



ADOPTED

Galiano Island Local Trust Committee Minutes of Regular Meeting

Date: July 8, 2025
Location: North Community Hall
22790 Porlier Pass Road, Galiano Island, BC

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

Staff Present: Kim Stockdill, Island Planner
Bruce Belcher, Planner 2
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately thirty (30) members of the public present.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 1:00 p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Peterson recognized that the meeting was being held in territory of the Coast Salish First Nations and acknowledged the Penelakut Tribe as stewards of the land and waters since time immemorial.

3. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

4. TRUSTEE REPORT

Trustee Gauvreau reported the following:

- Attended Trust Council and highlighted Jared “Qwustenuxun” William’s presentation
- Has been providing Islands Trust Conservancy updates at Local Trust Committee meetings within the Trust Area
- Provided a presentation at Trust Council on the work of the Island Trust Conservancy at which time she announced the receipt of a \$1,150,000 donation with the majority of it designated to the Conservancy’s Opportunity Fund
- Attended Emergency Preparedness Day and suggested community members subscribe to the Capital Regional District’s emergency notification program
- Wrote a letter to the Minister of Health and Minister of Mental Health and Addictions to raise concerns about the loss of funding for Galiano’s community based social worker

Trustee Mabberley reported the following:

- Parking upgrades at Montague have been completed
- Land has been cleared for the housing project with construction scheduled to begin in the fall when worker accommodations are more readily available
- Acknowledged the passing of Tom Darby and recognized his contributions to the community

5. CHAIR'S REPORT

Chair Peterson reported the following:

- Attended Southern Gulf Islands Forum
- Will attend upcoming Committee of the Whole meeting to review draft Policy Statement amendments in preparation of forwarding the document to Trust Council for consideration of First Reading which will trigger a six-month public engagement and referral period

6. ELECTORAL AREA DIRECTOR'S REPORT - None

7. FIRST NATION REPORT

Penelakut Council Member Ken Thomas introduced Chief Pam Jack, Council Members, and staff in attendance and acknowledged and welcomed continued and ongoing communications between the Local Trust Committee and the Penelakut Council.

8. TOWN HALL AND QUESTIONS

A member of the public noted draft Bylaws No. 292, 293, 294, and 295 do not provide any shoreline access in the rezoned lands and the proponent of the rezoning application replied that the Local Trust Committee requested that an amenity lot be established which will likely include water access and parkland.

A member of the public spoke to rezoning applications GL-RZ-2021.2 and GL-RZ-2023.2 and made the following comments:

- The configuration of the lot layout does not reflect the original policy that the rezoning was based on which required at least two-thirds waterfront be part of the land transfer and kept within a residential zone
- There is no specific reference to the lands being transferred to the Penelakut Tribe and the Penelakut Tribe is listed as one of several agencies that the land could be transferred to
- There is no mention in the staff report that the sustainable forestry covenant must be held by a third party

Island Planner Stockdill provided the following clarifications:

- The Local Trust Committee, applicant, and staff are aware that a sustainable forestry covenant must be held by a third party and it is up to the applicants to determine who the third party will be
- A number of transferees have been listed with the Penelakut Tribe identified as receiving the lands, the Ministry of Transit and Transportation identified as potential recipients of the roads, and the Province and Capital Regional District identified a possible recipients of the park land

A member of the public stated that a staff report indicated that prior to a Community Information Meeting and Public Hearing regarding proposed Bylaw No. 297 a water management report was required but no mention was made about a requirement for an ecological report, septic disposal report, or a waste water management plan and the interim report containing the Directive Policy Statement Checklist indicated policy related to groundwater, sensitive areas, and riparian areas were marked not applicable.

Island Planner Stockdill replied that the requirement for reports were included in the Terms of Reference letter sent to the applicant outlining all of the documents and information that the Local Trust Committee is requiring before they move forward to a Public Hearing and a Trustee stated that the comments related to the Directive Policy Checklist were covered at the last meeting to the satisfaction of the Local Trust Committee.

A member of the public noted they previously asked about the items marked not applicable in the Directive Policy Checklist and Island Planner Stockdill had replied that the Local Trust Committee could change those items from non-applicable and although an answer was provided, they continue to not understand how groundwater, sensitive areas, and riparian areas are not applicable to the application.

A Trustee replied that the Local Trust Committee had already addressed the concern about the checklist and were not going to re-visit the discussion.

