local Government Act* and Section 29 of the *Islands Trust Act* permit the Local Trust Committee to enter into a housing agreement;

AND WHEREAS the Galiano Island Local Trust Committee wishes to enter into a Housing Agreement;

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

1. This Bylaw may be cited for all purposes as "Galiano Island Housing Agreement Bylaw No. XXX, year".
2. Any one Trustee of the Galiano Island Local Trust Committee are authorized to execute an agreement in the form attached to this Bylaw with [owner]

READ A FIRST TIME this X day of month, year

READ A SECOND TIME this X day of month, year

READ A THIRD TIME this X day of month, year

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this

 X day of month, year

ADOPTED this X day of month, year

SECRETARY

CHAIRPERSON

Housing Agreement and Section 219 Covenant

THIS AGREEMENT DATED FOR REFERENCE THE _____ DAY OF, 20____, IS BETWEEN:

GULF ISLANDS GALISLE AFFORDABLE RENTAL HOUSING SOCIETY, a society incorporated under the laws of the province of British Columbia with number S0069972 and having its office at #6-33 Manzanita Road, Galiano Island, BC, V0N 1P0

(the “Owner”);

AND:

GALIANO ISLAND LOCAL TRUST COMMITTEE, a corporation under the *Islands Trust Act*, having an office at 2nd Floor, 1627 Fort Street, Victoria, B.C., V8R 1H8

(the “Local Trust Committee”)

WHEREAS:

- A. The Owner is the registered owner of the Lands situated at on Galiano Island, British Columbia, and legally described as:

PID: 025-936-107

Lot 1 District Lots 30 And 31 Galiano Island Cowichan District Plan Vip76996 Except That Part In Plan Vip76997

(the “Lands”);

- B. The Lands will be rezoned by the Local Trust Committee, with permission of the Owner by means of Galiano Island Land Use Bylaw 127, 1999 Amendment No. 1, 2020, to permit the development of affordable multi-family rental housing (the “Rezoning”);
- C. The Lands will be subdivided, with permission of the Owner, to permit the transfer of Lot B Equivalent to the Gulf Islands Galisle Affordable Rental Housing Society for the development and construction of affordable multi-family rental housing (the “Subdivision”);
- D. The Gulf Islands Galisle Affordable Rental Housing Society intends to rent units on Lot B Equivalent, by way of rental agreement, to Qualified Renters at affordable rates;
- E. The Local Trust Committee may pursuant to Section 29 of the *Islands Trust Act* and Section 483 of the *Local Government Act*, enter into an agreement with an owner of land that includes terms and conditions regarding the occupancy, tenure and availability to specified classes of persons of dwelling

units located on those lands;

- F. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the Local Trust Committee in respect of the use of land or construction on land;
- G. The Owner and the Local Trust Committee wish to enter into this Agreement to provide rental housing on the Lands on the terms and conditions of this Agreement to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*; and
- H. The Local Trust Committee has, by bylaw, authorized the execution of this Agreement and the Owner has duly authorized the execution of this Agreement.

THIS AGREEMENT is evidence that in consideration of \$1.00 paid by the Local Trust Committee to the Owner (the receipt of which is acknowledged by the Owner), and in consideration of the promises exchanged below, the Local Trust Committee and the Owner agree, as covenants granted by the Owner to the Local Trust Committee under Section 219 of the *Land Title Act*, and as a housing agreement between the Owner and the Local Trust Committee under Section 483 of the *Local Government Act*, as follows:

Article 1: Definitions and Interpretation

1.1 Definitions – In this Agreement:

“Affordable Housing Funder”	means an entity with a mandate to create and promote affordable housing, such as BC Housing or CMHC, that provides a grant or preferential rate loan to support the development of Rental Housing Units on the Lands.
“Annual Household Income”	means the combined gross income of all adult members of a Household, as shown on line 150 of the preceding year’s T1 General Income Tax and Benefit return.
“BC Housing”	means the British Columbia Housing Management Commission or BC Housing’s successor in function. For clarity, a “successor in function” of BC Housing will be a Crown Corporation, governmental department or other entity with a mandate from the provincial government to provide British Columbians with access to affordable, safe and appropriate housing that is accountable to the provinces’ Minister responsible for Housing or their successor.
“Business Days”	means Monday to Friday inclusive except for those excluded days declared by lawful authority as holidays.
“Census Profile”	means the most recently available census profile published by Statistics Canada for the Southern Gulf Islands, regional district electoral area census subdivision or, in the event that Southern Gulf Islands, regional district electoral area census subdivision is amended, eliminated or replaced, a successor census subdivision which includes Galiano Island;
“CMHC”	means Canada Mortgage and Housing Corporation or its successors in function.

“Dwelling”	means a dwelling as defined in the Galiano Island Land Use Bylaw 127, 1999.
“Household”	means one or more individuals occupying the same Dwelling.
Income of Couples with Children	means the median total income of couple economic families with children as determined by Statistics Canada in the Census Profile.
Income of Couples without Children	means the median total income of couple economic families without children or other relatives as determined by Statistics Canada in the Census Profile.
Income of Lone-Parent Families	means the median total income of lone-parent economic families as determined by Statistics Canada in the Census Profile.
Income of One-Person Households	means the median total income of one-person households as determined by Statistics Canada in the Census Profile.
“Lands”	has the meaning ascribed in Recital A.
“Lot B Equivalent”	has the meaning ascribed to it in section 3.2(b).
“Low and Moderate Income Limits”	means, as determined by BC Housing from time to time, a) for residential units with less than two (2) bedrooms, an Annual Household Income that does not exceed the median income for couples without children in British Columbia, as an example, for 2022 this figure is \$77,430; and b) for residential units with two (2) or more bedrooms, an Annual Household Income that does not exceed the median income for families with children in British Columbia, and as an example, for 2022 this figure is \$120,990.
“Operating Agreement”	means an agreement that sets out the amount, duration, and conditions of the subsidy provided by the provincial and/or federal governments, or an Affordable Housing Funder for the construction and/or operation of Rental Housing Units.
“Owner”	means the registered owner of the Lands, provided however that upon the execution and filing of the Release with the Land Title Office, it means the registered owner of the Lot B Equivalent only.
“Permitted Housing Operator”	means the Gulf Islands Galisle Affordable Rental Housing Society, BC Housing, CMHC, a housing society, a non-profit housing corporation, or other entity approved by the Local Trust Committee in writing.
“Qualified Renter”	means a person who meets the eligibility criteria for tenancy as set out in Schedule B and who meets the occupancy criteria set out in Section 2.3 of this Agreement and the Operating Agreement, if any.
“Release”	has the meaning ascribed in section 3.2(b).
“Rental Housing	means a Dwelling on the Lands in respect of which the construction, tenure,

Unit”	rent, and occupancy are restricted in accordance with this Agreement.
“Residential Tenancy Act”	means the <i>Residential Tenancy Act</i> (British Columbia).
“Rezoning”	has the meaning ascribed in Recital B.
“Statistics Canada”	means the national statistics office or Statistics Canada’s successor in function.
“Subdivide”	means to divide, apportion, consolidate or subdivide the Lands or any building on the Lands, or the ownership or right to possession or occupation of the Lands or any building on the Lands, into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the <i>Land Title Act</i> , the <i>Strata Property Act</i> (British Columbia), or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or a “shared interest in land” as defined in the <i>Real Estate Development Marketing Act</i> (British Columbia).
“Tenancy Agreement”	means a written tenancy agreement as defined in, and subject to, the Residential Tenancy Act.
“Tenant Default”	has the meaning ascribed in section 2.3(d)(v).

1.2 Interpretation –

Reference in this Agreement to:

- a) A “party” is a reference to a party in this Agreement;
- b) A particular numbered “article” or “section” or to a particular lettered “schedule” is a reference to the corresponding numbered or lettered article, section, or schedule of this Agreement;
- c) An “enactment” is a reference to an enactment as defined in the *Interpretation Act* and is a reference to any revision, amendment or re-enactment of, or replacement for, that enactment;
- d) Wherever the singular or gendered language is used in this Agreement, it shall be deemed to include the plural or all genders, or the body politic or corporate, where the context or the parties so require; and
- e) The Local Trust Committee includes a reference to its successors in function, including a municipality.

1.3 Headings

The division of this Agreement into articles, sections and schedules is for convenience of reference

only and does not affect its interpretation. The article and section headings used in this Agreement are for convenience of reference only and do not affect the interpretation of this Agreement.

1.4 Entire Agreement

This is the entire agreement among the parties concerning its subject and may be amended only in accordance with section 3.16.

Article 2 – Rental Housing

2.1 Agreement over the Lands

Pursuant to section 219 of the *Land Title Act* and section 483 of the *Local Government Act*, the Owner covenants and agrees that:

- a) The Lands will not be developed, and no new building or structure will be constructed on the Lands unless the Owner constructs Rental Housing Units in accordance with this Agreement, any development permit or rezoning issued by the Local Trust Committee, and any building permit issued by the Capital Regional District.
- b) Neither the Lands nor any building thereon may be subdivided without prior approval of the Local Trust Committee, such approval not to be unreasonably withheld.
- c) It will design, construct, and maintain the Rental Housing Units in a satisfactory state of repair and fit for habitation and will comply with this Agreement and all laws, including health and safety standards applicable to the Lands.
- d) If a building is demolished or is otherwise replaced, this Agreement shall continue to apply to the Lands and the construction on the Lands shall be subject to the requirements of this Agreement.

2.2 Minimum Construction Requirements

All the Rental Housing Units will be designed and constructed to the same standard in terms of layout, skill, and materials.

2.3 Occupancy of Rental Housing Units

The Owner covenants and agrees that Rental Housing Units will only be occupied when all of the following criteria are met:

- a) the Household's Annual Household Income does not exceed the Low and Moderate Income Limits for the specified unit type at the time of application and initial occupancy;
- b) the Household is composed of at least one Qualified Renter;
- c) the Qualified Renter will occupy the Rental Housing Unit as its permanent, principal, and sole residence;

- d) the Qualified Renter has signed a Tenancy Agreement with the Owner, and the Tenancy Agreement includes;
- i. a clause prohibiting subletting for short-term vacation rentals and in all other circumstances prohibiting subletting without obtaining prior Owner consent in accordance with section 2.7;
 - ii. notice of the existence of this Agreement and the occupancy restrictions applicable to the Rental Housing Unit, and notice that the Owner will provide to each Qualified Renter upon their request, a copy of this Agreement;
 - iii. a clause requiring the Qualified Renter to comply with the use and occupancy restrictions contained in this Agreement;
 - iv. a clause requiring Qualified Renters to seek prior permission of the Owner before engaging in a home business based out of the Rental Housing Unit; and
 - v. a clause confirming that a breach by the Qualified Renter of any of the provisions set out in 2.3(d)(i), 2.3(d)(iii) or 2.3(d)(iv) (each of which constitutes a “Tenancy Default”) will entitle the Owner to end the tenancy for cause, in accordance with the Residential Tenancy Act, as a failure to comply with a material term

2.4 Amount of Rent Payable for Rental Housing Units

The Owner covenants and agrees that:

- a) Rent for 1-bedroom Rental Housing Units in a calendar year will on average be at or below 30% of the average of:
 - a. Income of One-Person Households; and
 - b. Income of Couples without Children.
- b) Rent for 2-bedroom Rental Housing Units in a calendar year will on average be at or below 30% of the average of:
 - a. Income of Couples with Children; and
 - b. Income of Lone-Parent Families.
- c) Rent for 3-bedroom Rental Housing Units in a calendar year will on average be at or below 30% of the Income of Couples with Children.
- d) It will not require any Qualified Renter under a Tenancy Agreement to pay any extra charges or fees for use of any common area or amenity, or for sanitary sewer, storm sewer, water utilities, property taxes and similar services. For clarity, this limitation does not apply to parking, cablevision, telecommunications, laundry, or gas or electricity utility fees or charges.

2.6 Policies/Rules and Regulations/Administration by Owner

The Owner is authorized to make and administer rules, regulations and policies as reasonably necessary to fully implement and achieve the policy goals set out in this Agreement. Such rules, regulations and policies may include, but are not limited to, the following:

- a) Establishing and maintaining a wait list of potential Qualified Renters; and
- b) Establishing, administering and enforcing a rental policy applicable to the terms of this Agreement and in accordance with the *Residential Tenancy Act*.

2.7 No Sublease of Rental Housing Unit Unless Requirements Met

The Owner will not consent to the sublease of a Tenancy Agreement, except in accordance with this Agreement, the Residential Tenancy Act, and the Owner's rules, regulations and policies. For greater clarity, the Owner will not consent to a sublease for the purposes of a short-term vacation rental, and the Owner will not otherwise consent to a sublease unless the sublessee meets the requirements set out in section 2.3.

2.8 Monitoring and Reporting to the Local Trust Committee

The Owner must deliver to the Local Trust Committee once each year on or before July 1, a completed statutory declaration, substantially in the form attached as Schedule "A", sworn by the Owner. Additionally, the Local Trust Committee may request this statutory declaration up to one additional time in any calendar year, and the Owner must complete and supply the completed statutory declaration within 10 Business Days of receiving a request from the Local Trust Committee. The Owner irrevocably authorizes the Local Trust Committee to make reasonable inquiries it considers necessary in order to confirm compliance with this Agreement.

2.9 Operating Agreement Prevails

The provisions in section 2.3 and 2.4 apply except if the Rental Housing Units are subject to an Operating Agreement which conflicts with all or any of them, in which case the Operating Agreement prevails to the extent of the conflict only.

Prior to execution of an Operating Agreement that the Owner expects to conflict with the provisions in sections 2.3 and 2.4 of this Agreement, the Owner shall provide the draft Operating Agreement to the Local Trust Committee. The Local Trust Committee may request that Affordable Housing Funder modify the terms of the Operating Agreement so that its terms do not conflict with sections 2.3 and 2.4 of this Agreement.

Article 3 – General Terms

3.1 Management

The Owner covenants and agrees that:

- a) it will furnish, or cause a Permitted Housing Operator to furnish, good and efficient management of the Lands and the Rental Housing Units on the Lands;
- b) if and when the Local Trust Committee has reasonable grounds to believe that a continuing breach of this Agreement exists, it will permit the Local Trust Committee to inspect the Lands

and any buildings at any reasonable time with reasonable notice, subject to the notice provisions of the Residential Tenancy Act; and

- c) if the Owner is not the Permitted Housing Operator, the Owner will at all times cause the Permitted Housing Operator to administer, manage and operate the Rental Housing Units and will cause the Permitted Housing Operator to administer, manage and operate the Rental Housing Units in accordance with all of the restrictions and requirements of this Agreement, and the Owner's obligations under this Agreement. For clarity, the Owner's engagement of a Permitted Housing Operator pursuant to this Agreement will not relieve the Owner from any of the Owner's obligations under this Agreement or any of the restrictions or requirements of this Agreement.

3.2 Discharge

- a) After the Rezoning, the Owner intends to subdivide the Lands as shown on the proposed subdivision plan attached hereto as Schedule "C" to create parcels equivalent in size and configuration to those labelled Lot 1 and Lot B.
- b) Upon Subdivision of the Lands and creation of a legal parcel equivalent in size, location and configuration of the parcel shown as Lot B on the proposed subdivision plan attached hereto (the "Lot B Equivalent"), if the Local Trust Committee, acting reasonably, is satisfied that the Lot B Equivalent is reasonably equivalent to the Lot B shown on the proposed subdivision plan and that, after a release is filed, this Agreement will remain on title and continue to bind the owner of the Lot B Equivalent, the Local Trust Committee will prepare and execute a release of this Agreement on any parcel that is not the Lot B Equivalent as soon as practicable (the "Release").
- c) Upon receipt of the executed Release from the Local Trust Committee, the owner of any parcel that is not the Lot B Equivalent may file the Release in the Land Title Office.
- d) Once the Release has been executed and filed, any reference to Lands in this Agreement shall be construed as a reference to the Lot B Equivalent and not any parcel that is not the Lot B Equivalent.

3.3 Order to Comply

If the Owner is in default of the performance or observance of this Agreement, the Local Trust Committee may give the Owner a notice of default requiring the Owner to comply with this Agreement within the reasonable time stated in the notice. The Owner agrees that any breach or default in the performance of this Agreement on its part must be corrected, to the satisfaction of the Local Trust Committee, within the time stated on the notice of default provided to the Owner by the Local Trust Committee.

3.4 Society Standing

If the Owner is a society, the Owner must maintain its standing as a society under the *Society Act* and must not amend its Constitution in any manner that would prevent, or adversely affect, the ability of the Society to perform its obligations under this Agreement.

3.5 Specific Performance of Agreement

The Owner agrees that the Local Trust Committee is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement, in view of the public interest in restricting the occupancy of the Rental Housing Units. The Owner further acknowledges that a breach of this Agreement may constitute a breach of the Local Trust Committee's Land Use Bylaw.

3.6 Assignment

The Owner acknowledges that the Local Trust Committee may delegate or assign the administration and management of this Agreement to a third party, and, in that event, any reference in this Agreement to the Local Trust Committee shall be interpreted as a reference to that party provided that the Local Trust Committee has so advised the Owner.

3.7 Indemnity

The Owner shall indemnify and save harmless the Local Trust Committee and each of its elected officials, officers, directors, employees, and agents from and against all claims, demands, actions, loss, damage, costs, and liabilities for which any of them may be liable by reason of any act or omission of the Owner or its officers, directors, employees, agents or contractors or any other person for whom the Owner is by law responsible in relation to this Agreement, unless resulting from the respective gross negligence or unlawful acts of the Local Trust Committee or its elected officials, officers, directors, employees, and agents.

The Local Trust Committee shall indemnify and save harmless the Owner and each of its officers, directors, employees, agents or contractors or any other person for whom the Owner is by law responsible in relation to this Agreement, from and against all claims, demands, actions, loss, damage, costs and liabilities for which any of them may be liable by reason of any act or omission of the Local Trust Committee or its elected officials, officers, directors, employees, or agents, unless resulting from the respective gross negligence or unlawful acts of the Owner or its officers, directors, employees, agents or contractors or any other person for whom the Owner is by law responsible in relation to this Agreement.

This clause will survive the termination of this Agreement.

3.8 Release

The Owner releases and forever discharges the Local Trust Committee and each of its elected officials, officers, directors, employees, and agents and each of their heirs, executors, administrators, personal representatives, successors and assigns from all claims, demands, damages, actions, or causes of action arising out of advice or direction respecting the ownership, lease, operation or management of the Lands or the Rental Housing Units which has been or at any time after the commencement of this Agreement may be given to the Owner by all or any of them, unless resulting from the respective gross negligence or unlawful acts of the Local Trust Committee or its elected officials, officers, directors, employees, and agents and each of their heirs, executors, administrators, personal representatives, successors and assigns.

The Local Trust Committee releases and forever discharges the Owner and each of its officers, directors, employees, agents and contractors, and any other person for whom the Owner is by law responsible in relation to this Agreement and each of their heirs, executors, administrators, personal representatives, successors and assigns from all claims, demands, damages, actions, or causes of action arising out of advice or direction respecting the ownership, lease, operation or management of the Lands or the Rental Housing Units which has been or at any time after the commencement of this Agreement may be given to the Local Trust Committee by all or any of them, unless resulting from the respective gross negligence or unlawful acts of the Owner or its officers, directors, employees, agents and contractors, and any other person for whom the Owner is by law responsible in relation to this Agreement and each of their heirs, executors, administrators, personal representatives, successors and assigns.

This clause will survive the termination of this Agreement.

3.9 Local Trust Committee Powers Unaffected

This Agreement does not limit the discretion, rights, duties or powers of the Local Trust Committee under any enactment or the common law, impose on the Local Trust Committee any duty or obligation, affect or limit any enactment relating to the use of the Lands, or relieve the Owner from complying with any enactment.

3.10 No Public Law Duty

Wherever in this Agreement an act, determination, consent, approval or agreement of the Local Trust Committee is provided for, such act, determination, consent, approval or agreement may be done or made in accordance with the terms of this Agreement and no public law duty, whether arising from the principles of procedural fairness or the rules of natural justice shall have any application.

3.11 No Waiver

No condoning, excusing or overlooking by a party of any default under this Agreement of the other party, nor any consent, approval, or agreement whether written or otherwise shall be taken to operate as a waiver by the non-defaulting party of any subsequent default or of the necessity for further consent, approval or agreement in respect of a subsequent matter requiring it under this Agreement, or in any way to defeat or affect the rights or remedies of the non-defaulting party.

3.12 Dispute Resolution

Any matter in dispute between the parties under this Agreement, including any disputes as to whether a particular individual is eligible to occupy a Rental Housing Unit, must be referred to a single arbitrator if the parties can agree on one, and otherwise to three arbitrators, one to be appointed by each of the parties and the third by those two so appointed, and the matter must be resolved in accordance with the provisions of the *Arbitration Act* (British Columbia).

3.13 Notice on Title

The Owner acknowledges and agrees that this Agreement constitutes both a covenant under Section 219 of the *Land Title Act* and a housing agreement under Section 483 of the *Local Government Act*, the Local Trust Committee is required to file a notice of housing agreement in the Land Title Office against title to the Lands, and once such a notice is filed, this Agreement binds all persons who acquire an

interest in the Lands as a housing agreement under Section 483 of the *Local Government Act*.

3.14 Covenant Runs with the Land

Every obligation and covenant of the Owner in this Agreement constitutes both a contractual obligation and a covenant granted by the Owner to the Local Trust Committee in accordance with section 219 of the *Land Title Act* in respect of the Lands and this Agreement burdens the Lands and runs with it and binds the Owner's successors in title and binds every parcel into which it is consolidated or subdivided by any means, including, by subdivision or by strata plan.

3.15 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands, provided that once the Release has been executed and filed in accordance with section 3.2, the Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lot B Equivalent.

3.16 Amendment and Termination

This Agreement may not be modified or amended except by bylaw of the Local Trust Committee, upon an agreement in writing between the Local Trust Committee and the Owner.

3.17 Notices

Any notice required to be given pursuant to this Agreement shall be in writing and shall be given to the Owner or the Local Trust Committee, as the case may be, at the address first above written, or to any other address of which either the Owner or the Local Trust Committee may advise the others in writing in accordance with this paragraph. Notice to the Local Trust Committee must be addressed to the Secretary of the Islands Trust. If given in person or by facsimile transmission, such notice will be deemed to be received when delivered and, if mailed, such notice will be deemed to be received only when actually received by the party to whom it is addressed.

3.18 Enurement

This Agreement is binding upon and enures to the benefit of the parties and their respective successors and permitted assigns.

3.19 Remedies Cumulative

The remedies specified in this Agreement are cumulative and are in addition to any remedies of the parties at law or in equity. No remedy shall be deemed to be exclusive, and a party may from time to time have recourse to one or more or all of the available remedies specified herein or at law or in equity.

3.20 Severability

If any term or provision of this Agreement, or its application to any person or circumstance shall to any extent be found to be invalid and unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or

unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and shall be enforced to the extent permitted by law.

3.21 Joint and Several

In the case of more than one Owner, the grants, covenants, conditions, provisions, agreements, rights, powers, privileges and liabilities of the Owner shall be construed and held to be several as well as joint.

3.22 Further Acts

The parties will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

3.23 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the province of British Columbia.

3.24 Joint Venture

Nothing in this Agreement shall constitute the Owner as an agent, joint venture or partner of the Local Trust Committee or give the Owner any authority or power to bind the Local Trust Committee in any way.

3.25 Time of Essence

Time is of the essence in this Agreement.

3.26 Further Assurances

The parties shall execute and do all such further deeds, acts, things and assurances as they reasonably require to carry out the intent of this Agreement.

3.27 Priority

The Owner agrees to do everything necessary at the Owner's expense to ensure that this Agreement is registered against title to the Lands with priority over all financial charges, liens and encumbrances registered or pending at the time of application for registration of this Agreement.

3.28 Deed and Contract

By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the above terms, the parties each have executed and delivered this Agreement under seal by executing Part 1 of the *Land Title Act* Form C to which this Agreement is attached and which forms part of this Agreement.

SCHEDULE "A"

**OWNER STATUTORY
DECLARATION**

CANADA

PROVINCE OF BRITISH COLUMBIA

IN THE MATTER OF A HOUSING AGREEMENT
WITH THE GALIANO ISLAND LOCAL TRUST
COMMITTEE ("Housing Agreement")

I, _____

declare that:

1. I am the _____ [director, officer, employee] of the [Owner's], the owner of the land known as _____, Galiano Island, legally described as Parcel Identifier: _____
Legal Description: _____
(the "Lands")
2. I make this declaration to the best of my personal knowledge.
3. This declaration is made pursuant to the Housing Agreement registered against the Lands.
4. For the period from _____ to _____, the Rental Housing Unit were used only by Qualified Renters (as defined in the Housing Agreement).
5. At no time during the last year were any of the Rental Housing Units used as a short-term vacation rental.
6. The rental payments charged for the Rental Housing Units were in compliance with the Housing Agreement.
7. No subletting of the Lands has been permitted.
8. I acknowledge and agree to comply with all of the Owner's obligations under the Housing Agreement, and other charges registered against the Lands and confirm that the Owner has complied with all of its obligations under these Agreements.
9. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at _____, British Columbia, this ____ day of _____.

A Commissioner for taking Affidavits
in British Columbia

Signature of person making declaration

SCHEDULE "B"

Eligibility Criteria for Tenancy

A Qualified Renter means a person aged 19 years or older who meets the financial and other requirements of the Housing Agreement (the "Agreement") and fits into at least one of the following categories, subject to the Operating Agreement, and which are not listed in any particular priority order:

- 1) Residents of Galiano Island;
- 2) Indigenous peoples with rights and responsibilities in and around what is known as Galiano Island, or, is considered by members of these First Nation communities to be part of the First Nation community.

