



## Galiano Island Local Trust Committee Regular Meeting Agenda

Date: May 14, 2024  
Time: 1:00 pm  
Location: Galiano South Community Hall  
141 Sturdies Bay Road, Galiano Island, BC

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|      |                                                                  | Pages             |
|------|------------------------------------------------------------------|-------------------|
| 1.   | CALL TO ORDER                                                    | 1:00 PM - 1:20 PM |
| 2.   | APPROVAL OF AGENDA                                               |                   |
| 3.   | TRUSTEE REPORT                                                   |                   |
| 4.   | CHAIR'S REPORT                                                   |                   |
| 5.   | ELECTORAL AREA DIRECTOR'S REPORT                                 |                   |
| 6.   | FIRST NATION REPORT                                              |                   |
| 7.   | TOWN HALL AND QUESTIONS                                          | 1:20 PM - 1:40 PM |
| 8.   | COMMUNITY INFORMATION MEETING - None                             |                   |
| 9.   | PUBLIC HEARING - None                                            |                   |
| 10.  | MINUTES                                                          | 1:40 PM - 1:50 PM |
| 10.1 | Local Trust Committee Minutes Dated April 9, 2024 (for Adoption) | 3 - 8             |
| 10.2 | Section 26 Resolutions Without Meeting Report - None             |                   |
| 10.3 | Advisory Planning Commission Minutes - None                      |                   |
| 11.  | BUSINESS ARISING FROM MINUTES                                    |                   |
| 11.1 | Follow-up Action List Dated May 2024                             | 9 - 10            |
| 12.  | DELEGATIONS                                                      |                   |
| 13.  | CORRESPONDENCE                                                   |                   |

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

|        |                                                                                                     |                   |         |
|--------|-----------------------------------------------------------------------------------------------------|-------------------|---------|
| 14.    | MEETING BREAK - COMMUNITY UPDATE                                                                    |                   |         |
| 15.    | APPLICATIONS AND REFERRALS                                                                          | 1:50 PM - 2:20 PM |         |
| 15.1   | GL-DVP-2023.4 (Meden) - Staff Report (attached)                                                     |                   | 11 - 35 |
| 15.2   | Mayne Island Local Trust Committee Referral for Draft Bylaw No. 193 (for Response) (attached)       |                   | 36 - 38 |
| 16.    | LOCAL TRUST COMMITTEE PROJECTS                                                                      |                   |         |
| 17.    | REPORTS                                                                                             | 2:20 PM - 2:30 PM |         |
| 17.1   | Work Program Reports (attached)                                                                     |                   |         |
| 17.1.1 | <u>Active Projects Report Dated May 2024</u>                                                        |                   | 39 - 39 |
| 17.1.2 | <u>Future Projects Report Dated May 2024</u>                                                        |                   | 40 - 41 |
| 17.2   | Applications Report Dated May 2024 (attached)                                                       |                   | 42 - 49 |
| 17.3   | Trustee and Local Expense Report Dated March 2024                                                   |                   | 50 - 50 |
| 17.4   | Adopted Policies and Standing Resolutions (attached)                                                |                   | 51 - 55 |
| 17.5   | Local Trust Committee Webpage                                                                       |                   |         |
| 17.6   | Islands Trust Conservancy Report Dated April 2024                                                   |                   | 56 - 57 |
| 18.    | NEW BUSINESS                                                                                        | 2:30 PM - 2:40 PM |         |
| 18.1   | 2023/24 Annual Report - Request for Decision (attached)                                             |                   | 58 - 60 |
| 19.    | UPCOMING MEETINGS                                                                                   |                   |         |
| 19.1   | Next Regular Meeting Scheduled for June 4, 2024 at the Galiano South Community Hall, Galiano Island |                   |         |
| 20.    | TOWN HALL                                                                                           | 2:40 PM - 3:00 PM |         |
| 21.    | CLOSED MEETING - None                                                                               |                   |         |
| 22.    | ADJOURNMENT                                                                                         | 3:00 PM - 3:00 PM |         |

**Galiano Island Local Trust Committee**  
**Minutes of Regular Meeting**

**Date:** April 9, 2024  
**Location:** Galiano South Community Hall  
141 Sturdies Bay Road, Galiano Island, BC

**Members Present:** Timothy Peterson, Chair  
Ben Mabberley, Local Trustee  
Lisa Gauvreau, Local Trustee

**Staff Present:** Kim Stockdill, Island Planner  
Lisa Millard, Meeting Administrator (electronic)  
Carly Bilney, Recorder (electronic)

**Others Present:** There were approximately 12 members of the public present.

**1. CALL TO ORDER**

Chair Peterson called the meeting to order at 1:00 p.m. He acknowledged that the meeting was being held on the territory of the Coast Salish First Nations.

**2. APPROVAL OF AGENDA**

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

**3. TRUSTEE REPORT**

Trustee Gauvreau provided a report that acknowledged the April 9<sup>th</sup> anniversary of Vimy Ridge Day as well as the accomplishments of former Lieutenant Governor Iona Campagnolo. Trustee Gauvreau also commented on recently held Trust Council and Governance Committee meetings she attended and noted a desire to make the Trustee office a more vibrant meeting place.

Trustee Mabberley acknowledged Bill Campbell and Joanne Mackay, and provided updates on the provincial Secondary Suite Incentive Program and correspondence regarding parking at Montague Harbour.

**4. CHAIR'S REPORT**

In his report, Chair Peterson commented on:

- a request for proposals that has gone out for an Executive Search Firm to seek a replacement for the Island's Trust Chief Administrative Officer

- upcoming meetings with the Association of Vancouver Islands Coastal Communities (April 12-14), the Capital Regional District (April 30), and the Ministry of Transportation and Infrastructure (April 29)

**5. ELECTORAL AREA DIRECTOR'S REPORT – None**

**6. FIRST NATION REPORT**

Trustee Mabberley reported that representatives of Penelakut Tribe are looking forward to meeting with staff and Trustees soon regarding applications.

**7. TOWN HALL AND QUESTIONS**

Town hall was held and the following comments were made:

- Trustees were urged to press upon safety issues, particularly the repainting of centre road lines, with their contacts in the Ministry of Transportation and Infrastructure
- Concern was expressed that Ministry of Transportation and Infrastructure staff have been lacking in communication with citizens in multiple jurisdictions about regional road issues
- Concern was expressed at staff recommendations to approve GL-DVP-2023.5 (Scoones) as it may set a negative precedent
- Questions were raised about how the BC Supreme Court's decision regarding the Scoones property relates to the current variance application (GL-DVP-2023.5)
- The applicant for GL-DVP-2023.5 noted the original executor worked closely with Islands Trust staff to clarify variances and it has taken time for the alternate executor to take over management of the property

**8. COMMUNITY INFORMATION MEETING – None**

**9. PUBLIC HEARING – None**

**10. MINUTES**

**10.1 Local Trust Committee Minutes Dated February 13, 2024 (for Adoption)**

**By general consent** the Galiano Island Local Trust Committee meeting minutes of February 13, 2024 were adopted.

**10.2 Section 26 Resolutions Without Meeting Report – None**

**10.3 Advisory Planning Commission Minutes – None**

**11. BUSINESS ARISING FROM MINUTES**

**11.1 Follow-up Action List Dated April 2024**

Received for information.



## 12. DELEGATIONS

### 12.1 Adjacent Property Owners re 3307 Montague Road

A representative of some property owners living adjacent to 3307 Montague Road (subject property in GL-DVP-2023.5 (Scoones)) reviewed the presentation as included in the agenda on pages 12–33.

## 13. CORRESPONDENCE

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

## 14. MEETING BREAK – COMMUNITY UPDATE – None

## 15. APPLICATIONS AND REFERRALS

### 15.1 GL-DVP-2024.1 (Mossman) - Staff Report

On behalf of Phil Testemale, Island Planner Stockdill reviewed the staff report related to GL-DVP-2024.1 (Mossman). The following comments were made:

- The septic drain field is in two different locations, in the engineer’s schematic and in Figure 2 on the site plan, because adjustments were made after the applicant engaged with neighbours
- If the building was sited 30 metres from the natural boundary of the sea, it would no longer be on the applicant’s property

#### **GL-2024-006**

#### **It was Moved and Seconded,**

that the Galiano Island Local Trust Committee approve issuance of GL-DVP-2024.1 (Mossman).

**CARRIED**

### 15.2 GL-DVP-2023.5 (Scoones) - Staff Report

On behalf of Planner Belcher, Island Planner Stockdill reviewed the staff report related to GL-DVP-2023.5 (Scoones). The following comments were made:

- Has already gone through the legal process to request compliance; it is now the owner’s responsibility to comply with the infractions
- The applicant addresses the majority of court orders in the proposed development variance permit application except the rock wall; a future owner would have to comply with any remaining infractions
- Approval of the proposed development variance permit would not close the enforcement file
- As executor of the previous owner’s estate, the applicant is required to sell the property
- Concern was expressed about destroying the septic field in the process of removing the retaining wall, particularly given its proximity to Montague Harbour

- Opposition was expressed against moving the septic field
- It was suggested that returning the land to its natural state may not be possible
- Support was expressed for denying the application as approval would set a negative precedent
- Support was expressed for amending the application with recommendations proposed in the neighbours' presentation and by the applicant

**GL-2024-007**

**It was Moved and Seconded,**

that Galiano Island Local Trust Committee amend GL-DVP-2023.5 by:

- Amending section 2c)i by adding the words "without the covered storage area after pump house building,"
- Amending section 2d)i by changing 1.5 meters to 3.0 meters, and
- Amending the site plan by deleting the bump out from Schedule A, and
- The removal of Section 2d)iii.

**DEFEATED**

**Trustee Mabberly Opposed**

Discussion ensued and comments were made about how it is important that the Local Trust Committee clarify exactly what type of improvements are required by the applicant.

A break was held from 2:39 p.m. - 2:50 p.m.

Discussion continued and the following comments were made:

- If a development variance permit application is denied, the applicant's options are to comply with the Land Use Bylaw or apply to the Board of Variance
- The subject property cannot have a septic field if the variance in Section 2b)i (that allows for the existing sewage absorption field within 7.3 metres of the natural boundary of the sea) is not supported
- A septic field should be placed elsewhere
- If the existing septic field is permitted to remain, concern was expressed about removing the rock wall that borders it

**GL-2024-008**

**It was Moved and Seconded,**

that Galiano Island Local Trust Committee amend GL-DVP-2023.5 (Scoones) to only include 2a)i, 2b)i and 2d)iv.

**CARRIED**

**Trustee Gauvreau Opposed**

**GL-2024-009**

**It was Moved and Seconded,**

that Galiano Island Local Trust Committee approve issuance of GL-DVP-2023.5 (Scoones) as amended.

**CARRIED**

**Trustee Gauvreau Opposed**

**15.3 Covenant CA3321096 – Request for Exemption – Staff Report**

Island Planner Stockdill reviewed the staff report related to Covenant CA3321096.

**GL-2024-010**

**It was Moved and Seconded,**

that Galiano Island Local Trust Committee approve the removal of four trees from the Wetland Area on Lot 2 as shown on Schedule A of the Covenant CA3321096.

**CARRIED**

**16. LOCAL TRUST COMMITTEE PROJECTS**

**17. REPORTS**

**17.1 Work Program Reports**

**17.1.1 Active Projects Report Dated April 2024**

Received for information.

**17.1.2 Future Projects Report Dated April 2024**

Received for information.

**17.2 Applications Report Dated April 2024**

Received for information.

**17.3 Trustee and Local Expense Report Dated Feb 2024**

Received for information. It was noted that staff sends out a breakdown of the expense report to Trustees.

**17.4 Adopted Policies and Standing Resolutions**

Received for information.

**17.5 Local Trust Committee Webpage**

Island Planner Stockdill commented on the introduction of a new application processing software to increase efficiency of applications, and noted some changes will be coming to the application section of the website in the coming months.

**17.6 Islands Trust Conservancy Report Dated Jan 2024**

Received for information. Trustee Gauvreau commented on the Galiano Conservancy Association's implementation of a water conservation project and request for funding to host the 2024 Salish Sea Conservation Forum.