A member of the public urged the Local Trust Committee not to move beyond the Community Information Meeting on proposed Bylaw No. 296 due to a lack of information provided on the merits of amending the Official Community Plan for the purpose of the rezoning application. They stated community awareness and conversation is required for any changes to the Official Community Plan that affect more than one property to ensure the integrity of transparent governance and they requested the application be referred to the Advisory Planning Commission.

9. COMMUNITY INFORMATION MEETING

9.1 GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296

Island Planner Stockdill summarized Proposed Bylaw No. 296 and highlighted the following:

- The property is currently zoned Rural 2 and the applicant seeks rezoning to allow additional, site specific, uses including a contractor's workshop and yard, storage and sale of gravel and aggregate, milling and planning in the manufacture of wood products, and production and sales of cider and wine
- The rural designation policies (a) and (e) in the Official Community Plan state, in part, (a) that principal uses shall be residential and agriculture, and (e) within this designation a number of zones can have differing accessory uses to residential use
- Policy (e) does not mention agricultural use and prior to 2011 policy (a) only referred to residential use
- After 2011 policy (a) was amended to include agricultural use and it was staff's opinion that policy (e) should have also been amended to reference the principal use to include agriculture

- It is proposed that policy (e) be amended to allow different accessory uses accessory to residential and agricultural uses
- The Rural 2 zone permits dwelling and farm use, the property is currently used for farming only, and the applicant has indicated they do not plan to construct a dwelling on the property
- Ministry approval of an amendment to an Official Community Plan can take time and if proposed Bylaw No. 296 is moved forward, it would allow time for the applicant to continue working on their application and provide all of the documents outlined in the terms of reference at which time the Local Trust Committee could consider scheduling a Community Information Meeting and Public Hearing regarding proposed Bylaw No. 297

Members of the public were provided an opportunity to ask questions about the proposed bylaw which were recorded as follows:

Further time should be given for community discussion following the Community Information Meeting and prior to a Public Hearing. The premise that an amendment is required to section (e) due to an oversight is an oversimplification and implications of adding agricultural to (e) have not been discussed and potential risks of the amendment have not been considered. The Rural 2 zoning resides within the residential section of the Official Community Plan which does not permit light industrial use and that principal use should be residential and agricultural and accessory uses should be accessory to residential and the amendments should be referred to the Advisory Planning Commission to look at potential implications.

- Is the wording change in (e) adding “and agricultural uses” necessary to allow the contractor’s yard?
 - Island Planner Stockdill responded that it was necessary, as the property currently does not have a residential use
- There is currently a property with a contractor’s yard and aggregate sales operating on a residential property using a Temporary Use Permit, why would the subject property require their residential zoning be changed to include agricultural use for the same business operations?
 - The Planner responded that this is a rezoning application to legalize the proposed use on an ongoing basis whereas a Temporary Use Permit allows temporary uses only
- Isn’t a contractor yard already a permitted use in a residential zone?
 - The Planner responded that a home occupation can only operate if there is a dwelling on the property and the subject property does not have a dwelling
- Why are Trustees preceding to enable uses that would only be permitted as a home occupation on a property with a dwelling on a property that has no dwelling?

- The Planner responded that the Land Use Bylaw would need to be reviewed to determine if a contractor yard is a permitted home occupation
- The intended uses are light industrial and agriculture compared to residential and this is a residential zone; therefore, the application should request rezoning the property to agricultural
 - The Planner responded that Rural 2 zone does allow farm use as a principal use
- The rezoning should go to the Advisory Planning Commission to enable a report to be produced to assist in understanding the process
 - The Planner reminded members of the public that the Community Information Meeting is for the purpose of asking questions specifically related the proposed bylaw
- Why does section (a) state principal uses can be residential and agricultural instead of residential or agriculture?
 - The Planner responded that they are both included in Rural 2 zoning and the Official Community Plan is a guiding document which does not state what one is permitted to do in that zone, but states what principal uses are permitted in the zone
- On what basis is the planner drawing the conclusion that it was an oversight to not include agriculture in section (e)?
 - The Planner responded that the Regional Planning Manager, who was a Planner as part of the process in 2011, has indicated they believed it was an oversight at that time
- Has the Planner spoken to any individuals who were Trustees or members of the Agricultural Advisory Planning Commission in 2011 to determine if they thought it was an oversight?
 - The Planner stated that if the details were not caught specifically in the minutes of the time, one would be relying on memory only which is somewhat speculative
- Has staff done any analysis of how many other Rural 2 properties would be affected and potential consequences that might arise by any additional subsequent rezoning applications as a result of a change to the Official Community Plan?
 - The Planner responded that there are 107 properties designated as rural and any future rezoning application would be looked at in terms of the addition of the policy within the Official Community Plan
- Is there any good reason not to move ahead with this from the Planners perspective?