Except that where there are no persons meeting the categories specified in clause 1 or 2 above, who make an application to rent an available unit and the lack of applications from the categories specified above would result in a unit being vacant for more than one month, then a Qualified Renter may be a person aged 19 years or older who meets the financial and other requirements of the Agreement and fits into at least one of the following categories, which are not listed in any particular priority order:

- a. Previous resident of Galiano Island who has lived away from the island for a maximum of three consecutive years; or
- b. Non-resident who is hired to begin at least half-time work (20 hours per week) on Galiano Island; or
- c. Person with immediate family already living on Galiano Island. For greater clarity, immediate family means an individual to whom the person is related by blood, or by marriage, or common-law relationship, or by adoption..

Except that where there are no persons meeting the categories specified in clause 1 or 2, nor a, b, or c above, who make an application to rent an available unit and the lack of applications from the categories specified above would result in a unit being vacant for more than one month, then a Qualified Renter may be any person permitted by the Operating Agreement who meets the financial and other requirements of the Agreement.

SCHEDULE "C"

Proposed Subdivision Plan

[Attached proposed full-size version of Subdivision Plan]

PART 2 – TERMS OF INSTRUMENT

SECTION 219 COVENANT

This Agreement dated for reference the ____ day of _____, 2021 is

AMONG:

(the “Owner”)

AND:

GALIANO ISLAND LOCAL TRUST COMMITTEE

Suite 200, 1627 Fort Street, Victoria, British Columbia, V8R 1H8

(the “Trust Committee”)

GIVEN THAT:

- A. The Owner is the registered owner in fee simple of land more particularly described as:

PID:

Legal Description:

(the “Land”);

- B. The Owner has applied to the Trust Committee to amend the Galiano Land Use Bylaw to authorize an affordable housing development on the Land.
- C. Section 219 of the *Land Title Act* (British Columbia) provides that there may be registered as a charge against the title to land a covenant, whether of a negative or positive nature, in respect of the use of land;
- D. The Owner wishes to grant and the Trust Committee wishes to accept this covenant over the Land, restricting the use of the Land in the manner specified.

This Agreement is evidence that in consideration of the premises and covenants herein contained, the payment of two dollars (\$2.00) by the Trust Committee to the Owner, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree pursuant to s. 219 of the *Land Title Act* as follows:

Definitions

1. In this Agreement:

- (a) “Construction” means the construction of any building or structure on the Land, and includes any land alteration or other work on the Land in preparation for the construction of any building or structure.

- (b) "Development Area" means the area of the Land proposed for buildings or structures, driveways, parking lots, gardens, and a septic field, and specifically excludes the area shown on the Site Plan as within the "33 ft setback".
- (c) "Ecological Assessment Report" means the report prepared by Keith Erickson and dated January 18, 2021, a copy of which is attached to this Agreement as Schedule A.
- (d) "Groundwater Report" means the report submitted by Hy-Geo consulting and dated December 2, 2019, a copy of which is attached to this Agreement as Schedule B.
- (e) "Project Well" means the well located on the Land, with the Well Identification number 46824.
- (f) "Site Plan" means the proposed plan for the use and development of the Land, a copy of which is attached to this Agreement as Schedule C.
- (g) "Tree Protection Zone" means an area surrounding a tree, having a diameter of 12 centimeter for every 1 centimeter of trunk diameter at breast height (1.3 meters above the ground).
- (h) "Water Management Plan" means the report prepared by MSR Solutions and dated August 30, 2021, a copy of which is attached to this Agreement as Schedule D.

Ecological Protection Measures

2. The Owner shall not construct on or develop the Land except in accordance with the Site Plan, and in accordance with the recommendations of the Ecological Assessment Report, and in particular, but without limitation, the Owner shall:
 - (a) Not alter or develop the area of the Land shown on the Site Plan as lying within any of the "33 ft setback" or "30' buffer" areas, except as may be specifically authorized or directed in writing by the Trust Committee, in its sole discretion, to ensure the ecological integrity of those areas, or their aesthetic value, or their ability to provide a visual screen between development on the Land and any adjacent lands;
 - (b) Establish a Tree Protection Zone around all trees identified as "Old-growth Douglas Fir" or "Large Diameter Arbutus" on the diagram that appears at page 15 of the Environmental Assessment Report;
 - (c) Retain as much forest cover and natural vegetation cover as practicable within the Development Area;
 - (d) Retain large diameter coarse woody debris and dead standing trees within undeveloped areas of the Land to provide wildlife habitat;
 - (e) Use only permeable materials or surfacing for parking lots and driveways on the Land;

- (f) Create bioswales along driveways and downslope from parking areas and other impervious surfaces to manage surface runoff and promote infiltration back into the groundwater system;

Construction Management, and Restoration

3. The Owner shall not start any Construction on the Land until the Owner has:
 - (a) established sturdy, high visibility fencing around every Tree Protection Zone, and around any other areas that are, in accordance with the Site Plan, to remain as natural areas;
 - (b) removed Scotch broom, holly and Himalayan blackberry from the developable area of the Land
 - (c) removed trees that cannot be preserved;
 - (d) established a water supply and storage system sufficient for firefighting purposes with a minimum of 90,850 litres of storage.
4. The Owner shall not carry out any site clearing from late February through August 31st in any year, or during periods of prolonged rainfall.
5. The Owner shall avoid any construction between July 1 – September 15 or, if construction during this period is the only option, irrigate all preserved trees using a drip method irrigation system or by hand with enough water supplied at regular intervals to encourage tree survival.
6. During and throughout any Construction on the Land the Owner shall:
 - (a) Maintain all fencing around the Tree Protection Zones and around other areas required to be fenced under 3(a), above;
 - (b) Minimize impacts to vegetation, and immediately revegetate/restore any areas where temporary damage is necessary for construction purposes;
 - (c) Avoid depositing soil or other fill in any Tree Protection Zone;
 - (d) Avoid excavation inside any Tree Protection Zone and, if excavation is required inside a Tree Protection Zone, it must only be carried out under the supervision of and as directed by a certified arborist, who shall be retained for the express purpose of providing recommendations and direction to minimize damage to the tree protection zone;
 - (e) Minimize soil compaction outside of the Development Area;
 - (f) Cover any soils exposed or deposited for a period of greater than two (2) weeks with tarps, which the Owner shall maintain in good repair throughout construction, or hydromulch the exposed soils (without seeds);

- (g) Restrict the use of machinery and equipment to the minimum area necessary to carry out the authorized development;
 - (h) Control invasive exotic vegetation by requiring all contractors working on the Land to inspect and clean vehicle and equipment before entering or leaving the Land, and by manually removing invasive exotic vegetation on a regular basis
 - (i) Ensure all machinery and equipment used on the Land is inspected for leaks prior to operation;
 - (j) Not allow any vehicle fueling or refuelling on the Land except at a designated location with an impermeable surface, where spills can be contained;
 - (k) Ensure a spill response kit is on-site whenever machinery is being operated, and ensure all operators are trained in the proper use of the spill kit.
7. The Owner shall retain a qualified environmental monitor to evaluate, and if necessary, prescribe further mitigation measures during all phases of the development and construction process. The monitor should verify that recommendations are implemented and provide a signed letter of confirmation to the Local Trust Committee.
8. Immediately after construction, and before any residential use or occupancy of the Land, the Owner shall:
- (a) restore any areas where soils were compacted due to construction, using the 'rough and loose' method; and,
 - (b) retain a certified arborist to evaluate all preserved trees and provide a report to the Owner that summarizes findings including further mitigation measures if necessary, and the Owner shall implement those measures.

Groundwater Use Restrictions and Monitoring

9. The Project Well must be equipped with a totalizing flow meter to monitor well usage with a water level sounding tube installed for taking periodic water level measurements in the well and the Owner must maintain records of the total amount of water produced each month. These records shall be submitted to the Trust Committee on an annual basis to ensure that no excessive water demands, particularly during extended drought periods, are being placed on the well.
10. Water from the Project Well shall be treated with an appropriately designed and maintained ultraviolet irradiation (UV) or chlorination treatment system.
11. Water quality from the Project Well shall be monitored for bacteria and chemical quality including fluoride levels on a regular basis (minimum of once a year) and as directed by the local health authority to detect any changes that might occur over time that may require any additional treatment.

Water Storage and Management

12. The Land must not be used or occupied for residential purposes until and unless the owner has installed all of the following:
 - (a) Dedicated water storage with a capacity of at least 90,850 litres to meet the fire demand requirements;
 - (b) Dedicated water storage with a capacity of at least 2,750 litres to meet balancing storage requirements;
 - (c) Dedicated water storage with a capacity of at least 23,400 litres to meet emergency storage requirements.
13. The Owner shall install domestic water meters for all dwelling units on the Land, and no dwelling unit shall be occupied until its water meter has been installed and is functioning properly.
14. The Owner shall apply the stormwater design criteria set out in section 7 of the Water Management Plan, to any development or construction on the Land.
15. No irrigation system on the Land shall be connected to, supplied with, or otherwise use, any groundwater.

Character of Buildings

16. All buildings on the land shall be constructed in accordance with the elevation drawings attached to this Agreement as Schedule E, subject to alterations that are reasonably contemplated by or aligned with Schedule E and any existing permits or approvals for the building.

Costs

17. The Owner covenants and agrees to perform all requirements and obligations of this Agreement at the Owner's sole cost and expense.

No Effect On Laws or Powers

18. This Agreement does not:
 - (a) affect or limit the discretion, rights, duties or powers of the Trust Committee or the Capital Regional District under any enactment or at common law, including in relation to the use or subdivision of the Land;
 - (b) impose on the Trust Committee or the Capital Regional District any duty of care or other legal duty of any kind to the Owner or to anyone else;
 - (c) oblige the Trust Committee to enforce this Agreement, which is a policy matter within the sole discretion of the Trust Committee;
 - (d) affect or limit any enactment relating to the use or subdivision of the Land;
 - (e) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Land.

Limitation on Obligations

19. The Owner is only liable for breaches of this Agreement caused or contributed to by the Owner or which the Owner permits or allows. The Owner is not liable for the consequences of the requirements of any enactments or law or any order, directive, ruling or government action thereunder. The Owner is liable only for breaches of this Agreement which occur while the Owner is the registered owner of any interest in the Land and then only to the extent of that interest.

Indemnity

20. Pursuant to section 219(6) of the Land Title Act, the Owner hereby indemnifies and saves harmless the Trust Committee and its elected and appointed officials, officers, employees and agents, from and against all loss, damage, cost, actions, suits, debts, expenses and harm of any kind whatsoever which the Trust Committee may at any time suffer or incur arising out of or related to this Agreement or any breach of it.

No Liability in Tort

21. The parties agree that this Agreement creates only contractual obligations. The parties agree that no tort obligations or liabilities of any kind exist between the parties in connection with the performance of or any default under or in respect of this Agreement. The intent of this section is to exclude tort liability of any kind and to limit the parties to their rights and remedies under the law of contract.

Covenant Runs With the Land

22. Every obligation and covenant of the Owner in this Agreement constitutes both a contractual obligation and a covenant granted under section 219 of the Land Title Act (British Columbia) in respect of the Land. This Agreement burdens the Land and runs with it and binds the successors in title to the Land. This Agreement burdens and charges all of the Land and any parcel into which it is subdivided by any means and any parcel into which the Land is consolidated.

Registration

23. The Owner agrees to do everything necessary, at the Owner's expense, to ensure that this Agreement is registered against title to the Land with priority over all financial charges, liens and encumbrances registered or pending registration in the Land Title Office at the time of application for registration of this Agreement.

Waiver

24. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver by the Trust Committee of a breach of this Agreement by the Owner does not operate as a waiver of any other breach of this Agreement.

Severance

25. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from

the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

26. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Binding of Successors

27. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Further Acts

28. The Owner must do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Deed and Contract

29. By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the terms of this instrument, the parties each have executed the Land Title Office Form C which is attached hereto and which forms part of this Agreement.

2 INSERT SCHEDULES

INSERT PRIORITY AGREEMENT(s) (if required)



Memorandum

Date: June 6, 2022 File Number: GL-RZ-2014.1 (Crystal Mountain)

To: Galiano Island Local Trust Committee

From: Brad Smith, Island Planner
William Shulba, Senior Freshwater Specialist
Local Planning Services

CC: Robert Kojima, Regional Planning Manager

Re: GL-RZ-2014.1 (Crystal Mountain) – Groundwater Information Requests

Purpose

The purpose of this staff memo is to provide further information to the Galiano Island Local Trust Committee (LTC) on application GL-RZ-2014.1 (Crystal Mountain) with respect to groundwater resources and alternatives for a phased approach to development.

The LTC discussed a number of water related items at the May 2, 2022 meeting and subsequently passed the following resolution:

GL-2022-48

It was Moved and Seconded,

that the Galiano Island Local Trust Committee requests staff to provide further reporting for GL-RZ-2014.1 (Crystal Mountain) addressing Trustee's questions and community input related to groundwater resources and alternatives for a phased approach to development.

CARRIED

The following is intended to address this request.

Groundwater Data Question and Answer

Have the daily water use estimates been revised in the latest version of the WMP?

Yes, updated daily water demand volumes are higher than the original estimates based on the fixtures in the buildings and the number of people using those fixtures; these estimates are now more closely tied to provincial standards for sewerage systems.

Does the WMP currently have enough groundwater to satisfy all potable and non-potable water requirements?

No. CMS has proposed a hybrid system that would use groundwater for potable water needs and rainwater for non-potable uses; there is a period where the rainwater catchment does not provide enough for non-potable use and cisterns would get filled from the well.

At 100% use of both potable and non-potable water as estimated in the WMP, there is a shortfall of ~732 L/D. This is intended to be offset by storage catchment of 45,415 litres of groundwater for potable uses and 112,925 litres of rainwater catchment for non-potable uses.

The view of the professional engineer authoring the WMP is that this storage volume will be sufficient to meet the periodic shortfall in groundwater availability.

Is a 12 hour pump test on the central well reasonable in this case? How about the time of year the test was conducted?

A 12-hour pump test was conducted in 2015 by a professional hydrogeologist who deemed it to be sufficient to assess the well yield for the relatively low anticipated water demand for the centre. The estimated low water demand of 2839 (now 4801) L/day in 2015 was comparable to the requirements for a domestic residential well where a 12 hour test is typically sufficient. Groundwater datalogger monitoring completed in the Central Well in fall/winter of 2021 were consistent with the results of the 2015 pump test.

Staff are not of the view that additional pump tests are required. Staff do recommend datalogger monitoring of the Central Well to be continued in perpetuity.

The driest season of the year in the summer does not typically equate to the lowest groundwater levels, which are usually between the end of September and the start of November. The pump test was conducted in October 2015.

What is the groundwater region classification for the CMS property?

The Groundwater Region has been identified as vulnerable by Islands Trust staff following the groundwater availability assessment in addition to other assessments such as risk of saltwater intrusion into the aquifer.

The North Trincomali Channel groundwater region was classified critical groundwater availability because there are many privately managed wells on the coast below the proposed CMS development that have potential for well-to-well interference that may cause issues with salt water intrusion or lowering groundwater levels in adjacent wells.

Is there any evidence of saltwater intrusion in the Central Well?

There is no data that shows there is saltwater intrusion occurring in the Central Well. The Central Well has been observed as having a muted tidal influence. The analysis of the Central Well pump test water quality sample was below the drinking water standard and threshold for determining saltwater intrusion for chloride.

What is the status of provincial water license approval?

The Province is still reviewing the CMS water licence application. The applicant has submitted an update to reflect amended water volumes based on their latest WMP. Water licence approval is likely to take a year or more due to provincial backlog. Provincial water licences are typically based on annual volume and/or maximum daily volume limits.

Adoption of any rezoning approval by the LTC could be made conditional upon approval of a provincial water licence for the volume requested.

Is a phased development approach feasible?

The LTC could seek a phased development approach with requirements for water monitoring to demonstrate water use estimates are reasonable and sufficient water supply is available prior to additional phases of development being allowed to proceed. The phasing plan could be implemented through a S.219 covenant.

If the LTC wants to further consider a phased approach, staff would need to engage with the applicant to explore what alternatives to phasing may be viable, if any, and bring that information back to the LTC at a future meeting.

Are there other alternatives to reducing groundwater use/impacts?

Yes. The LTC could possibly consider:

- Reducing the overall retreat user capacity (to equal a reduction of roughly 732 L/D) so that there is available groundwater to meet all potable and non-potable water requirements in the WMP;
- Including additional bylaw provisions that establish seasonal operating windows and/or maximum annual retreat user day limits;
- Seeking other ways from applicant to reduce overall groundwater consumption in proposal, such as elimination of caretaker residence, implementing increased efficiency in water management such as greywater recycling etc.

File No.: GL-RZ-2014.1 (Crystal Mountain)

DATE OF MEETING: June 6, 2022

TO: Galiano Island Local Trust Committee

FROM: Brad Smith, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Crystal Mountain Rezoning Application – Bylaws No. 256 and 257

Applicant: Crystal Mountain Society (CMS)

Location: District Lot (DL) Lot 90 Lot 9 and DL 88 & 89 Lot A, North Galiano Island

RECOMMENDATION

1. That the Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directive Policies Checklist and determined that proposed Bylaw No. 256 and 257 are not contrary to or at variance with the Islands Trust Policy Statement.
2. That the Galiano Island Local Trust Committee direct staff to schedule a Public Hearing on application GL-RZ-2014.1 (Crystal Mountain).
3. That the Galiano Island Local Trust Committee direct staff to schedule a Community Information Meeting prior to the Public Hearing on application GL-RZ-2014.1 (Crystal Mountain).

REPORT SUMMARY

The purpose of this report is to provide an update to the Galiano Island Local Trust Committee (LTC) on application GL-RZ-2014.1 (Crystal Mountain) with respect to outstanding items related to the application, and to seek direction from LTC regarding next steps for proposed Bylaws No. 256 and 257.

At the May 2, 2022 meeting, the LTC deferred decision on the recommendations of this staff report as Trustee Rockafella was not present. Staff are now bringing this deferred report back to the LTC.

The above recommendations are supported as:

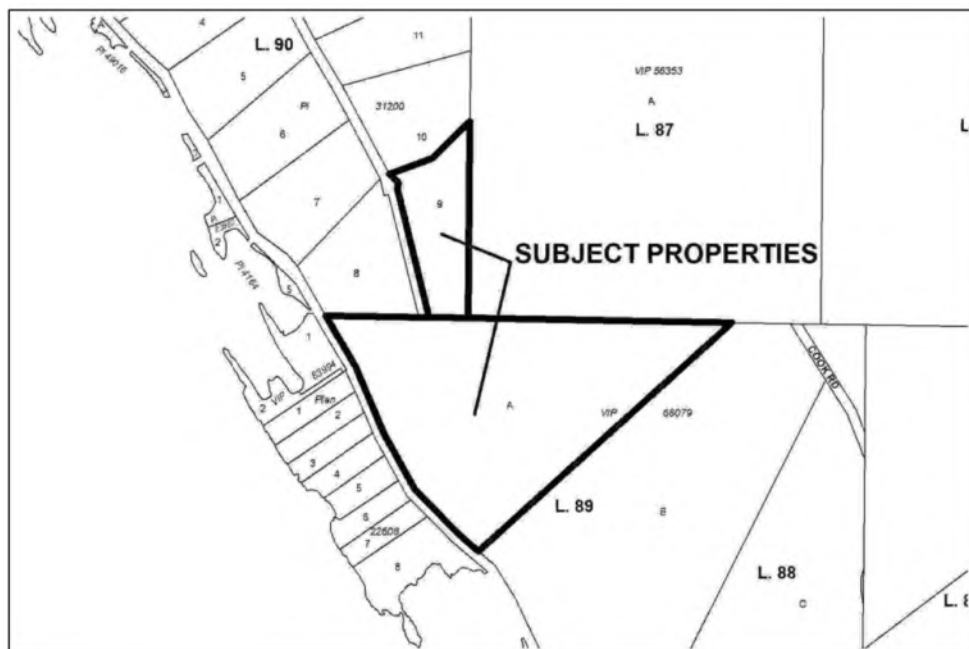
- The applicant has completed additional groundwater data logger analysis as requested by the LTC with results found to be consistent with previous pump testing and has developed a Water Management Plan (WMP) that effectively minimizes the impacts of groundwater withdrawal;
- The applicant has now reached agreement with the Capital Regional District (CRD) on terms for a Statutory Right of Way (SRoW) for emergency access;
- The application has been in process for several years and from a staff perspective all information requested from the applicant to date has been provided in a satisfactory manner; and,

- Proceeding to a public hearing will allow for additional community input prior to potential consideration of second and third reading of proposed Bylaw No. 256 and 257.

BACKGROUND

This application is to rezone two subject properties (DL Lot 90 Lot 9 and DL 88 & 89 Lot A) on the north end of Galiano Island in order to permit a *spiritual education* land use (Figure 1). Lot 9 is currently zoned Rural 2 (R2) and Lot A is zoned Forest 1 (F1). The rezoning application has been open since 2014.

Figure 1. Subject property map



Further background to this application, including previous staff reports, proposed bylaws, professional reports and correspondence, is available on the Islands Trust website: <http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>

ANALYSIS

Water Analysis Review

At the March 7, 2022 meeting, the LTC passed the following resolution:

GL-2022-31

It was Moved and Seconded,
that the Galiano Local Trust Committee ask staff to review the water management plan and, in particular, provide feedback on:

- a) whether the water usage estimates are reasonable,
- b) recommendations on alternative pump tests, and
- c) recommendations on impacts on water use on days when the numbers of people on the property exceed 35.

CARRIED

Staff provide the following comments in response:

- a) The updated WMP includes revised maximum daily demand (MDD) estimates that are based more closely on provincial regulatory standards and that are considered reasonable by staff.
- b) Staff do not recommend additional pump tests. However, staff do recommend that data logger monitoring be continued in perpetuity. The WMP and s. 219 covenant consider water well monitoring.
- c) A short term occasional exceedance of a maximum 35 person day use limit will not likely have significant impacts on long-term groundwater supply, in particular as the WMP includes water storage totalling 45,415 L for potable via groundwater and 112,925 L for non-potable use via rainwater storage that can be used to buffer groundwater withdrawal during these events.

While the LTC largely deferred decision at the May 2, 2022 meeting, the LTC did discuss a number of water related items at the meeting and subsequently passed the following resolution:

GL-2022-48

It was Moved and Seconded,

that the Galiano Island Local Trust Committee requests staff to provide further reporting for GL-RZ-2014.1 (Crystal Mountain) addressing Trustee's questions and community input related to groundwater resources and alternatives for a phased approach to development.

CARRIED

A related staff memo with a Q and A format is included in the meeting agenda package for consideration by the LTC.

Water Management Plan

The applicant has submitted an updated WMP that considers the latest comments provided by staff and feedback heard during the March 7, 2022 meeting (Attachment 1 and accessible [here](#) electronically including links to appendices listed on p. 34 of WMP).

Two significant changes have been made to the WMP since the previous version that the LTC received:

- 1) The applicant has adjusted the daily water use demand estimates to be more aligned with provincial standards (s. 4.3 of WMP), as below:**

Table 4 User demand profile for potable, non-potable and total combined volume per day

AREA 1					
		Caretaker	Overnight	Day Visit	
		2	19	14	
Usage Profile per user					
Toilet		30	30	12	
Laundry		25	25	12.5	
Shower		32	64	0	
Lavatory Sink		25	25	10	
Kitchen Sink		40	40	20	
Dishwashing		2.8	2.8	2.8	
Drinking Water		4	4	4	
Usage per Day/User					
Potable		103.8	135.8	36.8	
non-potable		55	55	24.5	
Per User Combined		158.8	190.8	61.3	
Percentage Mix					
Potable		65%	71%	60%	
non-potable		35%	29%	40%	
Total Combined Usage/day					
Potable/day		317.6	3625.2	858.2	4801
Non-potable/day		207.6	2580.2	515.2	3303
		110	1045	343	1498
					69%
					31%

AREA 2			
Caretaker	Overnight	Day Visit	
0	3	0	
Toilet	30	30	12
Laundry	25	25	12.5
Shower	64	64	0
Lavatory Sink	25	25	10
Kitchen Sink	40	40	20
Dishwashing	2.8	2.8	2.8
Drinking Water	4	4	4
	135.8	135.8	36.8
	55	55	24.5
	190.8	190.8	61.3
	71%	71%	60%
	29%	29%	40%
	0	572.4	0
	0	407.4	0
	0	165	0
			71%
			29%

With these revised estimates, the maximum potable water use in Area 1 is now 3303 L/day. The current water license application is for 2616 L/day. The applicant has contacted the province to adjust their application. Staff are of the view that these revised daily use estimates are reasonable.

2) The water system has been revised to use rainwater collection to service the non-potable demands for toilet flushing and laundry (s. 4.4 of WMP).

The WMP includes water storage totalling 45,415 L for potable and 112,925 L via a rainwater storage system to service the non-potable demands for toilet flushing and laundry.

The WMP states that the same principles will be applied in the Upper Ridge area if future development occurs.

Staff are of the view that this draft of the WMP addresses all comments and concerns raised by staff and the LTC. The next step would be to update the storage volume requirements in the draft s. 219 covenant and to add any additional WMP covenant conditions that may be required. Staff would undertaken these steps with the applicant/legal counsel and present an updated covenant to the LTC at a future meeting.

Restrictions on Maximum Day Use

At the March 7, 2022 meeting, staff provided a potential bylaw amendment that considers the inclusion of a maximum daily visitor use limit of 35 persons. This was requested of staff by the LTC at the December 2, 2021 meeting. The proposed bylaw amendment was as follows (in red):

Permitted Density

- 8.7.4 Permanent structures are not to exceed a total area of 1063 m²
- 8.7.5 Total lot coverage is not to exceed 1.55 %.
- 8.7.6 Overnight accommodation for retreat users is not to exceed 17 sleeping huts and 5 tent platforms, nor exceed a total of 22 persons.

8.7.7 Daily visitor use is not to exceed 35 persons, including retreat users, subject to a once-a-year exception where written notification to the Local Trust Committee is provided in advance.

8.7.7.8 Not more than one accessory dwelling is permitted with a maximum floor area of 80 m².

The LTC also received a request by the applicant to consider increasing the number of days where a 35 person limit can be exceeded to six days per year instead of one.

Although there was discussion by the LTC at the March 7, 2022 meeting, the LTC did not direct staff to make any associated bylaw amendments.

As such, staff are still seeking direction from the LTC as to whether day use limits will be included in Bylaw 257.

If day use limits are to be included, the LTC should also consider:

- 1) Whether consideration will be given to allowing for up to six days/year where a 35 person maximum can be exceeded instead of only one day/year.
- 2) Whether the LTC is satisfied with written notification to the LTC when the 35 person day limit is to be exceeded, or if they want the notification to be directed to the public and/or to property owners.

If the LTC wants to include a public/property owner notification process instead of just notification to the LTC, more effort would be required to develop that language in consideration of criteria such as notification process, notice content, timing, and who receives that notice.

LTC could also consider including a maximum daily visitor use on those days where 35 persons is allowed to be exceeded. For example:

8.7.7 Daily visitor use is not to exceed 35 persons, including retreat users, subject to a once-a-year exception where daily visitor use is not to exceed XX persons, including retreat users, and where on that day written notification to the Local Trust Committee is provided in advance.

Islands Trust Policy Statement Checklist

The Islands Trust Policy Statement Checklist was presented to LTC with a staff recommendation for endorsement at the September 7, 2021 LTC meeting. At that time, the LTC decided to hold off on endorsing the checklist, citing questions remaining, in particular with respect to policy 4.4.2.

Staff include the ITPS checklist again in this staff report with a recommendation for endorsement. The applicant has undertaken additional data logger analysis on the source well with a report by a professional hydrologist whose findings with respect to well yield are consistent with the pump test conducted in 2015. Further to that, a detailed WMP has been developed by a professional engineer that effectively minimizes impacts to groundwater supply, as discussed above.

Statutory Right of Way

The applicant and the CRD have reached agreement on a SRoW for emergency access (Attachment 2). CMS has agreed to bring the road up to an emergency standard satisfactory to the North Galiano Volunteer Fire Department prior to registration of the SRoW and subdivision of the land.

Water License Update

The province has still not assigned a reviewing officer to the CMS water license application. As such, it is potentially up to a year or more before a decision will be made on water license approval.

Given the likely delay in a decision by the province, should the LTC decide to proceed with consideration of adoption of Bylaw No. 256 and 257, the LTC could make final rezoning subject to water license approval.

Statutory Requirements

In accordance with regular statutory requirements, a public hearing would be required as part of the bylaw amendment process. Staff are recommending that the application proceed to public hearing at this time.

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

Community Information Meeting

Given the complexity of the application and the significant community interest, staff recommend that a second CIM be held on a different date and prior to a public hearing.

Rationale for Recommendation

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

- The applicant has completed additional water analysis as requested by the LTC with results consistent with previous pump testing and has developed a WMP that effectively minimizes the impacts of groundwater withdrawal;
- The applicant has now reached agreement with the CRD on terms for a SRow for emergency access;
- The application has been in process for several years and from a staff perspective all information requested from the applicant to date has been provided in a satisfactory manner; and,
- Proceeding to a public hearing will allow for additional community input prior to potential consideration of second and third reading of Bylaw 256 and 257.

ALTERNATIVES

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

1. Request further information

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

Resolution:

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

_____.

2. Request changes to proposal in consideration of a phased approach to development

The LTC may request that the applicant submit a revised proposal that considers a phased approach to development prior to the undertaking of a CIM and public hearing.

Resolution:

That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust a revised proposal that considers a phased development approach.

3. Request additional amendments to draft Bylaw No. 256/257 prior to consideration of next steps.

The LTC may request that additional amendments be made to the existing draft bylaws.

Resolution:

That the Galiano Island Local Trust Committee direct staff to make the following amendments to draft Bylaws No. 256 and 257 _____.

4. Hold the application in abeyance

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

Resolution:

That the Galiano Island Local Trust Committee hold application GL-RZ-2014.1 (Crystal Mountain) in abeyance.

5. Deny the application

The LTC may deny the application.

Resolution:

That the Galiano Island Local Trust Committee proceed no further with application GL-RZ-2014.1 (Crystal Mountain).

NEXT STEPS

With direction from LTC, staff will:

- schedule a CIM and a public hearing and initiate statutory notifications
- update the s. 219 covenant to include any additional WMP related conditions

Submitted By:	Brad Smith, Island Planner	May 26, 2022
Concurrence:	Robert Kojima, RPM	May 27, 2022

ATTACHMENTS

Attachment 1. Water Management Plan, April 2022

Attachment 2. Islands Trust Policy Statement Checklist

Attachment 3. Draft Statutory RoW Agreement

Water Management Plan

CRYSTAL MOUNTAIN SPIRITUAL EDUCATION CENTRE

April 2022



Project Contact:

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V1.2

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1 Introduction

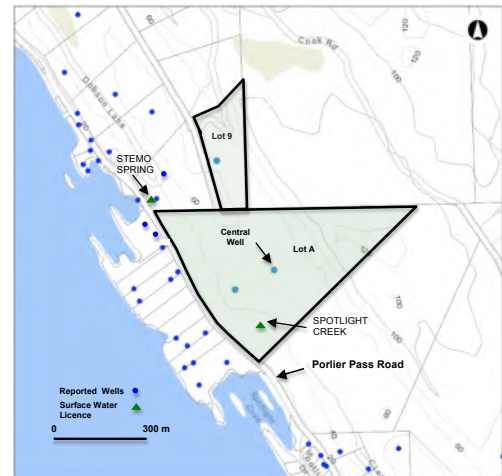
Crystal Mountain Spiritual Education Centre (CMSEC) is located adjacent to and east of Porlier Pass Road at the north end of the island near Spotlight Cove (Figure 1). The Crystal Mountain lands include Lot A, District Lots 88 and 89, Plan VIP68079 and Lot 9, District Lot 90, Plan 31200, Galiano Island, Cowichan District. Lot A is zoned Forest 1 (F1) and Lot 9 is zoned Rural 2 (R2) in the Galiano Land Use Bylaw (Islands Trust Staff Report, 2015).

The Society has applied to rezone the two lots to create a nature protection area comprising 75% of the combined total lot area along with a spiritual education retreat centre on the remaining 25%. This report summarizes an overall water management plan covering the use of groundwater and rainwater to meet the potable and non-potable water needs for year-round usage of the spiritual education centre portion that includes retreat participants and fulltime caretaker occupancy.

Included are summaries of:

- Groundwater
- Stormwater
- Water demand
- Potable Water Safety Plan
- Fire Suppression
- Waste Water
- Rainwater

Figure 1 Subject area



1.1 Site Plan

The changes from the existing land use (Figure 2) to the proposed rezoning (Figure 3) are provided for reference. The proposed plan includes two defined areas – Area '1' and Area '2' and the amenity transfer demarcation to Islands Trust Conservancy (ITC). See Appendix A and B for larger versions of Figure 2 and Figure 3

Lot A, District Lots 88 and 89, Plan VIP68079 will be comprised of two retreat areas:

- *Primary Retreat Area '1'* (Figure 3)
 - Central Kitchen (existing)
 - 14 meditation/sleeping huts (no plumbing)
 - Rainwater collection system
 - Water treatment system
 - Central Washroom
 - Caretaker Building
 - 1 Meditation Hall (no plumbing)
 - Central Well (WID# 23227) – 125 ft depth; currently in use
 - Observation Well (WID# 23229) – 183 ft depth; not in use
- *Upper Ridge Retreat Area '2'* (Figure 3)
 - Left undeveloped until a new well is drilled and registered
 - Future Upper Bathroom and Kitchen
 - Future 3 sleeping huts (no plumbing)
 - No existing well – planned to have new well developed

Lot 9, District Lot 90, Plan 31200 is undeveloped – comprises part of the amenity transfer to ITC

- Well (WID#23228, WTN56538) – 280 ft depth; not in use

Figure 2 Existing Land-use (larger version found in Appendix A)

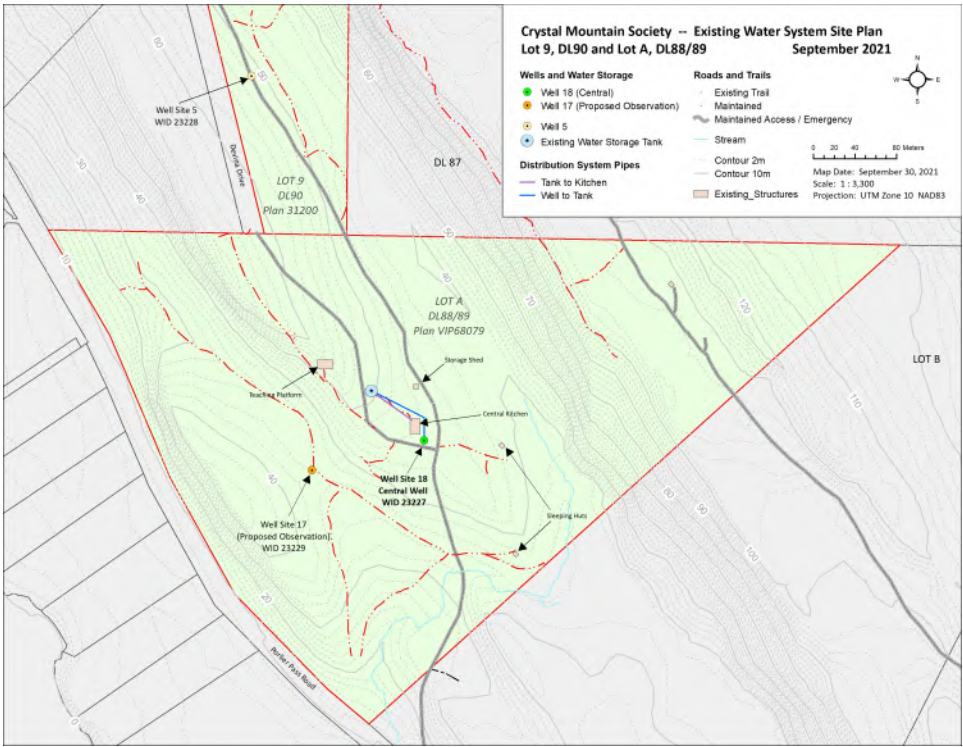
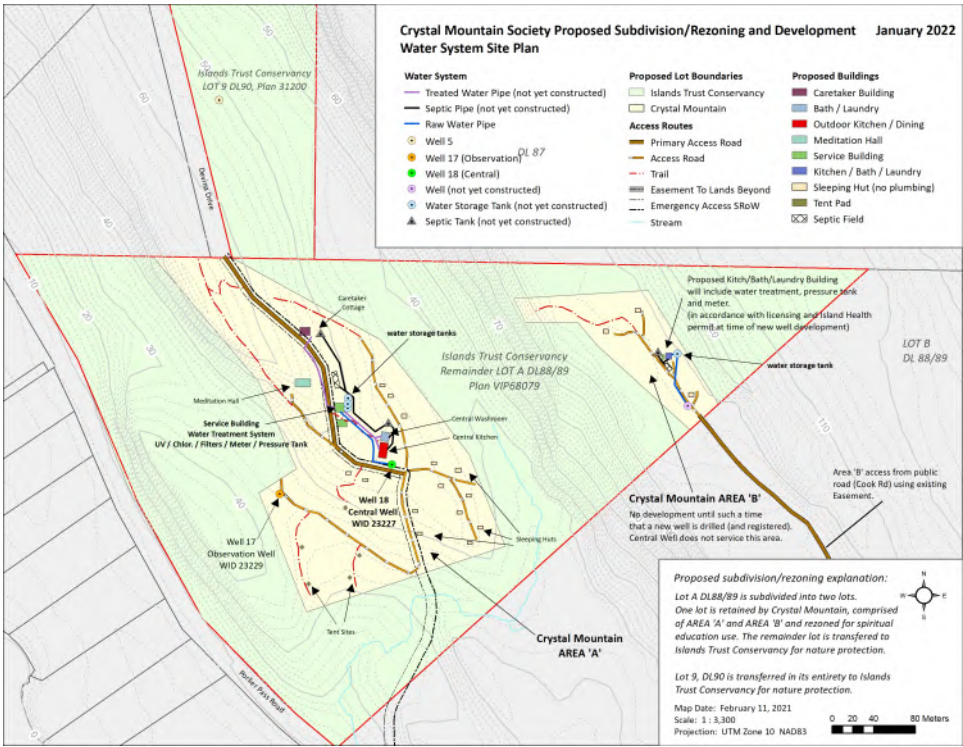


Figure 3 Proposed Land-use with Rezoning (larger version found in Appendix B)



2 Site Stormwater

Proposed development has been restricted to two areas of the property Area 1, which is approximately 5.1 hectares in size and Area 2, which is approximately 1 hectare in size. Both areas are forested and naturally vegetated, they are characterized by gentle to moderate slopes and well-drained soils over permeable fractured sandstone bedrock.

The primary disturbance in these areas is logging. They were logged at least twice. MacMillan Bloedel records suggest that Area 2 was cut for the first time in the late 1870's while Area 1 was cut in the early 1920's. More recently, both areas were clearcut between 1993 and 1996 (by the owner previous to Crystal Mountain). It appears that the cut area was not planted and is regenerating naturally with mixed vegetation. The clearcut was intensive and appears to have been completed with excavators and skidders resulting in significant impacts to the soils, especially in moist and seasonally flooded areas outside of the development areas. Dirt roads were constructed in association with the logging. Crystal Mountain has used and maintained these roads and has not constructed any additional routes.

Except for building footprints, no impervious surfaces are proposed. All roads and parking areas will remain unpaved. The total allowed building footprint is 842m² in Area '1' (1.6% of area) and 109m² in Area '2' (1% of area). New buildings will be situated within the natural forest with minimal clearing. Where clearing around buildings occurs, surfaces will be vegetated with grass and other landscaping vegetation. Gravel or mineral soil may be maintained within a 1.5m perimeter around buildings in compliance with Firesmart recommendations. A large, maintained grass clearing will be maintained around the Kitchen and Washhouse site in Area 1 to accommodate a solar PV system.

Crystal Mountain access routes utilize existing logging roads through well-drained areas where no significant surface flow has been observed, including during high intensity storm events such as those occurring in November 2021. The one exception is the portion of proposed emergency access road where it crosses the creek (see Figure 4). This portion is being transferred to the Islands Trust Conservancy for nature protection purposes. Prior to transfer, Crystal Mountain has agreed to complete minor road upgrades to bring it up to standard for emergency vehicles. This will include the creation of bioswales alongside the road, to capture surface water, slow its velocity to allow for absorption into soil, and in the case of high intensity storm events, discharge excess surface flow into the creek across rubble to prevent scouring.

Crystal Mountain has also committed to rehabilitating old logging roads that currently provide access to sleeping hut sites outside of the development area, slated for decommissioning. They will use the "rough and loose" method, restoring soil permeability, reducing surface runoff, and improving groundwater contribution (see Figure 4).

2.1 Description of Soils and Ecology.

Soils Overview

Soils in both the upper and lower sites have been generally classified as "Saturna" (Soils of the Gulf Islands of British Columbia Vol 3 Soils of Galiano, Valdes, Thetis, Kuper and lesser islands (1989); Report No. 43, BC Soil Survey. Agriculture Canada). Saturna soils are well drained and droughty during the summer. They have developed on shallow deposits of channery, sandy loam to channery, loamy sand textured, colluvial and glacial drift materials over sandstone bedrock within 100cm of the surface. Areas of the property are characterized by very shallow lithic Saturna soils often associated with bedrock exposures or very thin mineral soil layers less than 50 cm deep. Coarse fragment content varies between 20 and 50%.

2.1.1 Area '1'

Natural forest characterized by a regenerating Douglas-fir – salal (CDFmm/01) young stand. Arbutus, red alder, and bitter cherry remain in the stand (though will be shaded out over the next few decades). The ecosystem includes scattered larger diameter, dominant bigleaf maples, Douglas-firs and the odd western redcedar that were likely left as seed trees after the last logging. Areas towards the lower slope and proposed lot boundary include a higher density of grand fir and slightly moister and richer soils more representative of a CDFmm/04 ecosystem.

- Slope: 10-20%
- Aspect: 180-210°
- Structural Stage: YFc
- Mesoslope Position: Mid to upper slope
- Site Series: CDFmm/01
- Soil Nutrient Regime: M
- Soil Moisture Regime: 2-4
- Cover by Layer (%) Tree: 70 Shrub: 20 Herb: 7 Moss: 5

Soils: Silty loam over top of a silty clay loam with approximately 25 to 35% coarse fragment content. Some orange/red mottles observed between 30 and 40 cm deep. Coarse fragments increase towards the upper slope areas. Well drained. Moister richer areas are moderately well drained silty clay loam with 25% coarse fragments and moder humus form.

Disturbance History: Clearcut approximately in 1993 or 1994. Slash burn is indicated by scattered patches of charred material in soils and remaining coarse woody debris on site is charred. The site appears to have been left to naturally regenerate. Machine use on the site has disturbed the soils in general and has left scattered areas of higher disturbance where staging areas or access routes were located.

2.1.2 Area '2'

Natural forest characterized by Douglas-fir, western redcedar naturally regenerating young forest (CDFmm/01 – 90%, CDFmm/04 – 10%) approximately 25 years in age with scattered young 60 to 70 year old seed trees. There are a number of microsites of varying slope, aspect and mesoslope character ranging from moister micro depressions to dryer rock outcrops. Soils are generally well drained silty loams with moderate coarse fragment content and vary in depth between 30 centimeters to greater than 80 cm.

- Slope: Variable, generally 5%
- Aspect: Concave - southwest to northeast
- Structural Stage: PSc
- Mesoslope Position: Flat / Bench
- Site Series: CDFmm/01 (90%), CDFmm/04 (10%)
- Soil Nutrient Regime: M-R
- Soil Moisture Regime: 2-4
- Cover by Layer (%) Tree: 50 Shrub: 60 Herb: 10 Moss: 10

Soils: Silty loam with 25-50% coarse fragment content, well drained to moderately well drained. Soil depth varies from 30 to greater than 80cm.

Disturbance History: The area was logged 25 to 30 years ago leaving a variety of scattered young seed trees that may not have been worth removing at the time of logging. Area is regenerating naturally. Char marks on cwd and stumps indicates low intensity slash burn after logging.

Photo 1 Current meditation platform (to be replaced by ≤ 125 m² structure)



Photo 2 The view out from the meditation platform across the road



Photos 1 and 2 show the current meditation platform and related clearing. Photo 1 (left) is looking at the platform from the road, and Photo 2 (right) is looking out over the road from the platform. This structure is to be replaced with a 125m² (max) meditation hall.

Photo 3 Open air kitchen and landscape



Photo 3 shows the current open kitchen and surrounding cleared area. Access roads branch both to the left and to the right of the photo. Roads are permeable and landscaping is permeable.

Photo 4 Forested area leading to the kitchen - uphill from kitchen



Photo 4 shows the main access road running down from the end of Devina Road to the Kitchen site. A septic field will be constructed amongst the maple trees on the right. A hydro power line will run down the side of the road and water/electrical lines will be buried underneath. The landscape is rough, undulating, absorbent with no signs of scouring from overland flows of stormwater.

Photo 5 An existing meditation hut and the 'trail' located in Area '2'



Photo 6 Updated meditation hut design being considered for future construction



Photo 7 Emergency access road to be transferred to ITC



Photo 7 shows the portion of the emergency access road to be transferred to the Islands Trust Conservancy and brought up to standard. The creek flows under the road from right to left below the depression. A stepped bioswale will be constructed on the right side.

Photo 8 Access road from kitchen toward Devina Dr. (traveling north)

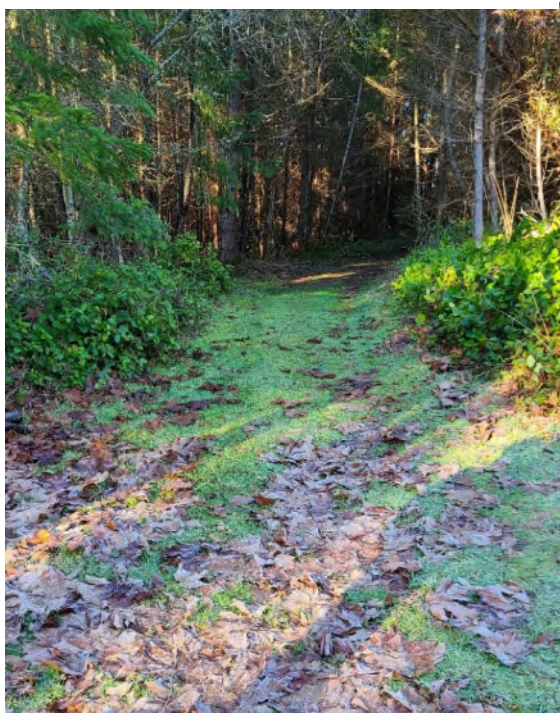
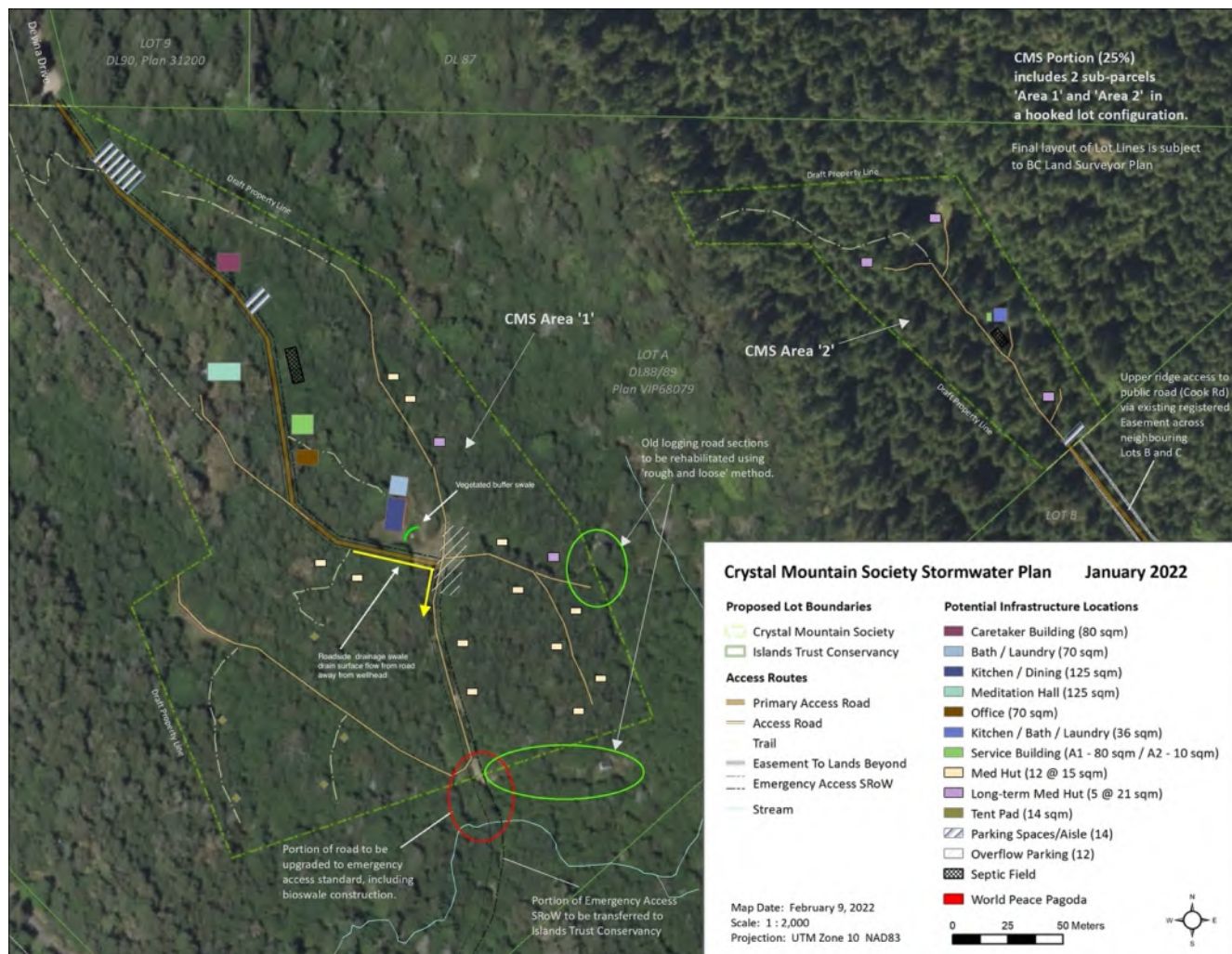


Photo 9 Access road from kitchen toward creek (traveling south)



Photo 8 (left) shows the primary access road leaving the kitchen site up towards Devina Dr.
Photo 9 (right) shows the access road leaving the kitchen site down towards the creek.

Figure 4 Aerial map of vegetation, proposed development footprint, and stormwater management



2.2 Stormwater Management Summary

Summarizing the site characteristics, the proposed development will not be changing the soils or existing drainage noticeably from pre-development. The history shows exceptional ability to naturally absorb rainfalls even in the extremes experienced in 2021. The additional footprints of the buildings will be designed in accordance with the BC Building code with some potentially serviced by independent small rainwater capture for non-potable use and standard perimeter drainage (refer to Section 7). Roadways will continue to be permeable surfaces.

Modifications will be made that will further enhance absorption and provide wellhead protection.

- Two sections of logging roads will be rehabilitated to for conservation measures – with added benefit of increased absorption
- Vegetated swale across the north west of the Central Well in Area 1 between the well and the kitchen will act as a natural exclusion boundary to the Central Well and mitigate for overland surface flows
- Upgrade to a portion of the emergency access road prior to transfer to the Islands Trust Conservancy (the only area onsite that has shown impact from excess rain events) (Photo 7).
- All buildings subject to building permits will have perimeter drainage as per the BC Building code, with those within the 30 metre buffer zone of the Central Well to drain/infiltrate outside the buffer.

3 Groundwater

3.1 Summary

CMSEC has a comprehensive history documenting groundwater beginning with the initial groundwater assessment in 2015 that assessed sustainable yield, initial water demand assessments in 2021, and the initial ground water level monitoring January 2022. Alan Kohut the senior hydrologist of Hy-Geo Consulting has authored all the reports.

- Appendix C – Groundwater Assessment Report for Crystal Mountain Spiritual Education Centre, Galiano Island, A. Kohut (2015)
- Appendix D – Revised Estimated Water Supply Demand, A. Kohut (June 2021)
- Appendix E – Groundwater Level Monitoring, Crystal Mountain Spiritual Education Centre, Observation Well WID 23229 and Central Well WID 23227, Galiano Island, A. Kohut (January 2022)

Table 1 Well Summary Table

	Central Well WID 23227	Observation Well WID 23229	Observation Well Lot 9 WID23228/WTN56583
	• 6 inch (15.24 cm) dia. • 125 ft (38.10 m) depth • Est. flow 18.9 l/m (5 USgpm) • Tested flow 1.06 USgpm (4.035 L/m)² • Sustainable Yield 2.826 L/m (70% of 4.035 L/m) • Static level 68 ft (20.73 m) btoc at drilling; 8.96 m Jan. 2022 • Surface Casing extends 28 ft (8.5m)	• 6 inch (15.24 cm) dia. • 183 ft (55.78 m) depth • Est. flow 26.5 l/m (7 USgpm) • Static level 68 ft (20.73 m) btoc at time of drilling; 14.77 m Jan. 2022 • Surface Casing extends 28 ft (8.5m)	• 6 inch (15.24 cm) dia. • 280 ft (85.34 m) depth • Est. flow 22.7 l/m (6 USgpm) • Static level 55 ft (16.76 m) btoc
Well Use Status	ACTIVE USE	NOT IN USE To be maintained as a Observation well.	NOT IN USE
Sustainable yield¹	2.826 L/m 4069 L/d	Not evaluated	Not evaluated
Observations from pump test	See Appendix C – report summarizes pump test results and sustainable yield calculation	No effects observed during pumping test. Appendix C has graphical record of pump test	No effects observed during pumping test. Appendix C has graphical record of pump test
Ownership after rezoning	CMSEC	CMSEC	Islands Trust Conservancy
Water Quality 2015	• Meets GCDWQ on chemistry • Exceedance on presence of Total Coliforms • GARP Status – due to presence of coliforms, depth shallower than 160 ft • Two forms of disinfection required	Not Tested	Not Tested

1 – Longterm yield is determined by providing an artificial stress and determining the longterm drawdown rate to safe margins to the water-producing aquifer over a simulated 100 days of pumping. Once this rate is determined then the yield is multiplied by 70% provide a security margin

2 – Testing was performed during the seasonal lowest groundwater availability (mid October)) before fall recharge.

3.2 Sustainable Yield

- 2,826 L/m
- 4069 L/d
- 28,483 L/w
- 1.49 mil. L/y

See Groundwater Assessment Report for Crystal Mountain Spiritual Education Centre, Galiano Island, A. Kohut (2015) (Appendix C)

3.3 Water Quality

Water testing originally performed in 2015 was assessed to the 2015 Guidelines for the Canadian Drinking Water Quality (GCDWQ). Those result have been reassessed to the GCDWQ (2020). Physical and chemical parameters meet and exceed the GCDWQ. Presence of coliforms after disinfection of the well were found in 2015 suggesting influence from surface sources. Subsequent testing that is performed regularly for Island Health has shown a consistent absence of coliforms.

This said, the water system will be designed as GARP (Groundwater At Risk of Pathogens) status due to the historical influence and the location of the well within the contoured landscape and proximity to buildings.

See Groundwater Assessment Report for Crystal Mountain Spiritual Education Centre, Galiano Island, A. Kohut (2015) (Appendix C)

3.4 Wellhead Protection

Upon rezoning, CMSEC will maintain ownership of two wells, the Central Well (WID 23227) for active use, and the Observation Well (WID 23229) for periodic observation.

Maps of the wellhead setbacks and surface water flows in relation the wellheads are found in Figure 5 and Figure 6

3.4.1 Central Well

The central well sits at 45 m elevation with downward gradients radiating away to the east, south and west. North of the well, surface water flows are more prominently directed east and west, except along the crest which is heavily vegetated and buffers surface water flows from the North and Northwest.

Activity within the 30 m setback exists (see wellhead potential source contaminants Table 2). These activities include a road access that passes through, two buildings, overflow parking with vegetated surface that is used 1-2 times a year, and foot trail.

The access road will require a ditch or swale to mitigate and divert surface flows to the east and west at regular intervals to avoid surface flows that could migrate toward the wellhead protection area (30 m setback from the wellhead).

The buildings within the 30 meter buffer will have perimeter drainage extend out beyond the buffer zone to infiltrate down gradient of the wellhead.

A small vegetated buffer will be placed between the wellhead and the central kitchen.

A greywater infiltration system currently servicing a sink in the nearby open 'kitchen' building is located just outside of the 30m buffer. The greywater infiltration system will be decommissioned and removed upon completion of the wastewater system as per Section 6 of this report.

3.4.2 Observation Well

The observation well is set far away from onsite activities. There are no apparent risks to water supply due to land slope, remote location, and locked well cap.

Figure 5 Well Head Protection Map

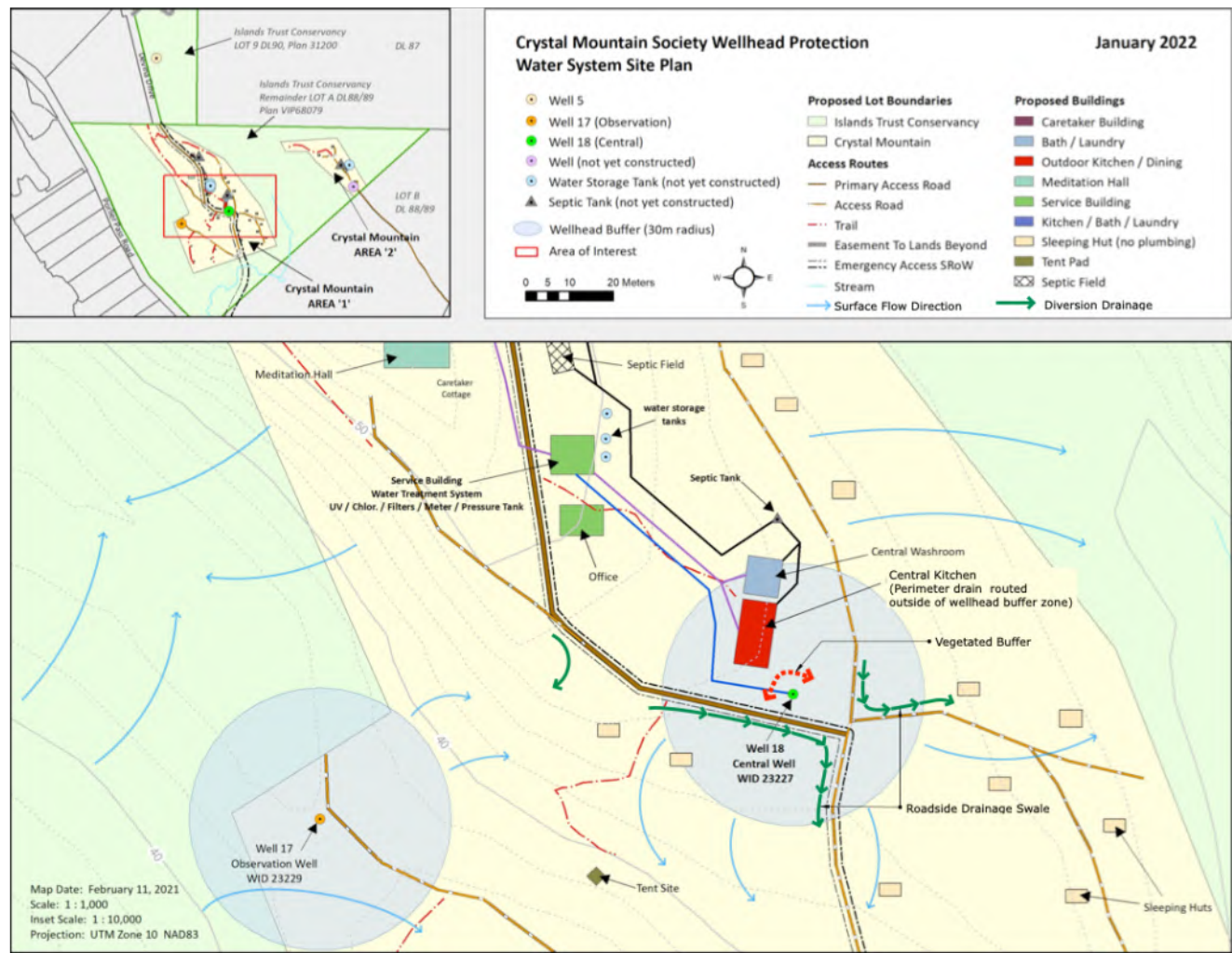
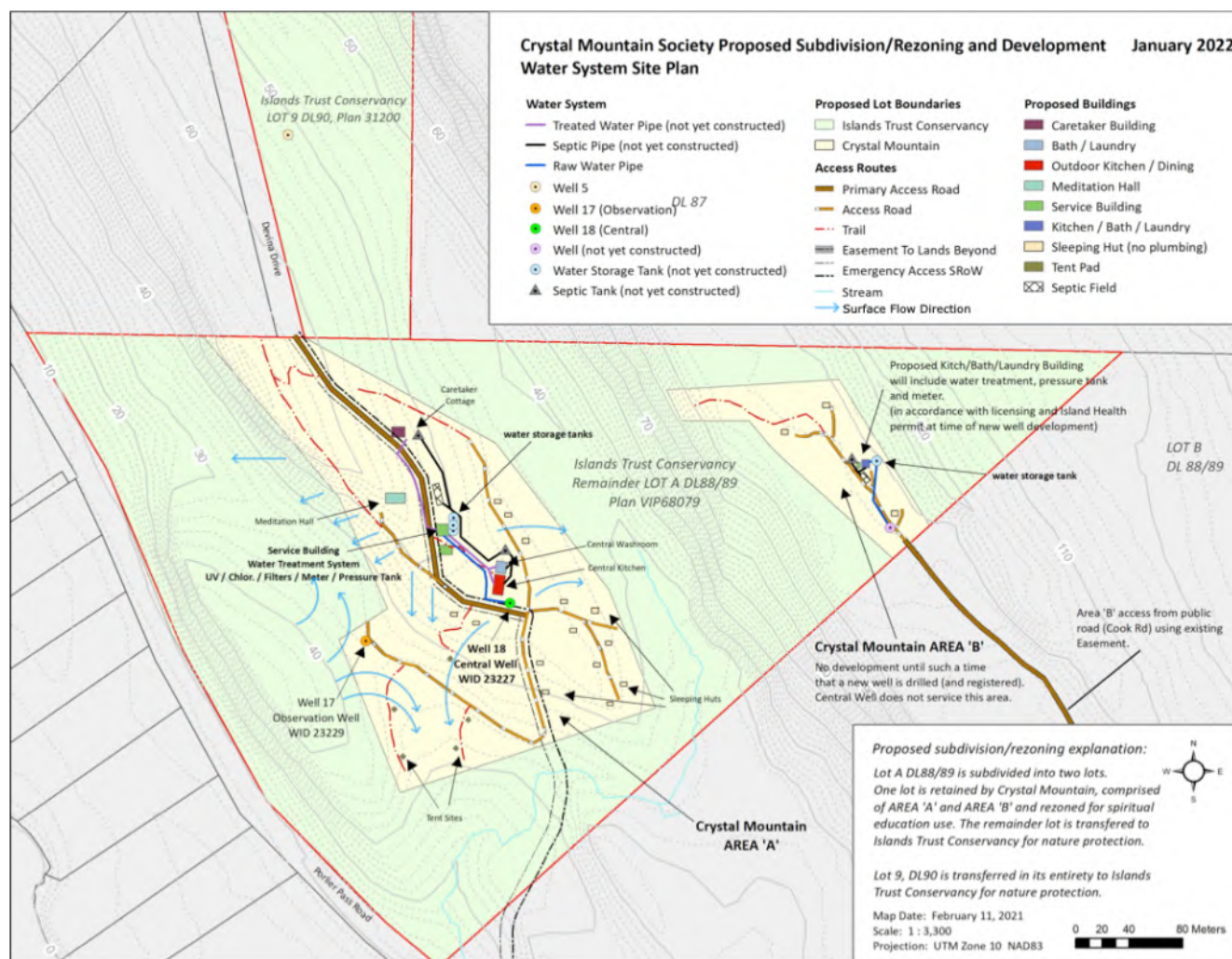


Figure 6 Surface Water Flows in Relation to Wellheads



3.4.3 Groundwater Monitoring

Initial ground water monitoring began in September 2021 for the Observation Well (WID 23229) and October 2021 for the Central Well (WID 23227). The groundwater monitoring report is found in Appendix E.

Observation Well – Static water level 14.77 m below surface.

The water level in the Observation Well was static through September and then gradually rose 3.7 m through to late December. Rainfall events did not cause correlational spikes in levels meaning that waters recharge in a slower gradual fashion tied to cumulative precipitation. This demonstrates that the water infiltration is slower and has more opportunity for filtration potential from the delayed recharge (less potential for short circuiting via cracks and fissures).

Central Well – Static water level 8.96 m below surface

The Central well demonstrated a similar long-term trend rather than rapid responses to rainfall events. Minor fluctuations of 4cm – 8 cm were found and not correlated to tidal fluctuations. The gradual recharge is beneficial for the filtration potential of the well water quality and reduced risks from short circuit recharge via cracks and fissures.

3.4.4 Wellhead Information and contacts

Table 2 Well potential source contaminants

Crystal Mountain Society 20300 Porlier Pass Rd Galiano Island, BC, V0N 1P0 Representative: Keith Erickson			
Health Authority Contact:		Environmental Health Officer 3rd Floor, 6475 Metral Dr Nanaimo, B.C. V9T 2L9 250-755-6215 Fax: 250-755-3372 Email: HPES.Nanaimo@islandhealth.ca	
Water License #		Being processed (refer to Appendix K for application)	
Well ID #23227 (Central Well – active use) WTN# 118140		• 6 inch (15.24 cm) dia. • 125 ft (38.10 m) depth • Sustainable Yield 2.826 L/m (70% of 4.035 L/m) • Static level 68 ft (20.73 m) btoc • Surface Casing extends 28 ft (8.5m)	
Well ID #23229 (Observation Well – not in use) WTN# 118139		• 6 inch (15.24 cm) dia. • 183 ft (55.78 m) depth • Est. flow 26.5 l/m (7 USgpm) • Static level 68 ft (20.73 m) btoc • Surface Casing extends 28 ft (8.5m)	
Potential Source Contamination	Type of Contaminant	Likelihood	Mitigation
Pets and feces	Bacterial	Likely	• On Leash policy; dedicated signage restricting pets from well setback area
Sewer line leak	Bacterial, viral	Unlikely though possible	• Monthly microbiological monitoring (part of Island Health operating permit)
Road	Chemical (hydrocarbon)	Likely	• Swale, ditch or curtain drain to the north of the well head setback area, draining east/west to shunt surface flows downslope and away • Where road is within 30 radius, install swale/ditch along road and drain to the southwest
Overland surface flows	Various	likely	• Swale, ditch or curtain drain to the north of the well head setback area, draining east/west to shunt surface flows downslope and away
Waste water infiltration	Bacterial, viral, chemical	unlikely	• All wastewater infiltration to meet horizontal separation as per SSR SPM Table III-19; • Historical greywater infiltration to be removed and remediated; • Monthly microbiological monitoring (part of Island Health operating permit)
Access to well head	Various	Potential	• Fenced perimeter around well head at 3 m radius • Locked well cap • Signage • Disinfection procedure upon accessing well equipment (data logging, pump, piping)
Overflow Parking (1 to 2 uses per year)	Hydrocarbon	potential	• Maintained grassy vegetated surface • Develop spill response protocol for visual leaks (dig out soil, remove to outside buffer, fertilize, cover, wait 1 year)

4 Water Demands & Balance

4.1 Overview

The water balance includes evaluating the site's potable and non-potable needs, sustainable withdrawal from the well, contribution of rainwater, and storage for all uses, in a manner that protects the aquifer. This section is a summary of the hydrological assessment by Al Kohut (2015), and water demand assessment by G. Baird (April 2022).

The CMSEC lands will eventually have two areas (Area 1 and Area 2). Area 1 is the prime focus of this water balance; Area 2 will undergo a more complete water balance assessment at the time of development where an updated water management plan is informed by the future new well's sustainable yield.

Summary of water supply and demand:

Fire Storage	Not required as per Chief Harris correspondence (Appendix G)
Sustainable yield	Area1: • 2.826 L/m • 4069 L/d • 28,483 L/w • 1.49 mill. L/y Area 2 – To be determined upon future well installation –in accordance with the Section 219 covenant (demonstrate proof of water and amended water management plan).
Max. Daily Demand (MDD)	Area 1 Potable Water – 3303 L/d at peak daily demand Area 1 Non-potable Water – 1498 L/d Area 2 Potable Water – 407.4 L/d at peak daily demand Area 2 Non-potable Water – 165 L/d
Potable Demand	Potable water is to be met using groundwater
Non-Potable Demand	Non-potable to be served primarily by rainwater harvesting, with supplemental water provided by groundwater
Trickle top up flow rate (l/m)	Area 1 – ≤2.83 L/m Area 2 –to be determined (well not installed)
Storage volume	Well Supplied Storage (potable water storage): Area 1 – 45,780 L (10,000 IG; 12,000 USG) Area 2 – 4970 L (1100 IG; 1300 USG) Rainwater Supplied Storage (Non-potable water systems): Caretaker Residence ≥6825 L Central Kitchen and Washroom system 91 m ³

4.2 Fire Storage

The Crystal Mountain property is within the service area for firefighting from the Manastee Road water supply and does not need an independent water supply for fire purposes. This is from written correspondence from Chief Harris, dated December 21, 2021. A copy of the correspondence is found in Appendix G.

Fire storage does not factor into water balance evaluation as it is not required.

4.3 Water Demand

This water management plan references a new water needs assessment (APPENDIX L), providing updated maximum daily demand (MDD), daily demand (DD), and recommended minimum storages. This new assessment stems from a new water balance mix that incorporates rainwater harvesting to supply non-potable water demands for toilet flushing and laundry.

The assessment is based on the fixture flow rate/volume per use, category of user, and daily fixture use per person. Additionally, this assessment was checked against the Province of BC Sewerage Systems Regulation (SSR V3) Non-residential Average Daily Flow Rate Guide (Table III.11), for the categories of “Cabin Resort”, “Resident Staff” and “Non-residential conference guest or day camp, including meals”.

Table 3 Daily usage profile per user

Fixture	Caretaker Usage Pattern (L/day)	Overnight Guest Usage Pattern (L/day)	Day Visitor Usage Pattern (L/day)
Toilet ¹	30.0	30.0	12.0
Laundry ²	25.0	25.0	12.5
Shower ³	32.0	64.0	0
Lavatory Sink ⁴	25.0	25.0	10.0
Kitchen Sink ⁵	40.0	40.0	20.0
Dishwashing ⁶	2.8	2.8	2.8
Drinking Water	4.0	4.0	4.0
Usage per day			
Potable	103.8	135.8	36.8
Non-Potable	55.0	55.0	24.5
TOTAL COMBINED	158.8	203.3	61.3
BC SSR Table III.11 Comparison of DDF	170.0 ⁷	225.0 ⁸	60 ⁹

In comparing the detailed daily usage profile for type of user against the Provincial SSR there is very high confidence in our assessment. The values are within a reasonable range, with a slightly lower usage by

¹ Toilet based on 6 L/flush and 5 flushes/day for caretakers and overnight guest, and 2 flushes for day visitor

² Laundry based on 50 L/load with 1 load per caretaker every 2 days, 1/2 load per overnight guest per day, and ¼ load/day-visitor/day

³ Shower based on 8 L/m flow, at 8 minute shower with 1 shower every 2 day for caretakers, 1 per day for overnight guests, and no showers for day-visitors

⁴ Lavatory sinks based on low flow 2.5 L/m faucets at 2 minutes/use for each toilet use

⁵ Kitchen Sink based on 8 L/m at 5 minutes per person per day across caretakers and overnight guests, and 2.5 minutes for day-visitors

⁶ Dishwashing based on 14 L/load with 0.2 of a load/person/day across all categories

⁷ Caretaker was assessed as Resident Staff in the SSR(V3) Table III.11 Non-Residential Average Daily Flow Guide

⁸ Overnight Guest was assessed in comparison to Cabin Resort guest in SSR(V3) Table III.11 Non-Residential Average Daily Flow Guide

⁹ Day-Visitor was assessed in comparison to Non-Residential Conference Guest or Day-camp, including meals in SSR(V3) Table III.11 Non-Residential Average Daily Flow Guide

“overnight guest” being tied to use of centralized facilities rather than what would be found with cabins serviced by full water services.

Reference documents for this section include:

- APPENDIX L – Baird, (April 2022) Water demand & water balance CMSEC
- APPENDIX M – Daily Water Data Table
- APPENDIX C – Kohut 2015, Groundwater Assessment
- APPENDIX D – Kohut (March 2021, June 2021) water needs analyses

Based on the Daily Usage Profile of the user groups (*Table 3*) both Maximum Daily Demand (MDD) and Daily Demand (DD) can be determined.

4.3.1 Maximum Daily Demands (MDD)

Maximum Daily Demand is the maximum peak usage by the various user groups. This would be experienced during times when the facility is fully utilized. The following table defines the MDD usage.

Table 4 User demand profile for potable, non-potable and total combined volume per day

		AREA 1					AREA 2				
		Caretaker	Overnight	Day Visit			Caretaker	Overnight	Day Visit		
		2	19	14			0	3	0		
Usage Profile per user											
	Toilet	30	30	12			Toilet	30	30	12	
	Laundry	25	25	12.5			Laundry	25	25	12.5	
	Shower	32	64	0			Shower	64	64	0	
	Lavatory Sink	25	25	10			Lavatory Sink	25	25	10	
	Kitchen Sink	40	40	20			Kitchen Sink	40	40	20	
	Dishwashing	2.8	2.8	2.8			Dishwashing	2.8	2.8	2.8	
	Drinking Water	4	4	4			Drinking Water	4	4	4	
Usage per Day/User											
	Potable	103.8	135.8	36.8			135.8	135.8	36.8		
	non-potable	55	55	24.5			55	55	24.5		
	Per User Combined	158.8	190.8	61.3			190.8	190.8	61.3		
Percentage Mix											
	Potable	65%	71%	60%			71%	71%	60%		
	non-potable	35%	29%	40%			29%	29%	40%		
Total Combined Usage/day											
	Potable/day	317.6	3625.2	858.2	4801		0	572.4	0	572.4	
	Non-potable/day	207.6	2580.2	515.2	3303	69%	0	407.4	0	407.4	71%
		110	1045	343	1498	31%	0	165	0	165	29%

Maximum daily demand summary by area and water end-use:

- Area 1 MDD – Potable Water - 3303 L/d
- Area 1 MDD – NPW - 1498 L/d
- Area 2 MDD – Potable Water - 407.4 L/d
- Area 2 MDD – NPW - 165 L/d

4.3.2 Daily Demand (DD)

Daily demand varies across the year as a consequence of seasonal activities with the lowest DD during winter increasing to full DD (or MDD) at the peak summer season during 100% capacity. The DD usage profile is based on the percentage ratings provided in the initial groundwater and water needs analysis by A. Kohut (2015).

- Low season (caretaker usage 100%, overnight and day visitors 10%each)
- Mid season (caretaker usage 100%, overnight and day visitors 70% each)
- Peak season (100% usage across all user types)

The months tied to the usage activity are noted in Table 5 *Monthly usage profile - weighted daily demand for user groups for potable and non-potable usage (litres)*.

From this the daily demand is determined for each user category, across each type of water use (potable and non-potable). These DD values are then incorporated in the water balance models for the proposed rainwater/non-potable systems discussed in Section 4.4 of this document.

Table 5 Monthly usage profile - weighted daily demand for user groups for potable and non-potable usage (litres)

	Monthly Usage Profile %			WEIGHTED Daily Usage Profile (blue potable, grey non-potable)					
	Caretaker	Overnight	Day Visitor	Caretaker	Overnight	Day Visitor	Caretaker	Overnight	Day Visitor
January	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3
February	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3
March	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3
April	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3
May	100%	70%	70%	207.6	1806.1	360.64	110	731.5	240.1
June	100%	70%	70%	207.6	1806.1	360.64	110	731.5	240.1
July	100%	100%	100%	207.6	2580.2	515.2	110	1045.0	343
August	100%	100%	100%	207.6	2580.2	515.2	110	1045.0	343
September	100%	70%	70%	207.6	1806.1	360.64	110	731.5	240.1
October	100%	70%	70%	207.6	1806.1	360.64	110	731.5	240.1
November	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3
December	100%	10%	10%	207.6	258.0	51.52	110	104.5	34.3

4.4 Rainwater/Non-Potable Water

Crystal Mountain Spiritual Education Centre (CMSEC) intends to use rainwater collection to service the non-potable water (NPW) demands for toilet flushing and laundry. Two Rainwater/NPW water balance assessments are presented below, for the caretaker residence and, for the combined central kitchen/laundry/washroom facilities. Area 2 will be committed to the same principle of using rainwater for non-potable uses but until such a time that development occurs and well data is collected a water balance cannot be performed.

The water balance model is based on daily data, including daily average precipitation, daily usage, and changing daily cistern volumes. This daily data is found in APPENDIX M, but for ease of presentation the following models are shown in a weekly format (summarized data that informs these models is found in Table 6 *Weekly Water Data Table* below).

Water Balance Model Premises:

- The well has a sustainable yield of 2.826 L/m (4069 L/d)
- The well serves all potable water needs
- The rainwater system for the caretaker residence services the non-potable water needs for the caretaker residence
- The rainwater collected from the Central Kitchen and Central Washroom is combined into a consolidated system to serve the non-potable needs of laundry and toilet flushing demands housed within the two buildings
- In event of a shortfall of stored rainwater to serve the non-potable needs of the building (being served), the well would provide supplemental water to cover the non-potable demands.
- If supplemental water demands create an exceedance of the wells sustainable yield, that additional storage for the well supply exists that is equivalent to the combined exceedance, and this storage is filled during periods outside of the peak season.

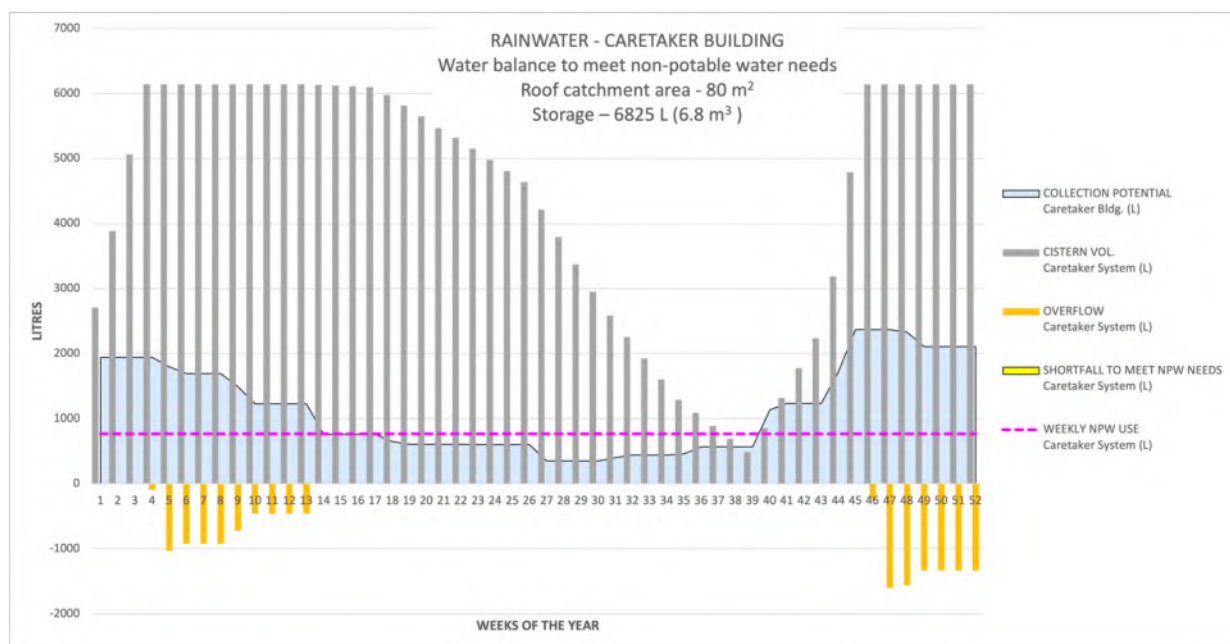
4.4.1 Rainwater System – Caretaker

- Number of caretakers 2
- Daily NPW demand per caretaker 55 L/d
- Total NPW 110 L/d
- Caretaker roof area $\geq 80 \text{ m}^2$ collection area
- Storage size 6825 L

Result

Based on a NPW demand, precipitation and collection area, a storage cistern of $\geq 6825 \text{ L}$ (1500 Imperial Gallons) would serve 100% of the yearly usage. No supplemental potable water is required to top up the caretaker NPW system.

Graph 1 Caretaker Building – Rainwater water balance



4.4.2 Rainwater System – Central Facilities

The Central Kitchen and Central Washrooms are adjacent buildings which together provide a convenient combined collection surface of 231 m^2 . This water is stored for the NPW uses of laundry and toilet flushing within these central facilities.

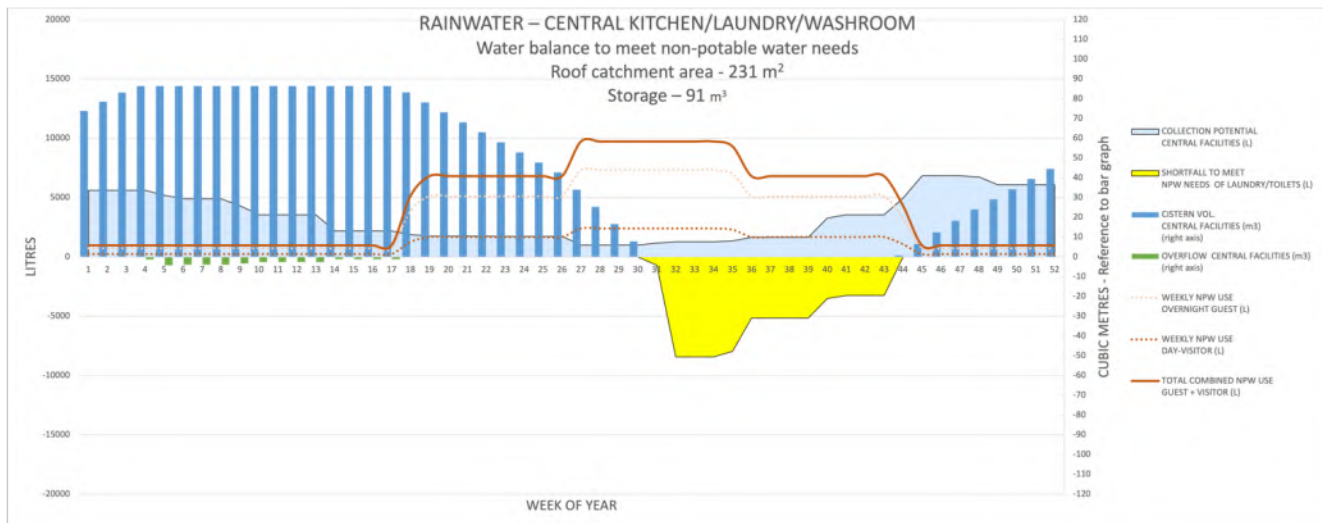
This portion of the facility experiences the largest seasonal fluctuations in demand – refer to *Table 5* for the daily water demand figures. The intent is to collect and store rainwater through the wetter months for use in the drier months with relying on the well for supplemental water as little as possible.

- Collection Area 231 m^2
- Storage size 91 m^3

The water balance for the central facilities demonstrates a shortfall of rainwater to meet the NPW demand across several weeks (

Graph 2). Most of this shortfall is able to be supplemented within the sustainable well yield (Section 4.4.3 - sustainable well yield).

Graph 2 Central Kitchen/Laundry/Washroom - Rainwater water balance



In the graph above the bar graphs denoting cistern volume and overflow are in cubic metres, while precipitation and water use volumes are expressed in litres.

4.4.3 Sustainable Well Yield

Sustainable Well Yield at 2.826 L/m:

- Daily 4069 L/d
- Weekly 28,486 L/w

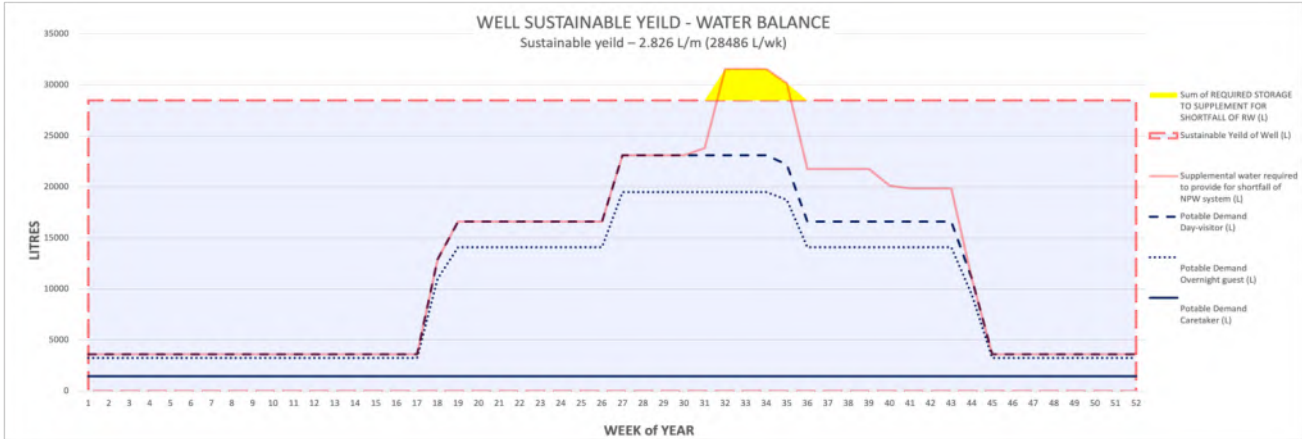
The water system as described in the Water Management Plan (section 4.6.2) is designed to limit pumping capacity to a flow rate not exceeding 2.826 L/m. This ensures that the well is not pumped at a rate beyond its sustainable yield. The sustainable yield must be balanced across time to ensure that the demands placed upon it do not result in a lack of water for the operations of the CMSEC.

The draws upon the well include:

- Potable demands for the caretakers
- Potable demands for the overnight guests
- Potable demands for the day visitors
- Supplemental make-up water for any rainwater system that has a shortfall.

The well is able to meet all the potable demands at the peak usage of the CMSEC, and is also able to meet the majority of the supplemental make-up water for the central facilities rainwater system. There is however a small period (weeks 32-35) where there is a total shortfall of 10,895 Litres (average of 1816 L/w) that could not be met within the sustainable well yield during that time. To compensate for this short window and small volume of water, additional minimum storage of 15,000 L of buffer storage of the well is required. This buffer storage would be topped up and held in reserve until such a time it is required (Graph 3).

Graph 3 Well sustainable yield and water demands



In the graph above most of the supplemental make-up water is able to be supplied within the sustainable yield. The section of the graph in yellow is the volume that would be required at that time, which could not be met within the sustainable yield. This volume (10,895 L) could easily be stored and ready as a buffer prior to the peak demand.

4.5 Water Demand Assessment Summary

The caretaker building can easily collect and store rainwater to meets the annual non-potable water demands of the caretakers, with a roof size of 80 m2 and a storage system of at least 6825 L.

The central kitchen and washroom facilities with a combined collection area of 231 m², with a storage size of 91 m³, can meet a large portion of the non-potable water demands of the toilets and laundry located in these buildings, though during the peak season under maximum demand there would be a shortfall of stored rainwater therefore requiring a draw of well water to supplement this need. Most of this supplemented water can be met within the well’s sustainable yield, except for a period of 4 weeks, (averaging 1816 L/w) wherein 10,895 L of water would be required.

To meet this peak demand additional storage of 15,000 L would be built with the dedicated purpose to provide a buffer to meet the potential maximum usage that might be experienced over the 4 weeks.

Discussion on the Upper Ridge Retreat “Area 2” is based on the predicted future needs, but it should be clearly stated that at time of development, a revised water management plan will be submitted (as required per the Section 219 covenant) to fully include updated considerations and proof of water. That noted at this time the MDD for Area 2 would be 407.4 L/d for potable water and 165 L/d for non-potable water. Upon development of a new well a hydrological assessment will inform sustainable yield and withdrawal rate.

A schematic representation of the storage systems can be found in APPENDIX N.

Table 6 Weekly Water Data Table

[illegible]

4.6 Storage – Area 1

Usage patterns will fluctuate throughout the year and throughout the week with the MDD for Area 1 most likely occurring Friday through Monday. Storage is planned to provide for two weeks supply at the MDD, plus an additional buffer capacity reserved to provide supplemental make-up water to the Rainwater/NPW systems. Well water will be pumped at a constant flow rate limited to 2.8 L/m, to an HDPE above ground tank array. Weekly recording of pumped water volume (well totalizing meter) will be evaluated against the expected modeled demand and the safe (sustainable) weekly yield allowance. The storage also acts as the chlorination contact system, sized to ensure the treatment outcomes for chlorine CT (min•mg/L) are achieved.

4.6.1 Water Systems Storage

Please refer to APPENDIX N for a schematic of the water storage arrays.

4.6.1.1 Potable Water:

- 3 tanks – Premier Plastic 3330 IG HDPE NSF 61 dedicated for 2 weeks buffer capacity
- Total volume is 45,415 L (9990 IG, 12,000 USG)

4.6.1.2 Dedicated Buffer for NPW systems:

- 1 tank - Premier Plastic 3330 IG HDPE NSF 61 dedicated for supplemental supply to the NPW systems
- Total volume 15,100 L (3330 IG, 4000 USG)

4.6.1.3 Caretaker Residence Rainwater/NPW system:

- 1 tank – Premier Plastics VW 1660, HDPE NSF 61
- Required volume is 6825 L (1500 IG) – volume of tank specified 7550 L (1660 IG)

4.6.1.4 Central Facilities Rainwater/NPW system

- 5 tanks – Premiere Plastics VW 4160, NSF 61 – dedicated for rainwater storage for laundry/toilet
- Required volume is 91,000 L (20,000 IG) – total volume with tanks specified 94,640 L (20,821 IG)

4.6.2 Managing groundwater withdrawal

- Sustainable yield is 4069 L/d
- Suggested trickle flow rate 2.8 L/m

The method to manage the trickle feed and the well pump cycling rely on both system design and monitoring program.

System Design – storage level control and flow control (see Figure 7 Storage level controls)

Flow Control Valve:

- adjustable to 2.8 L/m
- ensures withdrawal rate does not exceed the rate of sustainable withdrawal

Automated Actuator Valve:

- Controls the well supply feed to the storage system, when valve is off, well pump sees no demand and shuts off.
- Open/close functions are based on float levels in storage

Float Controller:

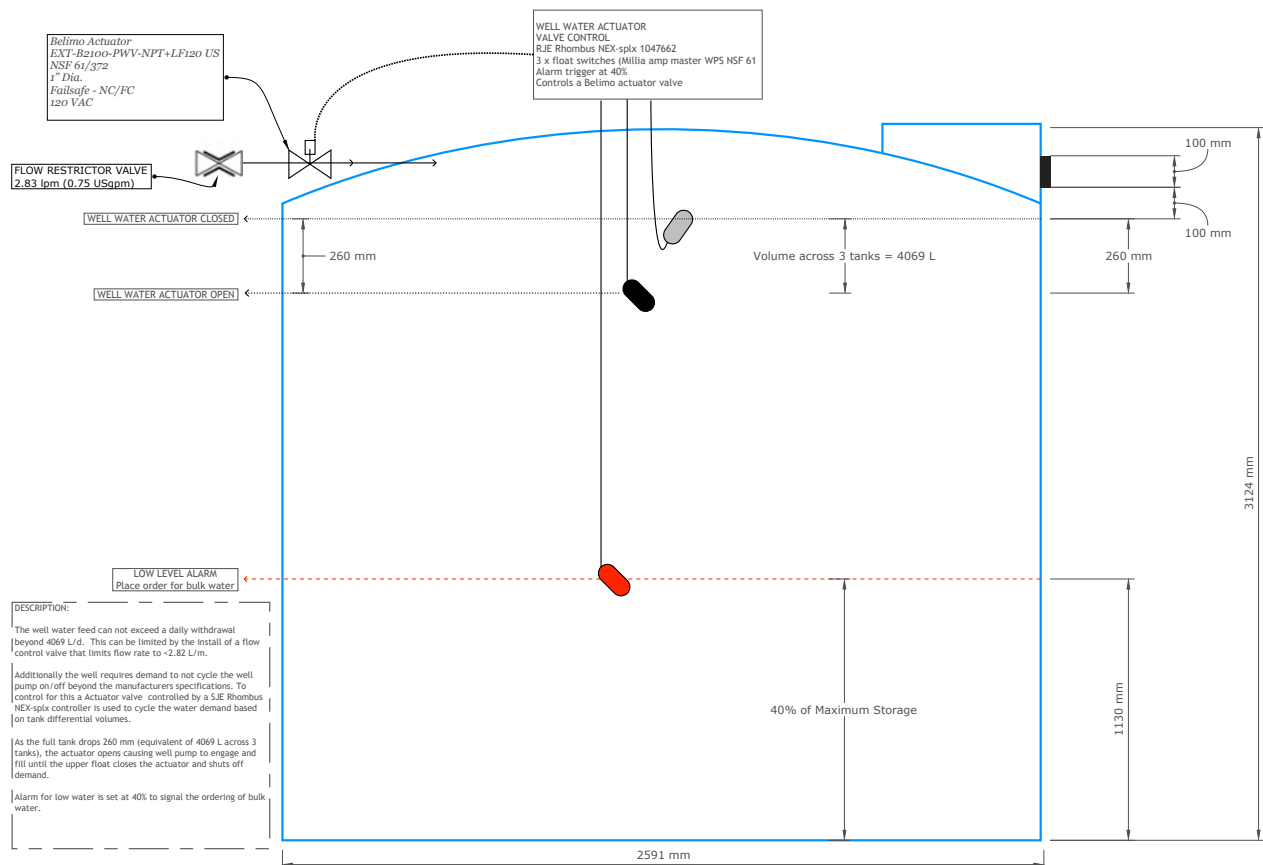
- SJE Rhombus NEX-splx allows water levels to drop a set volume before engaging the actuator, and to fill a set volume before closing the actuator
- A low-level float is set at the height determined to be an alarm for low water levels and used to inform when bulk water delivery should be sought

- The 'ON' condition would be engaged when water levels drop 260 mm (the equivalent to 4069 L when measured across 3 tanks).

Flow Monitoring – storage level and flow control

Weekly recording of the well's totalizing meter provide a management control to check actual flows against (1) safe allowable weekly yield of 4069 L, and (2) predicted peak weekly demand, and (3) to record the well water withdrawal for Provincial reporting. Weekly withdrawal is not expected to exceed 18,312 L (modelled usage); if weekly withdrawal exceeds 28,483 L (a volume beyond the safe weekly sustainable yield) it is indicative of equipment failure (flow restrictor valve) and allows timely response.

Figure 7 Storage level controls



5 Potable Water Safety Plan – Area 1

The CMSEC's water system serves the public and therefor falls under the regulations as set out under the BC Drinking Water Protection Act & Regulations (DWPA & DWPR). Island Health is delegated authority by the Province to be the regulator and responsible for reviewing designs, issuing construction permits, setting operational conditions, and issuing operating permits.

Island Health requirements:

- All active wells be registered with the Province under the Water Sustainability Act and water usage reported annually (requiring install of totalizing water meters at each service well)
- All wastewater systems be designed in accordance with the Provincial Sewerage System Regulations (SSR) and that proper setbacks are maintained between source water and sewerage components (the DWPR and SSR are aligned in the required setbacks)
- System designs must assess the quantity and quality of the source water, via a water need/balance analysis, and a risk assessment analysis
- Wellhead and source water protection plans,
- Emergency response plans
- Treatment, commissioning, operation & monitoring plans.

5.1 Risk/hazard identification

- Well is drilled in fractured sandstone - risk of quick infiltration of surface water demonstrated to be a low hazard based on the ground water monitoring result showing slow delayed recharge response.
- Variable flow rates due to seasonal use – offers risk of biofilms and legionella in piping and fixtures
- Public facility that could serve immune compromised guests – higher degree of protective measures
- One historical water quality result with coliforms – demonstrates the limited filtration capacity of the sandstone at depth.
- Two buildings within 30 metre buffer setback
- Existence of a greywater infiltration in close proximity to the 30 m buffer setback , but will be decommissioned and replaced by the septic system
- Overflow parking (used 1-2 times per year) within 30 metre buffer setback

5.2 Mitigation (LRT/LRV)

Treatment targets for this water system will be assessed by the health authority. Initial design will be to consider the well water as GARP.

	Cryptosporidium LRV	Giardia LRV	Viruses LRV
5 µm cartridge filtration	0	0	0
1 µm Absolute cartridge	2	2	0
UV – NSF 55 Class A 40 mJ/cm²	3	3	.5
Chlorination @ .5 mg/L at 10°C, pH > 8.0 with CT of 15.1 min¶mg/L	0	0	4
Total LRV Credits	5	5	4.5
Island Health Targets for GARP – virus only sources	3	3	4

5.3 Potable Water Treatment

Potable water requires two types of disinfection and filtration to meet the LRT targets for GARP groundwater. Following is the treatment train to achieve targets:

- Filtration at 5µm for raw well water at flow rate for 2.8 L/m -
- Filtration at 1µm for raw well water at flow rate for 2.8 L/m
- UV treatment >40 mJ/cm² - UV sized at 10 gpm to minimize pressure drop
- Chlorination of stored water at 0.5 mg/L free chlorine residual via a recirculation system
- Recirculation provides 3 changes per day, drawing waters from last tank in tank array, chlorinating and depositing in the first tank, controlled by a ATI Q46H monitor/controller, a Grundfos DDA 7.5-16 dosing pump and recirculated via a Grundfos Magna 3-32 recirc pump.

5.4 Supply system

Well Pump:

- Existing well pump will be utilized to supply water to the new storage tank array by re-routing (and extending) the supply lines.

Flow Control (see Figure 7):

- Flow control valve rated at 2.8 L/m (0.75 USgpm)
- SJE Rhombus NEX-splx 1047662 Float Controller
- Belimo EXT-2100 PWV NPT+LF120, NC/FC failsafe, controlled via SJE Rhombus controller
- Float heights set as per Figure 7

Storage:

- 3 Tanks – Premier Plastic 3330 IG HDPE NSF 61
- Total volume is 45,415 L (9990 IG, 12,000 USG)
- *NOTE: The non-potable water buffer tank is not included in this discussion*

Supply Pump:

- Grundfos CMBE 3-93 – VFD constant pressure
- Operating pressure 40 psi; peak flow rate 64 L/m (16 USgpm)

Monitoring:

- **Well water volume** – weekly reading of the well water totalizing water meter. Water volumes expected to be 18,312 L/w based on 7 days at the MDD of 2616 L/d, warnings of equipment failure if readings exceed 28,483 L/w (suggesting failure of flow control valve)
- **Water volume monitoring for each building** – Each building (caretaker dwelling, central kitchen, central washroom) will have a dedicated water meter wherein monthly reading will be recorded to develop long term base line usage profile.
- **Well water quality** – monthly testing of microbiology for E. Coli, fecal coliforms and total coliforms. Existence of coliforms suggests well influence by surface water contamination, E. Coli suggests infiltration of human wastewater.
- **Treated Water Use** – weekly readings of the water supply totalizing water meter. Difference between the well water and supply water meters indicates system leakage.
- **Treated water quality** – monthly microbiology testing for Island Health to confirm water meets potability requirements as per the Drinking Water Protection Regulation+
- **Daily observation UV Intensity** – ensure UV intensity is stable
- **UV Intensity Alarm** – All recognized UV systems for water small water systems have auto alarms when failures occur; triggering audible sound and automatic solenoid valve to close and shutting down water supply.
- **Chlorine (free chlorine) level** – The chlorination system is automatically controlled via a free chlorine monitor which doses the chlorine injection. Out of spec chlorine levels trigger an audible alarm. Free chlorine to be set between 0.5 mg/L-0.7 mg/L.

- **Monthly chlorine residual sampling** - water samples (grab samples) are taken monthly from the furthest connection point and tested via Hanna HC Colormetric free chlorine checker to ensure residual ≥ 0.2 mg/L

5.5 Operations and Monitoring Overview

5.5.1 Management

The Society will be the operator of the water system (pending VIHA approval). Support for operations is provided by Eco-Sense (system designer).

The society is responsible for preparing an annual report documenting water quality testing results, operations and maintenance history, major incidents, costs, anticipated expenditures for the coming year, and noted changes to any updated plans (i.e. updated emergency response plan contacts). The water system will be allocated as its own cost center for budgeting needs and to observe trends across years.

5.5.2 Scheduled tasks

Daily: daily check on UV intensity, chlorine monitor

Weekly: record volume of flow for each of the well, treated water, and chlorine recirculation, confirm chlorine solution level, record pressure drop across filter housings

Monthly: Monthly water sampling for Island Health

Yearly: Annual filter replacement, UV servicing, system flushing, annual report

5.5.3 Reporting

Health Authority:

Reporting will be set by Island Health and stipulated in the Operating Permit by the Drinking Water Officer as to the reporting requirements they set.

Province:

The society will submit the yearly water usage to the Province as part of the water licensing agreement.

5.6 Emergency Response Plan

The emergency response plan is a requirement of the operating permit under Island Health. The following Emergency response plan is a draft of what will be part of the application package to Island Health. See Appendix J for the draft emergency response plan.

5.6.1 Notices

Pre written signage with notices will be available within the office.,

Do Not Use Water Notice:

Used when a significant health risk or public health threat exists in the water supply system that cannot be adequately addressed by a water quality advisory or boil water notices. (e.g., oil/ pesticide spill).

Boil Water Notice:

If E.Coli is detected in treated water samples from:

- Treated Water Storage Tank
- Monthly microbiology water sampling

If Turbidity > 1NTU downstream of filtration

Used when testing reveals E. coli or other coliform organisms in the water supply, and/or the system fails to meet drinking water treatment objectives, and the associated public health threat from the water supply system can be effectively addressed by boiling the water

Water Quality Advisory:

Used when a public health threat from the water supply system is higher than considered normally acceptable, but is not serious enough to warrant, or will not be resolved by, a boil water notice.

5.6.2 Emergency Contact Information

WHO TO CALL:	ADMINISTRATION:	Name
	WATER SYSTEM OPERATOR:	Phone: (primary and backup) Crystal Mountain Society
	VIHA ENVIRONMENTAL HEALTH OFFICER:	Phone: Anthony Griffin 250-755-6215
	VIHA PUBLIC HEALTH ENGINEER:	Fax: 250-755-3372 Email: HPES.Nanaimo@islandhealth.ca Darrell Bélanger 250-331-8518
	GROUNDWATER SPECIALIST:	Alan Kohut – Hy-Geo Consulting 250-744-7859 Information@hy-geo.com
	INSTALLER: DESIGNING ENGINEER:	Gord Baird ASSE 41612 (Eco-Sense) Sharon McGeorge P.Eng (Integral Group) Phone: Gord Baird 250-818-7986 Email: gord@eco-sense.ca Phone: Sharon McGeorge 250-418-1288 x 5008 Email: smcgeorge@integralgroup.com
	BULK WATER DELIVERY:	South Island Water 250-516-5066 Email: southislandwaterltd@gmail.com

6 Waste Water

CMSEC has received approvals from Island Health for sewerage system designs for both Area 1 and Area 2. The approvals for each system are attached in Appendix H (Area 1) and Appendix I (Area 2). The designing ROWP is Fred Stevens, of Galiano Excavating, and the standards used were the Standard Practices Manual.

The daily design flows used to prepare both filings are based on the water needs analysis provided by Kohut, which have been reviewed and approved by Island Health.

Area 1 summary

Daily Design Flow	3252 L per Day
Septic tank at Caretaker Dwelling	Dan's Precast 600 IG L.P. c/w PL122 filter
Septic tank at kitchen/washroom	Dan's Precast 1700 IG L.P. c/w PL122 filter
Pump chamber at kitchen/washroom	Dan's Precast 300 IG
Pump	Little Giant WS50HM-20
Field Type	Premiere Tech EC 3500 Eco Flow Bio Filter (pressurized)
Piping	100mm CSA Sewer & 50mm CSA SCH 40
Area of Infiltrative Surface	23m ² (8.5 m x 2.7 m)

Area 2 summary

Daily Design Flow	284 L per Day
Septic tank	Dan's Precast 600 IG L.P. c/w PL122 filter
Distribution box	7 hole Dan's Precast
Field Type	7 Eljen modules (gravity fed)
Piping	100mm CSA Sewer & 50mm CSA SCH 40
Area of Infiltrative Surface	10.4m ² (8.5 m x 1.21 m)

7 Rainwater

Rainwater dedicated for non-potable uses (i.e. laundry, toilet flushing) will be implemented. The earlier sections of this Water Management Plan discuss the water balance assessments for two rainwater/NPW systems, (1) the caretakers residence, and (2) the central kitchen/laundry/washroom facilities (sections 4.3 through 4.5).

In summary of those sections the caretaker building can easily collect and store rainwater to meet the annual non-potable water demands of the caretakers, with a roof size of 80 m² and a storage system of at least 6825 L.

The central kitchen and washroom facilities with a combined collection area of 231 m², with a storage size of 91 m³, can meet a large portion of the non-potable water demands of the toilets and laundry located in these buildings, though during the peak season under maximum demand there could be a shortfall of stored rainwater therefore requiring a draw upon well water to supplement this need. Most of this supplemented water can be met within the well's sustainable yield, except for a period of 4 weeks, wherein 10,895 L of water would be required (averaging 1816 L/w).

To meet this peak demand additional storage of 15,000 L would be built with the dedicated purpose to provide a buffer to meet the potential maximum usage that might be experienced over the 4 weeks.

7.1 Regulations and Standards

7.1.1 CSA B805-18 – Rainwater harvesting Standard of Canada

The Canadian standard sets the standards for design of rainwater harvesting systems for both potable and non-potable uses. Professional design for each rainwater system would be provided based on the standards set for toilet and laundry, classified as “Tier 3” non-potable end uses.

7.1.2 CRD Building Bylaw

The CRD is the authority having jurisdiction over the approval and permitting of rainwater systems tied to buildings. For a non-potable water system Island Health would not be involved and instead CRD would be ensuring the installation meets the requirements of the BC Building and Plumbing code.

7.2 General rainwater design specifications:

- Designed by an ASSE Certified Rainwater Installer/Designer (Gord Baird, Eco-Sense)
- Standard designed to CSA B805-18 Canadian National Rainwater Harvesting Design Standard
- Installation to meet BC Building/Plumbing code
- Gutters screened by 550µm stainless steel gutter guards
- First flush diverter sized to accept 2 minutes of IDF 15 min. rainfall denoted in BC Building Code Division B-Appendix C, Climatic and Seismic Information for Building Design in Canada, Table C-2.
- Storage pre-filter ≤180µm
- Non-potable plumbing to non-potable fixtures as per BC Building code Division B (independent supply piping, purple in colour, not connected to potable, and all outlets labelled with non-removable tags denoting non-potable water)
- Supplemental make-up water to the Non-potable water system is provided via Jobe float operated top-up valves with outlets being ≥100 mm above top of rain storage overflow.
- Overflows to be of equal size as inlet, and exit to perimeter drainage piping with a swing-check backwater valve installed to exclude vermin.
- Tank lids are locked, and tagged with ‘Confined Space – Do Not Enter’
- All aspects design for year round seasonal conditions

- Filtration and disinfection designed to CSA B805-18 Teir 3 End Use (prescriptive design standard)
- Monthly maintenance includes servicing pre-filters, inspecting gutters, recording pressure differentials across filter housing and replacing filters as necessary, servicing NSF 55 Class B UV units.
- All systems come with their own Water Safety Plan, design drawing and operation and maintenance manual.

8 APPENDICES

[Appendix A – Crystal Mountain Existing Water System Site Plan, September 2021](#)

[Appendix B – Crystal Mountain Proposed Water System Site Plan, January 2022](#)

[Appendix C – Groundwater Assessment Report for CMSEC, A. Kohut, November 2015](#)

[Appendix D – Water Demand Analysis, A. Kohut – June 2021/ March 2021](#)

[Appendix E – Crystal Mountain Well Monitoring Report, A. Kohut, January 2022](#)

[Appendix F – Wellhead Protection Map, February 2022](#)

[Appendix G – Chief Harris – correspondence, December 2021](#)

[Appendix H – Septic Filing – Area 1](#)

[Appendix I – Septic Filing Area 2](#)

[Appendix J – Draft Water System Emergency Response Plan February 2022](#)

[Appendix K – Water License Application – consolidated files](#)

[Appendix L – April 2022 Water Demand and Water Balance \(G. Baird\)](#)

[Appendix M – Daily Water Data](#)

[Appendix N – Schematic of water storage](#)



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: 278 (LUB)
SA-6500-20 LUB Technical Amendments
LTC Endorsement:

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
✓	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
✓	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
✓	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
✓	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	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.
N/A	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.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	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.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	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.
N/A	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.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	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.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
✓	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
✓	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.

N/A	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.
N/A	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.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

TERMS OF INSTRUMENT - PART 2

WHEREAS:

- A. The Grantor is the registered owner of the land set out in item 2, Part 1 of this Instrument (the “**Grantor’s Lands**”).
- B. The Grantee is the Capital Regional District.
- C. The Grantor has applied to the Galiano Island Local Trust Committee (the “**Trust Committee**”) to rezone the Lands from <Zone> to <Zone> under Galiano Island Land Use Bylaw, <Bylaw #>, and the Trust Committee has approved in principle Proposed Galiano Island Local Trust Committee Bylaws <Bylaw #> to effect this rezoning.
- D. The Grantee seeks the right to access, for itself and all members of the public, emergency access and egress routes (collectively, the “**Emergency Access Route**”) that will provide emergency connections over the Grantor’s Lands.
- E. It is necessary for the operation and maintenance of the Grantee’s undertaking of the provision of the Emergency Access Route for the safety of the public that a right of way be established in accordance with this Agreement.
- F. Notwithstanding that this Agreement will be registered as a charge against the entirety of the Grantor’s Lands, the Grantee has agreed that it will limit its use of the Grantor’s Lands to that portion of the Grantor’s Lands on which the existing utility road running from North commencing at Devina Road south towards Porlier Pass Road across the Lands (the “**North/South Utility Road**”) has been constructed is located, the current location of which are shown on the sketch plan attached hereto as Schedule “A”.
- G. The Grantor has agreed that it is in the public interest for it to grant a statutory right of way in accordance with this Agreement and has freely agreed to do so.

NOW THEREFORE, in consideration of the sum of Ten (\$10.00) Dollars of lawful money of Canada, now paid by the Grantee to the Grantor (the receipt and sufficiency of which is hereby acknowledged by the Grantor), and in consideration of the covenants and conditions agreed to be observed and performed by the parties and for other valuable consideration:

1. INTERPRETATION

1.1. In this Agreement:

“**Emergency**” means a present or imminent event or circumstance that:

- (a) is caused by accident, fire, explosion, technical failure or the forces of nature, and;
- (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

An Emergency does not require a declaration of a state of emergency to be considered an Emergency.

2. THE GRANTOR HEREBY:

- 2.1. Grants, conveys, confirms and transfers, in perpetuity, to the Grantee for itself, its successors, and all of its employees, agents, servants, licensees and all members of the public at all times by day or night, but only in the case of Emergency, the full, free and uninterrupted right, license, liberty, privilege, permission and right of way to enter, use, go, return, pass over and across the Grantor's Lands (the "**Right of Way**"), by any means necessary, for the purpose of enabling emergency access and egress to, from, and across the Lands.
- 2.2. Grants, conveys, confirms and transfers, in perpetuity, to the Grantee the full, free and uninterrupted right, license, liberty, privilege, easement, permission and right of way to lay down, install, erect, construct, entrench, operate, maintain, repair, inspect, alter, remove, replace, bury, cleanse, string, and otherwise establish Emergency Access Route on the Grantor's Lands, including directional and informational signs, and any improvements necessary to facilitate access across the Emergency Access Route, including surface or subsurface works, culverts to enclose drainage ditches, and similar improvements.
- 2.3. Covenants and agrees to and with the Grantee that the Grantee shall:
 - (a) for itself and its servants, agents, workers, contractors and all other licensees of the Grantee;
 - (b) together with machinery, vehicles, equipment, and materials;
 - (c) upon, over, under and across the Grantor's Lands;
 - (d) as may be considered necessary, useful, or convenient by the Grantee for the purposes in sections 2.1 and 2.2; and in connection with the operations of the Grantee in relation to the Emergency Access Route,

be entitled to enter, use, pass and repass, inspect, maintain, labour, construct, erect, install, dig, and carry away soil or other surface or subsurface materials, and remove any growth, seedlings, trees, brush, buildings or obstructions now or hereafter in existence.

3. THE GRANTOR COVENANTS:

- 3.1. That the Grantor will not and will not permit any other person to erect, place, install or maintain any building, structure, addition to a building or structure, mobile home, concrete driveway or patio, pipe, wire or other conduit, or other obstacle on, over or under any portion of the Grantor's Lands upon which the Emergency Access Route has been established so that it in any way interferes with or damages or prevents access along or over the Emergency Access Route. Notwithstanding the foregoing, the Grantor may place lockable gates at the ends of the Emergency Access Route, provided that the Grantor provides to the Grantee keys for any such gates.
- 3.2. That the Grantor will not do anything that in any way interferes with or damages or prevents access to, over or across the any portion of the Grantor's Lands upon which the Emergency Access Route has been established, other than the placing of the gates referred to in section 3.1.

- 3.3. That the Grantor will not do or knowingly permit to be done any act or thing that will interfere with or injure the Emergency Access Route and in particular will not carry out any blasting on or adjacent to the Emergency Access Route\ without the consent in writing of the Grantee, and consent shall not be unreasonably withheld.
- 3.4. That the Grantor will, from time to time and at all times at the reasonable request and at the cost of the Grantee to do and execute or cause to be made, done or executed any further and other lawful acts, deeds, things, devices, conveyances and assurances in law required to ensure the Grantee of its rights under this Agreement.

4. THE GRANTEE COVENANTS:

- 4.1. That the Grantee will make all reasonable efforts to notify the Grantor when there is an Emergency that will necessitate use of the Right of Way by the public and when such use will occur, provided that the Grantor has provided the Grantee with updated contact information for this purpose.
- 4.2. That the Grantee will provide a minimum of 15 days' notice to the Grantor, provided that the Grantor has provided the Grantee with updated contact information for this purpose, of planned maintenance or other works not associated with an active emergency, and will make all reasonable efforts to minimize the disturbance from the works to the Grantor's activities.
- 4.3. That the Grantee will make all reasonable efforts to ensure that any use of the Grantor's Lands by members of the public occurs under the direction of the Grantee and within any established Emergency Access Route.
- 4.4. That the Grantee will thoroughly clean all portions of the Grantor's Lands to which it has had access hereunder of all slashings, rubbish and construction debris created or placed thereon by the Grantee.
- 4.5. That the Grantee will, insofar as it is practicable so to do, to exercise its rights hereunder in such a manner as to not to interfere unduly with the Grantor's use of the Grantor's Lands.
- 4.6. That the Grantee shall not cut or damage, or allow the cutting or damaging of, trees on the Grantor's Lands without the prior written consent of the Grantor, such consent not to be unreasonably withheld.
- 4.6 That the Grantee shall, in exercising its rights and obligations under this Agreement, comply with all enactments of a local, provincial, and federal nature, including but not limited to traffic regulations, environmental laws, and closure regulations related to forest fire hazards.

5. THE PARTIES COVENANT TO AND AGREE WITH EACH OTHER, as follows:

- 5.1. Notwithstanding that this Agreement is registered as a charge against the entirety of the Grantor's Lands, the Grantee agrees that it shall limit its use of the Grantor's Lands to that portion of the Grantor's Lands on which the North/South Utility Road and the existing utility road running from south to north-west from the North/South Utility Road, have been constructed and are located, as outlined on the sketch plan attached hereto as Schedule "A".
- 5.2. The Grantee agrees that it shall, at the request of the Grantor, discharge this Agreement

within six (6) months, in the event that the Trust Committee has not approved the Proposed Galiano Island Local Trust Committee Bylaws <Bylaw #>, or the Grantor re-tracks their rezoning application under Bylaws <Bylaw #>.

- 5.3. As soon as reasonably practical, the Grantor shall register a plan defining the portion of the Transferor's Lands required for the accommodation of the Works (the "**Right of Way Area**") and will register a modification or replacement of this Agreement limiting the rights herein to the Right of Way Area.
- 5.4. In spite of any rule of law or equity to the contrary, any improvements brought on to, set, constructed, laid, erected in, upon or under the Grantor's Lands by the Grantee shall at all times remain the property of the Grantee, even if the improvements are annexed or affixed to the freehold, and shall at any time and from time to time be removable in whole or in part by the Grantee.
- 5.5. In the event that this Agreement is terminated, or the Grantee abandons the Emergency Access Route or any part thereof, the Emergency Access Route, or part thereof, shall become the property of the Grantor.
- 5.6. No part of the title in fee simple to the Grantor's Lands shall pass to or be vested in the Grantee under or by virtue of this Agreement and the Grantor may fully use and enjoy all of the Grantor's Lands subject only to the rights and restrictions in this Agreement.
- 5.7. The Grantor acknowledges that (a) the covenants contained in this Agreement are enforceable against the Grantor and its successors in title, but (b) the Grantor is not personally liable for breach of these covenants after the Grantor has ceased to be the owner of the Grantor's Lands.
- 5.8. If at the date hereof the Grantor is not the sole registered owner of the Grantor's Lands, this Agreement shall nevertheless bind the Grantor to the full extent of its interest therein, and if it shall acquire a greater of the entire interest in fee simple, this Agreement shall likewise extend to such after-acquired interests.
- 5.9. Where the expression "**Grantor**" includes more than one person, all covenants made by the Grantor shall be construed as being several as well as joint with respect to all persons constituting the Grantor.
- 5.10. If any part of this Agreement is found to be illegal or unenforceable because it creates a positive obligation for the Grantor or for any other reason, that part will be considered separate and severable and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.
- 5.11. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors and assigns as the case may be and wherever the singular or masculine is used, it shall be construed as if the plural or the feminine or neuter, as the case may be, had been used, where the parties or the context hereto so require and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.

The Grantor and Grantee acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached hereto.

SCHEDULE "A" SKETCH PLAN



File No.: Groundwater Sustainability
Implementation

DATE OF MEETING: June 6, 2022

TO: Galiano Island Local Trust Committee

FROM: Narissa Chadwick, Island Planner
Southern Team

COPY: Robert Kojima, Regional Planning Manager
William Shulba, Freshwater Specialist
Brad Smith, Island Planner

SUBJECT: Groundwater Sustainability Implementation – DPA Boundary Methodology

RECOMMENDATION

1. That the Galiano Island Local Trust Committee endorse the methodology to determine Groundwater Recharge Protection Development Permit Area boundaries as presented at the June 6, 2022 LTC meeting.
2. That the Galiano Island Local Trust Committee request staff include in draft Bylaw No. 283 cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2022” a map of the Groundwater Recharge Protection Development Permit Area boundaries based on 10 hectares of lot coverage.

REPORT SUMMARY

The purpose of this report is to provide the LTC with the methodology (contained in Attachment 1) upon which options for Groundwater Recharge Protection Development Permit Area (DPA) boundaries could be determined.

BACKGROUND

At the March 7, 2022 LTC meeting the following resolutions were passed:

That the Galiano Island Local Trust Committee request staff to prepare a draft bylaw to amend the “Galiano Island Official Community Plan Bylaw No. 108, 1995” to include Critical Aquifer Recharge Development Permit Area guidelines, map updates and minor updates to relevant sections as identified in the March 7, 2022 staff report.

Proposed amendment to the Galiano Official Community Plan including DPA guidelines (Bylaw 283) was presented to the LTC on May 2, 2022 for preliminary review. The proposed bylaw amendment will be brought back to the LTC once DPA boundaries have been determined.

To identify options for DPA boundaries, Islands Trust Planning Staff, Information Services and the Senior Freshwater Specialist developed a methodology which classifies critical aquifer recharge areas from the raw data

of the Islands Trust Area Groundwater Recharge Mapping project. The attached memorandum identifies how this classification has been applied in order to identify DPA options.

The Methodology

As detailed in attached memorandum, the methodology has included:

- Examining groundwater recharge potential data from the Islands Trust Groundwater Recharge Mapping project.
- Identifying Critical Aquifer Recharge Areas.
- Identifying the amount of Critical Aquifer Recharge on every parcel of land on Galiano Island.
- Identifying which parcels could be included in the DPA based on the amount of Critical Aquifer Recharge Area on each parcel.
- The memo identifies how many parcels could be included for 4 different scenarios (coverage of critical aquifer recharge area of up to 2 hectares, 5 hectares, 10 hectares, and 20 hectares).

Rationale for Recommendation

- The raw data is completed with scientific rigor and has been peer reviewed.
- The analysis contributing to classifications of groundwater recharge potential and what is considered critical is sound.
- Focussing on parcels that are covered by a defined area threshold of critical aquifer recharge areas is a clear and manageable approach.
- Developing a DPA that focusses on areas that are covered by 10 hectares or more of critical aquifer recharge area will contribute to 66% of total Aquifer Recharge Area protection, limit inclusion of residential areas and exclude smaller lots.

ALTERNATIVES

1. Request an alternative approach

The LTC may request that staff identify an alternative methodology based on other criteria. These criteria will need to be clearly identified.

That the Galiano Island Local Trust Committee request staff develop a methodology that includes....

2. Endorse the methodology and request specific types of land use designation be added or removed from the DPA

The LTC may request staff include or remove parcels with specific land use designation. For example, the LTC may request that all Industrial land to be included or that all residential land be excluded.

That the Galiano Island Local Trust Committee endorse the methodology proposed by staff to determine the Groundwater Recharge Protection DPA and request that staff add/remove...

3. Request that staff provide DPA options before the LTC requests specific interests to be included

The LTC could request that staff return with options for DPA boundaries without identifying specifics the LTC would like included at this time.

That the Galiano Island Local Trust Committee direct staff to identify options for development area boundaries based on the methodology presented at the June 6, 2022 LTC meeting.

NEXT STEPS

- Draft bylaws containing map of DPA will be presented to the LTC for first reading;
- LTC gives first reading;
- Bylaw referral comments to be received prior to Public Hearing;
- Community Information Meeting and Public Hearing held;
- LTC gives second and third reading;
- Proposed bylaw referred to Executive Committee and the Minister of Municipal Affairs & Housing for approval; and
- LTC gives final reading and adopts bylaw.

Submitted By:	Narissa Chadwick, Islands Planner	May 27, 2022
Concurrence:	Robert Kojima, Regional Planning Manager	May 27, 2022

ATTACHMENTS

1. Methodology Memorandum: Galiano Island Groundwater Recharge Protection Development Permit Area

MEMORANDUM

File No.: Long Range Planning
09-6500-20-2021

DATE OF MEETING: June 6, 2022

TO: Galiano Island Local Trust Committee

FROM: William Shulba, P.Geo, Senior Freshwater Specialist
Local Planning Services

COPY: Narissa Chadwick, Island Planner
Brad Smith, Galiano Island Planner

SUBJECT: Methodology Memorandum:
Galiano Island Groundwater Recharge Protection Development Permit Area

PURPOSE

The purpose of this memorandum is present to the Galiano Local Trust Committee, a groundwater recharge protection development permit area boundary delineation methodology developed by Islands Trust staff with options to consider.

SUMMARY

At the February 1, 2021 meeting, the LTC endorsed a project charter for the implementation phase of the Groundwater Sustainability Science Program on Galiano Island. Staff have been working on bylaw amendments based on review and analysis of groundwater resource mapping projects. New Development Permit Area (DPA) guidelines and boundaries are proposed to amend existing DPA guidelines for Galiano's Elevated Groundwater Catchment DPA.

At the March 7, 2022 LTC meeting the following resolutions were passed:

That the Galiano Island Local Trust Committee request staff to prepare a draft bylaw to amend the "Galiano Island Official Community Plan Bylaw No. 108, 1995" to include Critical Aquifer Recharge Development Permit Area guidelines, map updates and minor updates to relevant sections as identified in the March 7, 2022 staff report.

The proposed Groundwater Recharge Protection Development Permit Area considers the existing Galiano Island Elevated Groundwater Catchment Development Permit Area developed in 2014 that involved a hydrogeology consultant, Waterline Resources. In 2020, GW Solutions, a groundwater assessment and protection consulting company, in cooperation with Islands Trust staff, developed a GIS-based methodology to estimate the spatial variability of recharge potential on islands in the Islands Trust Area.

Islands Trust Planning staff, Information Services, and the Senior Freshwater Specialist developed a methodology to classify Critical Aquifer Recharge Areas from the raw data of the Islands Trust Area Groundwater Recharge Mapping project. The methodology was used to determine Critical Aquifer Recharge Areas for every parcel on Galiano Island.

METHODOLOGY

Groundwater is subterranean water that flows in a similar way to surface water that is highly influenced topography but also by the forest root zone, soil type, rock composition, structural geology, well extraction, and groundwater recharge potential. Groundwater recharge is the process whereby precipitation replenishes aquifers by percolating through the landscape surface to the subsurface. Groundwater recharge potential is dependent upon several inherent geographical factors such as topographic slope, precipitation interception by plants, evaporation of water bodies on the land surface, the permeability of the soil, and subsurface geologic formations.

Groundwater Recharge Potential Mapping

To determine groundwater recharge potential elements influencing groundwater recharge were weighted based on previous studies and observed data. The methodology addresses diffuse and localized groundwater recharge.

- **Diffuse recharge** is due to the widespread movement of water from land surface to the water table that varies spatially and seasonally. The percentage of precipitation that becomes diffuse recharge is dependent on soil, vegetation, local topography, and depth to the water table.
- **Localized recharge** occurs along discrete, bedrock lineaments including fractures, faults and geologic bedding planes and contacts.

The [Islands Trust Area Groundwater Recharge Potential Mapping report](#) describes in detail the methodology to determining groundwater recharge potential on islands in the Islands Trust Area. The methodology was developed over three projects over a 4 year period. The resulting raw data is a *raster* dataset of a spatial resolution of 400 square metres (0.04 Hectares) per pixel. A raster consists of a matrix of cells (or pixels) organized into rows and columns (or a grid) where each cell contains a value representing information, such as temperature, elevation, or in this case groundwater recharge potential.

The resulting raster data is on a scale from 0.0 to 1.0. Whereby 0.0 is very low recharge and can be determined as a groundwater discharge area where groundwater is exiting from the subsurface to the surface. A groundwater recharge potential of 1.0 is very high recharge where all precipitation will enter the ground although it is unlikely that in any landscape 100% of precipitation enters the groundwater system. Figure 1 shows the methods that contributed to the determination of groundwater recharge potential and are described in the *Islands Trust Area Groundwater Recharge Potential Mapping report* (GW Solutions, 2021).

Classification of Critical Aquifer Recharge Areas

Islands Trust planning staff, Information Services, and the Senior Freshwater Specialist developed a methodology to classify critical aquifer recharge areas from the raw raster data of the Islands Trust Area Groundwater Recharge Mapping project. In the case of Galiano Island, the maximum amount of recharge potential was determined as 0.86 and minimum of 0.04 with an average mean of 0.39 and a standard deviation of 0.13. The divisions of significant recharge potential, herein known **as Critical Aquifer Recharge Areas**, are based on statistical analysis using standard deviation to determine value breaks. The overall mean average of the recharge potential data is considered **Moderate** and is the majority of the potential recharge area. As shown in Figure 2 and illustrated in Figure 4, the average of **High** recharge is 1 standard deviation above the overall mean and the average of **Very High** recharge is 2 standard deviations above the overall mean. The average of **Low** recharge is 1 standard deviation below the overall mean and the average of **Very Low** recharge is 2 standard deviations below the overall mean.

Following classification, the raster was processed into a vector polygons to be used to determine **Critical Aquifer Recharge Areas**. Rather than a raster dataset of pixel values, a vector polygon consists of 3 or more vertices that are connected and “closed”, that outlines lakes, oceans, parcels, and in this case classified groundwater recharge areas (Figure 4).

To establish **Critical Aquifer Recharge Areas** polygons of *high* and *very high* groundwater recharge potential were combined together. Since the conversion from raster data to vector polygons can create unnatural results, a smoothing factor was applied. A polygon smoothing factor method, *multiple ring buffer* tool, was used to address the irregularities from determining polygons from pixels. Additionally, the *dissolve boundaries* tool was used to combine adjacent polygons together to create cohesion of proximal polygons. Further to this, lone pixels and other anomalies from the process were removed manually resulting in a mapping layer that represents **Critical Aquifer Recharge Areas** in a scientifically sound and meaningful way (Figure 5). As shown in Figure 6, the smoothing factors generated an area slightly larger than the sum of the high and very high polygons. In addition to solving technical challenges of converting raw groundwater recharge potential raster data to a usable polygon layer, this method also integrates a spatial proximity effect used often in the assessment of changes in ecosystem services for biodiversity conservation (Liu et. al, 2016).

Delineating Boundaries for Groundwater Recharge Protection Development Permit Area

To determine boundaries for the proposed *Groundwater Recharge Protection Development Permit Area* an approach was used that calculated the area of the **Critical Aquifer Recharge Areas** for each individual land parcel on Galiano Island using a geospatial model. The DPA was then established by parcel rather than based on the derived polygons.

Several options are provided for consideration to establish the development permit area. In the case of Galiano Island, the threshold options presented are 2-hectare, 5-hectare, 10-hectare, and 20-hectare of Critical Aquifer Recharge Area on a parcel. Meaning that if the 10-hectare option is selected that any parcel that has 10 or more hectares of Critical Aquifer Recharge Area within the boundaries of that parcel, it will be included in the DPA. Consequently, if the 10-hectare option is chosen, all parcels that are less than 10-hectares are automatically excluded from the DPA regardless if those parcels have **Critical Aquifer Recharge Area** in the parcel.

This method was executed on all parcels of the island that included residential zones, commercial parcels, protected areas, parklands, and forestry lands. For completeness in this methodological memorandum, all parcels that fit the criteria have been included regardless of ownership or zoning. However, the final resulting DPA would likely not include properties that are parks or other protected areas and the LTC has the opportunity to consider excluding other classes of property. The overall methodology is presented in a flow diagram on Figure 7 and the options are presented in Figure 8.

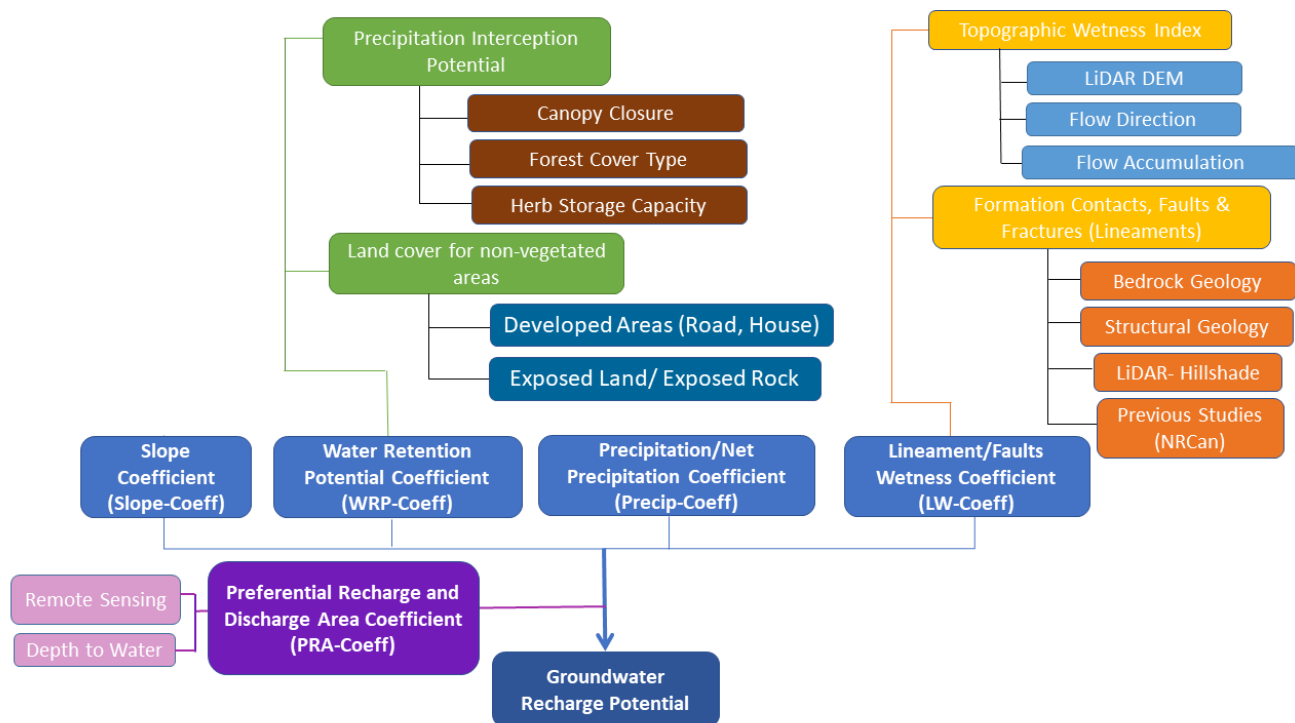


Figure 1: Islands Trust Area Groundwater Recharge Potential Mapping Methodology

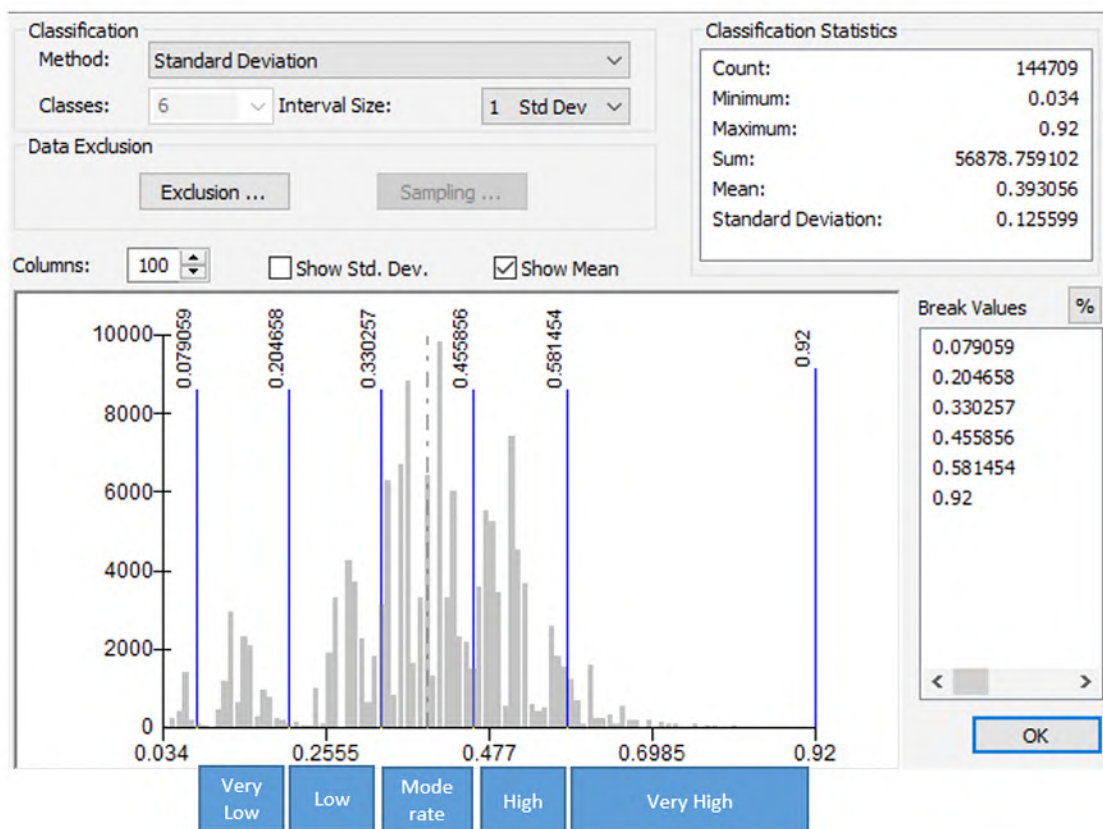


Figure 2: Galiano Islands Trust Groundwater Recharge Potential Classification Distribution

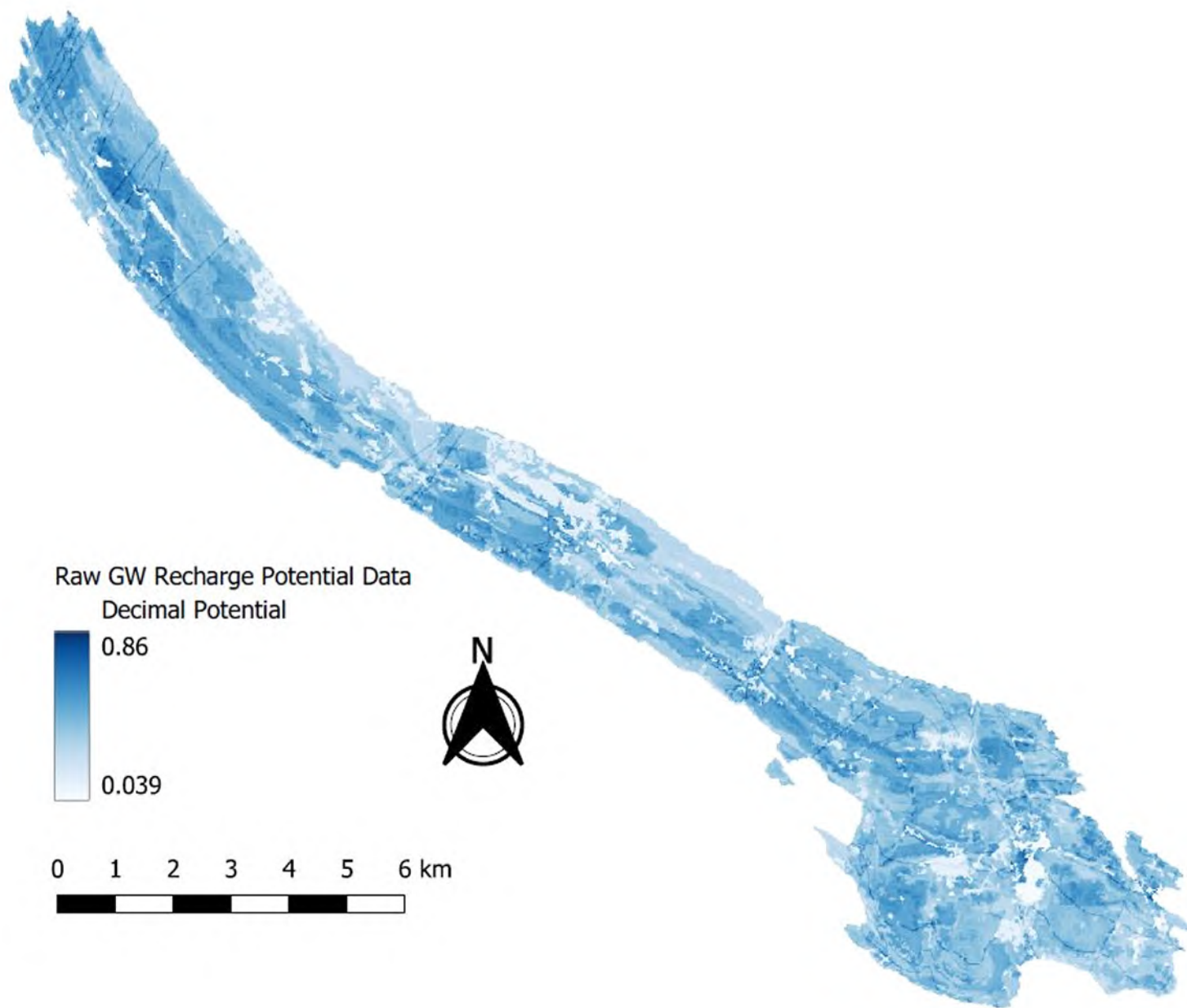


Figure 3: Raw Groundwater Recharge Potential Raster Data on Galiano Island

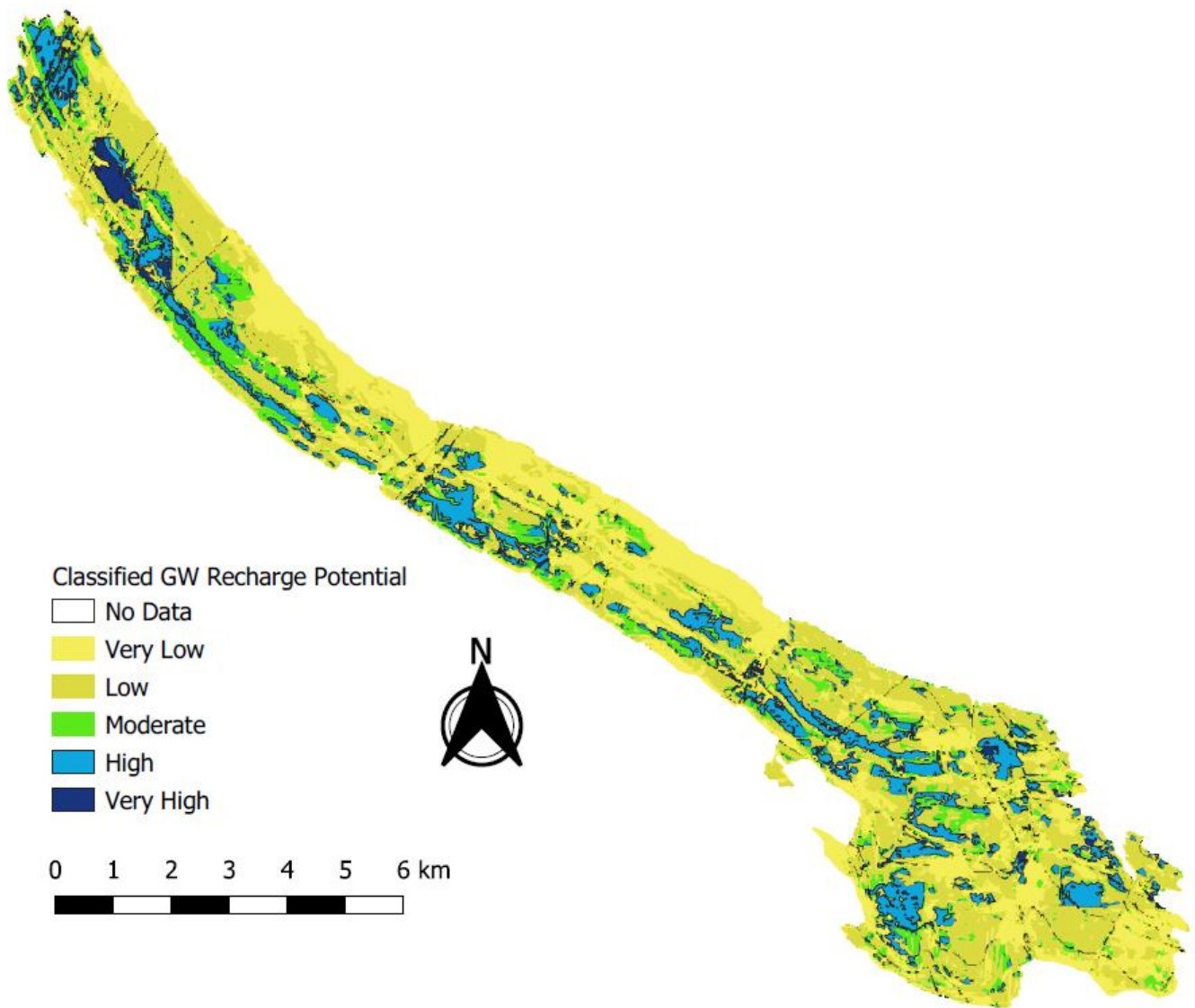


Figure 4: Classified Groundwater Recharge Potential Polygons on Galiano Island

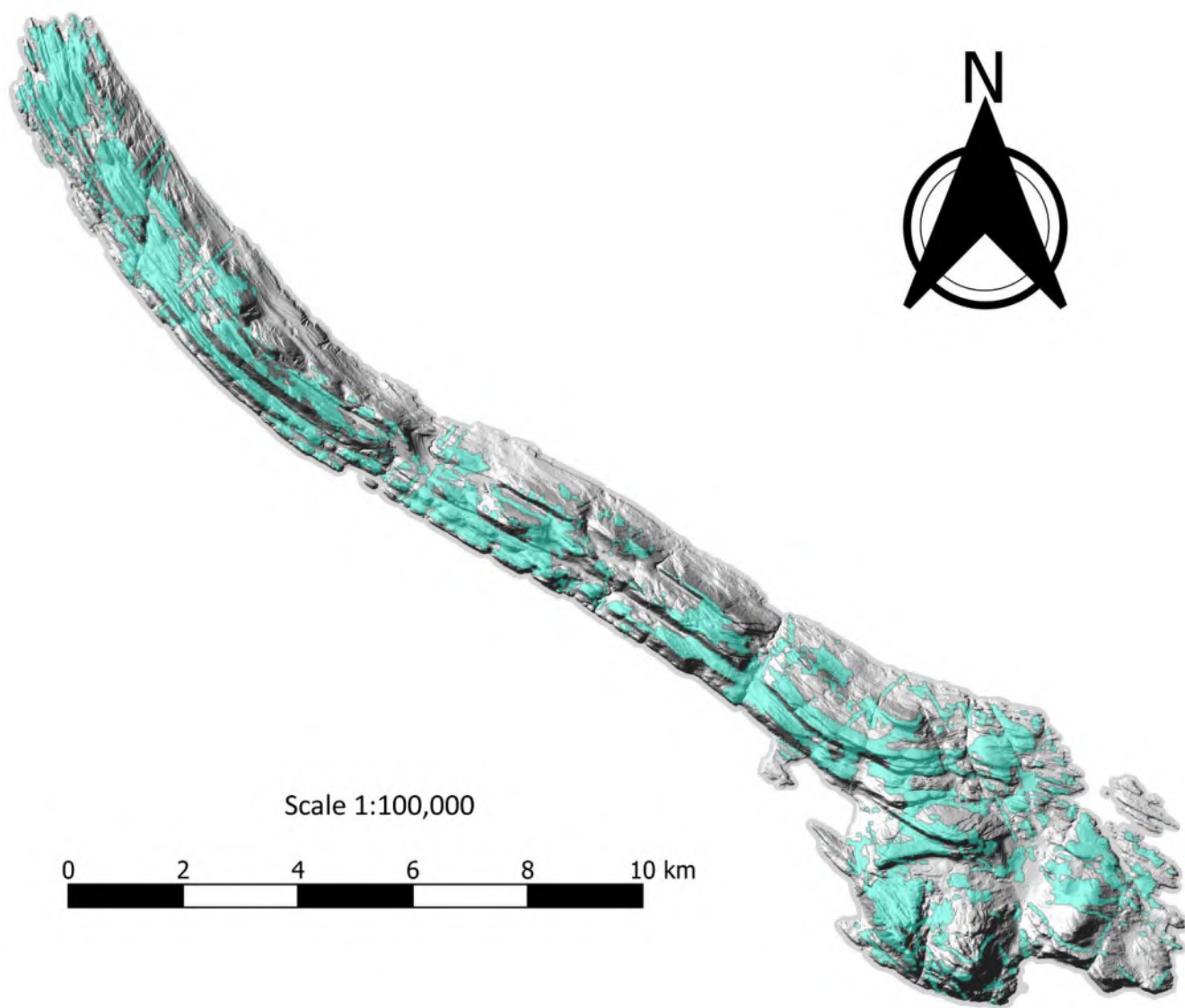


Figure 5: Critical Aquifer Recharge Areas of Galiano Island

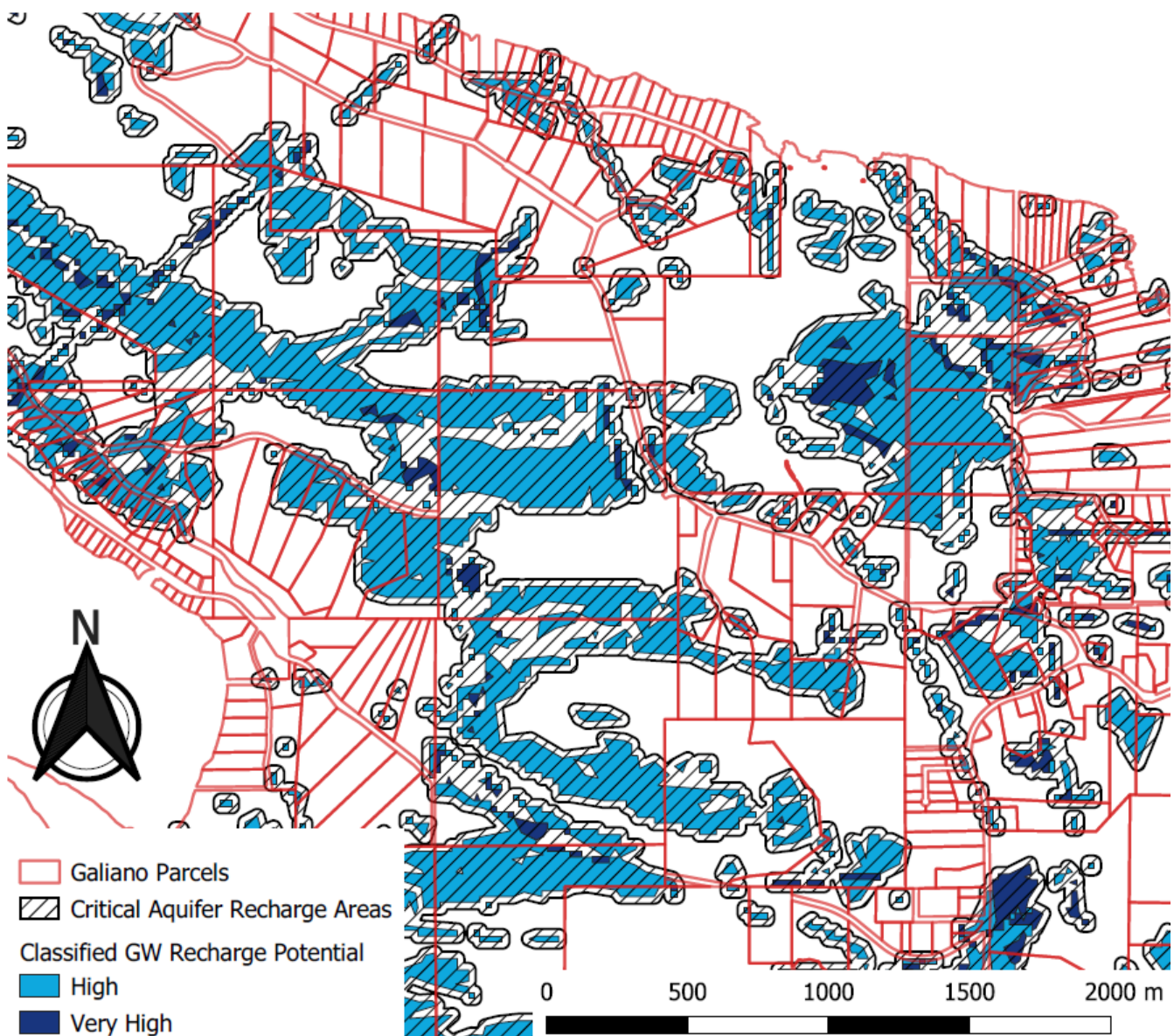


Figure 6: Critical Aquifer Recharge Areas compared to Classified Groundwater Recharge Potential to demonstrate smoothing factor.

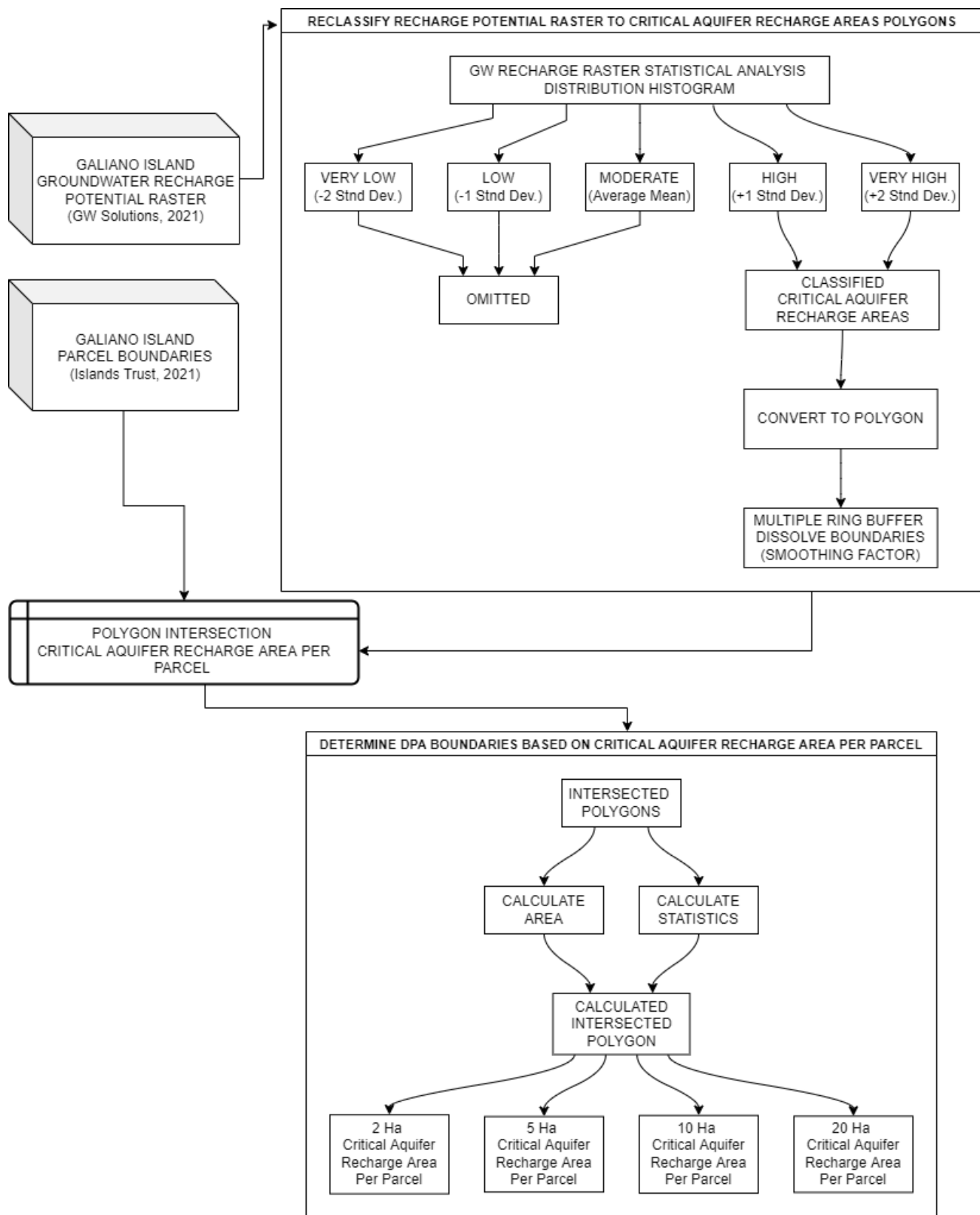


Figure 7: Galiano Island Groundwater Recharge Protection Development Permit Area Boundary Delineation Methodology

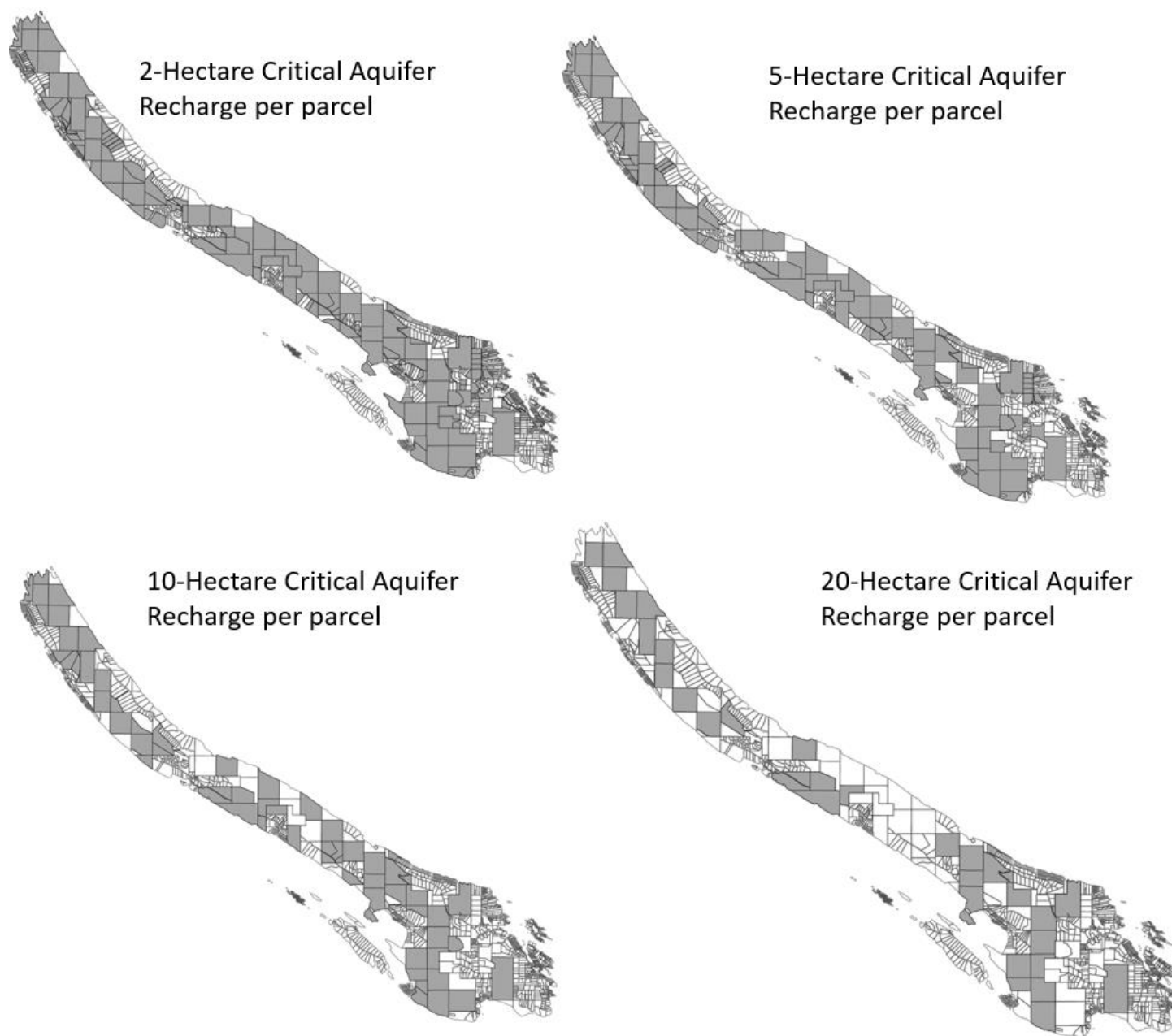


Figure 8: Groundwater Recharge Protection Development Protection Area options

ANALYSIS

The purpose of this groundwater recharge protection development permit area is to protect the ability of aquifers to produce sustainable water resources to the ecosystems and communities of Galiano Island. Islands Trust staff have proposed development permit area boundaries based on:

1. Identifying Critical Aquifer Recharge Areas from raw groundwater recharge potential raster data from the Islands Trust Groundwater Recharge Mapping project totalling 2400 hectares.
2. Identified the area of Critical Aquifer Recharge Area for all parcels on Galiano Island.
3. Identified options with respect to hectarage to be considered as a minimum threshold of Critical Aquifer Recharge Area per parcel for consideration as designation as a DPA.
4. Although Development Permit Areas do not typically include crown, federal, provincial, and park lands this methodology memorandum considered all zones and all property ownership for completeness.

Critical Aquifer Recharge Area per Parcel Option	Parcels affected	Total Critical Aquifer Recharge Area Protected (Hectares)	Percentage of Total Critical Aquifer Recharge Area Protected (%)
2-hectare	182	2095	87%
5-hectare	95	1832	76%
10-hectare	62	1591	66%
20-hectare	36	1240	51%



Figure 9: Difference between 10-Hectare and 20-Hectare option in an example area of Galiano Island. Brown coloured parcels indicate those located within the DPA and blue-green colour is the Critical Aquifer Recharge Area.

In Figure 9 an example comparing two options for DPA shows a large parcel with significant area of critical aquifer recharge that in the 10-hectare option is included in the DPA and in the 20-hectare option is not. This parcel is also located on a significant linear geological feature that is characteristic of significant groundwater recharge potential in fractured bedrock aquifers. Further to this, the critical aquifer recharge area located on this parcel is part of a contiguous area that is protected on adjacent parcels. If the LTC chooses the 10-Hectare option, there is an

opportunity to address these specific anomalies. For this particular parcel the area of critical aquifer recharge area is within rounding to 20-hectares (19.95 ha).

The amount of critical aquifer recharge area currently under conservation or parkland is significant. This is a testament to the long history of the Galiano community in coordination with other agencies protecting the most significant natural areas of the island. Indeed, critical groundwater recharge areas are located in forested uplands that hold significant natural amenities that contribute to ecosystem services and healthy watershed hydrology. Although these lands may be protected in some way by the managing agency, coordination with those agencies should be had to ensure best management practices on those lands to protect groundwater recharge.

The majority of critical aquifer recharge areas are located on forestry lands and small residential lots. Although development permit areas are the optimal land-use planning tool available to the Islands Trust to protect groundwater recharge, it is likely that education and advocacy around groundwater recharge protection will be most effective in protecting the resource, indeed it is the most significant tool used to date in groundwater protection.

Nearly every parcel on Galiano Island is related to groundwater resources in some way, either hosting critical aquifer recharge areas, sensitive drainage systems or indeed the use of the groundwater resource. Ultimately protection of the groundwater resources on Galiano Island is the responsibility of every resident.

NEXT STEPS

Next steps are for the Galiano LTC to consider the recommended groundwater recharge protection development permit area boundary delineation methodology.

REFERENCES

GW Solutions, 2021. [Islands Trust Area Groundwater Recharge Potential Mapping report](#)

Yanfang Liu, Lei Zhang, Xiaojian Wei, Peng Xie (2016) Integrating the spatial proximity effect into the assessment of changes in ecosystem services for biodiversity conservation, Ecological Indicators, Volume 70, 2016, Pages 382-392, ISSN 1470-160X, <https://doi.org/10.1016/j.ecolind.2016.06.019>.

Submitted By:	William Shulba, P.Geo Senior Freshwater Specialist, Islands Trust	May 27, 2022
Concurrence:	Robert Kojima, MCIP Regional Planning Manager	May 27, 2022

Top Priorities Report

Galiano Island

1. *Groundwater Sustainability*

Phase 1 and 2: mapping and data analysis - Completed
Phase 3: Implementation of mapping and data analysis

Responsible

Narrisa Chadwick
William Shulba

Dates

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

2. *Rezoning of DL 64, 68, 72, 87*

Responsible

Brad Smith

Dates

Rec'd: 06-Dec-2021
Target: 30-Nov-2022

Projects Report

Galiano Island

1. *Parking Issues*

Responsible

Date Received

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

23-Jul-2012

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

2. *Light Industrial Zoning*

Responsible

Date Received

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

18-Nov-2013

3. *Coastal Douglas-Fir Protection*

Responsible

Date Received

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

04-Feb-2019

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

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

4. *Cannabis Retail and production*

Responsible

Date Received

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

05-Mar-2019

5. *Dock review*

Responsible

Date Received

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

02-Apr-2019

Projects Report

Galiano Island

6. *Emergency Access Planning*

Responsible

Date Received

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

02-Apr-2019

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

Responsible

Date Received

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

03-Feb-2020

8. *Review of Road Network Plan*

Responsible

Date Received

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

02-Mar-2020

9. *Review of LUB tiny home/trailer regulations, maximum house sizes and lot coverage*

Responsible

Date Received

01-Jun-2021

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

Responsible

Date Received

02-Nov-2020

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GL-DP-2021.5	Neave O'Shaughnessy	17-Aug-2021	835 STURDIES BAY RD - application for a DP for development in a sensitive ecosystem DPA

Planner: Phil Testemale

Planning Status

Status Date: 19-Apr-2022

Applicant has hired Ryzuk Geotechnical. Initial meeting with Ryzuk staff and applicant. Awaiting Assessment Report to proceed.

Status Date: 06-Apr-2022

Met with MoTI DM and Geotech. Eng.

Status Date: 06-Apr-2022

Repeat requirement for geotech. assessment to applicant

File Number	Applicant Name	Date Received	Purpose
GL-DP-2022.1	Fox, Dan and Tina	28-Feb-2022	Build a dock attached to the property on Gossip Island, in order to facilitate marine access.

Planner: Phil Testemale

Planning Status

Status Date: 11-Apr-2022

Applicant in process of contracting a geotechnical engineer.

Status Date: 01-Apr-2022

Further information (geotechnical) required and requested. Moved consideration date to June 6, regular meeting.

Status Date: 23-Mar-2022

May 2 LTC agenda for consideration.

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GL-DVP-2022.2	Fox, Dan and Tina	28-Feb-2022	To build a dock attached to our property on Gossip Island, in order to facilitate marine access.

Planner: Phil Testemale

Planning Status

Status Date: 13-Apr-2022

Applicant in process of contracting a geotechnical engineer.

Status Date: 01-Apr-2022

Further information (geotechnical) required and requested. Moved consideration date to June 6, regular meeting.

Status Date: 18-Mar-2022

Sent application package to Galiano LTC and copied Phil, Jas and Robin.

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2014.1	Crystal Mountain Society	28-Oct-2014	20300 PORLIER PASS RD: Application for rezoning to amend the OCP and LUB to allow for a Forest Retreat Centre - Bylaws 256 (OCP) and 257 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 30-May-2022

Deferred May 2 staff report and water Q&A staff memo on June 6 agenda

Status Date: 25-Apr-2022

Applicant has submitted updated Water Management Plan and reached agreement on statutory RoW with CRD, staff report on May 2 agenda

Status Date: 15-Apr-2022

Staff provided comments to applicant on draft Feb 2022 WMP

Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2019.1	GIGARHS	11-Sep-2019	Georgia View Rd: rezoning application for to amend the OCP and LUB to permit an affordable housing development - Bylaws 276, (OCP), 277 (LUB), 274 (Housing Agreement)

Planner: Brad Smith

Planning Status

Status Date: 30-May-2022

Staff report with draft housing agreement and covenant on June 6 LTC agenda

Status Date: 25-Apr-2022

Staff engaging with applicant on development of Housing Agreement terms with rent structure agreed at April 4 meeting and updates to s. 219 for arborist conditions

Status Date: 18-Mar-2022

Further updated rent structure staff report on Apr 4 agenda

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2020.1	KING, FRED & DEBBIE	27-Oct-2020	51 Galiano Way - Application for rezoning to amend the OCP to permit residential use - Bylaw 279 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 28-Oct-2021

Applicant working on DAI TOR items

Status Date: 31-Aug-2021

Planner to contact applicant for status update

Status Date: 22-Jun-2021

Applicant working on TOR items - no clear timeline for coming back to LTC

Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2021.1	New Commons Development	08-Mar-2021	409 Porlier Pass Road - Application for rezoning to amend the LUB to permit an affordable housing development with a total of 20 units (within 4 buildings). Bylaw 280 (LUB)

Planner: Brad Smith

Planning Status

Status Date: 19-May-2022

Staff reviewed draft HA and covenant with applicant

Status Date: 25-Apr-2022

Staff engaging with applicant on development of housing agreement and s. 219 with terms agreed to by LTC and applicant

Status Date: 28-Feb-2022

Staff report on March 7 LTC agenda

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2021.2	Andy Gaylor of McElhanney Ltd.	16-Aug-2021	COOK RD - application for rezoning to emend the OCP and LUB to permit a rezoning from F1 to create an F3 zoned parcel, two 2.0 hectare Rural Residential-zoned parcels, and 12+ ha of parkland and road dedication. And to allow a small enclosed sawmill in proposed F3 zoned area.

Planner: Brad Smith

Planning Status

Status Date: 12-May-2022

Staff met with MIRR/MOE staff on April 28

Status Date: 25-Apr-2022

Staff scheduled to meet with provincial Ministry of Indigenous Relations and Reconciliation (MIRR) staff Thursday April 28 re DL 85/86

Status Date: 03-Feb-2022

Staff met with BC parks staff to discuss proposal

Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
GL-RZ-2022.1	McElhanney Ltd.	24-Mar-2022	Rezoning to amend the Forest One (F-1) Zoning of the subject property.

Planner: Brad Smith

Planning Status

Status Date: 25-Apr-2022

Staff to review file and issue ToR

Status Date: 22-Apr-2022

Robert K. assigned file to Brad Smith.

Status Date: 22-Apr-2022

Sent LTC package to Galiano LTC and advised them that the assigned planner is Brad Smith. Copied Jas and Robin on email.

Subdivision

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

Planner: Brad Smith

Planning Status

Status Date: 18-May-2021

Applicant has received preliminary conditions approval letter from MOTI - subdivision subject to successful rezoning

Status Date: 19-Feb-2021

Applicant working on referral report items

Status Date: 15-Dec-2020

Referral report reviewed with applicant

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2021.1	Lawrence Waterfall	09-Jul-2021	350 MARY ANN POINT RD - Referral of a subdivision application for 3 new lots

Planner: Phil Testemale

Planning Status

Status Date: 01-Dec-2021

New subdivision layout plan rec'd

Status Date: 17-Sep-2021

Terms of Reference for Hydrogeologist's proof of potable water sent to applicant.

Status Date: 10-Sep-2021

Revised response for updated plan (park dedication removed - 2021-08-08) sent to MoTI. cc'd to LTC, CRD, GIPRC and Freshwater Specialist

File Number	Applicant Name	Date Received	Purpose
GL-SUB-2022.1	Okuda Andersen, Kadek	13-Jan-2022	The subdivision of two lots zoned rural residential into three lots with the same zoning. One of these proposed lots has already been developed and the other two proposed are vacant. The subdivision will not increase density. There are no covenants, easements, rights-of-way, or other charges registered against either title.

Planner: Brad Smith

Planning Status

Status Date: 10-Mar-2022

Review completed -response sent to MOTI

Status Date: 28-Feb-2022

Staff to initiate review in early March and response to MOTI

Status Date: 31-Jan-2022

Requested 'Subject Property' map from GIS Helpdesk.

Islands Trust
LTC EXP SUMMARY REPORT F2022
Invoices posted to Month ending March 2022

625 Galiano	Invoices posted to Month ending March 2022	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-625	LTC "Trustee Expenses"	331.00	495.87	-164.87
LTC Local				
65200-625	LTC - Local Exp - LTC Meeting Expenses	4,771.00	4,164.03	606.97
65210-625	LTC - Local Exp - APC Meeting Expenses	370.00	1,125.61	-755.61
65220-625	LTC - Local Exp - Communications	250.00	3,153.33	-2,903.33
65230-625	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>5,685.00</u>	<u>8,442.97</u>	<u>-2,757.97</u>
Projects				
73001-625-2002	Galiano OCP/LUB	1,500.00	1,106.97	393.03
73001-625-4114	Galiano Groundwater Strategy Implementation	2,500.00	129.15	2,370.85
73001-625-4121	Galiano Healthy Watersheds Initiative	20,000.00	15,724.75	4,275.25
TOTAL Project Expenses		<u>24,000.00</u>	<u>16,960.87</u>	<u>7,039.13</u>

Standing Resolutions Log

Galiano Island

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

Standing Resolutions Log

Galiano Island

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

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2019-014 (Standing) that the Galiano Local Trust Committee adopt the following standing resolution with respect to the processing of non-medicinal cannabis retail license applications: - Proposed or amended licenses for non-medicinal cannabis retail establishments require an application to the local trust committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the local trust committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - o Name of the applicant and a description of the proposal in general terms - o The location of the proposed establishment and the subject site - o The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. - o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - o How public comments may be submitted to the local trust committee.	Carried	04-Mar-2019
2018-064 (Standing) that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016	Carried	04-Jun-2018
2014-029 (Standing) 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.	Carried	07-Apr-2014

Standing Resolutions Log

Galiano Island

Resolution Number	Action	Date
2014-000 (Standing)	Carried	03-Feb-2014
On properties where there is an open bylaw enforcement file, planning staff should refer planning applications to the Bylaw Enforcement Manager for comment where one or more of the following circumstances exist: 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.		
2011-205 (Standing)	Carried	17-Oct-2011
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.		
2010-115 (Standing)	Carried	18-Oct-2010
That the Galiano Island Local Trust Committee will advertise Public Hearing Notices in the Active Page Magazine in addition to the legally required advertising in the Driftwood Newspaper.		
2009-085 (Standing)	Carried	11-May-2009
That staff refer all applications adjacent to a park or ocean access to the Galiano Island Parks and Recreation Commission for comment		



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY MARCH 15TH, 2022 BOARD SPECIAL MEETING (OPEN PORTION)

*NOTE: For more detail on Conservancy meetings, including meeting minutes, please visit
<https://islandstrust.bc.ca/whats-happening/meetings-and-events/>*

1. ORGANIZATION UPDATES/TEAM

- The Islands Trust Conservancy (ITC) continues to have a vacancy for one Ministerial appointment to the ITC Board. There has been no news from the Crown Agencies and Board Resourcing Office regarding posting of the position.
- ITC Board is preparing to add a 0.6 FTE Fund Development Specialist and a summer Co-op Student to the team in the Spring/Summer, as per the approved 2022/23 Islands Trust Budget.
- ITC Board received verbal updates from the ITC Chair and Vice Chair about the Islands Trust Governance Review the final 2022/23 Islands Trust Budget and the Policy Statement Review Process.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Five-Year Plan concludes at the end of 2022 and ITC Board considered steps for developing the next Plan. A Project Charter was approved that included allocation of staff time and funding for First Nations engagement. The ITC Five-Year Plan is a requirement under the *Islands Trust Act* and is reviewed and approved by the Minister of Municipal Affairs.
- ITC Board requested that Executive Committee forward the correspondence received at Trust Council (item 17.2) about Coastal Douglas-fir to the delegate David Dunnison regarding his presentation to Trust Council dated March 8, 2022 entitled, "Islands Trust Biodiversity".
- Chair Stamford updated the Board regarding a presentation that she and Trustee Smith provided at the pan-Canadian Parks and Protected Areas Research e-Summit in February 2022.
- ITC Board directed staff to review Policy 1.7 Donations and Fundraising Policy to clarify the process of allocation of large undesignated donations

3. COVENANT AND PROPERTY ACQUISITIONS

- ITC Board authorized the Chair to sign a covenant over the whole of Brooks Point Regional Park (South Pender Island) in favour of Islands Trust Conservancy and Habitat Acquisition Trust.
- The Public Acquisitions and Covenants reports were accepted by the ITC Board.



4. COVENANT AND PROPERTY MANAGEMENT

- ITC Board approved a Climate Change Research proposal from UBC Conservation Decisions Lab for up to ten years in the McFadden Creek Nature Sanctuary (Salt Spring Island) and S'ul-hween X'pey (Elder Cedar) Nature Reserve (Gabriola Island)
- ITC Board accepted an addendum to the ITC NAPTEP Covenant Monitoring Report 2021 to reflect the monitoring of Owl's Call NAPTEP Covenant (Salt Spring Island).
- ITC Board endorsed moving forward with the Operational Planning Phase of the Sidney Island Ecological Restoration Project, followed by the implementation of the Forest Restoration Strategy and the Fallow Deer Removal.
- ITC Board received an update regarding research and restoration work occurring in partnership with Capilano University in ITC Nature Reserves on Gambier Island.

5. COMMUNICATIONS AND OUTREACH

- ITC Board receive information on the March 16, 2022 Species at Risk workshop; highlighting registration is currently at 93 attendees, including a great diversity of participants.
- ITC Board was informed that the ITC Rack card has been update and is available for communications purposes. Trustees who wish to receive copies are requested to get in touch with the ITC Administrative Assistant.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- ITC Board received a donation of \$100,000 from the "Bloom Canadian Alter Ego Trust 2020" and allocated the donation to the Opportunity Fund, earmarking up to \$50,000 for projects on Salt Spring Island to reflect the conservation interests of the donor.
- ITC Board discussed a letter from island conservancies regarding the Islands Trust Policy Statement that was submitted to Trust Council. The ITC Manager advised this document was provided to Trust Council as part of their Policy Statement review process.

To find out more about Islands Trust Conservancy and our current goals, to donate to our Opportunity Fund, or to subscribe to email updates, visit our website: <https://islandstrust.bc.ca/conservancy/>

Shortcuts of interest:

- **Goals:** <https://islandstrust.bc.ca/conservancy/conservation-planning/>
- **Opportunity Fund:** (context) <https://islandstrust.bc.ca/conservancy/supporting-local-conservancies/opportunity-fund-grants/> ; (to donate online) <https://islandstrust.bc.ca/donate-to-conservancy/>
- **Request key updates via email:** <https://islandstrust.bc.ca/subscribe/> (NB: by scrolling down, you may also add your home address for a free hardcopy of the Heron newsletter, published three times per year)