**18. NEW BUSINESS**

**18.1 Chair Peterson re Funding Request for Meetings**

Chair Peterson commented on how funding the attendance of Trustees at upcoming meetings with the Capital Regional District (April 30) and the Ministry of Transportation and Infrastructure (April 29) is a decision of the Local Trust Committee. Discussion was held that raised questions about why these meetings were not being funded by the whole Trust area since the proposed discussions could benefit all Southern Gulf Islands.

**GL-2024-011**

**It was Moved and Seconded,**

that Galiano Island Local Trust Committee authorize budget allocation for Chair Peterson's attendance at the Ministry of Transportation and Infrastructure meeting on April 29, and the collaboration on marine issues Capital Regional District meeting in Victoria on April 30, covering accommodation and travel expenses.

**CARRIED**

It was noted that Adam Olsen will be hosting a community meeting on Friday, April 19 at the South Galiano Community Hall.

**19. UPCOMING MEETINGS**

**19.1 Next Regular Meeting Scheduled for May 14, 2024 at the Galiano South Community Hall, Galiano Island**

**20. TOWN HALL**

Town hall was held during which one community member spoke to request that the eastern wall of the septic field on the subject property in GL-DVP-2023.5 (Scoones) be lowered.

**21. CLOSED MEETING – None**

**22. ADJOURNMENT**

**By general consent** the meeting was adjourned at 3:23 p.m.

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Tim Peterson, Chair

Certified Correct:

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Carly Bilney, Recorder



## Follow Up Action Report

### Galiano Island

#### 14-Mar-2023

| Activity                                                                                                   | Responsibility | Dates               | Status      |
|------------------------------------------------------------------------------------------------------------|----------------|---------------------|-------------|
| 1 17.1 Staff to request APC to investigate siting and use options in relation to Galiano Island. (ON HOLD) | Kim Stockdill  | Target: 07-Apr-2023 | In Progress |

#### 06-May-2023

| Activity                                                                                                            | Responsibility          | Dates               | Status      |
|---------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------|-------------|
| 1 5.1 GL-RZ-2014.1 (Crystal Mountain) - staff to initiate and conduct further consultation with the Penelakut Tribe | Brad Smith<br>Jas Chonk | Target: 20-May-2023 | In Progress |

#### 11-Jul-2023

| Activity                                                                                                | Responsibility | Dates               | Status      |
|---------------------------------------------------------------------------------------------------------|----------------|---------------------|-------------|
| 1 16.1 Staff to bring forward staff report for public participation options regarding the work program. | Kim Stockdill  | Target: 01-Sep-2023 | In Progress |

#### 10-Oct-2023

| Activity                                                                                                              | Responsibility | Dates               | Status      |
|-----------------------------------------------------------------------------------------------------------------------|----------------|---------------------|-------------|
| 1 16.1 Groundwater Sustainability Project - Staff to provide more data on land ownership and summary of FN referrals. | Kim Stockdill  | Target: 24-Nov-2023 | In Progress |

#### 12-Dec-2023

| Activity | Responsibility | Dates | Status |
|----------|----------------|-------|--------|
|----------|----------------|-------|--------|

## Follow Up Action Report

### Galiano Island

#### 12-Dec-2023

| Activity                                                                                                                                                                                                              | Responsibility                        | Dates               | Status      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------|-------------|
| 1 GL-RZ-2021.2 & GL-RZ-2023.2 - Staff to bring forward both staff reports for February 2024 LTC meeting. Staff to look into well monitoring as community benefit. (defer until further communication with Penelakut). | Kim Stockdill                         | Target: 26-Jan-2024 | In Progress |
| 2 Staff to refer GL LTC in-camera staff report dated December 12, 2023 to EC and staff to also prepare communications plan for the associated file.                                                                   | Morgana van Niekerk<br>Warren Dingman | Target: 26-Jan-2024 | In Progress |

#### 09-Apr-2024

| Activity                                                                                                              | Responsibility | Dates               | Status    |
|-----------------------------------------------------------------------------------------------------------------------|----------------|---------------------|-----------|
| 1 10.1 GL LTC meeting minutes of February 13, 2024 adopted as is.                                                     | Emily Bryant   | Target: 19-Apr-2024 | Completed |
| 2 15.1 GL-DVP-2024.1 - adopted as is. Staff to issue permit, updated TAPIS, and close file.                           | Jas Chonk      | Target: 19-Apr-2024 | Completed |
| 3 15.2 GL-DVP-2023.5 - approved as amended. Staff to amend permit, issue permit, update TAPIS and close file.         | Jas Chonk      | Target: 19-Apr-2024 | Completed |
| 4 15.3 Staff to draft letter to property owners of Lot 2, Panorama Lane , notifying LTC support to remove four trees. | Kim Stockdill  | Target: 19-Apr-2024 | Completed |

File No.: GL-DVP-2023.4 (Meden)  
GL-BE-2017.14  
GL- DVP-2018.2

DATE OF MEETING: May 14, 2024  
TO: Galiano Island Local Trust Committee  
FROM: Phil Testemale, Planner 2  
Southern Team  
COPY: Kim Stockdill, Island Planner  
SUBJECT: Development Variance Permit Application  
Applicant: Erik Meden  
Location: 4121 Porlier Pass Road

## RECOMMENDATION

1. That the Galiano Island Local Trust Committee approve issuance of GL-DVP-2023.4 (Meden)

## REPORT SUMMARY

The purpose of the report is to consider a Development Variance Permit for the siting of a proposed accessory building (garage/workshop).

## RATIONALE FOR VARIANCE

The applicant's rationale for the variances are:

- To site the building in the approximate location of an existing concrete pad minimizing tree removal, improving access safety and reducing impacts to neighbours relative to a previous application.

## BACKGROUND

The application is the result of a Bylaw Enforcement (GL-BE-2017.14) for the concrete slab that is within the - exterior side <sup>1</sup> (effectively the 'front') and interior side lot line setbacks. A previous application (GL-DVP-2018.2) was submitted for the same (although somewhat larger) structure consistent with the slab footprint shown in Figure 2 (within 0.3 metres of the interior side lot line and 3.5 of the exterior side lot line). Those variances were denied. The applicant applied in 2019 for a Building Permit (GL-BP-2019.21) that conformed to all setbacks but he never constructed it due to COVID.

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<sup>1</sup> There are two property lines abutting the roadway. The LUB defines the shortest of those as the "Front Lot Line" (7.5 m setback) with the other assigned as "Exterior Side Lot Line" (6.0 m setback).

The current proposal reduces the building size and height and shifts the building location to the north and west. The specific variance to the Galiano Land Use Bylaw No. 127, 1999 (LUB) is shown in Figure 2 and is as follows:

- a) Article 5.3.8.2 which states that buildings and structures must be sited at least **6.0 metres** from each interior side lot line is varied to permit the siting of an accessory building (garage/workshop) shown on Schedule 'A' within **2.0 metres** of an interior side lot line.

The purpose of the variance is to comply with the Land Use Bylaw (LUB).

The proposed siting would not require any variances for the exterior side lot line and would locate the majority of the building on the existing concrete slab that will also be expanded on the west side consistent with the building footprint (Figure 2). The proposed construction will not require any further cutting or removal of standing trees.

The remainder portion of the slab that is to the south of the proposed interior lot line setback (between 2.0 m to 0.3 m) is not part of this application and would not be legal as it could not be defined as a "Paved Parking Area" as per the LUB definition of a structure. The applicant is aware that construction would make that area non-conforming.

The proposed 95 m<sup>2</sup> (1000 ft<sup>2</sup> - approximate) 4.7 m high building is a fabric over rib prefabricated structure that would be anchored to the slab and ground. The proposed east (facing road) façade would be 'stepped' back to generally follow the lot line setback. Both the east and the west façade of the building would have applied Cedar siding and fascia boards as shown in Attachment 2.4. The roof and sides to the south and north would be the building fabric (green) without any applied materials. A perspective view of the building without facades is Attachment 2.5.

The property is well treed and slopes from Porlier Pass Road west toward the Provincial Park below (see Attachment 2.1). The area of the proposed structure is relatively flat. Westward from that area the slope increases and becomes steeper on the lower half of the property where it is precipitous. There are two legal accesses from Porlier Pass Road.

The rationale is Attachment 4.

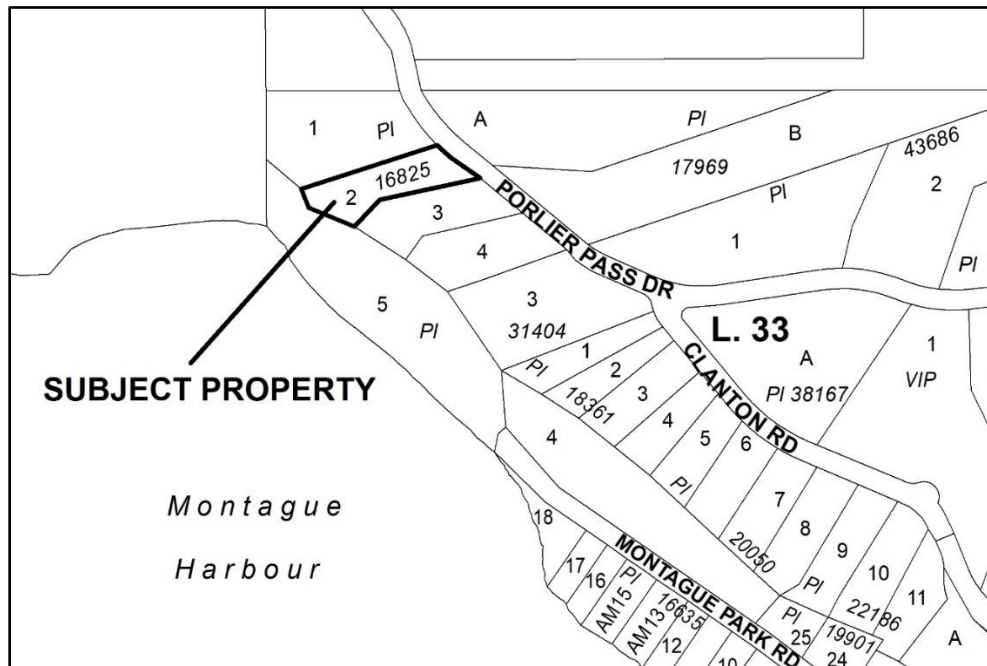
If the application is denied, the owner could apply to the Board of Variance.

A copy of the Notice and proposed permit GL-DVP-2023.4 (Meden) are Attachments 5 & 6. **Note:** the DVP as circulated for notification was mislabelled showing a 7.5 front yard setback in front of the building where it should have stated 6.0 m (as an exterior side lot line). As above, there is no variance required for that setback and the attached DVP has been corrected.

Staff have visited the property most recently in February.



Figure 1 – Subject Property



## ANALYSIS

### *Official Community Plan:*

The property is designated **Small Lot Residential – SLR** in the Galiano Island Official Community Plan No. 108, 1995 (OCP – Attachment 1).

**Development Permit Area (DPA) 5 – Sensitive Ecosystems** and **DPA 7 – High and Moderate Steep Slope Risk** Are both designated on the property (Attachment 2.2). The proposed development is outside of the DPAs.

### *Land Use Bylaw:*

The property is zoned as **Small Lot Residential Zone** in the Galiano Island Land Use Bylaw No. 127, 1999. The proposed use is permitted and approval of would bring the property in conformance with the LUB, with the above-noted exception, and allow a Building Permit application to be made.