- The Planner responded that there was not good reason not to go move ahead, as this is a change in a policy that guides future applications
- Is this type of change appropriate to examine as part of the Official Community Plan Review?
 - The Planner responded that it is being contemplated as part of a specific application before the Local Trust Committee for a site-specific rezoning

The agenda was reordered and items 16.6 and 16.7 were discussed before item 10.

The meeting was recessed for a break at 2: 51p.m. and reconvened 3:05 p.m.

10. PUBLIC HEARING

10.1 GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296

10.1.1 Recess for Public Hearing

The regular meeting was recessed at 3:05 p.m. to go into a Public Hearing

10.1.2 Recall to order

The meeting was recalled to order at 3:35 p.m.

11. MINUTES

11.1 Local Trust Committee Minutes Dated June 3, 2025 (for Adoption)

By general consent the Galiano Island Local Trust Committee meeting minutes of June 3, 2025 were adopted.

11.2 Section 26 Resolutions Without Meeting Report - None

11.3 Advisory Planning Commission Minutes - None

12. BUSINESS ARISING FROM MINUTES

12.1 Follow-up Action List Dated June 2025

The Planner provided a verbal update to the Follow-Up Action List.

13. DELEGATIONS - None

14. CORRESPONDENCE

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

15. MEETING BREAK - COMMUNITY UPDATE - None

16. APPLICATIONS AND REFERRALS

16.1 Mayne Island Local Trust Committee Referral for Proposed Bylaws 194 and 195 (for Response)

GL-2025-037

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee interests are unaffected by the Mayne Island Local Trust Committee Draft Bylaw Nos. 194 and 195.

CARRIED

16.2 GL-PL-DVP-2025-0216 (Koster) - Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a Development Variance Permit to vary the natural boundary from the sea and interior lot line setback requirements to permit the construction of a roof addition to an existing dwelling and legalize multiple non-conforming structures
- The natural boundary setback from the sea variance requested is from 7.5 metres to 4.78 metres for the construction of the roof and an existing deck structure, 3.43 metres for an existing lower deck with hot tub, and 0.0 metres for an existing upper landing structure
- The interior lot line setback variance requested is from 6 metres to 4.23 metres for an existing cabin, 1.14 metres for an existing wood storage structure, .99 metres for an existing storage container, and .75 metres for existing water storage tanks
- No correspondence was received in support or in opposition of the application following the statutory notice period

The applicant was in attendance and Trustees had no questions for the applicant or Planner.

GL-2025-038

It was MOVED and SECONDED

that Galiano Island Local Trust Committee approve issuance of PL-DVP-2025-0216.

CARRIED

16.3 GL-PL-DVP-2025-0226 (Engh) - Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a Development Variance Permit to vary the natural boundary to the sea setback to permit an addition of an accessible ramp built with the correct slope to meet wheel chair code to allow community members with mobility issues to safely use the community dock
- A development permit is not required as the structure will be built on existing infrastructure
- Based on the location of the structure there are no issues with neighbours and no correspondence has been received regarding the application

The applicant was in attendance and Trustees had no questions for the applicant or Planner.

GL-2025-039

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee approve issuance of PL-DVP-2025-0226.

CARRIED

Trustee Mabblerley declared conflict of interest, recused himself, and left the meeting at 3:57 p.m.

16.4 GL-PL-TUP-2025-0206 (Berginc) - Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a renewal of Temporary Use Permit to operate a contractor yard
- A three-year temporary use permit was issued in 2022 and the renewal would allow contractor yard use for another three-year period with the same operational conditions originally approved which are consistent with the Official Community Plan guidelines
- Staff conducted a site visit and confirmed the operation is operating in compliance within the Temporary Use Permit conditions
- There have been no complaints about the contractor yard since the Temporary Use Permit was issued

The applicant was in attendance and Trustee Gauvreau had no questions for the applicant or Planner.