## Issues and Opportunities

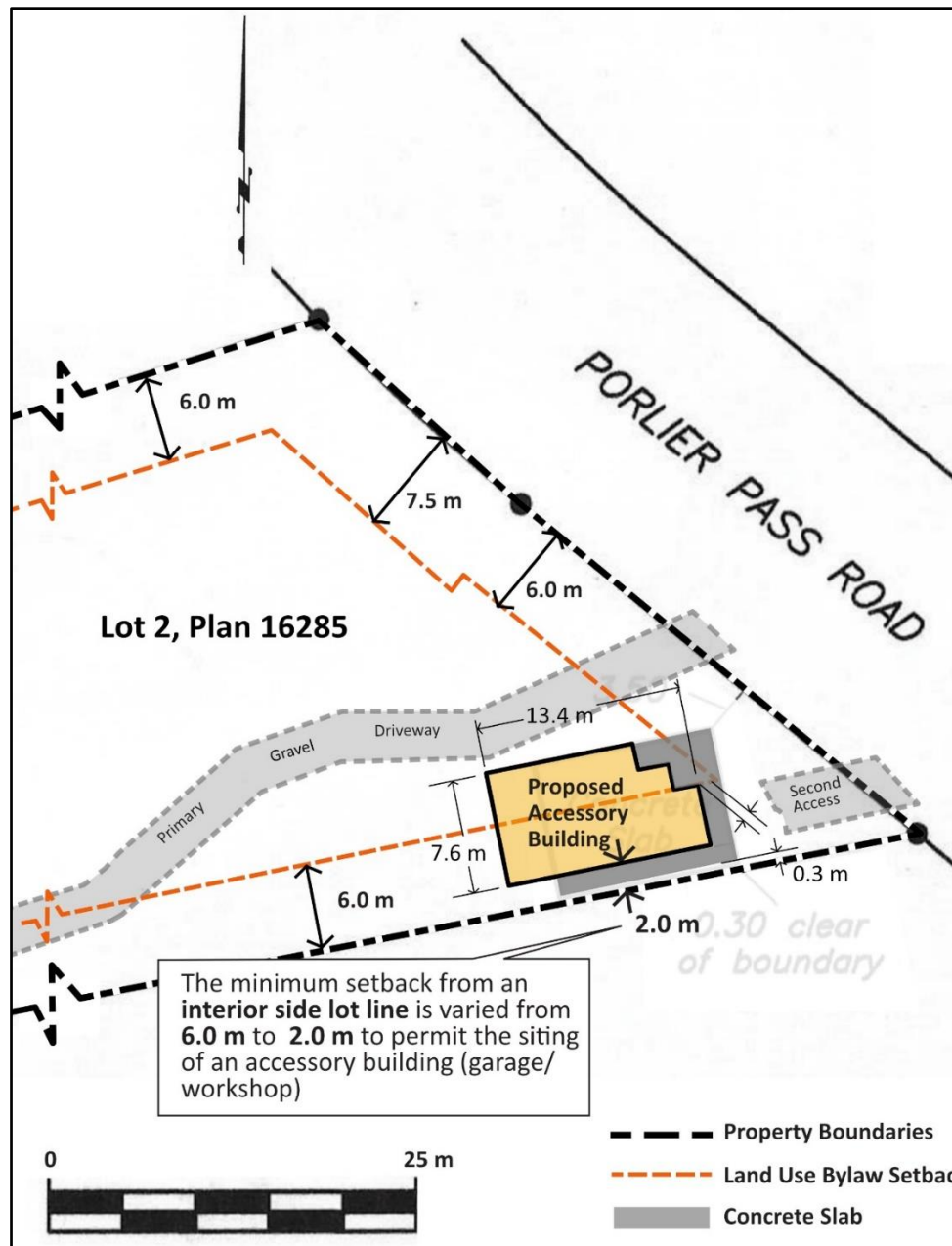
### *Intent of Regulations being varied*

The overall purpose of front and interior side yard siting and height regulations are to minimize impacts on adjacent properties related to:

- Limiting the visual impact of development on adjacent properties.
- Establishing a consistent development pattern within a local area.
- Protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining a rural character.

- Establishing certainty with respect to development by maintaining consistent height and siting regulations.

**Figure 2 – Site Plan**



#### ***Potential impacts of granting to variance***

Granting a variance can potentially create an expectation in the community with regard to future applications. As variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation each application should be evaluated on its own merits.

#### ***Impact on Neighbouring Properties and the Environment***

Potential impacts are both visual and infringement on the privacy of neighbours. The changes to the siting and size from the 2018 application provides more space on the side lot and eliminates the need for a variance to the exterior side lot line and thereby reduces potential impacts to neighbours.

The most impacted neighbours by the proposed variance would be abutting Lot 3 to the south (4071 Porlier Pass Road). The owners of that property submitted a letter of objection although that does not cite any specific impacts (Attachment 4). Moving the building further from the road also addresses some concerns raised with the previous application by neighbours across the road over safety and visual impacts. The applicant has stated that the proposed siting would mean that the primary driveway access (Figure 2) would be maintained which is safer in terms of site lines and turnaround, and the second access from Porlier Pass Road would have limited use (mainly as parking) as it would terminate at the front of the proposed building.

### ***Consultation***

DVP Notices were circulated to surrounding property owners and residents. The notification period ended at 4:30 p.m. on May 6, 2024.

At the time of writing, staff have received two (2) submissions in response to notification. The applicant also submitted three (3) letters of support with the application. All correspondence is compiled as Attachment 4. Four (4) letters support the proposal and one (1) objects.

Any further submissions received prior to the LTC Meeting will be forwarded to the LTC and reported at the meeting.

### ***First Nations***

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants with the initial application.

### **Rationale for Recommendation**

Staff is recommending that the resolution on page 1 be supported for the following reasons:

- The rationale for the variance is reasonable.
- Potential impacts on neighbouring properties from approval of the variance have been reduced relative to the previous proposal.
- The proposed variance does not challenge the intent of the regulation.
- At the time of writing, responses to the notification and letters submitted as part of the application provide four (4) letters of support and one (1) letter of opposition for unspecified reasons.

### **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. This should be debated in a regular meeting.

Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee request that the applicant submit to the Islands Trust\_\_\_\_\_.*

### 2. Amend and Approve

The LTC may opt to amend the permit by adding conditions or denying specific variances. Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee amend application GL-DVP-2023.4 (Meden) as follows: \_\_\_\_\_; and,*

*That the Galiano Island Local Trust Committee approve application GL-DVP-2023.4 (Meden) as amended.*

### 3. Deny the application

The LTC may deny the application. Staff advise that the implications of this alternative would be bylaw enforcement to conform unless further (BoV) application is made.

Recommended wording for the resolution is as follows:

*That the Galiano Island Local Trust Committee deny application GL-DVP-2023.4 (Meden).*

|               |                                          |             |
|---------------|------------------------------------------|-------------|
| Submitted By: | Phil Testemale, Planner 2                | May 7, 2024 |
| Concurrence:  | Robert Kojima, Regional Planning Manager | May 7, 2024 |

## ATTACHMENTS

1. Site Context
2. Plans and Photographs
3. Applicant Rationale
4. Correspondence
5. Notice
6. Draft Development Variance Permit

## ATTACHMENT 1 – SITE CONTEXT

### LOCATION

|                   |                                                                      |
|-------------------|----------------------------------------------------------------------|
| Legal Description | Lot 2, District Lot 33, Galiano Island, Cowichan District, Plan16825 |
| PID               | 004-075-960                                                          |
| Civic Address     | 4121 Porlier Pass Road                                               |

### LAND USE

|                      |                                                                |
|----------------------|----------------------------------------------------------------|
| Current Land Use     | Residential and STVR                                           |
| Surrounding Land Use | Residential and Montague Harbour Marine Provincial Park (West) |

### HISTORICAL ACTIVITY

| File No.      | Purpose                                                                           |
|---------------|-----------------------------------------------------------------------------------|
| GL-TUP-2017.3 | Vacation Rental                                                                   |
| GL-DVP-2018.2 | Same basic proposal as subject (larger building) consistent with the slab siting. |
| GL-BP-2019.2  | Same building however sited to require no variances.                              |

### POLICY/REGULATORY

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Official Community Plan Designations | The property is designated <b>SLR - Small Lot Residential</b> in the Galiano Island Official Community Plan 108, 1995 (OCP).<br>The following Development Permit Areas (DPAs) are designated in the OCP: <ul style="list-style-type: none"> <li>• <b>DPA 5 – Sensitive Ecosystems</b></li> <li>• <b>DPA 7 – High and Moderate Steep Slope Risk</b></li> </ul> See: Attachment 2.2 The proposed development is outside of the DPAs. |
| Land Use Bylaw                       | The subject property is zoned as <b>Small Lot Residential (SLR)</b> in the Galiano Island Land Use Bylaw No. 127, 1999.                                                                                                                                                                                                                                                                                                            |
| Other Regulations                    | The applicant has a permit for a second driveway access to the subject property issued by the Ministry of Transportation and Infrastructure.                                                                                                                                                                                                                                                                                       |
| Covenants                            | None                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Bylaw Enforcement                    | GL-BE-2017.14 Current application – Structure in a setback.<br>GL-BE-2015.23 (STVR). Closed – TUP issued (GL-TUP-2017.3)                                                                                                                                                                                                                                                                                                           |

### SITE INFLUENCES

|                                |                                                                                                                                                           |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Islands Trust Conservancy      | This application has no considerations for the Islands Trust Fund.                                                                                        |
| Regional Conservation Strategy | This application has no considerations for the Regional Conservation Plan.                                                                                |
| Species at Risk                | No occurrences listed on TAPIS.                                                                                                                           |
| Sensitive Ecosystems           | See above comments 'OCP' and Attachment 2.2                                                                                                               |
| Hazard Areas                   | Areas of <b>Low, Medium and High Slope Hazard Risk</b> on the bottom (west) portion of the property (see Attachment 2.2). Current development unaffected. |

|                                          |                 |
|------------------------------------------|-----------------|
| Archaeological Sites                     | See main report |
| Climate Change Adaptation and Mitigation | n/a             |

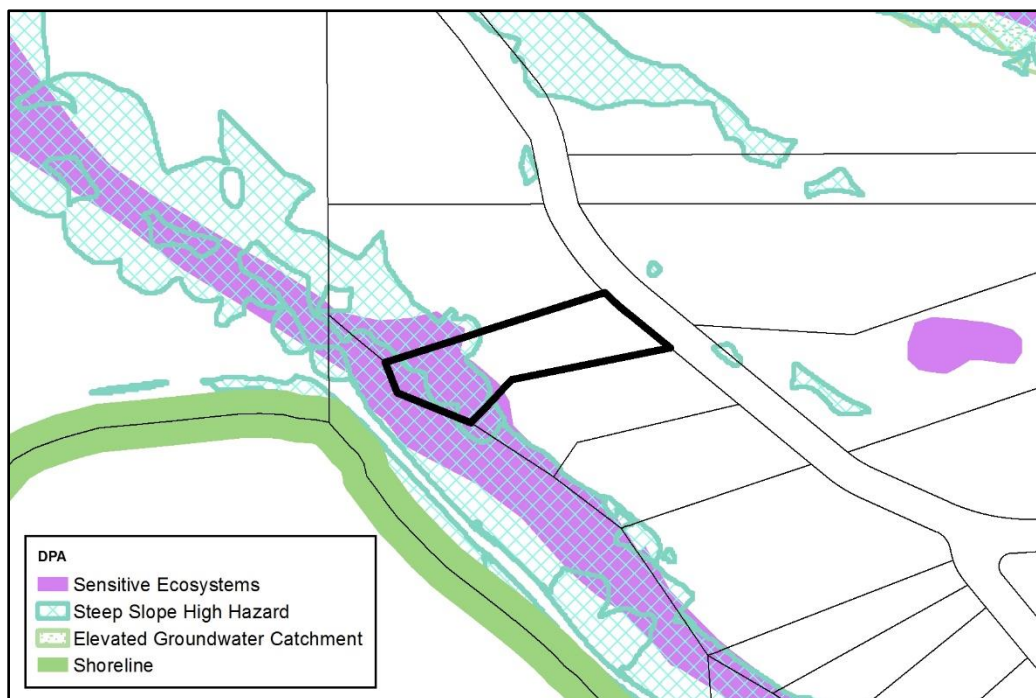


## ATTACHMENT 2 – MAPS, PLANS, DRAWINGS, PHOTOGRAPHS

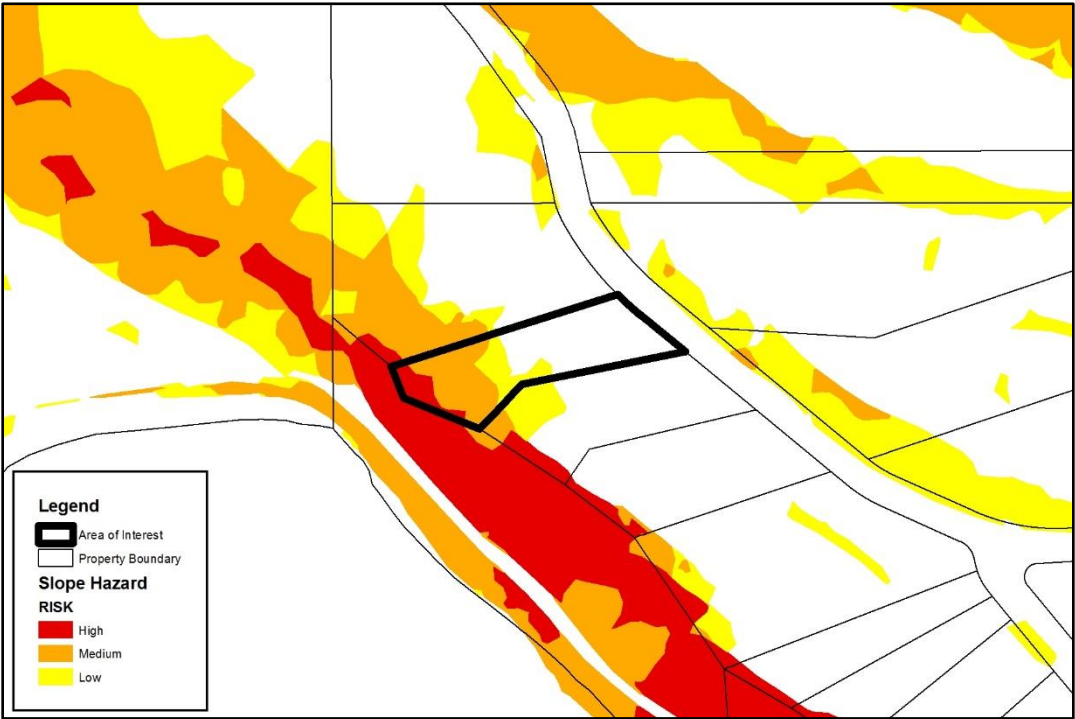
### 2.1 ORTHOPHOTO WITH ZONING



### 2.2 DEVELOPMENT PERMIT AREAS

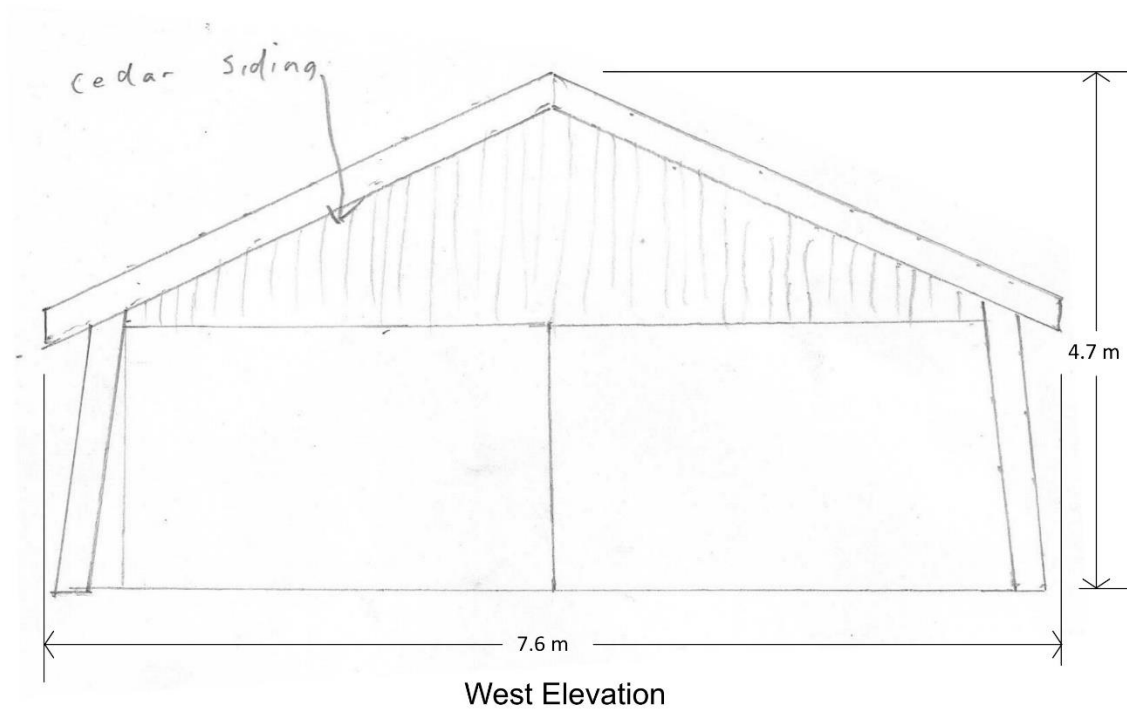
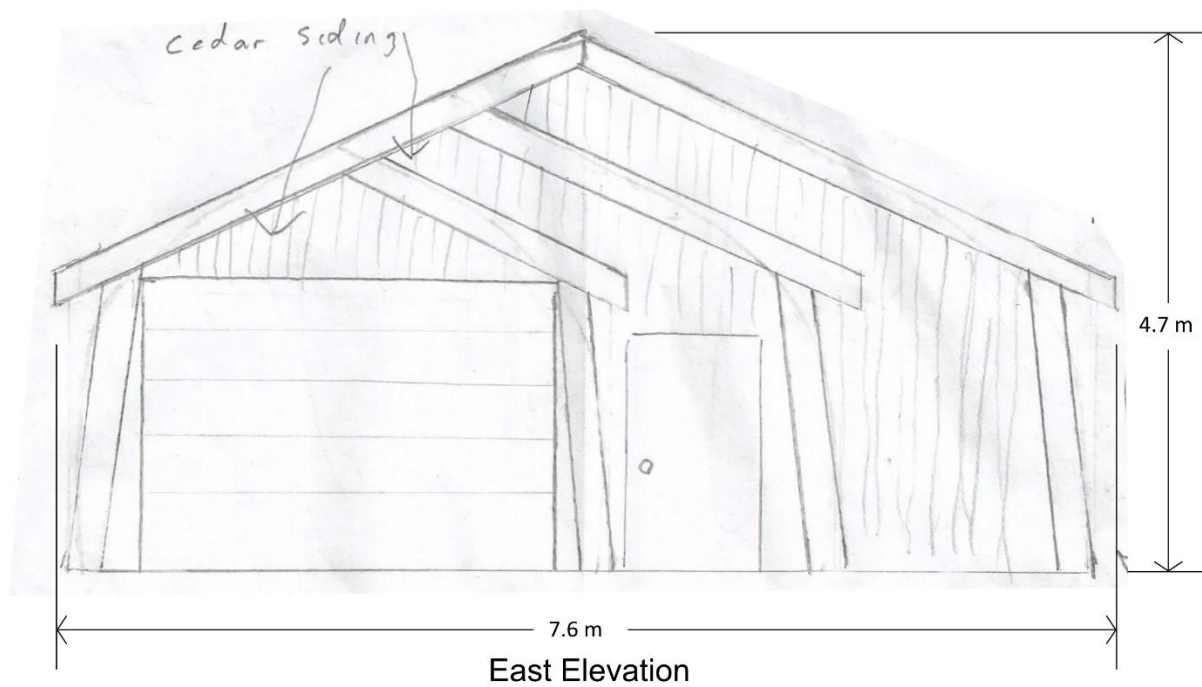


2.3 STEEP SLOPE HAZARD MAPPING

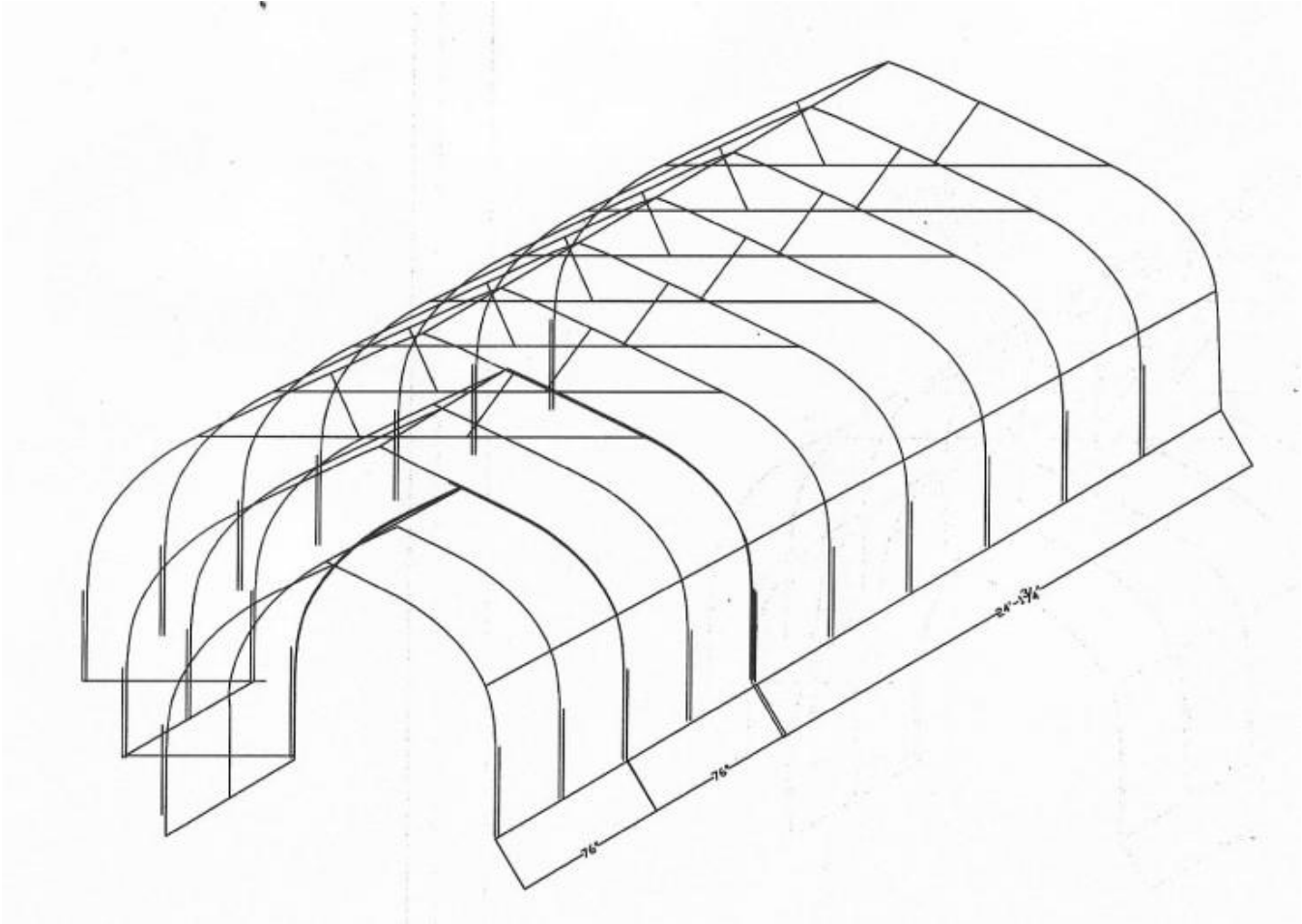




## 2.4 ELEVATIONS



2.5 ELEVATIONS

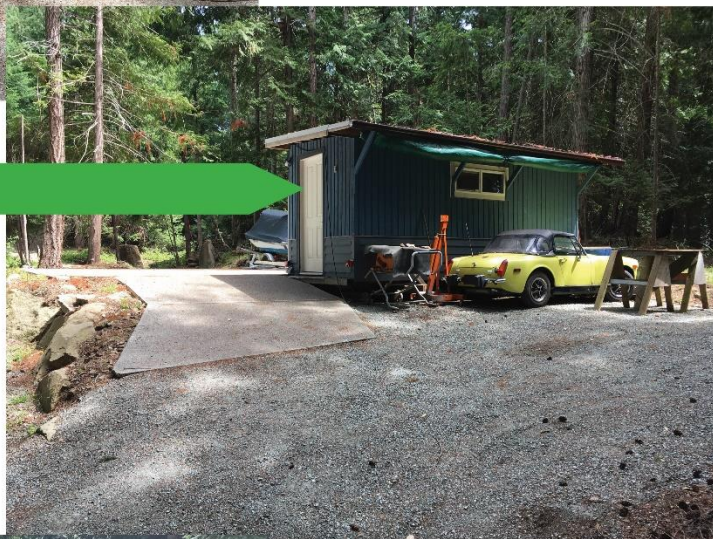


## 2.6 PHOTOGRAPHS (2018)



Slab Foundation from Porlier Pass Rd

Slab Foundation from inside property



View from second access on Porlier Pass Rd.



## 2.6 PHOTOGRAPHS (2018)

View from neighbouring property to the south



North access on Porlier Pass Rd.



South access on Porlier Pass Rd.



## Attachment 3

----- Forwarded message -----

From: **Erik Meden** <[REDACTED]>  
Date: Tue, Aug 15, 2023, 10:43 a.m.  
Subject: Variance Application GL-DVP-2023.4  
To: Lisa Gauvreau <[lgauvreau@islandstrust.bc.ca](mailto:lgauvreau@islandstrust.bc.ca)>

Attn:

Tim Peterson  
Lisa Gauvreau  
Ben Mabberley

Kim Stockdill  
Bruce Belcher

Please consider the following points in support of this application.

Environmental:

The proposed site in this application is an ideal location for this shop as it will not require the removal of any trees. There is an existing concrete slab on most of the site so very little new concrete will be required.

The location previously approved in GL-GP-2019.21 is located mostly on my main driveway and would require the removal of several large trees, and the import of considerable amounts of fill and gravel and a new concrete slab.

Safety:

The proposed site in this application would preserve the primary driveway, which is relatively straight, provides good access for emergency vehicles, and connects to ample room on the shoulder of the road for parking and turning vehicles.

The location in GL-GP-2019.21 would block the existing primary driveway. My second driveway adjacent to my south property line would then become the main driveway. This would add a new curve at the minimum 12 metre radius, and there is no possibility of connecting to open parking and maneuvering space on the shoulder of the road due to a BC Hydro power pole.

I have discussed this with our local fire chief who has confirmed that the existing primary driveway is a better option for access with fire trucks.

Impact on neighbours:

The application is for a variance to the interior lot line on the south side of my property only. The structure will be several feet away from setbacks to the road.

The homes currently under construction on the adjacent property to the south are at least 160 feet away from the proposed site, and the line of sight from there to my shop would be uphill and through the trees. If the Trust specifies that an 8' privacy fence be built along the property line then only the very top of my shop with cedar siding and green fabric would be visible to those neighbours from their homes.

I have already constructed a section of fence at approximately a right angle to the property line in order to block the line of sight to this area from the neighbours homes.

I ask that the Trustees and Chair be aware that I have been consulting with neighbours regarding my plans for a shop since 2017. I have taken in to account their input and modified my plans in a way that I believe is respectful of their concerns, both for GL-GP-2019.21 and for this Variance Application. This type of structure is both legally permitted in our rural area, and - I believe- socially acceptable to the great majority of those of us who live in this wonderful community.

Thank you,  
Erik Meden

Attachment 4

**From:** paul stewart <[REDACTED]>

**Sent:** Friday, December 29, 2023 9:50 AM

**To:** Erik Meden <[REDACTED]>; [lgauvreau@islandstrust.ca](mailto:lgauvreau@islandstrust.ca); [bmabberly@islandstrust.ca](mailto:bmabberly@islandstrust.ca); Kim Stockdill <[kstockdill@islandstrust.bc.ca](mailto:kstockdill@islandstrust.bc.ca)>

**Subject:** Re: GL-DVP-2023.4

December 29,  
2023

To:

Trustees Ben Mabberly ([bmabberly@islandstrust.bc.ca](mailto:bmabberly@islandstrust.bc.ca))

Lisa Gauvreau ([lgauvreau@islandstrust.bc.ca](mailto:lgauvreau@islandstrust.bc.ca))

Planner Kim Stockdill ([kstockdill@islandstrust.bc.ca](mailto:kstockdill@islandstrust.bc.ca))

Re: GL-DVP-2023.4

This is a letter in support of Erik Meden's application for variance on his garage.

I have spoken with Erik about his project over the past few years and I am in support of his proposal.

The driveway to our property is opposite his proposed building, and his current plan is much more attractive than his original concept.

I would hope you would approve his application.

Paul Stewart

[REDACTED]  
[REDACTED]  
[REDACTED]

GL-DVP-2023.4

Attn:

Lisa Gauvreau

Ben Mabblerly

Tim Peterson

Kim Stockdill

I, Wayne Amsterdam, of [REDACTED] Galiano Island am a neighbour of Erik Meden, 4121 Porlier Pass Road. He has contacted me regarding his application for a variance on his property. I support this application and ask that it be approved by the Islands Trust.

Thank You,

Wayne Amsterdam

[REDACTED]

*W. Amsterdam Dec 27. 2023*



January 8, 2024

Craig Regier and Meagan Kus  
[REDACTED]  
[REDACTED]

Ben Mabberley, Galiano Island Trustee  
bmabberley@islandstrust.bc.ca

Lisa Gauvreau, Galiano Island Trustee  
lgauvreau@islandstrust.bc.ca

Kim Stockdill, Islands Trust Planner  
kstockdill@islandstrust.bc.ca

cc: Erik Meden  
[REDACTED]

**Re: 4121 Porlier Pass Road, Galiano Island, BC  
Letter of Support for Islands Trust Variance Application GL-DVP-2023.4**

We are writing this letter in support of Erik Meden's application for construction of a new accessory building on his property at 4121 Porlier Pass Road, on Galiano Island. We are Erik's direct northern neighbours at [REDACTED] and are very familiar with his property. In fact, Craig Regier, the undersigned, recently completed a septic design and filing with the Vancouver Island Health Authority for a new septic system on his property.

We have reviewed the plans for his building, as well seen the proposed footprint of the structure as laid out on his property. It is our understanding that the proposed footprint of the building is within the 6.0m Islands Trust setback to the south side property line of Erik's lot, hence the requirement for the variance application.

We support the proposed variance for the following two reasons:

1. The currently proposed location of the building will not require the removal of any trees. We have discussed this with Erik, and he has shown us the footprint that would result if the building was moved to the north. This more northern footprint would likely require the removal of one or more large trees adjacent to Porlier Pass Road due to physical impediment and/or damage to the root structures of the trees.
2. The proposed location appears to be the most logical available, and would likely require little to no ground disturbance, or the import or export of natural and/or fill soils to complete construction. We feel this is important as it would be ideal to minimize disturbance of the land, as well as minimize truck and equipment traffic prior to or during construction of the building.

In summary, we are in support of Erik's variance application for construction of his proposed accessory building. If you have any questions or require further information, please do not hesitate to contact us.

Sincerely,

[REDACTED]  
Craig Regier

[REDACTED]  
Meagan Kus  
[REDACTED]

**From:** Steve Wong <[REDACTED]>  
**Sent:** Tuesday, April 23, 2024 7:52 AM  
**To:** SouthInfo <[SouthInfo@islandstrust.bc.ca](mailto:SouthInfo@islandstrust.bc.ca)>  
**Cc:** Dorothy Wong <[REDACTED]>  
**Subject:** Attn. Phil Testemale. Re Development Permit GL-DVP-2023.4

**Attn. To: Phil Testemale - Planner 2, Islands Trust.**

**Re: Notice GL-DVP-2023.4 Development Variance Permit.**

Hi Phil,

We have received your Notice of Development Variance Permit for Erik Meden (4121 Porlier Pass Rd). We are the adjacent property owners located at [REDACTED]. We would like to express to the Island's Trust that we do not support Mr. Meden's application for this Variance.

There also seems to be some confusion as to what is permitted within a setback. Specifically, Mr. Meden had indicated in a recent correspondence that our contractor's construction trailer is defined as a "structure" and therefore prohibited within a set back. However, apparently, his camper trailer can remain within a set back without being moved for years. A temporary construction trailer seems to meet the intent of the zoning as being movable, while a more permanent camper trailer seems to flout the by-law.

Mr. Meden is suggesting in his correspondence that the location of our temporary construction trailer within a setback, is justification for his own variance application for a permanent structure within a setback. However, we believe the two cannot be equated as the latter will remain in place indefinitely.

Some clarification on this would be appreciated.

Thank you,  
Stephen Wong, & Dorothy Wong.

**From:** George Harris <[REDACTED]>  
**Sent:** Monday, April 29, 2024 10:03 PM  
**To:** Galiano Island Local Trust Committee <[GalianoIslandLocalTrustCommittee@islandstrust.bc.ca](mailto:GalianoIslandLocalTrustCommittee@islandstrust.bc.ca)>  
**Subject:** Eric Meden

Hello Galiano LTC,

I am a neighbor of Eric Meden on Porlier Pass Road who has applied for a variance to erect a building (garage) on his lot. I believe this structure is for a reasonable use and in a safe location. It is my understanding that the cement slab was placed there due to a misunderstanding. That said the location will not result in negative consequences to either public safety nor from preventing any neighbor enjoying their property.

Thank you for considering this.

Regards George Harris

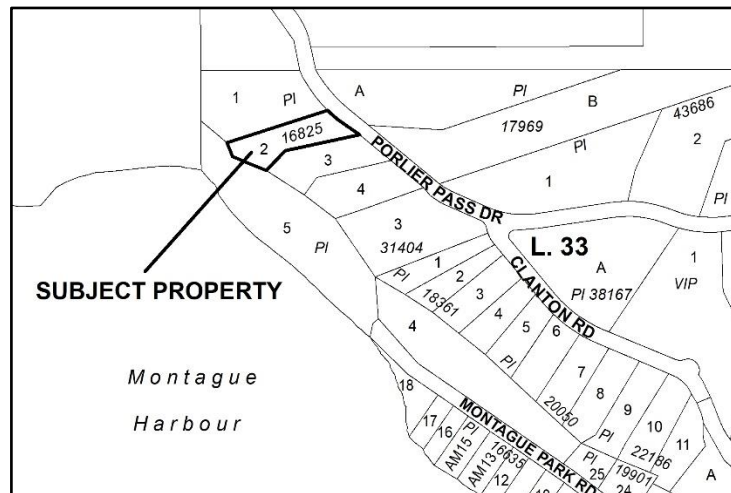
**NOTICE**  
**GL-DVP-2023.4**  
**GALIANO ISLAND LOCAL TRUST COMMITTEE**

**NOTICE** is hereby given pursuant to Section 499 of the *Local Government Act* that the Galiano Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, the proposed permit would vary the Galiano Island Land Use Bylaw No. 127, 1999 by:

- A variance to the setback from the interior side lot line for construction of a proposed accessory building (workshop/garage).

The property is located at **4121 Porlier Pass Road** and is legally described as LOT 2, DISTRICT LOT 33, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 16825 (PID: 004-075-960).

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 - 1627 Fort Street, Victoria, B.C. V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **April 23, 2024** and continuing up to and including **May 6, 2024**.

For the convenience of the public only, and not to satisfy Section 499 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Galiano Island.

Enquiries or comments should be directed to Phil Testemale, Planner 2 at (250) 405-5170 for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: [southinfo@islandstrust.bc.ca](mailto:southinfo@islandstrust.bc.ca) before 4:30 pm, **May 6, 2024**.

The Galiano Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the regular business meeting starting at **1:00 p.m.** on **May 14, 2024** at **Galiano South Community Hall, 141 Sturdies Bay Road, Galiano Island**.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Jas Chonk, Deputy Secretary



**GALIANO ISLAND LOCAL TRUST COMMITTEE  
DEVELOPMENT VARIANCE PERMIT  
GL-DVP-2023.4**

To: Erik Meden

1. This Development Variance Permit applies to the lands described below:

LOT 2, DISTRICT LOT 33, GALIANO ISLAND, COWICHAN DISTRICT, PLAN 16825  
(PID: 004-075-960)

2. Galiano Island Land Use Bylaw 127, 1999 is varied as follows:

- a) Article 5.3.8.2 which states that buildings and structures must be sited at least **6.0 metres** from each interior side lot line is varied to permit the siting of an accessory building (garage/workshop) shown on Schedule 'A' within **2.0 metres** of an interior side lot line.

The development shall be consistent with Schedules 'A' and 'B', attached to and forming part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Galiano Island Land Use Bylaw 127, 1999" and to obtain other approvals necessary for completion of the proposed development, including approval of the Capital Regional District and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE GALIANO ISLAND LOCAL TRUST COMMITTEE THIS ##<sup>TH</sup> DAY OF MONTH, 202#**

\_\_\_\_\_  
Deputy Secretary, Islands Trust

\_\_\_\_\_  
Date of Issuance

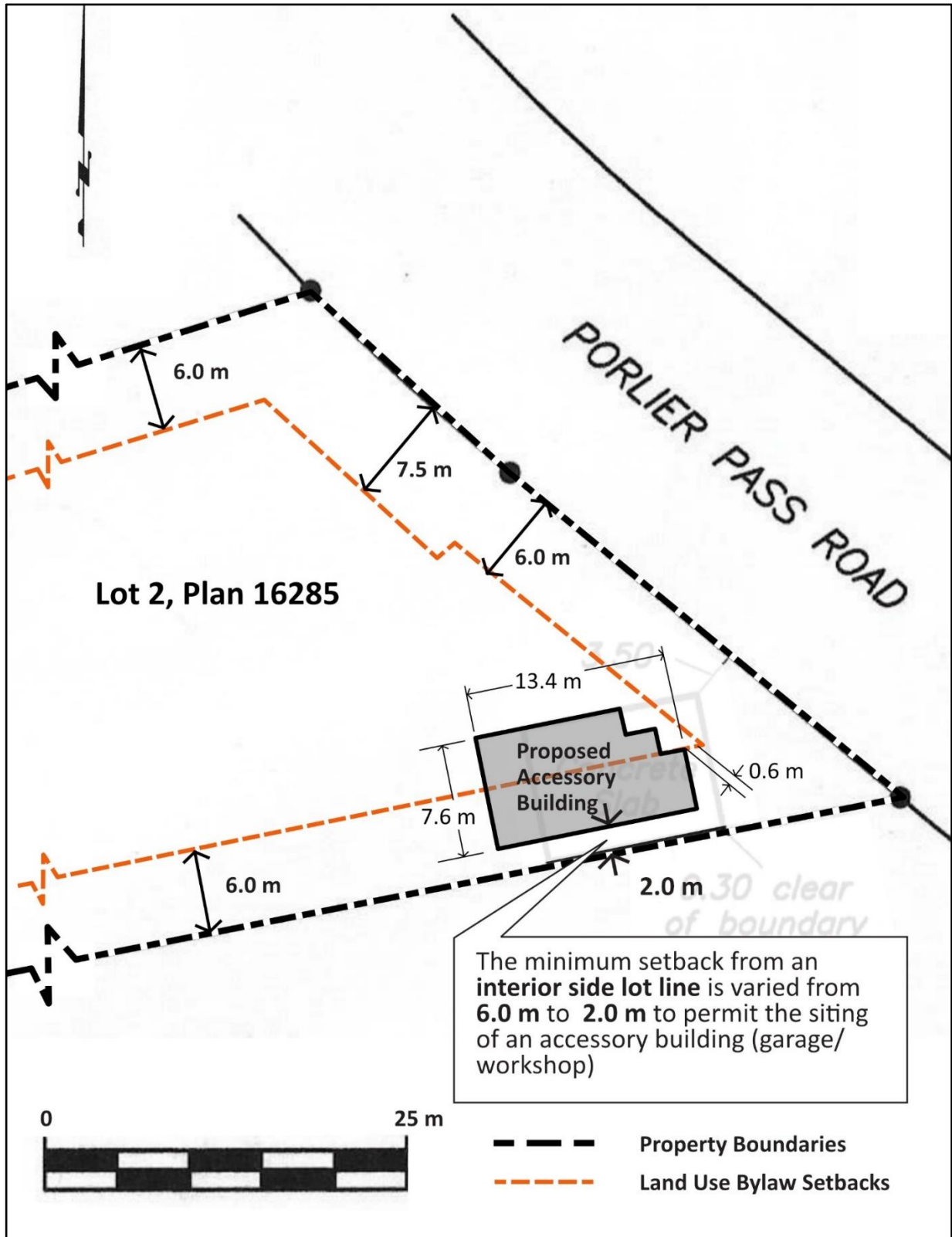
**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE #<sup>TH</sup> DAY OF MONTH, 202# THIS PERMIT AUTOMATICALLY LAPSES.**

**GALIANO ISLAND LOCAL TRUST COMMITTEE**

**GL-DVP-2023.4**

**SCHEDULE 'A'**

**Site Plan**

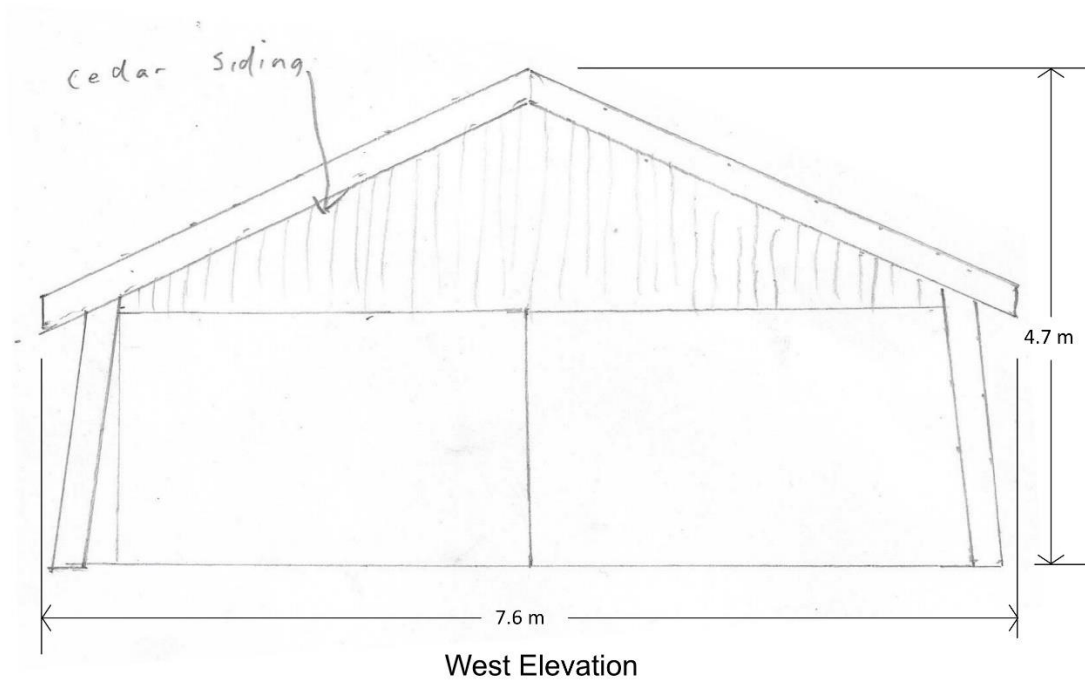
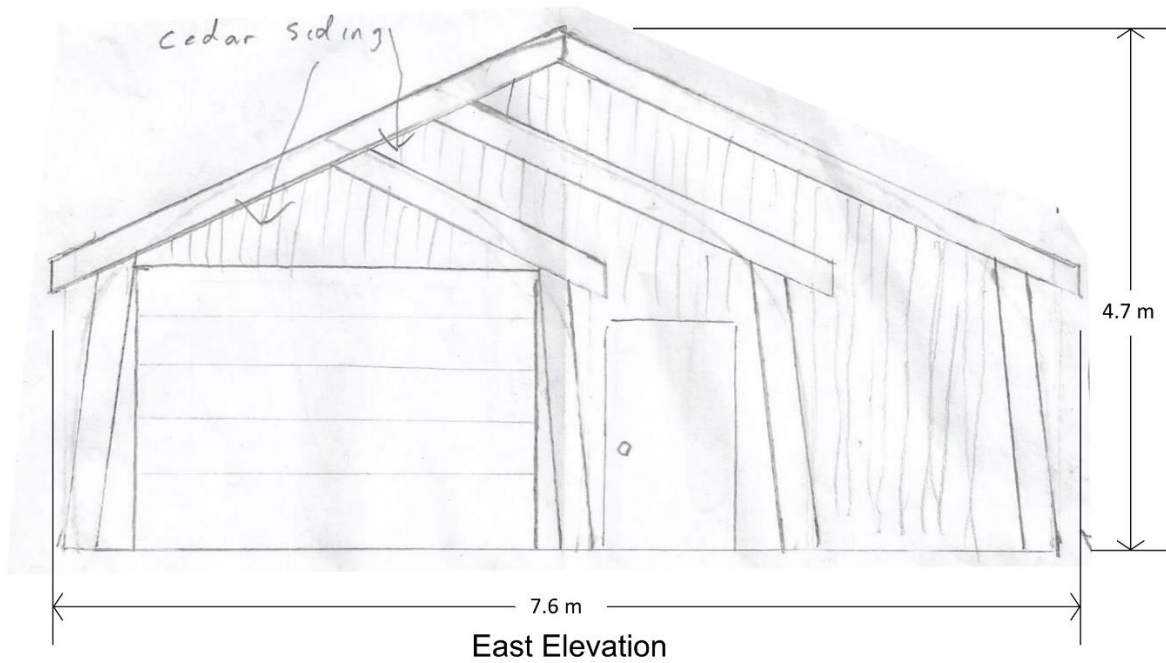




**GALIANO ISLAND LOCAL TRUST COMMITTEE**  
**GL-DVP-2023.4**

**SCHEDULE 'B'**

**Elevations**







Islands Trust

# BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street  
Victoria, B.C. V8R 1H8  
Ph: (250) 405-5151  
Fax: (250) 405-5155  
information@islandstrust.bc.ca  
www.islandstrust.bc.ca

Island: Mayne Island Local Trust Area Bylaw No.: 193 Date: April 18, 2024

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

**PURPOSE OF BYLAW:**

The purpose of this bylaw is to make minor and technical amendments to the Mayne Island Land Use Bylaw No. 146, 2008. The bylaw includes: setback changes, minor changes to site specific zoning, site specific zoning for properties with existing temporary use permits, expansion of permissions for contractor yards.

**GENERAL LOCATION:**

Mayne Island Local Trust Area

**OTHER INFORMATION:**

Additional information, including the current bylaws, is available at: <https://islandstrust.bc.ca/island-planning/mayne/projects/>

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.

(Signature)

Name: Narissa Chadwick

Title: Island Planner  
Contact Info: Tel: 250-405-5189  
Email: [nchadwick@islandstrust.bc.ca](mailto:nchadwick@islandstrust.bc.ca)

PLEASE TURN OVER

**This referral has been sent to the following agencies:**

**Provincial Agencies**

Ministry of Municipal Affairs  
Ministry of Transportation & Infrastructure

**Non-Agency Referrals**

Islands Trust – Bylaw Enforcement

**Regional Agencies**

Capital Regional District – Building Inspection  
Capital Regional District – Regional Parks and Community Services  
Island Health  
Mayne Island Fire Rescue  
Mayne Island Agricultural Hall Society  
Campbell Bay Musicfest Society

**Adjacent Local Trust Committees and Municipalities**

Galiano Island Local Trust Committee  
North Pender Island Local Trust Committee  
Saturna Island Local Trust Committee  
South Pender Island Local Trust Committee  
Salt Spring Island Local Trust Committee

**First Nations**

Cowichan Tribes  
Halalt First Nation  
Ts'uubaa-asatx Nation  
Lyackson First Nation  
Malahat First Nation  
Pauquachin First Nation  
Penelakut Tribe  
Semiahmoo First Nation  
Snuneymuxw First Nation  
Stz'uminus First Nation  
Tsartlip First Nation  
Tsawout First Nation  
Tsawwassen First Nation  
Tseycum First Nation  
WSANEC Leadership Council

**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

Mayne Island Local Trust Area

(Island)

(Signature)

(Date)

193

(Bylaw Number)

(Name and Title)

(Agency)

# Active Projects Report

## Galiano Island

| 1. <i>Groundwater Sustainability</i>                 | Responsible   | Dates               |
|------------------------------------------------------|---------------|---------------------|
| Phase 1 and 2: mapping and data analysis - Completed | Kim Stockdill | Rec'd: 02-Apr-2019  |
| Phase 3: Implementation of mapping and data analysis |               | Target: 30-Sep-2023 |

## Future 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

## Future Projects Report

### Galiano Island

#### 5. *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

#### 6. *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

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

Responsible

Date Received

01-Jun-2021

#### 8. *Wise Island bylaw review*

Responsible

Date Received

Review of Wise Island bylaws and potentially other islands with water access only

06-Sep-2022

#### 9. *Shoreline model protection bylaw*

Responsible

Date Received

Review APC report in consideration of development of shoreline model protection bylaw

06-Sep-2022



## Applications

### Agricultural Land Reserve

| File Number   | Applicant Name    | Date Received | Purpose                                                                          |
|---------------|-------------------|---------------|----------------------------------------------------------------------------------|
| GL-ALR-2023.2 | Mabberley, Samuel | 19-Oct-2023   | 1008 Montague Rd - Application to include land in the Agricultural Land Reserve. |

**Planner:** Phil Testemale

#### Planning Status

---

**Status Date:** 03-May-2024

Email to applicant with options. Rezoning application recommended.

**Status Date:** 18-Mar-2024

Pending enquiry with ALC on residential use in ALR and zoning

**Status Date:** 06-Mar-2024

Re-assigned to Phil

### Development Permit

| File Number  | Applicant Name | Date Received | Purpose                                                                   |
|--------------|----------------|---------------|---------------------------------------------------------------------------|
| GL-DP-2023.6 | 1302222 BC LTD | 14-Sep-2023   | 1656 sticks Allison Rd- Application for a tree cutting DP for restoration |

**Planner:** Bruce Belcher

#### Planning Status

---

**Status Date:** 03-Apr-2024

Applicant is having a site plan prepared.

**Status Date:** 25-Mar-2024

Passed 45 day deadline, enforcement required

**Status Date:** 06-Feb-2024

Action required within 45 days





## Applications

### Development Permit

| File Number  | Applicant Name  | Date Received | Purpose                                                                                                                        |
|--------------|-----------------|---------------|--------------------------------------------------------------------------------------------------------------------------------|
| GL-DP-2024.2 | Poppleton, John | 06-Mar-2024   | 2990 GEORGESON BAY RD: An application in combination with GL-DVP-2023.6 for a DP for development in a sensitive ecosystem DPA. |

**Planner:** Phil Testemale

#### Planning Status

---

**Status Date:** 18-Apr-2024

Geotech Assessment Rec'd. Requires some redesign of sewer system (mid May projected)

**Status Date:** 14-Mar-2024

Delegated - requested professional reports.

**Status Date:** 07-Mar-2024

Requested fee for the remaining balance of a combination DP/DVP application.

### Development Variance Permit

| File Number   | Applicant Name | Date Received | Purpose                                                                                 |
|---------------|----------------|---------------|-----------------------------------------------------------------------------------------|
| GL-DVP-2023.4 | Meden, Erik    | 09-Aug-2023   | 4121 PORLIER PASS RD: Application for a variance for siting of a building in a setback. |

**Planner:** Phil Testemale

#### Planning Status

---

**Status Date:** 18-Apr-2024

DVP and Notice sent out for Notification.

**Status Date:** 28-Mar-2024

Applicant has submitted improved plans

**Status Date:** 04-Mar-2024

May 14 Agenda for consideration



## Applications

### Development Variance Permit

| File Number   | Applicant Name  | Date Received | Purpose                                                        |
|---------------|-----------------|---------------|----------------------------------------------------------------|
| GL-DVP-2023.6 | Poppleton, John | 22-Dec-2023   | 2990 Georgeson Bay Rd: Siting of a septic system in a setback. |

**Planner:** Phil Testemale

#### Planning Status

---

**Status Date:** 28-Mar-2024

DP (GL-DP-2024.2) added. Awaiting reports.

**Status Date:** 06-Mar-2024

Applicant contacted about amending application to add DP, fees, prof. reports

**Status Date:** 06-Mar-2024

Requested info from Arch Branch and Hydrogeologist (well to septic)

### 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:** 06-May-2023

Staff to engage with Penelakut

**Status Date:** 04-Apr-2023

Public hearing scheduled for May 6, 2023

**Status Date:** 31-Jan-2023

Staff report on Feb 7, 2023 agenda recommending the application go to public hearing



## Applications

### Rezoning

| File Number  | Applicant Name         | Date Received | Purpose                                                                   |
|--------------|------------------------|---------------|---------------------------------------------------------------------------|
| GL-RZ-2020.1 | KING, FRED &<br>DEBBIE | 27-Oct-2020   | 51 Galiano Way - Application for rezoning from F1 to F3 - Bylaw 279 (LUB) |

**Planner:** Kim Stockdill

#### Planning Status

**Status Date:** 27-Jun-2023

Applicant working on sustainable forestry covenant.

**Status Date:** 12-Jan-2023

Planner contacted applicant re status of TOR deliverables: well drilled, conducting pump testing, geotech assessment complete, no progress on covenant

**Status Date:** 28-Oct-2021

Applicant working on DAI TOR items

| File Number  | Applicant Name | Date Received | Purpose                                                                                                                                                                                                                     |
|--------------|----------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GL-RZ-2021.2 | McElhaney      | 16-Aug-2021   | DL 86 - 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. |

**Planner:** Kim Stockdill

#### Planning Status

**Status Date:** 04-Jul-2023

Application on July 11, 2023 meeting with new options.

**Status Date:** 25-Apr-2023

Applicants working on updated site plan and proposal, as well as info on land dedication.

**Status Date:** 28-Oct-2022

Application status changed to 'abeyance' pending new proposal from applicants



## Applications

### Rezoning

| File Number  | Applicant Name | Date Received | Purpose                                                     |
|--------------|----------------|---------------|-------------------------------------------------------------|
| GL-RZ-2022.2 | Hayes, Judy    | 02-Aug-2022   | Bylaw Amendment & Rezoning - Bylaws 287 (OCP) and 288 (LUB) |

**Planner:** Kim Stockdill

#### Planning Status

---

**Status Date:** 29-Jan-2024

Minister approved Bylaw. No 287 on January 29, 2024.

**Status Date:** 08-Dec-2023

Proposed Bylaw No. 287 sent to Minister for approval.

**Status Date:** 05-Dec-2023

Bylaw Nos. 287/288 sent to EC for approval.

| File Number  | Applicant Name      | Date Received | Purpose                                                                                                  |
|--------------|---------------------|---------------|----------------------------------------------------------------------------------------------------------|
| GL-RZ-2023.1 | Rockafella, Tahirih | 28-Mar-2023   | HAULBACK RD: Application for rezoning to amend the zoning from F1 to F3 and Forest Industrial. Bylaw 291 |

**Planner:** Kim Stockdill

#### Planning Status

---

**Status Date:** 19-Oct-2023

Terms of Reference sent to applicant.

**Status Date:** 20-Jun-2023

Direction to staff to draft bylaws and to report back on rezoning conditions.

**Status Date:** 11-Apr-2023

Planner Kim Stockdill assigned.



## Applications

### Rezoning

| File Number  | Applicant Name  | Date Received | Purpose                                                        |
|--------------|-----------------|---------------|----------------------------------------------------------------|
| GL-RZ-2023.2 | McElhanney Ltd. | 26-Apr-2023   | DL 85 - 5500 BODEGA BEACH DR: Application for rezoning from F1 |

**Planner:** Kim Stockdill

#### Planning Status

---

**Status Date:** 04-Oct-2023

The previous agent no longer works for McElhanney. From now on, please contact applicants using these email addresses: mturner@shaw.ca; bradandolga@telus.net; sue\_whittlesey@hotmail.com; flemming-lynn@hotmail.com - WAITING ON UPDATED EMAIL FOR MARION HOWE

**Status Date:** 13-Jun-2023

Preliminary staff report on July agenda.

**Status Date:** 26-Apr-2023

File created in EDM.

### 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:** Kim Stockdill

#### Planning Status

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**Status Date:** 17-Jan-2024

Final subdivision letter (IT sign-off) sent to MOTI.

**Status Date:** 11-Jul-2023

PLR received from MOTI.

**Status Date:** 30-Jan-2023

Staff contacted by applicant to initiate DP application for DPA 1, 2, 5 with respect to subdivision



## 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:** 03-May-2024

Updated layout plan (to Bare Land Strata) rec'd and comments to MoTI (no change to conditions)

**Status Date:** 05-Mar-2024

Re-assigned to Phil

**Status Date:** 28-Feb-2024

Contacted applicant regarding outstanding SUB conditions.

| File Number   | Applicant Name | Date Received | Purpose                                                              |
|---------------|----------------|---------------|----------------------------------------------------------------------|
| GL-SUB-2023.1 | Taylor, Jared  | 31-Mar-2023   | 172 BURRILL RD: Referral of a subdivision application for 1 new lot. |

**Planner:** Phil Testemale

#### Planning Status

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**Status Date:** 12-Sep-2023

PLR Received

**Status Date:** 25-May-2023

Requires development permit for work within Riparian Area

**Status Date:** 24-May-2023

Referral Response sent to MoTI



## Applications

### Subdivision

| File Number   | Applicant Name | Date Received | Purpose                                                                |
|---------------|----------------|---------------|------------------------------------------------------------------------|
| GL-SUB-2023.2 | Hayes, Judy    | 21-Dec-2023   | 490 Gardner Road: Referral of a subdivision application for 2 new lots |

**Planner:** Phil Testemale

#### Planning Status

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**Status Date:** 02-May-2024

PLR rec'd

**Status Date:** 24-Apr-2024

Applicant is applying for DP and hiring QEP for RAPR

**Status Date:** 11-Apr-2024

Ministry confirmation that a RAPR report is required. Applicant informed by email.

| File Number   | Applicant Name  | Date Received | Purpose                                                                                                |
|---------------|-----------------|---------------|--------------------------------------------------------------------------------------------------------|
| GL-SUB-2024.1 | Berginc, Danica | 04-Apr-2024   | 771 GEORGESON BAY RD/1153 GEORGESON BAY RD: Referral of a boundary adjustment subdivision application. |

**Planner:** Phil Testemale

#### Planning Status

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**Status Date:** 07-May-2024

Referral response sent to MoTI. Checklist document setup.

**Status Date:** 16-Apr-2024

Per RPM, assigned to Planner Testemale

**Status Date:** 12-Apr-2024

Payment received

***Islands Trust***  
LTC EXP SUMMARY REPORT F2024  
Invoices posted to Month ending March 2024

| 625 Galiano             | Invoices posted to Month ending March 2024  | <u>Budget</u>   | <u>Spent</u>    | <u>Balance</u>   |
|-------------------------|---------------------------------------------|-----------------|-----------------|------------------|
| 65000-625               | LTC "Trustee Expenses"                      | 284.00          | 0.00            | 284.00           |
| LTC Local               |                                             |                 |                 |                  |
| 65200-625               | LTC - Local Exp - LTC Meeting Expenses      | 1,723.00        | 3,316.91        | -1,593.91        |
| 65210-625               | LTC - Local Exp - APC Meeting Expenses      | 333.00          | 143.85          | 189.15           |
| 65220-625               | LTC - Local Exp - Communications            | 250.00          | 3,375.03        | -3,125.03        |
| 65230-625               | LTC - Local Exp - Special Projects          | 279.00          | 0.00            | 279.00           |
| TOTAL LTC Local Expense |                                             | <u>2,585.00</u> | <u>6,835.79</u> | <u>-4,250.79</u> |
| Projects                |                                             |                 |                 |                  |
| 73001-625-4114          | Galiano Groundwater Strategy Implementation | 5,000.00        | 434.32          | 4,565.68         |
| TOTAL Project Expenses  |                                             | <u>5,000.00</u> | <u>434.32</u>   | <u>4,565.68</u>  |



## Standing Resolutions Log

### Galiano Island

| Resolution Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Action  | Date        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| <b>2023-015 (Standing)</b><br><br><b>First Nations Reconciliation</b><br><br>That the Galiano Island Local Trust Committee seek to engage in reconciliation with local First Nations, governments and island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, the United Nations Declaration on Rights of Indigenous Peoples, draft principles that guide the Province of British Columbia's relationship with Indigenous Peoples and Islands Trust First Nations engagement principles. The Galiano Island Local Trust Committee endeavour to: <ul style="list-style-type: none"> <li>a. Annually write a letter to all First Nations knowledge holders 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;</li> <li>b. For various Local Trust Committee meetings, invite local First Nations and knowledge holders to attend meetings, as well as provide a traditional welcome to the Territory if they would like;</li> <li>c. Work with Local First Nations Governments and knowledge holders on cooperative initiatives, including but not limited to, language, place names, territorial acknowledgements and community education on Coast Salish and local First Nations cultural heritage and history;</li> <li>d. Work with Local First Nation Governments and knowledge holders on engagement principles for inclusive land use, marine use and climate change planning advocacy, protection and stewardship and knowledge and information sharing protocols; and</li> <li>e. Establish and maintain government to government dialogue with Local First Nations and knowledge holders now and into the future based on respect and recognition of Aboriginal Rights and Titles, Treaty Rights, and First Nations Traditional Territories within the Islands Trust Area.</li> </ul> | Carried | 14-Mar-2023 |
| <b>2020-042 (Standing)</b><br><br><b>Use of Development Permits for Variances</b><br><br>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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Carried | 08-Sep-2020 |

## Standing Resolutions Log

### Galiano Island

| Resolution Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action  | Date        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| <p><b>2020-041 (Standing)</b></p> <p><b>Unlawful Land Uses and Planning Applications</b></p> <p>that the Galiano Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:</p> <p>a. Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and that staff are directed to continue with enforcement until the use is ceased.</p> <p>b. The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, cease.</p> <p>c. Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee; bylaw enforcement actions, including the issuing of notices, will continue.</p> <p>d. In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application.</p> | Carried | 06-Jul-2020 |
| <p><b>2020-013 (Standing)</b></p> <p><b>Advisory Planning Commission</b></p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Carried | 03-Feb-2020 |



## Standing Resolutions Log

## Galiano Island

| Resolution Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action  | Date        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| <b>2019-014 (Standing)</b><br><br><b>13.1 Cannabis Retail - Staff Report</b><br><br>that the Galiano Local Trust Committee adopt the following standing resolution with respect to the processing of non-medicinal cannabis retail license applications: <ul style="list-style-type: none"> <li>- Proposed or amended licenses for non-medicinal cannabis retail establishments require an application to the local trust committee.</li> <li>- 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.</li> <li>- The public consultation process shall be determined by the local trust committee after initial review of the proposal.</li> <li>- However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information:               <ul style="list-style-type: none"> <li>o Name of the applicant and a description of the proposal in general terms</li> <li>o The location of the proposed establishment and the subject site</li> <li>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.</li> <li>o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application</li> <li>o How public comments may be submitted to the local trust committee.</li> </ul> </li> </ul> | Carried | 04-Mar-2019 |
| <b>2018-064 (Standing)</b><br><br><b>11.1 Telecommunication Strategy Project - Staff Report</b><br><br>that the Galiano Island Local Trust Committee endorses the Telecommunication strategy Project Charter dated June 22, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Carried | 04-Jun-2018 |
| <b>2014-029 (Standing)</b><br><br><b>Community Wells as a Community Benefit</b><br><br>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 |
|---------------------|---------|-------------|

#### Special Occasion Liquor Licenses

That where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property on which Galiano Island Land Use Bylaw No. 127, 1999 permits public assembly uses, such as restaurants or community halls, and where there have been no issues related to parking or past complaints for the preceding three years, staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.

|                     |         |             |
|---------------------|---------|-------------|
| 2010-115 (Standing) | Carried | 18-Oct-2010 |
|---------------------|---------|-------------|

#### Publishing Notices beyond legal requirements

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.



Standing Resolutions Log

Galiano Island

| Resolution Number                                                                                                                      | Action  | Date        |
|----------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|
| 2009-085 (Standing)                                                                                                                    | Carried | 11-May-2009 |
| <b>Parks Commission Referral</b>                                                                                                       |         |             |
| 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 19<sup>th</sup>, 2024 BOARD MEETING

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

#### 1. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board received the Minister of Municipal Affairs' response on the Islands Trust Conservancy (ITC) Plan which included a request to engage further with First Nations regarding creation of the ITC Plan. Manager Emmings advised that any new acquisitions or covenants need to come to the Minister for review before the Board signs off on them. The ITC Board directed staff to respond to the Minister of Municipal Affairs acknowledging directions in the letter and requesting:
  - Authorization to invest ITC funds as permitted under the provisions of the *Trustee Act*
  - Direction on interaction with the Minister regarding property management of new acquisitions of covenants and nature reserves
- The ITC Board approved the Project Charter for the development of the 2026-2030 ITC Plan.
- The ITC Board amended three land securement and management policies, providing direction for early First Nations engagement prior to approval of securement projects.
- Trustee Elliot provided updates of interest to the ITC Board from Executive Committee including:
  - Executive Committee's interest in continuing to meet with Islands Trust Conservancy to strategize on how to gain support from the province
  - ITC presence at the 50<sup>th</sup> anniversary celebration of Islands Trust on Salt Spring Island
- The ITC Board requested that Executive Committee set aside time for an ITC presentation to Trust Council at the June 2024 meeting
- Trustee Gauvreau provided updates of interest to the ITC Board from Governance Committee including:
  - The roles and responsibilities of the committee to oversee the organization's governance structure, ensuring transparency and efficiency, and providing recommendations to Trust Council
  - The Committee is currently reviewing the 2022 governance review, which requires input from staff and trustees
  - The report needs to be reviewed and discussed at Trust Council before a letter is drafted to the province



## 2. COVENANT AND PROPERTY ACQUISITIONS

- The ITC Board approved a conservation proposal for the Doris McHardy NAPTEP conservation covenant on North Pender Island, subject to review of First Nations responses and Ministerial approval.
- Manager Emmings provided the Board with a status update on public applications for Crystal Mountain Nature Reserve, Robert Leader NAPTEP Covenant, and Koontz NAPTEP Covenant following the decision to decline approval of the ITC Plan by the Minister of Municipal Affairs.

## 3. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board instructed staff to proceed with the development of a risk management policy for all nature reserves, which includes warning users of the risk of danger trees.
- The ITC Board directed staff to begin work on signage for the S'ul-hween X'pey (Elder Cedar) Nature Reserve on Gabriola Island, to address risk management efforts.

## 4. FUNDRAISING AND CONSERVANCY SUPPORT

- The ITC Board approved a contribution of \$3,500 to support the 2024 Salish Sea Conservation Forum on Galiano Island.
- The ITC Board approved the request from the Galiano Conservation Association to install a water meter at the existing drilled well on Trincomali Nature Sanctuary to log water levels and temperature data to inform a water conservation project on Galiano Island. This approval is subject to:
  - Proper installation as guided by the Water Sustainability Act and Groundwater Protection Regulation regarding work in and around groundwater wells
  - Removal of all equipment at the end of the project

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Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>

## REQUEST FOR DECISION

**To:** Galiano Island LTCs                      **For the Meeting of:** May 14, 2024

**From:** Trust Area Services                      **Date Prepared:** April 8, 2024

**SUBJECT:** 2023/24 ANNUAL REPORT – APPROVAL OF GALIANO ISLAND LTC SECTION

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**RECOMMENDATION:** That the Galiano Island Local Trust Committee approves the attached text for inclusion in the 2023/24 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs.

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- 1 PURPOSE:** Committees are provided with their draft sections of the annual report for review and approval so that Trust Council is able to easily approve its annual report in June 2024 without further editing from staff or trustees at the Trust Council meeting.

**BACKGROUND:** Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services Communications staff, reporting to the Executive Committee and consistent with Trust Council's [Annual Report Policy 6.10.1](#). The Executive Committee approved the format and outline of the 2023/24 Annual Report at its meeting on February 23, 2024. The Galiano Island Local Trust Committee annual report section also includes an introduction on the local trust area with information gathered from the Islands Trust website and Statistics Canada. The addition of this introduction is in line with the Islands Trust 50<sup>th</sup> anniversary activities as approved by Executive Committee on November 21, 2023.

**2 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** Under Trust Council's Policy, all LTCs and Council committees are expected to review and approve their sections at regular meetings in order to have the report approved by Trust Council at its June 2024 meeting.

**FINANCIAL:** None.

**POLICY:** No implications for existing policy

**IMPLEMENTATION/COMMUNICATIONS:** The process for development of the Annual Report is outlined in Trust Council's Annual Report policy 6.10.i. Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee and then Trust Council consideration of approval in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Municipal Affairs and circulate it as indicated in Trust Council's policy.

**FIRST NATIONS:** Information about First Nations relations may be included within committee reports.



**OTHER:** None.

**3 RELEVANT POLICY(S):** Trust Council's Annual Report policy 6.10.i; *Islands Trust Act*

**4 ATTACHMENT(S):** Galiano Island LTC input to Annual Report (draft)

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#### **RESPONSE OPTIONS**

**Recommendation:** That the Galiano Island Local Trust Committee approves the attached text for inclusion in the 2023/24 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs.

**Alternative:** That the Galiano Island Local Trust Committee approves the attached text for inclusion in the 2023/24 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Municipal Affairs.

**Prepared By:** Morgana van Niekerk, A/Communications Specialist

**Reviewed By/Date:** Robert Kojima, Regional Planning Manager

## **Galiano Island Local Trust Committee**

The Galiano Island Local Trust Area comprises nine associated islands including Galiano, Ballingal, Gossip, Charles, and Parker Island.

The Galiano Local Trust Area is located within the territory of First Nations whose people have cared for these lands and waters since time immemorial.

Over 24% of the ecosystems in the Galiano Local Trust Area are protected. They provide critical habitat for endangered and at-risk species including Batwing Vinyl lichen, Lindley's False Silverpuffs, and Great Blue Heron.

(Statistics from the 2021 census, graphics that show change over time: total population (1971-2021) and percentage of private dwellings occupied by usual resident (1991 and 2021):

<https://islandstrust.bc.ca/document/galiano-island-lta-2021-census-profile/>

The Galiano Island Local Trust Committee (GL LTC) held eight regular business meetings in the 2023/24 fiscal year, as well as two Community Information Meetings, two special meetings, and two public hearings.

Work for this period focused on advancing the priorities of the GL LTC to address groundwater sustainability, and to re-designate and rezone several large District Lots for nature protection.

From April 1, 2023 to March 31, 2024, the GL LTC received and considered applications for four development variance permits, one Agricultural Land Commission application, five rezoning applications, and two temporary use permits.

During the same time period, staff also reviewed five delegated development permits, 15 building permit referrals, and one Crown lease referral.

Another initiative of the GL LTC for this period was relationship building with the Penelakut First Nation and other Indigenous Peoples of Galiano.

The GL LTC also adopted bylaws which would amend its Bylaw Enforcement Notification Bylaw and its Protection of Privacy and Freedom of Information Bylaw.