GL-2025-040

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee approve issuance of PL-TUP-2025-0206.

CARRIED

Trustee Mabblerley returned to the meeting at 4:01 p.m.

The agenda was reordered and item 16.5 will be heard following item 18.

16.5 GL-PL-RZ-2024-0003 (Palmberg) - Proposed Bylaw No. 296 - Staff Report

Island Planner Stockdill summarized the staff report post Public Hearing.

Discussion ensued and the following comments were noted:

- A Trustee reviewed a 2010 discussion paper on the Official Community Plan amendments under consideration at that time
- The Official Community Plan amendment does not give automatic permission for someone to do something as that is a function of the Land Use Bylaw
- The application has been in the public realm for over three years and there has been a lot of time for the community to provide input and delve into the process

GL-2025-041

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024” be read a second time.

CARRIED

GL-2025-042

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 296, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2024” be read a third time.

CARRIED

GL-2025-043

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 296 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

CARRIED

GL-2025-044

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee proposed Bylaw No. 296 be forwarded to the Minister of Housing and Municipal Affairs for approval.

CARRIED

16.6 GL-RZ-2021.2 (Matheson/Bairstow) – Staff Report

Island Planner Stockdill summarized the staff report and highlighted the following:

- The report presents a draft bylaw to amend the Official Community Plan and another to amend the Land Use Bylaw and includes a requirement for covenant as a condition prior to bylaw adoption consideration
- The rezoning application re-designates portions of the property from Forest 1 to Forest 3, Rural Residential, Nature Protection and Park with the Nature Protection portion of the land transferred to Penelakut Tribes and the park transferred to the Capital Regional District and these requirements will be included in the draft covenant ensuring the transfer occurs at time of subdivision
- The applicants have provided an updated site plan, are working on groundwater and septic disposal reports, and a baseline ecological report has been completed and will be attached to the covenant
- Following First Reading referrals will be sent to First Nations and required agencies followed by a Community Information Meeting and Public Hearing

The applicant was in attendance.

Discussion ensued and the following comments and clarifications were noted:

- The opportunity to receive park land will be referred to the Capital Regional District and their comments will be provided to the Local Trust Committee prior to final determination of how the amenity lot will be designated
- The Local Trust Committee can give direction to staff to rezone the portion in front of the property to include marine protection and the Planner will report back on proposed Marine Protection zoning options
- The foreshore area is currently zoned Marine which allows certain structures and if it is rezoned to Marine Protection the only permitted use is marine navigation

Penelakut Chief Jack spoke to receiving direction from Council, Elders, and youth and said the partnerships being created and paths forged will sustain the youth and ecosystems and the parties need to work together and accept one another's help. She expressed gratitude for the Trustees, landowners, and Council.

GL-2025-045

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 292, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2024" be read a first time.

CARRIED

GL-2025-046

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 293, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2024", be read a first time.

CARRIED

GL-2025-047

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw Nos. 292 and 293 are not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2025-048

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request covenants under Section 219 of the Land Title Act from the applicant for GL-RZ-2021.2 (Matheson-Bairstow) for sustainable forestry and development control and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration.

CARRIED

GL-2025-049

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw Nos. 292 and 293 upon receipt of draft covenants and a groundwater assessment report.

CARRIED

16.7 GL-RZ-2023.2 (Larsen) – Staff Report

Island Planner Stockdill summarized the staff report and highlighted the following:

- The report presents a draft bylaw to amend the Official Community Plan and another to amend the Land Use Bylaw
- The rezoning application re-designates portions of the property from Forest 1 to Forest 3, Rural Residential D, Forest Industrial C to allow quarry use, Nature Protection, and Park
- Applicants are working on providing the documents required as per the terms of reference and have provided a site plan and groundwater report to date
- First Reading will trigger the referral process to First Nations and agencies
- There has been a lot of community input regarding the waterfront on this property and referral to the Advisory Planning Commission might be considered
- A Trustee noted a lot of work has been done with the Penelakut Tribe Chief and Council and referral was brought up a number of meetings ago and the Penelakut have a right to the application moving forward in a timely manner
- The Planner noted the Local Trust Committee will be receiving comments back from Penelakut and applicant on the Marine Protection zoning and the Advisory Planning Commission will be receiving referrals on two other items and might not have the capacity to comment on the water aspect of the rezoning as well

GL-2025-050

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 294, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2024” be read a first time.

CARRIED

GL-2025-051

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee Bylaw No. 295, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2024”, be read a first time.

CARRIED

GL-2025-052

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 294 and 295 are not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GL-2025-053

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request covenants under Section 219 of the Land Title Act from the applicant for GL-RZ-2023.2 (Larsen) for sustainable forestry and development control and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration.

CARRIED

GL-2025-054

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw Nos. 294 and 295 upon receipt of draft covenants and an environmental baseline report.

CARRIED

17. LOCAL TRUST COMMITTEE PROJECTS

17.1 Associated Islands Project – (Staff Report will be posted as addendum)

Island Planner Stockdill noted that the staff report provides options for targeted engagement for property owners and occupants as part of the Associated Islands Regulations Review Project and noted staff are recommending the project be referred to the Advisory Planning Commission.

Trustees had no questions for the Planner.

GL-2025-055

It was MOVED and SECONDED

that Galiano Island Local Trust Committee request staff to schedule an electronic special meeting to hold a Community Information Meeting to gather comments from Associated Island and boat access only property owners and occupants.

CARRIED

GL-2025-056

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request staff to mail all property owners and occupants on the associated islands and boat access only properties notifying them of the Associated Islands Regulations Review Project and the electronic special meeting.

CARRIED

GL-2025-057

It was MOVED and SECONDED,

that Galiano Island Local Trust Committee request staff to send a referral to the Galiano Island Advisory Planning Commission to identify issues and concerns related to the current zoning and regulations for the associated islands, with a target response date of September 30, 2025.

CARRIED

17.2 Official Community Plan Review – Staff Report

Island Planner Stockdill summarized the staff report and noted it contains a draft business case for the allocation of funding for the proposed Official Community Plan Review project for the next fiscal year.

Discussion ensued and the following comments were noted:

- The amount allocated for First Nations capacity funding is likely inadequate and input from Penelakut Tribes should be sought on an amount that is considered fair and reasonable

GL-2025-058

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee amend the Official Community Plan Review business case by changing the First Nations engagement section to \$15,000.

CARRIED

GL-2025-059

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee endorse the amended attached business case for the Official Community Plan Review project and that staff forward the business case to the relevant committees and to Trust Council.

CARRIED

18. REPORTS

18.1 Work Program Reports

18.1.1 Active Projects Report Dated June 2025

Received for information.

18.1.2 Future Projects Report Dated June 2025

Received for information.

18.2 Applications Report Dated June 2025

Received for information.

18.3 Trustee and Local Expense Report Dated April 2025

Received for information.

18.4 Adopted Policies and Standing Resolutions

Received for information.

18.5 Local Trust Committee Webpage

No updates required.

18.6 Islands Trust Conservancy Report Dated June 2025

Received for information.

The agenda was reordered and item 16.5 was discussed following item 18

19. NEW BUSINESS - None

20. UPCOMING MEETINGS

20.1 Next Regular Meeting Scheduled for September 9, 2025 at the Galiano South Community Hall, Galiano Island

21. TOWN HALL

A member of the public asked if the Map-It application will be available soon and Trustees noted there is not a specific date.

A member of the public referenced a Sunshine Coast Regional District order that was issued to restrict brewery use of water during a period of draught in 2022 and asked if the Local Trust Committee or the Capital Regional District has authority to issue a similar order should water for residential use needs to be prioritized over water used at a cidery for commercial use.

Island Planner Stockdill replied the applicant is required to apply to the province for a water license and in the event of a drought the province would be responsible for this type of action.

A member of the public noted they would like a report made available on items of discussion that are held with Penelakut representatives in September and hopes that the Local Trust Committee would find an appropriate time and venue for the Penelakut to attend a meeting to advise how they would apply their Land Code to any properties that are transferred to them.

A Trustee noted the Land Code is available online and they will ask Penelakut staff if there is a time they can present further information.

A member of the public asked if Penelakut Tribes had agreed that a covenant will be placed on the lots being received.

Island Planner Stockdill indicated that should Penelakut wish to have covenants discharged it would occur at time of subdivision and the land that is to be transferred back to the Nation will be rezoned to Nature Protection.

22. CLOSED MEETING - None

23. ADJOURNMENT

By general consent the meeting was adjourned at 4:45 p.m.

Tim Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder