



A NOTICE OF A BUSINESS MEETING OF **THE GAMBIER ISLAND LOCAL TRUST COMMITTEE**
to be held at 10:30 am on Thursday, September 26, 2013
at Gambier Island Community Hall,
Andy's Bay Road, Gambier Island, BC

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		10:30 am
2.	APPROVAL OF AGENDA		
3.	COMMUNITY INFORMATION SESSION REGARDING:		10:32 am
3.1	<i>Proposed Bylaw No. 123 (GM-RZ-2012.1 – Reel 17 Investments –Gambier Is.)</i> To Amend The Gambier Island Land Use Bylaw To Re-Zone A 0.32 Hectare Water Area Adjacent To The Subject Property From 'Marine Log Storage' (W3) To 'Marine General' (W1) To Accommodate A Private Neighbourhood Dock and to Rezone A 0.18 Hectare Upland Portion of Lot 1 from 'Rural Residential' (RR) to a Site Specific 'Local Service' (S2(A)) Zone to Permit Ramp Access to the Private Neighbourhood Dock" - <i>attached</i>	1-3	
4.	QUESTIONS AND ANSWERS		
5.	RECESS FOR PUBLIC HEARING - PROPOSED BYLAW NO. 123		11:00 am
6.	RECONVENE		
7.	MINUTES		
7.1	Local Trust Committee Meeting Minutes dated July 11, 2013 – <i>for adoption</i>	4-15	
7.2	Section 26 Resolutions Without Meeting Log dated September 18, 2013 - <i>attached</i>	16	
7.3	Gambier Island Advisory Planning Commission Minutes - <i>none</i>		
8.	BUSINESS ARISING FROM MINUTES		
8.1	Follow-up Action List dated September 18, 2013 - <i>attached</i>	17-19	
8.2	Information Case Studies Report on Shared Docks		
8.2.1	Staff Report dated August 27, 2013 - <i>attached</i>	20-40	
8.3	Advocacy Regarding Community Woodlots on Gambier Island		
8.3.1	Memorandum dated September 17, 2013 - <i>attached</i>	41-73	
8.4	BURNCO Update		
8.4.1	Memorandum dated September 17, 2013 - <i>attached</i>	74-113	
9.	CHAIR'S REPORT		
10.	TRUSTEES' REPORT		
11.	DELEGATIONS		
12.	TOWN HALL SESSION		

13.	CORRESPONDENCE	
	<i>Correspondence specific to an active development application and/or project will be received by the Gambier Island Local Trust Committee when that application and/or project is on the agenda for consideration.</i>	
14.	LOCAL TRUST COMMITTEE PROJECTS	
14.1	Sustainability Guide – <i>verbal update</i>	
14.2	Shoreline Protection Guide	
14.2.1	Memorandum dated September 17, 2013 - <i>attached</i>	113-130
	BREAK	
15.	APPLICATIONS AND PERMITS	
15.1	GM-RZ-2013.1 (Burrard Yacht Club – Gambier Island)	
15.1.1	Staff Report dated September 12, 2013 - <i>attached</i>	131-136
15.2	GM-RZ-2004.1 (Keats Camp – DL 696- Keats Island)	
15.2.1	Staff Report dated September 10, 2013 - <i>attached</i>	137-149
15.3	GM-RZ-2013.2 (Gambier Island Sea Ranch - Gambier Island)	
15.3.1	Staff Report dated September 3, 2013 - <i>attached</i>	150-163
15.4	GM-DVP-2013.3 (Wubbs – North Thormanby Island)	
15.4.1	Staff Report dated September 17, 2013 - <i>attached</i>	164-177
16.	BYLAWS	
16.1	Proposed Bylaw No. 120 cited as the “Gambier Associated Islands Land Use Bylaw, 2013” - <i>for adoption</i>	178-240
16.2	Draft Bylaw No. 125 cited as “Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 2, 2013.” – <i>for consideration of first reading</i>	241-243
17.	REPORTS	
17.1	Work Program Reports	
17.1.1	Top Priorities Report and Projects List dated September 18, 2013 - <i>attached</i>	244-246
17.2	Applications Log	
17.2.1	Report dated September 18, 2013 - <i>attached</i>	247-251
17.3	Trustee and Local Expenses	
17.3.1	Expenses posted to July 31, 2013 – <i>attached</i>	252
17.3.2	Expenses posted to August 31, 2013 - <i>attached</i>	253
18.	NEW BUSINESS	
18.1	2014-2015 Budget Submissions	
18.1.1	Memorandum dated August 1, 2013 - <i>attached</i>	254-262
18.2	Proposed Meeting Schedule for 2014 - <i>attached</i>	263
18.3	Referral from Sunshine Coast Regional District – Half Moon Bay Official Community Plan - <i>attached</i>	264-264
18.4	Referral from Sea to Sky Recreation District – Recreation Sites and Trails BC – Howe Sound Marine Trail - <i>attached</i>	266-272
19.	ISLANDS TRUST WEBSITE	
19.1	Gambier pages – <i>for discussion</i>	

20. **CLOSED MEETING:** The Gambier Island Local Trust Committee closes the next part of the September 26, 2013 business meeting to discuss matters pursuant to Section 90(1)(f) (Bylaw Enforcement) of the *Community Charter and* that Staff be invited to attend this meeting.
21. **RECALL TO ORDER**
Rise and Report from Closed Meeting
22. **NEXT MEETING**
October 24, 2013 at 10:30 am at Gibsons Library, 470 South Fletcher Road, Gibsons, BC
23. **ADJOURNMENT**

*Approximate time is provided for the convenience of the public only and is subject to change without notice.

PROPOSED**Gambier Island Trust Committee****Bylaw No. 123**

A BYLAW TO AMEND THE GAMBIER ISLAND LAND USE BYLAW NO. 86, 2004

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Gambier Island Local Trust Committee the same power and authority of a Regional District under Part 26 except Sections 932 to 937 and 939 of the *Local Government Act*;

AND WHEREAS the Gambier Island Local Trust Committee wishes to amend Land Use Bylaw 86, 2004;

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

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

1. This Bylaw may be cited as "Gambier Island Local Trust Committee Land Use Bylaw No. 86, 2004, Amendment Bylaw No.1, 2013.
2. Gambier Island Land Use Bylaw No. 86, 2004 is amended as follows:
 - (1) Schedule "A" (Land Use Bylaw Text) is amended by inserting the following text and table after subsection 5.8(10):

"Site-Specific Regulations"

- (11) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

PROPOSED

Table 5.8		
Site-Specific Zone	General Location	Site Specific Regulations
S2(a)	Cotton Bay - DL 477, Group 1, NWD Plan BCP 41717	Despite 5.8(1) the only permitted uses in the S2(a) zone are: (a) Fire Protection Facilities; and (b) Ramp access to neighbourhood dock.”

- (2) Schedule "B" (Zoning Map) is amended by changing the zoning of the water area indicated on Plan No. 1, attached to and forming part of this Bylaw, from Marine Log Storage (W3) zone to Marine General (W1) zone; and
- (3) Schedule "B" (Zoning Map) is amended by changing the zoning of the upland area indicated on Plan No. 1, attached to and forming part of this Bylaw, from Rural Residential (RR) zone to site specific Local Service (S2(a)) zone.

READ A FIRST TIME this 11th day of April ,2013

READ A SECOND TIME this day of ,201x

READ A THIRD TIME this day of , 201x

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of _____, 201x

ADOPTED this day of , 201x

Secretary

Chairperson



Gambier Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting: Thursday, July 11, 2013 at 10:30
Location: Keats Camp – Pilot House
 Keats Island, BC

Members Present: David Graham, Chair
 Jan Hagedorn, Local Trustee
 Kate-Louise Stamford, Local Trustee

Staff Present: David Marlor, Director, Local Planning Services
 Aleksandra Brzozowski, Island Planner
 Diane Corbett, Recorder

Others Present: Four (4) members of the public – am
 One (1) member of the public – pm

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:30 am and acknowledged that the meeting was taking place in the traditional territory of the Coast Salish people.

Chair Graham introduced trustees and staff in attendance, including Director of Local Planning Services, David Marlor. He noted that Past Trust Council Chair Kim Benson was also present.

2. APPROVAL OF AGENDA

The Agenda was adopted as amended by consensus, with the following additions:

- 14.5 Memorandum regarding Gambier Island Local Trust Area Eelgrass Mapping – Funding
- 14.6 Discussion of Trust Council meeting venue June, 2014
- 14.7 Honorarium for Ramona de Graff

3. MINUTES

3.1 Local Trust Committee Community Information Meeting Minutes dated April 10, 2013

The minutes of the Community Information Meeting of April 10, 2013

were adopted by consensus as amended:

- Page 3, last paragraph should read: "Trustee Hagedorn commented that some of the Sunshine Coast Regional District docks have become like recreation centres."

3.2 Local Trust Committee Public Hearing Record dated April 10, 2013

The Gambier Island Local Trust Committee Public Hearing record dated April 10, 2013 was received for information.

3.3 Gambier Island Local Trust Committee Meeting Minutes dated May 23, 2013

The minutes of the Gambier Island Local Trust Committee meeting dated May 23, 2013 were adopted by consensus as amended:

- Page 3, item 4.2: delete paragraph 3.
- Page 4, item 6, first bullet should read: "Met informally on April 23 with various interested parties, *some of whom attended* the Future of Howe Sound Society Forum *on April 13*, to examine...."

3.4 Section 26 Resolutions Without Meeting

The *Resolutions Without Meeting* log dated July 2, 2013 was received for information.

A missing Resolution Without Meeting will be published in the next report.

3.5 Gambier Island Advisory Planning Commission Minutes

None.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated July 2, 2013

The Follow-Up Action List dated July 2, 2013 was received.

Planner Brzozowski distributed for discussion an updated draft *Riparian Areas Regulation* (RAR) brochure and responded to inquiries from trustees. Trustee Stamford emphasized that she wanted to see the RAR brochure made available to the public as soon as possible.

Chair Graham reported that he had written to new BC Minister of Environment, Mary Polak regarding the *HMCS Annapolis* project and that he would send a copy to trustees. The Ministry of Environment has not finished the environmental assessment on this project.

Chair Graham discussed information he had received regarding Local Trustee expenses from Cindy Shelest, Islands Trust Director of Administrative Services, and Nancy Roggers, Finance Officer. He noted that adjustments would be made in the proposed budget for this Trust Area, where the cost of doing business is higher than in other areas.

Planner Brzozowski explained that Student Planner, Jason Youmans, recently developed a compendium of case studies for community groups, residents, and Local Trust Committees (LTC) looking at establishing community docks. The case studies would be presented to Thetis Island Local Trust Committee this month. Pending approval of that LTC, this information could be forwarded for the September meeting.

Trustee Hagedorn offered thanks to Student Planner Youmans for work on this project.

Planner Brzozowski reported that funding was still available for shoreline protection initiatives.

Points raised in discussion included:

- Need for public education and outreach to increase public awareness around shoreline protection;
- Convert the foreshore protection brochure produced for North Pender Island to apply to the northern islands;
- Forward posters and information to conservation groups;
- What are the incentives to do “green” shoreline protection initiatives? These should be identified and see if there is a landowner willing to try this out;
- Want to educate and to invite participation in shoreline protection initiatives, maybe a pilot project;
- Concern about planner time needed; and
- Important to spend time creating buy-in from contractors and waterfront owners by sharing the science that supports softer shorelines as a better way.

GM-032-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request staff to review the Pender Island foreshore brochure and edit for the Gambier Island Trust Area/Northern Islands, and report back with a draft.

CARRIED

5. CHAIR'S REPORT

Chair Graham commented that Trust Council met on Mayne Island, where a highlight was the Community Stewardship Awards. There were no recipients from the Gambier Trust Area.

Chair Graham reported that conservation covenants for all three Islands Trust Fund Nature Reserves on Gambier Island (Mt. Artaban, Long Bay Wetland and Brigade Bay Bluffs) have been completed and registered with the Land Titles Office. Gambier Island Conservancy and the Sunshine Coast Conservation Association hold the Covenants, and will act as another pair of eyes watching over these protected areas.

The Islands Trust Fund and the Seagrass Conservation Working Group have started their Eelgrass Mapping Project in the Trust Area. They hope to have mappers working in Howe Sound August 6 to 10, 2013. The mappers will contact local conservancies for information about where eelgrass has already been found.

The Islands Trust Fund monitor was on Gambier Island earlier this spring to check in on the health of the Islands Trust Fund nature reserves. They were happy to find no major issues regarding the health of the ecosystems protected on the properties.

6. TRUSTEES' REPORT

Trustee Stamford reported that Sunshine Coast Regional District (SCRD) staff would be doing on-site inspections of the five docks at the islands in the Gambier Trust Area. The trustee learned at the SCRD Public Wharves Advisory Committee meeting on June 3, 2013, that staff would provide an Annual Wharves Works Report for public viewing.

Highlights of the quarterly Islands Trust Council meeting on Mayne Island can be found in the trustee newsletter.

Gambier Island Community Hall Society Annual General Meeting (AGM) was held June 22, 2013. Trustee Stamford noted there is a lack of volunteers, with few people in the New Brighton area capable of taking on volunteer positions.

On July 9, 2013, Trustee Stamford and Gambier Island Conservancy Directors met with Brian Kukulies, the Land and Resource Planning Officer for the Sunshine Coast with the Ministry of Forests, Lands and Natural Resource Operations, to go over details of the upcoming sale of two woodlots on Gambier Island. There is a three page question and answer document on this matter, with a comprehensive list of questions compiled by the Conservancy and responses from the Ministry, available by email from the Local Trustees.

On July 10, 2013, Trustees Stamford and Hagedorn met with an *ad hoc* Howe Sound working group to discuss strategies on regional protection of the Howe Sound area. There was a focus on a regional land and marine management plan for the Howe Sound area.

Trustee Hagedorn attended a Road Committee meeting on May 27, 2013 on Keats Island. Roads were graded and dusted on July 10, 2013.

The agenda for the recent Trust Council meeting on Mayne Island is available on Islands Trust website. A highlight for Trustee Hagedorn was witnessing through the Stewardship Awards, the many volunteers and the energy of people committed to conserving the islands.

On June 29, 2013, there was a meeting concerning the 33 acre park on Keats Island. Those who wish to know more about this meeting or provide input should contact Trustee Hagedorn, Dan Rogers or Richard Beard.

Trustee Hagedorn attended a boat rally on June 30, 2013 near Gambier Island where over 150 boaters gathered to hear speakers talk about Howe Sound.

On July 10, 2013, Trustee Hagedorn met with a Howe Sound working group looking at a regional plan for conservation and remarked that there has never been an actual plan for this area.

7. DELEGATIONS - None.

8. TOWN HALL SESSION

There were no speakers for the Town Hall session.

9. CORRESPONDENCE

Correspondence specific to an active development application and/or project will be received by the Gambier Island Local Trust Committee when that application and/or project is on the agenda for consideration.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 GM-LUB-2011.2 Associated Islands Land Use Bylaw

Planner Brzozowski outlined the staff report dated June 28, 2013, and noted the notice of waiver and the readiness for third reading.

11. APPLICATIONS AND PERMITS

11.1 GM-RZ-2012.1 (Reel 17 Investments Ltd.–Gambier Island)

Planner Brzozowski reviewed the staff report dated June 26, 2013 and responded to trustees' inquiries.

GM-033-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee endorse Section 219 Restrictive Covenant and appoint a trustee as signatory, and direct staff to schedule a community information and public hearing for Proposed Bylaw No. 123.

CARRIED

11.2 GM-RZ-2013.1 (Burrard Yacht Club – Gambier Island)

Planner Brzozowski discussed the preliminary report, dated June 19, 2013, regarding application GM-RZ-2013.1 to rezone an area of marine waters adjacent to an upland property, to put in a breakwater and extend out slightly past the existing marina. Staff commented that this is a minor expansion, consistent with the OCP and not expected to significantly impact the shoreline.

Mr. Rob Langford, on behalf of the applicant, was present to respond to questions and give an overview of the application. Mr. Langford described the wooden breakwater being brought from North Vancouver. He noted that the challenge the yacht club experiences is not with vessel traffic but with the big winds that come from the McNab Valley.

Director Marlcor suggested some ways to address the application including:

- Zoning tailored to set a maximum height;
- Designation of the area as a development permit area for protection of the environment; and/or
- Use of a Section 18 covenant.

Trustee Stamford recommended that a community information meeting for this application should be held in Vancouver where members of the yacht club live.

Trustee Hagedorn supported exploring some of the options mentioned by staff and encouraged flexibility for the yacht club while maintaining integrity of the area. She thanked Mr. Langford for attending the meeting and helping to explain the application.

GM-034-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request staff to:

1. Prepare a draft amending bylaw to rezone the foreshore area of Lot 3, District Lot 2809, Plan 19245, Gambier Island, PID 007-041-616 as shown on "SH. 1 of 3 BYC/Trident Outstation – Proposed Expansion License" from 'P3 Zone' to a Yacht Club Outstation (YCO) site specific zoning in the Gambier Island Land Use Bylaw to allow for the sole use of floating breakwaters; and
2. Provide direction on how to control form and character of the

- breakwater; and
3. Post the preliminary staff report for GM-RZ-2013.1 (Trident Foreshore Lands Ltd.) to the Gambier website.

CARRIED

Chair Graham called a recess at 12:15 pm and resumed the meeting at 12:35 pm

12. BYLAWS

12.1 GM-LUB-2011.2 Associated Islands Land Use Bylaw

GM-035-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee give third reading as amended to Proposed Bylaw No. 120, cited as Gambier Associated Islands Land Use Bylaw, 2013, and forward proposed Bylaw No. 120, cited as Gambier Associated Island Land Use Bylaw, 2013, to the Islands Trust Executive Committee.

CARRIED

Chair Graham commented on the work done on the bylaw.

Trustee Hagedorn thanked all those who gave input on the bylaw, worked on communication with Islands Trust and attended meetings.

13. REPORTS

13.1 Work Program Reports

The Top Priorities Report and Projects List dated July 2, 2013 was received.

Trustees provided feedback and direction to Planner Brzozowski on a draft *Riparian Areas Regulation* brochure. Staff will forward copies to Trustees as soon as the finalized brochure is available.

Trustee Hagedorn expressed interest in receiving further information regarding the Greenshores pilot projects.

13.2 Applications Log

Planner Brzozowski responded to trustee questions on items listed in the Applications Log Report dated July 3, 2013.

13.3 Trustee and Local Expenses

Expense reports posted to May 31, 2013 and June 30, 2013 were

received for information.

Chair Graham noted the Financial Department had no concerns in recent discussions about Local Trustee expenses.

14. NEW BUSINESS

14.1 Proactive Bylaw Enforcement of Illegal Structures on the Foreshore

The Islands Trust Memorandum dated June 18, 2013 regarding proactive bylaw enforcement of illegal structures on the foreshore was discussed. Staff had been directed by the Local Planning Committee to ask Local Trust Committees if there was an interest in participation in a pilot project on proactively enforcing illegal structures on the foreshore.

Director Marlor explained possible approaches and options for a pilot project to enhance enforcement, and responded to inquiries from trustees.

Trustees raised questions regarding the status of investigation and bylaw enforcement pertaining to existing complaints on illegal foreshore structures in the Gambier Trust Area. The trustees expressed support for addressing current complaints and also promoting education and awareness regarding regulations for the foreshore.

There was consensus among trustees that there is a need to ensure that the bylaw policy is followed for current files and that the Gambier Trust Area would not request involvement in a pilot project for proactive bylaw enforcement.

GM-036-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request that staff advise the Local Planning Committee to provide proactive educational support regarding unlawful structures on the foreshore in the Gambier Island Local Trust Area.

CARRIED

Director Marlor stated that the public should forward complaints to the bylaw officer directly, rather than to trustees.

Information is on the Islands Trust website

(www.islandstrust.bc.ca/islands/bylaw-enforcement.aspx).

Ms. Benson requested that during the Development Variance Permit process, when some applications come forward with high impact on the public interest, the Local Trust Committee consider the process for notification so that people who have an interest can attend a meeting.

14.2 Woodlot Licenses on Gambier Island

Planner Brzozowski provided background information on two Gambier Island Crown woodlots designated as woodlot license areas:

- A certain type of timber harvesting would be permitted (low level of forestry);
- The bidding process would soon be open for potential licensees;
- Prospective bidders (could be a person or organization) would be given an information package, and then have to develop a business plan;
- Winner of the bid must then provide a management plan and if acceptable, a license would be issued;
- Licensee can hold a maximum of two woodlots, with total cut under 10,000 cubic metres (small company);
- There will be a process for the trustees to have input through an agency referral at the time of the woodlot management plan;
- There is no mandated time for the drafting of the woodlot management plan, or regarding the level of engagement with the public by the winning bidder; and
- Previous application to exclude Gambier Island from the quota for timber supply on the Sunshine Coast was not successful.

Discussion ensued on an approach to this circumstance.

Ms. Benson pointed out that Crown Land occupies 10% of the land in the Gambier Island Trust Area, of which two-thirds is on Gambier Island; she emphasized the importance of the Gambier Crown land for the region.

GM-037-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request the Executive Committee to consider forwarding the following motion to the Union of BC Municipalities:

That the Provincial Government commit to establishing a land resource management plan in Howe Sound with a focus on both terrestrial and marine, and include a core protected area, as shown in an accompanying map.

CARRIED

GM-038-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee seek membership on the Coastal Douglas Fir and Associated Ecosystem Conservation Partnership.

CARRIED

14.3 Confirmation of Upcoming Local Trust Committee Meeting Dates

GM-039-2013

It was MOVED and SECONDED,

by the Gambier Island Local Trust Committee that its remaining business meeting dates for 2013 are September 26, October 24, and November 29.

CARRIED

14.4 Clarification of Trustee Roles when Participating in Other Community Groups

The Island Trust Briefing regarding trustee roles when participating with other community groups, dated May 28, 2013, was received for information. Staff provided further explanation.

GM-040-2013

It was MOVED and SECONDED,

that Trustee Stamford act as Local Trust Committee liaison to the Gambier Island Community Association and the Gambier Island Conservancy.

CARRIED

GM-041-2013

It was MOVED and SECONDED,

that Trustee Hagedorn act as Local Trust Committee liaison with Keats Island Road/Capilano Committee, Keats Island Conservation Group, and the *ad hoc* Howe Sound committee.

CARRIED

14.5 Gambier Island Local Trust Area Eelgrass Mapping – Funding

Planner Brzozowski reviewed the memorandum dated May 22, 2013 regarding Gambier Island Local Trust Area eelgrass mapping funding.

GM-042-2013

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee commit \$2000 for eelgrass mapping of the Associated Islands, with \$1000 taken from the Work Program priorities Foreshore Protection/Stewardship, and \$1000 taken out of Special Projects.

CARRIED

14.6 Trust Council Meeting Venue June 2014

Trustees discussed the possibility of a visit to Gambier or Keats Islands during the Trust Council session held on Mayne Island in June, 2014. Trustees planned to strategize further on this matter.

14.7 Honarium for Ramona de Graaf

GM-043-2013

It was MOVED and SECONDED,
that the Gambier Island Local Trust Committee allocate an honorarium for Ramona de Graaf for \$350 to be issued after she presents her workshop on Keats Island in July 2013.

CARRIED

15. ISLANDS TRUST WEBSITE

15.1 Gambier Pages

GM-044-2013

It was MOVED and SECONDED,
that the Gambier Island Local Trust Committee request staff to post to the local Gambier web page:

- the RAR information sheet, once it is edited; and
- the question and answer document from the Ministry of Forests from the meeting dated July 9, 2013.

CARRIED

16. CLOSED MEETING

GM-045-2013

It was MOVED and SECONDED,
that the Gambier Island Local Trust Committee close the next part of the meeting to discuss matters pursuant to Section 90(1)(f) (Bylaw Enforcement) of the *Community Charter* and that staff and the recorder be invited to attend.

CARRIED

Committee closed the meeting at 3:04 pm.

By general consent Committee reconvened in open meeting at 3:40 pm.

17. RECALL TO ORDER

Rise from Closed Meeting

GM-046-2013

It was MOVED and SECONDED,
that the Gambier Island Local Trust Committee request bylaw staff to attend the September 26, 2013 Local Trust Committee meeting on Gambier Island to provide a bylaw enforcement status update.

CARRIED

18. NEXT MEETING

16.1 Next Local Trust Committee Regular Business Meeting

The next meeting of the Gambier Island Local Trust Committee is scheduled for Thursday, September 26, 2013 at 10:30 a.m. at Gambier Island Community Centre, Andy's Bay Road, Gambier Island.

19. ADJOURNMENT

The Gambier Island Local Trust Committee meeting was adjourned by consensus at 3:44 pm.

David Graham, Chair

CERTIFIED CORRECT:

Diane Corbett, Recorder



RWM From: July 03, 2013 To: September 18, 2013

Gambier Island

Resolution #	Action	Resolution Description	Resolution Date
2013-06	In Favour	"That the Gambier Island Local Trust Committee request Islands Trust staff to arrange a meeting with Jordan Sturdy, MLA and Nicolas Simons, MLA to update and discuss: the perceived issues around a need for a Land Marine Resource Management Plan with a core protected area; recovery of species taking place in Howe Sounds; progress to date; and who are the interested parties in Howe Sound; and to also invite the Bowen Island Local Trustees; Gary Nohr, Chair, Sunshine Coast Regional District (SCRD); Councillor Lee Turnball, SCRD; and Councillor Marie Harris, Metro Vancouver."	Sep 11, 2013
2013-05	In Favour	"That the Gambier Island Local Trust Committee seek the support of the Islands Trust Executive Committee for Trust Area Services staff to travel to the Howe Sound Community Forum on Sept 25th."	Aug 28, 2013
2013-04	In Favour	"That the Gambier Island Local Trust Committee request an expenditure of up to \$1360 from its local expense account for registration fees for Trustee Stamford and Trustee Hagedorn to attend the 2013 UBCM Convention, and for Trustee Stamford and Trustee Hagedorn, to register, if possible, prior to the August 2, 2013 early registration deadline."	Jul 31, 2013



Islands Trust

Follow Up Action Report w/ Target Date

Gambier Island May-12-2011

No.	Activity	Responsibility	Target Date	Status
1	Staff to prepare a report to GMLTC and Application Fee Committee of TC on the options available to recover costs associated with staff time processing requests for planning work outside the scope of applications (SRW request as example).	Aleksandra Brzozowski	May-27-2011	On Going

Mar-21-2013

No.	Activity	Responsibility	Target Date	Status
1	LTC resolution requesting staff to report back to the LTC identifying possible next steps and opportunities to use and advance the shoreline mapping information in the Gambier Trust Area.	Aleksandra Brzozowski	Apr-30-2013	Done
1	LTC request staff/RPM to update the LTC on next steps relating to the RAR implementation for Gambier and possible timeline this fiscal.	Rob Milne	Apr-30-2013	On Going

Apr-11-2013

No.	Activity	Responsibility	Target Date	Status
1	GMLTC Chair to write a letter to Minister Terry Lake requesting the unanswered questions in last correspondence be addressed.	David Graham	Apr-19-2013	On Going

May-23-2013

No.	Activity	Responsibility	Target Date	Status
1	Trustees to review detailed budget reports that are received monthly by email.	Jan Hagedorn Kate-Louise Stamford	Jul-11-2013	Done

1	Provide information to the LTC on how a community dock could be established (East Trail Island enquiry). This could be simply a copy to the LTC of an upcoming report to the Thetis LTC on this same topic. Update: staff to send draft version to LTC to provide comment and/or endorse by RWM.	Aleksandra Brzozowski Jason Youmans	Sep-26-2013	Done
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Jul-11-2013

No.	Activity	Responsibility	Target Date	Status
1	Complete RAR brochure edits and print 100 colour copies, to be sent to KLS.	Aleksandra Brzozowski	Jul-19-2013	Done
1	Staff to post completed RAR brochure to the webpages, as well as the Q+A from Brian Kukulies (FLNRO) re: woodlot licenses.	Aleksandra Brzozowski	Jul-19-2013	On Going
1	Staff to compose RWM on ensuring the FLNRO-endorsed CDFCP plan is considered as part of any proposed woodlot license management plans for Gambier.	Aleksandra Brzozowski	Jul-19-2013	On Going
1	Staff to advise LPC that GMLTC is interested in pursuing Education & Awareness regarding proactive enforcement of illegal structures on the foreshore in the Gambier LTA.	Aleksandra Brzozowski Kris Nichols	Jul-25-2013	Done
1	Staff to advise IT Fund that GMLTC will commit \$2,000 to the funding gap for eelgrass mapping for the Gambier Associated Islands.	Aleksandra Brzozowski Kate Emmings Christine Rikley	Jul-25-2013	Done
1	Advise Local Planning Committee that GMLTC is interested in a Greenshores pilot program in principle, but request further information, preferably draft guidelines, before committing to a pilot program.	Aleksandra Brzozowski Sonya Sundberg	Jul-31-2013	Done
1	Ramona de Graff to receive \$350 honorarium upon presenting on forage fish to Gambier residents on July 20, 2013. update: Ramona did give her talk and the honorarium can be presented.	Aleksandra Brzozowski Nancy Roggers	Aug-01-2013	On Going
1	That staff advise GMLTC on how to join the Coastal Douglas Fir and Associated Ecosystem Conservation Partnership.	Aleksandra Brzozowski	Aug-01-2013	Done
1	Staff to post the preliminary staff report for GM-RZ-2013.1 to the Gambier website.	Aleksandra Brzozowski	Aug-29-2013	Done
1	Staff to schedule a community information meeting and public hearing for Proposed Bylaw 123.	Aleksandra Brzozowski	Sep-26-2013	Done

1	Staff to prepare a draft amending bylaw to rezone the foreshore area of PID 007-041-616 as noted in the preliminary staff report for GM-RZ-2013.1, and provide direction on how to control form and character of the breakwater.	Marnie Eggen	Sep-26-2013	Done
1	Staff to update dates for remaining 2013 LTC meetings, including coordination of venue for Oct 24 and Nov 29.	Aleksandra Brzozowski Penny Hawley Becky McErlean	Sep-26-2013	Done
1	Staff to be sure to include RWM 2013.03 in the Sept 26 agenda.	Aleksandra Brzozowski Becky McErlean	Sep-26-2013	Done
1	Staff to review the North Pender Shoreline brochure and modify it for either Gambier LTA or all Northern Islands.	Aleksandra Brzozowski	Oct-24-2013	On Going



STAFF REPORT

Date: August 27, 2013

File No.: GM-3030-01

To: Gambier Island Local Trust Committee
For the meeting of September 26, 2013

From: Jason Youmans
Planning Student

CC: Aleksandra Brzozowski, Island Planner

Re: **Community and Shared Dock Case Studies**

OVERVIEW

Property owners on several islands have recently sought information from their respective local trust committees concerning how to establish community or shared dock facilities that serve the interests of islanders while at the same time preventing a proliferation of private wharves with their attendant ecological, public access, and aesthetic problems. The purpose of the attached report is to present a collection of case studies outlining how several communities in the IslandsTrust Area and elsewhere on the British Columbia coast have worked to establish community or shared docks. It was initiated primarily as a result of conversations among property owners on the Thetis Associated Islands, as well as an inquiry from the East Trail Island community in the Gambier Local Trust Area. Information contained within these case studies should prove valuable to both private citizens and local trust committees throughout the Islands Trust Area when the question of community and shared dock development arises.

DISCUSSION

Dock Policy and Regulation: East Trail Island

Docks have long been a contentious issue in coastal communities for the ecological, aesthetic and access issues they create. Today, many waterfront jurisdictions in North America are trying to limit the number of private docks extending from their shorelines. Underpinning the Islands Trust's approach to dock development within its boundaries is Islands Trust Act Policy Statement 4.5.11, which states that "Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways." Interpretation of this policy has yielded a variety of approaches to dock development across the different islands in the Trust Area, a variety repeated throughout the South Coast beyond the Trust Area.

As is the case throughout the Gambier Associated Islands, waterfront uses on East Trail Island are currently regulated under the Water 1 zone (W1) of Sunshine Coast Regional District Bylaw (SCRD) No. 96 which permits:

- a) Private moorage associated with residential use on the upland
- b) Private wharfage associated with residential use on the upland
- c) Private communal wharfage associated with residential use on the upland

Meanwhile, in the proposed new Islands Trust Land Use Bylaw No. 120—which, when adopted, will replace SCRD Bylaw 96—the waters around East Trail Island will remain largely within the Marine Foreshore 1 (M1) zone, a zone very similar in uses to the existing W1 zoning. However, a small portion of that water on the Island's northeast coast will be zoned Marine Foreshore 2 (M2). Within the M2 zone will be permitted:

- (a) Marine navigational aids;
- (b) Mooring buoys, for the purpose of mooring a private vessel accessory to the residential use of an upland lot;
- (c) *Community docks and wharves*;
- (d) Barge ramps; and
- (e) Breakwaters.

The recently adopted Official Community Plan Bylaw No. 109 for the Gambier Associated Islands, which includes East Trail Island, provides the following policy guidance with respect to marine uses in the Gambier Local Trust Area:

- 3.9.4 The LTC should recognize and support the marine dependent nature of land uses in the associated islands area.
- 3.9.5 The LTC should permit and encourage the construction and use of common, community, or communal docks where feasible in order to limit the need for multiple private dock development along the shoreline.
- 3.9.6 The LTC should permit individual private docks accessory to residential uses where required for access. These docks may be regulated by zoning.
- 3.9.8 The LTC should use bylaw provisions to protect public access to, from, and along the marine shoreline.

The Associated Islands OCP also provides the following policy guidance with respect to transportation issues:

- 3.10.1 In its bylaw provisions and decision-making, the LTC should recognize the challenges associated with accessing, living on and constructing on the islands in the plan area.
- 3.10.2 Zoning should permit and encourage the construction and use of common, community, or communal docks where feasible in order to limit the need for multiple private dock development along the shoreline; however, individual private docks accessory to residential uses should be permitted where required for access, but may be regulated by zoning.

Case Study Research

Research for the attached report comprised telephone interviews with private citizens and local government staff with experience in dock development, as well as the review of many policy and

regulatory documents from island and coastal jurisdictions. Because development of the docks featured here has not been rigorously documented elsewhere, it is hoped that the stories presented accurately capture how these docks came to be.

It is worth noting that some themes have been deliberately omitted from this report. First, it does not provide a discussion of either the technical specifications or costs associated with building docks on the B.C. coast. This is because these factors will vary widely depending on the size and location of the dock and the wind and wave conditions to which it is exposed. Where possible, costs of construction and maintenance of docks featured in the highlighted case studies have been noted. Second, this report is not meant to provide a definitive “how to” checklist for either community groups or local governments to follow, since the steps to dock development will be unique to the context where new docks are sought and the type of dock desired.

CONCLUSIONS

Research for the attached report demonstrated that developing shared (private-use) or community (public-use) docks—and the choice of one over the other—is a matter of community demand. The community, often through community or ratepayers associations, sets the tone that informs the policy positions and regulations that their elected officials adopt.

Research for this report suggested four possible dock “types” that island and coastal communities have adopted over the past decade:

- Publicly-developed, publicly-operated, public-use
- Privately-developed, publicly-operated, public-use
- Privately-developed, privately-operated, public-use
- Privately-developed, privately-operated, private-use

Determining which of the above four models to use is a function of many considerations, including:

- Local organizational capacity
- Funding opportunities
- Private sector partnerships
- Government support
- Proposed end users

While local government responds to community demand for dock development, it has a critical role to play in creating policies in its guiding documents that support appropriate dock development, and adopting land use bylaws that will allow for the type of dock development desired by the community. Local government will also play a role ensuring that upland zoning allows for the infrastructure associated with docks, and providing the variances necessary to permit structures within the setback of the natural boundary of the sea.

Research for this report did not suggest that one model dock development trumps another. Rather, the mode of dock created should reflect the needs and desires of the community.

RECOMMENDATIONS

- That the Gambier Island Local Trust Committee receive, for information, the attached report titled “Community and Shared Docks: Case Studies from the B.C. Coast.”

Prepared and Submitted by:

Jason Youmans

August 27, 2013

Date

Concurred in by:

Courtney Simpson

MCIP, RPP Regional Planning
Manager

August 27, 2013

Date

Community and Shared Docks

Case Studies from the B.C. Coast



Islands Trust



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Introduction

Around the South Coast and islands of British Columbia, excessive numbers of private docks extending from waterfront properties risk damaging sensitive ecosystems like eelgrass beds and forage-fish habitat, impede access to the publicly-owned foreshore, and detract from the natural beauty of the coastline. At the same time, most island and coastal communities see some value in the convenient access that docks provide. In an effort to limit the construction of private docks, many jurisdictions encourage, and some even require, the sharing of dock facilities among neighbours. Others ban outright the development of docks extending from private property. In the Gulf Islands, policy 4.5.11 of the Islands Trust Policy Statement guides local trust committees in their consideration of docks. This provision states that “Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.”

The purposes of this report are twofold. First, it is meant to provide a snapshot of how different communities around the South Coast have met the challenge of developing community and shared dock facilities. It is hoped that these examples might provide a point of departure for those seeking to do the same. Second, it is meant to give community and local trust committee members an idea of the policy and regulatory actions they can take around land use to support citizens looking to develop community or shared dock facilities, and to limit development of private docks. It is assumed, for the purposes of this report, that funding docks is beyond the authority of the elected officials served by this document.

There is no template to follow that ensures successful community or shared dock development. Success depends on the organizational capacity of the proponents, the responsiveness of various levels of government, the coastal location, and the type of dock sought, both physically and operationally. Some communities have made obtaining a community dock look relatively straightforward, while others have long desired a dock but been unable to make it happen. It is hoped that this report might open the eyes of grassroots groups to dock financing or management possibilities they had not yet considered.

On the policy and regulatory side, this report highlights how official community plans and land use bylaws are being used to encourage, discourage, permit, prohibit, site and size docks in the Trust Area and elsewhere on the coast. While they might not control the purse strings, local trust committee's have an important role to play facilitating development of community and shared docks and limiting the proliferation of private ones.

There is no one-size-fits-all strategy to community and shared dock development. Private-sector participation, well-timed grants, citizen support for tax increases, and government willingness to limit private docks all influence outcomes. It is hoped this report captures the ups and downs, benefits and drawbacks, of several community and shared dock experiences on the B.C. South Coast and Gulf Islands.

Definitions

In the absence of any formal definitions for the terminology related to community and shared docks, the following definitions are used in this report:

Community dock: A dock, owned and operated by public or private interests, which places no restrictions on who may use the facility.

Shared dock: A dock, owned and operated by private interests, that restricts use of the facility to a prescribed set of individuals or groups.

Key Agencies

While local groups generally lead the push for new community or shared dock facilities, several government agencies play critical roles in the successful development of docks on the Gulf Islands and around the B.C. coast. It is important to understand the responsibilities of these agencies and acknowledge that their early involvement will expedite the success of any such venture. The following list of key players and summary of their respective roles is taken directly from a document commissioned by the Thetis Island LTC and created by Russ Irish of McElhanney Consulting Services Ltd. titled *Ruxton Island Community Dock Options Study*. The degree of involvement of the following agencies depends on the location, governance, operations, and funding model of a given community or shared dock. It should also be noted that many of the major dock construction firms that operate on the British Columbia coast will help guide their clients through the dock permitting process.

Integrated Land Management Bureau (ILMB)

Crown Land is land owned by the Province, and Crown Land includes nearly all foreshore from the high water mark out to the limits of provincial jurisdiction. Construction of works within the foreshore requires authorization in the form of a licence of occupation or lease over the foreshore. Permission to use Crown land is obtained by application to the Province. Companies or societies that apply for tenure must be registered in British Columbia. Obtaining tenure is a three-step process.

- Step 1 - The applicant must first secure a 1-year temporary permit from the Province to allow for time to seek the necessary approvals from other government agencies and to prepare a development plan.
- Step 2 - Upon receipt of all approvals and a development plan, the Province may issue a lease or license of occupation for Phase I of the development.
- Step 3 - The final lease is issued for a 30-year term when the facility begins operation.

A Specific Permission must be applied for if the dock or moorage facility is located on marine waters and is for group moorage three berths or less. An application is required for all Specific Permissions. If the applicant of the proposed dock is not the upland owner, written consent of the upland owner and Specific Permission will be required. Water lots and the foreshore are property of the Crown. As such, building a dock there requires both a Crown lease of the water lot and potentially a lease of the upland lot if it too is Crown property.

(http://www.for.gov.bc.ca/Land_Tenures/tenure_programs/programs/privatemoorage/index.html).

Ministry of Transportation and Infrastructure (MOTI)

Highway right-of-ways extend to the high tide line as defined by the present natural boundary on registered legal survey plans of the island. The approaches to a community dock will inevitably require the construction of works that are within this highway right-of-way. Authorization is secured by making an application to the Ministry for a “permit to construct works within public right-of-way.” The Ministry’s primary responsibility is to ensure the following:

- that activities or installations within the highway right-of-way do not compromise public safety;
- that the proposal does not damage or put at risk existing highway facilities;
- that other non-highway facilities are protected; and,
- that there is no undue restriction to future highway development.

Applications must be made by the eventual owner of the works, or an authorized agent for the owner, and the approval process is initiated by way of submitting a water application. Typical requirements for approval of an application of this type will include the following:

- Insurance

Insurance is a requirement, and Ministry policy states that all permits and agreements must contain an indemnity clause and an insurance requirement clause that protects the Ministry, the applicants, and any other named insured

Key Agencies

from financial loss due to damage or harm. The financing of these transferred risks is handled by a requirement for Liability Insurance in the permit. To prove that the applicant has adequate insurance, the insurance agent or broker must fill out a Certificate of Insurance (H-0111). The upshot of this requirement is that the community dock must be owned by a body that can finance and carry insurance.

- **Environmental Protection**

Protection of the environment within the Ministry's right-of-way must include compliance with all applicable federal and provincial legislation and regulations including protecting fish and fish habitat, protecting endangered species, protecting indigenous ecosystems, and compliance with the Heritage Conservation Act (typically related to archaeological concerns).

- **Certification**

Any works within the Ministry right-of-way that fall within the scope of "engineering" under the Engineers and Geoscientists Act must be performed by a Professional Engineer, and must comply with the Ministry's "Engineer of Record and Field Review Guidelines."

Department of Fisheries and Oceans (DFO)

Construction of a community dock will likely cause impact to fish habitat and project planning is required to avoid the risk of contravening the Fisheries Act. Typical planning steps are described as follows:

- **Step 1 – Identify the impacts**

Prior to undertaking the design of a dock it will be necessary to have a professional biologist complete a habitat assessment of the site to determine potential impacts.

- **Step 2 – Mitigate the impacts**

Design of the proposed works should include measures to mitigate these potential impacts. Options for mitigation may include strategic siting to avoid areas with high fisheries value, design of low-impact structures, and construction timing to avoid sensitive seasonal impacts.

- **Step 3 – Compensate for un-avoidable impacts**

If significant habitat impacts cannot be avoided, then it may be necessary to incorporate habitat compensation as a condition of authorization. Typical forms of compensation may include construction of habitat reefs or construction of eel grass beds.

Transport Canada (TC)

Construction of any works within navigable water requires approval under the Navigable Waters Protection Act (NWPA). The NWPA is administered by Transport Canada and ensures a balance between the public right of navigation and the need to build works, such as bridges, dams or docks. An approval under the NWPA authorizes the work only in terms of its effect on navigation.

Application for approval under the NWPA is initiated by submitting a completed application that includes the following information:

- Name, address and contact information for the applicant or their agent
- Location, description and size of the proposed works
- Plan and cross-section drawings of the work with dimensions including high and low water mark
- An area map of the location
- Details of the anchoring system
- Photographs of the site and surrounding area
- Project description and workplan

Key Agencies

In some cases a small dock may be considered a “Minor Work” and therefore exempt from these requirements if they meet the following requirements:

- The works are at least 5 m from the adjacent property boundaries and property line extensions;
- The works are at least 10 m from any dock, boathouse or other structure that is fully or partially in, on or over the navigable waters;
- The extremity of the works that is furthest from the land is at least 30 m away from any navigation channel;
- The works do not extend further in, on or over the navigable waters than any adjacent dock;

Regional Districts

In the Islands Trust Area, regional districts are probably the most important partner for any groups seeking to establish publicly-owned or publicly-operated docks. Through their parks functions regional districts are able levy fees, pay insurance costs, build up reserve funds, and in some cases, operate the dock either directly or through a local organization. In the Trust Area, regional districts are also likely to provide building inspection services on the completed structure.

Islands Trust

The Islands Trust has a mandate to establish and enforce planning policies and regulations for all of the Gulf Islands. The Islands Trust has no mandate to own or maintain infrastructure.

Residents and Community/Shared Docks

Community and shared docks are established based on needs identified by the communities in which they are desired. They may be complementary, or an alternative to, private docks. Whatever the impetus for their development, however, they are generally the result of the organizational efforts of a group of private citizens. Sometimes it might be a handful of neighbours, sometimes a pre-existing group like a residents or ratepayers association, while other times a new group must be established specifically for the purpose of advancing dock development. Whatever the composition of the group, its success will be determined by how well organized its efforts are at assembling the constituent pieces.

Aside from their physical characteristics, community and shared dock types are differentiated to various degrees by the extent of public and private involvement in the initial organization and funding, their ongoing maintenance and operational structures, and the users they serve. Research for this report suggested the following four possible models:

Publicly-developed, publicly-operated, public-use: In this situation, local government is pro-actively involved from the outset of the dock development process and, when complete, continues to own and operate the dock for the benefit of all users. These are “community docks” in the truest sense of the word. (See Thetis Island Community Dock case study)

Privately-developed, publicly-operated-public-use: In this situation, development, fundraising and construction of the dock is undertaken by a private entity (usually a non-profit society), with the finished product transferred to local government for ownership, maintenance and operations. (See Surge Narrows Community Dock case study)

Privately-developed, privately-operated, public-use: This situation sees a private entity (like a non-profit society) develop the dock, while continuing to own and operate it after completion.* Use of the dock, however, is available to all users. (See Denman Island Community Dock case study)

Privately-developed, privately operated, private-use: This circumstance sees a private entity (formal or informal) develop, maintain and operate the dock for use by an exclusive group of people.

How a particular dock is funded and managed is largely a function of the category into which it falls. The case studies that follow in this report describe the practical implications of each type.

Lessons Learned

Referenda, either formal through local government, or informal through an unelected body, are an important tool for gauging community appetite for funding and operating a dock.

* While it is conceivable that such a configuration could occur abutting private land, all examples found during this report’s research saw docks that abutted leased Crown Land.

Lessons Learned

One resident of an island that’s grappled with the community dock issue for a decade said, “The two biggest hitches that keep coming up, apart from initial capital costs, are liability and ongoing operations. Out here we can’t have a fixed ramp. It’s got to be a cantilevered ramp, and whenever you’re dealing with a cantilevered ramp and 16 foot tides, the ramp is awkward to operate. The dock has to be just right, otherwise the winch won’t work right, and then there’s the steepness of the dock at low tide. All of these things will present challenges for the elderly people on the island. So, who’s going to take responsibility for all of this?”

LTCs and Community/Shared Docks

While community/shared docks generally rely on the energies of private citizens to set their development in motion, Local Trust Committees play an important role establishing the policy and regulatory framework that allows for their creation. The first way that Local Trust Committees set the stage for community/shared dock development is through their Official Community Plans (OCPs). While OCPs do not confer positive obligations on a Local Trust Committee, LTC's must not endorse any actions whose outcomes would be contrary to the policies of the OCP. Communities in the Trust Area and around the B.C. coast can, and do, use their official community plans to prohibit, support, define, and site community and shared docks. What they do and how they do it depends on the outcome the community desires. In the following examples, (IT) means the example OCP is an Islands Trust document, while (O) means the OCP comes from a jurisdiction other than the Islands Trust.

OCPs and Community/Shared Docks

(IT) On **Denman Island**, the OCP is used to identify the two locations where a community dock could be supported, while simultaneously prohibiting private docks elsewhere. To that end, Policy 9 of the Marine Environment section of Denman Island's OCP states, "... facilities for ferries, water taxis, fishing boats and pleasure boats should be limited to existing locations. Zoning regulations may permit public dockage on the foreshore area adjacent to the Denman West and Denman East ferry docks, provided such a use is primarily to serve the residents of Denman Island." Meanwhile, Policy 12 of the same section states in part, "In the Water designation, the following should be prohibited: private docks;"

(O) On **Quadra Island**, the stage was set for the eventual development of the community dock at Hoskyn Channel by including in the 2007 OCP the following policy in its water transportation section: "Identification of an appropriate site in the Surge Narrows and Granite Bay areas for the possible future establishment of a small public dock facility shall be encouraged."

(IT) On **Keats Island**, community members declined to constrain private docks, so instead the following policy was included in its OCP: "Waterfront property owners are encouraged to consider sharing the use of private docks and wharves with one or more of their neighbours, including upland neighbours (if any), through joint ownership or non-commercial cooperative agreements and through the use of easements or other forms of agreed upon access to the facilities rather than erecting individual private docks or wharves."

(IT) In the new **Gambier Associated Islands** OCP it says. "Zoning should permit and encourage the construction and use of common, community, or communal docks where feasible in order to limit the need for multiple private dock development along the shoreline; however, individual private docks accessory to residential uses should be permitted where required for access, but may be regulated by zoning."

(O) In Bedwell Bay at the mouth of Burrard Inlet's Indian Arm, the **Village of Belcarra** has noted as a policy in its OCP that "Within the area designated Civic Natural Shore Area on Schedule A (Generalized Land Use Map), the Village will entertain proposals for the use of the foreshore for Group Wharfage Facilities in accordance with Council's Group Wharfage Facility Foreshore Lease Policy."

"Group Wharfage" is defined in the document's glossary as, "a wharf owned and operated by a Group Wharfage Association which is a group of four to six Village residents that is formed pursuant to the Society Act for the purpose of owning and operating a group wharfage facility;"

(IT) **Passage Island's** section in the Gambier Associated Islands OCP includes the following advocacy policies to support its ongoing, though as yet unsuccessful, efforts to see a community dock established on the Island:

- The LTC requests that the Ministry of Transportation and Infrastructure provide for and maintain safe access to the foreshore on dedicated highways.
- The LTC encourages Greater Vancouver Regional District (Metro Vancouver) to explore options to provide a ports function for residents of Passage Island.

LTCs and Community/Shared Docks

Land Use Bylaws and Community/Shared Docks

Land use regulations (which can also apply to land under water) bring the policies of an official community plan to life by allowing and prohibiting different uses. Zoning bylaws related to water lots that can support community and shared docks on the Gulf Islands and around the coast vary widely according to the outcomes intended by the communities where they've been enacted.

For example, in communities where a single potential community dock location has been identified and favoured, local government can zone it to a designation that allows for that use and those structures. Such is the case in the Marine-5 zoning designation on **North Thormanby Island** under the Gambier Associated Islands soon-to-be-adopted Land Use Bylaw which states, "The following structures are permitted in the M5 zone, subject to the regulations set out in this section and the general regulations, and all other structures are prohibited: (a) Public wharf or barge; (b) Buoys, floats, wharves, wharf ramps, walkways, piers, floating breakwaters, dolphins and pilings, and buildings necessary for the establishment or operation of a use permitted in this zone." Meanwhile, if the community wants docks at several specific sites, each of them could be zoned to allow for a community dock. Such is the case of **Keats Island** where two locations carry the M-1 (Public Wharf) designation.¹

If the community has not yet considered where a community dock might go but wants to leave the option open, they might create a whole water zone around the Island that allows for community docks. Most of the east side of **Quadra Island**, for example, is characterized by Access 1 zoning, which allows "Private or public boat ramps or private or public wharves, excluding any such facilities that are offered for commercial gain."

If the community wants to ensure that only one of several potential sites is ever developed, the bylaw can restrict the number of docks that can be built in that zone to the number of their choosing. This is the case with the **Gambier Associated Islands** M-2 zone where "One community dock or wharf may be constructed or installed at each M2 zoned location." Likewise, if a community is interested in establishing zones where neighbours are forced to enter into sharing agreements with one another in order to construct docks, a zone such as **Belcarra's** Group Wharfage Zone, or its Shared Wharf Zone might be contemplated. The municipality's "group wharfage" zone states, "Permitted Land Use: (1) Group wharfage facility."

Land use bylaws can be used to encourage an essentially unlimited array of dock configurations, both physically from the perspective of length and width, and in terms of location. **Belcarra's** W-2 zone for group wharfage, for example, with its defined geographic boundaries, states that "No section of a float or wharf shall exceed a width of 6 metres, except for a maximum of 3 wharf fingers, each of which may have a length of no more than 7.5 metres and a width of no more than 1.2 metres."

Lessons Learned

One person familiar with the development of the community dock at Hoskyn Channel on Quadra Island said, "Just get it in there, into the official community plan somehow, to maintain community access where the roads end. Then give direction to pursue tenure. Once you've got that, which you can get fairly easily, zone the whole area as park."

¹ Both of these sites are home to former federal government wharves now owned and operated by the Sunshine Coast Regional District through its ports function.

LTCs and Community/Shared Docks

Further LTC Considerations and Community/Shared Docks

The role of local trust committees in the development of community and shared docks does not end with the inclusion of supportive OCP policies and land use regulations. Elected officials may further be called upon to make decisions in three areas when a new dock is ready to move forward: rezonings, variances, and development permits.

Rezoning, whether initiated by council at the behest of their community, or by private landowners interested in hosting a shared dock off their property, will be required to ensure that community/shared docks are sited appropriately. Local trust committees retain final discretion on those rezonings.

Variance permits may also be required, as most docks will violate the standard rules governing setbacks from the natural boundary of the sea for structures. A forward thinking bylaw, however, would grant community/shared dock sites the necessary exemptions from the customary sea setbacks.

Finally, if the proposed site of a community or shared dock should fall within a Development Permit Area (DPA), the local trust committee is responsible for determining whether the dock would meet the requirements of that DPA.

Lessons Learned

Dock-related traffic consists not only of the marine vessels that moor alongside them, but also the vehicles that people use to get to and from the upland end of the dock.

Dock proponents must consider the land-based transportation infrastructure required to support a dock.

Relevant questions include:

- Will a parking lot be necessary?
- What capacity should it support?
- Is parking on the shoulder viable?
- How would shoulder parking impact property owners?
- What impact will potentially increased traffic have on road conditions and maintenance?
- Who will be responsible for that maintenance?
- How will increased traffic impact owners upland of the dock?
- Is a new parking scheme or increased traffic consistent with the official community plan and land use bylaw?

Publicly-Developed, Publicly-Operated, Public-Use

Thetis Island Community Dock

With the involvement of the Cowichan Valley Regional District almost from the outset (after significant community pressure), the Thetis Island Community Dock exemplifies a true public community dock.

Origins: Like many coastal Islands, Thetis Island was long home to a federal government wharf. After years of effort by Thetis Islanders to acquire local control of the facility, the federal government eventually agreed to divest its wharf on the Island to the Cowichan Valley Regional District in 2002. The CVRD, while at first reluctant to take on the responsibility, agreed to do so following a referendum among Islanders (85 percent of whom voted in favour) that created a local area services establishment bylaw for the operation and maintenance of the wharf and the tax regime to pay for it.

Financing: Divestment of the federal wharf came with a \$300,000 grant to undertake major repairs to the wharf. This was spent on a major refit within the first few years under its new owners. Meanwhile, the 2002 service establishment bylaw saw a parcel tax implemented on Thetis Island that authorizes the CVRD to raise \$15,000 annually from property owners. To date, the CVRD has found that \$9,000 is adequate to cover ongoing maintenance and operation of the wharf and the adjacent boat launch over which it also has jurisdiction. Moorage fees are collected from dock users. Approximately \$30,000 from unspent annual parcel tax money now sits in an operating reserve fund in anticipation of future repair work.

Governance/Operations: A Thetis Island Port Commission was established by CVRD bylaw in 2003 that consists of five Islanders (appointed by the CVRD board on the recommendation of the Thetis Island Residents and Ratepayers Association), one Improvement District trustee, and the Director for Electoral Area G –Saltair/Gulf Islands. The Port Commission is the on-Island eyes-and-ears for the dock. When maintenance, minor or major, is required, the Port Commissioners convene a volunteer work party or manage a tendering process to bring in professional contractors and sends the bill to the CVRD for payment.

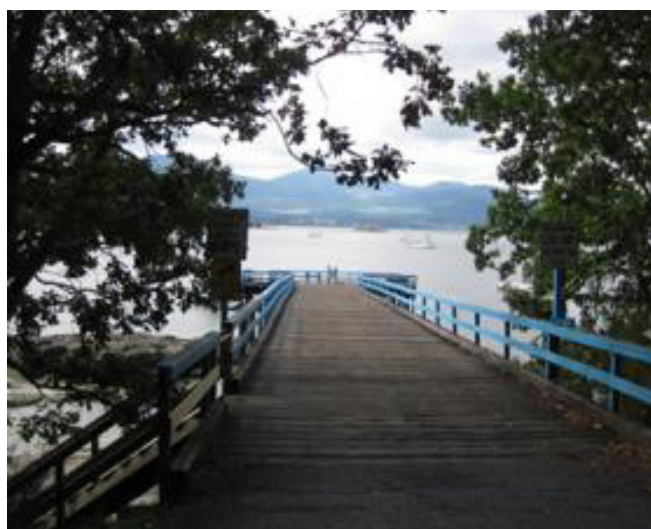


Photo Credit: Kelly Bannister

Lessons Learned

When a port commission is established through the regional district, it allows local decision making to guide the dock while the regional district manages the complexities of crown leases and liability insurance.

Lessons Learned

Parcel taxes or property tax levies brought into effect through a local area services establishing bylaw can be an effective tool to fund public goods that will be used by residents in one geographic area of a broader government jurisdiction.

Privately-Developed, Publicly-Operated, Public-Use

Surge Narrows Community Dock

On the northeast edge of Quadra Island, a community dock shows what can be accomplished when a committed community and a dedicated local politician harness the power of the private sector to get things done.

Origins: Unlike the Thetis Island example, Hoskyn Channel had no federal wharf to acquire when residents of the outer Discovery Islands began pressing for better access to Quadra Island. Up until the early 2000s, they had relied on a haphazard assortment of floats, boom sticks and pulleys to get to shore at Hoskyn Channel. Hearing the demands of the Surge Narrows community, the electoral area director for Quadra Island teamed up with the leadership of the Surge Narrows Community Association, and began to drum up support from private-sector donors to help construct a permanent, all-season dock. Over the years, financial and infrastructure donations—like surplus fish farm floats—have been received from aquaculture operators and other businesses in the area, and most of the labour to get the docks built has been volunteered by local business, the community and dock users. Efforts to get a permanent dock built (including permitting, etc.) began in 2004 and the official ribbon cutting took place in 2008.

Financing: Apart from a \$10,000 regional district grant to help offset the cost of ramp construction, virtually the entire capital costs of the project were covered by in-kind and cash donations. Today, the electoral area director says he continues to shake the tree for support from large businesses, government contractors and crown corporations that operate in the area whenever he can. Moorage fees pay for a portion of the ongoing maintenance and operation, while the electoral director says a “small sliver” of the Strathcona Regional District’s (SRD) parks budget is carved off for operations. The SRD pays a contractor on Quadra Island approximately \$6,000 per year to undertake maintenance on the dock as required and keep an eye on the facilities, and provides grant money where possible. No property or parcel tax has ever been implemented, which avoids creating new bureaucracy, but also means forgoing a predictable funding source.

Operations/Governance: Despite the large volume of private funding and grassroots efforts that led to its creation, the Surge Narrows dock is today owned and insured by the Strathcona Regional District. Decisions about the dock are made at the regional district staff level, usually on the basis of suggestions or complaints that come to the local electoral area director via the Surge Narrows Community Association or other dock users. No formal port commission has been established to govern the dock, but its users are reportedly quick to flag any outstanding issues to the SRD.

Lessons Learned

Hoskyn Channel dock proponents say that the regional district’s decision to zone the end of highway right-of-ways at key locations on Quadra Island as regional parks was an important tool to dissuade the province from granting water lot occupation leases to individuals or firms whose planned use of the sites would have rendered a community dock impossible.

Lessons Learned

Leveraging private industry support and tapping in to professional networks can yield great benefits and significantly offset development costs.



Photo Credit: Marine Harvest Canada

Privately-Developed, Privately-Operated, Public-Use

Denman Island Community Dock

The Denman Island Community Dock demonstrates how to leverage grant money in pursuit of a community dock, and how to do so with minimal government assistance.

Origins: While Denman Island long had a federal dock, the derelict structure was removed in the 1980s and the Island was without a small boat docking facility from then on. Even with the dock gone, however, the federal government retained Crown Land tenure over the site. Sensing an opportunity with the federal government's attempts to divest itself of dock sites around the coast, the Denman Island Residents Association (DIRA)—a non-profit society—struck a committee to begin working toward the development of the new dock. After five years of effort, the \$381,000 dock was officially opened in the summer of 2011.

Financing: The DIRA was given \$75,000 in federal divestiture money to take over responsibility for the former dock site. The group used this funding as leverage to start seeking ever-larger grants from a variety of government and quasi-government agencies and organizations. The largest grantors to the project were the Island Coastal Economic Trust (ICET) with \$118,500 and the West Coast Community Adjustment Program (WestCCAP) with \$124,188.50. Grants from the Comox Valley Regional District, the Comox Valley Community Fund and plenty of locally-raised donations and volunteer hours helped round out the funding. Today, moorage fees help offset the day-to-day operations costs, and the DIRA retains a fund of approximately \$35,000 from the original federal divestiture money from which they'll carry out maintenance as those needs arise.

A member of the DIRA suggested that the key to the organization's ability to win grants was the economic development spin with which they pitched the project, arguing that increased boat traffic to the Island would increase visitation to local shops and restaurants.

Operations/governance: The Denman Island Community Dock is run by a committee of the Denman Island Resident's Association. It holds the insurance on the dock through a marine liability policy which costs approximately \$2,000 annually. The DIRA member with whom we spoke for this report suggested she wished her organization had approached the Comox Valley Regional District early on in the process to bring the dock under the regional district's parks and recreation function. She said there is expertise within the regional district on which they wish they could have drawn, and the regional district is better placed to cover the insurance functions.



Photo Credit: Denman Island Residents Association

Lessons Learned

Grant money is out there, but finding the right pitch with which to win it can be challenging. While local economic development was the flavour of the day when the Denman dock was under development, today it could be emergency access or strengthening the marine highway.

Lessons Learned

What an organization gains in autonomy by pursuing a dock independent of government oversight can be offset by frustration over dealing with complex issues (i.e. insurance) without government help.

Privately-Developed, Privately-Operated, Private-Use

Brigade Bay Owners Association Dock

In waterfront areas where residents are demanding dock access, but a public community dock won't be entertained, there exist opportunities for shared, private docks. The dock at Brigade Bay on Gambier Island offers an example of a private dock that serves dozens of waterfront and upland properties in the same subdivision.

Origins: When the Brigade Bay subdivision was created on Gambier Island, the developer expected that waterfront homes would be granted private docks. Those plans were scrapped when the Department of Fisheries and Oceans refused to okay private docks over concern for the marine environment. Instead, the developer created a "community lot" on one of the subdivision's waterfront properties, and used that property's water access to construct a breakwater and multi-fingered dock. Today, operation and maintenance of this dock falls to the Brigade Bay Owners Association.

Financing: The Brigade Bay Owners Association owns the community lot and the dock. All property owners in the subdivision are expected pay annual fees to the homeowners society which are then used for maintenance and up-keep of the subdivision including the community lot and dock. A homeowner in the subdivision estimated the total annual costs associated with the dock at \$23,000. Of this, \$10,000 is for annual insurance, maintenance and operations, while the remaining \$13,000 is saved in a fund to pay for future large-scale maintenance or replacement of the facility. The dock has an estimated replacement value of \$200,000.

Operations/governance: A committee of the Owners Association manages the dock, pays the liability insurance, and determines repairs as necessary. Access to the dock is via a lot owned by that subdivision's homeowners association, and a gate on the dock prevents both non-Brigade Bay residents and those who don't pay their homeowners association dues from accessing the shore from the dock and vice versa.

Lessons Learned

A homeowners/ratepayers association with the resources to purchase a waterfront lot of its own then has the ability to create a private access dock to be used only by those who pay into its maintenance.



Photo Credit: Rick Gustavson

Privately-Developed, Privately-Operated, Private-Use

Belcarra Group Wharves

In an effort to grant non-waterfront property owners an opportunity for dock access, the Village of Belcarra created a “Group Wharves” water zone. This zone runs parallel to a waterfront municipal road, and within it, groups of four to six non-waterfront property owners can apply to construct a dock at one of 13 designated spots. Licenses of occupation for the limited number of spaces the municipality has allocated for Group Wharfage are issued on a first-come-first-served basis.

Origins: The “Group Wharfage” zone was established to minimize wharf construction in Bedwell Bay while still allowing local property owners a place to dock their boats. Port Metro Vancouver has authority to govern waterfront uses in the area—an authority delegated to it by the provincial government—and the Port has subcontracted this authority to the municipality as the upland property owner. Property owners interested in forming a group and building a wharf must register as a society under the British Columbia Society Act. The internal bylaws of the society will govern how money is collected and allocated and the responsibilities of the society’s various members. The society then applies to the municipality for a building permit, highway encroachment agreement to access the foreshore from the municipal road allowance, and the necessary water lot license. The water license is tied to the society, and members may join or depart as they choose with the sale and purchase of property, provided there are between four and six members at any given time. The municipality demands the society carry liability insurance and will inspect the dock once a year for structural integrity.

Financing: The society created by the Group Wharf users is responsible for all aspects of the dock, including construction and insurance.

Operations/governance: Societies formed for the purposes of sharing a group wharf in Belcarra can enact any by-laws they choose so long as they conform to the provisions of the B.C. Society Act. It is recommended that a lawyer be involved in drafting the society’s governing bylaws.

Lessons Learned

Because the municipality owns the road that runs parallel to the foreshore, Belcarra’s group wharves policy provides a unique opportunity for non-waterfront property owners to have waterfront access.

Lessons Learned

While the group wharves system has so far been relatively popular, administering the program costs the municipality more than it brings in from administration fees because of the amount of time spent chasing down dock societies to ensure their insurance is in order. Furthermore, since the ramps often begin within the municipality’s road allowance, poorly maintained docks risk becoming a municipal liability.

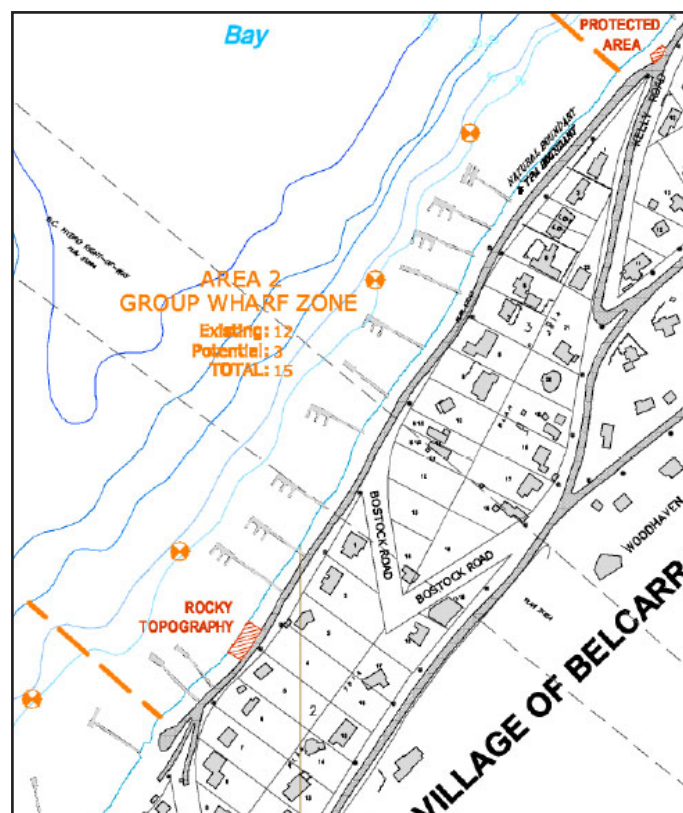


Photo Credit: Village of Belcarra

Port Metro Vancouver Shared Docks

For the past six years, Port Metro Vancouver has had in place a moratorium on private dock development. Instead, it accepts only applications for shared docks. As such, waterfront neighbours are learning to get along if they want a place to park their boat.

Origins: Two or more—typically adjacent and exclusively waterfront—property owners submit an application for a shared dock license of occupation to Port Metro Vancouver. This is generally done as a cooperative or non-profit society so to more easily establish the internal bylaws that will govern the construction and ongoing maintenance of the structure. The addresses of all individual members of the society are identified in the license application, so the Port knows which waterfront property owners have surrendered their right to host a private dock on their own waterfront, and instead sign up to use one that abuts a neighbour's property.

Financing: The waterfront property owners that agree to share the dock are responsible for all aspects of its construction and maintenance.

Operations/governance: While not required by Port Metro Vancouver, shared dock applicants are strongly advised to formalize their relationship using the services of a lawyer who drafts bylaws that define the nature of each member's responsibilities toward the dock and other members. Easements can be registered on title to guarantee right of access for society members to the dock regardless of who owns the property to which the dock abuts.

Lessons Learned

Despite the years-long moratorium on private dock development on the shoreline administered by Port Metro Vancouver, the organization says it has received relatively few shared dock applications. It does, however, receive a constant stream of inquiries from waterfront property owners wondering when the moratorium will be lifted.



Memorandum

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Date September 17, 2013

File Number GM-3070-30

To Gambier Island Local Trust Committee

From Aleksandra Brzozowski
Island Planner
Northern Office

Re Update on Gambier Community Woodlots

This memorandum is to provide information to the Gambier Local Trust Committee (LTC) on matters pertaining to the upcoming woodlot license development occurring on two woodlots in the north of Gambier Island.

Background

Gambier Island includes 4348 hectares of Crown Land comprising most of the north and centre of the island. Some of this land is designated for Parks, others for Sites and Trails, and some for timber harvesting. The Crown's authority to designate these lands for timber harvesting dates back to 1907 originally, most recently re-affirmed in 1986 when it identified lands on Gambier as a Timber Supply Area [TSA] with the Sunshine Coast Forest District.

Between 2004-2009, the Ministry of Forests established boundaries for new community woodlots in Gambier Island Crown Land. A map attached notes the extent of Crown Land on Gambier, the southwestern woodlot currently leased, the boundaries of the new woodlots, and the Old Growth Management Areas as established in 2008 by the Ministry of Forests.

Timber Harvesting Activity and the OCP

The Gambier Official Community Plan supports ecosystem-based sustainable resource management and the retention of natural attributes and visual features as two of the overall objectives for Resource Lands in the planning area. Both the Gambier OCP and Land Use Bylaw (LUB) were most recently reviewed and revised in 2003-2005, at which time we went through a public consultation process and the community was quite involved in the review. The review process took about 2 years, and included information meetings and a public hearing for each of the bylaws.

Part of the 2005 OCP/LUB review process included referrals to all other agencies and governments for their comment; when the Ministry of Forests received the referral on these bylaw reviews, it asserted its interests over Crown Lands on Gambier to use for timber harvesting. As a result, these Crown Land areas were zoned Wilderness Conservation (G1) and include "sustainable harvesting of trees including woodlot and community forest use" as one of the permitted uses in that zone.

In 2009, a referral was sent to the Islands Trust confirming that the activity of a community woodlot would be a use consistent with the land use designation and zoning regulations set out in the OCP and LUB. Staff confirmed that it would be consistent.

Advocacy regarding Woodlots on Gambier Island

The Islands Trust Advocacy Policy can be read in its entirety as Attachment 3. In it, it states that:

Local trust committees may, by resolution, undertake advocacy on land use issues specific to their local trust area and consistent with the official community plan after considering whether the position may fetter their discretion on current or future land use planning decisions.

The Gambier LTC can certainly undertake advocacy on this issue, as the Gambier Island OCP includes numerous policies about the desired (and undesired) scale and nature of timber harvesting and forestry on Gambier Island. Relevant advocacy policies include those below:

Objective 7.1

To support resource use practices that are grounded in ecosystem management and provide for sustainable resource management;

Objective 7.4

To retain the natural attributes and scenic visual features of the planning area;

Advocacy Policy 7.30

Provincial Ministries or Crown Corporations, including Ministry of Sustainable Resource Management, Ministry of Forests, Ministry of Energy and Mines and British Columbia Assets and Land Corporation are encouraged to enter into protocol agreements with the Islands Trust regarding consultation processes leading to the issue of any permits or tenures, other than mineral tenures, for lands within the Wilderness Conservation land use designation and to not issue such tenures or permits until such protocols have been established.

Advocacy Policy 7.31

The Ministry of Forests is requested to prevent any timber harvesting activity within the Wilderness Conservation designation. The Ministry of Forests is requested to consider objectives 7.7 to 7.12 and policies 7.8 to 7.23 of this Plan for any lands in the Wilderness Conservation designation, if such lands are licensed for any timber harvesting activity.

Objective 7.7

To retain large contiguous areas of forested land;

Objective 7.8

To support forestry practices which are compatible with and complementary to the values of conservation and sustainability;

Objective 7.9

To support limited small-scale timber production while retaining the environmental and recreational values of forested land;

Objective 7.10

To encourage the use of forested land for recreation, wildlife habitat, biological diversity and cultural resource uses;

Objective 7.11

To support access by area residents to the Gambier Island's crown land timber supply for community forest or woodlot purposes;

Objective 7.12

To support the retention of old growth trees and forests;

Policy 7.8

While crown land in the Gambier Island Planning Area is recognized to be within the Sunshine Coast Timber Supply Area, the Ministry of Sustainable Resource Management is requested to examine

means to remove Gambier Island from any annual allowable cut through the Land and Resource Management Plan process and provide that no licensing process for timber harvesting is provided, other than through woodlot tenures or a community forest. If Gambier Island cannot be removed from any annual allowable cut the Ministry of Forests is requested to treat Gambier Island as a sustainable forest management unit through the Forest Development Plan and allow only sustainable harvesting of trees through its licensing procedures and insure that such harvesting should not exceed the rate of re-growth of trees on Gambier Island.

Policy 7.9

In the Forestry designation, large-scale industrial clear-cut operations are strongly opposed. Forest-harvesting operations should be small in scale and undertaken based on appropriate management methods that minimize adverse visual and environmental impacts.

Policy 7.10

The creation of a community forest or a limited number of small privately operated woodlots are the preferred means of forestry activity.

Policy 7.11

This Plan recognizes the importance of old growth trees and old growth forests for historic, cultural and ecological values. Consequently, forestry operations on Gambier Island should ensure old growth timber stands are retained. Priority consideration for retention in their natural state should be given to areas designated as "Old Growth Forest" on Schedule C.

Policy 7.12

Sustainable forest management is advocated within the Forestry designation.

Policy 7.13

In accordance with the Forest Practices Code, sound forest management practices should be observed at all times in order to prevent erosion, preserve water supplies and ensure healthy renewal of the forest through reforestation.

Policy 7.14

The Local Trust Committee supports the retention of the Forest Land Reserve (FLR) designation on existing lands in the FLR.

Policy 7.15

The Local Trust Committee does not support the approval of subdivisions of land in the FLR, where such subdivision would reduce the long-term viability of the parcel for forestry use. The Local Trust Committee through the zoning regulations should specify a minimum parcel area in the forestry zone that supports continuing sustainable forestry activity.

Policy 7.16

Crown land currently under license pursuant to the Forest Act, existing unmanaged forest land pursuant to assessment classification and all lands in the FLR should be designated as Forestry on Schedule B (the Land Use Designation map).

Policy 7.17

The permitted uses in the Forestry designation should include forestry and one single-family residential dwelling use per parcel. The zoning regulations should also specify a range of permitted accessory forestry related uses, including uses associated with fire suppression.

Policy 7.18

Protection of environmental resources in the marine-based Forestry designation should be by marine conservation zoning or development permit designation or both where areas are identified as environmentally sensitive through other plan policies or identification on Schedule C or F or both.

Policy 7.19

Access to Forestry designated areas for low impact recreational purposes should be encouraged.

Policy 7.20

Based on an application, temporary industrial use permits may be considered in the forestry designation to permit the processing of timber derived from the planning area's forestlands.

Policy 7.21

The Province should allow community forest and woodlot licensing on Crown lands designated as Forestry in cases where this would create locally based economic opportunities for small scale sustainable forestry, including providing logs for local processing.

Policy 7.22

The Ministry of Forests should only consider permitting new woodlots on lands designated as Forestry to be created on a site-specific basis and conditional on undertaking a community review process and environmental assessment of the proposed site.

Policy 7.23

The Province of British Columbia is encouraged to adopt legislation that allows the Gambier Island Local Trust Committee to develop and apply forest management regulations on private land forestry activities outside of the FLR within the Plan area. The Land Reserve Commission is encouraged to work with the local trust committee in addressing issues on private FLR land.

Licensing of the New Woodlots

The Ministry of Forests, Lands, and Natural Resources (FLNRO) announced earlier in 2013 that it would begin the process of developing woodlot licenses for the two new community woodlots on Gambier.

Attached to this memo (Attachment 2) is a set of questions posed by the Gambier Island Conservancy and answered by Brian Kukulies, Lands Officer for FLNRO. Answer 13 includes information on the steps involved in the licensing process, which is essentially a 2-phase process. For the first phase, applicants are given information about the candidate woodlot area, applications are received and evaluated, and a winning application is announced. The second phase involves the winning applicant to prepare a management plan to be considered by the Forest District Manager.

The process is currently in the early stages of the first phase, and an application package is being prepared. FLNRO has committed to including information in the application package regarding the Gambier Island Official Community Plan and its policies relevant to community woodlots on Gambier, as well as contact information for Islands Trust Staff should a prospective applicant have an enquiry. The application package is expected to be completed and posted by late September or early October 2013.

Please note that while the information included in the application package is expected to be read and noted by prospective applicant, evaluation of the applications will not address such considerations. Therefore, it will be important that the LTC continue advocating these policies into the second phase of the process when the management plan is drafted by the winning applicant.

Coastal Douglas Fir and Associated Ecosystems Conservation Partnership (CDFCP)

In late 2012, the Ministry of Forests, Lands, and Natural Resource Operations launched the formation of the Coastal Douglas Fir and Associated Ecosystems Conservation Partnership (CDFCP). The CDFCP arose from the recognition of a need for a more strategic and collaborative approach among those involved and interested in conservation efforts in Coastal Douglas-fir ecosystems, and was developed through a series of discussions and workshops including different levels of governments, non-government conservation organizations, and community residents. The CDFCP promotes shared stewardship and will identify conservation priorities, reduce duplication of effort, share resources and information, and provide support to its participants. In March 2013, both Trust Council and the Islands Trust Fund joined the CDFCP. Kate Emmings, Ecosystem Protection Specialist for the Islands Trust Fund, sits on the Steering Committee for the Partnership.

Gambier Island has an amount of one of the associated ecosystems to Coastal Douglas Fir, Western Hemlock Eastern Very Dry Maritime (CWHxm1), and Gambier Island is to be included in an upcoming plan to be established through the CDFCP. This plan is in very early stages but it is known that its steering committee includes members of the woodlot industry; a first draft is expected in 2014.

On July 11, 2013, the Gambier Island Local Trust Committee passed a resolution to seek membership on the Coastal Douglas Fir and Associated Ecosystem Conservation Partnership. Attached as Attachment 4 is the information regarding the CDFCP Statement of Cooperation (SOC), and the procedure for signing on to the SOC.

Discussions regarding the Howe Sound Integrated Management Plan

There has recently been active discussion among community groups, residents, and local governments to move towards establishing a Howe Sound Integrated Management Plan. Trust Council passed a resolution in September 2012 to advocate for an integrated management plan for the Howe Sound.

On July 11, 2013, the Gambier Island Local Trust Committee passed a resolution requesting the Executive Committee to consider forwarding the following motion to the Union of BC Municipalities that the Provincial Government commit to establishing a land resource management plan in Howe Sound with a focus on both terrestrial and marine areas. In the meantime, the Sunshine Coast Regional District organized a meeting with Minister Thompson of Forests, Lands, and Natural Resources for September 18, 2013. Trustee Hagedorn will be in attendance at this meeting.

The Howe Sound Community Forum will be held on September 25, 2013. The Islands Trust Chair as well as the Gambier local trustees will be in attendance to advocate for an integrated management plan.

On September 11, 2013, the Gambier LTC passed a resolution without meeting requesting Staff to arrange a meeting with Jordan Sturdy, MLA and Nicolas Simons, MLA to update and discuss the following:

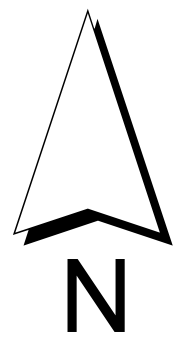
- the perceived issues around a need for a Land Marine Resource Management Plan with a core protected area;
- recovery of species taking place in Howe Sounds;
- progress to date; and,
- who are the interested parties in Howe Sound.

The Bowen Island Local Trustees, Gary Noir, Chair of the Sunshine Coast Regional District (SCRD), Councilor Lee Turnbull, SCRD, and Councilor Marie Harris, Metro Vancouver, will also be invited to this meeting.

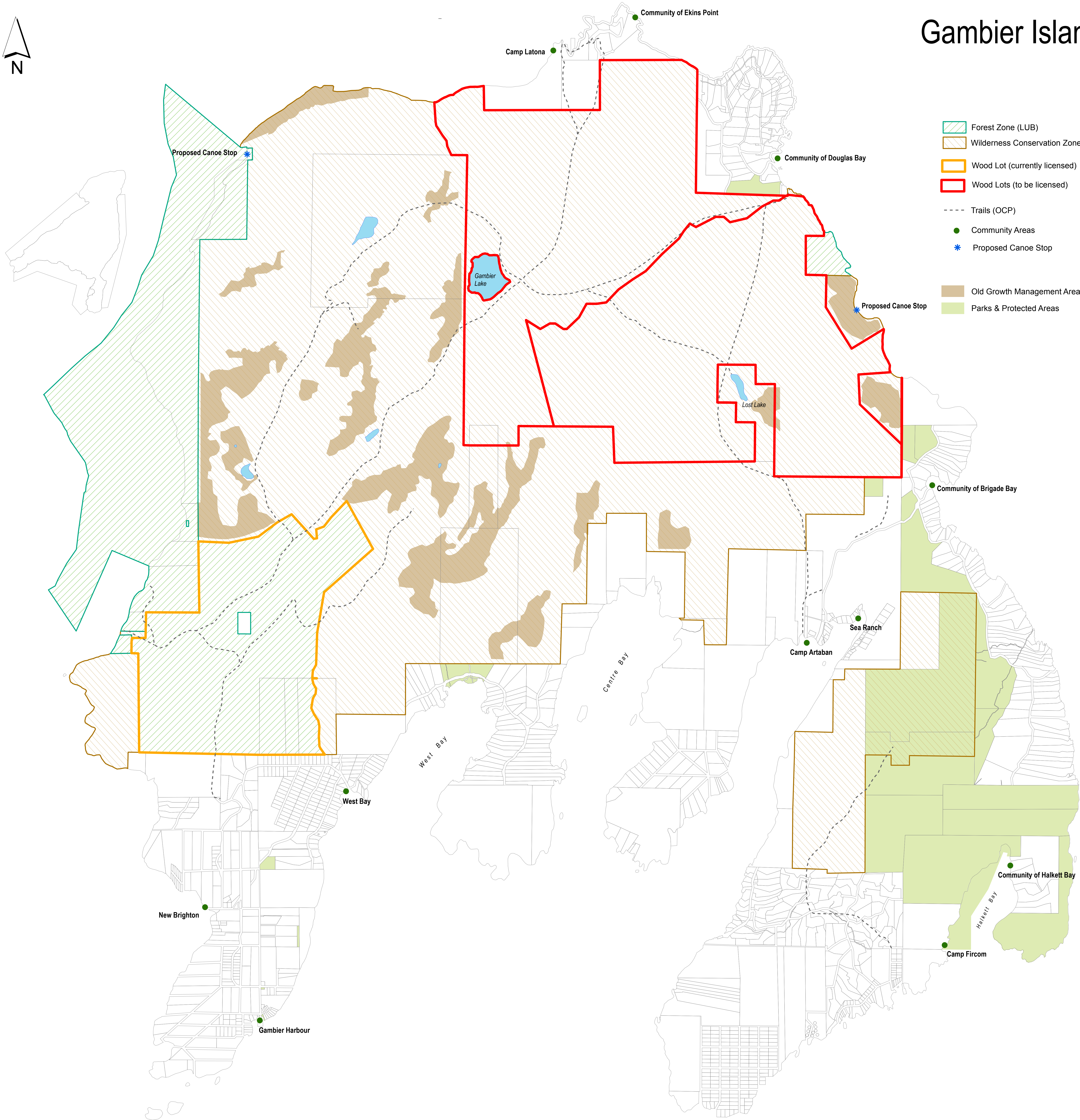
Please note that the discussions around a Howe Sound integrated management plan are still fairly hypothetical and tenuous at this date and therefore will not be able to gain traction and concreteness near enough in the future to be considered an adequate reason to delay the upcoming woodlot licensing process. However, concern about timber harvesting in the Crown Land on Gambier is one of the reasons for desiring such a plan and has thus been included in this update memo.

Attachments: 1. Map of Crown Land on Gambier
2. Questions and Answers from Brian Kukulies, Land Officer, Ministry of Forests, Lands, and Natural Resource Operations (FLNRO)
3. Islands Trust Advocacy Policy
4. Membership to Coastal Douglas Fir and Associated Ecosystems Conservation Plan Partnership

Gambier Island



- Forest Zone (LUB)
- Wilderness Conservation Zone (LUB)
- Wood Lot (currently licensed)
- Wood Lots (to be licensed)
- Trails (OCP)
- Community Areas
- Proposed Canoe Stop
- Old Growth Management Area
- Parks & Protected Areas



0 0.5 1 Kilometers

QUESTIONS FROM THE GAMBIER ISLAND CONSERVANCY AND ANSWERED BY BRIAN KUKULIES, FLNRO, ABOUT THE PROPOSED NEW GAMBIER WOODLOTS (JULY 2013)

Part 1 Planning and background questions

Why more woodlots on Gambier?

1. What opportunities are there for negotiating the size and/or type of logging that occurs on Gambier? Who would be part of the negotiation? How best would it occur?

A1. Opening size and harvesting system are considered after a Woodlot Licence Plan (WLP) has been approved and are site specific dependent on any constraints, operational requirements, the judgment and knowledge of the Forest Professional. This would be best addressed by the woodlot holder.

2. Are local First Nations and Gambier Island property owners and community consulted at any stage(s) in the process?

A2. First Nations are consulted based on current case law and any agreements that the province has with the potentially impacted First Nations. We have consulted with both the Squamish Nation and the Tsleil-Waututh First Nation. We referred the proposed woodlots to the Islands Trust for comments in 2009. The local community feedback can be provided at the Woodlot License Plan stage.

3. What, if any, are the benefits to the Gambier Island community, and is there anything specific in this regard?

A3. There is the potential for local employment and woodlot operations provide revenue to the province to provide services.

4. Would Ministry of Forest, Lands, and Natural Resource Operations (FLNRO) consider a public meeting on Gambier to respond to islanders' concerns about this process in the near future?

A4. We have met with three local representatives and provided information and answered provided questions so this can be communicated to other members of the public. At this time we have no plans to attend a public meeting in regards to these proposed woodlots.

These woodlots are being considered as a result of government initiative to expand the Woodlot Licence Program through a disposition plan. We had previously evaluated these areas in 2009 for their suitability as woodlot licenses.

Deciding on the suitability of a woodlot location

5. How does the designation of these woodlots fit into FLNRO's "Principles for locating new forest tenures" of Nov 2011?

A5. Woodlot Licenses are in important tenure option that we have to fulfill the need for tenure opportunities and woodlots fit well within smaller forested areas. The proposed woodlot licenses fit in well with the intent of this document.

6. How does the Ministry calculate the overall impact of logging on a closed system such as an island?

A6. Gambier Island is part of the Sunshine Coast Timber Supply Area and is available for timber harvesting consistent with the Official Community Plan and Land Use Bylaw. Assessments of impacts are considered at the cut block road construction stage and must be consistent with the approved Woodlot Licence Plan.

7. Is there any kind of environmental assessment and review involved in the process? Is there any plan to produce Sustainable Resource Management Plans (SRMPs) for the landscape units in the Sunshine Coast Forest District? Specifically Howe Landscape Unit, given the particular sensitivity of island environments? So far, looking at the

FLNRO website, it seems that all that has been done in terms of an SMRP is assignment of Old Growth Management Areas (OGMAs), unlike in BC's Interior, where there has been significant consideration of wildlife and other environmental factors included in SRMPs. FLNRO states "net timber area objectives will be expressed as a percentage of the total land base accessible for commercial forest harvesting, and the proportion for which other purposes – such as managing for old growth, biodiversity, wildlife species at risk and visual quality – will be emphasized." They referred in 2004 to the Horsefly Sustainable Resource Management Plan as a model for how objectives would be calculated in future. Will this kind of assessment be done here?

A7. The proposed Woodlots were evaluated in 2009 to ensure that there was an opportunity for timber harvesting under a woodlot licence. Site specific assessments are completed at the time of proposed development of harvesting areas and roads. The licensee will complete the required assessments to ensure that they are in compliance with their Woodlot Licence Plan.

There are no plans for completing further landscape plans for the Sunshine Coast.

8. Why are these lots coming up for sale now and how was the size determined?

A8. These woodlots were originally developed in 2008-2009 when initial assessments were completed. As part of a Woodlot Licence Disposition Plan the Sunshine Coast was requested to make available for advertising two woodlots. The intent is to advertise these over the next two months.

The maximum size of a woodlot licence is specified in the *Forest Act* as 800 ha for coastal areas. The boundary of these woodlots used existing private land boundaries, Old Growth Management Areas and physical constraints to harvesting.

The woodlots are not "sold". They are offered based on a set of application criteria and the areas remain Crown land and available for others to use the land.

9. Have the woodlots being examined with regard to the type and value of timber and possible coastal sites to dump or take out timber?

A9. The timber types and potential operability constraints have been assessed and there is a suitable opportunity for timber management on these areas.

A reserve for dumping and booming of logs south of Gambier Creek has been in place for many years. This area is being considered for a log dump or a direct to barge load out that will service both woodlot licenses. The woodlot licensees will have the option to explore other options for dumping and booming if they wish.

10. Would FLNRO consider using Gambier forests for some other, more specialized use such as Ministry Permanent Sample Plots (PSP) since there has been a loss of such plots to harvesting in the last few years? FLNRO website states "PSP's matter because they are the only natural-stand data-set that the province has which have been re-measured over time." Perhaps establishing such a data set on-island in Howe Sound would be more valuable to FLNRO than the stumpage from these woodlots.

A10. There have been no requests to establish Permanent Sample Plots on Gambier Island. If required other Crown Land areas will still be available on Gambier Island for this purpose.

Part 2 Implementation questions

The bidding process

11. What are the projected or expected timelines with regard to this project?, When is it likely that FLNRO will be inviting bids on these woodlots?

A11. We are intending to advertise these woodlots within the next two to three months.

Update: the woodlots are to be advertised at the end of September 2013.

12. Looking at past offerings, 4-5 weeks seems typical of the period for submitting bids. What will the likely bid period be for these woodlots?

A12. We are intending to allow for up to 60 days from initial advertising to when bids are required. This is to provide opportunities to access the woodlots and to thoroughly evaluate the opportunities, constraints and options to remove the timber from the island.

13. Who is, and who is not, eligible to apply for a woodlot license? Can a logging company apply? Can a major forestry company?

A13. The *Forest Act* specifies who is eligible for applying for a Woodlot Licence. See Section 44 for further information.

Who is eligible:

- Canadian citizen or permanent resident over 19 years of age; a First Nation or a corporation, other than a society that is controlled by people that meet the above qualifications.

Who is not eligible:

- A person holding two woodlot licenses
- Holds an ineligible licence with an aggregate AAC of greater than 10,000m³.

A logging company can apply if it meets the above criteria.

If a major forest company has licenses with an aggregate AAC of greater than 10,000m³, they cannot apply.

14. FLNRO guidelines state that opening the bids may be a public process. If this request for bids goes ahead, will FLNRO make opening these bids a public process? Where will the bids be assessed?

A14. The information that is publically available at the bid opening includes the Applicants Name. The bids will be opened and assessed in Powell River.

15. In the bidding process, is the bidder made aware of the riparian areas, ecological features, recreational facilities and viewsapes that need to be protected during logging operations?

A15. As part of the application the potential applicants will be urged to thoroughly review the area before making an offer for the woodlot licence(s).

Information on the established visual quality objectives established recreation features and proposed recreation features will be made available as part of the application package.

16. What are the requirements or restrictions on allowable cuts for these woodlots with regard to the amount of timber to be removed?

A16. Annual Allowable Cuts (AAC) is calculated based on the current inventory information, potential growth capacity of the woodlot and potential constraints to harvesting. The AACs for both woodlots are calculated to be approximately 3000m³ and is calculated to be sustainable for at least 250 years. An applicant may propose a different AAC but this must be justified with further inventory information.

17. Does the woodlot license always go to the highest bidder or can other factors such as experience and reputation of the bidder, whether the bidder is local or First Nations be considered?

A17. Please see the Woodlot Licence Regulation under the *Forest Act* for more information.

Three components make up a woodlot application score:

- | | |
|---|-----------------|
| • Bonus Offer | up to 50 points |
| • Proximity of private residence to woodlot licence | up to 25 points |
| • Proximity and area of private Land contributed | up to 25 points |

These are the only factors that are considered in the score for a woodlot.

Environmental issues

18. Is there any requirement for wood lot operators to classify streams and assess wildlife impacts before logging takes place?

A18. Yes, streams are classified based on the Woodlot Licence Planning and Practices Regulation (WLPPR).

There is no specific classification/assessment system for wildlife. A woodlot licensee can't damage or render ineffective a wildlife habitat feature. Also, the woodlot licensee must set aside an area from harvesting. The default is 8% which may include riparian areas. There are also wildlife tree retention requirements for the woodlot.

19. There is a substantial designated community watershed on Gambier Creek and surrounding Gambier Lake. What protections does the Forest and Range Practices Act and its Regulations (FRPA) provide for community watersheds?

A19. See Division 4 – Watersheds Woodlot Licence Planning and Practices Regulation

Can't cause harm to water diverted for human consumption.

Can't cut timber or build road within 100m upslope of a licensed water works where water is diverted for human consumption.

20. How much land will be excluded from harvesting within the two woodlots due to riparian reserves on creeks and streams, community watersheds, possible Wildlife Habitat Areas (WHAs) for species such as marbled murrelet and tailed frogs, and a lake management zone?

A20. The amount of area removed will depend on the site specific management that will be determined by the forest professional completing the work that is consistent with the approved Woodlot Licence Plan.

There are no Wildlife Habitat Areas (WHAs) within the woodlots. Also, woodlot licensees do not have to create WHAs for these species.

The lake side management zone width will be identified in the Woodlot Licence Plan.

21. Does the FRPA apply to streams and sensitive species (e.g. blue-listed, red-listed) that exist on Gambier, yet have never been formally inventoried by the province?

A21. A woodlot licensee can't damage or render ineffective a wildlife habitat feature.

Woodlot licensee must comply with general wildlife measure if they apply to an area within the woodlot.

22. Are tailed frogs recognized by FRPA as a sensitive species (e.g. blue-listed) and if so what precautions must be taken by a woodlot operator?

A22. Yes, Tailed Frogs are recognized under FRPA. Generally the management of a species like tailed frog would be considered under riparian management.

23. What protection, if any, is given to individual or groups of old growth trees if they are located within an existing woodlot?

A23. There is no specific protection of any old growth stands but there is an option for the woodlot licensee to set these aside. Within the Howe Landscape Unit old growth has been set aside to meet targets.

24. The extent of logging activity permitted in riparian management zones, riparian management areas, and riparian reserve zones appear to be different; what extent of logging activity can we expect to occur in these areas associated with lakes and streams?

A24. This will be dependent on the approved Woodlot Licence Plan, site specific circumstances and Forest Professional preparing any plans so it will vary from site to site. See Division 3 of the Woodlot

Licence Planning and Practices Regulation.

25. How about mushroom harvesting? This has a community value but is there any recognition or value for these (e.g. chanterelles) during any stage of the process?

A25. The best time to share this information is with the woodlot licensee when preparing the Woodlot Licence Plan. They will determine if this can be accommodated.

Recreational issues

26. Woodlot legislation seems to suggest that woodlot operators need to take recreational resources such as trails into consideration if they are established with FLNRO before a woodlot-harvesting plan is finalized. Can existing trails within the Gambier island woodlots be established and protected after the woodlot license has been awarded? If trails are taken into consideration, what does that entail? To what extent are trail corridors protected from harvesting?

A26. If an objective for a recreation site, trail or interpretive forest site applies to a woodlot licence area then the woodlot holder must carry out primary forest activities in manner consistent with the objective. Questions concerning the establishment of objectives should be directed to BC Recreation Sites and Trails.

Generally trails are not protected from harvesting. Practices may entail rerouting the trail or re establishment after harvesting.

27. What procedures are in place to ensure that woodlot operators consult with other interested local parties such as conservation and recreation groups when planning their harvesting?

A27. This will be up to the woodlot holder but initially they will make the Woodlot Licence Plan available to the public for review and comment. The woodlot licensee may engage with local groups prior to the preparation of the Woodlot Licence Plan. The woodlot holder may make other commitments regarding sharing information on harvest planning.

28. How much remediation do woodlot operators have to perform, if recreation resources are impacted during harvesting?

A28. This will be dependent on the individual situation.

29. To what degree and how is recreational access to the woodlots restricted once the license has been awarded?

A29. Generally recreation access to the woodlot will not be restricted. There may be short term access restriction for safety when there are active operations like harvesting and road building being carried out. Woodlots remain Crown land and are available for anybody to use.

Operational Issues

30. To what degree does FLNRO monitor the operation of the woodlot, particularly with regard to the protection of riparian areas, ecological features, recreational facilities and viewsapes?

A30. There are reviews of operations completed by compliance and enforcement staff from time to time. Operations have to be consistent with approved Woodlot Licence Plan and any harvesting or road building authority. The Forest Range Evaluation Program (FREP) is a system of post harvest audits designed to determine whether forest and range practices are achieving government' For more on FREP, please refer to <http://www.for.gov.bc.ca/hfp/frep/>

31. Is there a possible role for the community or the Gambier Island Conservancy in monitoring the woodlot harvesting operations?

A31. The best possible situation is for the conservancy to develop a good relationship with the woodlot licence holders.

6.10.iii Policy & Procedure

ADVOCACY POLICY

Trust Council: September 12, 2012

A: PURPOSE:

1. To provide guidelines for advocacy activities in the context of legislation and policy.
2. To define policies and procedures for effective advocacy.
3. To ensure that advocacy positions are credible and supported by public process.
4. To clarify roles and responsibilities for implementing this policy, for the benefit of Islands Trust as well as the public and agencies involved in advocacy in the Islands Trust area.

B: BACKGROUND

1. The *Islands Trust Act* establishes that the Object of the Islands Trust is to preserve and protect the Trust Area and its unique amenities and environment in cooperation with others. Based on this legislated mandate, Trust Council encourages cooperation by all levels of government, First Nations, industry, business, not-for-profit and community groups to act in ways that advance the Object, using a variety of strategies, such as protocol agreements, letters of understanding and advocacy. All levels of government, First Nations, non-profit agencies, businesses, property owners, residents and visitors share responsibility for the preservation and protection of the unique environment and amenities of the Trust Area.

C: REFERENCES:

1. The *Islands Trust Act* defines the Islands Trust's purpose, referred to in the legislation as its "object" and defines Trust Council's advocacy roles in section 8 and 9.
2. Islands Trust Policy Statement, section on Roles and Responsibilities

The Islands Trust Council cannot effectively implement the Policy Statement without the support of all stakeholders. Assistance, cooperation and collaboration are required from local trust committees, island municipalities, the Trust Fund Board, the Provincial Government, other government agencies, non-government organizations, communities, First Nations, property owners, residents and visitors. In the spirit of the legislated object of the Islands Trust, it is expected that all corporate entities of the Islands Trust will consult with other agencies on matters involving potential conflict between the legislated object of the Trust and the legislated mandate of other agencies.

3. Islands Trust Policy Statement, Part 1: Purpose and implementation of the Trust Policy Statement, Roles and Responsibilities, Role of Other Government and Non-Government Organizations.

Government agencies and non-government organizations can contribute greatly to the preservation and protection of the environment and amenities of the Trust Area through cooperative actions based on the Policy Statement. Cooperative actions such as protocols and mutually supportive strategies and action plans are necessary for the sustainability of the Trust Area.

4. Islands Trust Policy Statement, Part II - The Islands Trust object and its meaning

to achieve its object, the Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

5. Islands Trust Policy Statement, Part II - The Islands Trust object and its meaning, Guiding Principles:

- *The primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection, and stewardship of the Trust Area's amenities, environment, and resources.*
- *When making decisions and exercising judgment, Trust Council will place priority on preserving and protecting the integrity of the environment and amenities in the Trust Area.*
- *Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard.*
- *Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.*
- *Trust Council will implement a plan for the advancement of the Policy Statement as part of its annual budget process, and the Executive Committee of Trust Council will report to Council on progress in achieving the goals of the Policy Statement.*

6. Islands Trust Policy Statement, Part III Ecosystem Preservation and Protection, Policy 3.1.9

Trust Council encourages actions and programs of other government agencies which:

- *place priority on the side of protection for Trust Area ecosystems when judgment must be exercised,*
- *protect the diversity of native species and habitats in the Trust Area, and*
- *prevent pollution of the air, land and fresh and marine waters of the Trust Area.*

7. Trust Council Policy 1.3.i Policy Statement Implementation Policy
8. Trust Council Policy 2.1.i Statutory Rules of Conduct
9. Trust Council Policy 2.1.ii Standards of Conduct
10. Trust Council Policy 2.4.i Executive Committee Terms of Reference
11. Trust Council Policy 2.4.iv Trust Programs Committee Terms of Reference
12. Trust Council Policy 3.2.ix Islands Trust/Trust Fund Board Communications
13. Trust Council Policy 5.4.ii Procedural Fairness in Rezoning
14. Trust Council Policy 6.3.i Budget Process
15. Trust Council Policy 6.10.i Annual Report
16. Trust Council Policy 6.10.ii Communications
17. Trust Council Policy 6.12.ii UBCM/AVICC Membership and Resolutions
18. Trust Council Policy 7.1.iii Use of Local Trustee letterhead
19. Trust Council Policy 7.1.vii. Receipt of Confidential Information from External Governmental Organizations and Agencies
20. Trust Council Policy 7.1.iv & vi Use of Islands Trust letterhead and logo
21. Trust Council Policy 7.1.vii Receipt of Confidential Information from External Government Organizations and Agencies
22. Trust Council Strategic Plan
23. Local Trust Committee Official Community Plans
24. Trust Fund Board Policy 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters
25. Trust Fund Board Policy 96009 Roles and Responsibilities
26. Trust Fund Board Policy 03006 Relationships with External Groups
27. Trust Fund Board Policy 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters
28. Best Election Practices for Staff and Trustees - Guidelines

D. DEFINITIONS

In this policy,

1. **“Advocacy”** is the act of influencing and/or seeking cooperation with other agencies and decision-makers about laws, regulations, policies, programs, budgets, priorities, and other decisions relevant to the Islands Trust mandate.
2. **“Islands Trust bodies”** are the legal entities within the organizational structure of the Islands Trust, including Trust Council, local trust committees, council committees and the Trust Fund Board.
3. **“Consultation”** is the act of seeking comment on a proposed position or program, or other decision and then considering input received.

E. GENERAL POLICIES

1. From Communications Policy 6.10.ii: “In all communications, staff and trustees should identify whether they are representing a Local Trust Committee, the Executive Committee, Trust Council, or the Trust Fund Board” or speaking as an independent elected official or private citizen.”
2. Islands Trust bodies will conduct their advocacy activities in a manner that enhances Islands Trust’s reputation as an organization that works proactively, constructively and collaboratively to advance the Object in an informed, organized, respectful, and transparent way.
3. Islands Trust bodies will ensure that their advocacy positions are consistent with the *Islands Trust Act*, the Object and established policy and are supported by a resolution of Trust Council, Executive Committee, Trust Fund Board or local trust committee.
4. Islands Trust bodies will ensure that their advocacy positions consider the roles and needs of all other bodies of the Islands Trust. When practical, Islands Trust bodies will coordinate their advocacy efforts through the Executive Committee so that related issues can be advanced strategically, in the context of Trust Council’s Strategic Plan.
5. When making decisions about new advocacy positions and actions, Islands Trust bodies will base those decisions on research, such as: a) a review of related past Trust Council and Executive Committee decisions and actions; b) consistency with the Islands Trust Policy Statement; c) consistency with Official Community Plan policies; d) relevant evidence; e) contextual information; f) an assessment of partnership opportunities; g) implications of proceeding or not proceeding with certain courses of action; and h) potential workload implications for staff and trustees.
6. When practical, Islands Trust bodies will proactively monitor the legislation and policy development activities of other levels of government so that advocacy actions can be undertaken early in the policy development process when they might be most effective.

7. When developing an advocacy position, or substantially changing an advocacy position, Islands Trust bodies will consult other Islands Trust bodies that could be affected. The consulted body will consider adding the item to its next public agenda and convey through a resolution whether or not there are any concerns, the nature of the concern and, if appropriate measures that would resolve or address the concern. In the case of an urgent matter, an Islands Trust body may wish to comment through a resolution without meeting process.
8. Islands Trust bodies will adapt their advocacy strategies in response to changing political and economic contexts and new information.
9. Islands Trust bodies will consider the impact on existing work programs when considering advocacy positions.
10. Islands Trust bodies will ensure their advocacy positions and strategies:
 - respect the roles and needs of other stakeholders, and demonstrate a sincere attempt to build lasting relationships, even during conflict;
 - are non-partisan;
 - respect the public policy process by targeting requests to decision-making bodies with the mandate to act on the request and; demonstrate adequate knowledge and expertise, using scientific knowledge where appropriate.
11. Advocacy letters from Islands Trust bodies to elected officials should be signed by an elected official and be grounded in a resolution made at a public meeting.
12. Before announcing an advocacy position, Islands Trust bodies will prepare a strategic communications plan, and prepare for media attention and comment from constituents, stakeholders or partners. Community outreach may be considered before and/or after taking a position.
13. When entering partnerships for the purpose of advocacy Islands Trust bodies will consider broader implications such as:
 - conflicts may arise between the requirements of statutes such as the *Community Charter* or *Local Government Act* and the practices of non-governmental groups;
 - partnerships may require employees to receive confidential information requiring prior authorization by Trust Council or the Executive Committee consistent with Trust Council Policy 7.1.vii Receipt of Confidential Information from External Government Organizations and Agencies; and
 - partners may expect commitments for a longer duration than a one-year budget cycle or three-year election cycle.
14. Islands Trust bodies will ensure that advocacy strategies involving partnerships, especially those using the Islands Trust logo, include agreement among all partners on the provisions in E.12, the roles and responsibilities within the partnership and the decision-making processes.

F. ROLES AND RESPONSIBILITIES:

Trust Council

1. The Islands Trust Council establishes overall advocacy direction through the Islands Trust Policy Statement, sets priorities through its strategic plan and takes advocacy positions by resolution.

Executive Committee

1. The Executive Committee coordinates Trust Council's advocacy direction.
2. Executive Committee members encourage a coordinated approach to advocacy and external liaison as part of their appointment to local trust committees and the Trust Fund Board.
3. The Executive Committee appointee will notify Executive Committee when a local trust committee or the Trust Fund Board passes a resolution related to advocacy.
4. The Executive Committee directs individual advocacy actions in accordance with the advocacy direction set by Trust Council through resolutions and the strategic plan.
5. The Executive Committee may assist local trust committees, island municipalities and the Trust Fund Board with advocacy if a request for support is referred to the Executive Committee by resolution of those bodies.
6. The Executive Committee will seek a resolution of support from a local trust committee before engaging in advocacy on a local trust area issue.
7. The Executive Committee will include a report on advocacy activities in its quarterly report to Trust Council.
8. The Executive Committee will use their annual joint meeting with the Trust Fund Board and Bowen Island Municipality to discuss current and emerging advocacy topics of mutual interest.

Local Trust Committees

1. Local trust committees conduct advocacy based on the Islands Trust Object, the Islands Trust Policy Statement and their Official Community Plan(s).
2. Local trust committees may, by resolution, undertake advocacy on land use issues specific to their local trust area and consistent with the official community plan after considering whether the position may fetter their discretion on current or future land use planning decisions.
3. The duties of elected office to make unbiased decisions about land use planning will take precedence when an advocacy topic overlaps with those duties.

4. When a local trust committee adopts an advocacy position, it will inform the Executive Committee, and will consider how the item relates to the staff work program.
5. If a local trust committee wishes to advocate on an issue not related to land use planning or not consistent with its Official Community Plan, the local trust committee Chair will seek approval from the Executive Committee to allocate staff time to the project.
6. If a local trust committee wishes to advocate on an issue overlapping with the jurisdiction of another Islands Trust body or island municipality, it will consult with the affected body. After considering the advice from that body it may take an independent position that is consistent with the object of the Islands Trust and the Islands Trust Policy Statement, and will inform that body of the position.

Trust Fund Board

1. Trust Fund Board advocacy is governed by Trust Fund Board policies TFB 96009 Trust Fund - Roles and Responsibilities, TFB 03006 Relationships with External Groups and TFB 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters. If the Trust Fund Board wishes to advocate on an issue overlapping with the jurisdiction of another Islands Trust body or island municipality, it may consult with the affected body as described in those policies. After considering the advice of that body it may take an independent position consistent with the object of the Islands Trust, and will inform the affected body of the position.

Individual trustees

1. Only the Chair of Trust Council may represent Trust Council advocacy positions to the media unless the Chair designates this role to a trustee.
2. Individual trustees may advance advocacy positions that are established by local trust committee policy, resolution or bylaw.
3. Trustees will comply with policies on communications, letterhead and logo when communicating about advocacy or other topics.
4. Local trustees are encouraged to notify the Executive Committee of any upcoming meetings with provincial or federal ministers to ask if there is an opportunity to promote the broader interests of the Islands Trust. The likelihood of success increases when positions are sponsored by the broader organization, and are consistent with other positions being advocated to that same minister.
5. Before advancing an advocacy position as a private individual, a trustee must ensure he or she is taking into account the principles of administrative fairness and he or she is acting in accordance with Trust Council Guidelines on Statutory Rules of Conduct and section 103 of the *Community Charter* which imposes restrictions regarding conflict of interest and outside influence.
6. Municipal trustees will be responsible for liaison between Trust Council and the municipality on advocacy issues in between the annual joint meeting between the municipality and Executive Committee.

Staff

1. The Chief Administrative Officer will be responsible for the Islands Trust's advocacy policies and procedures.
2. Staff who become aware of emerging legislative or other issues relevant to the Islands Trust mandate will notify their Director, who will raise the topic at the subsequent team meeting. If the issue warrants further action, the request will be forwarded to the Trust Area Services Director for discussion at Executive Committee.
3. Trust Area Services staff are responsible to alert the Executive Committee to new issues that directly affect Islands Trust operations or mandate and to seek political direction before investing staff time exploring the issue.
4. Local planning staff are responsible for research on issues identified by local trust committees relating to land use planning and the official community plan.
5. When a local trust committee passes a resolution related to advocacy, local planning staff will notify the Director of Local Planning, who will then notify the Director of Trust Area Services.
6. When a local trust committee considers an advocacy issue that is relevant to the whole Trust Area, including Bowen Island Municipality, the Director of Local Planning Services may ask Executive Committee for support from Trust Area Services. Executive Committee will consider the requests for service and the advice of the CAO, and decide on staff support to carry out the local trust committee direction as time allows.
7. When researching background about a potential advocacy position, staff will convey to contacts that the inquiry is for research purposes only.
8. When researching advocacy positions, staff will work with external contacts at the staff-to-staff level, and will communicate with non-Islands Trust elected officials only with the permission of the appropriate Chair and/or the Chief Administrative Officer.
9. When participating in advocacy partnerships that involve the receipt of confidential information, staff will comply with the Trust Council Policy 7.1.vii Receipt of Confidential Information from External Governmental Organizations and Agencies (See E12).
10. When Trust Area Services staff are involved in advocacy work related to Trust Fund Board activities or interests, they will notify the Trust Fund Board Manager, and as appropriate, work with Trust Fund Board staff to prepare briefing and decision documents for the Trust Fund Board.

G. SPOKESPEOPLE:

1. Communications Policy 6.10.ii. will guide decisions about spokespeople.
2. As the official representative of the Islands Trust Council, the Chair of the Islands Trust Council may independently and immediately state advocacy positions that are consistent with the Object, the Policy Statement or previous resolutions of Islands Trust bodies.
3. Spokespeople should keep their comments as concise as possible, limit their comments to their own scope of knowledge and, when practical, should indicate that their statements are in support of the Object, Policy Statement policies or resolutions of an Islands Trust body. Where additional technical detail is desired, a staff or consultant report or comment can support the spokesperson.
4. Spokespeople should advance advocacy positions in a manner that is consistent with Trust Council's policy on standards of conduct.
5. Spokespeople should notify the Chief Administrative Officer (CAO) and Executive Committee of public statements made on an advocacy topic as soon as possible, and provide copies of any printed materials used to the directors of units with a relevant work program.

H. REPORTING

1. The Director of Trust Area Services will prepare a summary of advocacy activities for inclusion in the Islands Trust annual report.
2. The Executive Committee will report advocacy activities to each quarterly Trust Council meeting and seek updates from other Islands Trust bodies involved in advocacy.
3. Annually, the Executive Committee will report to the Trust Council on advocacy actions and highlights from conventions of the Association of Vancouver Island and Coastal Communities and Union of British Columbia Municipalities.

I. BUDGET

1. Funding for advocacy activities will be considered in accordance with the Islands Trust Council's policy on budget process.

J. EVALUATION

1. Islands Trust bodies are encouraged to celebrate positive results by thanking or congratulating key decision-makers.
2. In the last year of every Islands Trust Council term the Executive Committee will review and evaluate the effectiveness of the advocacy work undertaken during the term, considering the general policies in section E.

Kate Emmings

From: Kate Emmings
Sent: Thursday, January 03, 2013 9:31 AM
To: Kate Emmings
Subject: FW: Introducing the CDFCP!
Attachments: CDFCP Statement of Cooperation.docx; CDFCP Terms Of Reference.docx

From: McConkey, Darryn J FLNR:EX [mailto:Darryn.McConkey@gov.bc.ca]
Sent: Thursday, December 20, 2012 4:11 PM
Subject: Introducing the CDFCP!

Greetings,

It is with pleasure that we announce the formation of the multi-agency ***Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP)***!

The CDFCP arose from the recognition of a need for a more strategic and collaborative approach among those involved and interested in conservation efforts in Coastal Douglas-fir ecosystems, and was developed through a series of discussions and workshops including different levels of governments, non-government conservation organizations, and community residents who believe that by working together, we can more effectively achieve our shared conservation goals. The CDFCP promotes shared stewardship and will identify conservation priorities, reduce duplication of effort, share resources and information, and provide support to its participants.

CDFCP Terms of Reference

A Terms of Reference (TOR) that describes the purpose, structure, operating procedures, geographic scope and short term goals of the CDFCP is attached for your review. The TOR represents a fairly broad mandate, and through collaborative strategic planning we will determine priorities and focus resources where they are most needed. This breadth is also reflected in the geographic scope of the CDFCP, which goes beyond the borders of the Coastal Douglas-fir biogeoclimatic zone to include portions of the Coastal Western Hemlock biogeoclimatic zone.

CDFCP Statement of Cooperation

Also attached is a Statement of Cooperation (SOC) which the CDFCP is asking your organization to sign. The SOC avoids making direct, enforceable commitments, but will provide strong evidence that many government and non-government organizations support working collaboratively to help conserve essential elements of Coastal Douglas-fir and associated ecosystems. The SOC can be signed both by *Participants*, who represent a government or organization, and *Supporters*, who have no such affiliation. To give the SOC weight, we hope the SOC will be signed at the Director-level (or equivalent) within organizations or governments. Signatures and, where applicable, position and affiliation can be sent via fax to (250) 751-3103 or email to Darryn.McConkey@gov.bc.ca with the heading/subject line "CDFCP SOC" **by January 25th, 2013**. At that point we will compile all *Participants* and *Supporters* signatures into one document.

Given the request for Director-level endorsement, some signatories will likely require more time for organizational review and may not be able to sign the SOC by January 25th. Take the time you need; January 25th is not a deadline and the CDFCP will certainly welcome additional Participants and Supporters in the future.

Our Expectations of Participants

We expect that participants will support the work of the CDFCP either through voluntary in-kind or financial support of CDFCP projects and initiatives.

In addition, the CDFCP is looking for volunteers to be members of the Steering Committee. If you are interested, please review the TOR for a description of the composition, role and responsibilities of the Steering Committee and let me know if you are interested.

The TOR also describes some potential working groups that may be formed in the future. Please review these and let me know if you would be interested in participating on one of these groups in the future.

Website

We are currently developing a website for the CDFCP. (A big thanks to Adam Taylor of the Habitat Acquisition Trust for spearheading this.) Our website will be up and running soon.

The CDFCP is also looking for Website Administrators to help populate and update the website. Please let me know if you are interested and available to help.

Logo

The CDFCP needs a logo and seeks submissions and ideas. Please email me your ideas and suggestions by January 25th, 2013.

Distribution

We recognize and apologize that our initial email distribution list is incomplete and does not cover all governments, organizations or individuals who may be interested in supporting the CDFCP. The CDFCP has an inclusive approach and our goal is to have this email distributed more widely. Please help us by distributing this email and the TOR and SOC to any organizations, governments and individuals who you think may be interested in supporting the CDFCP. Please cc myself on the email so I can track the recipients and follow up with a reminder/update in the New Year.

A big thanks to the many people who made this possible. The list is long and, without mentioning individuals, I would like to recognize their contributions that collectively made the CDFCP possible.

Thanks for your time and consideration of this new conservation partnership. We welcome any questions or suggestions you may have.

Happy Holidays!

Sincerely, on behalf of the CDFCP,

Darryn McConkey

Darryn McConkey, RPBio
Senior Ecosystem Biologist
Ministry of Forests, Lands and Natural Resource Operations
(250) 751-3104
Darryn.McConkey@gov.bc.ca

STATEMENT OF COOPERATION for the COASTAL DOUGLAS-FIR AND ASSOCIATED ECOSYSTEMS CONSERVATION PARTNERSHIP (CDFCP)

We believe that:

1) *biodiversity is a key component of Canada's national heritage.*

Both Canada and British Columbia have made international and national commitments to conserve biological diversity. Biodiversity includes all species and ecological communities and the interactions between them and has both inherent and economic values that justify its conservation. We are committed to preserving this rich component of our national heritage for future generations.

2) *the Coastal Douglas-fir Biogeoclimatic Zone is a unique and special place.*

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is unique and found almost exclusively in British Columbia. It is an area of extremely rich biological and ecological diversity and supports species and ecosystems that do not occur elsewhere in Canada. It has international significance because of its limited range in North America. This zone is also home to an increasing number of people drawn by the quality of life and the mildest climate in Canada. This area supports a wide range of agricultural, forestry, mining, recreation and tourism activities.

3) *the future integrity of the Coastal Douglas-fir and Associated Ecosystems is threatened.*

We will not take the future health of the Coastal Douglas-fir and Associated Ecosystems (CDFAE) for granted. Although the area's economic wealth has long been based on its abundant natural resources, population growth and associated human activities now threaten the natural environment which has made it so special and attractive. There are 43 Red and Blue-listed ecological communities in the CDF zone alone and 278 species at risk, of which 107 are listed by COSEWIC and 99 are listed under the federal Species At Risk Act (SARA) (BC CDC, 2012)

4) *it is not too late to secure the ecological integrity of the CDFAE for future generations.*

All the necessary elements of a Conservation Partnership are in place. Governments, non-government organizations, community groups and individuals are aware of the many conservation issues facing the CDFAE and recognize the need to preserve this special place. There is adequate scientific information to make informed decisions. We are strongly committed to cooperation and partnership for conservation of the CDFAE.

5) *protecting this special place is our shared responsibility.*

With this *Statement of Cooperation*, we are focusing the energies and efforts of an emerging Conservation Partnership so that we can make a coordinated contribution toward addressing the conservation issues facing the CDFAE. We wish to engage the considerable skills, energy and resources of our governments, ENGOs, community groups, educators, youth, workers, industry and business. We intend to work through cooperative mechanisms currently in place to inform and involve others. This will produce an open and transparent process of establishing priorities, identifying opportunities for effective cooperative action, and measuring progress. We will work with, and be guided by, existing conservation planning initiatives that affect conservation of the CDFAE.

6) *the Aboriginal peoples of the Coast play a special role in the future of the natural system.*

Through their long historical relationship with the lands and resources, the Aboriginal peoples of the CDFAE have acquired a special knowledge. To conserve and protect the area, we will work closely with the Aboriginal peoples of the CDFAE, so their unique perspective can contribute to our common efforts.

7) we will build on the progress made to date.

In our efforts to work closely together for the future of the CDFAE, we will build on the conservation activities and working relationships that have already been established in the area. Many programs and initiatives have protected portions of the landscape, implemented successful stewardship projects, created conservation plans, produced research results, and produced an array of informative publications.

We intend to work together to facilitate practical and effective conservation of the CDFAE

This *Statement of Cooperation* states our shared principles, goals and challenges. It provides a framework for collaboration on future initiatives through this Conservation Partnership, and will establish common priorities and a means to coordinate many of the initiatives already underway. We will be guided by our Terms of Reference, we will cooperate in an open and accountable manner, translate our commitments into actions, and monitor our progress. Research, monitoring and evaluation activities will provide new information and we are committed to considering and incorporating new information in our conservation approaches, priorities and management.

In working together towards the goals set out in this Statement of Cooperation, we welcome the ideas and efforts of all residents and organizations concerned about the future of the CDFCP. It is our intention to add new signatures to the Statement of Cooperation as new partners adopt the principles outlined in this document.

[Signature]

Name
Position
Affiliation

[Signature]

Name
Position
Affiliation

[Signature]

Name
Position
Affiliation

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Terms of Reference

Background

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is the smallest and most at risk zone in BC and is of conservation concern (Biodiversity BC, 2008). The CDF zone is home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperiled or critically imperiled (BC CDC, 2012). The global range of the CDF lies almost entirely within BC, underscoring both its global uniqueness and BC's responsibility for its conservation. Of all the zones in BC, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests (Madrone, 2008) and 49% of the land base has been permanently converted by human activities (Hectares BC, 2010). The trend of deforestation and urbanization continues and has resulted in a natural area that is now highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is protected in conservation areas (MFLNRO, 2011). The extent of disturbance combined with the low level of protection places the ecological integrity of the CDF zone at high risk (Holt, 2007).

In response to complaints to the Forest Practices Board related to logging of endangered plant communities on Crown Land in the CDF zone, the province of BC released its CDF Conservation Strategy in 2008. Along with the protection of an additional 1600 ha of CDF under a Land Use Order and completion of terrestrial ecosystem mapping for 80% of the zone (excluding CDF in Lower Mainland), the strategy included a commitment to raise awareness and promote CDF stewardship to private land owners, local governments, and environmental non-government organizations (ENGOS). Since 2010 the province has hosted a series of workshops to both share information and solicit ideas on how to better address CDF conservation issues on a land base with a unique land ownership pattern where approximately 80% of the CDF zone is private land, 9% is provincial crown land and 11% is owned by other levels of government. A growing awareness of these issues has resulted in an increased interest in stewardship amongst the people, organizations and governments in the CDF zone.

One of the highest priority recommendations, from the feedback received at the workshops since 2010, relates to the need for a more strategic and collaborative approach amongst those working on CDF conservation issues to identify shared priorities, reduce duplication of effort and share resources and information. Another recommendation was to include the Coastal Western Hemlock Eastern Very Dry Maritime (CWHxm1) variant in the discussion because of the transitional area between the two biogeoclimatic units, the anticipated changes in boundaries due to the effects of climate change, and in many areas, similar levels of loss and fragmentation to that of the CDF. A key difference between the CWHxm1 and the CDF is that the CWHxm1 is much broader in range in BC and extends into the Pacific Northwest of the USA.

With these recommendations in mind, an ad hoc group of representatives from various levels of government, community residents, and ENGOS have met since the fall of 2011. At a workshop in March 2012 attended by a wide range of organizations, governments, resource professionals and private citizens, the concept of a partnership was widely endorsed. One of the action items from the workshop was to task a small group to develop a DRAFT Terms of Reference (TOR) to be presented back to the larger audience by June, 2012. The workshop participants requested that the TOR address options for the group's name, its mandate and its geographic scope. The

concept of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) had been launched.

Purpose

The CDFCP is intended to be a forum for communication and collaboration regarding the maintenance and restoration of healthy Coastal Douglas-fir and Associated Ecosystems (CDFAE) (see map in Appendix A). The CDFCP recognizes the need for shared stewardship of CDFAE and will strive to focus resources collaboratively, strategically and transparently so as not to duplicate existing conservation efforts and to maximize conservation gains.

The CDFCP will strive to strategically address ongoing threats to CDFAE conservation due to growing human populations, development, and resource use through collaborative engagement of parties with the goal of raising awareness of conservation issues and promoting conservation objectives in a respectful manner.

The CDFCP will endeavour to support and explore synergies with its partners and will recognize existing conservation planning and initiatives and will endeavor to build upon, promote and support those initiatives whenever possible and incorporate existing plans into CDFCP outcomes. The Partnership will strive to not negatively impact a partner's ability to carry out their mandate.

The CDFCP recognizes the importance of basing decisions on the best available science and will provide an information sharing forum to disseminate information such as mapping resources and provide advice to support conservation initiatives occurring throughout the CDF and CWHxm1.

Conservation Partnership Composition, Roles and Responsibilities

Participants and Supporters:

The CDFCP will be an affiliation of a broad range of stakeholders who share a common focus on CDFAE conservation. It includes agencies and individuals that are interested in promoting and protecting healthy CDFAE into the future. Land trusts, government (federal, provincial, regional, local), environmental stewardship groups, resource industry professionals, First Nations, private landowners and academic institutions are encouraged to become CDFCP Participants or Supporters and are invited to participate in related working groups. Participants are affiliated with a government or organization whereas Supporters have no such affiliation.

Steering Committee:

The Steering Committee will consist of a maximum of 12 people, preferably with at least one, or possibly two, member from the various sectors listed in Table 1 who will serve as a working executive for the Conservation Partnership. The Steering Committee will be responsible for developing the overall approach of the Conservation Partnership and provide a forum for decision making which reflects the direction the Conservation Partnership chooses. The Steering Committee will be responsible for the day to day management of the Conservation Partnership as well as establishing Working Groups and will provide direction to them. Ideally, the Steering Committee will in part consist of Chairs and/or Co-Chairs of the various Working Groups. The Steering committee and the Conservation Partnership will

have no regulatory authority but will provide leadership, strategic guidance and assistance to partners through potential activities such as:

- Guiding development and implementation of plans and/or strategies
- Recommending priorities
- Engaging and providing advice to governments and local stakeholders
- Securing funding where required
- Providing and accessing specialized expertise
- Facilitating the collection and dissemination of data and information
- Facilitating public outreach and education
- Supervising and directing the CDFCP Coordinator

Table 1. Potential Composition of CDFCP Steering Committee (may be more than one representative per sector)

Name	Organization	Role
All TBD	Ministry of Environment	
	Ministry of Natural Resource Operations	
	Federal Government	
	Local Government	
	First Nation	
	ENGO	
	Resource Sector	
	Academia	
	Private Land Owner (member at large)	

See **Appendix B** (to be developed later) for contact information for each Steering Committee member.

CDFCP Coordinator:

The Conservation Partnership Coordinator will be responsible for:

- Coordinating meetings for the:
 - o CDFCP Steering Committee
 - o CDFCP Working Groups
- Coordinating communications materials with direction and input from the Steering Committee
- Acting as a flow-through for information dissemination to CDFCP Participants and Supporters
- Other activities outlined in the CDFCP Coordinator job description

The Conservation Partnership Coordinator will report directly to the Chair(s) of the Steering Committee.

Working Groups:

Working Groups which report to the Steering Committee will be established to complete specific priority activities laid out in subsequent plans and/or strategies. Working groups will select Chairs or Co-chairs who will be responsible for guiding the group to carry out identified priority tasks and report back to the Steering committee.

A number of possible Working Groups have been discussed. These will need to be refined and approved by the stakeholders of the Conservation Partnership and Steering Committee. They include:

a) Restoration and Stewardship group

The Restoration and Stewardship Working Group will focus on active restoration of CDFAE as well as promoting stewardship of CDFAE through existing organizations and information sharing between organizations.

b) Science/Technical

The Science/Technical Working Group (STWG) will provide advice and data to the Conservation Partnership, the Steering Committee and Working Groups, based on the best available science and mapping. Where the STWG does not have the appropriate level of expertise in-house for a particular subject, it will consult with appropriate experts.

c) Local Government

Due to the overlap of objectives, the Local Government Working Group (LGWG) may consist of the same membership as and be associated with regional implementation of the Species and Ecosystems At Risk Local Government Working Group (link: http://www.env.gov.bc.ca/wld/searl_gwg/) and will respect the recommendations and TOR that guide that group, while also meeting the recommendations and TOR of the CDFCP.

d) Resource Sector

The Resource Sector Working Group (RSWG) will be associated with natural resource extraction industries active in CDFAE. The RSWG recognizes economic activities exist within CDFAE and are an important part of local economies. The RSWG will engage others in the resource sector to:

- raise awareness of CDFAE conservation issues
- increase awareness of the impacts of resource extraction activities on CDFAE
- develop and promote best management practices to reduce impacts on CDFAE
- seek ways to increase the compatibility of resource activity outcomes with CDFAE conservation objectives
- explore and promote alternate economic opportunities that are more consistent with the CDFAE conservation objectives

e) Outreach and Education

The Outreach and Education Working Group (OEWG) is responsible for increasing awareness of CDFAE and CDFAE conservation issues as well as promoting CDFAE conservation objectives amongst all parties including the general public, all levels of government, CDFAE private landowners, First Nations and the Resource Sector

f) Securement

The Securement Working Group (SWG) will consist of land trust organizations who will collaborate on land securement priorities for CDFAE and methods for land securement including conservation covenants, land donations, eco-gifts, land acquisition, Crown Land securement and other voluntary conservation methods. Representatives of this Group will liaise with the Land Securement Subcommittee of the Conservation Partners of BC.

Geographic Scope

The Geographic Scope of the CDFCP includes the CDF and CWHxm1 biogeoclimatic zone/subzones, featured on the map in Appendix A.

Operating Policies and Procedures

Meetings

- Regular meetings of the Steering Committee at a minimum of every 3 months
- Meetings of the Conservation Partnership (open to the public) once a year
- Meeting procedures by consensus of CDFCP members
- Regular meeting dates established at start of the year
- Other meeting dates at the call of the Co-Chairs
- Members who are unable to attend can be represented by an alternate or can provide their written input prior to a meeting or join via teleconference
- Resource people or community representatives may be invited to attend specific meetings where their input would be of benefit

Decision-making

- Consensus model as much as possible
- If decision-making by consensus cannot be achieved, quorum for the decisions of the steering committee will be 50%+1 of active members
- Steering Committee members will be mindful and make best efforts to act in accordance with the following “Ground Rules”

“Ground Rules”

- Steering Committee members will:
 - o come well prepared to discuss issues.
 - o recognize concerns & interests of others, whether or not they agree with them.
 - o share discussion time, encourage full participation and search for common understanding.
 - o state their own views clearly, listen carefully to others, and explore issues fully before forming conclusions.
 - o work in a spirit of collective problem solving.
 - o communicate with respect and courtesy – no interrupting or side conversations.
 - o strive to reach consensus.
 - o support a decision, strategy or plan once it is adopted.

Communications outside Partnership

A spokesperson or spokespersons chosen by the Steering Committee may communicate on behalf of the CDFCP for the purposes of advancing a plan or strategy endorsed by the Conservation Partnership. In the absence of a plan or strategy, the spokesperson(s) may communicate on behalf of the CDFCP to provide support for conservation initiatives occurring within the CDFAE.

Participants can promote the Conservation Partnership but may not communicate on behalf of the Conservation Partnership without the approval of the Steering Committee. CDFCP participants will not use their participation in the CDFAE Conservation Partnership to advance their own interests without first consulting and receiving approval of the Steering Committee.

Funding

Funding will initially be secured through CDFCP participants. As the CDFCP matures, other funding models may be considered.

The Conservation Partnership will exist independently of operating and project funding. Where funds are sought, they will support the interests outlined in this Terms of Reference or will advance the goals and objectives of a CDFCP conservation plan or strategy. Where synergies exist, the Conservation Partnership will endeavour to seek funds that will also support its partners and wherever possible, fundraising for the CDFCP will be done in novel ways and efforts will be made to seek funds from sources not available to partner groups. Members of the CDFCP participate on a voluntary basis and are not financially compensated for their time by the partnership. Steering Committee members may be reimbursed for travel costs in order to attend the face-to-face meetings or workshops if funds are available.

Short Term Outcomes

The Steering Committee, in collaboration with CDFCP Participants and Supporters and Working Groups will work to produce the following outcomes:

1. CDFCP Interim Budget:

Within three months, the Steering Committee will complete an interim budget to define the financial resources required to implement the interim work plan, establish and resource priority working groups and hire a Conservation Partnership Coordinator.

2. CDFCP Interim Work Plan:

Within three months, the Steering Committee will complete an interim work plan to guide its work prior to the adoption of a CDFCP Conservation Plan/Strategy. This interim plan will include:

- A communications statement indicating how the Conservation Partnership will communicate with funders, the public, Conservation Partners and other agencies in absence of a CDFCP Conservation Plan/Strategy. Communications may include website development, indications of support to partners requesting endorsement of CDFCP related projects and CDFAE information materials.
- Information on immediate action items and responsibilities of the CDFCP Working Groups

3. Establishment of CDFCP Working Groups:

Within 6 months, the Steering Committee will establish the membership of the CDFCP Working Groups. **Within one year**, the CDFCP Working Groups will create their own Terms of Reference which will include information about:

- Goals and objectives
- Member responsibilities
- Meeting frequency and attendance
- Decision making
- Communication within the working group, with other working groups, outside agencies and with the Steering Committee

4. CDFCP Coordinator:

Within 6 months, the Steering Committee will create a job description and funding plan for a CDFCP Coordinator. **Within one year**, a Coordinator position will be funded and filled.

5. CDFCP Conservation Plan/Strategy:

Within one year, the Steering Committee will complete a CDFCP Conservation Plan/Strategy that includes:

- A vision statement
- Conservation goals
- Measureable targets
- Assessment of threats
- Recommended actions and lead agencies for the actions
- Proposed budget and financing plan

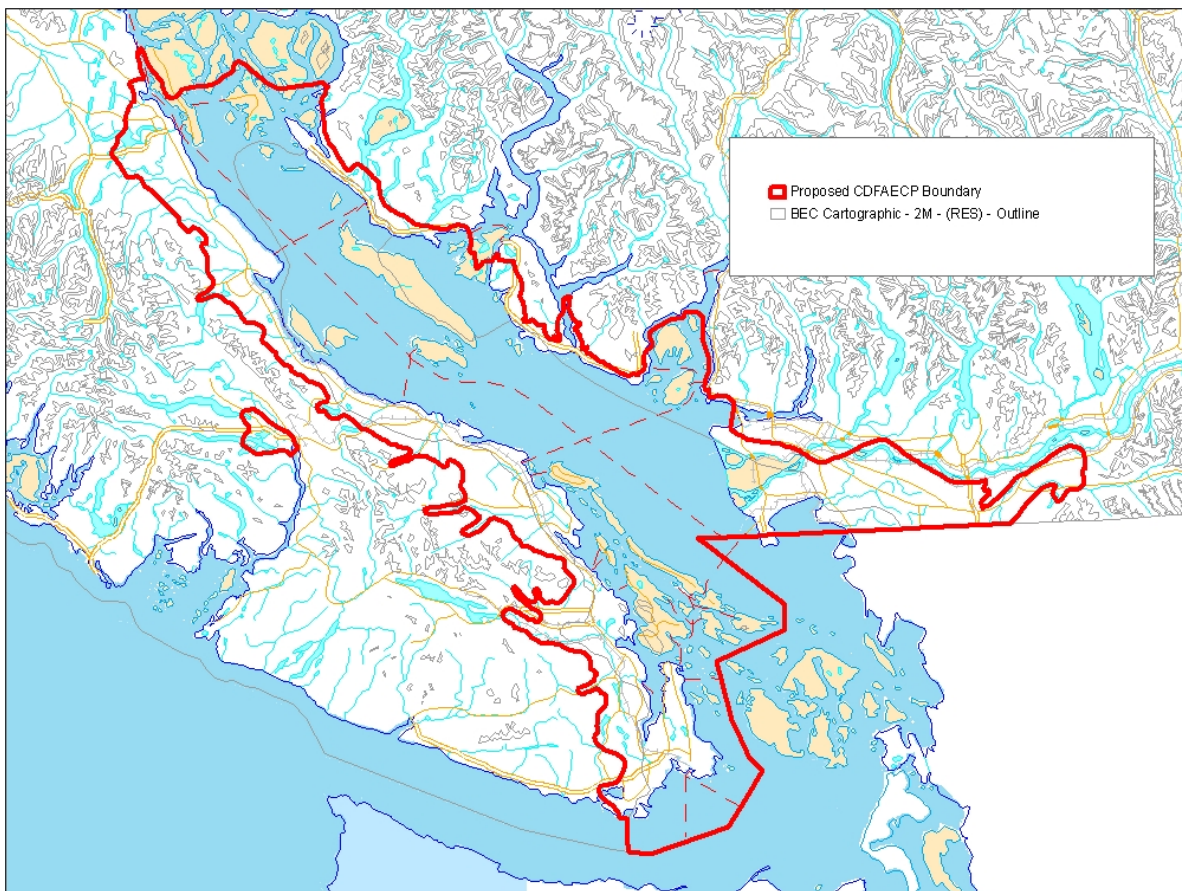
The CDFCP Conservation Plan/Strategy will incorporate and recognize existing conservation plans and will not duplicate work that has already been done. CDFCP Participants and Supporters will be asked to provide input into the Plan/Strategy and endorse the CDFCP Conservation Plan/Strategy upon its completion.

6. Implementing the CDFCP Conservation Plan/Strategy:

By the spring of 2014, the Conservation Partnership will begin implementing the Conservation Plan/Strategy through the Steering Committee in collaboration with the Working Groups.

Appendix A

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Boundary



Please note: Except for the Howe Sound area the CDFAECP boundary follows the CWHxm1 Biogeoclimatic boundary (FLNRO, 2012).



Memorandum

8.4.1

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Date September 17, 2013

File Number GM-3070-30

To Gambier Island Local Trust Committee

From Aleksandra Brzozowski
Island Planner
Northern Office

Re Update on BURNCO Aggregate Project

This memorandum is to provide information to the Gambier Local Trust Committee (LTC) on matters pertaining to the draft Application Information Requirements (dAIR) for the BURNCO Aggregates Project.

Proponent Responses to Working Group Comment

In August 2013, the BURNCO working group received reply to the comments made by members earlier in the year. The proponent has responded to each comment and the comment tracking table is attached to this memo; below is the excerpt of the table outlining their responses to Islands Trust comments and any proposed revisions to the dAIR as a result.

<i>Islands Trust Comments</i>	<i>Proponent Response</i>	<i>Proposed Changes to dAIR</i>
The proponent should be required to explore alternative transportation options including overland gravel transport to avoid the need to ship by water.	An evaluation of alternate means of undertaking the project will be included.	Section 2.5 revised as follows: "- an analysis of alternative means of undertaking the Proposed Project (including alternative transportation options) that are technically and economically feasible."
Under 2.6 Proposed Project Land Use, the EAC Application/EIS should include a description of Gambier Local Trust Area Official Community Plan policies, and Islands Trust Policy Statement.	The EAC Application/EIS will include a description of relevant Gambier Local Trust Area Official Community Plan policies, and the Islands Trust Policy Statement.	Section 2.6 revised as follows: "- identification of any relevant Official Community Plans (including the Gambier Local Trust Area Official Community Plan), associated policies, Islands Trust Policy Statements, and regional government plans."
When measuring air quality, ensure that vessel emissions are measured and future emissions predicted.	Dispersion modelling will be conducted for the project. The dispersion model has been developed in consultation with the BC Ministry of Environment and in accordance with the Guidelines for Air Quality Dispersion Modeling in British Columbia (BCMOE, 2008). Shipping emissions will not be modelled; instead, they will be calculated and quantitatively compared to the Lower Fraser Valley Emissions Inventory.	None proposed.

Proponent should address the gap relating to assessing the potential impact on economic activity such as tourism and recreation which may result from the mine;	Recreation and tourism is a valued component to be included as part of the social effects assessment.	None proposed.
Environmental impact on key species such as eel-grass, forage fish and cetaceans (especially from increased barge movement) needs to be emphasized and appropriate studies provided;	Valued components that will be the focus of the effects assessment are presented in Table 3. These include critical species and associated habitat. The potential effects of barging on identified VCs will be assessed.	For clarification, Section 5.1.4 has been revised as follows: "- Assessment of marine mammals (including cetaceans and pinnipeds) whose known distribution overlaps within the LSA and RSA will be conducted through a literature review," "- Maps showing all fish habitats (including eelgrass beds), sampling locations, and sampling results."
Assess what impact the mine (including barge activity and potential accidents) could have on the on-going recovery of Howe Sound	The potential effects of the project (including barging) on local and regional study areas within Howe Sound will be assessed. Measures will be proposed to avoid potential adverse effects on Howe Sound and its ongoing recovery.	None proposed.
Assess what impact the mine (including barge activity and potential accidents) could have on the on-going recovery of Howe Sound	The EAC Application/EIS will include an assessment of potential effects of accidents, malfunctions and unplanned events, and describe how these would be managed and/or mitigated.	None proposed.
Evaluation of the beach area to be affected for forage fish spawning potential should be done.	Valued components that will be the focus of the effects assessment are presented in Table 3. These include critical species and associated habitat. The potential effects of project activities on identified VCs within the local and regional study areas will be assessed.	None proposed.

Public Comment Period for dAIR

The public is invited to obtain information about and comment on the draft Application Information Requirements which will specify the detailed information to be provided in the application for an environmental assessment certificate for the BURNCO Aggregates project. Public Open Houses will be held on the project on October 1 and 2 in Gibsons and West Vancouver. Trustees may comment as individuals at these open houses.

A 30 day public comment period on the application will start on September 19, 2013 and end on October 19, 2013. The intention of seeking public comments is to ensure that all potential effects – environmental, economic, social, heritage and health – that might result from the proposed Project are identified for consideration as part of the assessment process. At this stage of the process, the primary intent is to receive feedback about the studies or information required for a comprehensive environmental assessment.

All written comments received by online form, fax or mail during this time period in relation to the application will be considered.

The dAIR submitted September 9, 2013 can be viewed at:

http://a100.gov.bc.ca/appsdata/epic/html/deploy/epic_document_355_36057.html

Advocacy regarding the BURNCO Aggregates Project

The Islands Trust Advocacy Policy states that:

Local trust committees may, by resolution, undertake advocacy on land use issues specific to their local trust area and consistent with the official community plan after considering whether the position may fetter their discretion on current or future land use planning decisions.

The BURNCO Aggregates Project falls outside the zoning boundaries of the Gambier Island Official Community Plan and as a result cannot be advocated upon with policies from the Gambier Island OCP. However, project activities will take place within the larger Trust Area, which falls under the Islands Trust Policy Statement. Advocacy of the Islands Trust Policy Statement is undertaken by Trust Council.

The following activity for the Executive Committee is noted in the 2012-2015 Trust Council Strategic Plan:

2.4.7 Advocate regarding potential impacts of the proposed Burnco Gravel Mine upon Howe Sound

This topic has been placed as an item for the Executive Committee agenda in October. Should the Gambier LTC have a specific request of the Executive Committee on this matter, any Briefing or Request for Decision must be submitted to Executive Committee Staff by October 2, 2013.

Attachments: 1. BURNCO Aggregates Project – Draft AIR Comment Tracking Table
2. Islands Trust Advocacy Policy

BURNCO Aggregates Project - Draft AIR Comment Tracking Table

ID #	Source			Ref dAIR1-TWG-	Working Group Comment	Proponent Response	Proposed Change to dAIR Rev 1.0
	Commenter (Name)	Agency / First Nation	Date				
1	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-001	The proponent will be required to hold a tenure issued under the Lands Act for the purpose of gravel barge moorage and load out.	Lands Act tenure is included in the Preliminary List of Required Permits and Approvals (Table 2). The Lands Act tenure application has been submitted and will be revised to align with the final project design.	For clarification, the following has been added to Section 2.2.3.3: "The Proponent will hold a Land Act tenure, compliant with relevant government zoning, for the purpose of gravel barge moorage and load out. "
2	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-002	The tenure must be in compliance with local government zoning.	Zoning requirement is included in the Preliminary List of Required Permits and Approvals (Table 2).	For clarification, the following has been added to Section 2.2.3.3: "The Proponent will hold a Land Act tenure, compliant with relevant government zoning, for the purpose of gravel barge moorage and load out. "
3	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-003	Deep consultation will be required with First Nations who claim the site as part of their traditional territory.	First Nations Consultation requirements are outlined in the Section 11 Procedural Order. A summary of consultation activities undertaken and proposed with identified First Nations will be included in Section 3.3. First Nations Information Requirements will be addressed in Part C (Aboriginal Information Requirements).	None proposed.
4	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-004	During moorage or loading, all portions of the barge and tug must be within the boundaries of the tenure.	Acknowledged. The barge loading facility is proposed within the existing water lease and log dump area.	For clarification, the following has been added to Section 2.2.3.3: "During moorage or loading all portions of the barge and associated vessels will be within the boundaries of the water lease."
5	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-005	The tenure must be in compliance with the rules and regulations of the Department of Fisheries and Oceans.	Federal requirements are included in the Preliminary List of Required Permits and Approvals (Table 2).	None proposed.
6	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-006	The tenure must be authorized under the Navigation Act.	Understood. Federal requirements are included in the Preliminary List of Required Permits and Approvals (Table 2).	Table 2 in Section 2.8 modified to include Navigable Waters Protection Act.
7	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-007	No dredging or filling will be permitted without the prior written consent of DFO and FLNRO.	Acknowledged. The bathymetry of the near shore marine environment in the area of the proposed marine loading facility and jetty will not require dredging, so assessment of marine dredging or marine disposal of dredgeate, liquid or solid waste will not be a part of this project.	None proposed.
8	Anderson, Keith	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations	18-Mar-13	FLNRO-008	The proponent must obtain the written permission of the registered upland owners for the term of the proposed tenure.	Acknowledged. Registered upland owners are key stakeholders and will be consulted. The EAC Application/EIS will include documentation of consultation activities undertaken and proposed with the public and other key stakeholders.	None proposed.
9	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-009	The groundwater modelling should be done to test the project’s likely effect on water volume in the Cluxewe River.	The Cluxewe River flows northwards into Broughton Strait just north of Port McNeill on the east coast of North Vancouver Island. Assume comment refers to McNab Creek. Potential effects on water volumes (base flow, high flow) of McNab Creek will be assessed.	None proposed.
10	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-010	The potential for sediment to enter into the creek/river should be addressed.	The assessment will identify and evaluate potential effects of the Proposed Project on surface water resource VCs, including the hydrologic response at the site from changes in drainage characteristics (i.e., changes in runoff coefficients and flow characteristics as well as effect on erosion and sedimentation at the site).	None proposed.
11	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-011	Possible effects of the project on other groundwater users (if any), including water quality needs to be death with.	The assessment method approach will include the use of a numerical model to predict and characterise potential effects of the Proposed Project on hydrogeology conditions, the groundwater regime, and groundwater quality. Potentially affected receptors will be identified.	Section 5.5.3 has been revised to read: "- Identify provincial and federal discharge requirements and evaluate potential effects of the Proposed Project on hydrogeology conditions, and the groundwater regime, <u>and groundwater quality.</u> " Section 5.5.5 has been revised to read: "The assessment will ... evaluate potential effects of the Proposed Project on hydrogeology conditions, and the groundwater regime, <u>and groundwater quality.</u> "
12	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-012	In some places extraction of the sand and gravel will be done from below the groundwater table. So, at the end of the project life span the excavated area will become a small lake. If so, then the water body may come under provincial Water Act, even though the proponent expressed their interest to maintain ownership and manage long term stewardship. Therefore, this issue needs to be addressed.	The final site reclamation will include a ground and surface water-fed pond, with the surrounding areas to be reclaimed by contouring the landscape, revegetation and planted forest. A preliminary Reclamation and Closure Plan will be prepared as part of the EAC Application/EIS, and will describe the proposed measures and commitments to remove surface facilities and reclaim areas and develop a functional ecosystem in the freshwater pit.	None proposed.
13	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-013	The Proponent should mention the total number of stream/creek/river crossing as well as water requirement (wash plant, camp use, and so on...), including the source of water.	The EAC Application/EIS will include project-related water requirements, proposed sources of water, and the number of required stream/creek/river crossings.	Section 2.2 has been revised as follows: - General surface and groundwater systems, <u>including proposed sources of water and the number of required stream/creek/river crossings;</u> - <u>Project-related water requirements;</u>

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14	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-014	We like to know how the wash water will be contained. If it is contained by a dam then Dam Safety people needs to be involved based on the storage size	Wash water will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water will be discharged.	Section 2.2.3.2 revised as follows: "Wash water will be processed for removal of fines and silt <u>in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities.</u> No wash water will be discharged."
15	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-015	Proponent may need to address Dike Safety issues in the area	Acknowledged. The EAC Application/EIS will include an Environmental Management Programme that included Sediment, Erosion and Drainage Control and Water Management (including flood hazard management) Plans for construction and operational phases of the Project.	None proposed.
16	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-016	It is mentioned in page 6 of the Draft Application Information Requirement that all components of the proposed project will be outside existing natural watercourses, riparian areas and mature forest stands. However from Figure 3, it seems that the project boundary crosses a stream/creek at the western side which is contradictory to the statement	Figure 3 has been revised. The are some ephemeral streams fall within the western margin of the property boundary as currently defined . Ongoing upgrades to existing road infrastructure by BCTS will include the management of these watercourse crossings and upgrades to the logging road network.	Figure 3 has been revised.
17	Akhtar, Khaled	Ministry of Natural Resource Operations (FLNRO), South Coast Region Authorizations (Water Allocation)	2-Apr-13	FLNRO-017	We would like to know about the storm water management system of the proposed dredged site.	The EAC Application/EIS will include an Environmental Management Programme that included Sediment, Erosion and Drainage Control and Water Management Plans for construction and operational phases of the Project.	None proposed.
18	Moorhouse, Tara	Ministry of Jobs, Tourism and Skills Training, Tourism Strategy and Policy	5-Apr-13	MJTST-001	In terms the visual quality Valued Components, I would like to see attention paid to the visual quality of tourism/recreational interests in the area, with particular attention paid to the views from the surrounding land and from water crafts (kayaks, small and large pleasure boats, etc.) passing in front of the project.	The existing 300 m wide treed buffer will be maintained between the Property and the marine foreshore to limit potential visual, noise, dust and emission effects on the environment. Generally, the Regional Study Area (RSA) seeks to consider potential effects of the project on factors such as existing land uses (residential, commercial, parkland), employment, visual quality and viewsheds, and public health, and have been identified to include the McNab Creek watershed, along with the immediate area of Howe Sound and potentially shipping routes to and from the project site to the Proponent’s processing facilities. The visual and aesthetic resource assessment RSA will include sensitive viewpoints from the surrounding area.	For clarification, the following has been added to Section 7.4.3.2: "Attention will be given to preserving the visual quality of the Site from surrounding lands and from watercraft."
19	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-001	The AIR should include a commitment to provide side slope angles and typical sections through the pit pond to illustrate the final geometry of the slope/pit. Setbacks of the pit crest to infrastructure that will be utilized by mine personnel are also required (i.e. the existing road on the west side of the proposed pit). In addition, factors of safety for the side slopes should be provided where sloughing or slope failure could cause retrogression of the pit crest to a degree that could impact on the safety of mine personnel. This should include consideration of seismic stability.	The EAC Application/EIS will illustrate the final geometry of the slope/pit, including side slope angles and typical sections through the pit pond. Setbacks of the pit crest to infrastructure that will be utilized by mine personnel will be described. Factors of safety for the side slopes will be provided where sloughing or slope failure could cause retrogression of the pit crest to a degree that could impact on the safety of mine personnel.	Section 2.2.3.1 revised to include the following: "The EAC Application/EIS will illustrate the final geometry of the slope/pit, including side slope angles and typical sections through the pit pond. Setbacks of the pit crest to infrastructure that will be utilized by mine personnel will be described. Factors of safety for the side slopes will be provided where sloughing or slope failure could cause retrogression of the pit crest to a degree that could impact on the safety of mine personnel."
20	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-002	Factors of safety for the side slopes ... should include consideration of seismic stability.	Stability evaluations for both static and seismic cases will be provided as part of the geotechnical and natural hazards assessment.	None proposed.
21	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-003	The AIR is to include a requirement for a conceptual monitoring plan for side slope deformation and for monitoring piezometric water levels.	A conceptual monitoring plan for piezometric water levels and side slope deformation will be included as part of the Environmental Management Programme.	Section 12.2 has been revised to include: "- Pit Slope Stability Monitoring Plan, including conceptual monitoring plan for piezometric water levels and side slope deformation."
22	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-004	Estimates of heights, volumes, and slope angles for the proposed overburden stockpiles should be included in the application.	Estimates of heights, volumes, and slope angles for the proposed overburden stockpiles will be provided.	Section 2.2.3.1 has been revised to include: "The EAC Application/EIS will include estimates of heights, volumes, and slope angles for proposed overburden stockpiles."
23	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-005	A conceptual design for the groundwater channel plug should be included in the application.	A conceptual design for the groundwater channel plug will be provided.	Section 2.2.3.1 has been revised to include: "The EAC Application/EIS will include a conceptual design for the groundwater channel plug."

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24	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-006	Processing section to include settling pond storage volumes, embankment heights, foundation preparation, and slope angles are requested (at a conceptual design level), including at least one typical cross-section.	In response to feedback through consultation, Project description has been revised in response to replace sedimentation/settling ponds with a 95% efficient wash plant to be fed using recycled water from two storage tanks supplemented by a groundwater well. The wash water will be screened and pressed to remove the sediment. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive reclamation activities.	Revised Section 2.2.3 to removed any reference to sedimentation/settling ponds.
25	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-007	Anticipated heights, volumes, and slope angles are requested for the proposed stockpiles of processed material and for the temporary fines stockpile.	Anticipated heights, volumes, and slope angles for proposed stockpiles of processed material and for the temporary fines stockpile will be provided.	Section 2.2.3.2 has been revised to include: "The EAC Application/EIS will include anticipated heights, volumes, and slope angles for proposed stockpiles of processed material and for temporary fines stockpiles."
26	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-008	Marine Loading Facility section to include an illustration of the conceptual design of the sleeper foundation for the barge loader and of the pile design (diameters, depths, etc.) should be included as an AIR requirement.	Conceptual design drawings of the sleeper foundation for the barge loader and of the pile design will be provided.	Section 2.2.3.3 has been revised to include: "The EAC Application/EIS will include conceptual design drawings for the marine loading facility, including piles and other in-water components."
27	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-009	Geotechnical/ Natural Hazards section is to include a commitment to assess the potential for flooding, debris floods, and/or debris flows in the McNab channel, and an assessment of the adequacy of the proposed upgrades to the training berm.	The potential for flooding, debris floods, and/or debris flows in the McNab channel and the adequacy of the proposed upgrades to the training berm will be assessed.	Section 5.3.1 revised as follows: "For the purposes of this assessment, geotechnical and natural hazard VCs include timber harvesting (loss of ground cover) potentially resulting in mudslides, <u>flooding, debris floods</u> , debris flows or ground movement, slope instability and landslides, as well as the assessment of potential impact of geotechnical hazards on streams or wetlands and worker safety."
28	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-010	A conceptual design for the training berm upgrades (including a typical section through the berm) will also be required.	A conceptual design for the training berm upgrades (including a typical section through the berm) will be provided.	Section 2.2.3.1 revised to include: "A conceptual design for the training berm upgrades (including a typical section through the berm) will also be provided."
29	Warnock, George	Ministry of Energy, Mines and Natural Gas, Geotechnical Engineering	8-Apr-13	MEMNG-011	The “Accidents and Malfunctions” section should explicitly include consideration of the potential for sloughing of the pit side slopes and the potential effects on the safety of mine personnel.	Factors of safety for the side slopes will be provided where sloughing or slope failure could cause retrogression of the pit crest to a degree that could impact on the safety of mine personnel.	Accidents and Malfunctions component of Section 11.0 revised to include: "- Factors of safety for the side slopes will be provided where sloughing or slope failure could cause retrogression of the pit crest to a degree that could impact on the safety of mine personnel."
30	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-001	The proponent is advised to identify any water supply systems (including private) potentially impacted by the proposed aggregate project and that they consult with the owners of those water systems.	Acknowledged. Registered upland owners are key stakeholders and will be consulted. The EAC Application/EIS will include documentation of consultation activities undertaken and proposed with the public and other key stakeholders.	Acknowledged. Registered upland owners are key stakeholders and will be consulted. The EAC Application/EIS will include documentation of consultation activities undertaken and proposed with the public and other key stakeholders.
31	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-002	The proponent is advised to identify any water supply systems (including private) potentially impacted by the proposed aggregate project and that they consult with the owners of those water systems.	Acknowledged. Water supply system owners are key stakeholders and will be consulted. The EAC Application/EIS will include documentation of consultation activities undertaken and proposed with the public and other key stakeholders.	Section 9.1.3.3 has been revised as follows: "- Identify and evaluate potential human health effects related to predicted project-related effects to water quality (<u>including drinking water</u>), air quality, change to ambient light, change to noise levels; "
32	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-003	Compliance with Drinking Water Protection Act with relation to water supply system servicing to all buildings on the BURNCO operation site. The responsible agency for the issuance of approvals in the Howe Sound area is ... Vancouver Coastal Health.	Acknowledged. A drinking water supply system is not proposed. <i>Notwithstanding, Drinking Water Protection Act permit regulations have been included in the Preliminary List of Required Permits and Approvals (Table 2) should a drinking water supply system be determined to be needed.</i>	Table 2 revised to identify Vancouver Coastal Health as the agency responsible for the Drinking Water Protection Act.
33	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-004	Prior to construction of a water supply system, a Construction Permit must be obtained (unless exempted by regulation); and prior to operating the water system an Operating Permit is required. <i>Note: Existing drinking water systems on the proposed site do not have the necessary approvals under the Drinking Water Act</i>	Acknowledged. A drinking water supply system is not proposed. Notwithstanding, Drinking Water Protection Act permit regulations have been included in the Preliminary List of Required Permits and Approvals (Table 2) should a drinking water supply system be determined to be needed.	Table 2 has been revised as follows: "Food premises permit, water supply system construction permit, <u>operating permit</u> and various occupancy approvals
34	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-005	Onsite sewerage disposals systems processing domestic sewerage less than 22,700 litres/day are subject to the BC Sewerage Disposal Regulation; preconstruction and operation approvals are required.	<i>BC Sewerage Disposal Regulation</i> permit requirements will be included in the Preliminary List of Required Permits and Approvals (Table 2).	Table 2 revised to include the <i>BC Sewerage Disposal Regulation</i> and associated permit requirements.
35	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-006	Consult with the Sunshine Coast Regional District for information on applicable noise by laws.	Acknowledged. The Sunshine Coast Regional District will be consulted. The EAC Application/EIS will include documentation of agency consultation activities undertaken and proposed.	None proposed.
36	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-007	Consult with the Sunshine Coast Regional District for information on applicable noise by laws.	Acknowledged. The Sunshine Coast Regional District will be consulted on applicable noise bylaws.	Section 9.2.2. has been revised as follows: "The EAC Application/EIS will provide a brief summary of legislation, regulation or policy related to noise VCs, <u>including information on applicable noise bylaws provided by the Sunshine Coast Regional District</u> . "
37	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-008	Although a construction work camp is not mentioned in the draft AIR; the proponent is advised of the <i>BC Industrial Camp Regulation</i> .	An industrial camp is not proposed as part of the Project.	None proposed.
38	Watson, Cynthia	Vancouver Coastal Health	9-Apr-13	VCH-009	Although visual and aesthetic resources are not directly referenced in Public Health legislation the links between aesthetics and environmental health are recognized. The WHO European Charter on Environment and Health, 1989, states that “good health and well being require a clean and harmonious environment in whichaesthetic factors are given their due importance."	Acknowledged. The results of a visual and aesthetic resource assessment will be included in the EAC Application/EIS.	None proposed.

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39	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-001	Items to be addressed to include environmental impact on key species such as eel-grass, forage fish and cetaceans (especially from increased barge movement) needs to be emphasized and appropriate studies provided.	Valued components that will be the focus of the effects assessment are presented in Table 3. These include critical species and associated habitat. The potential effects of barging on identified VCs will be assessed.	For clarification, Section 5.1.4 has been revised as follows: "- Assessment of marine mammals (<u>including cetaceans and pinnipeds</u>) whose known distribution overlaps within the LSA and RSA will be conducted through a literature review, " "- Maps showing all fish habitats (<u>including eelgrass beds</u>), sampling locations, and sampling results."
40	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-002	Consideration should be given to making improvements to the foreshore area, that may have suffered from the impacts of previous forestry and industrial activity, in light of the proposed loading and barge facility.	The potential effects of the project (including loading and barging) on local and regional study areas within Howe Sound will be assessed. Measures will be proposed to avoid potential adverse effects on Howe Sound and its ongoing recovery.	None proposed.
41	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-003	There is a gap relating to assessing the potential impact on economic activity such as tourism, resulting from the mine.	Recreation and tourism is a valued component to be included as part of the social effects assessment.	None proposed.
42	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-004	Include a section on the environmental recovery of Howe Sound, including estimated investment to date that achieved the current improvements and any proposed reclamation projects, the objective is to assess what impact the mine (including <u>barge activity</u> and potential accidents) could have on the on-going recovery of Howe Sound.	The potential effects of the project (including barging) on local and regional study areas within Howe Sound will be assessed. Measures will be proposed to avoid potential adverse effects on Howe Sound and its ongoing recovery.	None proposed.
43	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-005	Include a section on the environmental recovery of Howe Sound, including estimated investment to date that achieved the current improvements and any proposed reclamation projects, the objective is to assess what impact the mine (including barge activity and <u>potential accidents</u>) could have on the on-going recovery of Howe Sound.	The EAC Application/EIS will include an assessment of potential effects of accidents, malfunctions and unplanned events, and describe how these would be managed and/or mitigated.	None proposed.
44	Rafael, David	Sunshine Coast Regional District	12-Apr-13	SCRD-006	As mitigation/benefit the AIR should include a review of improvements such as new trails, kayak landing near or on the site.	The EAC Application/EIS will include mitigation measures proposed to avoid or limit potential adverse project-related effects. BURNCO will consider innovative measures where feasible and required to mitigate potential effects.	None proposed.
45	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-001	Introduction, p. ii, last sentence – Suggesting that it reads as follows: An assessment is also required under the former <i>Canadian Environmental Assessment Act</i> .	Acknowledged.	Revised as follows: "An assessment is also required under the <u>former</u> Canadian Environmental Assessment Act ¹ "
46	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-002	Section 2.4 (Federal Scope of Proposed Project), p. 11 - When should we expect to see the list of the Project components to be reviewed in the environmental assessment (i.e. What is the scope of the federal review in terms of project components)?	The federal scope of the proposed project consists of the construction, operating and decommissioning of the following on-site and off-site components : - Aggregate pit development with proposed production volumes of up to 1.6 million tonnes per annum; - A processing plant; - Marine loading facility; - Shipping; and - Reclamation, closure and monitoring. This is based on the key components of the Proposed Project described in CEAA's Background Document supporting Public Participation Opportunity #1 in accordance with the <i>Canadian Environmental Assessment Act</i>. Federal scope will be refined in discussion with CEAA.	Section 2.3 revised as follows: "The EAC Application/EIS will describe the scope of the Proposed Project for the purpose of the provincial EA, in accordance with the Section 11 Order <u>and any subsequent amendments</u>. <u>The provincial scope of the proposed project consist of the following on-site and off-site components and activities associated with the development of a sand and gravel pit with proposed production volumes of up to 1.6 million tonnes per annum:</u> - <u>A processing plant;</u> - <u>Stockpiles;</u> - <u>Dredging equipment;</u> - <u>A marine loading facility; and</u> - <u>Other buildings and facilities including a site office, washrooms, first aid facility and helipad, caretaker's cabin and a small craft dock with a tie up for a float plane."</u> Section 2.4 revised as follows: "<u>The federal scope of the proposed project consists of the construction, operating and decommissioning of the following on-site and off-site components :</u> - <u>Aggregate pit development with proposed production volumes of up to 1.6 million tonnes per annum;</u> - <u>A processing plant;</u> - <u>Marine loading facility;</u> - <u>Shipping; and</u> - <u>Reclamation, closure and monitoring."</u>

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47	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-003	The spatial boundaries of the Regional Study Area (RSA) for barge shipping (i.e. S 7.2.3.2, p. 66 and S 4.3, p.23) and scoping of barge shipping into the environmental assessment review are not described consistently throughout the draft AIR/EIS Guidelines.	The RSA of the Marine Transportation Assessment is defined by project-related barge traffic in Howe Sound (i.e., shipping routes from the Proposed Project site through Ramillies Channel, Thornbrough Channel and Queen Charlotte Channel to the north and south arm of the Fraser River). Figure 6 will be revised accordingly.	Section 4.3 revised as follows: Regional study areas (RSAs) for human / social and biophysical environmental assessment disciplines are larger in scope, encompassing an area broader than the immediate footprint of the Proposed Project. The RSA seeks to consider potential effects of the project on factors such as existing land uses (residential, commercial, parkland), employment, visual quality and viewsheds, and public health, and have been identified to include the McNab Creek watershed, along with the immediate area of Howe Sound and potentially shipping routes to and from the Proposed Project site <u>through Ramillies Channel, Thornbrough Channel and Queen Charlotte Channel, to the north arm of the Fraser River, project site to the Proponent's processing facilities (Figure 5).</u> Figures will be revised to reflect this correction.
48	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-004	Section 2.5 (Alternate Means of Undertaking the Proposed Project), p. 12 - Shouldn't there also be an analysis of the alternatives in terms of technical and economical feasibility?	Section 2.5 includes the following: - An analysis of alternative means of undertaking the Proposed Project <u>(including alternative transportation options)</u> that are technically and economically feasible;"	None proposed.
49	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-005	Section 2.8 (Applicable Permits & Approvals), p. 14 - Please add the <i>Navigable Waters Protection Act</i> , administered by Transport Canada. An approval might be required for the marine loading facility.	Understood. Federal requirements are included in the Preliminary List of Required Permits and Approvals (Table 2).	Table 2 in Section 2.8 modified to include Navigable Waters Protection Act.
50	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-006	Section 5.1.6 the proponent will need to submit their fish habitat compensation plan drawings to Transport Canada for review, in order to determine if any of the proposed in-water works could potentially impede on navigation.	Acknowledged. The requested information will be prepared to support a Section 35(2) Authorization. This information will be consistent with the effects assessment and proposed mitigation plans presented in the EAC Application/EIS, but may require an additional level of detailed project design and compensation habitat planning than would be required for the EA.	None proposed.
51	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-007	Section 7.2.4 to include navigational use by Aboriginal groups	Text has been updated in response to this comment.	Section 7.2.4 revised as follows: "- Known navigational use of each water body, <u>including navigational use by First Nations (where available),</u> and current shipping numbers..."
52	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-008	Section 7.2.5 to include TK, where available.	While Section 7.2.5 identifies "traditional ecological or community knowledge, where available," text has been updated in response to this comment. See response to TC-009.	For clarification, Section 7.2.5 revised as follows: "The effects assessment will consider traditional ecological or community knowledge, where available."
53	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-009	Section 7.2.5 p. 66, 2nd sentence – “The assessment of effects will identify past, present or future projects/activities...”. Please revise the wording as it does not make sense. In addition, please ensure that Traditional (Aboriginal) knowledge is taken into consideration.	Agreed. The identified phrase will be removed from Effects Assessment sections throughout the document. Text will be updated in all Effects Assessment sections to clearly identify the consideration of "traditional ecological or community knowledge, where available."	Section 7.2.5 revised as follows: "The assessment will identify and evaluate potential adverse effects of all project phases of Proposed Project on marine transportation VCs identified in Table 3. The assessment of effects will identify past, present or future projects/ activities that may impact the VC and describe traditional ecological or community knowledge, where available. The effects assessment will consider traditional ecological or community knowledge, where available. " Change made to Effects Assessment sections throughout the document.
54	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-010	Section 3.3.1 to separate and itemize the two separate FN issues relating to 1) Key issues raised by FN; and 2) the degree to which the issues are considered/ addressed by the Proponent.	Section 3.3.1 has been restructured as proposed by Transport Canada.	Section 3.3.1 has been revised as follows: " A summary of key issues raised by First Nations and/or the degree to which First Nations issues are considered resolved and/or addressed by the Proponent. - A summary of key issues identified by First Nations; and - <u>The degree to which First Nations issues are considered resolved and/or addressed by the Proponent.</u> "
55	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-011	third bullet - to include navigational use of the area, where possible.	Section 10.0 will consider, to the extent possible, all uses of the Proposed Project area by First Nations, including for navigational purposes, as identified in consultation with First Nations.	None proposed.
56	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-012	first bullet - “Provide a non-confidential summary of past, present, and anticipated future uses of the Proposed Project area by First Nations”. Please include any navigational use of the area, where possible.	Section 10.0 will consider, to the extent possible, all uses of the area by First Nations, including for navigational purposes, as identified in consultation with First Nations.	None proposed.
57	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-013	second bullet - wording is confusing as to how the Proponent will gather information on asserted or established aboriginal rights. Clear, pro-active working may be more appropriate.	Text has been updated in response to this comment.	Section 10.1 revised as follows: "- Identify any specific asserted or established aboriginal rights (including title) <u>in the Proposed Project area, in consultation with First Nations;</u> "
58	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-014	third bullet ... include rights related to navigation.	Section 10.1 will consider, to the extent possible, all specific asserted or established aboriginal rights relative to the Proposed Project area, including those that may be related to navigation, as identified in consultation with First Nations.	None proposed.
59	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-015	fourth bullet ... include rights related to navigation.	Section 10.1 will consider the effects of the Proposed Project on specific asserted or established aboriginal rights, including those that may be related to navigation, as identified in consultation with First Nations.	None proposed.

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60	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-016	second bullet ... include potential impacts to rights related to navigation.	Section 10.2 relates to other interests that are not already identified in Section 10.1. Text has been updated for clarification.	For clarification, Section 10.2 has been revised as follows: "- Identify aboriginal interests with respect to potential social, economic, environmental, heritage and health effects (to the extent not already identified in <u>Section 10.1</u> above), in consultation with First Nations; and - Describe how these effects have been or will be addressed."
61	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-017	first bullet – Should read as follows for clarity and consistency: “...Proponent’s past and planned consultation activities....”	Text has been updated in response to this comment.	Section 10.3 revised as follows: "- Refer back to Part A, Section 3.3, describing the Proponents’ past and planned <u>consultation</u> activities with First Nations."
62	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-018	third bullet - include issues related to navigation	Section 10.3 will describe key issues related to the Proposed Project EA, including those that may be related to navigation, as identified in consultation with First Nations.	None proposed.
63	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-019	To clarify if the summary is the same as summary in 3.3.1.	The summary presented in Section 3.3.1 will describe the consultation activities that the Proponent has undertaken for the Pre-Application period, including key issues identified by First Nations in the course of that consultation, and the degree to which the Proponent considers these issues resolved or addressed. Section 10.4 is a summary of Part C, and will to some degree overlap with aspects of Section 3.3.1.	None proposed.
64	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-020	Restructure Table 12 to include Aboriginal groups; the Asserted/established right associated with each group; Potential impacts on each identified asserted/established right in the previous column; and Follow-up or Next Steps (e.g. none required, on-going consultation).	Section 10.4, Table 12 has been updated in response to this comment.	Section 10.4, Table 12 revised to include the following columns, which will be presented for each identified First Nation: - Identified Aboriginal Right / Interest - Potential Project Effect - Mitigation / Accommodation Measure(s) - Status / Next Steps The content for this table will be developed in consultation with identified First Nations.
65	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-021	To include as one of the objectives that monitoring is to verify/ensure that mitigation measures are being implemented.	Section 13.0 will be revised to include verification of the implementation of mitigation measures as an objective of the environmental monitoring and follow-up program.	Section 13.0 revised as follows: "- Monitor the implementation and effectiveness of any measures taken to mitigate the adverse environmental effects of the Proposed Project."
66	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-022	To include adaptive management as one of the components of the follow-up program.	Section 13 will be revised to include adaptive management as a feature of the environmental monitoring and follow-up program.	Section 13.0 revised as follows: "- Effectiveness assessment, <u>including adaptive management</u> , of mitigation measures being applied against proposed to mitigate potential environmental effects."
67	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-023	first bullet - to be adjusted to include “through the re-design or relocation of the Proposed Project or some of its components...”	Section 14 will be revised to reflect the notion that mitigation can apply to one of more components of the Proposed Project	Section 14.0 revised as follows: "- A Summary of potential residual environmental effects of the Proposed Project after application of recommended mitigation measures and habitat compensation strategies that cannot be completely avoided or mitigated through the re-design or relocation of the Proposed Project, <u>in whole or in part</u> , or through Proponent commitments;"
68	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-024	The dAIR to include references to the federal EA process.	Section 16 will be revised to include reference to the federal EA review process.	Section 16 revised as follows: "- Describe how the Proposed Project aligns with the goals of the <u>provincial (BCEAA) and federal (CEAA) EA review processes</u> ; and"
69	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-025	Figure 5 is referred to in Section 4.3 (Spatial Boundaries) where the RSA is discussed. Please clarify the legend of Figure 5, since it is not clear which of the two Local Study Areas (LSAs) outlined is the RSA.	Acknowledged. Figure 5 legend will be clarified.	Figures to be revised accordingly.
70	L'Heureux, Suzanne	Transport Canada	15-Apr-13	TC-026	Figure 5, Socioeconomic Study Area – Figure 5 is referred to in Section 4.3 (Spatial Boundaries) as the RSA; however, in the legend only the LSA is defined.	Acknowledged. Figures will be corrected.	Figures to be revised accordingly.
71	Glos, Adriana	Environment Canada	15-Apr-13	EC-001a	The proponent mentions using a sedimentation/settling pond. Does the proponent intend to use the settling pond for deleterious substances? The proponent should be aware that Section 36(3) of the federal Fisheries Act, administered by Environment Canada, prohibits the discharge of deleterious substances to waters frequented by fish, or to a place where those substances might enter such waters. Environment Canada requests information on the proponent's sampling plan for the settling pond.	In response to feedback through consultation, the Proposed Project has been revised to replace sedimentation/settling ponds with a 95% efficient wash plant to be fed using recycled water from two large storage tanks supplemented with make-up water by a groundwater well. The wash water will be process,ed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried through this process. The resulting dry cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water or deleterious substances will be discharged.	Section 2.2.3.2 revised as follows: "Wash water will be processed for removal of fines and silt <u>in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities.</u> No wash water will be discharged. "

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72	Glos, Adriana	Environment Canada	15-Apr-13	EC-001b	Environment Canada requests the proponent provide additional information on the waste from mining of the aggregate, in particular, how acid producing rock waste will be managed	Static and kinetic leachate testing is being conducted to characterize acid generation potential of aggregate and surface materials. Geochemical modelling will be undertaken to assess acid rock drainage (ARD) potential associated with mine waste.	Section 5.1.4 Baseline Conditions revised to include: "- <u>Static and kinetic leachate testing to characterize acid generation potential of aggregate and surface materials. Geochemical modelling will be undertaken to assess ARD potential associated with mine waste.</u> " Section 5.1.5 Effects Assessment revised as follows: "Where applicable, the assessment of potential effects will provide cross-references to the surface water and groundwater modelling sections of the report. More specifically, this section will integrate results of hydrological predictive modelling along with surface water hydrology results to develop contaminant concentration predictions <u>including potential ML-ARD issues associated developing the Proposed Project.</u> "
73	Glos, Adriana	Environment Canada	15-Apr-13	EC-002	The proponent mentions that no wash water will be discharged outside the pit and water will be contained within the processing facilities and site, and will be reused through a 95% efficient recycling process. Environment Canada recommends the proponent elaborate on how 95% efficiency will be achieved and to provide details on pit construction including materials used for lining, etc. Leakage estimates should be included as well as an indication of potential impacts to groundwater.	Wash water will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water will be discharged. The pit will not be lined. The EAC Application/EIS will present pit construction materials and a preliminary Reclamation and Closure Plan that will describe proposed measures and commitments to remove surface facilities and reclaim areas and develop a functional ecosystem in the freshwater pit. Section Groundwater Resource Assessment will consider estimates of leakage from the pit.	Section 2.2.3.2 revised as follows: "Wash water will be processed for removal of fines and silt <u>in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water will be discharged.</u> "
74	Glos, Adriana	Environment Canada	15-Apr-13	EC-003	The proponent indicates that other worker facilities (including an office, washroom, lunch room) will be built on site. Environment Canada recommends a map outlining these facilities in detail, their placement within the Project site as well as details on how the Proponent will ensure meeting end of pipe regulations for waste water. Information on facilities for storing diesel, gasoline or other harmful substances should also be included.	The EAC Application /EIS will include detailed drawings outlining the location of onsite facilities. No waste water discharge is proposed. Upgrades to an existing fuelling facility are proposed for the storage of diesel and gasoline for on-site equipment. The EAC Application/EIS will include a description of the storage facilities, as well as a list of diesel, gasoline or other substances that may be corrosive, volatile or reactive and that may be shipped to and stored on site. Construction and Operational Environmental Management Programs contained in Section 12.0 will include - Materials Storage, Handling and Waste Management Plan - Spill Prevention and Emergency Response Procedures.	To clarify, Sections 12.1 Construction Environmental Management Programme and 12.2 Operational Environmental Management Programme will be revised as follows: "- Materials Storage, Handling and Waste Management, <u>including a list of diesel, gasoline or other substances that may be corrosive, volatile or reactive and that may be shipped to and stored on site.</u> "
75	Glos, Adriana	Environment Canada	15-Apr-13	EC-004	The proponent states that an old small craft dock will be removed and a new one put into place including an upgrade to the marine barge grid. Environment Canada requests clarity on how the marine facilities will be built and further discussion on facility construction and marine placement of materials, include any dredged material.	The bathymetry of the near shore marine environment in the area of the proposed marine loading facility and jetty will not require dredging, so assessment of marine dredging or marine disposal of dredgeate, liquid or solid waste will not be a part of this project. The EAC Application/ EIS will include information on how the marine facilities will be built and further discussion on facility construction.	None proposed.
76	Glos, Adriana	Environment Canada	15-Apr-13	EC-005	For substances such as diesel, gasoline or others that may be corrosive, volatile or reactive, Environment Canada recommends listing and describing the shipment and storage of such materials in detail and providing the information on environmental emergency practices in case of an emergency.	The EAC Application / EIS will include a list of diesel, gasoline or other substances that may be corrosive, volatile or reactive and that may be shipped to and stored on site. Construction and Operational Environmental Management Programs contained in Section 12.0 will include - Materials Storage, Handling and Waste Management Plan - Spill Prevention and Emergency Response Procedures.	To clarify, Sections 12.1 Construction Environmental Management Programme and 12.2 Operational Environmental Management Programme will be revised as follows: "- Materials Storage, Handling and Waste Management, <u>including a list of diesel, gasoline or other substances that may be corrosive, volatile or reactive and that may be shipped to and stored on site.</u> "
77	Glos, Adriana	Environment Canada	15-Apr-13	EC-006	Environment Canada requests an assessment on vegetation/wildlife disturbance due to small aircraft noise, as well as increased barge traffic along the transportation route.	The Terrestrial Wildlife and Vegetation Assessment (Section 5.2.5 Effect Assessment) includes sensory disturbance for wildlife (i.e., "potential for effects from alterations to noise and light regimes"). Text will be revised to specifically influde potential effects on marine mammals, including effects of underwater noise.	Section 5.1.5 revised to include the following: "- <u>Direct and indirect effects on marine mammals and birds associated with shipping activities, including underwater noise.</u> "

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78	Glos, Adriana	Environment Canada	15-Apr-13	EC-007	Environment Canada requests the proponent to elaborate on how it will limit the use of electrically powered equipment for extraction, processing and loading of aggregate.	Section 2.2.4 does not state that the use of electrically powered equipment will be limited, but that the use of electrically powered equipment to extract, process and load the aggregate resource will avoid and limit the amount of exhaust emissions related to burning fossil fuel during aggregate extraction.	None proposed.
79	Glos, Adriana	Environment Canada	15-Apr-13	EC-008	Environment Canada requests further information on the consultation process the proponent has engaged in with nearby communities such as Squamish, Gibson's and West Vancouver where temporary workers may live during the construction phase of the Project. This may or may not be linked to Section 3.4.1 (p.16) of the dAIR.	Section 3.4.1 will document the process and outcome of consultations with nearby communities.	None proposed.
80	Glos, Adriana	Environment Canada	15-Apr-13	EC-009	Table 3 - Migratory Birds are a responsibility of Environment Canada under the Migratory Birds Convention Act and Species at Risk Act. Other aquatic species under the <i>Species at Risk Act</i> are the responsibility of the Department of Fisheries and Oceans. Jurisdictional responsibilities should be clarified in the section titled Migratory Marine Birds.	Acknowledged.	Table 2 revised to clarify jurisdictional responsibilities.
81	Glos, Adriana	Environment Canada	15-Apr-13	EC-010	Table 3 - In the section titled Terrestrial Wildlife and Vegetation, under Terrestrial Species at Risk and their habitat, a list of wildlife and birds that are Species at Risk are listed. However, under the Vegetation section, no Species at Risk are listed. Environment Canada requests more information on possible vegetative Species at Risk that may be in the range of the Project LSA or RSA.	Table 3 revised to include listed rare plant species with the potential to occur in the LSA.	Table 3 revised as follows: Terrestrial vegetation and their habitat: - Environmentally Sensitive Ecosystems; - Rare plants, <u>including</u> : - <u>Fleshy Jaumea</u> ; - <u>Kamchatka spike-rush</u> ; - <u>Menzies' burnet</u> ; - <u>Northern adder's tongue</u> ; - <u>Small spike rush</u> ; - <u>Snow bramble</u> ; - <u>Western St. John's wort</u> ; and - <u>White adder's mouth orchid</u>
82	Glos, Adriana	Environment Canada	15-Apr-13	EC-011	Table 3 - Under Geotechnical and Natural Hazards, Environment Canada recommends adding "Alteration of physical terrain". Information on impacts to the environment due to the open pit style of the mine and the alteration of the current valley is recommended.	Acknowledged.	Table 3 revised to include "Alteration of Physical Terrain" as supporting rationale for terrain and natural hazards VCs.
83	Glos, Adriana	Environment Canada	15-Apr-13	EC-012	Table 3 - Under Surface Water Resources, Environment Canada recommends adding the valued component "Change in water quality due to redirection and use of groundwater within the Project"	Acknowledged.	Table 3 revised to include "Redirection and use of groundwater" as supporting rationale for surface water resources VC (water quality).
84	Glos, Adriana	Environment Canada	15-Apr-13	EC-013	Table 3 - Environment Canada requests a new discipline/theme section on Environmental Emergencies be added to address VC's on possible environmental emergencies within the Project site, such as spills of aggregate material or fuel used for machinery.	Section 11 includes the Federal Information Requirement to assess effects of accidents and malfunctions, and to identify mitigation measure to avoid or limit the likelihood and severity of these effects.	None proposed.
85	Glos, Adriana	Environment Canada	15-Apr-13	EC-014	Environment Canada requests the following temporal boundary be included prior to other temporal boundaries listed: Project Site Baseline (past data and/or current data prior to construction)	For the purpose of the assessment, the temporal boundary is defined by the phases of the Proposed Project (construction, operation, reclamation and closure)	None proposed.
86	Glos, Adriana	Environment Canada	15-Apr-13	EC-015	Environment Canada recommends putting the Compilation of Relevant Background Information section before Section 4.0 Assessment Methods. The Application information will be easier to follow if baseline information is put before the assessment methodology and VC's.	The Compilation of Relevant Background Information is presented before the assessment methodology presented in Section 4.6. The VCs and spatial/temporal boundaries must be defined before relevant background information can be compiled.	None proposed.
87	Glos, Adriana	Environment Canada	15-Apr-13	EC-016	Environment Canada recommends adding Best Management Practices as part of proposed mitigation measures.	For all components, mitigation measures will include those considered in the design and operation of the Proposed Project, including Best Management Practices, and will include any additional measures, works, processes or features that were not part of the basic features of the Proposed Project.	For clarification, Section 4.6.2 will be revised as follows: "Mitigation measures will include those that are considered in the design and operation of the Proposed Project, <u>including best management practices</u> , and will include any additional measures, works, processes, or features that were not part of the basic features of the Proposed Project."
88	Glos, Adriana	Environment Canada	15-Apr-13	EC-017	The proponent states " <i>The level of predictive confidence of an effect will be discussed.</i> " The word predictive is used several times in this and following paragraphs. Environment Canada requests clarity on whether " <i>predicted</i> " refers to the predicted environment effects based on the proponent's opinion using qualitative studies, data, etc. or if it refers to predictions made on possible effects using modelling.	The EA will include qualitative (i.e., professional judgment) and quantitative (including modelling) predictions, as appropriate for a given VC.	None proposed.
89	Glos, Adriana	Environment Canada	15-Apr-13	EC-018	Environment Canada recommends adding a section on modelling and how these predictions will be used to assess environmental effects.	EAC Application/EIS will include a description of how model predictions were used to assess potential effects and how monitoring data was used to inform predictive modelling.	Section 4.1 General revised to include: "- <u>A description of how model predictions were used to assess potential effects and how monitoring data was used to inform predictive modelling;</u> "

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90	Glos, Adriana	Environment Canada	15-Apr-13	EC-019	Environment Canada recommends putting " <i>Migratory seabirds whose known range overlaps the LSA:</i> " into a different section and not under Fish Distribution and Abundance. All migratory birds (not just seabirds) should be considered within the LSA and RSA.	Acknowledged. Section 5.5.1.4 has been revised as suggested. Other migratory birds are included in the terrestrial wildlife and vegetation assessment.	Section 5.1.4 revised as follows: "- Fish Distribution and Abundance, including: — Migratory seabirds whose known range overlaps the LSA; " "- Assessment of shorebirds <u>migratory marine birds</u> within the LSA will be conducted through a literature review, marine observations and surveys. Migratory seabirds whose known range overlaps the LSA. "
91	Glos, Adriana	Environment Canada	15-Apr-13	EC-020	Environment Canada recommends a new section allocated to an assessment of Species at Risk (especially those listed as Schedule 1 under the <i>Species at Risk Act</i>). This should include migratory birds, wildlife and vegetation (including the Riparian area) with the appropriate LSA and RSA assessments.	Required information will be provided by Section 11 Requirements for Federal Environmental Assessments: - Species at Risk.	None proposed.
92	Glos, Adriana	Environment Canada	15-Apr-13	EC-021	Environment Canada requests clarification on the definition of freshwater in the following phrase: " <i>Assessment of water quality of freshwater and marine environments will be conducted.....</i> ". Does freshwater in this statement include both surface water and groundwater when they discharge at the same location?	Yes, freshwater in this statement refers to both surface water and groundwater quality.	For clarification, Section 5.1.4 has been revised as follows: "- Assessment of water quality of freshwater (surface water and groundwater) and marine environments will be conducted in 2012 to characterize baseline conditions."
93	Glos, Adriana	Environment Canada	15-Apr-13	EC-022	Environment Canada recommends the proponent assess whether the area along the shoreline is used for shellfishing.	Potential effects on recreational shellfish harvesting will be assessed as part of the Non-Traditional Land Use Assessment (VC Harvesting Fish and Wildlife).	None proposed.
94	Glos, Adriana	Environment Canada	15-Apr-13	EC-023	Environment Canada recommends the proponent add an assessment of baseline air quality, including GHG's.	Section 5.6.4 includes the requirement for an air quality baseline study. GHG's are identified as a VC for the climate change assessment (Section 4.3, Table 3).	None proposed.
95	Glos, Adriana	Environment Canada	15-Apr-13	EC-024	Environment Canada recommends the proponent provide baseline modelling data along with any planned or proposed environmental effects modelling data. This will provide reviewers with the information necessary to assess validity and quality of data submitted.	All baseline reports will be included as appendices to the EAC Application/EIS, including methodologies for assessing baseline conditions. The EAC Application/EIS will include actual periods of recording and how the data was used to inform modelling.	None proposed.
96	Glos, Adriana	Environment Canada	15-Apr-13	EC-025	Environment Canada recommends adding wildlife species as defined by the Federal <i>Species at Risk Act</i> (SARA) as well as COSEWIC-assessed species be included. The proponent mentions vegetative SARA species, but not wildlife in this section.	Section 5.2 includes federally designated wildlife species.	For clarification, Section 5.2.1 revised as follows: "For the purposes of this assessment, wildlife resources refer to wildlife species, including provincially and federally (<u>Species at Risk Act (SARA) and Committee on the Status of Endangered Wildlife in Canada (COSEWIC)</u>) designated species and their habitats potentially affected by the Proposed Project.
97	Glos, Adriana	Environment Canada	15-Apr-13	EC-026	The Federal Policy on Wetland Conservation (FPWC) applies to federal departments addressing the potential loss of wetlands and wetland functions. For projects on non-federal lands and waters, such losses are evaluated in terms of the scope of any federal permits, licenses, authorizations and other instruments under federal jurisdiction which may be applicable. The FPWC is underpinned by a no-net-loss of wetland functions objective, and as such, necessitates a consideration of all wetland functions which could be impacted including those functions pertinent to Environment Canada's responsibilities for the protection of migratory birds and species at risk. The purposes of the Species at Risk Act (SARA) are to prevent or reduce the likelihood of wildlife species from becoming extinct or extirpated, to provide for the recovery of wildlife species that are extirpated, endangered or threatened as a result of human activity, and to manage species of special concern to prevent them from becoming endangered or threatened. Section 79 of SARA pertains to situations where a person is required by a federal Act to ensure that an assessment of the environmental effects of a project is conducted. Subsection 79(1) requires every such person to notify the competent Minister(s) without delay if the project is likely to affect a listed wildlife species or its critical habitat.	Acknowledged.	None proposed.
98	Glos, Adriana	Environment Canada	15-Apr-13	EC-027	Environment Canada recommends extending the RSA for wildlife and vegetation VC's to the marine RSA as outlined in Figure 7 of the dAIR. The marine route for shipping the barges with the aggregate product should be part of the spatial boundaries for assessing impacts to wildlife such as birds.	The terrestrial RSA covers 30,034 hectares (ha), comprising the McNab Creek watershed and is large enough to encompass seasonal home ranges of large fauna, such as grizzly bear. The RSA covers a scale appropriate for assessing the effects of the Proposed Project on terrestrial wildlife. The marine RSA was assessed separately and specifically focusses on marine species including marine birds. To effectively assess terrestrial and marine VCs, two separate regional study areas have been established. The marine RSA will be used as the spatial boundary for assessing potential effects on migratory seabirds (VC Migratory Marine Birds).	Revised Marine RSA presented in Figure 5.

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99	Glos, Adriana	Environment Canada	15-Apr-13	EC-028	Environment Canada recommends adding baseline conditions as one of the temporal boundaries stated in the third paragraph.	For the purpose of the assessment, the temporal boundary is defined by the phases of the Proposed Project (construction, operation, reclamation and closure)	None proposed.
100	Glos, Adriana	Environment Canada	15-Apr-13	EC-029a	In developing the baseline, Environment Canada recommends applicable standards be applied (as appropriate to project LSA/RSA) to the following: bats; swifts and swallows; woodpeckers; nighthawks; marsh birds; riverine birds (Harlequin Duck/Dipper); snakes; terrestrial arthropods; and Tailed Frog.	Acknowledged. The wildlife species suggested by Environment Canada will be considered in the baseline and effects assessment. Applicable standards will be applied in developing the baseline for wildlife VCs.	None proposed.
101	Glos, Adriana	Environment Canada	15-Apr-13	EC-029b	Consultation with the regional office of the Ministry of Forests, Lands & Natural Resource Operations is recommended for species under its management jurisdiction.	Acknowledged. Biologists within FLNRO and MOE have been consulted to assist in the selection of VCs and to obtain species specific information for inclusion in the effects assessment and habitat suitability index (HSI) modeling. The EAC Application/EIS will include documentation of agency consultation activities undertaken and proposed.	None proposed.
102	Glos, Adriana	Environment Canada	15-Apr-13	EC-029c	Environment Canada also recommends the Rare Plant Survey include non-vascular plants and lichen. Survey timing is critical, and must be appropriate for all known or potentially occurring provincial and/or federal plants of the LSA/RSA. Limitations of the data collected should also be described.	Acknowledged. Section 5.2 Terrestrial Wildlife and Vegetation includes provisions for rare plant surveys (VC Rare Plants)	None proposed.
103	Glos, Adriana	Environment Canada	15-Apr-13	EC-030	For wetlands in the LSA/RSA, and in developing the baseline, Environment Canada recommends a wetland functions assessment be completed. For guidance, the Proponent should refer to Hanson et al. (2008) 'Wetland Ecological Functions Assessment: An Overview of Approaches' (accessible at: http://wetkit.net/docs/WA_TechReport497_en.pdf). Other resources include: 1) Government of Canada (1991), Federal Policy on Wetland Conservation. Environment Canada. Accessible at: http://www.ec.gc.ca/Publications/default.asp?lang=En&xml=BBAAE735-EF0D-4F0B-87B7-768745600AE8 ; 2) Federal Policy on Wetland Conservation Implementation Guide for Federal Land Managers. Accessible at: https://www.ec.gc.ca/Publications/default.asp?lang=En&xml=6AD07CA9-1DDD-4201-ACCF-B18E41FCB350 ; 3) Wetland Mitigation in Canada – A Framework for Application. Issues Paper, No. 2000-1. North American Wetlands Conservations Council (Canada). Accessible at: http://www.wetlandscanada.org/pubs.html . Environment Canada also requests information on baseline development for bats (roosts/hibernacula).	Acknowledged. All baseline reports will be included as appendices to the EAC Application/EIS, including methodologies for assessing baseline conditions for bats.	None proposed.
104	Glos, Adriana	Environment Canada	15-Apr-13	EC-031	For migratory birds/SAR, the effects assessment should not be confined to the breeding season, but evaluate species distribution, abundance and habitat use across seasons	Section 5.2.5 Effects Assessment states that the assessment will identify and evaluate potential adverse effects of the Proposed Project on the following components of terrestrial wildlife and vegetation resources, species-at-risk, and important wildlife habitats: - Habitat alteration, loss, and fragmentation; - Estimate direct habitat loss based on project footprint and indirect reduction of habitat suitability based on zone of influence assessment, including potential for effects from alterations to noise and light regimes and habitat fragmentation; - Key life stage requirements of wildlife, focusing on VCs, habitat requirements, such as breeding habitat, ungulate parturition areas, winter range, amphibian breeding areas, raptor nest sites; - Project-related mortality; - Human-wildlife interactions and potential for wildlife population effects, including species population management; and - Landscape alteration as a function of biodiversity and ecosystem function.	None proposed.
105	Glos, Adriana	Environment Canada	15-Apr-13	EC-032	With reference to Section 5.2.6, Environment Canada recommends adding best management practices as part of the mitigation measures.	For all components, mitigation measures will include those considered in the design and operation of the Proposed Project, including Best Management Practices, and will include any additional measures, works, processes or features that were not part of the basic features of the Proposed Project.	For clarification, Section 4.6.2 will be revised as follows: "Mitigation measures will include those that are considered in the design and operation of the Proposed Project, <u>including best management practices</u> , and will include any additional measures, works, processes, or features that were not part of the basic features of the Proposed Project."

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106	Glos, Adriana	Environment Canada	15-Apr-13	EC-033	Environment Canada recommends the proponent expand the proposed LSA and RSA spatial boundaries for Air Quality and Climate Change to be beyond the identified boundaries for other VC's within the Geotechnical and Natural Hazards section. Air sheds can be quite large and interconnected. Considering the proximity to the Greater Vancouver Area, impacts to Air Quality and/or Climate Change could have a different impact than for those Projects located farther from populated areas.	The Spatial Boundaries for Air Quality (Section 5.6.3.2) and Climate Change (Section 5.7.3.2) are defined as follows: LSA - a 20 by 20 km square centred on the aggregate mine's processing plant. The LSA will be extended if sensitive reports (such as residential areas, schools, camps, yacht clubs, etc.) are located along or close to the 20 by 20 km LSA boundary. RSA - encompass the LSA as well as the total route the barges will take from the Proposed Project to the Burnaby or Langley facility.	None proposed.
107	Glos, Adriana	Environment Canada	15-Apr-13	EC-034	The proponent indicates that they will " <i>provide an overview of background information, environmental setting and characteristics for each geotechnical and natural hazards VC</i> ". The phrase " <i>....each geotechnical and natural hazards VC</i> " should be added to bullets 3 and 5 of the assessment methods for continuity. In that manner, baseline, potential effects and mitigation are assessed for all VCs.	Acknowledged. Suggested revisions will be made to section 5.3.3.3.	Section 5.3.3.3 has been amended as follows: "- Identify and evaluate potential effects resulting from the interaction between the Proposed Project and the geotechnical/physical environment, including natural extreme weather events (heavy precipitation, flooding, drought, storms, and / or high snow levels) <u>for each geotechnical and natural hazards VC</u> ; - Identify mitigation measures and environmental management strategies to avoid, limit, or otherwise mitigate potential effects of the Proposed Project on the geotechnical/physical environment <u>for each geotechnical and natural hazards VC.</u> "
108	Glos, Adriana	Environment Canada	15-Apr-13	EC-035	Environment Canada recommends the proponent outline the studies that will be done for VC's in Geotechnical and Natural Hazards section as stated in Table 3.	Section 5.3.5 Effects Assessment includes provisions for the following studies that will be done for Geotechnical and Natural Hazards VCs: - Stability evaluations of the Proposed Project for both static and seismic cases and consider several options for development / sequencing of the site to confirm facilities are developed in a safe manner; - Evaluation of existing or potential natural hazard conditions which could impact the sequencing of excavation and development of the pit slopes, stockpile locations or heights, and the stability of the adjacent McNab Creek channel sides slopes; and - A review of the potential impact of changes in surface water and groundwater seepage into or from the Project site	None proposed.
109	Glos, Adriana	Environment Canada	15-Apr-13	EC-036	Environment Canada recommends the proponent see comment #33 and assess the effects of each VC outlined in that comment.	EC--033 refers to spatial boundaries for the Air Quality and Climate Change assessments. Associated VCs will be assessed.	None proposed.
110	Glos, Adriana	Environment Canada	15-Apr-13	EC-037	In addition to comment #33 and #34, Environment Canada recommends the proponent provide mitigation measures for each VC as laid out in the Geotechnical and Natural Hazards section in Table 3 (including the additional section as mentioned in comment #14)	Section 5.3.6 Mitigation includes the following requirement: The EAC Application/EIS will identify mitigation measures and management strategies to avoid, limit, or otherwise mitigate potential effects of the proposed project on geotechnical and natural hazards. In addition, the application will discuss the effectiveness and limitations of identified mitigation measures and environmental management strategies. Section 5.8 provides for a summary table of potential residual environmental effects, including key mitigation measures.	None proposed.
111	Glos, Adriana	Environment Canada	15-Apr-13	EC-038	With reference to Section 5.3.7, Environment Canada recommends the proponent identify and assess any potential impacts the environment may have on the Project and provide mitigation measures if necessary.	Section 11 includes the Federal Information Requirement to assess effects of the environment on the Proposed Project, and to identify mitigation measure to avoid or limit the likelihood and severity of these effects.	None proposed.
112	Glos, Adriana	Environment Canada	15-Apr-13	EC-039	Environment Canada requests information on the methodology to be used to assess baseline conditions (i.e. field testing, etc.). This empirical data on surface water should then be used for any modelling done on surface water. This will more clearly identify the assessment of potential effects and provide EC reviewers with appropriate information.	All baseline reports will be included as appendices to the EAC Application/EIS, including methodologies for assessing baseline conditions. The EAC Application/EIS will include actual periods of recording and how the data was used to inform stream flow estimations.	Section 5.4.4 revised as follows: "- Surface water hydrometric monitoring program. <u>Periods of actual stream flow measurements and how this data was used to inform stream flow estimations will be described.</u> "
113	Glos, Adriana	Environment Canada	15-Apr-13	EC-040	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
114	Glos, Adriana	Environment Canada	15-Apr-13	EC-041	There is a typo in the second bullet starting with "Describe of....". The sentence should read "Description of...." or "Describe the available..."	Agreed.	Section 5.6.3.3 has been revised as follows: "- Describe of available air quality monitoring data for the LSA and the RSA. Potential air quality networks that will be consulted will include, but not limited to EC's National Air Pollutant Surveillance Network (NAPS), the MOE air quality network and the MFLNRO;"

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115	Glos, Adriana	Environment Canada	15-Apr-13	EC-042	There is a mis-print with the first sentence within this section. "The assessment will identify.....the Proposed Project on the fisheries and aquatic habitat VCs identified in Table 3." The last part of the section referring to fisheries and aquatic habitat is incorrect. This section should state "...the Proposed Project on Air Quality VCc as identified in Table 3."	Agreed.	Section 5.6.5 has been revised as follows: "The assessment will identify and evaluate potential adverse effects of all project phases of the Proposed Project on the fisheries and aquatic habitat <u>air quality</u> VCs identified in Table 3."
116	Glos, Adriana	Environment Canada	15-Apr-13	EC-042	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
117	Glos, Adriana	Environment Canada	15-Apr-13	EC-043	It should be confirmed that Table 5 as shown on p.56 of the dAIR is an example of the summary of predicted residual environmental effects table, and that the actual table will include all environmental VCs as identified in Table 3 on ps. 19-22	Confirmed that Table 5 in the EAC Application/EIA will include all potential residual effects on identified environmental VCs.	None proposed.
118	Glos, Adriana	Environment Canada	15-Apr-13	EC-044	Environment Canada recommends adding current conditions (i.e. current baseline) as one of the temporal boundaries listed in the second paragraph on this page.	For the purpose of the assessment, the temporal boundary is defined by the phases of the Proposed Project (construction, operation, reclamation and closure)	None proposed.
119	Glos, Adriana	Environment Canada	15-Apr-13	EC-045	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
120	Glos, Adriana	Environment Canada	15-Apr-13	EC-046	Environment Canada recommends adding the <i>Species at Risk Act</i> and <i>The Federal Policy on Wetland Conservation</i> to the list of legislation and guidelines.	Acknowledged. Suggested revisions will be made to section 7.3.3.3.	Section 7.3.3.3 revised to include: "- Federal Policy on Wetland Conservation - Species at Risk Act"
121	Glos, Adriana	Environment Canada	15-Apr-13	EC-047	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
122	Glos, Adriana	Environment Canada	15-Apr-13	EC-048	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
123	Glos, Adriana	Environment Canada	15-Apr-13	EC-049	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
124	Glos, Adriana	Environment Canada	15-Apr-13	EC-050	There is a typo in the sentence starting with "The assessment of effects will identify past, present or (not of) future projects/activities (space in front of activities should be deleted).	Agreed, current wording is unnecessarily complicated and confusing.	The identified phase will be removed from Effects Assessment sections throughout the document.
125	Glos, Adriana	Environment Canada	15-Apr-13	EC-051	Environment Canada recommends the proponent identify and assess whether noise levels may cause an adverse effect to wildlife around the Project area.	The Terrestrial Wildlife and Vegetation Assessment (Section 5.2.5 Effect Assessment) includes sensory disturbance for wildlife (i.e., "potential for effects from alterations to noise and light regimes").	None proposed.
126	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-001	The process of enlarging the extraction pond and groundwater linkage must be characterized, with respect to potential impacts to the stream hydrological regime and water quality as well as to the habitat and water quality in the intertidal zone.	An extensive groundwater monitoring program and effects assessment modelling has been undertaken for the Proposed Project, including intertidal effects. Section 5.5 addresses the characteristics of the mine plan and potential effects on groundwater movement and volumes.	None proposed.

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127	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-002	It is stated that no wash water will be discharged outside the pit and will be contained within the processing facilities and site. However, it is noted that there will be stormwater discharging from the overall site. As well, “liquid discharges (e.g. process water and sewage)” is noted in 2.2.4 Project Emissions, Discharge and Waste. It is therefore unclear what types of effluent/runoff discharges are anticipated/proposed.	No effluent discharges are proposed. Wash water will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplementedwith make-up water by a groundwater well. No wash water will be discharged. Household waste, industrial solid waste, and liquid waste pumped from portable washroom facilities will be barged off-site and disposed of in approved facilities.	Section 2.2.4 revised to include: "- Wash water will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. No wash water will be discharged. - Household waste, industrial solid waste, and liquid waste pumped from portable washroom facilities will be barged off-site and disposed of in approved facilities."
128	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-003	Detailed information will be needed on the sewage and stormwater treatment facility, with respect to type of treatment, performance measures and outfall location(s).	The EAC Application/EIS will include a description of proposed wastewater treatment and disposal processes and facilities	The following has been added to Section 2.2.4: "The EAC Application/EIS will include a description of proposed wastewater treatment and disposal processes and facilities."
129	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-004	Proposed control of dust and exhaust gases produced by fossil fuel-burning equipment will need to be documented, with performance measures and adaptive management strategies.	Acknowledged. Dust generation and fossil fuel-burning equipment will be considered as part of the air quality assessment. The Construction and Operational Environmental Management Programs described in Section 12 include air quality and dust control plans. Section 13 will be revised to include adaptive management as a feature of the environmental monitoring and follow-up program.	Section 13.0 revised as follows: "- Effectiveness assessment, <u>including adaptive management</u> , of mitigation measures being applied against proposed to mitigate potential environmental effects."
130	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-005	Ongoing monitoring for dust and water quality parameters will also need to be outlined and rationalized. Again, performance measures and adaptive management strategies, for when measures are not achieved, will need to be documented for water quality as well as air quality. The whole process will need to be shown in an adaptive management framework, complete with effectiveness evaluations of any mitigative steps taken.	Acknowledged. Section 13 will be revised to include adaptive management as a feature of the environmental monitoring and follow-up program.	Section 13.0 revised as follows: "- Effectiveness assessment, <u>including adaptive management</u> , of mitigation measures being applied against proposed to mitigate potential environmental effects."
131	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-006	Under 2.8 Applicable Permits and Approvals, it is noted that the MoE Environmental Protection Division requirements can include Waste Discharge Authorizations for the generation of liquid, gaseous or solid waste. Some reference should also be made that pollution as defined under EMA cannot be caused.	Acknowledged. Table 2 will be revised to reflect BCMOE-EPD’s role in preventing pollution.	Table 2 has been revised as follows: " <u>Pollution prevention.</u> Waste Discharge Authorizations. Generation of liquid, gaseous or solid waste. "
132	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-007	Table 3 - ‘fish species are appropriate sentinels...’ Higher trophic level organisms such as fish may not be good sentinels for direct impacts, especially in the short term. Invertebrates as sentinels could strengthen the resulting environmental impact assessment process, in both the freshwater and marine environments.	Acknowledged that the use of benthic invertebrates and periphyton often provide meaningful indices for monitoring change in aquatic environments. Marine benthic invertebrates have been collected as part of the marine surveys. No freshwater benthic invertebrate monitoring was undertaken given the large variation in hydrograph in all streams and creeks surrounding the site. Initial surveys of benthic invertebrates indicated limited homogenous environments to monitor invertebrates in freshwater in a statistically robust manner. Complete periods of dry conditions were observed in all streams and creeks in the area including McNab Creek. Ongoing forest harvesting activities in the entire watershed, peak flood events, and low flow events will have strong impacts on freshwater benthic invertebrate density and community structure.	None proposed.
133	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-008	Particle size composition, coupled with chemical analyses, could be a good monitoring parameter for marine sediments. There may be some value in determining how much of the particle material is organic versus non-combustible. Before/after data for these tests could correlate with the proposed benthic invertebrate monitoring.	Acknowledged. Organic/non-combustible ratios of particle material and correlation with benthic invertebrate monitoring will be considered.	None proposed.
134	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-009	Water quality monitoring in surface fresh and marine waters may require additional monitoring. In surface water systems, substrate sedimentation could be added, focusing on particle size composition, while in marine surface waters, extinction depth measurements (simply using a Secchi disc) may also prove useful.	Acknowledged. Additional monitoring will be considered in developing the environmental monitoring and follow-up program.	None proposed.
135	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-010	In addition to using BC and National air quality objectives as performance measures, there should also be a linkage to the Sea to Sky Clean Air Society’s Airshed Management Plan.	Sea-to-Sky Air Quality Management Plan (SSAQMP) has been to added as rationale for Air Quality VC in Table 3	Table 3 revised to include: "- Relevant air quality indicators and targets specified in the Sea-to-Sky Air Quality Management Plan (SSAQMP);"
136	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-011	The Duration and Frequency discussion defines short-term, medium-term and long-term with respect to project phases. Instead, the duration and frequency aspects of environmental impacts should use scientific definitions, as quantified by Newcombe with his Severity of Ill Effects approach for total suspended solids and turbidity levels.	Accepted assessment methodology contemplates short, medium, long term as criteria for duration and frequency of potential effects.	None proposed.

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137	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-012	Cumulative Effects Assessments may not be effectively addressed by simply comparing monitoring data to water quality guidelines/objectives. Chronic toxicity or other testing should also be considered.	Acknowledged. Mining and processing aggregate does not involved chemical treatment or generation of contaminants. No effluent will be generated from the mine. Geochemical testing and modelling has been undertaken to define potential ARD and toxicity issues. None have been observed.	None proposed.
138	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-013	In Table 4: Cumulative Projects and Activities under Consideration, we would suggest adding the impacts from log booming operations and past, present and possible future industrial activities at the Woodfibre mill location.	Agreed. Table 4 has been revised to include log boom operations and the potential development of WFP Woodfibre Mill.	Revise Table 4 to include past log storage activities and potential future redevelopment of the WFP Woodfibre Mill.
139	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-014	In Spatial and Temporal Boundaries , it should be recognized that the geographic boundaries of environmental impact assessment would be expanded, if necessary, to the point where background (pre-development) conditions are met.	Acknowledged. Section 4.4 will be revised to indicate that geographic study area boundaries my need to be expanded to the point where background conditions are met.	Section 4.4 revised to include: "Geographic study area boundaries may need to be expanded to the point where background conditions are met."
140	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-015	There is a need to compare control conditions to operating and post-operation conditions. Control conditions can be attained either spatially (eg, upstream of an operations area) or temporally (sampling at a site prior to development, that will later be a 'downstream' site.	Acknowledged. Comparison of operating and post-operating conditions to control conditions will be part of the environmental monitoring and follow-up program.	None proposed.
141	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-016	A key aspect in any assessment of environmental effects is to develop meaningful performance measures or environmental endpoints. Water and air quality guidelines or objectives are useful in many areas, but some measurements or characterizations of environmental quality will not have established endpoints available for adoption.	Acknowledged. Assessment endpoints for each environmental component will be clearly presented as consequence criteria as part of the assessment methods.	None proposed.
142	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-017	The need for Effectiveness Evaluations of the mitigative measures taken needs to be identified as an additional step in the adaptive management framework. ensure that the most emphasis is placed on erosion prevention to minimize sedimentation to streams and marine foreshore areas. for example, sloped areas should not be grubbed and disturbed during the wet weather seasons since it is impossible to control soil loss during west coast storm events. Mitigation measures need to be established ahead of time; problems with siltation, erosion, and sedimentation need to be anticipated and budgeted for.	The Construction and Operational Environmental Management Programs described in Section 12 include sediment, erosion and drainage control plans. Section 13 will be revised to include adaptive management as a feature of the environmental monitoring and follow-up program.	Section 13.0 revised as follows: "- Effectiveness assessment, <u>including adaptive management</u> , of mitigation measures being applied against proposed to mitigate potential environmental effects."
143	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-018	Address the hydrologic responses during precipitation events, as land use changes could impact on the response.	Geotechnical and natural hazards effects assessment to include potential effects of natural extreme weather events (heavy precipitation, flooding, drought, storms, and / or high snow levels). The EAC Application/EIS will include an Environmental Management Programme that included Sediment, Erosion and Drainage Control and Water Management (including flood hazard management) Plans for construction and operational phases of the Project.	Section 5.3.3.3 has been amended as follows: "- Identify and evaluate potential effects resulting from the interaction between the Proposed Project and the geotechnical/physical environment, <u>including natural extreme weather events (heavy precipitation, flooding, drought, storms, and / or high snow levels)</u> , for each geotechnical and natural hazards VC; "
144	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-019	The Construction and Operational Environmental Management Programs should be submitted to the EAO and agencies for review and approval prior to issuance of the certificate.	Conceptual construction and operational environmental management plans will be included in Section 12 of the EAC Application/EIS.	None proposed.
145	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-020	Comment: The Project is located within the boundaries of the Sea-to-Sky Airshed and has the potential to affect local and regional air quality. Management of airshed emissions and air quality is guided by the <i>Sea-to-Sky Air Quality Management Plan</i> (SSAQMP). The overall focus of the SSAQMP is to maintain and improve on the existing good air quality within the airshed. Documents related to the SSAQMP are available from the Sea-to-Sky Clean Air Society's website at http://seatoskyairquality.ca/air-quality/planning/). The Proponents should review the SSAQMP and its companion implementation framework document and clearly demonstrate that the proposed project integrates and aligns with the Goals, Indicators, Targets and Actions of the SSAQMP. Where impacts or conflicts are identified the Proponent should document how these impacts or conflicts will be resolved.	Acknowledged.	Section 5.6.2 revised as follows: "The EAC Application/EIS will provide a brief summary of any legislation, regulation or policy related to air quality VCs, <u>including the Sea-to-Sky Air Quality Management Plan (SSAQMP) and its companion implementation framework.</u> "
146	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-021	Table 3 - Air Quality – comparable thresholds should also include the Air Quality Indicators and Targets identified in the SSAQMP including Health Reference Levels (PM10 & PM2.5); Canada-wide Standards (PM2.5); and Continuous Improvement (PM10, PM2.5 & NO2)	Sea-to-Sky Air Quality Management Plan (SSAQMP) has been to rationale for Air Quality VC in Table 3	Table 3 revised to include: "- Relevant air quality indicators and targets specified in the Sea-to-Sky Air Quality Management Plan (SSAQMP);"

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147	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-022	Table 3 - Air Quality – visual air quality should also be included (e.g. potential effects of PM emissions on scenic vistas from fugitive dust)	The need for visual air quality assessment was discussed with BCMOE in reviewing the detailed model plan on May 27, 2013. It was agreed that a qualitative statement on visibility would be appropriate since since only low level fugitive emissions are anticipated (i.e., no stacks or large plumes) and there are no specific visibility assessment criteria.	Section 5.6.5 revised to as follows: "A <u>qualitative assessment of the potential for visual air quality degradation will be presented.</u> "
148	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-023	Table 3 - Climate Change - comparable GHG thresholds should also include the Air Quality Indicators and Targets identified in the SSAQMP	Acknowledged. Table 3 revised to include relevant indicators and targets specified in the SSAQMP.	Table 3 revised to include: "- <u>Relevant air quality indicators and targets specified in the SSAQMP; and</u> "
149	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-024	Table 4 - Past or Present – Howe Sound Pulp & Paper uses biomass fuel for Power Boiler (occasional natural gas) BUT there are additional emission sources (Recovery Boiler, Lime Kiln, Smelt Dissolving Tank) using other fuels (Black Liquor, natural gas).	Acknowledged. Table 4 revised to include additional emission sources.	Table 4 revised to include: "- <u>Additional emission sources (recovery boiler, lime kiln, smelt dissolving tank) use other fuels (black liquor, natural gas).</u> "
150	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-025	Table 4 - Reasonably Foreseeable - the proposed LNG facility at former Woodfibre location near Squamish should be considered. It fits the definition for inclusion in the ‘screening process’ as outlined on Page 27, Paragraph 3), 2nd Bullet: “Have not entered a formal process but that have been discussed publicly by proponents...”	Agreed. Table 4 has been revised to include log boom operations and the potential development of WFP Woodfibre Mill.	Revise Table 4 to include past log storage activities and potential future redevelopment of the WFP Woodfibre Mill.
151	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-026	The assessment should include a review of the SSAQMP and its Implementation Framework document (see General Comment above)	Acknowledged.	Section 5.6.2 revised as follows: "The EAC Application/EIS will provide a brief summary of any legislation, regulation or policy related to air quality VCs, <u>including the Sea-to-Sky Air Quality Management Plan (SSAQMP) and its companion implementation framework.</u> "
152	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-027	Add the Air Quality Indicators and Targets identified in the SSAQMP including Health Reference Levels (PM10 & PM2.5); Canada-wide Standards (PM2.5); and Continuous Improvement (PM10, PM2.5 & NO2)	Acknowledged. Table 3 revised to include relevant indicators and targets specified in the SSAQMP.	Table 3 revised to include: "- <u>Relevant air quality indicators and targets specified in the SSAQMP; and</u> "
153	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-028	Add visual air quality	The need for visual air quality assessment was discussed with BCMOE in reviewing the detailed model plan on May 27, 2013. It was agreed that a qualitative statement on visibility would be appropriate since since only low level fugitive emissions are anticipated (i.e., no stacks or large plumes) and there are no specific visibility assessment criteria.	Section 5.6.5 revised to as follows: "A <u>qualitative assessment of the potential for visual air quality degradation will be presented.</u> "
154	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-029	From an emissions assessment perspective, spatial boundaries should include the province of BC and the Sea-to-Sky Airshed (see Section 5.6.5, bullet 2 below).	Detailed Model Plan submitted to BCMOE contemplates a spatial boundary to where air quality indicators reach background levels. Potential effects will be assessed relative to prevailing air quality objectives for BC and the Sea-to-Sky Airshed, as appropriate.	Section 5.6.3.5 revised as follows: The RSA will encompass <u>the proposed shipping routes to and from the Proposed Project site through Ramillies Channel, Thornbrough Channel and Queen Charlotte Channel, to the north arm of the Fraser River and extend to where air quality indicators reach background levels. Potential effects will be assessed relative to prevailing air quality objectives for BC and the Sea-to-Sky Airshed, as appropriate.</u> the LSA as well as the total route the barges will take from the Proposed Project to the Burnaby or Langley facility. The temporal boundaries for the assessment will include the phases of the Proposed Project: construction, operations, reclamation, and closure.
155	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-030	The potential effects on implementation of the SSAQMP should be included	Acknowledged.	Section 5.6.3.3. has been revised as follows: "- Identify and evaluate potential effects of the Proposed Project <u>on the implementation of the SSAQMP and</u> on maintaining air quality and climate conditions that are consistent with both provincial and federal standards and quality-of-life related issues; and
156	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-031	Error in first sentence - “...fisheries and habitat VC’s...” should be replaced with air quality VC’s	Agreed.	Section 5.6.5 has been revised as follows: "The assessment will identify and evaluate potential adverse effects of all project phases of the Proposed Project on the fisheries and aquatic habitat <u>on air quality</u> VCs identified in Table 3."
157	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-032	Emissions for all Project phases should be assessed in the context of the 2005 provincial emissions inventory (available at http://www.bcairquality.ca/reports/2005_emissions_inventory.html) and the 1995 Sea-to-Sky airshed CAC emission inventory (available at: http://www.bcairquality.ca/reports/emiss_inven_rep.html). Placing emissions within the Sea-to-Sky Airshed context will assist in the determination of the need for dispersion modelling and the type of modelling required.	Acknowledged.	Section 5.6.4 revised as follows: "Review of existing air quality data available in the area of the site (i.e., most recent <u>provincial emissions inventory (BCMHLs 2009) and Sea-to Sky Airshed Emissions Inventory of Common Air Contaminants (Pitre 2002)),</u> and identification of what further air quality data would be required to determine baseline conditions. Should no such data be available, baseline monitoring of compounds such as sulphur dioxide (SO2), nitrogen dioxide (NO2), total suspended particulate (TSP), particulate matter less than 10 micron (PM10), particulate matter less than 2.5 micron (PM2.5), and dustfall may be required.

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158	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-033	The potential for visual air quality degradation should also be considered. Initially this may be on a qualitative basis as an initial screening, followed by a quantitative analysis if deemed necessary.	The need for visual air quality assessment was discussed with BCMOE in reviewing the detailed model plan on May 27, 2013. It was agreed that a qualitative statement on visibility would be appropriate since since only low level fugitive emissions are anticipated (i.e., no stacks or large plumes) and there are no specific visibility assessment criteria.	Section 5.6.5 revised to as follows: "A qualitative assessment of the potential for visual air quality degradation will be presented."
159	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-034	The decisions on whether dispersion modelling is required and, if deemed necessary, the type of modelling and VC's to be modelled, should be made in consultation with the agencies involved in air quality management. Given the degree of public attention garnered by this project, it is highly likely that modelling of emissions will be required. Early consultation with MoE staff is encouraged. Whatever the outcome of such decision making, the rationale and supporting information will need to be clearly articulated.	Acknowledged. The Air Quality Assessment Team has consulted with BCMOE staff and has provided a dispersion model plan for review and approval.	None proposed.
160	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-035	• The assessment should include a review of the SSAQMP and its Implementation Framework document (see General Comment above) • The Proponents should contact the BC Climate Change Secretariat (http://www.env.gov.bc.ca/cas/index.html) for the most up-to-date information on GHG policy and data.	Acknowledged. The Climate Action Secretariat (CAS) will be consulted. The EAC Application/EIS will include documentation of agency consultation activities undertaken and proposed.	Section 5.7.2 revised as follows: "The EAC Application/EIS will provide a brief summary of any legislation, regulation or policy related to climate change VCs, <u>including the Sea-to-Sky Air Quality Management Plan (SSAQMP) and its companion implementation framework.</u> "
161	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-036	Add the Air Quality Indicators and Targets identified in the SSAQMP	Acknowledged. Table 3 revised to include relevant indicators and targets specified in the SSAQMP.	Table 3 revised to include: "- <u>Relevant air quality indicators and targets specified in the SSAQMP; and</u> "
162	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-037	From an emissions assessment perspective, spatial boundaries should include the Sea-to-Sky Airshed (see Section 5.7.5 below)	Detailed Model Plan submitted to BCMOE contemplates a spatial boundary to where air quality indicators reach background levels. Potential effects will be assessed relative to prevailing air quality objectives for BC and the Sea-to-Sky Airshed, as appropriate.	Section 5.7.3.5 revised as follows: The RSA will encompass <u>the proposed shipping routes to and from the Proposed Project site through Ramillies Channel, Thornbrough Channel and Queen Charlotte Channel, to the north arm of the Fraser River and extend to where air quality indicators reach background levels.</u> Potential effects will be assessed relative to <u>prevailing air quality objectives for BC and the Sea-to-Sky Airshed, as appropriate.</u> the LSA as well as the total route the barges will take from the Proposed Project to the Burnaby or Langley facility. The temporal boundaries for the assessment will include the phases of the Proposed Project: construction, operations, reclamation, and closure.
163	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-038	The Provincial 2010 GHG inventory report (available at: http://www.env.gov.bc.ca/cas/mitigation/ghg_inventory/pdf/pir-2010-full-report.pdf) may be an additional source of information	Acknowledged.	Section 5.7.3.3. has been revised as follows: "- Describe Regional and local greenhouse gases (GHG) emission sources; will be extracted from Environment Canada's most recent National Pollutant Release Inventory (NPRI) <u>and from the Province of British Columbia's most recent GHG inventory report (BCMOE 2012);"</u>
164	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-039	The potential effects on implementation of the SSAQMP should be included	Acknowledged.	Section 5.7.3.3. has been revised as follows: "- Identify and evaluate potential effects of the Proposed Project <u>on the implementation of the SSAQMP and</u> on GHG emission rates within the LSA and RSA; and"
165	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-040	Emissions for all Project phases should also be assessed in the context of the Sea-to-Sky Airshed. The SSAQMP defined the 2007 BC Community Energy and Emissions Inventory (CEEI) as the baseline year for airshed comparisons and tracking of Air Quality Indicator #3 which has as its goal, a decreasing trend from the baseline year of 2007.	Acknowledged.	Section 5.7.3.3. has been revised as follows: "- Identify and evaluate potential effects of the Proposed Project <u>on the implementation of the SSAQMP and</u> on GHG emission rates within the LSA and RSA; and"
166	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-041	The draft AIR does not mention any vegetative clearing for development of the Project. However, if any land clearing and subsequent burning of vegetative debris is contemplated, compliance with the provincial Open Burning Smoke Control Regulation (available at http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/34_145_93) is required and all reasonable alternatives to burning should be explored.	Acknowledged. A Preliminary List of Required Permits and Approvals is presented in Section 2.8 (Table 2).	For clarification, the Open Burning Smoke Control Regulation has been included in Table 2 should land clearing and subsequent burning of vegetative debris be contemplated
167	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-042	The proponent is strongly encouraged to develop and submit the EMPs related to construction and operations for review and comments as soon as possible.	Conceptual construction and operational environmental management plans will be included in Section 12 of the EAC Application/EIS.	None proposed.
168	Moore, Brent	Ministry of Environment, Environmental Protection	12-Apr-13	MOE-EP-043	Geo-referenced records of contaminated sites in the general area identify only two, located approximately 2.5 km to the northeast of the proposed project location (SITE Nos. 4061 and 5312). Information regarding the Ministry of Environment's land remediation regulatory framework including technical guidance for site investigation/assessment may be found at the following website: http://www.env.gov.bc.ca/epd/remediation .	Acknowledged.	None proposed.

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169	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-001	If the Proponent is wishing DFO to consider a concurrent Section 35(2) Authorization under the Federal Fisheries Act, DFO recommends the EIS include information to support an application for Authorization, including but not limited to; final construction plans which include relevant design drawings; final fish habitat assessments; total impact areas to fish and fish habitat (based on construction, operations and decommissioning activities); final environmental management plan that details all mitigation to avoid impacts and monitoring report structure for construction and the use of environmental monitoring during key development phases; final fish habitat compensation plan including long term monitoring plan; cost estimate to construct and monitor fish habitat compensation plan, and First Nation consultations of final fish habitat compensation plan.	Acknowledged. The requested information will be prepared to support a Section 35(2) Authorization. This information will be consistent with the effects assessment and proposed mitigation plans presented in the EAC Application/EIS, but may require an additional level of detailed project design and compensation habitat planning than would be required for the EA.	None proposed.
170	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-002	The Local Study Area for the identified Valued Component – Anadromous salmon should include the utilization of the nearshore marine habitats and freshwater tributaries of the McNab River estuary to appropriately consider salmonid smolt outmigration. Recommend the EIS identify all project components such as water management structures, that may pose an impact to these habitats during the life of the mine.	The fisheries and aquatic habitat assessment local study area will include nearshore marine habitats and freshwater tributaries of McNab Creek to appropriately consider salmonid smolt outmigration. The potential effects of all project components (including water management structures) will be assessed.	Section 5.1.3.2 of the EAC Application/EIS has be revised to include: "- <u>Streams, groundwater channels and other waterbodies that are freshwater tributaries to McNab Creek;</u> "
171	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-003	Site information utilized to present summarized information in the application should be appended to the application.	Detailed baseline study reports will be included as appendices to the EAC Application / EIS.	For clarification, Section 18 revised as follows: "This section will include the appendices referenced in the EAC Application/EIS <u>including detailed baseline studies.</u>
172	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-004	The second paragraph references main effects of the proposed Project but does not mention loss of habitat provided by the existing fish compensation channel within the proposed mine footprint. Recommend the dAIR/EIS remove reference to main impacts and simply list all the anticipated impacts to Fish and Fish Habitat.	dAIR/EIS will be revised as suggested include a list of potential effects on fisheries and fish habitat that will be assessed.	Section 5.1.5 revised to include the following: " <u>Potential effects on fisheries and aquatic habitat that will be assessed include:</u> - <u>Habitat alteration, loss and fragmentation (including loss of habitat provided by the upper constructed groundwater channel within the proposed mine footprint, currently predicted to occur at year 7 of Proposed Project operations);</u> - <u>Direct and indirect effects to fish due to changes in water chemistry and thermal regime of habitat;</u> - <u>Productive capacity of fish habitat;</u> - <u>Seasonality of fish utilization and fish-bearing status of potentially affected streams;</u> - <u>Benthic ecology within the marine LSA; and</u> - <u>Direct and indirect effects on marine mammals and birds associated with shipping activities, including underwater noise.</u> "
173	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-005	Recommend this section should clearly outline a risk analysis that considers the potential impacts to fish and fish habitat from Project developments in consideration of the risks and uncertainties associated with those developments. The analysis should include consideration of natural hazards, hydrologic modelling and surface water hydrology.	The effects assessment methodology proposed in Section 4.7.3 reflects a risk analysis approach based on the probability that an effect will occur (low, med, high) and the consequence of a given potential effect (negligible, minor, moderate, major) to determine the significance rating (negligible, low, moderate, high). The level of predicted confidence will also be discussed. Contingency plans will be presented in the EAC Application/EIS if there are notable uncertainties or risks associated with predictions. The assessment of potential effects on fisheries and aquatic habitat presented in this section will include potential effects of natural hazards and will integrate results of hydrological predictive modelling and with surface water hydrology results.	None proposed.
174	Information forwarded by Vivian Au (CEAA)	Fisheries and Oceans Canada	23-Apr-13	DFO-006	To assist DFO in understanding how predictions of stream flow for the various streams within the project study area have been derived, DFO recommends the application identify the period of record where actual stream flow data has been collected for the various streams within the study area. Discussion on how this data is used to inform stream flow estimations should be provided within the application.	The EAC Application/EIS will include actual periods of recording and how the data was used to inform stream flow estimations.	Section 5.4.4 revised as follows: "- Surface water hydrometric monitoring program. <u>Periods of actual stream flow measurements and how this data was used to inform stream flow estimations will be described.</u> "
175	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-001	The proponent should be required to explore alternative transportation options including overland gravel transport to avoid the need to ship by water.	An evaluation of alternate means of undertaking the project will be included.	Section 2.5 revised as follows: "- an analysis of alternative means of undertaking the Proposed Project (<u>including alternative transportation options</u>) that are technically and economically feasible."
176	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-002	Under 2.6 Proposed Project Land Use, the EAC Application/EIS should include a description of Gambier Local Trust Area Official Community Plan policies, and Islands Trust Policy Statement.	The EAC Application/EIS will include a description of relevant Gambier Local Trust Area Official Community Plan policies, and the Islands Trust Policy Statement.	Section 2.6 revised as follows: "- identification of any relevant Official Community Plans (<u>including the Gambier Local Trust Area Official Community Plan</u>), <u>associated policies, Islands Trust Policy Statements, and regional government plans.</u> "

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177	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-003	When measuring air quality, ensure that vessel emissions are measured and future emissions predicted.	Dispersion modelling will be conducted for the project. The dispersion model has been developed in consultation with the BC Ministry of Environment and in accordance with the Guidelines for Air Quality Dispersion Modeling in British Columbia (BCMOE, 2008). Shipping emissions will not be modelled; instead, they will be calculated and quantitatively compared to the Lower Fraser Valley Emissions Inventory.	None proposed.
178	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-004	Environmental impact on key species such as eel-grass, forage fish and cetaceans (especially from increased barge movement) needs to be emphasized and appropriate studies provided;	Valued components that will be the focus of the effects assessment are presented in Table 3. These include critical species and associated habitat. The potential effects of barging on identified VCs will be assessed.	For clarification, Section 5.1.4 has been revised as follows: "- Assessment of marine mammals (<u>including cetaceans and pinnipeds</u>) whose known distribution overlaps within the LSA and RSA will be conducted through a literature review, " "- Maps showing all fish habitats (<u>including eelgrass beds</u>), sampling locations, and sampling results."
179	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-005	Proponent should address the gap relating to assessing the potential impact on economic activity such as tourism and recreation which may result from the mine;	Recreation and tourism is a valued component to be included as part of the social effects assessment.	None proposed.
180	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-006	Assess what impact the mine (including barge activity and potential accidents) could have on the on-going recovery of Howe Sound	The potential effects of the project (including barging) on local and regional study areas within Howe Sound will be assessed. Measures will be proposed to avoid potential adverse effects on Howe Sound and its ongoing recovery.	None proposed.
181	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-007	Assess what impact the mine (including barge activity and potential accidents) could have on the on-going recovery of Howe Sound	The EAC Application/EIS will include an assessment of potential effects of accidents, malfunctions and unplanned events, and describe how these would be managed and/or mitigated.	None proposed.
182	Simpson, Courtney	Islands Trust Northern Office	3-May-13	ITNO-008	Evaluation of the beach area to be affected for forage fish spawning potential should be done.	Valued components that will be the focus of the effects assessment are presented in Table 3. These include critical species and associated habitat. The potential effects of project activities on identified VCs within the local and regional study areas will be assessed.	None proposed.
183	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-001	It is a glaring oversight and offensive to the Squamish Nation that the ‘site history’ recorded in the Application/EIS should begin with logging circa 1900. There is evidence of Squamish having used and occupied Howe Sound, among other areas, going back thousands of years. An accurate site history must address this use and occupation, in a manner acceptable to the Squamish.	Text has been updated in response to this comment. This section is intended to provide a brief overview of the history of industrial interests at the site. A fuller review of land and resource use relative to the project area will be included in Section 7.3, Non-Traditional Land and Resource Use, and Part C, First Nations Information Requirements.	For clarification, Section 2.2.1.1 has been changed from "Site History" to "Industrial Site History."
184	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-002	It is stated that the wetted pit will be filled with natural groundwater input. This assumption should be confirmed with field studies to ensure that surface flow from McNab Creek will not be captured by the pit.	Acknowledged. Section 13 Environmental Monitoring and Follow-up Programs will include a monitoring and reporting structure to verify the accuracy of the environmental assessment, including the implementation of measures taken to mitigate adverse environmental effects.	None proposed.
185	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-003	The consequences of the proposed use of the groundwater channel to recharge the pit pond should be scoped into the groundwater and aquatic habitat studies.	The potential effects of blocking a portion of the groundwater channel (in approximately year 6) to re-charge the pit pond is within the scope of the groundwater resource and fisheries and aquatic habitat studies and will be assessed.	None proposed.
186	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-004	The impacts of the hydraulic training berm (past and proposed additional works) should be scoped into the physical (groundwater resources) and aquatic habitat studies (compensation channel habitat)	The use of the hydraulic training berm as a component of the Proposed Project is within the scope of the groundwater resource and fisheries and aquatic habitat studies and will be assessed.	None proposed.
187	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-005	It seems surprising that a DFO study would assess whether an aggregate mine plan is possible for the site. Please provide a full citation (there is no reference list for this dAIR) for the DFO paper, and/or make it available to interested parties. The last sentence in this paragraph is incomplete.	Text has been updated in response to this comment.	Section 2.2.3.1 has been revised as follows: Preliminary studies in 2010 (<u>Golder 2010a, 2010b, 2010c, 2010d, 2010e, 2010f, 2010g, 2010h, 2010i</u>), an independent hydrogeologic review prepared for DFO (Elanco 2011) independent review in 2010 (DFO 2010) , and ongoing studies in support of the EA to 2013 , indicate <u>that</u> an aggregate mine plan is feasible for <u>at</u> the site. References have been included in Section 17 References.
188	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-006	The placement of overburden around the training berm should be scoped into the hydrology and aquatic habitat studies.	The placement of overburden as a component of the Proposed Project is within the scope of the groundwater resource and fisheries and aquatic habitat studies and will be assessed.	None proposed.
189	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-007	Please confirm that wash water will be discharged to the pit. Will there be any sediment treatment before that discharge?	Wash water will not be discharged into the pit lake. It will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will be supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities.	Section 2.2.3.2 revised as follows: "Wash water will be processed for removal of fines and silt <u>in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will be supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water will be discharged.</u> "

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190	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-008	The removal of the existing dock should be scoped in as an impact to marine habitat because of the biota which will have colonized the structure since its construction.	The scope of the proposed project includes the removal of the existing small craft dock. It will be considered as part of the marine assessment.	None proposed.
191	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-009	Spillage of aggregate and scouring or other changes due to boat and barge traffic should be anticipated. How will this be monitored if there is no baseline of the nearshore bathymetry? Such a baseline should be developed so that these events and changes can be tracked and addressed.	There are existing bathymetric and geophysics studies in the nearshore of the project site. Tug activity will be limited and within normal thruster limits while recovering and leaving barges. A detailed marine and marine underwater video and habitat mapping survey has been undertaken in the existing water lease area. The area is being used as an existing log dump area for crownland forest harvest activities. No impacts to existing habitats are anticipated related to tug and barge operations. Tug activities will be limited to once every two days.	None proposed.
192	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-010	It must be confirmed that the marine barging component of the proposed project as scoped includes the end points of the barging routes in Langley and Burnaby. (Maps and figures were not available to this reviewer to confirm same.)	The spatial boundary for marine transportation assessment includes the shipping route from the Proposed Project site through Ramillies Channel, Thornbrough Channel and Queen Charlotte Channel in Howe Sound and through to the north arm of the Fraser River. Project-related marine barge traffic will replace marine barge traffic from existing sites. Only incremental increases in marine traffic over baseline conditions will be assessed. The use of existing facilities at Langley and Burnaby are not within the scope for the assessment. The barge shipping route will involve existing navigation shipping routes.	None proposed.
193	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-011	Is there zero spillage of fuels or other hydrocarbons with all the marine traffic expected? Presumably there will be a spill response plan to deal with this type of accident.	No spills are anticipated. An assessment of potential accidents and malfunctions, including fuel or hydrocarbon spills, will be included in the EAC Application/EIS. Sections 12.1 Construction Environmental Management Programme and 12.2 Operational Environmental Management Programme include provisions for Spill Prevention and Emergency Response Procedures and Materials Storage, Handling and Waste Management.	None proposed.
194	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-012	Presumably the functional ecosystem to be created in the pit will be an aquatic one. Which section of the Application/EIS will describe this habitat? Which section of the Application/EIS will address the impact of converting a terrestrial ecosystem into an aquatic one?	Potential effects on terrestrial habitats will be assessed in Section 5.2 Terrestrial Habitat and Vegetation.	None proposed.
195	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-013	The Projected Project Land Use section fails to note the Squamish Nation’s Land Use Plan “Xay Temixw”. This is a strategic level plan which sets out the Nation’s future aspirations for its territory and the lands, waters and resources of the territory. The plan includes land zones and resource management strategies that need to be addressed as they apply to this proposed industrial development on Squamish’s territorial lands and waters.	Text has been updated in response to comment. Part C, First Nations Information Requirements, Section 10.0, "Background," will also include references to First Nations land use plans, where available.	Section 2.6 revised to include the following: "- Identification of the land and resource management plans that the Proposed Project overlaps, <u>including existing plans developed by First Nations</u> . This will also include a list of the management objectives of the Land and Resource Management Plans;"
196	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-014	Freshwater benthic communities (flora and fauna) should be added as a Valued Component (VC).	Acknowledged that the use of benthic invertebrates and periphyton often provide meaningful indices for monitoring change in aquatic environments. Marine and freshwater benthic invertebrates are being collected. Initial surveys of benthic invertebrates indicated limited homogenous environments to monitor invertebrates in freshwater in a statistically robust manner. Complete periods of dry conditions were observed in all streams and creeks in the area including McNab Creek. Ongoing forest harvesting activities in the entire watershed, peak flood events, and low flow events will have strong impacts on freshwater benthic invertebrate density and community structure. Freshwater productivity is being measured using water quality (including nutrients and chlorophyll), fish distribution and habitat use.	None proposed.
197	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-015	Northern Abalone should be considered as a Marine benthic VC. Northern Abalone is on the federal list of species-at-risk (Threatened) and is Red-listed in BC.	While Northern abalone are a SARA-listed species, there are no known occurrences within the Proposed Project area and it has not been identified as a species that may potentially occur at the site. As a result, it has not been included as a VC. Careful study and assessment of existing marine habitat conditions has been undertaken for the project. The proposed project activities will be limited spatially to the existing water lease and an active area of log dump being used by BCTS for crownland forest harvesting activities. BURNCO has supported a Squamish Nation-led study that is intended to identify Squamish Nation interests in the project area and potential adverse project effects to those interests. Final VC selection will include species and communities of importance to First Nations that are not otherwise identified, where this information is made available through consultation.	None proposed.

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198	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-016	Barn Swallow should be considered as a terrestrial wildlife and vegetation VC because it is a Blue-listed species, identified as Threatened by COSEWIC, and has been identified on the Property.	Some VCs were selected because they are particularly vulnerable or represent a biological niche that is representative of other species. For example, Common nighthawk was selected as a representative insectivorous bird species. Notwithstanding, all species at-risk identified for the Proposed Project area will be discussed in the EAC Application/EIS, with a more detailed level of analysis being provided for selected VCs which may be representative of other species. Rationale for excluding species potentially occurring in the project area from the list of selected valued components will be provided.	To clarify, Section 5.2.3.1 revised to include: "Rationale for excluding species potentially occurring in the project area from the list of selected VCs will be provided."
199	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-017	Great Blue Heron, other raptor species (e.g., Bald Eagle, osprey), and their nests should be included as VCs. The nests of these species are protected year-round and Great Blue Heron is a species-at-risk and is known to occur on the Property.	Some VCs were selected because they are particularly vulnerable or represent a biological niche that is representative of other species. For example, Common nighthawk was selected as a representative insectivorous bird species. Notwithstanding, all species at-risk identified for the Proposed Project area will be discussed in the EAC Application/EIS, with a more detailed level of analysis being provided for selected VCs which may be representative of other species. Rationale for excluding species potentially occurring in the project area from the list of selected valued components will be provided.	To clarify, Section 5.2.3.1 revised to include: "Rationale for excluding species potentially occurring in the project area from the list of selected VCs will be provided."
200	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-018	Coastal tailed frog should be considered as a VC because it is a species-at-risk and is known to occur in Harlequin Creek.	Agreed. Coastal tailed frog is included as a VC (Amphibian Species-at-Risk).	To clarify, Table 3 revised as follows: " - Amphibian Species-at-Risk, <u>including Coastal Tailed Frog</u>;"
201	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-019	Moose, deer and black bear are important wildlife to First Nations and should be included in the effects assessment.	Text has been updated in response to this comment.	In Section 4.2, supporting rationale for the identification of Terrestrial Wildlife and Vegetation VCs in Table 3 will be revised to include: "- <u>Species and communities of importance to First Nations that are not otherwise identified, where this information is made available through consultation.</u>"
202	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-020	Plants used by First Nations (traditional use, medicinal plants) should be included as a VC.	Text has been updated in response to this comment.	In Section 4.2, supporting rationale for the identification of Terrestrial Wildlife and Vegetation VCs in Table 3 will be revised to include: "- <u>Species and communities of importance to First Nations that are not otherwise identified, where this information is made available through consultation.</u>"
203	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-021	The effects of sub-marine noise and boat traffic on marine mammals should be specifically addressed.	Acknowledged. Text will be revised to specifically influde potential effects on marine mammals, including effects of underwater noise.	Section 5.1.5 revised to include the following: "- <u>Direct and indirect effects on marine mammals and birds associated with shipping activities, including underwater noise.</u>"
204	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-022	Stability of pit and the hydraulic berm during and post-operation are long term geotechnical stability issues, and should be addressed in this section.	Section 5.3.5 Effects Assessment includes provisions for the following studies that will be done for Geotechnical and Natural Hazards VCs: - Stability evaluations of the Proposed Project for both static and seismic cases and consider several options for development / sequencing of the site to confirm facilities are developed in a safe manner; - Evaluation of existing or potential natural hazard conditions which could impact the sequencing of excavation and development of the pit slopes, stockpile locations or heights, and the stability of the adjacent McNab Creek channel sides slopes; and - A review of the potential impact of changes in surface water and groundwater seepage into or from the Project site	None proposed.
205	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-023	Release of hydrocarbons should be specifically mentioned.	An assessment of potential accidents and malfunctions, including fuel or hydrocarbon spills, will be included in the EAC Application/EIS. Sections 12.1 Construction Environmental Management Programme and 12.2 Operational Environmental Management Programme include provisions for Spill Prevention and Emergency Response Procedures and Materials Storage, Handling and Waste Management.	None proposed.

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ID #	Source			Ref dAIR1-TWG-	Working Group Comment	Proponent Response	Proposed Change to dAIR Rev 1.0
	Commenter (Name)	Agency / First Nation	Date				
206	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-024	First Nations Rights should be included as a Social VC.	Text has been updated in response to this comment. Given First Nations rights and interests can cross-cut environment, economic, social, heritage, and health values, a "First Nations" section will be added to Table 3. The assessment of effects to First Nations rights and interests will be presented in Part C, First Nations Information Requirements.	In Section 4.2, a "First Nations" section will be added to Table 3, comprising the following: Discipline / Theme: - First Nations Consultation / Interests Valued Component(s): - Past, present, and anticipated future uses of the Project area for traditional purposes, including the identification of specific asserted Aboriginal rights / title; and, - Other Aboriginal interests relative to potential social, economic, environmental, heritage, and / or health effects of the Project (to the extent not already identified above). Definition and/or Supporting Rationale: To identify potential effects of the Proposed Project to Aboriginal rights and interests, and proposed mitigation to avoid or minimize adverse effects and/or to enhance benefits.
207	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-025	Traditional Land Use (e.g., First Nations access, hunting, fishing and gathering) should be included as a Social VC.	Text has been updated in response to this comment. Given First Nations rights and interests can cross-cut environment, economic, social, heritage, and health values, a "First Nations" section will be added to Table 3. The assessment of effects to First Nations rights and interests will be presented in Part C, First Nations Information Requirements.	In Section 4.2, a "First Nations" section will be added to Table 3, comprising the following: Discipline / Theme: - First Nations Consultation / Interests Valued Component(s): - Past, present, and anticipated future uses of the Project area for traditional purposes, including the identification of specific asserted Aboriginal rights / title; and, - Other Aboriginal interests relative to potential social, economic, environmental, heritage, and / or health effects of the Project (to the extent not already identified above). Definition and/or Supporting Rationale: To identify potential effects of the Proposed Project to Aboriginal rights and interests, and proposed mitigation to avoid or minimize adverse effects and/or to enhance benefits.
208	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-026	The effect of noise on wildlife (terrestrial and marine) should be included in the noise assessment on humans. The effect of noise on Roosevelt Elk is an important issue for First Nations and needs to be considered in the effects assessment.	The Terrestrial Wildlife and Vegetation Assessment (Section 5.2.5 Effect Assessment) includes sensory disturbance for wildlife (i.e., "potential for effects from alterations to noise and light regimes").	None proposed.
209	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-027	Pre-application and Application/EIS review phase consultation information is to be developed jointly with the Squamish Nation, including consultation logs, activities constituting consultation, summaries of key issues, and any information on potential aboriginal rights that may be engaged by the proposed project. Failing that, the information on consultation to be presented must distinguish between that information Squamish agrees constitutes consultation with the proponent and information that Squamish does not agree constitutes consultation.	Section 3.3 will present a summary of consultation activities between BURNCO and First Nations in relation to the Proposed Project for the Pre-Application period, as well as outline proposed activities for EAC Application/EIS Review period. This section, and any documentation proposed to be submitted in support of the section, will be, to the extent possible, developed jointly with First Nations, and/or provided to First Nations in draft for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency.	None proposed.
210	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-028	Spatial boundaries for cumulative effects need to be defined too.	Agreed. Section 4.7.4 includes provisions to establish spatial and temporal boundaries for potential cumulative effects interactions and overlap with the Proposed Project.	None proposed.

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	Commenter (Name)	Agency / First Nation	Date				
211	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-029	The study area boundaries for wildlife, fisheries and marine LSAs are too small and must be expanded. For wildlife, large mammals such as bear, deer, elk all have much larger ranges than indicated. For fisheries, the anadromous species will be using the nearshore habitat at certain times, as well as freshwater, and have the potential to be affected during this life stage. For marine species, the increased boat traffic, possible aggregate spillage, possible fuel spills, other accidents and malfunctions etc. all have the potential to affect a much larger area – this must be accounted for in the Application/EIS.	The LSA is established to assess species with small home ranges while the RSA allows for the assessment of species with larger home ranges. The LSA is delineated by a 500 metre (m) buffer surrounding the Application Site and encompasses habitat within the McNab Valley similar to the Application Site, encompassing 633 ha. An LSA of this size encompasses the home range of species with smaller home ranges such as amphibians. The RSA is large enough to encompass seasonal home ranges of large fauna, such as grizzly bear (30,034 hectares) and is therefore considered appropriate to encompass home ranges of other large mammals such as deer and elk. The marine RSA includes the shipping route from the Proposed Project site through Ramillies, Thornbrough and Queen Charlotte channels in Howe Sound to the mouth of the north arm of the Fraser River. Text will be revised to specifically include potential effects on marine mammals, including effects of underwater noise.	Section 5.1.5 revised to include the following: "- <u>Direct and indirect effects on marine mammals and birds associated with shipping activities, including underwater noise.</u> "
212	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-030	The clear cut logging by Canfor and others must be addressed in proper cumulative effects assessment (particularly for the effects on wildlife habitat).	Acknowledged. Logging activities to be included as an activity to be considered as part of the cumulative effects assessment.	Table 4 revised to include: "- <u>large scale logging near to and within the Proposed Project area.</u> "
213	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-031	The distance for future forestry operations (2 to 10 km) is too small an area, considering the elimination of habitat for large mammals.	Acknowledged. Table 4 represents a preliminary list of past, present and future projects and activities to be considered as part of the cumulative effects assessment. The distance of 2 to 10 km represents the distance of anticipated future logging activities from the Proposed Project site. A more detailed analysis of projects will be considered in the cumulative effects assessment.	None proposed.
214	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-032	Squamish Nation rights and interests are integrally connected to environmental values and cannot be effectively addressed without Squamish involvement in determining assessment methodology, VCs, the spatial and temporal boundaries of the VCs, the relevant background information necessary to assessing impacts to VCs, the assessment of effects to VCs, mitigation, and residual and cumulative effects. Squamish’s involvement in determining these in this EA must be addressed fulsomely in the Application/EIS.	Acknowledged. First Nations involvement in the EA will be described in Section 3.3. See response to comment SN-027.	None proposed.
215	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-033	The marine LSA for direct project effects is too small.	The marine LSA includes has been defined to include intertidal and subtidal areas potentially effected by on-site components of the Proposed Project, including the proposed marine terminal facilities in Thornbrough Channel (barge loader, conveyor and mooring buoy). Additional survey work has been undertaken at a marine sampling reference site to ensure a meaningful comparison is undertaken for the effects assessment. The marine RSA includes the shipping route from the Proposed Project site through Ramillies, Thornbrough and Queen Charlotte channels in Howe Sound to the mouth of the north arm of the Fraser River.	None proposed.
216	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-034	Marine and freshwater sampling design should include establishing sites for BACI comparison during operational monitoring	Marine sampling reference site is adjacent to the Potlach Creek watershed. Freshwater sampling reference sites are upstream of the Proposed Project on McNab Creek and also within neighbouring Harlequin Creek. All references will be unaffected by the Proposed Project.	None proposed.
217	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-035	Ephemeral streams and vernal pools should also be considered in the assessment of vegetation resources. These can provide important habitat for wildlife (e.g., amphibians).	Ephemeral streams and vernal pools, and associated wildlife species, are included in the terrestrial wildlife and vegetation assessment.	None proposed.
218	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-036	Rationale for excluding species (e.g., species at risk or species of management concern) potentially occurring in the project area should also be provided.	Rationale for excluding species potentially occurring in the project area from the list of selected valued components will be provided.	To clarify, Section 5.2.3.1 revised to include: "- <u>Rationale for excluding species potentially occurring in the project area from the list of selected VCs will be provided.</u> "
219	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-037	A species specific RSA should be identified to assess project impacts on Roosevelt Elk. This species is of high importance both to the province and the Squamish Nation. The RSA for Roosevelt Elk should encompass the entire range of the relocated herd.	Roosevelt elk are recognized as a VC and will be discussed in detail in the effects assessment. Considerable effort has been put into the terrestrial RSA boundary, which encompasses sufficient area on which to base an assessment of effects to elk. There have been ongoing discussions with FLNRO regarding the range and habitat preferences of the Roosevelt elk population. The RSA as defined encompasses sufficient land base for assessment of cumulative effects on population and habitat of the elk herd.	None proposed.

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ID #	Source			Ref dAIR1-TWG-	Working Group Comment	Proponent Response	Proposed Change to dAIR Rev 1.0
	Commenter (Name)	Agency / First Nation	Date				
220	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-038	Background information for wildlife VCs should include a brief description of life history, highlighting any sensitive stages.	Life history of wildlife VCs, including sensitive stages, will be included baseline study. Section 5.2.5 Effects Assessment contemplates the identification and evaluation of potential adverse effects on key life stage requirements of wildlife.	To clarify, Section 5.2.4 revised as follows: "The terrestrial wildlife and vegetation resource baseline study will provide detailed information in the VCs, <u>including sensitive life-cycle stages</u> , and all sources of information will be listed."
221	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-039	Needs to include legislation as indicated. Currently only inventory methods are outlined in this section. Include inventory methods for ungulates.	Legislation related to Terrestrial Wildlife and Vegetation will be discussed in Section 5.2.2. Inventory methods for ungulates will be included.	Section 5.2.3.3 Assessment Methods revised to include: "- <u>Ground-based Inventory Methods for Selected Ungulates: Moose, Elk and Deer, Version 2.0 (RIC 1998)</u> ;"
222	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-040	Squamish Nation information, interests, and potential effects and benefits must be disaggregated in the Economic and Social Effects sections of the Application/EIS because of the inequitable distribution of these effects as between First Nations and non-First Nations communities. To fail to separate these out will mean that the analysis in these sections will be meaningless with respect to the Squamish Nation's interests.	First Nations economic and social information and interests relative to potential project effects and benefits will be assessed separately in Part C, First Nations Information Requirements.	None proposed.
223	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-041	Squamish Nation information, interests, and potential effects and benefits must be disaggregated in the Economic and Social Effects sections of the Application/EIS because of the inequitable distribution of these effects as between First Nations and non-First Nations communities. To fail to separate these out will mean that the analysis in these sections will be meaningless with respect to the Squamish Nation's interests.	First Nations economic and social information and interests relative to potential project effects and benefits will be assessed separately in Part C, First Nations Information Requirements.	None proposed.
224	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-042	Squamish Nation experience with EAs previously has been that CEMPs and OEMPs are insufficiently developed prior to the conclusion of the EA processes associated with proposed projects and, as such, cannot be relied on as mitigation to address impacts to Squamish Nation interests. Direction should be given to ensure CEMPs and OEMPs are fully developed, and their terms included as certificate commitments and assurances (should a certificate issue), before the EA for this proposed project is concluded.	Acknowledged.	None proposed.
225	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-043	Specific management plans for bears should be included in the construction/operational Environmental Management Programs.	Bear management planning will be specifically addressed in Fish, Vegetation and Wildlife Protection to be included in Construction and Operational Environmental Management Programs.	To clarify, Sections 12.1 Construction Environmental Management Programme and 12.2 Operational Environmental Management Programme will be revised as follows: "- Fish, Vegetation and Wildlife Protection, <u>including Bear Management</u> ."
226	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-044	Squamish Nation experience has been that environmental monitoring and follow-up is very poorly done, often with no formal implementation of monitoring and follow-up on projects to ensure certificate commitments and assurances are met. Squamish will be seeking robust, clear, implementable, funded monitoring and follow-up programs set out as part of the certificate (should one issue) commitments and assurances for the project. Short of this goal being met as part of the EA, Squamish will be seeking to implement a monitoring and follow-up program that will be conducted by the Squamish and fully funded by the proponent for the life of the project and beyond as necessary to monitor residual effects.	Acknowledged.	None proposed.
227	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-045	The summaries of potential residual effects of the proposed project on Squamish rights and interests, after the application of mitigation measures and compensation strategies, are to be developed jointly with the Squamish Nation. Failing that, the information is to be presented in such a way that the reader can ascertain which information Squamish agrees with and which it does not.	BURNCO commits to providing opportunities to work jointly with applicable First Nations to identify potential residual project effects to First Nations rights or interests.	None proposed.
228	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-046	There is no mention of Traditional Use Studies being completed.	While traditional use studies per se are not a requirement of the BCEAA / CEAA process for project review, BURNCO has committed to funding a Squamish Nation-led study that is intended to identify Squamish Nation interests in the project area and potential adverse project effects to those interests. BURNCO has also committed to co-developing, with the Squamish Nation, mitigation measures to offset potential adverse effects to identified interests. These elements together are meant to largely address Part C, First Nations Information Requirements.	None proposed.
229	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-047	The information in this section is to be developed jointly with the Squamish. Failing that, the information is to be presented in such a way that the reader can ascertain which information Squamish agrees with and which it does not.	While traditional use studies per se are not a requirement of the BCEAA / CEAA process for project review, BURNCO has committed to funding a Squamish Nation-led study that is intended to identify Squamish Nation interests in the project area and potential adverse project effects to those interests. BURNCO has also committed to co-developing, with the Squamish Nation, mitigation measures to offset potential adverse effects to identified interests. These elements together are meant to largely address Part C, First Nations Information Requirements.	None proposed.

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	Commenter (Name)	Agency / First Nation	Date				
230	Giroday, Lesley	Ratcliffe and Company on behalf of Squamish Nation	10-May-13	SN-048	It is Squamish Nation’s view, based on its extensive experience with EAs in its territory over many years that a proper cumulative effects assessment (CEA) will not be undertaken in this EA under the respective provincial and federal legislation. The Crown developer and Squamish Nation should develop a CEA jointly as an adjunct to this EA to ensure these effects are appropriately assessed and the recommendations of a CEA are implemented. Further, Squamish does not support the disaggregation of a CEA for this proposed project as currently set out in the draft EISG/AIR; CEA deserves a stand-alone section. Squamish will be addressing this priority matter directly with the Crown; the Crown has a legal obligation to ensure our interests are not subject to “death by 1,000 cuts”.	The proposed CEA approach and method are consistent with provincial and federal guidance. BURNCO commits to providing opportunities to work jointly with applicable First Nations to identify potential residual project effects, including cumulative project effects, to First Nations rights or interests. A summary of predicted residual effects, including both direct and cumulative effects, will be presented in Part F Conclusions and Commitments.	None proposed.
231	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-001	Describe baseline studies that summarize known heritage sites within the project footprint and its vicinity.	Section 8.1.4 describes the assessment of baseline conditions as follows: The baseline assessment will be conducted in accordance with the requirements of the Heritage Conservation Act (HCA). The baseline assessment will provide a review of background information, environmental setting and characteristics for each heritage resource VC. Moreover, the baseline will be characterised using the following methods and approaches: - Literature and map reviews; - Review of readily available archival documentation; - Heritage Resource Overview Assessment (HROA); - Heritage Resource Impact Assessment (HRIA); - Comparison of heritage information in LSA to RSA; and - Completion of Heritage Conservation Act (HCA) Section 14 Inspection Permit obligations.	None proposed.
232	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-002	Describe steps taken to ensure that the extent of known heritage sites within the project footprint is verified.	Section 8.1.4 describes the assessment of baseline conditions as follows: The baseline assessment will be conducted in accordance with the requirements of the Heritage Conservation Act (HCA). The baseline assessment will provide a review of background information, environmental setting and characteristics for each heritage resource VC. Moreover, the baseline will be characterised using the following methods and approaches: - Literature and map reviews; - Review of readily available archival documentation; - Heritage Resource Overview Assessment (HROA); - Heritage Resource Impact Assessment (HRIA); - Comparison of heritage information in LSA to RSA; and - Completion of Heritage Conservation Act (HCA) Section 14 Inspection Permit obligations.	None proposed.
233	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-003	Describe steps taken to identify unknown heritage sites within the project footprint.	Section 8.1.4 describes the assessment of baseline conditions as follows: The baseline assessment will be conducted in accordance with the requirements of the Heritage Conservation Act (HCA). The baseline assessment will provide a review of background information, environmental setting and characteristics for each heritage resource VC. Moreover, the baseline will be characterised using the following methods and approaches: - Literature and map reviews; - Review of readily available archival documentation; - Heritage Resource Overview Assessment (HROA); - Heritage Resource Impact Assessment (HRIA); - Comparison of heritage information in LSA to RSA; and - Completion of Heritage Conservation Act (HCA) Section 14 Inspection Permit obligations.	None proposed.
234	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-004	Describe the scales of significance applied to these sites.	Significance is defined as per the BC Archaeological Impact Assessment Guidelines, which include criteria for scientific, public, ethnic, historic, and economic criteria to be considered when evaluating archaeological resources.	None proposed.
235	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-005	Describe the potential impact of this project to known heritage sites within the project footprint.	Section 8.1.6 of the EAC Application/EIS will identify and evaluate potential adverse effects of all phases of the Proposed Project on heritage resource VCs.	None proposed.
236	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-006	Describe the proposed mitigation strategies for such heritage sites.	Section 8.1.6 of the EAC Application/EIS will identify measures to mitigate potential effects on heritage resources, including a discussion of their effectiveness and limitations.	None proposed.

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	Commenter (Name)	Agency / First Nation	Date				
237	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-007	Specify the source of the proposed wash water.	The wash plant will be fed using recycled water from two large storage tanks supplemented with make-up water by a groundwater well.	Section 2.2.3.2 revised as follows: "Wash water will be processed for removal of fines and silt <u>in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities.</u> No wash water will be discharged. "
238	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-008	Provide an evaluation of how use of wash water will affect surface water.	Potential effects of wash water will be addressed in the assessment of Surface Water Resources.	None proposed.
239	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-009	Provide an evaluation of how use of wash water will affect groundwater.	Potential effects of wash water will be addressed in the assessment of Groundwater Resources.	None proposed.
240	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-010	The proposal includes 28 hectares of open water in the gravel pit for some period of time. The impact on surface water from pond evaporation should be evaluated as part of the review. Case studies from Washington State suggest that pond evaporation can have a much larger impact on water resources than the use of wash water.	The effects of pond evaporation will be considered in assessing potential effects on surface water. Referenced case studies will be reviewed and considered.	None proposed.
241	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-011	The proposal includes 28 hectares of open water in the gravel pit for some period of time. The impact on groundwater from pond evaporation should be evaluated as part of the review. Case studies from Washington State suggest that pond evaporation can have a much larger impact on water resources than the use of wash water.	The effects of pond evaporation will be considered in assessing potential effects on groundwater. Referenced case studies will be reviewed and considered.	None proposed.
242	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-012	Describe in detail proposed wastewater treatment and disposal.	Wash water will be processed for removal of fines and silt in a 95% efficient wash plant to be fed using recycled water from two large storage tanks. The 5% loss (via retention, evaporation and absorption) will supplemented with make-up water by a groundwater well. The recycled wash water will be processed, screened and pressed to remove the sediment. Fines and silt will be mechanically dried. The resulting cakes of sediment will be mixed with organic overburden material and used for the construction of the north berm, as well as for progressive revegetation and reclamation activities. No wash water will be discharged. Household waste, and industrial solid waste, and liquid waste pumped from portable washroom facilities will be barged off-site and disposed of in approved facilities. The EAC Application/EIS will include a description of proposed wastewater treatment and disposal processes and facilities.	The following has been added to Section 2.2.4: "The EAC Application/EIS will include a description of proposed wastewater treatment and disposal processes and facilities."
243	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-013	Describe in detail ... provisions for stormwater management and the quality and quantity of runoff from the site.	The EAC Application/EIS will include an Environmental Management Programme that included Sediment, Erosion and Drainage Control and Water Management Plans for construction and operational phases of the Project.	None proposed.
244	Hanson, Erin	Tsleil-Waututh Nation	31-May-13	TWN-014	The review will cover environmentally sensitive areas. The definition of “environmentally sensitive area” should be expanded to include any areas so identified by affected First Nations, and each should be given an opportunity to provide input.	The areas identified in the dAIR are examples of what the CEA Agency defines as "environmentally sensitive." These areas are equivalent to identified Valued Components, including areas identified as important to First Nations through consultation during the EA. See responses to comments SN-024 and SN-025.	None proposed.
245	Hatziantoniou, Yota	Health Canada	20-Jun-13	HC-001	Include potential contamination of country foods as part of the human health assessment.	The EAC Application/EIS will include an assessment of potential effects on country foods.	Section 4.2 (Table 3) revised to include 'Country foods' as a VC, and as follows: "- Public health issues including changes to water quality, and air quality, and <u>country foods (including food trapped, fished, hunted, harvested or grown for subsistence or medicinal purposes, or obtained from recreational activities such as sport fishing and/or game hunting)</u> will be <u>integrated</u> incorporated from across all <u>relevant</u> disciplines. in a single report as a whole to address accumulation of many potential issues holistically rather than individually within discipline-specific reports."
246	Hatziantoniou, Yota	Health Canada	20-Jun-13	HC-002	Include potential contamination of country foods as part of the human health assessment.	The EAC Application/EIS will include an assessment of potential effects on country foods.	Section 9.0 revised to include an assessment of potential effects on country foods.

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247	Inouye, Kevin	Canadian Environmental Assessment Agency	27-Jun-13	CEAA-004	Omnibus comments to clarify references to former CEAA and related requirements.	All comments incorporated or otherwise addressed.	Omnibus changes tracked in dAIR Rev 1.1.
248	Hamblin, Gerry	British Columbia Environmental Assessment Office	27-Jun-13	BCEAO-015	Provided new AIR guidance document	Revisions made to Table of Contents to more closely align with new AIR guidance document.	Structural changes tracked in dAIR Rev 1.1.
249	Hanson, Erin	Tsleil-Waututh Nation	2-Aug-13	TWN-015	Thank you for sending these [draft responses to 31-May-2013 comments] along. We don't have any specific comments at this stage but I will get in touch should that change. We look forward to staying updated on the Project.	Acknowledged.	None proposed.
250	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-001.1	It is important that Squamish Nation's occupation and use of this area be appropriately acknowledged in the relevant sections of the Application/EIS. Squamish will review sections 7.3 and Part C to assess accuracy and completeness.	It is BURNCO's expectation that First Nations will provide the information needed to support Part C. BURNCO will provide a draft of this and other relevant sections of the EAC Application/EIS to First Nations for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency.	None proposed.
251	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-002.1	Squamish's initial comment has not been addressed. The issue as to whether the surface flow of McNab Creek will be captured by the pit must be addressed as part of the assessment of impact, not just through follow up monitoring. This is an unresolved concern.	Ref. SN-002 Potential effects on groundwater and surface water quantity and quality (including storm events) will be assessed using predictive models calibrated with empirical data. EAC Application/EIS will include a description of how model predictions were used to assess potential effects and how monitoring data was used to inform predictive modelling.	Section 4.1 General revised to include: "- A description of how model predictions were used to assess potential effects and how monitoring data was used to inform predictive modelling;"
252	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-005.1	Please provide a copy of the Elanco 2010 reference.	BURNCO was provided the document by DFO. BURNCO will request that DFO provide a copy to the Squamish Nation.	None proposed.
253	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-007.1	Is the groundwater well mentioned for make-up water part of the project description?	The groundwater well for make-up water is included in the description of the Processing Plant and identified on Figure 3 of dAIR/EIS Guidelines Rev 1.1.	To clarify, Section 2.2.3.1 has been revised to include: - groundwater well as a source of make-up water for the processing plant;
254	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-009.1	Please provide a figure reference for the size of the water lease area.	Existing water lease (log tenure) area is shown in Figures 2 and 3 of dAIR/EIS Guidelines Rev 1.1.	Figures 2 and 3 revised to include existing log tenure area.
255	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-014.1	We do not agree that "peak flood events and low flow events" can be used as a rationale for not considering freshwater productivity as a VC. If there is no functional value at the primary production level in McNab due to very harsh natural conditions then the proponent should be able to demonstrate this. Squamish's initial comment has not been addressed. Freshwater benthic communities need to be addressed as a VC or VCs.	Ref SN-014 Water quality (including nutrients and chlorophyll) and fish distribution and habitat use are the critical indicators of potential effects of the Project and have therefore been selected as the focus of the assessment. There are no proposed discharges to / withdrawals from McNab Creek. Potential adverse impacts to McNab Creek and not anticipated. Notwithstanding, marine and freshwater benthic samples have been/are being collected.	None proposed.
256	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-015.1	The proponent states that there are no known occurrences of Northern abalone and that they have not been identified as a species that may potentially occur at the site. Since Northern abalone live in a wide variety of habitats this statement must be supported by a description of the methods used to determine this conclusion (i.e., Was this habitat based? Were surveys completed?).	Ref SN-015 The conclusion that there are no known occurrences of Northern abalone within the Proposed Project area is based on a desktop review (SARA Registry, BC Conservation Data Centre) and a review of habitat suitability. These results were calibrated based on dive and underwater camera video surveys wherein no Northern abalone were observed.	None proposed.
257	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-017.1	Squamish's initial comment has not been addressed. Raptors and their nests (including Great Blue Heron, Bald Eagle, Osprey) should be included since destroying the nests of these species has legal implications. If they are included as a VC this will lead to necessary mitigation (i.e., pre-clearing nest surveys).	Ref SN-017 Raptors and their nests will be considered in the assessment. The presence/absence of known observations was calibrated by field surveys throughout the Proposed Project site during which one eagle's nest was observed. Rationale for excluding species potentially occurring in the project area from the list of selected VCs will be provided. Limited clearing will be required. Construction Environmental Management Planning will include provisions for pre-clearing nest surveys.	None proposed.
258	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-019.1	Squamish's initial comment has not been addressed. Moose, deer, elk and black bear are important wildlife to First Nations and should be included in the effects assessment. Squamish is identifying them now as species of importance, no further process should be required. The initial comment has not been addressed and remains an unresolved, outstanding issue (Ref SN-019).	Ref SN-019 The importance of moose, deer, elk and black bear to First Nations is acknowledged. Roosevelt Elk have been included as a VC and are considered to represent other ungulate species. Moose range in British Columbia does not include the South Coast environment (Blood 2000). Deer and black bear will be considered in the assessment and have been reviewed as part of the wildlife surveys and study. Rational for excluding species potentially occurring in the project area from the list of selected VCs will be provided.	None proposed.
259	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-020.1	Squamish will provide a list of traditional use and medicinal plants for inclusion as a VC.	Acknowledged.	None proposed.
260	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-024.1	Revise proposed language changes to: Discipline/Theme: First Nations Interests (delete "consultation").	Ref SN-024 Text has been updated in response to this comment.	Table 3 has been revised as follows: Discipline / Theme: First Nations Consultation / Aboriginal Interests

BURNCO Aggregates Project - Draft AIR Comment Tracking Table

ID #	Source			Ref dAIR1-TWG-	Working Group Comment	Proponent Response	Proposed Change to dAIR Rev 1.0
	Commenter (Name)	Agency / First Nation	Date				
261	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-025.1	Revise proposed language changes to: Discipline/Theme: First Nations Interests (delete “consultation”).	Ref SN-025 Text has been updated in response to this comment.	Table 3 has been revised as follows: Discipline / Theme: First Nations Consultation / Aboriginal Interests
262	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-027.1	Squamish’s view is that any summary of consultation should be developed jointly and, to the extent that this is not possible, the summary must reflect Squamish’s views as to what it agrees constitutes consultation and what it does not agree constitutes consultation.	Acknowledged. The summary of consultation activities will be, to the extent possible, developed jointly with First Nations. First Nations will be provided the applicable summary in draft for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency. It is BURNCO's intention that any disagreements regarding the characterization of what is and what is not consultation will be resolved prior to finalization. Outstanding issues will be clearly identified.	None proposed.
263	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-029.1	If the assessments methods used were the same for both the wildlife LSA and RSA this would be ok, however the dAIR indicates that TEM based wildlife suitability mapping is only being completed within the LSA meaning wide ranging species will miss this more detailed level of assessment. What kind of data will be collected in the RSA for large wildlife?	Habitat suitability modeling, calibrated by field surveys (for certain species), observations and wildlife camera-based studies, were as completed for selected VCs at the RSA level.	None proposed.
264	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-032.1	The response to SN-027 does not assist in addressing this comment. The initial comment has not been addressed and remains a critical, outstanding issue (Ref SN-032).	Ref SN-027 and SN-032 First Nations involvement in determining the parameters for the EA, such as providing input into the development of the AIR/EIS Guidelines through commentary on drafts, will be summarized in Section 3.3 of EAC Application/EIS. First Nations will be provided the Section 3.3 summary in draft for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency. It is BURNCO's intention that any disagreements regarding the content in the summary will be resolved prior to finalization. Outstanding issues will be clearly identified.	None proposed.
265	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-040.1	The approach suggested will only be effective if Part C addresses economic and social information for First Nations in as fulsome a fashion as they are addressed in the “non-aboriginal” sections of the EIS/Application. Typically, this is not the case. This concern remains unresolved (Ref SN-040).	Ref SN-040 It is BURNCO's expectation that First Nations will provide the information needed to support Part C, and that First Nations will work with BURNCO to assess and mitigate potential effects of the Proposed Project on First Nations interests, as well as to identify potential benefits. BURNCO will provide a draft of Part C and other relevant sections of the EAC Application/EIS to First Nations for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency.	None proposed.
266	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-042.1	Ref SN-042 The initial comment has not been addressed and remains a critical outstanding concern.	Ref SN-042 Mitigation to address potential affects of the Proposed Project to First Nations rights and interests, including through CEMPs and OEMPs, will be, to the extent possible, developed jointly with First Nations. It is BURNCO's intention to work with First Nations to sufficiently advance these plans so that they can be relied upon, where appropriate, as mitigation to offset potential effects to First Nations rights and interests.	None proposed.
267	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-044.1	Ref SN-044 The initial comment has not been addressed and remains a critical outstanding concern.	Ref SN-044 BURNCO plans to implement a robust monitoring program and to meet all related commitments and assurances that would form conditions of an EA Certificate, if issued. BURNCO commits to discussing the development and implementation of this program with Squamish Nation.	None proposed.
268	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-045.1	Squamish’s view is that summaries of potential residual effects of the proposed project on Squamish rights and interests should be developed jointly with the Squamish and, to the extent this is not possible, the summaries of effects must reflect Squamish’s views as to what it agrees with and what it does not agree with.	Summaries of potential residual effects of the Proposed Project on First Nations rights and interests will be, to the extent possible, developed jointly with First Nations, and will be presented in Part C. First Nations will be provided the applicable summaries in draft for review and comment in advance of submission of the final EAC Application/EIS to the EAO and CEA Agency. It is BURNCO's intention that any disagreements regarding the summaries of potential residual effects will be resolved prior to finalization. Outstanding issues will be clearly identified.	None proposed.
269	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-046.1	It is important to note that a study to identify Squamish’s interests as they have the potential to be engaged by the proposed project will need to be broader than a typical TUS. Squamish utilizes an “Aboriginal Interest and Use Study” approach which incorporates TUS, among other information.	It is BURNCO's understanding that the Squamish Nation-led study will identify all Squamish Nation interests that have the potential to be engaged by the Proposed Project, and that it will clearly identify how the Proposed Project will affect these interests. It is BURNCO's expectation that this study will substantially inform the information requirements for Part C.	None proposed.
270	Wilcox, Lisa	Squamish Nation	12-Aug-13	SN-048.1	Ref SN-048 The initial comment has not been addressed and remains a critical outstanding concern.	Ref SN-048 The concern expressed in the initial comment is acknowledged. BURNCO understands that Squamish Nation wishes to address this concern directly with the Crown.	None proposed.

6.10.iii Policy & Procedure

ADVOCACY POLICY

Trust Council: September 12, 2012

A: PURPOSE:

1. To provide guidelines for advocacy activities in the context of legislation and policy.
2. To define policies and procedures for effective advocacy.
3. To ensure that advocacy positions are credible and supported by public process.
4. To clarify roles and responsibilities for implementing this policy, for the benefit of Islands Trust as well as the public and agencies involved in advocacy in the Islands Trust area.

B: BACKGROUND

1. The *Islands Trust Act* establishes that the Object of the Islands Trust is to preserve and protect the Trust Area and its unique amenities and environment in cooperation with others. Based on this legislated mandate, Trust Council encourages cooperation by all levels of government, First Nations, industry, business, not-for-profit and community groups to act in ways that advance the Object, using a variety of strategies, such as protocol agreements, letters of understanding and advocacy. All levels of government, First Nations, non-profit agencies, businesses, property owners, residents and visitors share responsibility for the preservation and protection of the unique environment and amenities of the Trust Area.

C: REFERENCES:

1. The *Islands Trust Act* defines the Islands Trust's purpose, referred to in the legislation as its "object" and defines Trust Council's advocacy roles in section 8 and 9.
2. Islands Trust Policy Statement, section on Roles and Responsibilities

The Islands Trust Council cannot effectively implement the Policy Statement without the support of all stakeholders. Assistance, cooperation and collaboration are required from local trust committees, island municipalities, the Trust Fund Board, the Provincial Government, other government agencies, non-government organizations, communities, First Nations, property owners, residents and visitors. In the spirit of the legislated object of the Islands Trust, it is expected that all corporate entities of the Islands Trust will consult with other agencies on matters involving potential conflict between the legislated object of the Trust and the legislated mandate of other agencies.

3. Islands Trust Policy Statement, Part 1: Purpose and implementation of the Trust Policy Statement, Roles and Responsibilities, Role of Other Government and Non-Government Organizations.

Government agencies and non-government organizations can contribute greatly to the preservation and protection of the environment and amenities of the Trust Area through cooperative actions based on the Policy Statement. Cooperative actions such as protocols and mutually supportive strategies and action plans are necessary for the sustainability of the Trust Area.

4. Islands Trust Policy Statement, Part II - The Islands Trust object and its meaning

to achieve its object, the Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

5. Islands Trust Policy Statement, Part II - The Islands Trust object and its meaning, Guiding Principles:

- *The primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection, and stewardship of the Trust Area's amenities, environment, and resources.*
- *When making decisions and exercising judgment, Trust Council will place priority on preserving and protecting the integrity of the environment and amenities in the Trust Area.*
- *Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard.*
- *Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.*
- *Trust Council will implement a plan for the advancement of the Policy Statement as part of its annual budget process, and the Executive Committee of Trust Council will report to Council on progress in achieving the goals of the Policy Statement.*

6. Islands Trust Policy Statement, Part III Ecosystem Preservation and Protection, Policy 3.1.9

Trust Council encourages actions and programs of other government agencies which:

- *place priority on the side of protection for Trust Area ecosystems when judgment must be exercised,*
- *protect the diversity of native species and habitats in the Trust Area, and*
- *prevent pollution of the air, land and fresh and marine waters of the Trust Area.*

7. Trust Council Policy 1.3.i Policy Statement Implementation Policy
8. Trust Council Policy 2.1.i Statutory Rules of Conduct
9. Trust Council Policy 2.1.ii Standards of Conduct
10. Trust Council Policy 2.4.i Executive Committee Terms of Reference
11. Trust Council Policy 2.4.iv Trust Programs Committee Terms of Reference
12. Trust Council Policy 3.2.ix Islands Trust/Trust Fund Board Communications
13. Trust Council Policy 5.4.ii Procedural Fairness in Rezoning
14. Trust Council Policy 6.3.i Budget Process
15. Trust Council Policy 6.10.i Annual Report
16. Trust Council Policy 6.10.ii Communications
17. Trust Council Policy 6.12.ii UBCM/AVICC Membership and Resolutions
18. Trust Council Policy 7.1.iii Use of Local Trustee letterhead
19. Trust Council Policy 7.1.vii. Receipt of Confidential Information from External Governmental Organizations and Agencies
20. Trust Council Policy 7.1.iv & vi Use of Islands Trust letterhead and logo
21. Trust Council Policy 7.1.vii Receipt of Confidential Information from External Government Organizations and Agencies
22. Trust Council Strategic Plan
23. Local Trust Committee Official Community Plans
24. Trust Fund Board Policy 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters
25. Trust Fund Board Policy 96009 Roles and Responsibilities
26. Trust Fund Board Policy 03006 Relationships with External Groups
27. Trust Fund Board Policy 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters
28. Best Election Practices for Staff and Trustees - Guidelines

D. DEFINITIONS

In this policy,

1. **“Advocacy”** is the act of influencing and/or seeking cooperation with other agencies and decision-makers about laws, regulations, policies, programs, budgets, priorities, and other decisions relevant to the Islands Trust mandate.
2. **“Islands Trust bodies”** are the legal entities within the organizational structure of the Islands Trust, including Trust Council, local trust committees, council committees and the Trust Fund Board.
3. **“Consultation”** is the act of seeking comment on a proposed position or program, or other decision and then considering input received.

E. GENERAL POLICIES

1. From Communications Policy 6.10.ii: “In all communications, staff and trustees should identify whether they are representing a Local Trust Committee, the Executive Committee, Trust Council, or the Trust Fund Board” or speaking as an independent elected official or private citizen.”
2. Islands Trust bodies will conduct their advocacy activities in a manner that enhances Islands Trust’s reputation as an organization that works proactively, constructively and collaboratively to advance the Object in an informed, organized, respectful, and transparent way.
3. Islands Trust bodies will ensure that their advocacy positions are consistent with the *Islands Trust Act*, the Object and established policy and are supported by a resolution of Trust Council, Executive Committee, Trust Fund Board or local trust committee.
4. Islands Trust bodies will ensure that their advocacy positions consider the roles and needs of all other bodies of the Islands Trust. When practical, Islands Trust bodies will coordinate their advocacy efforts through the Executive Committee so that related issues can be advanced strategically, in the context of Trust Council’s Strategic Plan.
5. When making decisions about new advocacy positions and actions, Islands Trust bodies will base those decisions on research, such as: a) a review of related past Trust Council and Executive Committee decisions and actions; b) consistency with the Islands Trust Policy Statement; c) consistency with Official Community Plan policies; d) relevant evidence; e) contextual information; f) an assessment of partnership opportunities; g) implications of proceeding or not proceeding with certain courses of action; and h) potential workload implications for staff and trustees.
6. When practical, Islands Trust bodies will proactively monitor the legislation and policy development activities of other levels of government so that advocacy actions can be undertaken early in the policy development process when they might be most effective.

7. When developing an advocacy position, or substantially changing an advocacy position, Islands Trust bodies will consult other Islands Trust bodies that could be affected. The consulted body will consider adding the item to its next public agenda and convey through a resolution whether or not there are any concerns, the nature of the concern and, if appropriate measures that would resolve or address the concern. In the case of an urgent matter, an Islands Trust body may wish to comment through a resolution without meeting process.
8. Islands Trust bodies will adapt their advocacy strategies in response to changing political and economic contexts and new information.
9. Islands Trust bodies will consider the impact on existing work programs when considering advocacy positions.
10. Islands Trust bodies will ensure their advocacy positions and strategies:
 - respect the roles and needs of other stakeholders, and demonstrate a sincere attempt to build lasting relationships, even during conflict;
 - are non-partisan;
 - respect the public policy process by targeting requests to decision-making bodies with the mandate to act on the request and; demonstrate adequate knowledge and expertise, using scientific knowledge where appropriate.
11. Advocacy letters from Islands Trust bodies to elected officials should be signed by an elected official and be grounded in a resolution made at a public meeting.
12. Before announcing an advocacy position, Islands Trust bodies will prepare a strategic communications plan, and prepare for media attention and comment from constituents, stakeholders or partners. Community outreach may be considered before and/or after taking a position.
13. When entering partnerships for the purpose of advocacy Islands Trust bodies will consider broader implications such as:
 - conflicts may arise between the requirements of statutes such as the *Community Charter* or *Local Government Act* and the practices of non-governmental groups;
 - partnerships may require employees to receive confidential information requiring prior authorization by Trust Council or the Executive Committee consistent with Trust Council Policy 7.1.vii Receipt of Confidential Information from External Government Organizations and Agencies; and
 - partners may expect commitments for a longer duration than a one-year budget cycle or three-year election cycle.
14. Islands Trust bodies will ensure that advocacy strategies involving partnerships, especially those using the Islands Trust logo, include agreement among all partners on the provisions in E.12, the roles and responsibilities within the partnership and the decision-making processes.

F. ROLES AND RESPONSIBILITIES:

Trust Council

1. The Islands Trust Council establishes overall advocacy direction through the Islands Trust Policy Statement, sets priorities through its strategic plan and takes advocacy positions by resolution.

Executive Committee

1. The Executive Committee coordinates Trust Council's advocacy direction.
2. Executive Committee members encourage a coordinated approach to advocacy and external liaison as part of their appointment to local trust committees and the Trust Fund Board.
3. The Executive Committee appointee will notify Executive Committee when a local trust committee or the Trust Fund Board passes a resolution related to advocacy.
4. The Executive Committee directs individual advocacy actions in accordance with the advocacy direction set by Trust Council through resolutions and the strategic plan.
5. The Executive Committee may assist local trust committees, island municipalities and the Trust Fund Board with advocacy if a request for support is referred to the Executive Committee by resolution of those bodies.
6. The Executive Committee will seek a resolution of support from a local trust committee before engaging in advocacy on a local trust area issue.
7. The Executive Committee will include a report on advocacy activities in its quarterly report to Trust Council.
8. The Executive Committee will use their annual joint meeting with the Trust Fund Board and Bowen Island Municipality to discuss current and emerging advocacy topics of mutual interest.

Local Trust Committees

1. Local trust committees conduct advocacy based on the Islands Trust Object, the Islands Trust Policy Statement and their Official Community Plan(s).
2. Local trust committees may, by resolution, undertake advocacy on land use issues specific to their local trust area and consistent with the official community plan after considering whether the position may fetter their discretion on current or future land use planning decisions.
3. The duties of elected office to make unbiased decisions about land use planning will take precedence when an advocacy topic overlaps with those duties.

4. When a local trust committee adopts an advocacy position, it will inform the Executive Committee, and will consider how the item relates to the staff work program.
5. If a local trust committee wishes to advocate on an issue not related to land use planning or not consistent with its Official Community Plan, the local trust committee Chair will seek approval from the Executive Committee to allocate staff time to the project.
6. If a local trust committee wishes to advocate on an issue overlapping with the jurisdiction of another Islands Trust body or island municipality, it will consult with the affected body. After considering the advice from that body it may take an independent position that is consistent with the object of the Islands Trust and the Islands Trust Policy Statement, and will inform that body of the position.

Trust Fund Board

1. Trust Fund Board advocacy is governed by Trust Fund Board policies TFB 96009 Trust Fund - Roles and Responsibilities, TFB 03006 Relationships with External Groups and TFB 03008 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters. If the Trust Fund Board wishes to advocate on an issue overlapping with the jurisdiction of another Islands Trust body or island municipality, it may consult with the affected body as described in those policies. After considering the advice of that body it may take an independent position consistent with the object of the Islands Trust, and will inform the affected body of the position.

Individual trustees

1. Only the Chair of Trust Council may represent Trust Council advocacy positions to the media unless the Chair designates this role to a trustee.
2. Individual trustees may advance advocacy positions that are established by local trust committee policy, resolution or bylaw.
3. Trustees will comply with policies on communications, letterhead and logo when communicating about advocacy or other topics.
4. Local trustees are encouraged to notify the Executive Committee of any upcoming meetings with provincial or federal ministers to ask if there is an opportunity to promote the broader interests of the Islands Trust. The likelihood of success increases when positions are sponsored by the broader organization, and are consistent with other positions being advocated to that same minister.
5. Before advancing an advocacy position as a private individual, a trustee must ensure he or she is taking into account the principles of administrative fairness and he or she is acting in accordance with Trust Council Guidelines on Statutory Rules of Conduct and section 103 of the *Community Charter* which imposes restrictions regarding conflict of interest and outside influence.
6. Municipal trustees will be responsible for liaison between Trust Council and the municipality on advocacy issues in between the annual joint meeting between the municipality and Executive Committee.

Staff

1. The Chief Administrative Officer will be responsible for the Islands Trust's advocacy policies and procedures.
2. Staff who become aware of emerging legislative or other issues relevant to the Islands Trust mandate will notify their Director, who will raise the topic at the subsequent team meeting. If the issue warrants further action, the request will be forwarded to the Trust Area Services Director for discussion at Executive Committee.
3. Trust Area Services staff are responsible to alert the Executive Committee to new issues that directly affect Islands Trust operations or mandate and to seek political direction before investing staff time exploring the issue.
4. Local planning staff are responsible for research on issues identified by local trust committees relating to land use planning and the official community plan.
5. When a local trust committee passes a resolution related to advocacy, local planning staff will notify the Director of Local Planning, who will then notify the Director of Trust Area Services.
6. When a local trust committee considers an advocacy issue that is relevant to the whole Trust Area, including Bowen Island Municipality, the Director of Local Planning Services may ask Executive Committee for support from Trust Area Services. Executive Committee will consider the requests for service and the advice of the CAO, and decide on staff support to carry out the local trust committee direction as time allows.
7. When researching background about a potential advocacy position, staff will convey to contacts that the inquiry is for research purposes only.
8. When researching advocacy positions, staff will work with external contacts at the staff-to-staff level, and will communicate with non-Islands Trust elected officials only with the permission of the appropriate Chair and/or the Chief Administrative Officer.
9. When participating in advocacy partnerships that involve the receipt of confidential information, staff will comply with the Trust Council Policy 7.1.vii Receipt of Confidential Information from External Governmental Organizations and Agencies (See E12).
10. When Trust Area Services staff are involved in advocacy work related to Trust Fund Board activities or interests, they will notify the Trust Fund Board Manager, and as appropriate, work with Trust Fund Board staff to prepare briefing and decision documents for the Trust Fund Board.

G. SPOKESPEOPLE:

1. Communications Policy 6.10.ii. will guide decisions about spokespeople.
2. As the official representative of the Islands Trust Council, the Chair of the Islands Trust Council may independently and immediately state advocacy positions that are consistent with the Object, the Policy Statement or previous resolutions of Islands Trust bodies.
3. Spokespeople should keep their comments as concise as possible, limit their comments to their own scope of knowledge and, when practical, should indicate that their statements are in support of the Object, Policy Statement policies or resolutions of an Islands Trust body. Where additional technical detail is desired, a staff or consultant report or comment can support the spokesperson.
4. Spokespeople should advance advocacy positions in a manner that is consistent with Trust Council's policy on standards of conduct.
5. Spokespeople should notify the Chief Administrative Officer (CAO) and Executive Committee of public statements made on an advocacy topic as soon as possible, and provide copies of any printed materials used to the directors of units with a relevant work program.

H. REPORTING

1. The Director of Trust Area Services will prepare a summary of advocacy activities for inclusion in the Islands Trust annual report.
2. The Executive Committee will report advocacy activities to each quarterly Trust Council meeting and seek updates from other Islands Trust bodies involved in advocacy.
3. Annually, the Executive Committee will report to the Trust Council on advocacy actions and highlights from conventions of the Association of Vancouver Island and Coastal Communities and Union of British Columbia Municipalities.

I. BUDGET

1. Funding for advocacy activities will be considered in accordance with the Islands Trust Council's policy on budget process.

J. EVALUATION

1. Islands Trust bodies are encouraged to celebrate positive results by thanking or congratulating key decision-makers.
2. In the last year of every Islands Trust Council term the Executive Committee will review and evaluate the effectiveness of the advocacy work undertaken during the term, considering the general policies in section E.



Memorandum

14.2.1

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Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

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Date September 17, 2013 File Number GM-6500-20
Shoreline Protection

To Gambier Island Local Trust Committee

From Aleksandra Brzozowski
Island Planner
Northern Office

Re Foreshore Protection & Stewardship Status Update

This memorandum is to provide information to the Gambier Local Trust Committee (LTC) on matters pertaining to activities on Foreshore Protection.

Shoreline Mapping Follow up

On March 21, 2013, the Gambier LTC requested that Staff report back to the LTC identifying next steps and opportunities to use and advance the shoreline mapping in the Gambier Islands Trust Area.

Work is currently being done to better link the shoreline mapping from the Gambier Island webpage on the newly established Foreshore Protection & Stewardship webpage (under Projects).

As for next steps with shoreline mapping, the following section details communication materials that could include information on Gambier's shoreline types and shoreline mapping.

The *Sharing Our Shorelines* Brochure

On July 11, 2013, the Gambier LTC requested Staff to review the Pender Island foreshore brochure and edit for the Gambier Island Trust Area/Northern Islands, and report back with a draft.

Staff has followed up with Islands Trust staff on the *Sharing our Shorelines* brochure to establish details. The brochure project was completed through a service contract with Ramona de Graff, who was responsible for the writing and layout of the content; Islands Trust Staff was responsible for the Terms of Reference, editing, and printing of the digital PDF deliverable. The project was funded by the North Pender LTC.

As this project was not carried out in-house, Staff has contacted the contractor responsible; she has indicated that she would be amenable to either of the following options:

Option A) Entering into a contract with the Gambier LTC to modify certain sections of the *Sharing our Shorelines* brochure for the Gambier context.

Option B) Providing Island Trust Staff with the document files to make minor changes in-house.

The LTC currently has approximately \$6500 remaining in its 2013/2014 budget for Foreshore Protection & Stewardship. Any costs for this project would be covered by this amount.

Please note that due to workload for the remainder of 2013, any time required from the Island Planner on this project would only be able to take place beginning in December 2013.

Greenshores Program

On July 11, 2013, Trustee Hagedorn expressed interest in receiving further information regarding the Greenshores pilot projects. This information has been passed on to the Local Planning Committee and the Grants Administrator overseeing the Greenshores project funding. As of the date of this memo, there are no further updates from the Grants Administrator or the Local Planning Committee on this subject.

Attachment: *Sharing our Shorelines* brochure

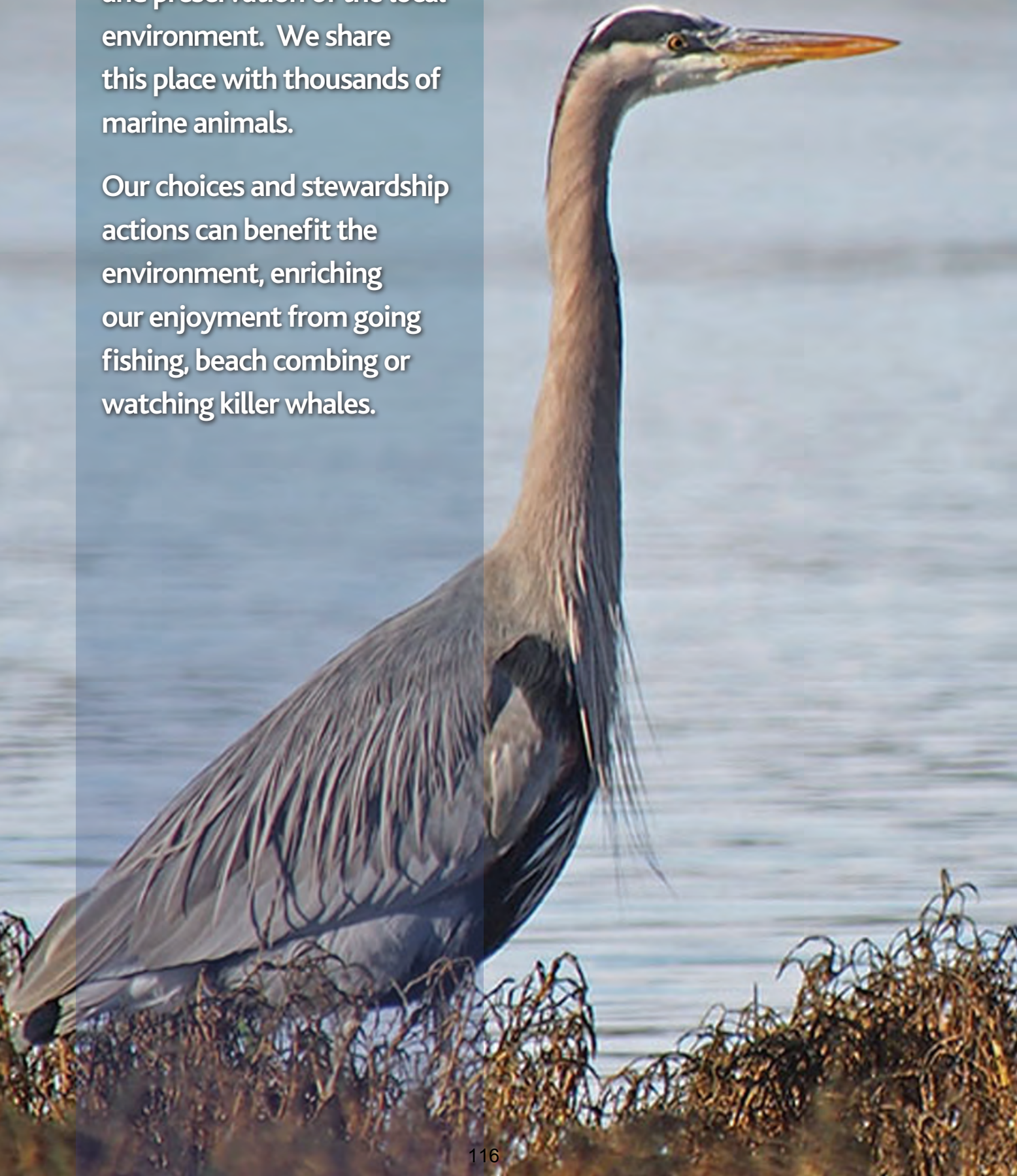
Sharing Our Shorelines



Islands Trust

We play an important role in the protection and preservation of the local environment. We share this place with thousands of marine animals.

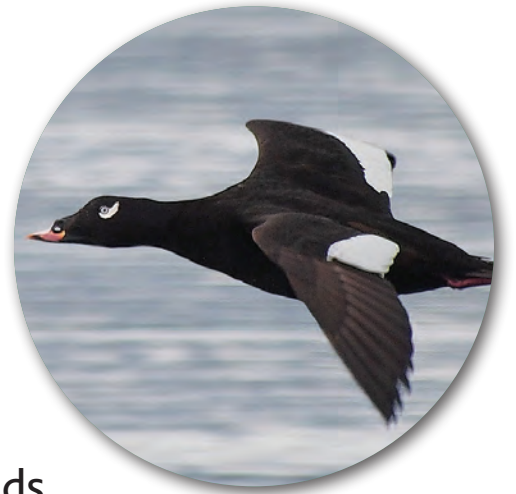
Our choices and stewardship actions can benefit the environment, enriching our enjoyment from going fishing, beach combing or watching killer whales.



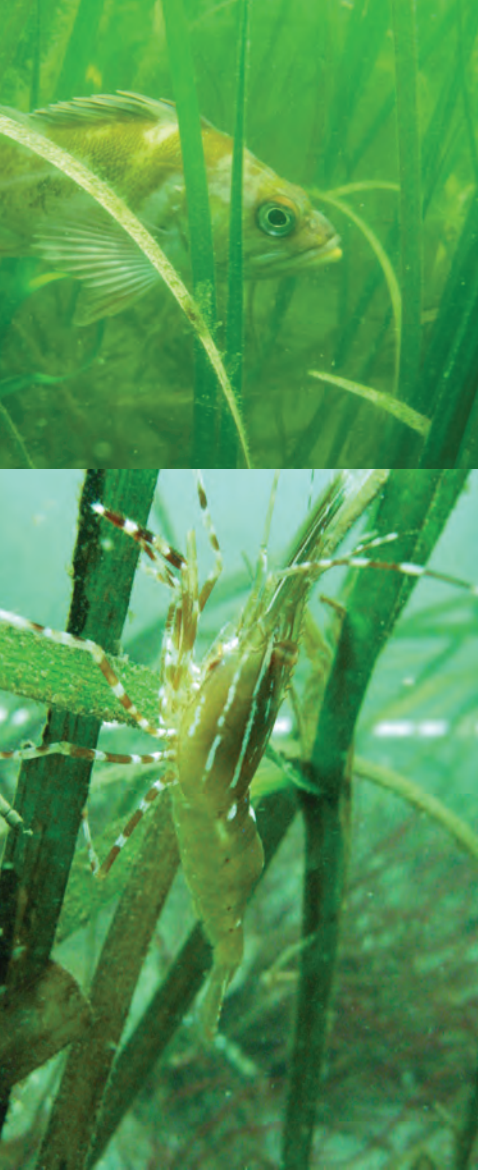
Marine By Nature

The islands within the Salish Sea have been shaped by ancient glaciers and modern oceanic forces. Whether you visit the islands seasonally or live here year round, islanders treasure the marine environment.

The North Pender Local Trust Committee has developed this brochure to introduce you to where sensitive marine habitats exist, how you can recognize them, and what simple steps you can take to ensure our local waters continue to support a vibrant and abundant marine ecosystem.



Above:
White Winged
Scoter in flight



Big Issues, Big Impacts

Clean Water

As long as water moves downhill, the oceans will be the final receiver of pollution.

Untreated storm-water pollution, oil and gas from cars and boats, and sewage decreases water quality and harms wildlife. Landscaping and land clearing deposits sediment into the ocean, clogging fish gills and reducing marine vegetation growth. Docks and marinas block sunlight necessary for marine life survival.

Excessive nutrient loading from fertilizers and sewage stimulates growth of bacterial mats coating the sea bed and algae that smothers eelgrass. In summer, warm surface waters combined with nutrient loading can decrease oxygen available for fish.

*Actions we take now
can safeguard marine life
for next generations.*



Top Left:
Rockfish in
eelgrass

Middle Left: Shrimp in
eelgrass

Top Right: Dungeness Crab

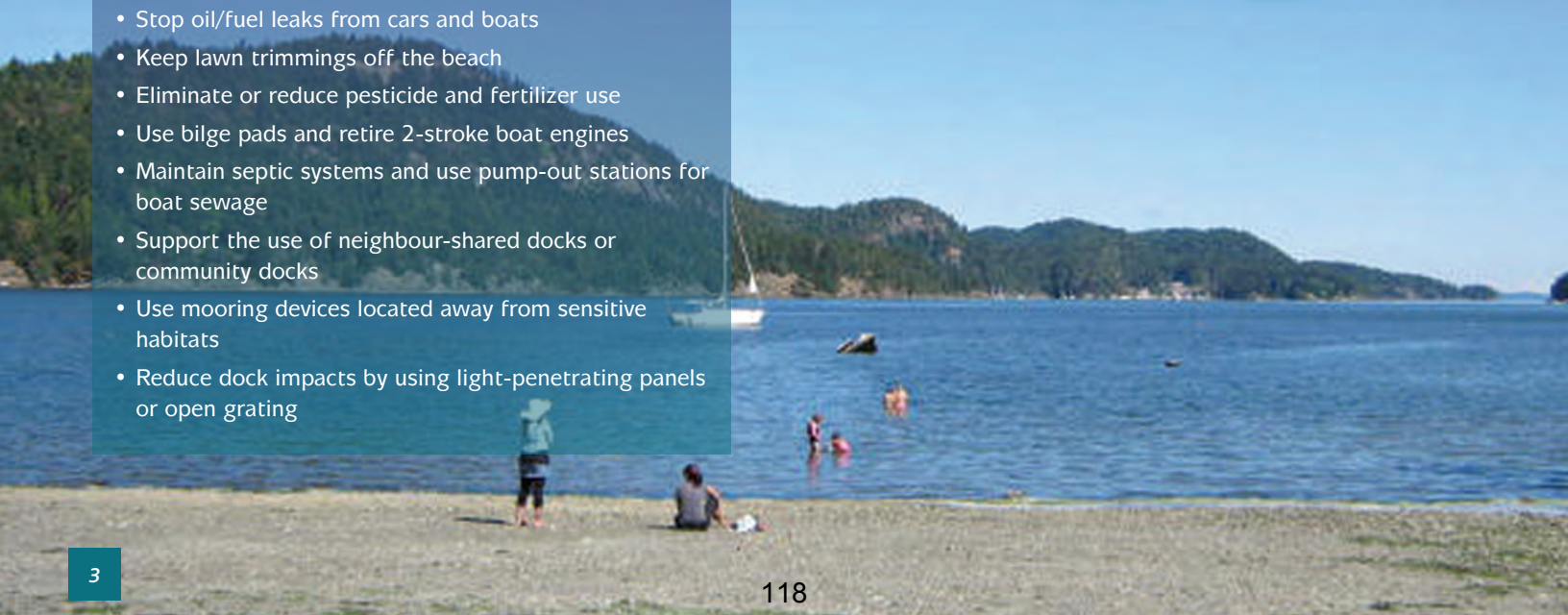
Bottom Right: Kayaker

Bottom: View from
Medicine Beach



Shoreline Stewardship Principles

- Use eco-friendly cleaners
- Maintain shoreline vegetative buffers
- Use gravel for driveways to reduce storm-water run off
- Stop oil/fuel leaks from cars and boats
- Keep lawn trimmings off the beach
- Eliminate or reduce pesticide and fertilizer use
- Use bilge pads and retire 2-stroke boat engines
- Maintain septic systems and use pump-out stations for boat sewage
- Support the use of neighbour-shared docks or community docks
- Use mooring devices located away from sensitive habitats
- Reduce dock impacts by using light-penetrating panels or open grating



Big Issues, Big Impacts

Shoreline Erosion

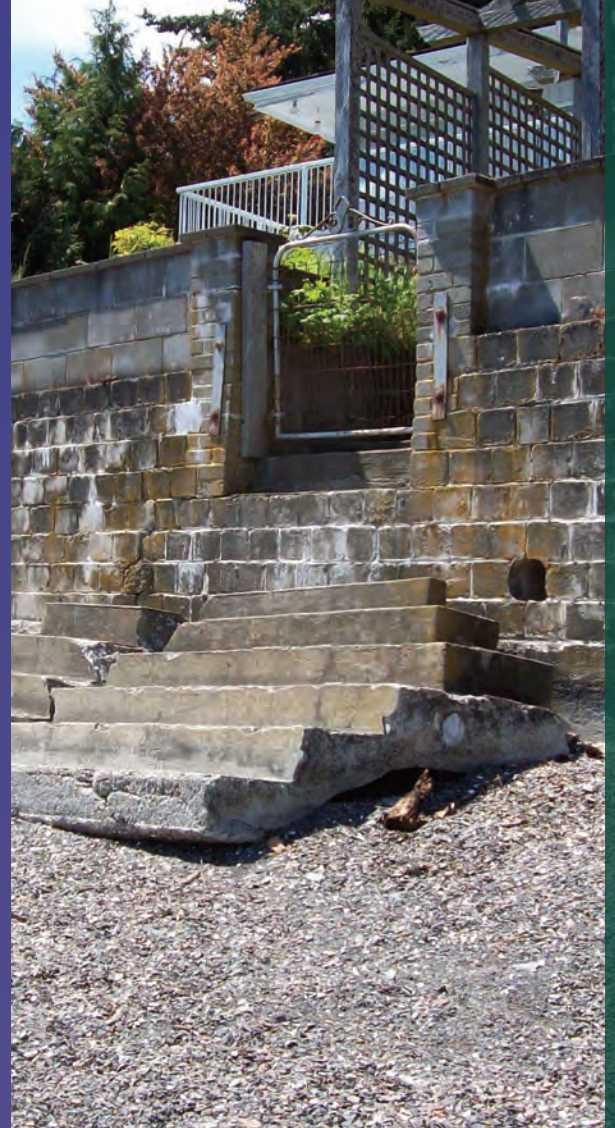
Shorelines are constantly changing. Sediment erosion and transport from the land and rivers create the very beaches we cherish.

Removing shoreline vegetation and fighting shoreline erosion by armouring beaches disrupts natural shoreline processes and harms marine ecosystems. Seawalls can increase beach erosion rates and block sediment transport to the beach. Deflected waves scour away fine sediment and reflected energy creates more waves potentially causing seawalls to fail.

Over time, beaches become too steep or coarse for people to enjoy. Armouring and shoreline vegetation removal degrades habitats for fish spawning, eelgrass beds and shellfish beds.

Nature is the ultimate shoreline engineer. Shoreline protection measures mimicking nature are a better option than hard armouring. Soft-shore engineering methods rebuild high-tide beaches using nature's design.

Natural materials such as gravel and sand, logs, and root masses absorb wave energy, protecting spawning beaches, eelgrass beds, and real estate values. If you must use hard armouring, set these structures back from the high water mark. Consider predicted sea level rise estimates when designing shoreline protection measures in your community.



Above: Seawall Below: Natural shoreline

Shoreline Stewardship Principles – Use Nature's Erosion Controls

- Maintain shoreline vegetative buffers to control erosion
- Trees are your defence against erosion. Trim or limb trees to stabilize bank and slope soils and improve your view
- Think twice about seawalls. Use soft-shore erosion protection methods that work with nature to protect your waterfront

Decrease Your Footprint

- Locate piers, docks and mooring devices away from sensitive habitats
- Protect sensitive marine habitats when modifying your waterfront
- Take action on climate change issues
- See www.ecy.wa.gov/puget_sound/index.html and www.greenshores.ca for information about protecting your property.



Coastal Bluffs and Shoreline Beaches

Ice Age Legacy

Q What are coastal bluffs and shoreline beaches?

Coastal bluffs and shoreline beaches are dynamic habitats where erosion is the rule. Bluffs are the product of ice-age sediment movement, entrapment and recent exposure and erosion. Glacial sediment from feeder bluffs, streams and creeks form pebble/sand beaches.

Erosion of coastal lands and watersheds provide the very sediment that make up the beaches we treasure for our views and coastal access.



Above:
Naturally eroding
bluff

Below:
Pebble/sand
shoreline

Q Where are bluffs and beaches located?

Feeder bluffs and shoreline beaches are frequently encountered along our island shores.

Q Why are bluffs and beaches important?

Erosion is a natural process supplying gravel/sand sediments that create shoreline beaches. These beaches provide people with numerous recreational activities and habitats important to the marine food web.

Along high beach lines, these pebble/sand nurseries are spawning habitats for beach spawning forage fish. These small feeder fish are critical to the survival of fisheries and thousands of fish, bird, and marine mammal predators. Pebble/sand beaches are important areas for burrowing worms and clams, early life stages of some marine invertebrates and migratory bird feeding areas.

Protecting bluffs and shoreline beaches

Bluffs erode and slump because of the build-up of water in the soil usually due to development. Hard armoring at the base can actually increase erosion of these land forms. Trapping sediment behind seawalls and piers can cause beaches to degrade over time.

- Set back – Keep buildings back from the bluff or shoreline edge
- Maintain vegetation and manage drainage of waste/storm water
- Use gravel instead of paving driveways
- Use soft-shore erosion protection methods (not hard seawalls) to protect your waterfront.



Shorelines Connect – Linking The Land And The Sea

Marine Riparian Vegetation

Q What is marine riparian vegetation?

The term “marine riparian” vegetation refers to grasses, shrubs, trees and logs lining marine shorelines. Marine riparian zones link the land and the sea through the exchange of water, sediments and nutrients.

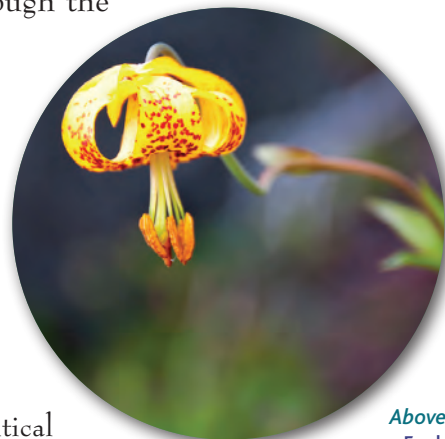
Q Where is marine riparian vegetation located?

Vegetation above the high water mark, within “backshore” areas such as private shoreline properties, on bluff tops and slopes form the marine riparian zone.

Q Why is marine riparian vegetation important?

Insects captured by the winds as “wind fall” from shoreline vegetation are critical for young salmon growth. Removing overhanging shoreline vegetation from summer surf smelt spawning beaches causes embryos to die. Vegetation removal reduces key prey for juvenile salmon and can reduce surf smelt populations. Fish losses affect the entire food web. Vegetated buffer zones are a wildlife migratory corridor and leaf litter provides nutrients to stimulate marine plankton growth.

Maintaining shoreline vegetation is a net benefit to property owners as a free “ecosystem service” limiting erosion and stabilizing slope soils. Trees and shrubs absorb large volumes of rain water and filter pollutants. Vegetation removal may cause large sediment loads to enter the ocean limiting light for eelgrass growth and clogging fish gills.



Above:
Eagle
Bluffs Flower

Below:
Roots stabilize
slopes



Protecting Marine Riparian Vegetation Functions

- Provide for marine riparian buffer zones (setbacks) from the high water mark
- Trim or limb trees to stabilize bank and slope soils and improve your view
- Maintain native plant species and minimize lawns

Land Sea Connections

Intertidal Habitats

Q What are intertidal habitats?

Marine shoreline areas exposed by the tides create a unique environment. Rocky shores, sandy/pebble beaches, estuaries, mud and sand flats are constantly molded by ocean waves and currents. Intertidal habitats are biodiversity hotspots making our Pender shorelines home to one of the richest biological systems in the Salish Sea.



Above:
Black
Oyster Catcher

Q Where are intertidal habitats located?

Uncovered by the tides twice a day, intertidal zones occur along marine shorelines. Living by the sea, our neighbours are marine creatures like crabs, barnacles and seastars.

Below Left 1:
Seastars

Below:
Giant Green
Anemone

Q Why are Intertidal Habitats important?

Home to hundreds of marine species, intertidal habitats connect foodwebs from the land to the ocean abyss. Year-round residents include your favourite tide pool anemones and hermit crabs. Black oyster catchers feed and nest along rocky shorelines. Great Blue Herons and eagles stalk their prey along the water's edge. Sandy/pebble beaches provide spawning areas for forage fish. Burrowed within the sand grains, Pacific sand lance, clams, worms, and amphipods attract many predators. Salt-tolerant grasses line vibrant estuary shores, essential nurseries for salmon and countless bird and fish species.



Following ancient flyways, shorebirds gorge on prey hiding beneath the sandy surface then begin marathon migrations to nesting grounds. When the tide is in, massive Grey whales feast on animals living within mudflat sediments. Juvenile salmon feed along these shores before undertaking their oceanic journey. The intertidal zone supports wildlife and our wild fisheries.

Fragile by nature: Protecting Intertidal Habitats

- Tread lightly and carefully explore tidepools and under rocks
- Be aware of bird nesting times and locations
- Participate in local shoreline clean ups or monitor intertidal diversity with your local Straitkeepers team
- Consider a conservation covenant for your property
- Follow shoreline stewardship principles
- Follow a "greenshores" approach to protect property
- Ensure dock structures are elevated and are planned to reduce negative impacts on the environment





Marine Shorelines are Critical Fish Habitats

Beach Spawning Forage Fish

When we think of spawning habitat for fish, we generally think of salmon spawning on gravel beds in rivers. Have you ever seen surf smelt leaping at high tide?

On the very pebble/sand shorelines we like to walk along, surf smelt and Pacific sand lance deposit spawn near the log line. Herring eggs can also be found from mid-intertidal to deeper waters.

Forage fish species like surf smelt, Pacific sand lance (needle fish) and herring form the cornerstone of marine food webs. These small feeder fish are critical to the survival of fisheries and thousands of predators from fish, birds and marine mammals.

From sand grains to salmon, it's all connected!

A healthy spawning beach has an intact marine riparian buffer zone, overhanging shade vegetation, a supply of pebble and sand and clean water. These spawning areas are in a zone highly vulnerable to human activities.

Shade from overhanging marine riparian vegetation keeps summer surf smelt eggs moist. Removing shoreline vegetation increases temperatures within the spawning gravel. On hot summer days, these eggs can't survive.

Hardening and altering shorelines degrades and destroys spawning habitat. Seawalls block sediments from reaching the beach and wave scouring removes pebbles and sand. Boat ramps and breakwaters interrupt sediment flow along beaches until these areas become starved of fine sediments.



*Above:
Surf
smelt and Pacific
sand lance*

*Below:
PICA Forage Fish
Monitoring Volunteers*

*Bottom Right:
Spawning
Surf Smelt*



DID YOU KNOW?

The diets of salmon and rockfish are comprised mainly of these feeder fish, with sand lance making up at least 50% of the diet of adult Chinook. Chinook are a critical food source for resident orca populations. From little fish, big fish grow!

Protecting Critical Fish Habitats

- Maintain shoreline vegetation
- Use soft-shore alternatives to protect waterfronts
- Set erosion protection back from the high water mark
- Manage storm-water runoff
- Join a local forage fish monitoring program
- Take action on climate change issues



Vital Marine Nurseries

Eelgrass Habitats



What is eelgrass?

Eelgrass, *Zostera marina*, is a true flowering plant, not a seaweed, and needs clean water and ample light. Eelgrass meadows generate food and provide habitat for an astonishing diversity of marine life.



Where is eelgrass located?

Eelgrass grows along protected shorelines of bays, inlets and estuaries. Within just meters of the shoreline, look for the long emerald green blades draping the ocean surface at lower tides. Eelgrass grows close to the low tide line to depths of 15-20 meters and blades can be up to 2 meters in length.



Why are eelgrass habitats important?

Eelgrass beds support hundreds of marine species using this habitat as a nursery and rearing ground, including crabs, salmon and rockfish. In spring, eelgrass blades are heavy with herring eggs. Other marine animals are unique to eelgrass beds such as the bay pipefish and eelgrass nudibranch. Canada and Brandt geese consume eelgrass blades while the Great Blue Heron stalks prey hiding within the meadow. Eelgrass habitat supports numerous BC fisheries.

Decomposing eelgrass and seaweeds are an ocean fertilizer, recycling nutrients to refuel marine food webs from the intertidal to the deep sea. Eelgrass protects shorelines by buffering waves and stabilizing sea floor sediments. Marine vegetation like eelgrass is an efficient carbon sink, protecting our entire planet.



Above:

Eelgrass bed

Bottom Left:

Juvenile Copper

Rockfish

Bottom:

Eelgrass bed



Protecting Eelgrass Habitats

Shading and physical disturbance damages eelgrass. Excessive nutrients, polluted water and rising ocean temperatures are detrimental to eelgrass health.

- Reduce the size and number of docks and locate them away from eelgrass beds
- Use light-penetrating panels or open grates in dock construction
- Anchor outside eelgrass beds and use mooring cans and public docks
- Use oil-absorbing bilge pads and pump-out vessel sewage.
- Manage upland water quality

Kelp Forests and Rocky Reefs

Q What are kelp forests?

Kelp forests are canopy-forming seaweed communities attached to rocky shores extending from the sea floor to the water surface. Lesser Giant Kelp and Bull Kelp form the canopy at the ocean surface with their lush, thick blades. Below the canopy, more seaweed species add to the kelp forest community. As brown seaweeds, or “macroalgae”, kelps contribute to the base of the food web. Kelps are among the fastest growing organisms in the sea.



Above:

Lingcod on reef

Below:

Purple sea urchin

Below:

Bulk kelp

Q What are rocky reefs?

On the seafloor, rocky reefs provide habitat where giant octopus, rockfish and wolf eels set up house for their entire lives. Here lingcod tend egg masses and hunt prey under the watchful eye of hungry marine mammals. Rocky reefs provide essential attachment sites for kelp forests.

Q Where are kelp forests and rocky reefs located?

Kelp forests are located along rocky shorelines in the subtidal zone throughout BC's marine waters. Bull Kelp is more tolerant to wave exposed areas while Lesser Giant Kelp thrives in more protected waters. Attached to boulders and rocky reefs, these giant kelps grow to at least 10-20 m from the sea floor to the water's surface.



Ocean Oasis

Q Why are kelp forests and rocky reefs important?

Kelp forests support a complex food web and provide a safe habitat for marine wildlife. Biodiversity treasure troves, kelp forests teem with life.

The survival of the endangered sea otter is directly linked to kelp beds as they sleep and hunt among the Lesser Giant Kelp canopy. Grey whales feed on tiny mysids hiding on the kelp forest floor. Sea lions and killer whales patrol the reef/kelp forest boundaries for their prey. An ocean oasis, kelp forests and rocky reefs help to colonize the ocean as animals transit the rich kelp habitat. Many rockfish species are “homers” living their entire lives on a particular reef habitat.

Kelp forest and rocky reef productivity support fisheries and tourism-based economies. Kelp is a rich source of food, pharmaceutical and health products. Kelp beds protect shoreline beaches and water-front properties from wave-induced erosion.



*Above:
Tiger Rockfish*

*Right:
Kelp forest canopy*

*Below:
Opalescent nudibranch*

Protecting Kelp Forests and Rocky Reefs

Kelp forests need clean water and light to survive. Keeping our ocean waters clean and limiting damaging human activities is important. Climate change is drastically affecting ocean habitats.

- Protect water quality by managing uplands waste water systems.
- Avoid kelp forests when boating
- Use oil-absorbing bilge pads
- Locate docks and mooring devices away from kelp and reefs.
- Avoid anchoring in these sensitive areas
- Respect rockfish conservation areas.
- Take action on climate change issues



Marine Shorelines as Critical Fish Habitats

Salmon Circle – Linking the Land and the Sea

Salmon are iconic symbols of British Columbia and an example of the interconnectedness of the land and the sea.

Starting their lives in freshwater rivers bounded by forests, migrating to estuaries and growing at sea – protecting the salmon circle of life depends on public will. The very waterfront property that you have worked so hard to own feeds salmon. Shorelines are a salmon migratory highway, providing a key habitat linking the land and the sea.

We aren't the only ones who enjoy a picnic at the beach. Tree-dwelling insects transported by winds to the ocean surface link coastal forest, marine riparian vegetation and marine food webs. At high tide, juvenile salmon can be found dining on tasty insects and other prey beneath bent hemlock, arbutus, and alder branches lining the salmon highway.

Marine riparian buffer zones help salmon by keeping water filtered of pollutants and high in oxygen. Stable backshore soils control erosion rates keeping water sun-lit, high in oxygen and free of gill-fouling silts.

Healthy shorelines are critical salmon habitats

Salmon, especially Chinook, are heavily dependent on smelts, sand lance and herring. These forage fish spawn within metres of the high-tide line. Without these critical forage fishes, thousands of predator species would suffer, from salmon to killer whales.

Fewer little fish mean fewer big fish!

Kelp forests are home to rockfish, abalone and, among others, the charismatic sea otter. Kelp forests provide salmon with rich food resources and a hiding place from predators.



Above:
Juvenile salmon
smolts

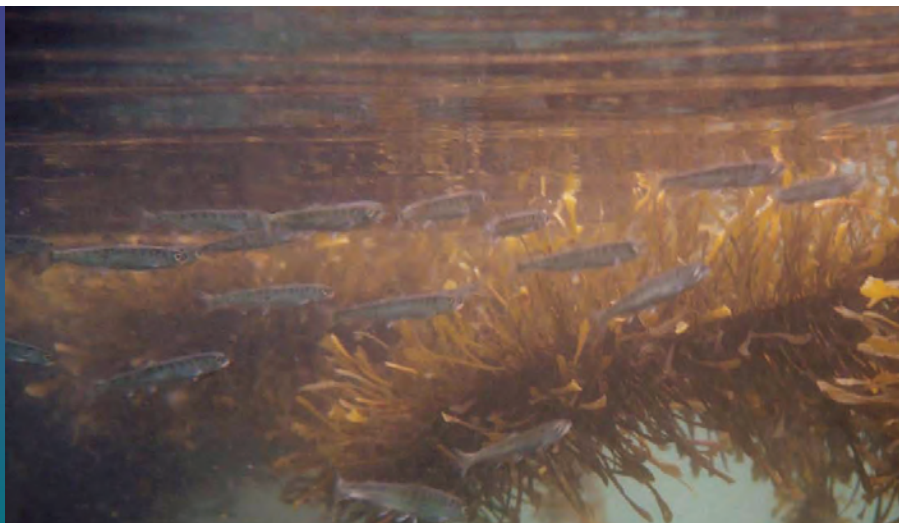
Below:
Spawning salmon

Bottom:
Juvenile salmon
smolts feeding at
high tide



DID YOU KNOW?

Tree-dwelling insects, or windfall prey, transported to the ocean surface by winds make up to 50% of the diet of juvenile Chinook. Chinook are critical prey for resident killer whales.





Credits: Funding: North Pender Island Local Trust Committee

Writing: Ramona C. de Graaf Editor: Robert Kojima Layout & Design: Lisa Smith

Photo Credits: Front and Back Cover: Islands Trust Fund (Medicine Beach), Ramona de Graaf (seastar) Page 2: North Pender (A. Neudorf), • Page 3: Rockfish in eelgrass (Sharon Jeffery), Shrimp in eelgrass (S. Jeffery), Dungeness Crab (Rick Harbo), Kayaker (R. de Graaf), Medicine Beach (R. de Graaf) • Page 4: Seawall and North Pender Beach (R. de Graaf) • Page 5: Eroding bluff and Pebble/sand shoreline (R. de Graaf) Page 6: Roots stabilize slopes and vegetated shoreline (R. de Graaf) • Page 7: Black oyster catcher (Siobhan Gray), Seastars (R. de Graaf), Giant green anemone (S. Gray) • Page 8: Rocky intertidal seaweeds (R. de Graaf) • Page 9: Surf smelt and Pacific sand lance (Kurt Perry), Pender Island Conservancy Association Volunteers (Davy Rippner), Spawning Surf Smelt (K. Perry) • Page 10: Eelgrass bed underwater (Tom Lightfoot), Juvenile copper rockfish (S. Jeffery), Eelgrass beach (R. de Graaf) • Page 11: Lingcod on reef, Purple sea urchin, Bull Kelp (S. Gray) • Page 12: Tiger rockfish, nudibranch, Opalescent nudibranch (S. Gray) • Page 13: Juvenile salmon smolts (A. Shaffer), Spawning salmon, Juvenile salmon smolts in seaweed • Page 14: Bull Kelp (S. Gray)

30th April 2013©



www.islandstrust.bc.ca

Islands Trust, 200-1627 Fort Street, Victoria, BC V8R 1H8
Phone: 250-405-5151



Islands Trust



STAFF REPORT

Date: September 12, 2013

File No.: GM-RZ-2013.1
(Trident Foreshore
Lands Ltd.)

To: Gambier Island Local Trust Committee
For meeting of September 26, 2013

From: Marnie Eggen, A/Planner 2

CC: Aleksandra Brzozowski, Island Planner
Courtney Simpson, Regional Planning Manager

Re: Rezoning application for the marine water adjacent to the Burrard Yacht Club, Gambier Island

Owner: Trident Foreshore Lands Ltd. (Burrard Yacht Club)
Applicant: Rob Langford
Location: Foreshore of Lot 3, District Lot 2809, Plan 19245, Gambier Island, PID 007-041-616

SUPPLEMENTAL REPORT

On July 11, 2013 the Gambier Island Local Trust Committee passed a resolution requesting staff to prepare a draft bylaw to amend the Gambier Island Land Use Bylaw (LUB) to change the zoning of the water area adjacent to the Yacht Club from a Marine Park and Recreation zone (P3) marine zone to a yacht club outstation site specific zoning to allow for the sole use of floating breakwaters, and to provide direction on how to control form and character of breakwaters. Staff understand that the LTC is most interested in limiting visual and environmental impacts of the proposal, while allowing some flexibility in the development. The purpose of this report is to provide options and recommendations for regulating the form and character, and introduce a draft Bylaw No. 125 for consideration of first reading.

CONSIDERATIONS FOR REGULATING THE PROPOSED BREAKWATER

The following are the tools that could be employed to regulate the form and character of the breakwater:

Zoning Regulations

Through Section 903 of the *Local Government Act*, siting, size and dimensions of the breakwater can be regulated within the zone. As the proposed zoning is intended to

permit only breakwaters, the siting, size and dimensions can be outlined for that specific purpose, with a focus to minimize the height and footprint for example. Minimizing the height of the breakwater can lessen the visual impact. Minimizing the footprint can lessen potential effects from shading caused by the breakwater on sensitive intertidal and subtidal species.

Development Permit Area

A development permit area is another tool that could be used to address potential visual and environmental impacts from marine facilities such as breakwaters. Sections 919 and 920 of *Local Government Act* enable communities to designate parts of their planning area as development permit areas so they can set objectives and guidelines for development within those areas. Development permit areas can be designated for a several purposes, including the protection of the natural environment, its ecosystems and biological diversity, and for the establishment of objectives for the form and character of commercial development. Development permits issued for these purposes could include requirements, conditions or standards respecting the character of the development, including siting, form and exterior design of buildings and structures. They could also include requirements, conditions or standards respecting works to be constructed to protect specified natural features of the environment.

Currently, the Gambier Island Official Community Plan includes a development permit area for shoreline protection that is not yet in effect. Additionally, the advancement of a development permit area for shoreline protection/stewardship is a top priority for the LTC.

Covenant

Through Section 219 of the *Local Government Act*, a covenant can be registered to restrict the use of land. However, in this case, legal expertise would be required to verify the applicability of a covenant over a foreshore area. In addition, conditions of a covenant intended to limit the physical extent of breakwaters are more easily and appropriately addressed in a land use bylaw, while conditions intended to address the character of a development and protection of natural features of the environment are more appropriately addressed through a development permit.

FUTURE DEVELOPMENT CONSIDERATIONS

In recognition that breakwaters may have to be repaired/replaced in the future, some flexibility in the regulations is required. The applicant has indicated that in order to accommodate the yacht club's future needs of the breakwater should they need to repair/replace it, that it would likely be replaced with a breakwater that is larger in area and slightly taller than the breakwater they intend to install as indicated in their current site plan.

STAFF COMMENTS

Staff recommend regulating the breakwater through the site specific zoning regulations in order to limit the height and the area covered by the breakwater. In consultation with

the applicant, staff have included in the draft bylaw a height maximum of 1 m and an area maximum of 1280 square metres. These parameters are considered adequate by the applicant for the current and future needs of the breakwater.

If the LTC is interested in further regulation of the breakwater respecting the form and exterior design, this is best accomplished through a development permit area for shoreline protection. Since such a DPA is a top priority for the LTC, staff recommends that breakwaters are considered when advancing the DPA.

DRAFT BYLAW NO. 125:

Draft Bylaw No. 125 is a bylaw to amend the Gambier Island Land Use Bylaw to rezone the foreshore waters from 'Marine Park and Recreation' (P3) to a site specific yacht club outstation (YCO) zoning. The bylaw amends the Schedule B – Zoning Map by adding a new site specific YCO zone to allow for the sole use of floating breakwaters and regulate the extent of the breakwater through zoning provisions. A copy of the draft bylaw is attached.

RECOMMENDATIONS:

THAT the Gambier Island Local Trust Committee:

- 1. Give first reading to draft Bylaw No. Bylaw No. 125 – cited as “Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 2, 2013.”*
- 2. Direct staff to proceed with bylaw referrals, public notification, scheduling of a community information meeting and public hearing for Proposed Bylaw No. 125 on Gambier Island; and*
- 3. Request staff to post the supplemental staff report for GM-RZ-2013.1 (Trident Foreshore Lands Ltd.) and Proposed Bylaw No. 125 to the Gambier website.*

Respectfully Prepared and Submitted by:
Marnie Eggen, MSc
A/ Planner 2
September 12, 2013

Concurred in by:
Courtney Simpson, MCIP, RPP
Regional Planning Manager
September 13, 2013

Attachments:

1. Draft Bylaw No. 125

GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW No. 125

A BYLAW TO AMEND GAMBIER ISLAND LAND USE BYLAW 86, 2004

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Gambier Island Local Trust Committee the same power and authority of a Regional District under Part 26 except Sections 932 to 937 and 939 of the *Local Government Act*;

AND WHEREAS the Gambier Island Local Trust Committee wishes to amend Land Use Bylaw 86, 2004;

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

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

1. This Bylaw may be cited for all purposes as “Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 2, 2013.”
2. Gambier Island Land Use Bylaw No. 86, 2004 is amended as follows:

(1) Schedule “A” (Land Use Bylaw Text) is amended by inserting the following text in table 5.20, subsection 5.20 (17):

Site-Specific Zone	Location Description	Site Specific Regulations
YCO(c)	Ekins Point – Burrard Yacht Club (Breakwater)	Despite 5.20 (5) and (13), floating breakwaters are the only permitted structures. The maximum height of a breakwater is 1 metre measured from the surface of the water. The total combined maximum area covered by breakwaters is 1280 square metres.

(2) Schedule "B" (Zoning Map) is amended by changing the zoning of the areas indicated on Plan No. 1, attached to and forming part of this Bylaw, from Marine Park and Recreation (P3) zone to Yacht Club Outstation (YCO(c)) zone.

READ A FIRST TIME this day of , 2013.
PUBLIC HEARING HELD this day of , 2013.

READ A SECOND TIME this day of , 2013.
 READ A THIRD TIME this day of , 2013.
 APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST
 this day of , 2013.
 ADOPTED this day of , 2013.

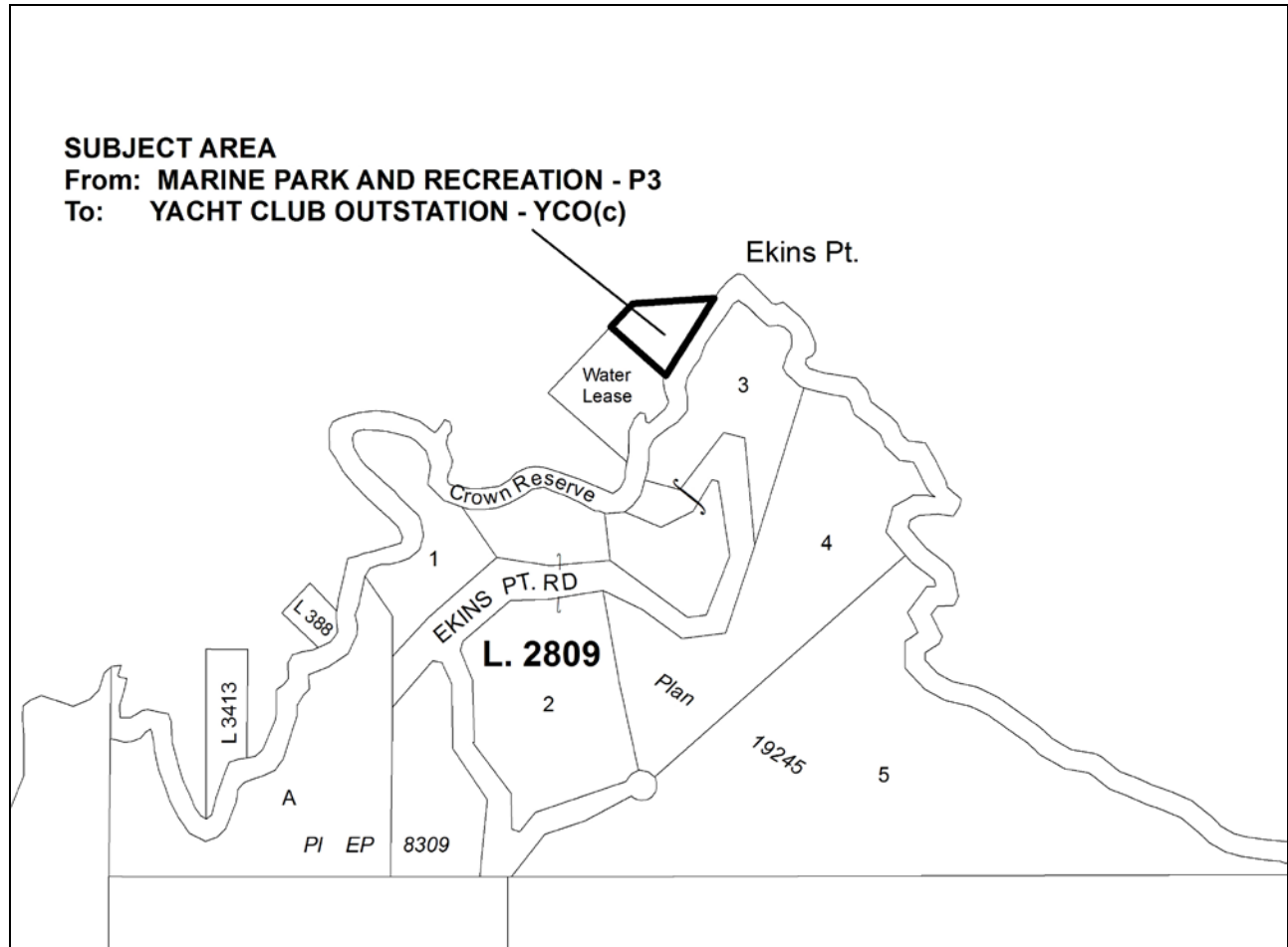
CHAIRPERSON

SECRETARY

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.125

PLAN NO. 1





STAFF REPORT

Date: September 10, 2013

File No.: GM-RZ-2004.1

To: Gambier Island Local Trust Committee
For meeting of September 26, 2013

From: Kelly Gesner, RPP, MCIP
Contract Planner

Copy: Ian Grant, Convention of Baptist Churches of B.C., owner/applicant
Kevin Healy, agent

Re: Rezoning Application for Amendments to the Keats Island Land Use Bylaw and District Lot 696, Keats Island Land Use Contract, and Subdivision Application

Owner: Convention of Baptist Churches of British Columbia
Applicant: Bill Sievwright, LandPlan Group
Location: District Lot 696, Keats Island

Status Report

The purpose of this report is to provide background information and a status report to the Local Trust Committee on rezoning and subdivision applications for DL696 on Keats Island. This report does not assess or comment in detail on the content of the applications.

Much of the long history of DL696 is not longer relevant; however, some of the historic background still has validity and must be considered. With this in mind, this report attempts to identify and distinguish between applications, draft bylaws and issues, with explanations in some cases as to why they are or are not relevant.

THE PROPERTY:

District Lot 696 is 93.5-hectare parcel encompassing the southwestern end of Keats Island. Existing uses on the property include a church camp and more than 80 privately-owned recreational cottages. The Sunshine Coast Regional District (SCRD) dock at Keats Landing is located on the north shore of DL696 and is connected by a gravel road through DL696 to the eastern portions of the island, as seen in the aerial photograph, Figure 1, below.

Development of the property is guided by three documents: the Keats Island Official Community Plan (OCP) Bylaw No. 77, 2002; the Keats Island Land Use Bylaw (LUB) No. 78, 2002; and a Land Use Contract (LUC), Bylaw No. 4, dated 21 November 1978.

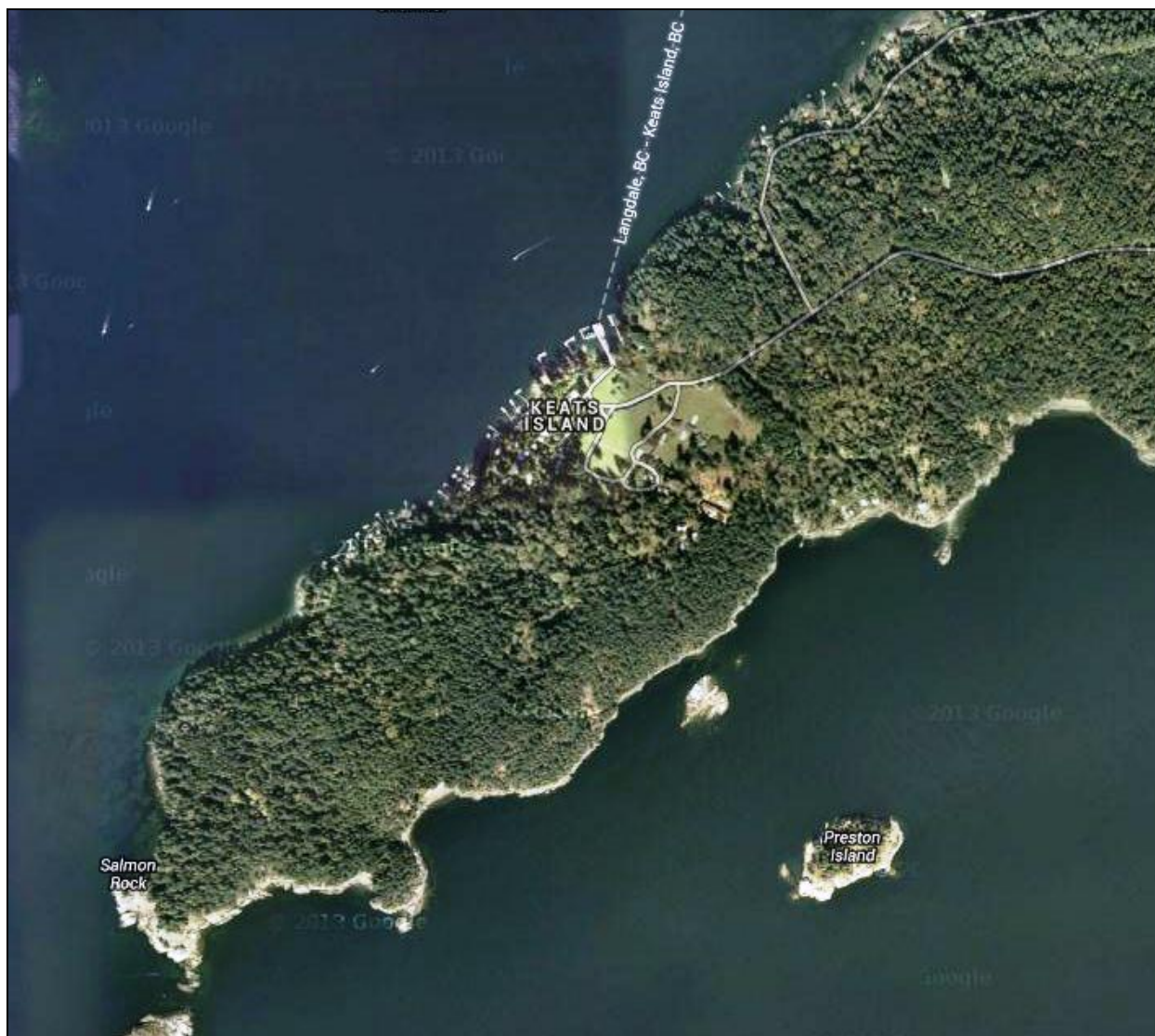


Figure 1: Aerial photo of southwestern Keats Island

Official Community Plan

The OCP designates the entire property as a Land Use Contract area with two Community Services areas, as shown in Figure 2 adjacent.

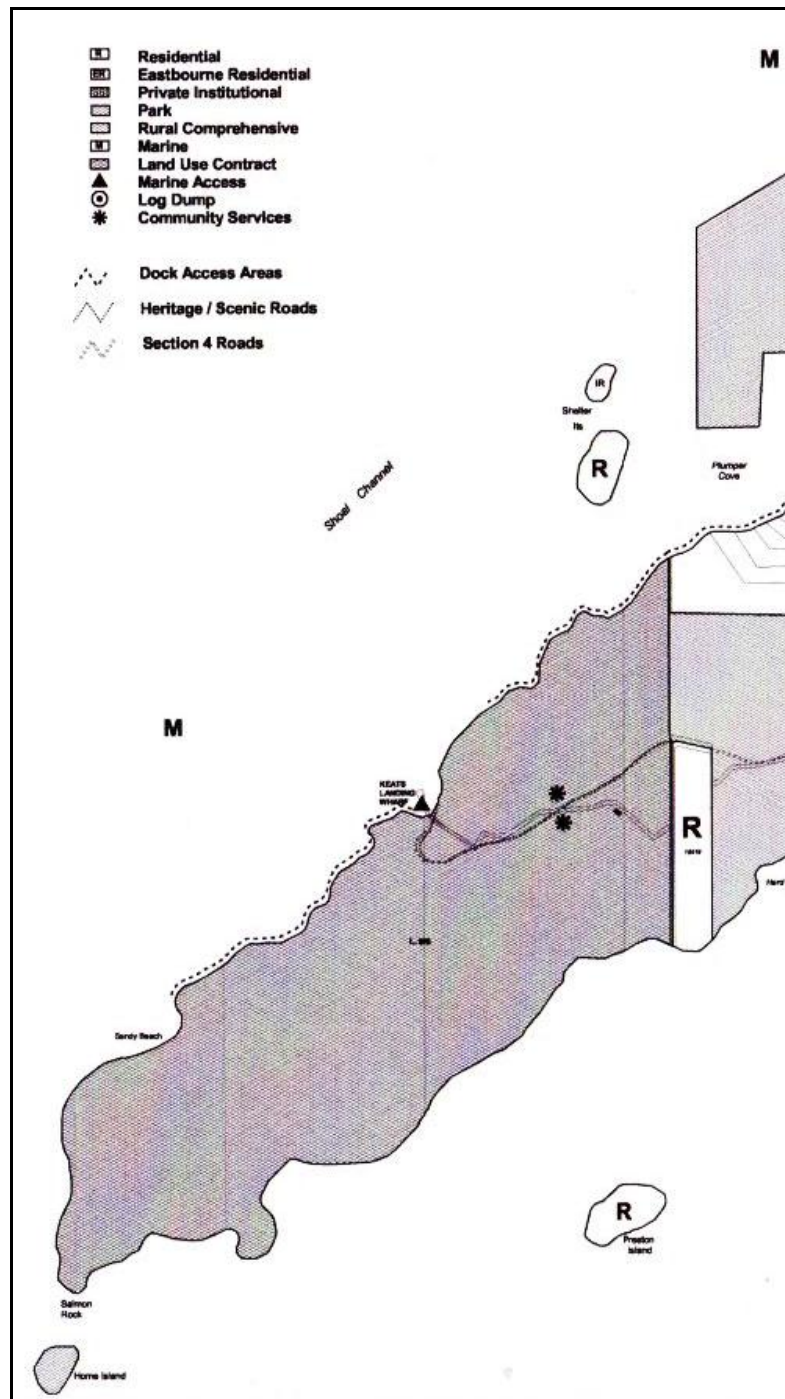


Figure 2: Excerpt from OCP showing DL696

Land Use Bylaw

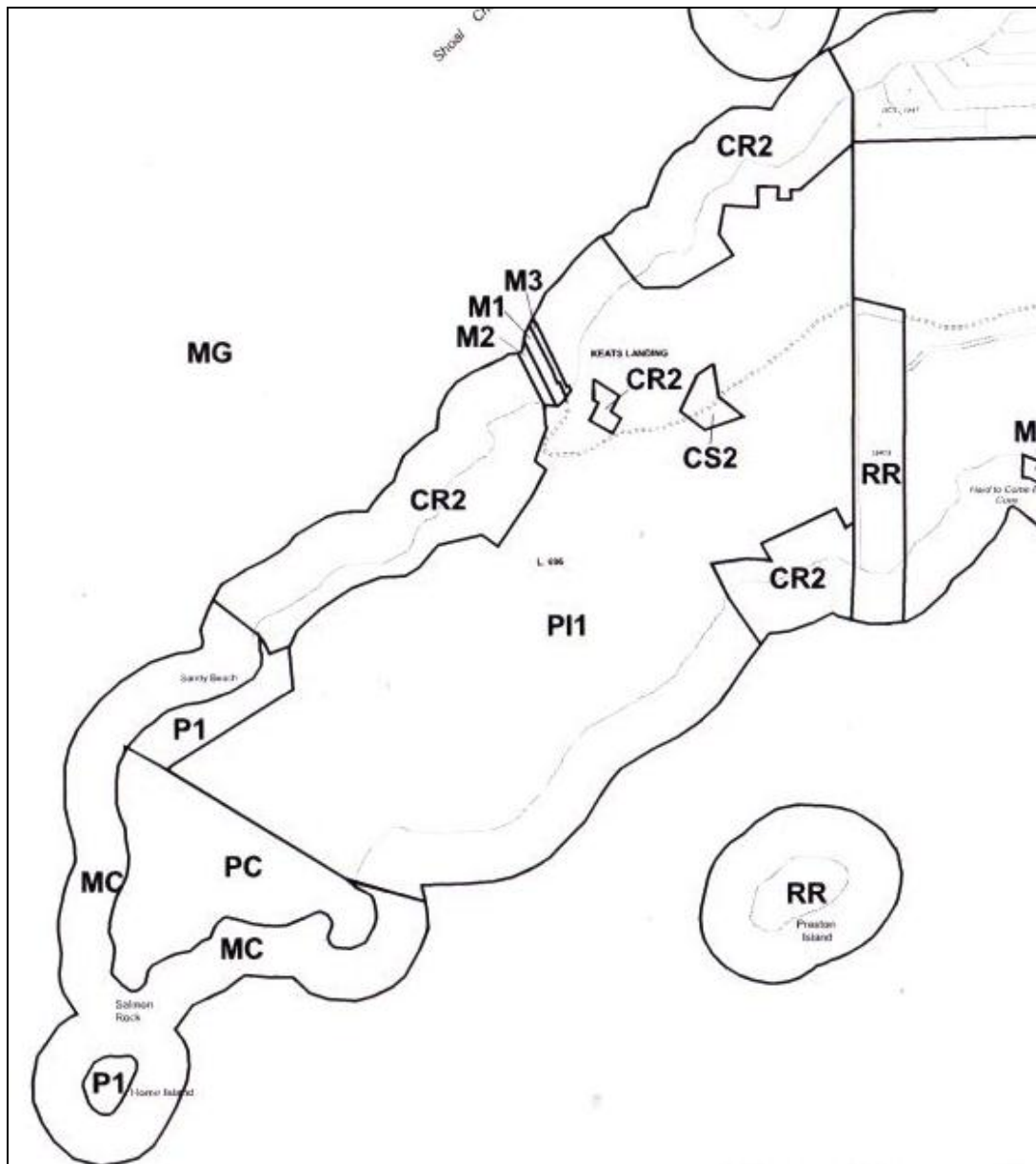


Figure 3: Excerpt from LUB showing DL696

Figure 3 above shows that the majority of the property is zoned Private Institutional 1 (PI1). There are four distinct areas zoned Community Residential 2 (CR2), as well as areas zoned Community Services 2 (CS2), Natural Area Community Park (P1) and Private Conservation (PC). The foreshore is zoned PI1, CR2, Marine Conservation (MC), Marine 1 – Public Wharf (M1), Marine 2 – Communal Moorage (M2) and Marine – Public Barge Ramp (M3).

There are two bylaws amending the LUB for this property that are currently proposed: Bylaw No. 89 was given second reading in 2005, and Bylaw 100 was given third reading and approved by the Islands Trust Executive Committee in 2007.

Land Use Contract

In 1978, the owner of DL696, the Convention of Baptist Churches of British Columbia (CBCBC), entered into an LUC with the Gambier Island Local Trust Committee (GMLTC) with respect to the development of DL696. The LUC was considered necessary because the property owner had presented “a scheme of use and development of the within described lands and premises that would be in contravention of the Zoning Bylaw”.

The LUC was adopted by the GMLTC as Keats Island Bylaw No. 4 on 21 November 1978. The LUC was registered on title to the property on 3 January 1979.

The contract required that the CBCBC provide certain community amenities in exchange for being allowed to subdivide DL696 into 110 residential lots and a large remainder parcel for the camp. The amenities required in the LUC include dedication of road access to Keats Landing, dedication of a park at Sandy Beach with an access trail from the public road to Sandy Beach, and protection of a conservation area at Salmon Rock. All of this was to be provided within one year of signing the contract. None of the LUC requirements were met by the CBCBC.

There are two bylaws amending the LUC for this property that are currently proposed: Bylaw No. 90 was given second reading in 2005, and Bylaw 101 was given third reading and approved by the Islands Trust Executive Committee in 2007.

BACKGROUND:

In 2004, CBCBC applied to the GMLTC to amend the LUC and LUB to allow the 110-lot subdivision to proceed. This rezoning application was deemed necessary because the LUC had been signed 29 years previously in 1978; during that time, the rules, regulations and community needs regarding subdivision had changed, most notably the need for additional reserve areas for sewage disposal and different road right-of-way and construction standards. Amending bylaws were drafted, and those related to Keats Camp were subsequently adopted.

It appears that proposed amending Bylaw Nos. 89 and 90, amending the LUB and the LUC respectively, have been encapsulated, with revisions, in proposed amending Bylaw Nos. 100 and 101 respectively. Therefore, proposed Bylaw Nos. 89 and 90 are considered redundant and no longer relevant.

Draft bylaws 100 and 101, proposing amendments to the LUB and LUC respectively, were presented to the GMLTC in 2007. A public hearing on the draft bylaws was held in July 2007. Although these bylaws were approved by the Executive Committee in October 2007, they were not adopted by the GMLTC because additional information requested of the applicant, including specific details on sewage disposal plans, was not received. Activity halted on the bylaw process. A staff report to the GMLTC in February 2009 updated the trustees in office at that time. That report did not introduce any new information after the July 2007 public hearing of Bylaw Nos. 100 and 101. Consequently the integrity of the planning process was not being compromised, and the bylaws were considered valid at that time. Staff explained that the rezoning application had been in a “holding pattern” since the public hearing.

In July 2013, activity began again with the CBCBC to move towards subdivision. Proposed bylaws 100 and 101 were included in the subdivision application package recently filed with the Ministry of Transportation and Highways (MoTI) and discussed below.

THE APPLICATIONS

Subdivision Applications

A subdivision application was filed in 2000, but did not proceed and is now considered dormant by MoTI and is no longer relevant.

A second subdivision application was filed with MoTI in July 2013 by Creus Engineering Ltd. It is a conventional subdivision for nine lots. The application has been referred to Islands Trust staff for comment. The plan, as seen in Figure 4 below, also includes information on the eventual subdivision of six of the nine lots into strata developments.

In addition to the six proposed future strata lots, the current application also includes a proposed 3.3-ha. nature reserve covenanted area at Sandy Beach (Lot 7) and a proposed 1.1-ha. SCRDP nature park (Lot 8), to be dedicated for park/nature reserve use, as well as a nature covenant on the 11.33-ha. Salmon Rock area.

The application contains more detailed “legal tenure” plans for each of the strata areas showing the lot layout for 13 to 20 individual lots as well as a common lot to be utilized for sewage disposal.

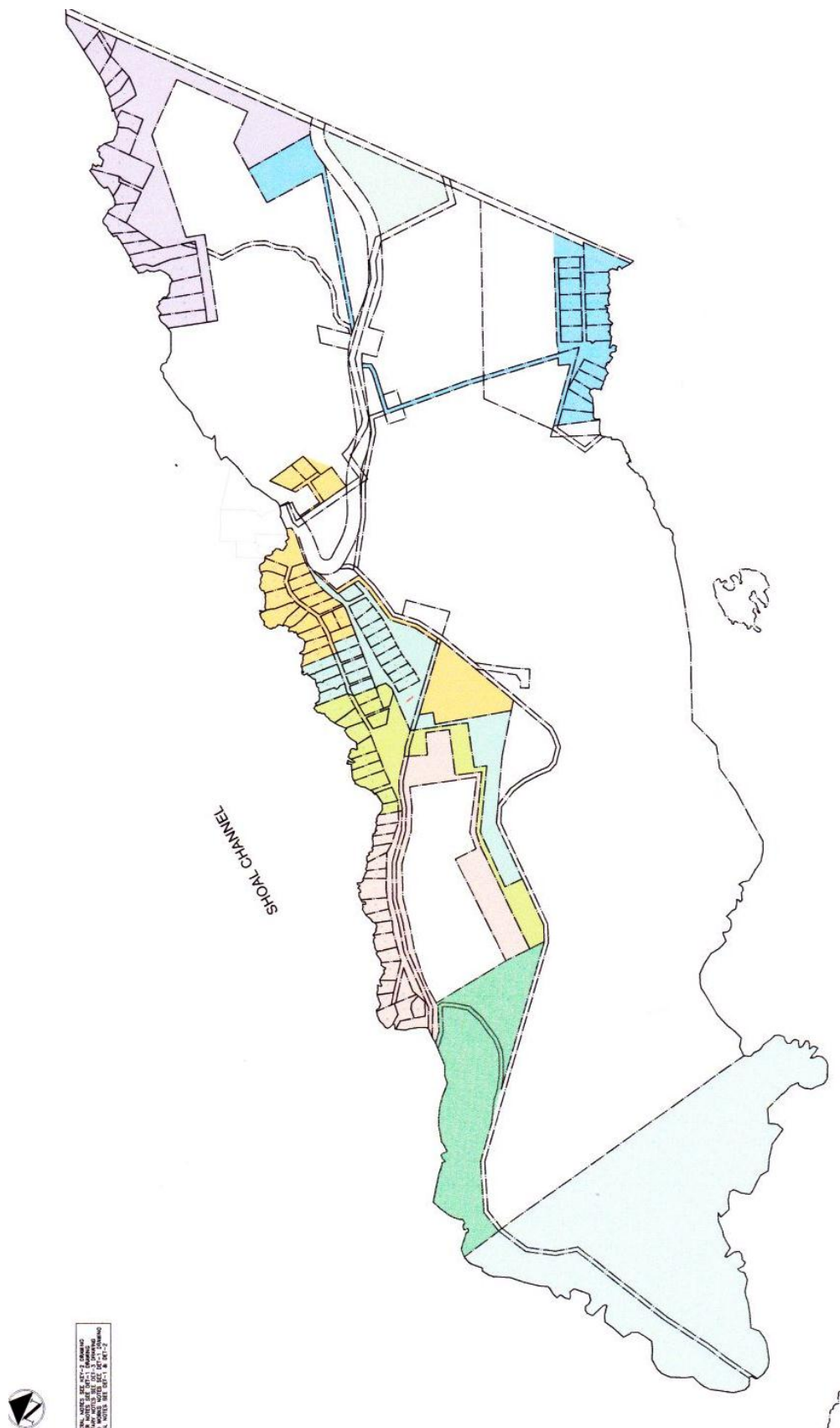


Figure 4: Subdivision Plan

Rezoning Application

As noted above, the rezoning application was filed with the GMLTC in July 2004 by LandPlan Group. The preliminary staff report on the application was dated July 12, 2004. Based on this application, proposed bylaw amendments to the LUB and LUC (Bylaw Nos. 100 and 101 respectively) were drafted. These proposed bylaws received a public hearing in July 2007 and Islands Trust Executive Committee approval in October 2007, but were not adopted.

It is worth reiterating that agency referrals and the public hearing for this application occurred more than six years ago. The last staff report was in February 2009, four and a half years ago.

It appears that the information, such as details of sewage disposal plans, that was requested of the applicant in order to adopt the bylaws, has been included in the current subdivision application filed by Creus Engineering.

While this additional information was a requirement of adoption of the amending bylaws, this information has not yet been reviewed by staff or the contract planner for the purposes of this status report. Therefore, no comments are made as to their content or adequacy.

As draft Bylaw Nos. 100 and 101 are included as appendices in the subdivision application, the texts – including uses and densities – of the draft bylaws are assumed to be satisfactory to the applicant.

However, the subdivision application includes proposed amendments to the proposed (2004) schedules attached to the bylaws. The bylaw schedules, or plans, contain a number of changes. The schedule attached to draft Bylaw No. 101, the bylaw amending the LUC, is shown in Figure 5 below. The applicant's proposed schedule is shown on the following page, in Figure 6.

Four schedules are attached to proposed Bylaw No. 100, amending the LUB. The applicant has included in the subdivision application package four revised schedules with "minor adjustments" to the original proposed four schedules. Also provided is a plan of the entire property, with the original proposed amendments to the LUC overlaid with the currently proposed amendments to the LUC, illustrating all the adjustments.

It should be noted that the rezoning applicant, LandPlan Group, is not the same applicant for the subdivision, and may not have had an opportunity to review the subdivision application and to confirm the relevance of the draft rezoning bylaws and schedule changes in light of that application.

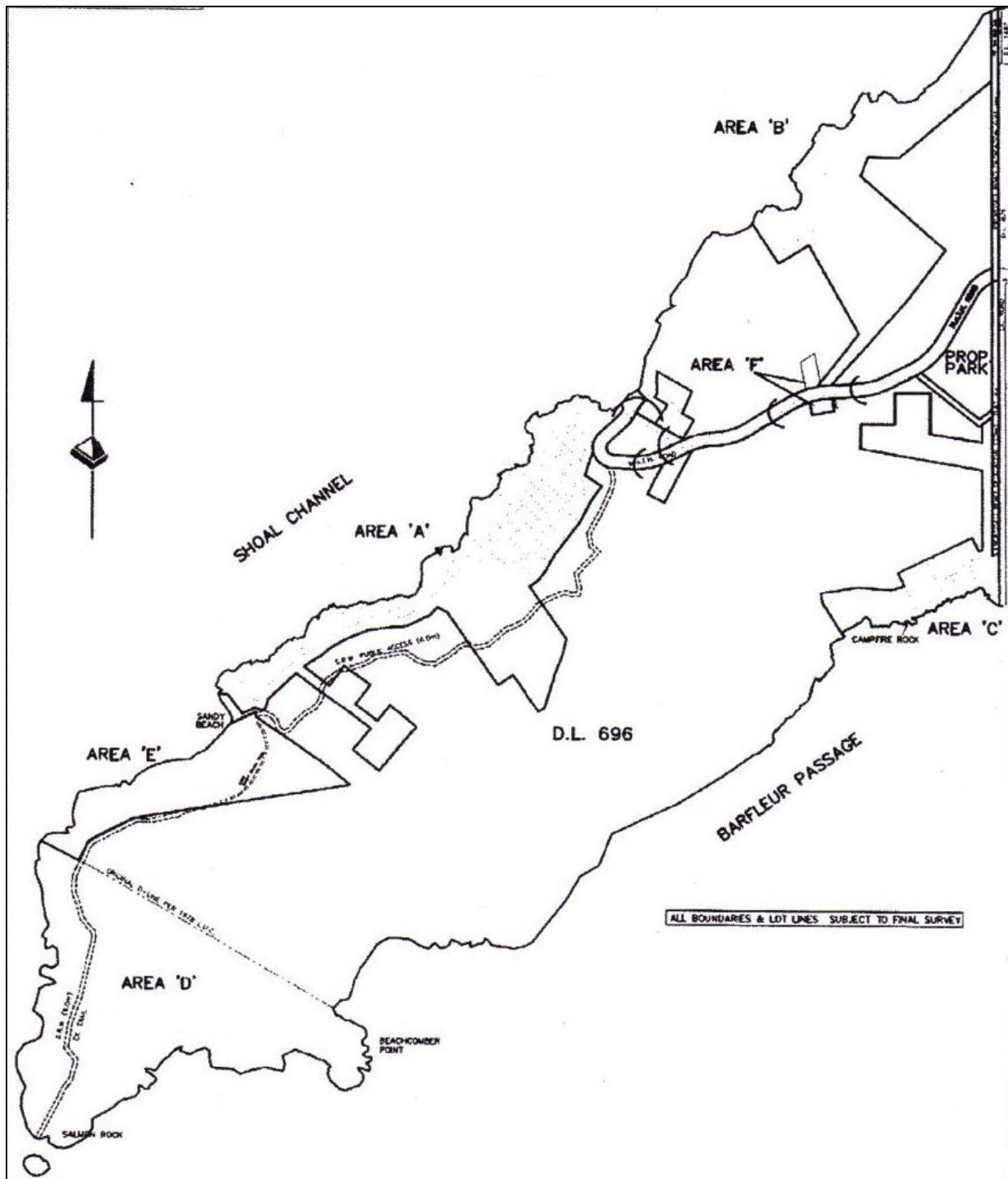


Figure 5: Schedule 2 to Proposed Bylaw No. 101

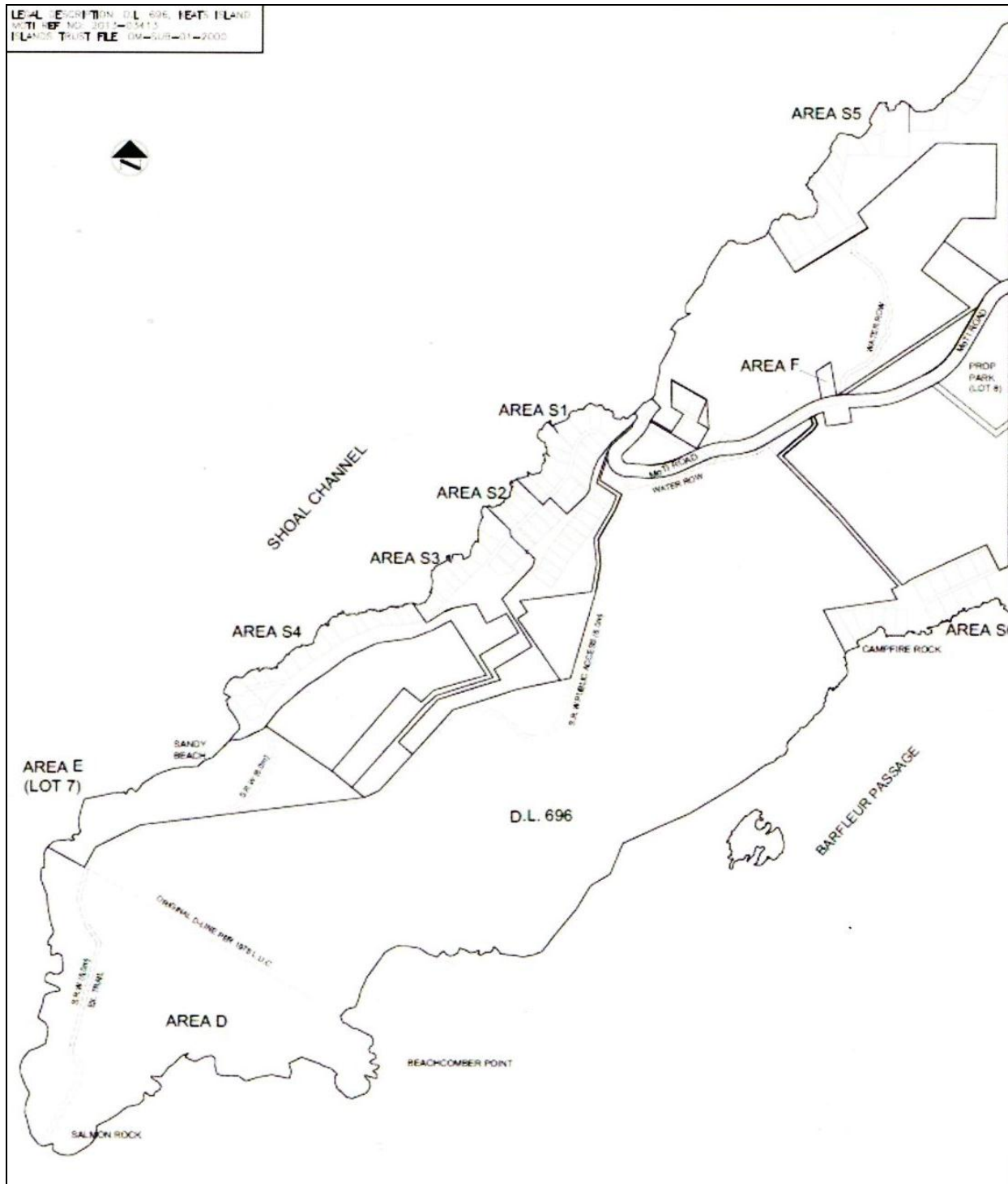


Figure 6: Proposed Schedule 2 to Proposed Bylaw No. 101

STAFF COMMENTS:

With regards to the current subdivision application, the referral completed by staff will indicate to the MoTI that completion of rezoning is a requirement for compliance with Gambier Island Local Trust Committee bylaws.

With regards to the rezoning application, no Islands Trust or *Local Government Act* policy was found to clarify whether or not a bylaw, if not adopted within a specified time period of public hearing or Executive Committee approval, ceases to be valid. It is assumed, therefore, that proposed bylaws No. 100 and No. 101 are still relevant.

However, in light of the length of time that has elapsed since the public hearing in 2007, it would seem appropriate to provide the trustees, as well as referral agencies, the residents and leaseholders on Keats Island, an opportunity to review and comment on the revised subdivision plans as they relate to the rezoning application. The SCRDC has specifically requested that the proposed bylaws, with amended schedules, be referred to them again.

It is recommended that a community information meeting and a public hearing be held. This will give the applicants, LandPlan Group and Creus Engineering, an opportunity to explain the changes and how concerns raised at the public hearing in 2007, more than six years ago, have been addressed.

It was noted in the Regional Planning Manager's memorandum of August 27, 2007, and presented to the GMLTC on August 30, 2007, that "amendment of a zone boundary line in Bylaw 100 would require sending the bylaw on referral and back to public hearing."

As Bylaw Nos. 100 and No. 101 have not been adopted, the bylaws in force currently are LUB No. 78 and LUC Bylaw No. 4. In preparation for public meetings, it is recommended that the applicants use the existing Schedule B to LUB No. 78, rather than the proposed plan amendments attached to proposed Bylaw No. 100, as a base and show proposed changes as they relate to the current LUB.

An additional suggestion for the GMLTC's consideration is that, should the rezoning proceed and all the terms and conditions of the LUC be fulfilled – including the prohibition of further subdivision of the remainder of DL696 – the GMLTC discuss with the property owner the cancellation of the LUC and removal from title to the property. The development would no longer be in contravention of the LUB, and the owner's rights will be contained with the amended LUB.

The application is currently subject to a cost-recovery agreement for extraordinary processing costs. Due to staffing shortages at the Islands Trust Northern Office, the applicant agreed to pay a higher cost-recovery amount for a consultant to prepare and present this report rather than wait until after staff currently on leave has returned in December, 2013.

NEXT STEPS:

Consistent with the recommendations below, the recommended next steps are for:

1. Applicant to indicate whether he wishes to continue with the consultant processing this application at a higher cost-recovery amount, or wait until staff on leave return in December, 2013, to further this application
2. Staff to prepare a detailed report on the rezoning application based on the currently submitted schedules including amended bylaws 100 and 101 for second reading
3. Applicant to host a community information meeting
4. Agency and First Nations referrals
5. Public hearing

RECOMMENDATIONS:

The following recommendations are provided for the consideration of the Local Trust Committee:

THAT the Gambier Island Local Trust Committee PROCEED NO FURTHER with proposed Bylaw No. 89 cited as Keats Island Land Use Bylaw, 2002 – Amendment No. 1, 2004.

THAT the Gambier Island Local Trust Committee PROCEED NO FURTHER with proposed Bylaw No 90 cited as Gambier Island Local Trust Committee Bylaw No. 4, 1978 – Amendment No. 1, 2004.

THAT the Gambier Island Local Trust Committee RESCIND second and third readings of Bylaw No 100 cited as Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2007.

THAT the Gambier Island Local Trust Committee RESCIND second and third readings of Bylaw No 101 cited as Gambier Island Local Trust Committee Bylaw No. 4, 1978, Amendment No. 2, 2007.

THAT the Gambier Island Local Trust Committee DIRECT staff to communicate with the rezoning applicant with regards to using existing bylaws as the base for proposed plan amendments.

THAT the Gambier Island Local Trust Committee DIRECT staff to communicate with the subdivision and rezoning applicants with regards to holding a community information meeting prior to a public hearing.

THAT the Gambier Island Local Trust Committee DIRECT staff to communicate with the owner of DL696, Keats Island, and clarify the owner's intent with regards to the continuation of the Cost Recovery Agreement for application GM-RZ-2004.1.

Respectfully submitted by:

Kelly Gesner

September 12, 2013

Kelly Gesner
Contract Planner

Date

Reviewed by:

Courtney Simpson

September 16, 2013

Courtney Simpson, RPP, MCIP
Regional Planning Manager

Date

STAFF REPORT

Date September 3, 2013

File No.: GM-RZ-2013.2

To: Gambier Island Local Trust Committee
For meeting of September 26, 2013

From: Aleksandra Brzozowski
Island Planner
Northern Office

Re: CD1 Zone Bylaw Amendment Application – Preliminary Report

Owner: Gambier Island Sea Ranch Strata Corporation, Strata Lots 1-33
Applicant: Lynn Roxburgh
Location: Strata Plan VR 793, District Lot 1258, 1653, 3201, Gambier Island
Legal: Strata Lots 1-33 District Lot 1258, 1653 and 3201 STRATA PLAN VR. 793 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1.

THE PROPOSAL:

The purpose of the application is to enable the Sea Ranch Strata Corporation to fulfill the provision of parkland amenity requirements that are a condition of permitting two single family dwellings on each of the thirty-three strata lots on the property.

This would be enabled through amending the text of section 5.22 (Gambier Island Sea Ranch Comprehensive Development 1 Zone) of the Gambier Island Land Use Bylaw No. 86, 2004 to allow the Gambier Island Sea Ranch Strata Corporation to grant a right-of-way in favour of the Sunshine Coast Regional District (SCRD) and the Gambier Island Local Trust Committee (LTC) to allow public use of 3.8 hectares as parkland, instead of dedicating the park land as is currently required. The change does not affect the outcome parkland creation, but changes the legal mechanism used from dedication to granting of a right-of-way. An Official Community Plan (OCP) amendment is not required.

The purpose of this report is to: 1) provide the LTC with a preliminary overview of the proposal; 2) identify any land use planning issues associated with the application, and 3) seek direction from the LTC on whether or not to proceed with the application.

SITE CONTEXT:

Gambier Island Sea Ranch is a water access only strata-titled clustered residential community established in 1980. Gambier Island Sea Ranch has 33 strata lots, with the development potential for 66 dwellings. The development is serviced by shared infrastructure and community services including community water and sewer systems, community fire system, community dock, multi-purpose building, and manager's residence. An active farm operates on the common land.

Gambier Island Sea Ranch is located on the east side of Gambier Island and is approximately 133 hectares (330 acres) in size and is generally rectangular in shape. The property's strata lots are predominantly situated along Long Bay on the southwest edge, with common farm land, undeveloped forest land, and a 3.8 hectare park comprising the remainder of the property. Brigade Bay Road bisects the property from the southwest corner of the property at Long Bay up towards Brigade Bay in the northeast. Sea Ranch borders a small portion of the Brigade Bay development on the east property line, Camp Artaban and two properties on the west property line, and the north and southeast borders of the Sea Ranch property lead out to Crown Land.

Staff has made the above observations through studying photographs, surveys, and maps. Staff has not conducted a site visit to date.

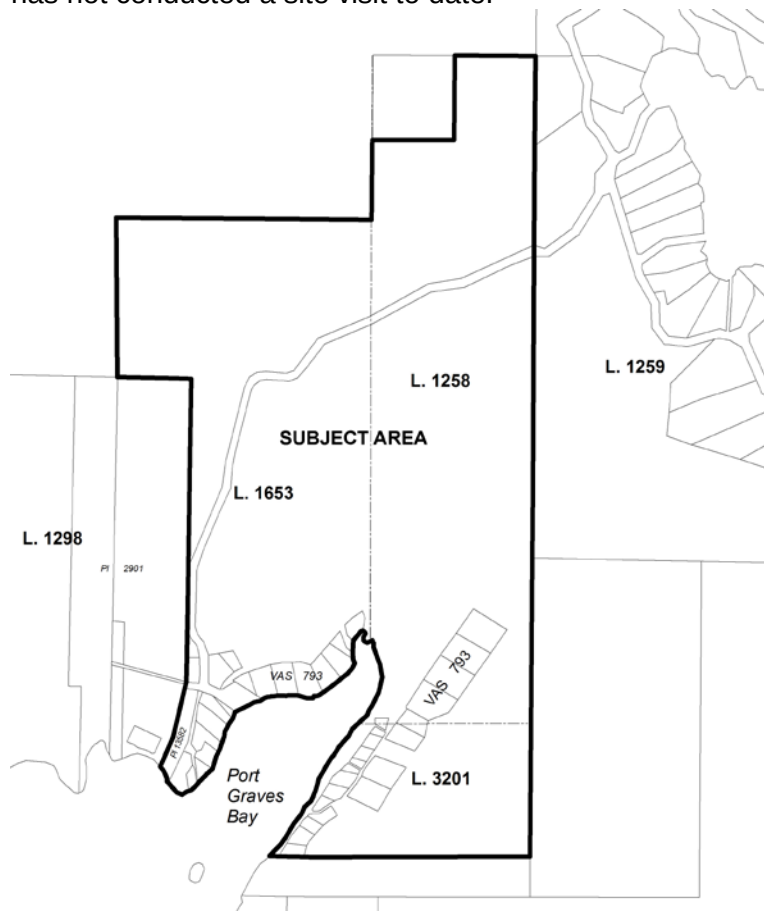


Figure 1: Subject Property

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Trust Policy Statement

The proposed bylaw amendment is consistent with the Islands Trust Policy Statement (checklist attached).

Gambier Island Official Community Plan (Bylaw No. 73, 2001)

The subject property is split designated Settlement Residential, Rural Residential, and Agriculture in the Gambier Island OCP, as shown below:

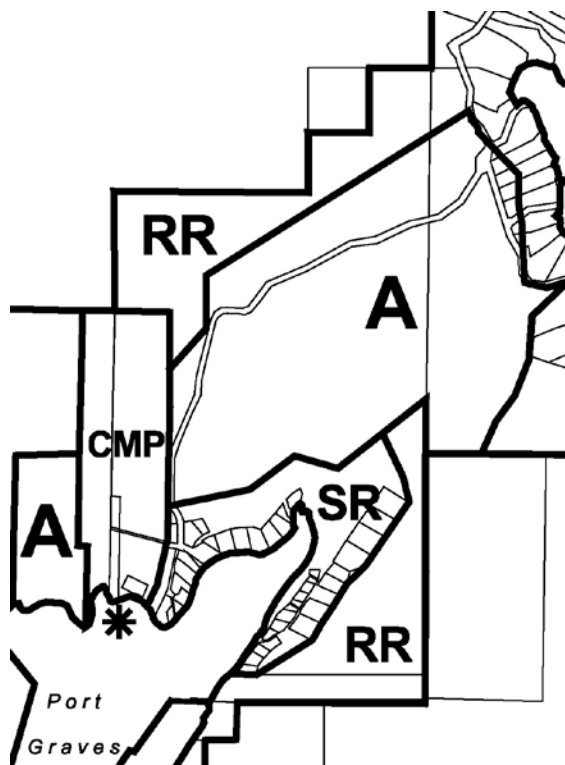


Figure 2: Land Use Designations for Subject Property

The purpose of the Gambier Island Official Community Plan (OCP) is to acknowledge the community's shared goals, objectives and policies for the future and provide direction for decisions regarding management of the Gambier Island Planning Area. The following policies in the OCP provide direction that is relevant to this application:

Policy 4.9

The Local Trust Committee may consider zoning for comprehensive residential development:

- i. *as a means of allowing more than one dwelling and one associated secondary dwelling on a parcel in the Settlement Residential or Rural Residential designation; or*
- ii. *to address historical patterns of lot development when policies support the continuation of such development; or*
- iii. *as a means to apply a higher lot density than generally applicable to District Lots 1258, 1653, 3201 (Gambier Island Sea Ranch) when applicable conditions provided for in the land use regulations are met, such as conditions relating to the conservation or provision of park and trail amenities.*

Policy 4.10

In evaluating the suitability of a parcel for comprehensive residential zoning to allow for more than one dwelling and one associated secondary dwelling on a parcel, the Local Trust Committee should examine whether:

- i. *the further subdivision of the parcel is impractical for reasons of location, topography or access;*
- ii. *parkland or other amenities will be provided equivalent to what would otherwise be provided as part of a subdivision process;*
- iii. *the residential density would exceed the number of dwelling units that would be permitted if the parcel had been subdivided;*
- iv. *the use of a covenant to limit further subdivision of the parcel is required; and*
- v. *adequate water supply and sewage disposal services are available to support the scale of the intended use.*

Policy 4.11

In evaluating a parcel for comprehensive residential zoning to allow for maintenance of historical patterns of residential lot development the local trust committee may consider smaller lot areas than otherwise would be permitted by other policies of this plan subject to lot density being maintained consistent with those policies.

Gambier Island Land Use Bylaw No. 86, 2004

The Gambier Island Sea Ranch Comprehensive Development 1 (CD 1) Zone was established in 2004 as part of the Gambier Island Land Use Bylaw (LUB) review. The purpose of the Gambier Island Sea Ranch CD 1 Zone is to provide site specific regulations for the Sea Ranch development. This comprehensive development zone uses the land use planning tool of amenity zoning, enacted through Section 904 of the *Local Government Act*, to allow for differing density conditional upon the conservation or provision of specified amenities.

The application proposes to change the following relevant policies in Section 5.22 (Gambier Island Sea Ranch CD 1 Zone). The phrases to be amended have been underlined:

Permitted Buildings, Structures and Density

Area 1:

- (2) *Despite regulation 3.14, one single family dwelling unit and one associated secondary dwelling and accessory buildings and structures are permitted per Strata Lot 1 to 33, District Lots 1258, 1653 and 3201, Strata Plan VR793.*
- (3) *Despite 5.22 (2) two single family dwelling units and accessory buildings and structures are permitted per Strata Lot 1 to 33, District Lots 1258, 1653 and 3201, Strata Plan VR793, and no associated secondary dwelling is permitted, subject to the provision of the following amenities at the time of issuance of the first building permit in respect of the Strata Lot following the adoption of this Bylaw:*
- a) dedication by deposit of subdivision plan or other plan acceptable to the Registrar of Land Titles for deposit in the New Westminster Land Title Office of parkland in the amount of 3.8 hectares located generally as shown and noted on Schedule D-1 to this Bylaw as new park, and*
 - b) granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5 metres to allow for a buildable all-weather pedestrian trail to Bert's Bluff generally as shown and marked on Schedule D-1, and*
 - c) granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5.5 metres to allow for a buildable all-weather pedestrian trail to Lost Lake generally as shown and marked on Schedule D-2.*
- (4) *Despite 5.22 (3) one single family dwelling unit and accessory buildings and structures are permitted per Strata Lot in a new Strata Plan created as a result of further subdividing any of Strata Lots 1 to 33, District Lots 1258, 1653 and 3201, Strata Plan VR793 as permitted by regulation 5.22(20), and no associated secondary dwelling is permitted, subject to the provision of the following amenities at the earlier of the time of issuance of the first building permit in respect of the Strata Lot following the adoption of this Bylaw and the time of deposit of a subdivision plan effecting any such further subdivision:*
- a) dedication by deposit of subdivision plan or other means acceptable to the Registrar of Land Titles for deposit in the New Westminster Land Title Office of parkland in the amount of 3.8 hectares generally located as shown and noted on Schedule D-1 to this Bylaw as new park, and*
 - b) granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5 metres to allow for a buildable all-weather pedestrian trail to Bert's Bluff generally as shown and marked on Schedule D-1, and*

- c) *granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5.5 metres to allow for a buildable all-weather pedestrian trail to Lost Lake generally as shown and marked on Schedule D-2.*

Subdivision Requirements

Area 1:

(19) *The maximum number of lots that may be created is 33 as shown on Strata Plan VR793.*

(20) *Despite 5.22(19), one additional lot may be created within each of Strata Lot 1 to 33, District Lots 1258, 1653 and 3201, Strata Plan VR793 for a total of 33 additional strata lots subject to the provision of the following amenities at the time of deposit of a subdivision plan creating the first such additional lot:*

- a) *dedication by deposit of subdivision plan or other plan acceptable to the Registrar of Land Titles for deposit in the New Westminster Land Title Office of parkland in the amount of 3.8 hectares generally located as shown and noted on Schedule D-1 to this Bylaw as new park, and*
- b) *granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5 metres to allow for a buildable all-weather pedestrian trail to Bert's Bluff generally as shown and marked on Schedule D-1 to this Bylaw, and*
- c) *granting and registration of a statutory right-of-way substantially in the form annexed to this Bylaw as Schedule E in the favour of Sunshine Coast Regional District for public trail purposes providing a minimum trail width of 5.5 metres to allow for a buildable all-weather pedestrian trail to Lost Lake generally as shown and marked on Schedule D-2 to this Bylaw, and*
- d) *building the trails shown and marked on Schedules D-1 and D-2 to this Bylaw to an all-weather pedestrian trail standard.*

The applicant proposes to change the terms in subsections (3)a, (4)a, and (20)a from “dedication by deposit of a subdivision plan” to “granting and registration of a statutory right of way”. The rationale for this proposed change is that changing the specific mechanism desired to provide parkland will allow for the strata corporation to successfully fulfill the amenity requirements needed to be granted the density desired for Sea Ranch. A dedication of land requires 100% agreement among all strata members and achieving this level of agreement has not been possible to date. Agreement to allow a statutory right of way only requires 75% of strata members to agree and this level of agreement would be achievable with the strata members.

Islands Trust Fund:

East of Gambier Island Sea Ranch is the Mount Artaban Nature Reserve, owned by the Islands Trust Fund. There is no immediate adjacency between Sea Ranch and the Mount Artaban Nature Reserve because between them is either Crown Land or Agricultural Land Reserve land; as such, the Islands Trust Fund has not identified the Sea Ranch property as a priority land for conservation covenants.

The interests of the Islands Trust Regional Conservation Plan are not affected by the proposed bylaw amendment.

Sensitive Ecosystems:

The 2004 Sensitive Ecosystems Inventory shows that a small portion in northwest of the Sea Ranch property is a tertiary Herbaceous ecosystem. A large southeast portion of the property is part of the Rare Ecosystem occurrence of Mature Forest; this area of the property includes a section of strata lots.

Other environmentally sensitive areas are found on the Sea Ranch property, such as streams with fisheries values as well as habitat for herons, otters, and American Dippers; however, these areas fall within Area 2 of the CD 1 Zone which is not affected by the proposed bylaw amendment.

Riparian Areas Regulation:

The watercourse that runs through the property may well be subject to the provincial Riparian Areas Regulation (RAR). The RAR is triggered by development activity; Staff notes that a RAR assessment will likely be required for subdivision.

Hazard Areas:

There are no hazardous lands identified on the property.

Covenants:

No restrictive covenants held by the Local Trust Committee, Trust Fund Board, or by another government agency are currently registered on any of the Sea Ranch strata lot titles.

Each strata lot has a restrictive covenant on the title establishing co-tenancy on the lot by two owners, wherein the buildings and improvements on land marked "A" belong to and are to be used only by first owner and the wherein the buildings and improvements on land marked "B" belong to and are to be used only by the other owner. Agreements of co-ownership accompany many of these restrictive covenants. There are also utility easements granted on various strata lots on the property.

Archaeological Sites:

Based on data from the Provincial Remote Access to Archaeological Data (RAAD), there are no identified archaeological sites on this property. By copy of this report, the owners are advised that the unearthing of any archaeological resource should be reported to the Archaeological Branch.

Should the LTC decide to proceed with the bylaw amendment, the Squamish Nation and the Tsleil-Watuth Nation will be consulted as part of the bylaw amendment process.

Other:

The proposed bylaw amendment only addresses Area 1 of the CD1 Zone; however, the land identified as Area 2 of the CD1 Zone is part of the Agricultural Land Reserve. Should the LTC decide to proceed with the bylaw amendment, the Agricultural Land Commission will receive a referral on the application.

COMMUNITY INFORMATION MEETING(S):

In February 2013, the applicant sent notification letters to property owners bordering the Sea Ranch property, as well as potentially interested community groups. A letter was also posted on

nearby bulletin boards soliciting comments of support from potentially interested visitors to the area.

Five representatives of the Sea Ranch attended a Special General Meeting of the Gambier Island Conservancy. The Sea Ranch strata president presented and answered questions on the proposed amendments. The Brigade Bay Homeowners' Society Board was also contacted. They replied that commenting on the application was outside of their mandate as a homeowners' society board but had forwarded the notification letter to all of their owners.

The applicant received 38 letters of support from Sea Ranch property owners and 72 letters of support from others, including a positive reply from the Gambier Island Conservancy. Copies of all letters received through the consultation process were submitted with the bylaw amendment application.

STAFF COMMENTS:

Dedication versus Right of Way

Typically, provision of park land is done most expediently through dedication; however, dedicating land from a strata corporation requires 100% agreement, which has proven difficult to date. The proposed bylaw amendment would change the mechanism by which the parkland would be provided, not the provision of the land itself. It is the opinion of staff that a provision of parkland through a statutory right of way satisfies the notion of provision.

The language in the Land Use Bylaw around provision of parkland is derived from the *Local Government Act's* Section 941 (Provision of park land) regarding subdivision, which states that "an owner of land must provide, without compensation, park land of an amount and in a location acceptable to the local government." It is understood that Gambier Island Sea Ranch is pursuing this bylaw amendment application in anticipation of a subdivision application at some point in the future; the applicant has noted that there are no immediate plans to subdivide.

Legal non-conforming status regarding setbacks

Part of the original bylaw amendment application proposed an additional subsection referencing setback requirements for existing buildings. Staff recommends that the applicant provide further information regarding the relevant strata lots and the extent of the setback irregularities so Staff can advise on this matter. Any dwelling built prior to 1996's Gambier Island Land Use Bylaw is legally non-conforming as per Section 911 of the *Local Government Act*, so such an amendment may not be necessary.

Natural Areas Protection Tax Exemption Program (NAPTEP):

Staff discussed with Islands Trust Fund staff the possibility of a NAPTEP covenant. Because any land suitable for a conservation covenant is held as common property, it is unlikely that NAPTEP would be beneficial to the strata corporation financially.

Community Information Meeting:

A community information meeting should be held prior to a public hearing, should the LTC decide to proceed with the application.

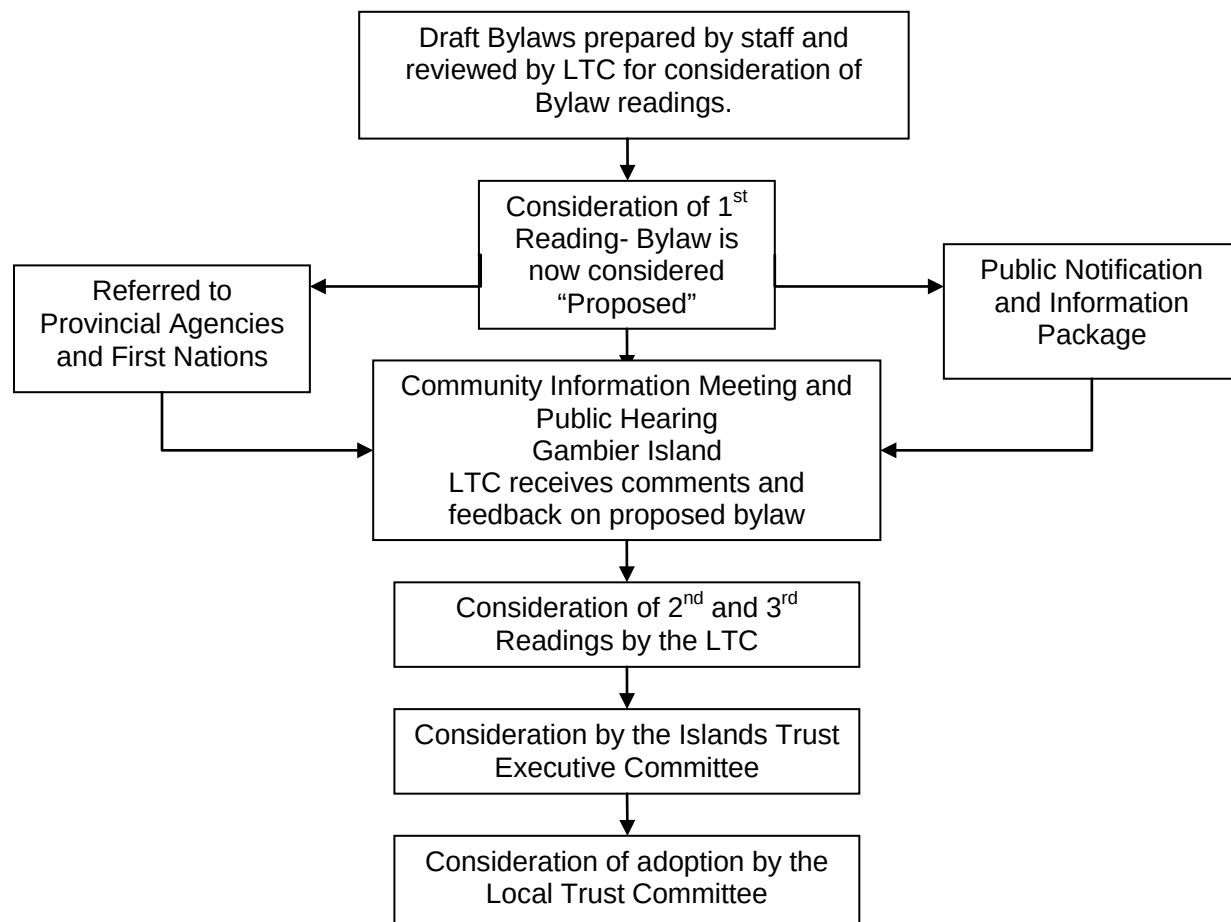
Circulation to Surrounding Property Owners and Residents:

If the LTC decides to proceed with the application, notification of property owners and tenants within 100 metres of the property will be required prior to public hearing.

SUMMARY:

The intent of the application is to enable the Sea Ranch Strata Corporation to fulfill the amenity requirements that have been established as a condition to permit two single family dwellings on each of the thirty-three strata lots on the property. The application is consistent with the Trust Policy Statement and the Gambier Island OCP. Staff recommends proceeding to the bylaw drafting stage in order for the LTC to review the draft amending bylaw.

The following is a breakdown of possible next steps and the legislated process should the land use bylaw amendment application proceed:



RECOMMENDATION:

THAT the Gambier Island Local Trust Committee request staff to:

- 1. Prepare a draft bylaw to amend sections of text and Schedule D-1 (CD 1 Zone Amenities) of Comprehensive Development 1 Zone to require a statutory right of way over 3.8 hectares of parkland in lieu of requiring a dedication of 3.8 hectares of specified parkland.*

Respectfully submitted by:

Aleksandra Brzozowski

September 17, 2013

Aleksandra Brzozowski
Island Planner

Date

Concurred by:

Courtney Simpson

September 17, 2013

Courtney Simpson, RPP, MCIP
Regional Planning Manager

Date



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: GM-RZ-2013.___ (Sea Ranch Strata Corporation)

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECK LIST

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

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

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

Part III Policies for Ecosystem Preservation and Protection

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

PART IV: Policies for the Stewardship of Resources

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

CONSISTENT	NO.	DIRECTIVE POLICY
✓	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
✓	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
✓	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

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

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
✓	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
✓	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
✓	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
✓	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

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



STAFF REPORT

Date: September 17, 2013

File No.: GM-DVP-2013.3

To: Gambier Island Local Trust Committee
For meeting to be held September 26, 2013

From: Linda Prowse, Planner

Cc: Courtney Simpson, Regional Planning Manager
Jeff Wubs, Applicant

Re: **Development Variance Permit – Lot 7, Block A, District Lot 1017, New Westminster, Plan 10306 – Vaucroft, North Thormanby Island**

Owner: Jeff Wubs

Applicant: Jeff Wubs

Location: Lot 7, Block A, District Lot 1017, New Westminster District, Plan 10306, Vaucroft, North Thormanby Island

THE PROPOSAL:

This application proposes a variance to Section 2.4.2 Setbacks of the Sunshine Coast Regional District Bylaw No. 96(administered by the Gambier Island Local Trust Committee) to decrease the minimum permitted siting for a building and structure from a front lot line for a new single family dwelling. The proposal is to reduce the required 5 metre (16.40 ft) setback for buildings and structures from a front lot line to 0.61 metre (2 feet) for the dwelling to be situated from the unconstructed road right of way.

SITE CONTEXT:

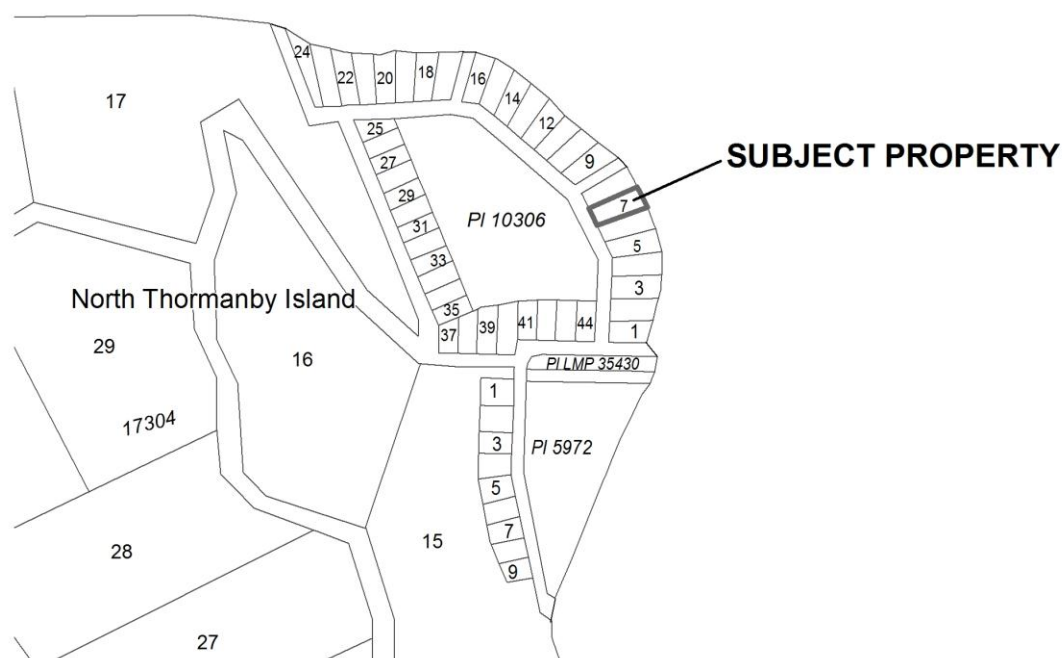
The subject property is a waterfront property in the Vaucroft subdivision on North Thormanby Island located at Buccaneer Bay. The lot is approximately 0.12 ha (0.30 acre), however, there has been about 20 metres of foreshore lost on the subject property in this area due to a sudden storm event in 1971 and subsequent erosion. Rocks have been placed by residents along the foreshore in efforts to mitigate the effects of on-going erosion of the sandy foreshore.

A previous development variance permit application on a neighbouring lot had a statement (see attached) from a BCLS surveyor and the Deputy Surveyor General, which provided an opinion that the Vaucroft lots that were subject to the sudden submarine slide are still considered to be the original size. Regardless, Islands Trust staff are processing this application based on the **existing** land base. The position of the Islands Trust is that the Crown owns any land suddenly lost and forming part of the

ocean floor, as per the Ministry of Sustainable Resource Management 1995 document *Riparian Rights and Public Foreshore Use in the Administration of Aquatic Crown Land*:

“When the upland is eroded, the property lost becomes part of the foreshore or bed of the adjacent water body. The Crown then owns the land below the natural boundary.”

Figure 1 - Subject property



CURRENT PLANNING STATUS OF SUBJECT LANDS:

Island Trust Policy Statement:

Section 5.2, Growth and Development, apply to this application as follows:

5.2.1 Trust Council holds that growth and development in the Trust Area should be compatible with preservation and protection of the environment, natural amenities, resources and community character.

There is a mix of older cabins and newer single family dwellings in the area and the applicant has made an effort to address the character of the local settlement pattern by not exceeding lot coverage, height, side or waterfront setback requirements.

Official Community Plan (OCP):

Gambier Associated Islands Official Community Plan No. 109 shows the subject property being within the Residential (R) Land Use Designation. Relevant Land Use Objectives and Policies include:

1. OBJECTIVES AND POLICIES

3.1 LAND USE OBJECTIVES

- 3.1.1 To guide and regulate growth and development in a manner that protects sensitive ecosystems, encourages sustainability, and adapts to the potential effects of climate change.
- 3.1.2 To provide for the economic and social needs of residents and visitors while preserving ecosystem integrity and the character of the area.
- 3.1.3 To manage development in a manner that minimizes hazards.
- 3.1.4 To guide and regulate growth and development in a manner that builds on existing physical and social infrastructure where possible and minimizes adverse impacts on neighbouring communities.

3.2 RESIDENTIAL LAND USE POLICIES

- 3.2.1 The traditional land use in the plan area has been largely seasonal residential and LTC bylaw provisions should preserve the relatively low density residential character of the area.
- 3.2.2 The LTC should continue to permit single family residential uses as the principal use.
- 3.2.3 LTC bylaw provisions should ensure that uses customarily considered accessory to residential uses are permitted and regulated.

The application is consistent with the Official Community Plan

Land Use / Zoning Bylaw:

Land use on North Thormanby is regulated by Sunshine Coast Regional District Land Use Regulation Bylaw No. 96. The subject property is located in the Country 4 (A4) Zone.

Section 2.4.2 Setbacks of the SCRD Bylaw No. 96 states:

“No building or structure over one metre in height, except a fence, shall be located within 5 metres of a front lot line abutting a street, but this setback may be reduced with the approval of the Department of Highways.”

While approval is required from the Department of Highways (now Ministry of Transportation and Infrastructure) to reduce their required 4.5 metre setback from a highway, the Gambier Island Local Trust Committee (GILTC) is also required to consider this front setback variance as well as they cannot delegate this approval to another agency.

The application meets all other land use bylaw regulations.

Other:

Ministry of Transportation and Infrastructure

The applicant is applying for a Permit to Reduce Building Setback from the BC Ministry of Transportation and Infrastructure, authorizing the reduction of the setback from property fronting a highway for the dwelling.

If this approval is obtained, staff will provide a copy of the permit to the Local Trust Committee prior to or at the meeting in which this Islands Trust variance will be considered.

Sunshine Coast Regional District Building Department

If this variance is approved, prior to building, the applicant must obtain a building permit from the Sunshine Coast Regional District Building Department. The Building Department will forward the floor plan for the proposed dwelling to the Islands Trust for approval prior to a building permit being issued.

Covenant R130997

This is a covenant with Pacific Shores Ltd. And Hilda Wilks (past property owner) which was registered on the land title on October 5, 1959. The covenant regulates siting, fences, garbage, water fixtures and noise from power generators.

The proposal does not meet the covenant requirement of buildings and structures being setback at least 15 metres from the sea, as the proposed dwelling is to be constructed 15.5 metres from the sea. The proposal also does not meet the covenant requirement of buildings and structures being setback at least 5 metres from the front lot line.

In researching this covenant, staff does not have a concern about the covenant's required setbacks as:

1. Pacific Shores Ltd. does not exist anymore; and
2. The covenant is now 53 years old, and was in place prior to the submarine slide erosion event that took place in 1971.

Archaeological Sites

A review of provincial records indicates that there is an archaeological site recorded on the subject property and several adjacent properties, classified as pre-contact, cultural material and subsurface shell middens. Recorded and unrecorded archaeological sites are protected under the *Heritage Conservation Act* and it is unlawful to alter any archaeological site without first obtaining a permit to do so from the provincial Archaeology Branch.

The applicant has provided an e-mail from Archaeology Branch Staff (attached) stating that an archaeological permit is not required to conduct a tear down or new construction on Lot 7. The e-mail also notes, that if an archaeological site is encountered during development, activities must be halted and the Archaeological Branch contacted for direction.

Sensitive Ecosystems, Hazard Areas, and Riparian Areas:

There are no mapped endangered terrestrial or sensitive ecosystems, hazard areas or riparian areas. The property is not subject to the Riparian Areas Regulation.

COMMUNITY INFORMATION MEETING(S):

A community information meeting is not required for a variance application.

RESULTS OF CIRCULATION:

The application will be circulated to neighbouring property owners within 100 metres of the subject property, and staff will bring any neighbour concerns to the attention of the Local Trust Committee at the meeting.

STAFF COMMENTS:

The proposed dwelling would sit in approximately the same location and similar configuration as the existing cabin. The applicant is proposing to meet the 1.5 metre side yard setback requirement and 7.5 metre setback from the sea in Bylaw No. 96.

The loss of over 240 m² (2583 sq. ft.) of foreshore property in a 1971 storm event has reduced the total allowable building footprint for this property. Regardless, the proposed dwelling on the existing land has a lot coverage of 32.8% meeting the 33% requirement in the zoning bylaw. Specifically, and as reflected on the proposed permit site plan, the

proposed area covered by buildings/structures is 230 square metres (2476 sq ft) and the maximum allowable lot coverage for buildings/structures on the existing land is 231 square metres (2487 sq ft).

As of the date of this report, the applicant has advised that he has submitted an application to the Ministry of Transportation and Infrastructure for the required Permit to Reduce Building Setbacks for the dwelling. Islands Trust staff have advised the applicant that we require a copy of this permit when issued by Ministry staff.

Although other neighbouring properties affected by the loss of foreshore land may also apply for front lot line setback variances in the future, each request for a variance must be evaluated on its individual merits and on a case by case basis.

RECOMMENDATIONS:

It is recommended that the Gambier Island Local Trust Committee issue a Development Variance Permit for GM-DVP-2013.3

Respectfully submitted by:

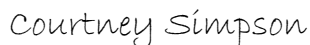


Linda Prowse
Planner

September 17, 2013

Date

Reviewed by:



Courtney Simpson,
Regional Planning Manager

September 6, 2013

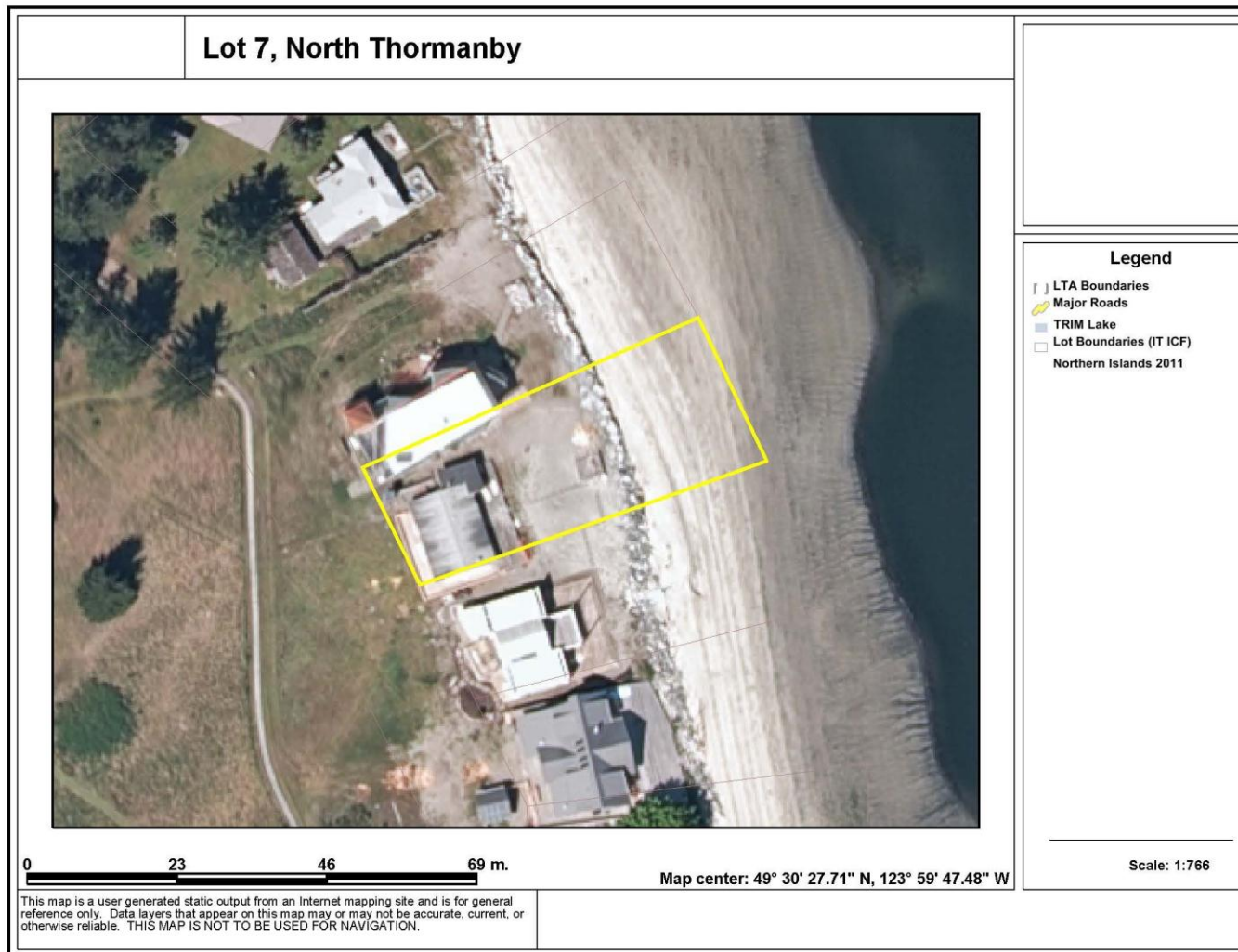
Date

Attachments:

1. Aerial Photo of Subject Property
2. Correspondence from K. Schuuman, BCLS, P. Eng.
3. E-mail from Diana Cooper Archaeological Branch
4. Notice
5. Proposed Permit

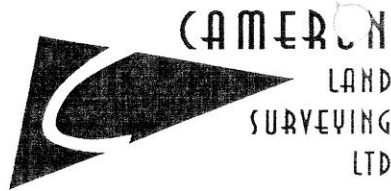
Attachment 1

Aerial Photo of Subject Property and Adjacent Properties



Attachment 2

Correspondence from K. Schuurman, BCLS, P. Eng.



206 - 16055 Fraser Hwy, Surrey, British Columbia, V4N 0G2

Tel: (604)597-3777 Fax: (604)597-3783

admin@cameronlandsurveying.com

January 17, 2008
Our File: 4407

Linda Prowse, Planner
Islands Trust
700 North Rd
Gabriola Island, BC
V0R 1X3
Tel: (250) 247-2063
Direct: (250) 247-2200
Fax: (250) 247-7514
Email: lprowse@islandstrust.bc.ca

Re: Lot 5, Block 'A', District Lot 1017, Plan 10306

Dear Linda,

Attached is a building location certificate of Lot 5 which we prepared approximately one year ago. It shows the location of the existing cabin, the existing high water mark (which is marked on site by a rock retaining wall) and the natural boundary as indicated on Plan 10306. According to Plan 10306, dated June 1959, Lot 5 is approximately 1,112 square metres in size. Historical records show that in the early morning of November 4, 1971, a submarine slide occurred on the eastern shoreline of North Thormanby Island. The slide severely damaged several properties (including Lot 5) by causing a major subsidence behind the high water line. Following the storm that caused this damaged, several property owners then constructed a rock retaining wall to prevent further erosion of the shoreline. The rock retaining wall now marks the location of the current high water mark. In order for land to be lost through the erosion process, the erosion must occur slowly and imperceptibly over an extended period of time (many years). Since shoreline was lost by a sudden event, it is my opinion that the boundary of Lot 5 still extends out to the location of the natural boundary as indicated on Plan 10306.

I recently asked the Surveyor General's Office to review this survey and provide their opinion on the location of the property boundaries of this lot. In summary, they agreed with my opinion that Lot 5 is still 1,112 square metres in size. If you would like more information concerning this, please contact me or Jeff Beddoes at the Surveyor General's office. Contact information for Jeff Beddoes is listed below.

Jeff Beddoes BCLS, CLS
Deputy Surveyor General
Surveyor General Division
Land Title & Survey Authority of British Columbia
Telephone: (250) 952-5324 Fax: (250) 387-1830
e-mail: jeff.beddoes@ltsa.ca

Yours truly,

CAMERON LAND SURVEYING LTD.

Ken Schuurman, BCLS, P.Eng.

E-mail from Archaeological Branch

Linda Prowse

From: Jeff Wubs <jetsko2@icloud.com>
Sent: August-04-13 10:03 AM
To: Linda Prowse
Cc: Jeff Wubs Sr
Subject: Fwd: Lot 7, North Thornmanby Island.

Hi Linda! I am forwarding to you an e-mail from Diana Cooper, Archeologist, confirming that a permit is not needed for our project.

Regards,
 Jeff Wubs

Sent from my iPhone

Begin forwarded message:

From: "Cooper, Diana FLNR:EX" <Diana.Cooper@gov.bc.ca>
Date: 1 August, 2013 8:12:32 AM PDT
To: 'Jetsko Wubs' <jetsko2@icloud.com>
Subject: RE: Lot 7, North Thornmanby Island.

Hello Jeff,

Thank you for your email. You do not need an archaeological permit to conduct a tear down or new construction on Lot 7, Block 'A', District Lot 1017, Plan 10306., North Thornmanby Island.

There is always a limited possibility for unknown archaeological sites to be present on the property however. If you encounter anything you suspect may be archaeological during the work on the property, activities must be halted and the Archaeology Branch contacted for direction.

Please feel free to contact me if you have any questions.

Kind regards,

Diana

Diana Cooper | Archaeologist/Archaeological Site Inventory Information and Data Administrator

Archaeology Branch | Ministry Forests, Lands and Natural Resource Operations
 Unit 3 - 1250 Quadra St, Victoria BC V8W 2K7 | PO Box 9816 Stn Prov Govt, Victoria BC V8W 9W3
 Phone: 250-953-3343 | Fax: 250-953-3340 | Website: <http://www.for.gov.bc.ca/archaeology/>

From: Jetsko Wubs [<mailto:jetsko2@icloud.com>]
Sent: Sunday, July 28, 2013 3:22 PM
To: Cooper, Diana FLNR:EX
Subject: Fwd: Lot 7, North Thornmanby Island.

PS. The PID is 009-414-673

Sent from my iPad

Begin forwarded message:

From: Jetsko Wubs <jetsko2@icloud.com>
Date: July 28, 2013, 3:11:58 PM PDT
To: "Diana FLNR:EX Cooper" <Diana.Cooper@gov.bc.ca>
Subject: Lot 7, North Thornmanby Island.

Hello Diana! Further to your e-mail of July 17th, 2013, I must apologize for making a wrong assumption because the legal description of Lot 7 is not the correct one. The correct one is as follows:

Lot 7, Block 'A', District Lot 1017, Plan 10306., North Thornmanby Island.

Could you please confirm whether an archeological permit is require for tearing down the existing building and constructing a new one.

Thank you so much,

Jeff

Sent from my iPad

Permit Notice



Islands Trust

NOTICE

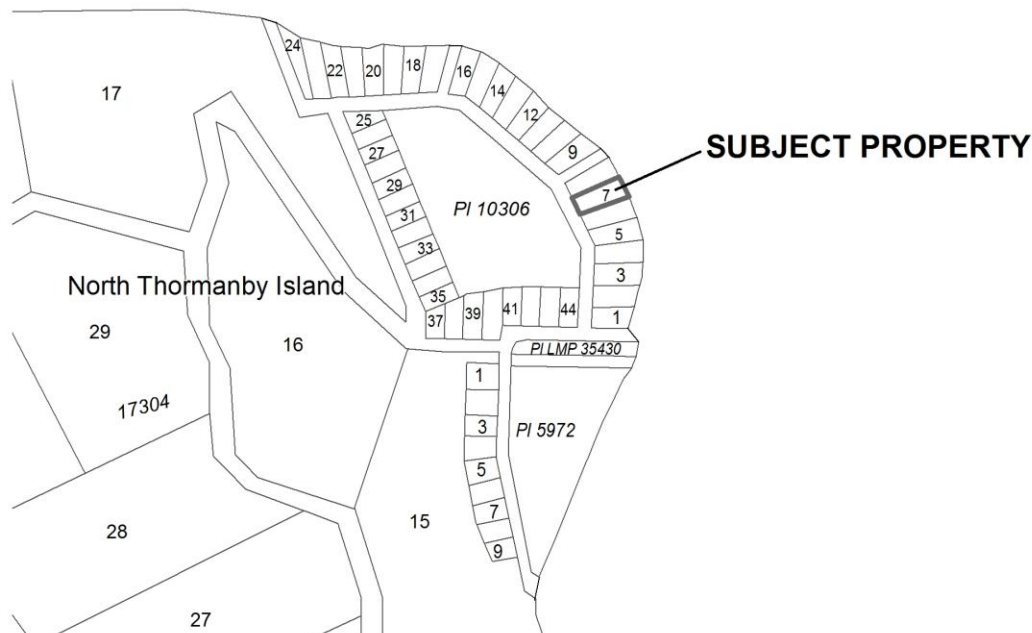
GM-DVP-2013.3

GAMBIER ISLAND LOCAL TRUST COMMITTEE

Notice is hereby given that the Gambier Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 922 of the *Local Government Act*, varying Section 2.4.2 – Setbacks - of the Sunshine Coast Regional District Land Use Regulation Bylaw No. 96. The variance will authorize the reduction of the setback from the front lot line for a new single family dwelling located on Lot 7 in the Vaucroft subdivision on North Thormanby Island.

In general terms, the purpose of the proposed permit is to authorize the reduction of the minimum setback requirement to the front lot line (i.e. unconstructed road right of way) from 5 metres (16.40 feet) to .61 metre (2 feet) for the dwelling.

The subject property is legally described as Lot 7, Block A, District Lot 1017, New Westminster District, Plan 10306, North Thormanby Island, and is shown in the following sketch.



A copy of the proposed Permit may be inspected at the Islands Trust Northern Office, 700 North Road, Gabriola Island, BC, V0R 1X3 between the hours of 8:30 am to 4:00 pm, Monday to Friday inclusive, excluding statutory holidays, commencing September 13, 2013 and continuing up to and including September 25, 2013. Also, attached for your convenience, is a copy of the proposed Permit.

If you have any questions or comments regarding the proposed permit, please submit them before 4:00pm, September 25, 2013 to:

Mail: Islands Trust,
700 North Road,
Gabriola Island, BC,
V0R 1X3
Fax: 250- 247-7514
Email: lprowse@islandstrust.bc.ca
Phone: Linda Prowse, Planner 2 at 250-247-2200; Toll-free via Enquiry BC in
Vancouver: 604-660-2421; elsewhere in BC: 1-800-663-7867

Following the end of the notice period, the Gambier Island Local Trust Committee may consider issuance of the proposed Permit at its meeting to be held at 10:30 am on September 26, 2013 at the Gambier Island Community Centre, Andy's Bay Road, Gambier Island, BC.

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

Lisa Webster-Gibson
Deputy Secretary

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
GM-DVP-2013.3**

TO: Jeff Wubbs

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

Lot 7, Block A, District Lot 1017, New Westminster District, Plan 10306 – North Thormanby Island
2. Pursuant to Section 922 of the *Local Government Act*, Sunshine Coast Regional District Land Use Regulation Bylaw No. 96, is varied as follows:

From:
“Section 2.4.2 No building or structure over one metre (3.2 ft) in height, except a fence, shall be located within 5 metres (16.4 feet) of a front lot line abutting a street, but this setback may be reduced with the approval of the Department of Highways.”

To:
“Section 2.4.2 Despite regulation 2.4.2, that the front setback requirement be waived from 5 metres (16.40 feet) to .61 metre (2 feet) for the dwelling to be situated from the unconstructed road right of way, as shown on Schedule A 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 Sunshine Coast Regional District Land Use Regulation Bylaw No. 96 and to obtain other appropriate approvals necessary for completion of the proposed development.

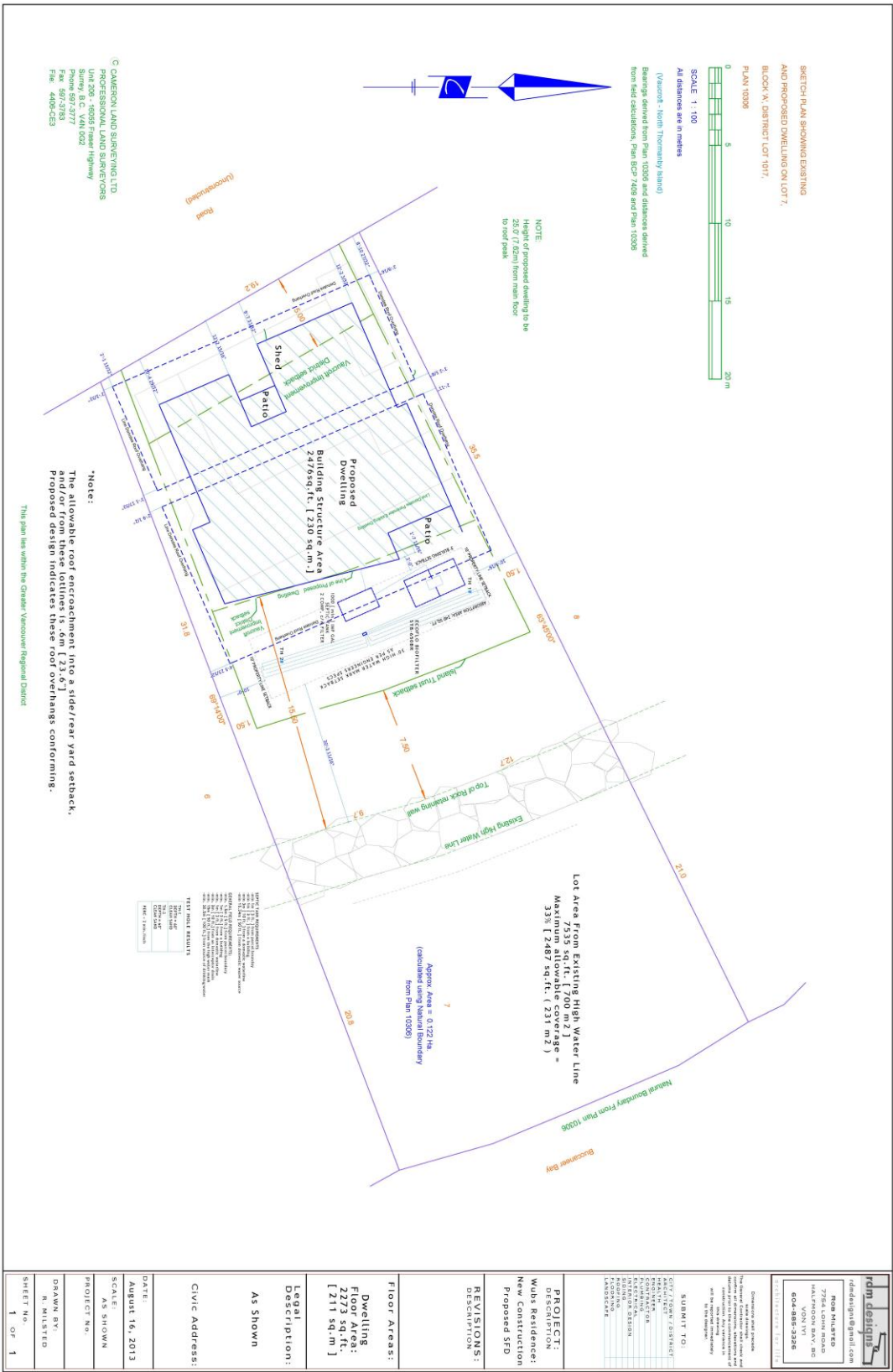
AUTHORIZING RESOLUTION PASSED BY THE GAMBIER ISLAND LOCAL TRUST COMMITTEE THIS XXTH DAY OF XXXXX, 2013.

Deputy Secretary, Islands Trust

Date of Issuance

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XXXX DAY OF XXXXX, 2015, THIS PERMIT AUTOMATICALLY LAPSES.

Gambier Island Local Trust Committee Development Variance Permit GM-DVP-2013.3 – Schedule A





GAMBIER ASSOCIATED ISLANDS LAND USE BYLAW No.120, 2013

Consolidation as of: ____, 20__

*Preserving **Island** communities, culture and environment*

[Back of front cover]

PROPOSED BYLAW NO. 120, 2013

GAMBIER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 120

A BYLAW TO ADOPT A LAND USE BYLAW FOR THE GAMBIER ASSOCIATED ISLANDS PORTION OF THE GAMBIER ISLAND LOCAL TRUST AREA

WHEREAS Section 29 of the *Islands Trust Act* gives the Gambier Island Local Trust Committee the same power and authority of a Regional District under Part 26 except sections 932 to 937 and 939 of the *Local Government Act*;

AND WHEREAS the Gambier Island Trust Committee wishes to adopt a Land Use Bylaw;

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

NOW THEREFORE the Gambier Island Trust Committee enacts as follows:

1. TITLE

Bylaw No, 120 may be cited for all purposes as the “Gambier Associated Islands Land Use Bylaw, 2013”.

2. APPLICATION

The Plan applies to the land, the water on the land and the surface of the sea adjacent to the land as shown on Schedule “C” of this Bylaw.

3. SCHEDULES

The following schedules attached to and forming part of this Bylaw, are adopted as “Gambier Associated Islands Land Use Bylaw, 2013”:

SCHEDULE “A” – Land Use Bylaw Regulations
SCHEDULE “A-1” – Site Plan for Buccaneer Bay
SCHEDULE “B” – Zoning Maps A through F
SCHEDULE “C” – Bylaw Area of Application Map

READ A FIRST TIME this	31st	day of	January	, 2013
PUBLIC HEARING HELD this	10th	day of	April	, 2013
READ A SECOND TIME this	23rd	day of	May	, 2013
READ A THIRD TIME this	11th	day of	July	, 2013
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this	20th	day of		, 2013
ADOPTED this		day of		, 2013

SECRETARY

CHAIRPERSON

PROPOSED BYLAW NO. 120, 2013

Bylaw Number	Amendment Number	Adoption Date

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PART 1 INTERPRETATION

1.1 Definitions

"accessory" in relation to a use, building or structure means incidental, secondary and exclusively devoted to a principal use, building or structure expressly permitted by this Bylaw on the same lot and within the same zone, or, if the accessory use, building or structure is located on the common property in a bare land strata plan, on a strata lot in that strata plan.

"agriculture" means the use of land for the growing, rearing, harvesting, or production of agricultural plants, crops, livestock and other farm animals .

"Approving Officer" means the Approving Officer for the Gambier Associated Islands Area appointed pursuant to the *Land Title Act*.

"boathouse" means a building or structure that is located on a waterfront residential lot, and that is used to house a small boat and equipment or items associated with sports, moorage and boating activities.

"breakwater" means a protective structure, bottom-founded or floating, and extending below the foreshore, designed to provide protection for a harbour, anchorage, docks, a shoreline or the adjacent upland from wave action by influencing the movement of water or deposition of materials.

"building" means a roofed structure, used or intended to be used for supporting or sheltering any use or occupancy.

"commercial" means occupied with or engaged in an activity or enterprise for the purposes of generating personal, professional, or business income for an individual, proprietorship, partnership, or corporation, and does not include public services or activities and enterprises engaged in by non-profit organizations, government agencies, or public service utilities.

"commercial visitor accommodation" means a home occupation comprising the provision of temporary overnight sleeping accommodation and meals to paying guests for a period not exceeding seven days.

"community dock" means non-commercial boat mooring facilities which are owned, operated, and administered cooperatively by individuals, a non-commercial organization, or a strata corporation, for the provision of boat moorage spaces to residents of the areas to which this Bylaw applies, lot owners, and invitees, and for which user fees may be charged.

"community water system" means a drinking water system that services more than one single family dwelling.

"dock" means a marine-based structure, or set of structures, generally consisting of a pier or wharf, that may include a ramp, float, and supporting structures, and that is used for the non-commercial mooring of vessels in association with the permitted use of the adjacent

upland.

"dwelling" means a building used for residential purposes by a single household, containing sleeping and living areas plus a single set of facilities for food preparation and eating, and does not include a mobile home or recreational vehicle.

"fence" means a structure used as a barrier to separate, prevent escape or intrusion or mark a boundary and may include a gate, screen or freestanding wall.

"float" means a non-roofed structure that is used as a landing or moorage place for marine transport and that is free to rise and fall with sea level change and, for all conditions of tidal change, does not rest on the sea floor.

"floor area" means the sum of the horizontal areas of all storeys in a building, measured to the outer surface of the exterior walls, exclusive of any floor area occupied by a cistern used for the collection of rainwater for domestic use or fire protection, and exclusive of any space where a floor and a ceiling are less than 1.2 metres (4 feet) apart, and includes the floor area of balconies, decks, porches and similar projections fully enclosed by siding, glazing, screening or other materials. For certainty if a balcony, deck, porch or similar projection is not fully enclosed then the floor area of such projections is excluded from any calculation of floor area.

"floor area ratio" means the ratio of the floor area of a dwelling to the area of the lot on which is located.

"frontage" means the length of that lot boundary which abuts a highway, other than a lane or a walkway, or an access route in a bare land strata plan.

"guest house" means a building containing sleeping and cooking facilities, which may or may not contain a toilet, sink, bathtub or shower, that is used or intended for use exclusively for the accommodation of persons who are non-paying guests of the owner of the principal residence or dwelling with which the guest house is associated .

"height" means the vertical distance between the highest point of a building or structure and the average natural grade, being the average undisturbed elevation of the ground at the perimeter of the building or structure calculated by averaging the elevations at the midpoints of all the exterior walls. In the case of structures on the surface of water, average natural grade shall be the natural boundary for a building or structure fixed to the bed of the water body and the watermark of any floating building or structure.

"highway" includes a street, road, lane, bridge, viaduct and any other way open to the use of the public, but does not include a private right-of-way on private property.

"home occupation" means a commercial use that is accessory to a permitted principal residential use on the same lot.

"horticulture" means the use of land for the purpose of growing fruits, vegetables, plants or flowers.

"island" means land surrounded by water, and includes islets and rocks exposed above

the natural boundary of the sea.

"landscape screen" means a visual barrier consisting of natural vegetation, trees, shrubs, fencing or a combination of those elements, broken only by necessary access ways for pedestrians and vehicles and serving to screen land uses from abutting land and highways.

"local trust committee" means the Gambier Island Local Trust Committee.

"lot" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the *Strata Property Act*.

"lot coverage" means the total horizontal area at grade of those portions of a lot that are covered by buildings and structures, exclusive of decks not exceeding 1.2 metres in height at any point, measured to the outermost perimeter of the buildings or structures, divided by the area of the lot, and expressed as a percentage.

"lot line" means the boundary of a lot as shown on a plan of survey registered with the BC Land Titles Office or the boundary of a lot as otherwise described under the *Land Title Act*; and

"exterior side lot line" means a lot line that is not a front or rear lot line and that is common to the lot and an abutting highway or access route in a bare land strata plan.

"front lot line" means the lot line that is common to the lot and an abutting highway or access route in a bare land strata plan, and where there are two or more such lot lines the shortest (other than corner cuts) is deemed the front lot line.

"interior side lot line" means a lot line that is not a front, rear or exterior side lot line.

"rear lot line" means the lot line that is opposite the front lot line in the case of a lot having four sides, and where the rear portion of a lot is bounded by intersecting side lot lines the point of intersection is deemed the rear lot line.

"mobile home" means a dwelling designed, constructed or manufactured to be moved from one place to another by being towed or carried.

"moorage" means the tying or securing of a vessel to a fixed structure, float, dock or mooring buoy.

"natural boundary" means the visible high water mark of any lake, river, stream or other body of water where the presence and action of water are so common and usual, and so long continued in all ordinary years, as to mark upon the soil of the bed of the body of water a character distinct from that of its banks, in vegetation, as well as in the nature of the soil itself.

"natural watercourse" means a naturally formed place that perennially or periodically contains surface water, including a lake, river, creek, spring, ravine, wetland, salt water marsh, and bog, but does not include a constructed ditch, or surface drain, or the sea.

"panhandle lot" means a lot that fronts on a highway, or where there is no highway that gains access at the natural boundary of the sea, by means of a strip of land, known as the access strip, that is narrower than the main portion of the lot.

"park" means any land dedicated as park under the *Park Act*, the *Land Title Act* or the *Local Government Act*, which is open to the general public and reserved for outdoor recreational, scenic, or nature conservation purposes, and may include undesignated Crown islets within the planning area covered by this Bylaw.

"personal watercraft" means a vessel less than 5 metres (16 feet) in length that is propelled by machinery, commonly a jet pump, and designed to be operated by a person standing, kneeling or sitting on the vessel rather than standing or sitting inside the vessel.

"pier" means a fixed structure constructed over the foreshore and the water and that abuts the shoreline, is generally perpendicular to the shoreline, and is used to provide access to a float or as a landing or moorage place for marine transport or for recreational purposes.

"principal" in relation to a use, building or structure means the main or primary use, building or structure, as the case may be, conducted or constructed on a lot.

"private institutional camp" means a use conducted by a non-profit society or other non-commercial organization which provides for public or private assembly and overnight accommodation of persons for recreational, educational and religious purposes.

"accessory recreational uses" means private leisure activities such as camping, picnicking and the playing of outdoor games, carried out on individual RR zoned lots or collectively by the owners or occupiers of neighbouring lots.

"recreational vehicle" means a tent trailer, travel trailer, motor home or other self-propelled vehicle, containing one or all of the following: sleeping, cooking and sanitary facilities, but does not include a mobile home or manufactured home.

"residential" means used for the domicile and home life of a person or persons, and for this purpose, does not include the rental of a dwelling unit for a period of less than one month.

"setback" means the horizontal distance that a building or structure must be sited from a specified lot line, building or feature.

"sign" means any device or medium, including its supporting structure, visible from the sea, any highway or lot other than the one on which it is located and which is used to attract attention for advertising, information or identification purposes.

"sleeping cabin" means an accessory building, which is not a dwelling unit, does not contain facilities for food preparation or eating, and is used for the temporary sleeping accommodation of non-paying guests of the occupants of a dwelling on the same lot.

“wind turbine” means a wind energy conversion system consisting of a turbine, a turbine tower, and associated equipment, machinery, structures and buildings, which has a nameplate rated capacity of not more than 50kW, and which provides power for use on-site only (grid connected or off-grid).

"structure" means a construction or portion thereof of any kind that is fixed to, supported by or sunk into land or water, but excludes landscaping, septic fields, septic tanks, absorption fields and related appurtenances below ground and concrete and asphalt paving or similar surfacing of the land.

“swimfloat” means a floating non-roofed structure that is used as a platform for diving or respite from swimming and which is free to rise and fall with sea level change and, for all conditions of tidal change, does not rest on the sea floor and is not to be used as a landing or moorage place for marine transport.

“temporary” means, in relation to a period of occupancy or use by any particular individual: not exceeding 45 days in a calendar year, not more than 30 of which are continuous.

“third party sign” means a sign that advertises or directs attention to a product, location, or other matter at a location other than that at which the sign is erected or displayed.

“upland lot” means any parcel, block or other land area adjacent to or inland of the natural boundary of the sea.

“use” means the purpose or activity for which land, buildings or structures are designed, arranged or intended, or for which land, buildings or structures are occupied or maintained.

"utility" means broadcast transmission, electrical, telecommunications, sewer or water services and facilities (excluding private radio or television towers) and includes navigation aids.

"utility shed" means an accessory building with a floor area of 10 square metres (108 sq.ft.) or less containing only equipment for pumping, processing, or storing of water or sewage, electrical generating equipment, or communication service equipment.

“watercourse” means any natural or man-made depression with well-defined banks and a bed 0.6 metres (2.0 feet) or more below the surrounding land serving to give direction to a current of water at least six months of the year or having a drainage area of two square kilometres or more.

"stream" means a watercourse, including a watercourse that is obscured by overhanging or bridging vegetation or soil mats, that contains water on a perennial or seasonal basis, is scoured by water or contains observable deposits of mineral alluvium, and

(a) has a continuous channel bed that is 100 m or more in length, or

(b) flows directly into

- (i) a fish stream or a fish-bearing lake or wetland, or
- (ii) a licensed waterworks intake.

"wetland" means land that is inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal conditions supports, vegetation typically adapted for life in saturated soil conditions, including marshes, bogs, fens, estuaries, and similar areas that are not part of the active floodplain of a stream.

"wharf" means a structure, usually consisting of a pier, ramp, or float, which is connected to an upland lot by a ramp or walkway.

"zone" means a zone established by Part 5 of this Bylaw.

1.2 Referencing

- (1) In the system used for referencing provisions, the single digit number indicates parts, the two digit number sections, the parenthetical numbers subsections, the lower case letters articles and the roman numerals clauses:

Part:	1
Section:	1.1
Subsection:	1.1(1)
Article:	1.1(1)(a)
Clause:	1.1(1)(a)(i)

1.3 Units of Measure

- (1) Metric dimensions are used in this Bylaw. Imperial equivalents, where shown in parentheses are approximate, are provided for convenience only, and do not form part of this Bylaw.

1.4 Information Notes

- (1) Where a paragraph or sentence or column in a table in this Bylaw is preceded or labelled by the words "Information Note", the contents of the paragraph or sentence or column are provided only to assist in understanding of the bylaw and do not form a part of it.

Information Note:

The Interpretation Act, being a Provincial Statute defines a number of commonly used terms and is applicable in the interpretation of this bylaw.

PART 2 ADMINISTRATION

2.1 Application

- (1) This Bylaw shall apply to that part of the Gambier Island Local Trust Area as shown on Schedule C referred to as the Associated Islands Area. Encompassed in this area of application are the land area of all islands, islets, reefs, rocks, and the seabed, and specified surface waters.

2.2 Conformity

- (1) No person may use or occupy any land, water surface, building or structure or permit any land, water surface, building or structure to be used or occupied, or subdivide any land, except as permitted by this Bylaw.
- (2) No person may construct, reconstruct, place, alter, extend or maintain any building, structure or sign except as permitted by this Bylaw.
- (3) Nothing contained in this Bylaw relieves any person from the responsibility to comply with other legislation applicable to their use of land, buildings or structures.
- (4) Any existing lot that is less than the minimum lot area specified in the applicable zone for the creation of new lots by subdivision may be used for any use permitted in that zone unless otherwise specified in this Bylaw.
- (5) No lot or area may be subdivided, no building, structure or land may be used, and no building or structure may be sited in a manner which renders any existing use, building or structure illegal or non-conforming.

2.3 Inspection

- (1) The Islands Trust Bylaw Enforcement Officer or any other person designated by the Islands Trust to administer this Bylaw is authorized to enter, at any reasonable time and after having given prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.

2.4 Violation

- (1) Any person who does any act or thing or permits any act or thing to be done in contravention of the provisions of this Bylaw, or who neglects to do or refrains from doing any act or thing which is required to be done by any of the provisions of this Bylaw is deemed to have committed an offence under this Bylaw.

2.5 Penalty

- (1) Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty, pursuant to the *Offence Act*, not exceeding \$2,000 and the costs of prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.

2.6 Covenants

- (1) Where under this Bylaw an owner of land is required or authorized to grant a covenant restricting subdivision or development, the covenant must be granted to the Local Trust Committee pursuant to Section 219 of the *Land Title Act* in priority to all existing financial charges, delivered in registerable form satisfactory to the Local Trust Committee prior to the granting of the approval or authorization in respect of which the covenant is required. The covenant must indemnify the Local Trust Committee in respect of any fees or expenses it may incur as a result of a breach of the covenant by the covenantor.

2.7 Owner's Cost

- (1) If any provision of this Bylaw requires a report, study, covenant, plan or similar document to be prepared, unless otherwise stated, the owner of the land to which the document pertains shall pay all costs.

2.8 Siting Compliance

- (1) Every applicant for a rezoning, temporary use permit or development variance permit must provide a current plan signed by a B.C. Land Surveyor showing the location on the lot of all existing and proposed buildings and structures in relation to lot and zone boundaries, watercourses, and the sea, and in relation to other buildings on the lot, unless the Local Trust Committee determines that the provision of such a plan is not reasonably necessary to establish whether the proposed buildings and structures comply with the siting requirements of this or any other Bylaw.

PART 3 GENERAL REGULATIONS

3.1 Permitted in All Zones

The following uses, buildings and structures are permitted in any zone, except where noted, and all buildings and structures are subject to siting and size regulations established elsewhere in this Bylaw:

- (1) Conservation areas, including ecological reserves and other habitat reserves, and parks, but excluding public playgrounds and playing fields.
- (2) Water supply facilities, for an individual dwelling or as a community service, in any land zoned for the purposes of supplying potable or grey water on an individual island, including reservoirs, pipes and valves, treatment facilities, catchment and storage facilities and pumping and intake structures.
- (3) Buried or submerged electricity and telecommunication lines for the distribution of service within the Associated Islands Area and above-ground lines in any land zone.
- (4) Electrical or telecommunications facilities for the purposes of supplying service on the same island.
- (5) Solar collectors, micro hydro generating stations and wind turbines in any land zone for the purposes of supplying power to the lot on which the structure is located.
- (6) Geothermal exchange equipment for the purposes of supplying energy to the lot on which the structure is located or to a lot adjacent to the foreshore in the case of equipment located on the foreshore.
- (7) Air and marine navigational aids.
- (8) Fences in any land zone.
- (9) Hiking and bicycle trails.
- (10) Signs, subject to regulations established in Part 6.
- (11) Utility sheds.
- (12) Sewage disposal facilities for which all required filings have been made with the health authority having jurisdiction under the *Public Health Act*.
- (13) Horticulture.

3.2 Prohibited in All Zones

For certainty, the following uses, buildings and structures are prohibited in all zones, except where expressly permitted in Part 5:

- (1) The disposal of any waste matter on land or in marine areas, except such waste matter as may lawfully be discharged pursuant to the Sewage System Regulation of the *Public Health Act*.
- (2) The disposal or storage of hazardous or toxic waste.
- (3) The rental or sale of personal watercraft.
- (4) The use of a mobile home or recreational vehicle as a residence.
- (5) The use of a vessel anchored, moored, or secured as a permanent residence.
- (6) Finfish aquaculture in any water zone.
- (7) Bridges, causeways or tunnels connecting any island to the mainland.
- (8) Water and utility lines connecting any island to another island or the mainland (except for those lines connecting Turnagain, Tiki, Jack Tolmie and Echo Island to the mainland along established easements).
- (9) Wind turbines in any water zone, and wind turbines intended to provide power to an island other than the island on which the structures are located.
- (10) Dog breeding and boarding kennels.

3.3 Siting and Setback Regulations

- (1) All siting measurements must be made on a horizontal plane from the natural boundary, lot line or other feature specified in this Bylaw to the nearest portion of the building or structure in question.
- (2) No building or structure greater than 1 metre (3.28 ft.) in height, except a fence, utility line, utility pole, navigational aid, at-grade steps, driveway or path, or utility shed, may be constructed, reconstructed, moved, extended or located within the minimum setback areas established in the regulations in Part 5.
- (3) No building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (24.6 feet) of the natural boundary of the sea except:
 - (a) one permitted boathouse not exceeding 18.5 m² (200 ft²);
 - (b) propane tanks;
 - (c) utility lines;
 - (d) lifting devices associated with permitted marine uses, including cranes and hoists;
 - (e) stairs, ramps or walkways not exceeding a width of 2.5 metres (8.2 feet),

required to access the foreshore or a permitted dock; and

- (f) decks or platforms which do not exceed a height of 1.2 metres (4 feet) above natural grade, exclusive of railings, and which do not exceed an area of 10 m² (108 ft²) per lot within the setback area.
- (4) No building or structure, except a fence or utility shed, may be constructed, reconstructed, moved, extended or located within 30 metres (100 feet) of the natural boundary of any watercourse or wetland. Septic fields, septic tanks, absorption fields and related appurtenances below ground, concrete and asphalt paving or similar surfacing of the land, and retaining structures are considered structures for the purposes of this subsection.
- (5) Steps, eaves gutters, cornices, sills, chimneys, retaining walls, balconies, decks and sunshades and similar features may project into a required setback area, except a setback from the natural boundary of the sea, a watercourse or a wetland, provided they do not project more than 0.6 metres (2 feet) into the required setback area.
- (6) Private floats and docks shall be located within the seaward projection of the boundaries of the upland property served and shall be set back 3.0 metres (9.8 feet) from the projection of those boundaries. This setback regulation does not apply to a shared lot boundary between residential lots served by the same private float or dock.

3.4 Height Regulations

- (1) The height regulations for buildings and structures specified in Part 5 do not apply to radio, telecommunications and television antennas and towers, chimneys, flag poles, lightning poles, fire and hose towers, utility poles, attic vents, solar collectors and water catchment and water storage facilities.
- (2) Despite any height regulation in Part 5, wind turbines may have a height of up to 15 metres (50 feet).

3.5 Accessory Uses, Buildings and Structures

- (1) A building or structure accessory to a dwelling may not be used as a residence but may be used as a sleeping cabin.
- (2) Accessory recreational uses are permitted on RR-zoned lot whether or not a principal residential use is occurring on the lot.
- (3) The following accessory buildings or structures may be constructed and placed on a lot prior to the construction of a principal building or the commencement of a principal use on the same lot:
 - (a) a permitted boathouse;
 - (b) picnic shelters and benches and washroom facilities required for accessory recreational use of an RR-zoned lot;

- (c) a utility shed;
 - (d) one accessory building used for storage of building materials and personal effects; and
 - (e) steps and structures accessory to and supporting a dock.
- (4) Any accessory building or structure, other than those specified in subsection 3.5(2), may be constructed or placed on a lot prior to the construction of a principal building, or the commencement of a principal use, on the same lot only if a building permit has been issued for a principal building on the same lot and the building permit has not expired.
- (5) Unless a building or structure is structurally attached to a principal building by a structure having walls, a roof, and a floor, it is for the purposes of this Bylaw, deemed not to be part of the principal building, but is deemed to be an accessory building or structure.

3.6 Home Occupation Regulations

- (1) Permitted accessory home occupations, unless otherwise prohibited in this bylaw, include any of the following:
- (a) home craft;
 - (b) repairing of goods;
 - (c) professional practice;
 - (d) service to a client;
 - (e) creation of a product; and
 - (f) Commercial visitor accommodation, subject to the following additional regulations:
 - (i) not more than 4 guests may be accommodated at any one time;
 - (ii) not more than 2 bedrooms may be used to accommodate guests; and
 - (iii) a commercial visitor accommodation use must be conducted solely within a principal dwelling.
- (2) For certainty home occupations do not include any of the following uses:
- (a) commercial campgrounds;
 - (b) rentals, except rental of a dwelling for thirty (30) or more continuous days, and

- (c) food service or the sale of goods or products unless the goods or products are produced, processed or repaired as part of the home occupation.
- (3) Home occupations must be conducted entirely within a dwelling or a permitted accessory building on a lot on which a permitted principal residential use is occurring.
- (4) The combined floor area used in all home occupations on a lot must not exceed 47 m² (500 ft²).
- (5) The owner or at least one employee of a home occupation must reside on the property.
- (6) Not more than one person per property may be employed in any home occupation in addition to any residents of the premises in which such business is carried on.
- (7) No storage of materials, commodities or finished products is permitted in connection with the operation of a home occupation other than within a permitted building.
- (8) No home occupation may cause any sound that is audible at a lot line of the lot on which the home occupation is conducted, including the natural boundary of the sea.

3.7 Fences

- (1) The height of fences shall not exceed 2 metres (6.6 feet) within any required setback, subject to regulations in Part 5.
- (2) The provision of protective netting, fencing or wire to control animal nuisances, or a landscape screen, is exempt from Subsection 3.7(1).

3.8 Landscape Screening

- (1) Where landscape screening is required by this Bylaw, it is to be provided in the form of:
 - (a) existing vegetation that is retained and is of a sufficient height to provide a complete and year-round visual screen between the uses being separated; or
 - (b) where existing vegetation is not of a sufficient height to provide a visual screen, planted and maintained indigenous, drought-tolerant evergreen vegetation that will attain a height sufficient to provide a complete and year-round visual screen between the uses being separated; or
 - (c) a wooden fence or lattice which is continuous, except for points of vehicular or pedestrian access/egress.

3.9 Use of Recreational Vehicles

- (1) Where recreational vehicle may not be placed on a lot, or used as a residence.

3.10 Storage of Junk and Derelict Vehicles

- (1) Except where permitted by the regulations in Part 5, no land shall be used for the storage of unusable, disassembled, detached, stripped, non-functional or abandoned vehicles, campers, trailers, vessels, or parts, which are not completely enclosed in a permitted permanent building.

3.11 Lots Divided by a Zone Boundary

- (1) If a lot is divided by one or more zone boundaries, the density permitted, including lot coverage, must be calculated by reference to the areas of the portions of the lot lying within each zone, and dwellings may only be constructed on any portion of the lot if, and to the extent that, the density regulations for that portion are complied with.

3.12 Use of Common Property

Land comprising the common property in a strata plan is not a lot for the purposes of the provisions of this Bylaw permitting dwellings in respect of lots but, where the strata lots and common property are in the same zone, the common property may be used for permitted uses accessory to principal uses located on strata lots in the same strata plan.

PART 4 ESTABLISHMENT OF ZONES

4.1 Division into Zones

- (1) The area to which this Bylaw applies is divided into the following zones, the geographic boundaries of which are as shown on the Zoning Maps designated as Schedule B that form part of this Bylaw and the regulations for which are set out in Part 5.

<u>Zone Name</u>	<u>Zone Abbreviation</u>
Small Lot Rural Residential One	SRR
Rural Residential One	RR1
Rural Residential Two	RR2
Rural Residential Three	RR3
Rural Residential Four	RR4
Rural Residential Five	RR5
Park	P
Private Conservation	PC
Community Service	CS
Forestry	F
Private Institutional One	PI1
Marine Foreshore 1	M1
Marine Foreshore 2	M2
Marine Protection	M3
Marine Industrial	M4
Public Wharf	M5

4.2 Zone Boundaries

- (1) Where zone boundaries on Schedule B maps coincide with lot lines, the zone boundaries are the lot lines.

- (2) Where a zone boundary is shown on Schedule B maps as following any highway, right-of-way or stream, the centre line of such highway, right-of-way, or stream is the zone boundary.
- (3) Where land based and water based zone boundaries shown on Schedule B coincide, the zone boundary shall be the surveyed lot line as shown on the most recent plan registered in the Land Title Office, and where there is no such plan the natural boundary of the sea is the zone boundary.
- (4) Where a zone boundary shown on Schedule B does not follow a legally defined line and no dimensions are shown by which the boundary could otherwise be located, the location of the boundary must be determined by scaling from Schedule B and in that case the zone boundary is the midpoint of the line delineating the zone boundary.

PART 5 ZONES

5.1 Small Lot Rural Residential – (SRR)

Information Note: The purpose of the Small Lot Rural Residential One Zone is to provide for the regulation of the development of small lot residential areas on North Thormanby Island.

Permitted Uses

- (1) The following uses are permitted in the SRR zone, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential use of a dwelling; and
 - (b) Accessory uses, buildings and structures, including but not limited to home occupations and accessory recreational uses.

Density

- (2) The maximum density in the SRR zone is one (1) dwelling per lot.
- (3) The maximum lot coverage in the SRR zone is 25 percent.
- (4) The maximum floor area ratio of any dwelling in the SRR zone is 0.20.
- (5) The maximum number of accessory buildings permitted in the SRR zone is two (2) per lot.

Siting and Size

- (6) The minimum setback for any building or structure in the SRR zone is:
 - (a) Residential 6.0 metres (19.6 feet) from any lot line abutting a highway or private road;
 - (b) 1.5 metres (5 feet) from any interior or exterior side lot line; and
 - (a) 7.5 metres (24.6 feet) from any rear lot line.
- (7) The maximum height for any dwelling in the SRR zone is 9 m (29.5 feet).
- (8) The maximum height for any accessory building or structure in the SRR zone is one storey to a maximum of 5.2 metres (17 feet).

Conditions of Use

- (9) Above grade septic storage tanks in the SRR zone must be screened from view of an abutting residential lot by a fence or a landscape screen complying with the provisions of Section 3.8.

Subdivision Lot Area Requirements

- (10) Land in the SRR zone may not be subdivided.

Site-Specific Regulations

- (11) The following table 5.1 indicates locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on the zoning map. The second column describes the location for reference, with zone boundaries defined on Schedule B, where the regulations specified in the third column apply:

Table 5.1		
Site-Specific Zone	Location Description	Site Specific Regulations
SRR(a)	LOTS 1 THROUGH 9 OF DISTRICT LOT 1017, PLAN 5972	1. Despite 5.1(6)(a) the minimum setback for buildings or structures is 4.0 metres from any lot line abutting a highway or private road. 2. Despite 5.1(6)(c) the minimum setback for buildings or structures is 1.0 metres from any rear lot line.

5.2 Rural Residential One – (RR1)

Information Note: The purpose of the Rural Residential One Zone is to provide for the regulation of the development of specific residential areas on Anvil Island, North and South Thormanby Islands, Turnagain Island, Jack Tolmie Island, Echo Island, Tiki Island, Grant Island, North, East, South and West Trail Islands, Surrey Islets, Bertha Islet, Merry Island, Franklin Island, Woolridge Island, Popham Islands, Mickey Island, Ragged Island, New (Silver) Island and Hermit Island.

Permitted Uses

- (1) The following uses are permitted in the RR1 zone, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential use of a dwelling;
 - (b) Accessory uses, buildings and structures, including but not limited to home occupations and accessory recreational uses;
 - (c) Agriculture.

Density

- (2) The maximum number of dwellings is 1 (one) dwelling for lots less than 4.0 hectares (10 acres) and 2 (two) dwellings for lots larger than 4.0 hectares (10 acres).
- (3) The maximum lot coverage in the RR1 zone is 25 percent.
- (4) The maximum number of accessory buildings permitted in the RR1 zone is three (3) per dwelling (exclusive of utility sheds and woodsheds).

Siting and Size

- (5) The minimum setback for any building or structure in the RR1 zone is 7.5 metres (24.6 feet) from any lot line.
- (6) Despite 5.2(5), for all lots on East Trail Island the minimum setback for any building or structure is 3.0 metres (10 feet) from any interior or exterior side lot line and 7.5 metres (24.6 feet) from any front or rear lot line.
- (7) The maximum height for any dwelling in the RR1 zone is 11 metres (36 feet).
- (8) The maximum height for any accessory building or structure in the RR1 zone is one storey to a maximum of 5.2 metres (17 feet).

Subdivision Lot Area Requirements

- (9) The minimum average lot size for subdivision in the RR1 zone is 4.0 hectares (10 acres).
- (10) The minimum lot size for subdivision in the RR1 zone is 1 hectare (2.4 acres).

Site-Specific Regulations

- (11) The following table 5.2 indicates locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on the zoning map. The second column describes the location for reference, with zone boundaries defined on Schedule B, where the regulations specified in the third column apply:

Site-Specific Zone	Table 5.2 Location Description	Site Specific Regulations
RR1(a)	PARCEL 12 (EXPLANATORY PLAN 7978) DISTRICT LOT 2309 GROUP 1 NEW WESTMINSTER DISTRICT, <u>Tiki Island</u>	1. Despite 5.2(2) the maximum number of dwellings is three (3). 2. Despite 5.2(3) the maximum lot coverage for each dwelling and associated accessory buildings is 6.3%. 3. Dwellings must be separated by a minimum of 20 metres (65.6 feet) from any other dwelling on the lot.
RR1(b)	DISTRICT LOT 4553 GROUP 1 NEW WESTMINSTER DISTRICT, <u>Echo Island</u> AND LOT 11 (EXPLANATORY PLAN 7978) DISTRICT LOT 2309 GROUP 1 NEW WESTMINSTER DISTRICT, <u>Jack Tolmie Island</u>	Despite 5.2(2) the maximum number of dwellings is one (1) unless water and sewer infrastructure connections from the island to the mainland along established easements or rights-of-way are in place at the time of issuance of a building permit(s) in which case the maximum number of dwellings is two (2).

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RR1(c)	DISTRICT LOT 2081, <u>South Thormanby Island</u> , NEW WESTMINSTER DISTRICT	Despite 5.2(2) the maximum number of dwellings is ten (10).
RR1(d)	BLOCK B (REFERENCE PLAN 2132) DISTRICT LOT 845 GROUP 1 NEW WESTMINSTER DISTRICT <u>Anvil Island</u>	Despite 5.2(2) the maximum number of dwellings is two (2).
RR1(e)	DISTRICT LOT 845, GROUP 1 NEW WESTMINSTER DISTRICT EXCEPT PORTIONS IN REFERENCE PLANS 622 AND 2698 <u>Anvil Island</u>	Despite 5.2(2) the maximum number of dwellings is eleven (11).
RR1(f)	LOT 17 DISTRICT LOT 1388 PLAN 13161 <u>East Trail Island</u>	Despite 5.2(2) the maximum number of dwellings permitted is two (2).
RR1(g)	LOT A DISTRICT LOT 2019 KNOWN AS SAND ISLAND GROUP 1 NEW WESTMINSTER DISTRICT PLAN LMP24738 <u>South Thormanby Island</u>	Despite 5.2(2) the maximum number of dwellings permitted is two (2).
RR1(h)	DISTRICT LOT 1389 GROUP 1 NEW WESTMINSTER DISTRICT <u>South Trail Island</u>	1. Despite 5.2(2) the maximum number of dwellings is three (3). 2. The maximum floor area of one dwelling on the lot is not to exceed 172 m² (1850 ft²). 3. Despite 5.2(3) the maximum lot coverage is 20%. 4. Despite 5.2(4) the maximum number of accessory buildings is two (2) per dwelling (exclusive of utility sheds and woodsheds).

5.3 Rural Residential Two – (RR2)

Information Note: The purposes of the Rural Residential Two Zone are to incorporate the provisions of the Land Use Contract authorized by Gambier Island Local Trust Committee Land Use Contract Authorization Bylaw No. 6, 1978 in relation to DISTRICT LOT 1539 and LOT 1 OF DISTRICT LOTS 1018 AND 1019 South Thormanby Island, and to provide regulations in respect of matters not addressed in the Land Use Contract.

Permitted Uses

- (1) The following uses are permitted in the RR2 zone subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential use of a Dwelling;
 - (b) Accessory uses, buildings and structures, including home occupations and accessory recreational uses, but excluding commercial visitor accommodation;

Density

- (2) The maximum number of dwellings for Lot 1 District Lot 1539, Block 1 District Lots 1018 and 1019 Plan 11122 is sixty-three (63).

Siting and Size

- (3) Dwellings must be sited as shown on Schedule A-1.
- (4) Floor area in the RR2 zone means any enclosed floor area of the main floor of the dwelling or structure but also including any floor area (exceeding 6 m²) of the second floor of any dwelling, which has an average ceiling height in excess of 1.8 metres (6.1 feet) measured from the inside walls.
- (5) The maximum floor area of a dwelling is 74.3 m² (800 ft²).
- (6) Despite section 5.3(5), for dwelling sites numbered 1A, 22 and 56 on Schedule A, the maximum floor area of a dwelling is 120.7 m² (1300 ft²).
- (7) Despite section 5.3(5) for dwelling sites numbered 3, 5, 8, 10, 15, 21, 31, 37, 39, 45 through 47, 50, 52, 62 and 68 on Schedule A the maximum floor area of a dwelling is 102.2 m² (1100 ft²).
- (8) The maximum height for any dwelling in the RR2 zone is 9.1 metres (30 feet).
- (9) The maximum height for any accessory building or structure in the RR2 zone is one storey to a maximum of 4.5 metres (15 feet).
- (10) The maximum number of accessory buildings in the RR2 zone is three (3) per dwelling, exclusive of woodsheds, with a total combined floor area per dwelling not exceeding 27.8 m² (350 ft²).
- (11) Despite subsection 5.3(10), the accessory buildings identified in Schedule A-2 may exceed the maximum permitted floor area and maximum number of accessory buildings to the extent specified on Schedule A-2.

- (12) A combined accessory building floor area of 501.6 m² (5,400 ft²) is permitted in the RR2 zone in addition to those referenced in subsections 5.3(10) and 5.3(11), for the storage of motor vehicles.
- (13) The maximum number of boat houses on Lot 1 District Lot 1539, Block 1 District Lots 1018 and 1019 is five (5) with a maximum floor area for each boathouse of 16.2 m² (175 ft²).

Subdivision Lot Area Requirements

- (14) Land in the RR2 zone may not be subdivided.

5.4 Rural Residential Three– (RR3)

Information Note: The purpose of the Rural Residential Three Zone is to provide for the regulation of the development of LOT 2 DISTRICT LOT 845 PLAN 10910 on Anvil Island.

Permitted Uses

- (1) The following uses are permitted in the RR3 zone subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential use of a dwelling; and
 - (b) Accessory uses, buildings and structures, including home occupations and accessory recreational uses, but excluding commercial visitor accommodation.

Density

- (2) The maximum number of dwellings permitted in the RR3 zone is eight (8).
- (3) The maximum lot coverage in the RR3 zone is 2 percent.

Siting and Size

- (4) The maximum number of accessory buildings in the RR3 zone is two (2) per dwelling (exclusive of utility and wood sheds).
- (5) The minimum setback for any building or structure in the RR3 zone is 7.5 metres (24.6 feet) from any lot line.
- (6) The maximum height for any dwelling in the RR3 is 11 metres (36 feet).
- (7) The maximum height for any accessory building or structure in the RR3 zone is one storey to a maximum of 5.2 metres (17 feet).

Subdivision Lot Area Requirements

- (8) The minimum average lot size for subdivision in the RR3 zone is 4 hectares (10 acres).
- (9) The minimum lot size for subdivision in the RR3 zone is 1 hectare (2.4 acres).

5.5 Rural Residential Four– (RR4)

Information Note: The purpose of the Rural Residential Four Zone is to provide for the regulation of the development of District Lot 697, Pasley Island.

Permitted Uses

- (1) The following uses are permitted in the RR4 zone subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Residential use of a dwelling;
 - (b) Guest houses;
 - (c) Caretaker Residence; and
 - (d) Accessory uses, buildings and structures, including home occupations and accessory recreational uses, but excluding commercial visitor accommodation.

Density

- (2) The maximum number of dwellings, in the RR4 zone is one per 3.33 hectares to a maximum of thirty (30).
- (3) The maximum number of guest houses in the RR4 zone is one per dwelling to a maximum of thirty (30).
- (4) One caretaker residence in the RR4 zone is permitted in addition to the dwellings permitted by subsections 5.5(2) and 5.5(3).

Siting and Size

- (5) The maximum combined floor area of a dwelling, and its associated guest house and accessory buildings in the RR4 zone is 334.5 m² (3600 ft²) with no single building or structure exceeding 223 m² (2400 ft²).
- (6) The minimum setback for any building or structure in the RR4 zone is 7.5 metres (24.6 feet) from any lot line.
- (7) The maximum height for any dwelling in the RR4 zone is 11 metres (36 feet).
- (8) The maximum height for any accessory building or structure in the RR4 zone is one storey to a maximum of 5.2 metres (17 feet).

Subdivision Lot Area Requirements

- (9) Land in the RR4 zone may not be subdivided.

5.6 Rural Residential Five– (RR5)

Information Note: The purposes of the Rural Residential Five Zone are to incorporate the provisions of the Land Use Contract authorized by Gambier Island Trust Committee Land Use Contract Authorization Bylaw No. 5, 1978 in relation to District Lot 840, Worlcombe Island, and to provide regulations in respect of matters not addressed in the Land Use Contract.

Permitted Uses

- (1) The following uses are permitted in the RR5 zone subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential use of a Dwelling; and
 - (b) Accessory uses, buildings and structures, including home occupations and accessory recreational uses, but excluding commercial visitor accommodation.

Density

- (2) The maximum number of dwellings in the RR5 zone is seven (7), one of which may be used as a lodge and for assembly purposes.
- (3) A maximum of three (3) accessory buildings is permitted for each dwelling (exclusive of utility sheds and woodsheds).

Siting and Size

- (4) The maximum floor area of a dwelling in the RR5 zone is 186 m² (2000 ft²).
- (5) The total accessory building floor area per dwelling in the RR5 zone shall not exceed 37 m² (400 ft²).
- (6) The minimum setback for any building or structure in the RR5 zone is 7.5 metres (24.6 feet) from any lot line.
- (7) The maximum height for any dwelling in the RR5 zone is 11 metres (36 feet).
- (8) The maximum height for any accessory building or structure in the RR5 zone is one storey to a maximum of 5.2 metres (17 feet).

Subdivision Lot Area Requirements

- (9) Land in the RR5 zone may not be subdivided.

5.7 Private Institutional– (PI1)

Information Note: The purpose of the Private Institutional One Zone is to provide for the regulation of the development of the camp on DISTRICT LOT D DISTRICT LOT 845 PLAN 10910, Anvil Island (Daybreak Point Bible Camp).

Permitted Uses

- (1) The following uses are permitted in the PI1 zone subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Private institutional camp use of land, dormitories and cabins;
 - (b) caretaker dwelling accessory to the permitted private institutional camp use; and
 - (c) permanent and seasonal employee accommodation.

Density

- (2) The maximum number of caretaker dwellings in the PI1 zone is four (4).

Siting and Size

- (3) The maximum floor area of all dwellings, dormitories, cabins and accommodation units in the PI1 zone is 2050 m² (20,066 ft²).
- (4) The total accessory building floor area per dwelling in the PI1 zone shall not exceed 4530 m² (48,760 ft²).
- (5) The minimum setback for any building or structure in the PI1 zone is 7.5 metres (24.6 feet) from any lot line.
- (6) Despite 5.7(5) the minimum setback for any building or structure in the PI1 zone is 30 metres (98.4 feet) from any lot line abutting a residential zone.
- (7) The maximum height for any building or structure in the PI1 zone is 11 metres (36 feet).

Subdivision Lot Area Requirements

- (8) The minimum lot size for subdivision in the PI1 zone is 4 hectares (10 acres).

5.8 Park (P)

Information Note: The purpose of the Park Zone is to provide for the regulation of the development of regional district or provincially owned park lands.

Permitted Uses

- (1) The following uses are permitted in the P zone, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Protection and maintenance of natural features and habitat;
 - (b) Nature interpretation; and
 - (c) Natural area parks and conservation.

Permitted Structures

- (2) The following structures are permitted in the P zone, subject to the regulations set out in this section and the general regulations, and all other structures are prohibited:
- (a) Pedestrian trails;
 - (b) Fences;
 - (c) Stairs, boardwalks; outhouses; camping platforms;
 - (d) Buildings and structures accessory to a permitted natural area protection, conservation or interpretation use; and
 - (e) Informational signs, subject to Part 6.

Siting and Size

- (3) The maximum combined floor area of all buildings on any lot in the P zone is 46 m² (500 ft²).
- (4) The minimum setback for any building or structure in the P zone is 7.6 metres (25 feet) from any lot line.
- (5) The maximum height for any accessory building or structure in the P zone is 3.0 metres (9.8 feet).

5.9 Private Conservation (PC)

Information Note: The purpose of the Private Conservation Zone is to provide for the regulation of lands reserved for privately managed conservation of local flora and fauna.

Permitted Uses

- (1) The following uses are permitted in the PC zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
- (a) Protection and maintenance of natural features and habitat; and
 - (b) Conservation.

Permitted Structures

- (2) The following structures are permitted in the PC zone, subject to the regulations set out in this section and the general regulations, and all other structures are prohibited:
- (a) pedestrian trails;
 - (b) fences;
 - (c) stairs, boardwalks; and
 - (d) signs, subject to Part 6.

Siting and Size

- (3) The minimum setback for any structure in the PC zone shall be 7.5 metres (24.6 feet) from any lot line.

5.10 Forest (F)

Information Note: The purpose of the Forest Zone is to provide for the regulation of the development of large parcels of land.

Permitted Uses

- (1) The following uses are permitted in the F zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) Silviculture;
 - (b) Trails, stairs and walkways;
 - (c) Informational signs and interpretive structures; and
 - (d) Accessory uses, buildings and structures.
- (2) For certainty accessory uses, buildings and structures may include *wells, pumphouses, water storage tanks and utility sheds.*

Density

- (3) The maximum lot coverage in the F zone is 2 percent.

Siting and Size

- (4) The maximum combined floor area of all buildings on any lot in the F zone is 46 m² (500 ft²).
- (5) The minimum setback for any building or structure in the F zone is 7.6 metres (25 feet) from any lot line.
- (6) The maximum height for any accessory building or structure in the F zone is one storey to a maximum of 5.2 metres (17 feet).

5.11 Community Service (CS)

Information Note: The purpose of the CS Zone is to provide for the regulation of the development of the Merry Island Lighthouse Station.

Permitted Uses

- (1) The following uses are permitted in the CS zone, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Lighthouse and caretaker dwellings,
 - (b) Helicopter landing pad,
 - (c) Trails, stairs and walkways,
 - (d) Informational signs and interpretive structures; and
 - (e) Accessory uses buildings and structures.
- (2) For certainty accessory uses, buildings and structures may include *wells, pumphouses, boathouse, boat ramp, water storage tanks and utility sheds.*

Density

- (3) Two (2) caretaker's dwellings are permitted per lot in the CS zone.

Siting and Size

- (4) The minimum setback for any building or structure in the CS zone is 7.6 metres (25 feet) from any lot line.

5.12 Marine Foreshore 1 (M1)

Information Note: The purpose of the Marine Foreshore 1 Zone is to provide for the regulation of development in marine areas adjacent to residential islands. The M1 zone, and the other water-based zones, includes the surface of the water, up the natural boundary of the sea.

Permitted Uses

- (1) The following uses and structures are permitted in the M1 zone subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) Marine navigational aids;
 - (b) Mooring buoys, for the purpose of mooring a private vessel accessory to the residential use of an upland lot; and
 - (c) Docks accessory to the residential use of an adjacent upland lot.

Density

- (2) The maximum number of docks that may be constructed in the M1 zone adjacent and accessory to any upland lot in the M1 zone shall be one.

Siting and Size

- (3) The maximum area of any accessory dock in the M1 zone, excluding ramps and walkways, is 40 m² (430 ft²).

Conditions of Use

- (4) The use permitted in 5.12(1)(b) does not include any dock constructed with foamed polystyrene flotation components that are not completely encapsulated to prevent such components from escaping into the marine environment.
- (5) No building, including a boathouse may be constructed or erected on any dock in the M1 zone.

Site-Specific Regulations

- (6) The following table 5.3 indicates locations for reference, with zone boundaries defined on Schedule B, where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on Schedule B. The second column is an information note and the third column specifies the regulations that apply:

Site-Specific Zone	Information Note: General Location	Table 5.3
		Site Specific Regulations
M1(a)	DISTRICT LOT 697 GROUP 1 NEW WESTMINSTER DISTRICT <u>Pasley Island</u>	Despite subsection 5.12(2), a maximum of thirty (30) docks may be constructed adjacent to this lot.
M1(b)	PARCEL 12 (EXPLANATORY PLAN 7978) DISTRICT LOT 2309 GROUP 1 NEW WESTMINSTER DISTRICT <u>Tiki island</u>	Despite subsection 5.12(2), a maximum of three (3) docks may be constructed adjacent to this lot.
M1 (c)	DISTRICT LOT 4553 GROUP 1 NEW WESTMINSTER DISTRICT <u>Echo Island</u>	Despite subsection 5.12(2), a maximum of two (2) docks may be constructed adjacent to this lot.

5.13 Marine Foreshore 2 (M2)

Information Note: The purpose of the Marine Service Zone is to provide for the regulation of development, including common dock facilities, in marine areas adjacent to residential islands.

Permitted Uses

- (1) The following uses are permitted in the M2 zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) Marine navigational aids;
 - (b) Mooring buoys, for the purpose of mooring a private vessel accessory to the residential use of an upland lot;
 - (c) Community docks and wharves;
 - (d) Barge ramps; and
 - (e) Breakwaters.

Density

- (2) One community dock or wharf may be constructed or installed at each M2 zoned location.

Conditions of Use

- (3) The use permitted in 5.13(1)(b) does not include any dock constructed with foamed polystyrene flotation components that are not completely encapsulated to prevent such components from escaping into the marine environment.
- (4) No building, other than one storage building not exceeding 10 m² or 4 metres in height, may be constructed or erected on any dock in the M2 zone.
- (5) The following table 5.4 indicates locations for reference, with zone boundaries defined on Schedule B, where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter refer to the notation on Schedule B. The second column provides an information note and the third column specifies the regulations that apply:

Table 5.4		
Site-Specific Zone	Information Note: General Location	Site Specific Regulations
M2(a)	LOT 2 DISTRICT LOT 845 PLAN 10910	Despite subsection 5.13 (2) one additional dock with a maximum area of 18 m ² (194 ft ²) is permitted below the natural boundary of the sea.

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M2(b)	South Thormanby Island	Despite subsection 5.13 (2) a maximum of two docks with a combined maximum area of 725 m ² (7800 ft ²) are permitted below the natural boundary of the sea.
M2(c)	DISTRICT LOT D DL 845 PLAN 10910 <u>Anvil Island</u>	Despite subsection 5.13 (2) a combined maximum dock area of 604 m ² (6,500 ft ²) are permitted below the natural boundary of the sea.

5.14 Marine Protection (M3)

Information Note: The purpose of the Marine Protection Zone is to provide for the regulation of development in marine areas outside of areas zoned for docks.

Permitted Uses

- (1) The following uses are permitted in the M3 zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
 - (a) Marine navigational aids;
 - (b) Mooring buoys for the purpose of mooring a private vessel accessory to the residential use of an upland lot;
 - (c) Signs subject to Section 6;
 - (d) Ecological reserves; and
 - (e) Research and educational activities related to the marine environment, including nature interpretation.

Permitted Structures

- (2) No permanent building or structure of any kind, other than a navigational aid or mooring buoy, may be erected, constructed or placed.

5.15 Marine Industrial (M4)

Information Note: The purpose of the Marine Industrial Zone is to provide for the regulation of development in marine areas outside of areas zoned for docks and moorage.

Permitted Uses

- (1) The following uses are permitted in the M4 zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
- (a) log handling, sorting and storage.

Permitted Structures

- (2) The following structures are permitted in the M4 zone, subject to the regulations set out in this section and the general regulations, and all other structures are prohibited:
- (a) Buoys, floats, dolphins and pilings necessary for the establishment or operation of a log handling, sorting or storage use;
 - (b) Marine navigational aids; and
 - (c) Signs, subject to Part 6.

5.16 Public Wharf (M5)

Information Note: The purpose of the Public Wharf Zone is to provide for the regulation of development of the public wharf on North Thormanby Island.

Permitted Uses

- (1) The following uses are permitted in the M5 zone, subject to the regulations set out in this section and the general regulations, and all other uses are prohibited:
- (a) Public service utility uses;
 - (b) Loading, unloading and temporary storage of freight;
 - (c) Temporary docking and mooring facilities for passenger ferries, charter vessels, water taxis, pleasure craft, fishing boats and sea planes; and
 - (d) Non-commercial boat moorage.

Permitted Structures

- (2) The following structures are permitted in the M5 zone, subject to the regulations set out in this section and the general regulations, and all other structures are prohibited:
- (a) Public wharf or barge;
 - (b) Buoys, floats, wharves, wharf ramps, walkways, piers, floating breakwaters, dolphins and pilings, and buildings necessary for the establishment or operation of a use permitted in this zone;
 - (c) Marine navigational aids; and
 - (d) Signs, subject to Part 6.

Height

- (3) The maximum height of buildings and structures located on a public wharf is 5.0 metres (16.5 feet) measured from the surface of the wharf.

Floor Area

- (4) The maximum combined floor area for buildings and structures is 14.0 m² (150 ft²).

PART 6 SIGN REGULATIONS

6.1 Permitted Sign Types

- (1) All types of signs, except those prohibited in Section 6.2, are permitted.

6.2 Prohibited Signs

- (1) The following sign types are prohibited:
- (a) Blinking, backlit or neon signs;
 - (b) Signs with moving parts;
 - (c) Signs that make noise to attract attention to the sign;
 - (d) Signs illuminated by a floodlight or spotlight such that the light from the floodlight or spotlight shines directly into the path of on-coming motor vehicle, marine or aviation traffic;
 - (e) Signs that project over a highway or other public property;
 - (f) Third party signs;
 - (g) Signs painted on a natural rock face; and
 - (h) Any sign hung from, or in any way affixed to, any other sign.

6.3 Exempt Signs

- (1) The following signs are exempt from the regulations in this Part:
- (a) Directional, traffic control, safety, interpretive, address and navigational signs;
 - (b) Signs of duly nominated candidates for public office, provided they are removed within 14 days of the date of election;
 - (c) Signs pertaining to the lease, sale, or name of owner or property, or the use or status of a lot or building, provided that no sign exceeds a dimension of 0.75 metres by 0.75 metres (2.5 feet by 2.5 feet); and
 - (d) Signs erected and maintained by a public agency.

6.4 Siting and Height

- (1) The maximum height for any sign is 6 metres (20 feet).

6.5 Obsolete Signs

- (1) Any sign which has become obsolete because of the discontinuance of the business, service or activity to which it pertains must be removed from the premises within thirty days after the sign becomes obsolete.

6.6 Sign Number and Area

Table 6.1: Sign Number and Area		
Zone/Use	Number of Signs Permitted for each Lot, Premises or Use	Maximum Total Sign Dimension Permitted for Each Lot, Premises or Use
All zones	1 per lot	0.75 metres by 0.75 metres (2.5 feet by 2.5 feet)

PART 7 PARKING REGULATIONS

7.1 Application

- (1) Parking requirements shall not apply to any island unless there is a highway right of way on the island and one or more motor vehicles, as defined by the *Motor Vehicle Act* are located on that island.
- (2) There shall be one off-street parking space available for each motor vehicle on an island, of at least 2.75 metres (9 feet) in width and 6.25 metres (21 feet) in length, exclusive of manoeuvring aisles or driveways, and having unobstructed vertical clearance of at least 2 metres (6.6 feet).
- (3) Each parking space shall be accessible to a highway via a driveway or manoeuvring aisle not less than 6 metres (20 feet) in width at the junction with the highway.

PART 8 SUBDIVISION REGULATIONS

8.1 Lot Area Calculations

- (1) Subdivisions shall comply with the minimum and minimum average lot area regulations set out in Part 5. For the purposes of this bylaw, the average lot area is the sum of the areas of the proposed lots divided by the number of proposed lots.
- (2) If an owner of land being subdivided dedicates as parkland more than 5 percent of the land being subdivided, the area greater than 5 percent may, for the purpose of determining compliance with minimum average lot area regulations set out in Part 5, be included in the total area of lots being created.

8.2 Exemptions from Average and Minimum Lot Area Requirements

The average and minimum lot areas specified in Part 5 do not apply to:

- (1) A lot being created to be used solely for the unattended equipment necessary for the operation of any of the following services, provided that the owner grants a covenant restricting the use of the lot to that use:
 - (a) Electrical and telecommunication utilities;
 - (b) Community sewer or water system facilities;
 - (c) Telephone receiving antenna;
 - (d) Radio or television broadcasting antenna;
 - (e) Telecommunication relay;
 - (f) Automatic telephone exchange;
 - (g) Firefighting services;
 - (h) Air or marine navigation aid; and
 - (i) Electrical substation.
- (2) A lot being created to be used solely for park use or natural open space or conservation purposes provided that a covenant is granted that restricts the use of the lot to that purpose.
- (3) A lot created by the consolidation of two or more lots.
- (4) The adjustment of boundaries between lots provided that the area of any lot would not be increased to an extent that the land that comprised the parent lots could be subdivided into more lots than would be permitted under this Bylaw without the boundary adjustment, and the total number of lots after the boundary adjustment is no more than the total number of lots before the boundary adjustment.

8.3 Covenants Prohibiting Further Subdivision and Development

- (1) Where a subdivision is proposed that yields the maximum number of lots permitted by the applicable minimum average lot area specified by this Bylaw, and one or more of the lots being created has an area equal to or greater than twice the applicable minimum average lot area, the owner must grant a restrictive covenant in respect of every such lot prohibiting further subdivision of the lot and prohibiting construction,

erection, or occupancy on the lot of more than the applicable zone's permitted number or size of dwellings, guest houses and accessory buildings.

- (2) If a subdivision is proposed that yields fewer than the maximum number of lots permitted by the applicable minimum and minimum average lot sizes specified by this bylaw, and:
- (a) one or more of the lots being created has an area equal to or greater than twice the applicable minimum average lot size; and
 - (b) one or more of the lots being created has an area less than the applicable minimum average lot size the applicant shall grant a restrictive covenant in respect of every lot prohibiting:
 - (i) the subdivision of the lot so as to create a greater total number of lots by subdivision and re-subdivision of the original lot than would have been created had the first subdivision created the maximum number of lots permitted by the applicable minimum and minimum average lot sizes specified by this Bylaw; and
 - (ii) the construction, erection, or occupancy on the lot of dwellings, guest houses and accessory buildings so as to create greater density of such development on the original lot than would have been created had the original lot been developed to the greatest density permitted by this Bylaw without subdivision.
- (3) If the approval of a bare land strata plan would create common property, the applicant must grant a restrictive covenant in respect of the common property prohibiting the further subdivision of the common property and the disposition of the common property separately from the strata lots.

8.4 Boundary Adjustment Subdivisions

- (1) A boundary adjustment subdivision is prohibited if it would result in the increase of the area of any lot to the point where the new lots created could together be subdivided into more lots than would be permitted under this bylaw without the boundary adjustment.
- (2) A boundary adjustment subdivision resulting in a lot lying in two or more zones is prohibited, except where all of the lots being subdivided are located in two or more zones.

8.5 Section 946 Subdivisions (Residence for a Relative)

- (1) No lot having an area less than 8 hectares (20 acres) may be subdivided pursuant to the *Local Government Act* to provide a residence for a relative of the owner.

8.6 Lot Frontage and Lot Shape

- (1) The frontage on a highway of any lot in a proposed subdivision and having highway frontage shall be at least 10% of its perimeter, unless exempted by the Local Trust Committee pursuant to the *Local Government Act*.

- (2) No lot in a proposed subdivision may have a lot depth greater than three times its lot width excluding the width of any panhandle access strip.
- (3) If a panhandle lot proposed to be created has sufficient area to be further subdivided under this Bylaw, the minimum width of the access strip shall be 20 metres.
- (4) If a panhandle lot proposed to be created has insufficient area to be further subdivided, the minimum width of the access strip shall be 10 metres.

8.7 Split Zoned Lots

- (1) The creation of an additional lot lying within two or more zones is prohibited unless the subdivision consolidates lots or adjusts property lines.
- (2) Where a lot lying within two or more zones is subdivided, each proposed lot must comply with the largest minimum lot area specified in Part 5 for any zone in which the proposed lot lies, and with the largest of any minimum average lot areas specified for each such zone.

8.8 Split or Hooked Lots

- (1) No lot which is divided into two or more portions by a highway or other lot may be created by subdivision, except where required to provide highway access within a water access subdivision.
- (2) Where a part of a lot is separated from the main portion of the lot by a road, watercourse, marine water or topographical feature, it may be consolidated with an adjacent lot to which it may be more properly related without meeting other provisions of this Part, as long as the main portion of the parent lot conforms to the provisions of this Part.

8.9 Water Access Subdivisions

- (1) Subdivisions that propose access by water only shall be provided with access by highway dedication to a location suitable for the establishment of a neighbourhood dock for use by the owners and occupiers of the subdivision.

8.10 Highway Standards

Information Note: For information on road standards see the Letter of Agreement between the Islands Trust and the Ministry of Transportation and Highways (now called Ministry of Transportation and Infrastructure), dated October 20, 1992 and amended July 18, 1996.

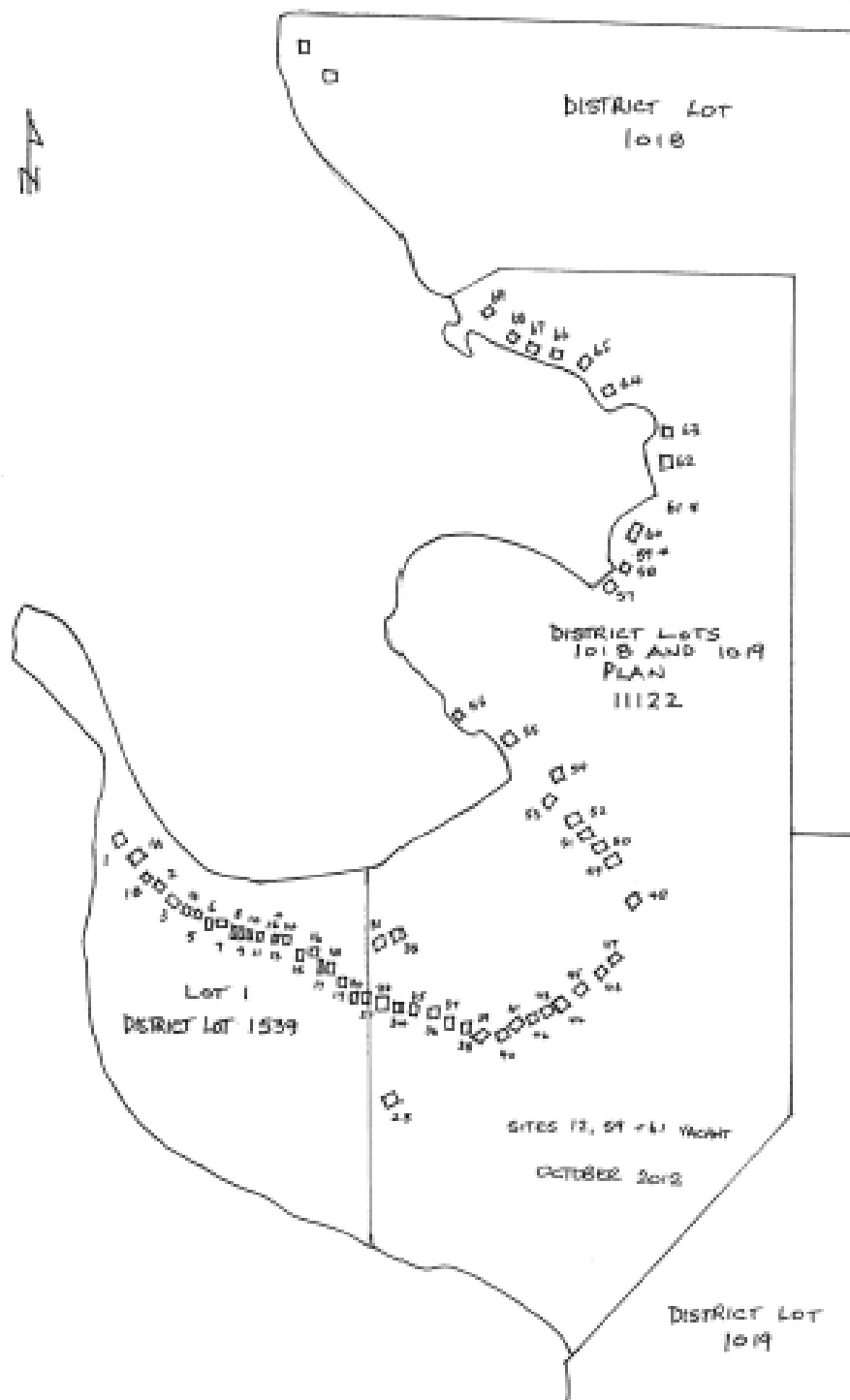
8.11 Water Supply

Information Note: For information on water quantity (volume) and quality (potability) requirements for proposed lots served by individual wells, contact the Provincial Approving Officer, Ministry of Transportation and Infrastructure, and for proposed lots served by a community water system contact the Vancouver Coastal Health Authority. Drinking water

systems that service more than one single family dwelling must comply with the Drinking Water Protection Act and Drinking Water Protection Regulation.

Schedule A-1

Site Plan for District Lot 1539, Lot 1 of District Lot 1018 and 1019, South Thormanby Island



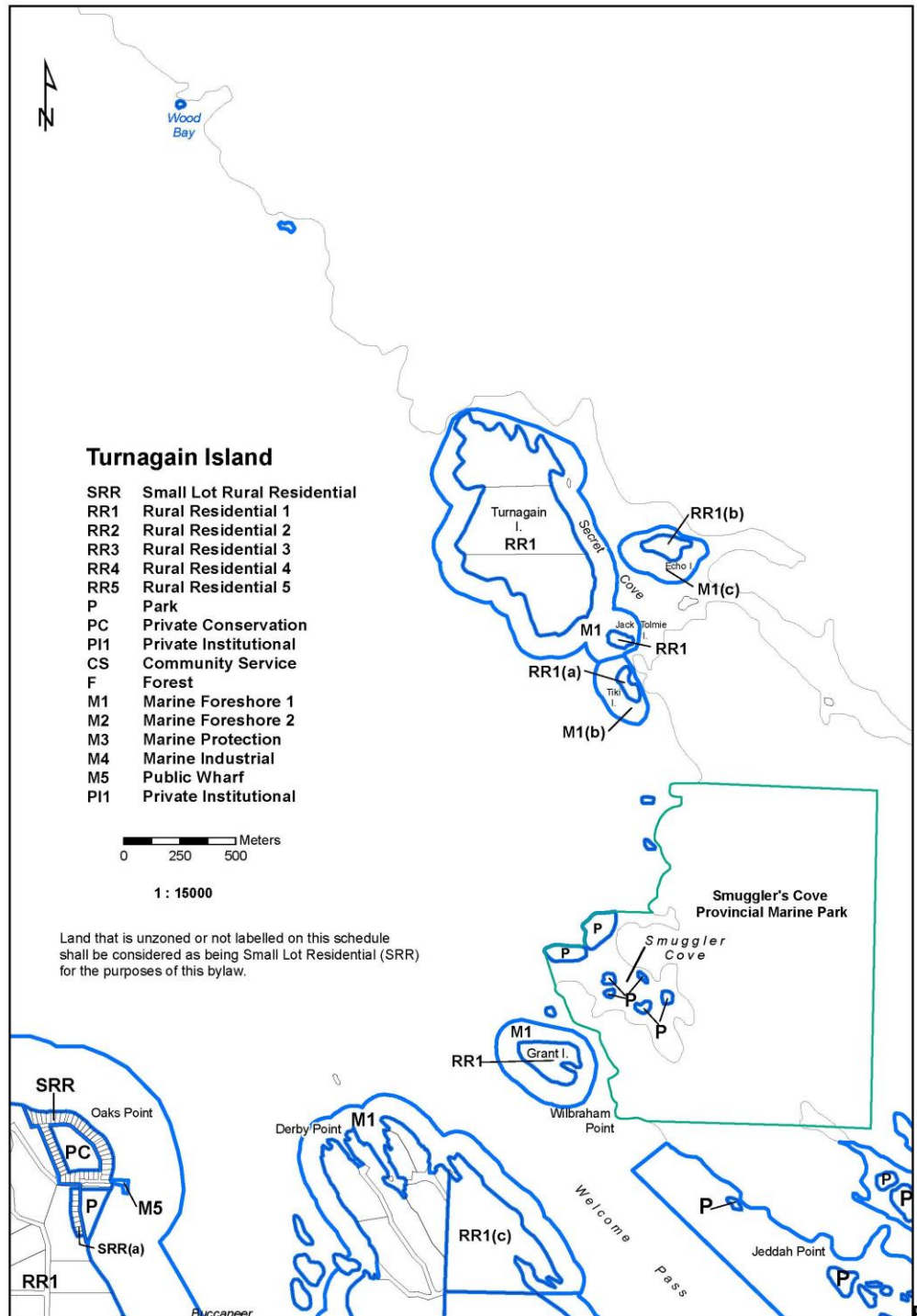
Schedule A-2 -Accessory Buildings in Buccaneer Bay

District Lot 1539, Lot 1 of District Lot 1018 and 1019, South Thormanby Island

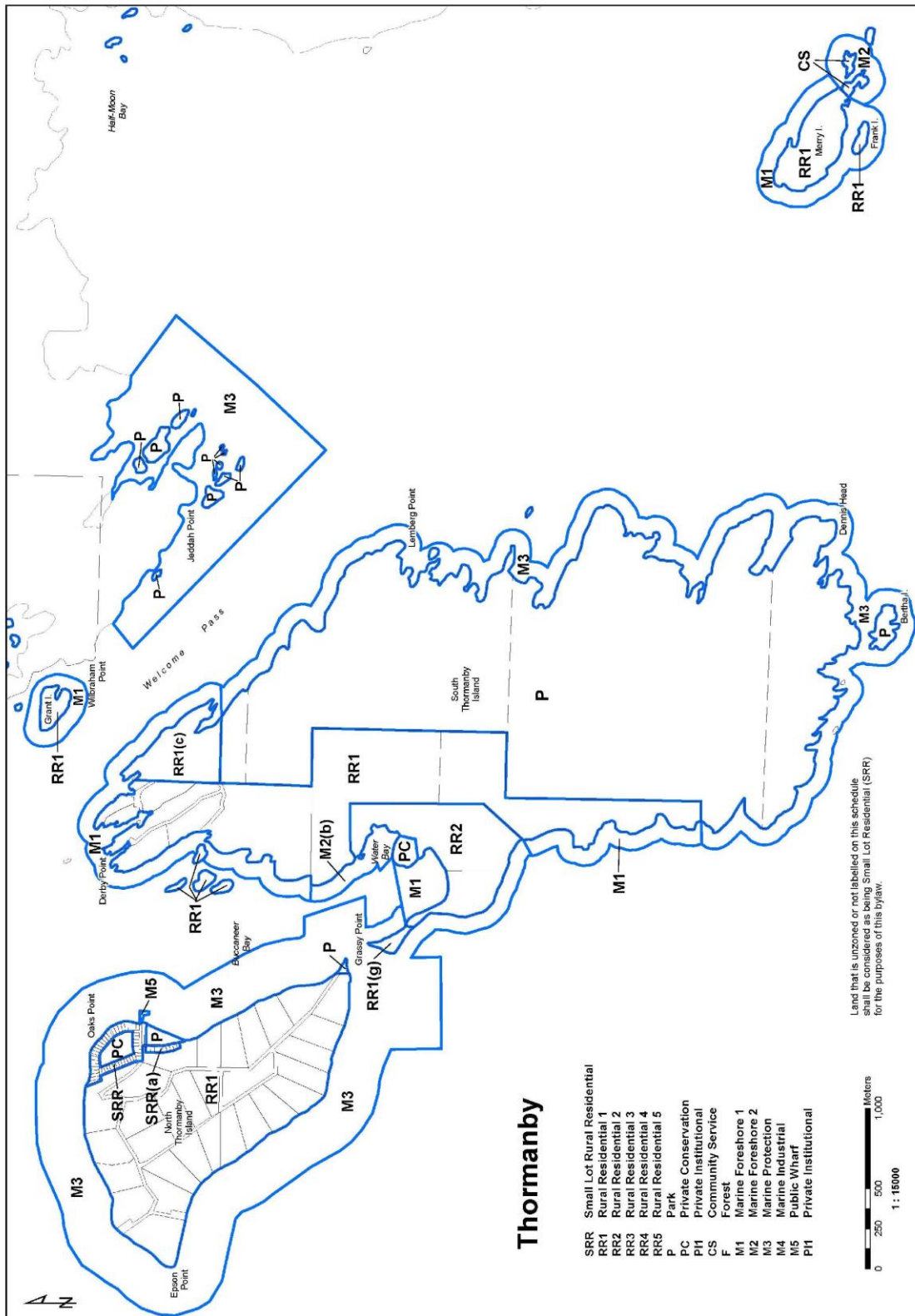
Principal dwellings with accessory buildings in the RR2 zone numbering more than three (3) and/or whose total square footage is more than 32.5 m² (350 ft²).

Table A.2: Accessory Building Build Out – Buccaneer Bay		
Site No.	Number of Buildings	Total Floor Area
3	3	61.3 m ² (660 ft ²)
5	4	43.2 m ² (465 ft ²)
8	3	62.4 m ² (672 ft ²)
14	3	46.7 m ² (503 ft ²)
16	3	38.2 m ² (411 ft ²)
19	3	37.2 m ² (400 ft ²)
22	2	60.2 m ² (648 ft ²)
23	1	34.4 m ² (370 ft ²)
45	3	40.5 m ² (436 ft ²)
54	3	41.7 m ² (449 ft ²)
62	5	86.8 m ² (934 ft ²)
63	4	33.4 m ² (360 ft ²)
64	2	83 m ² (893 ft ²)

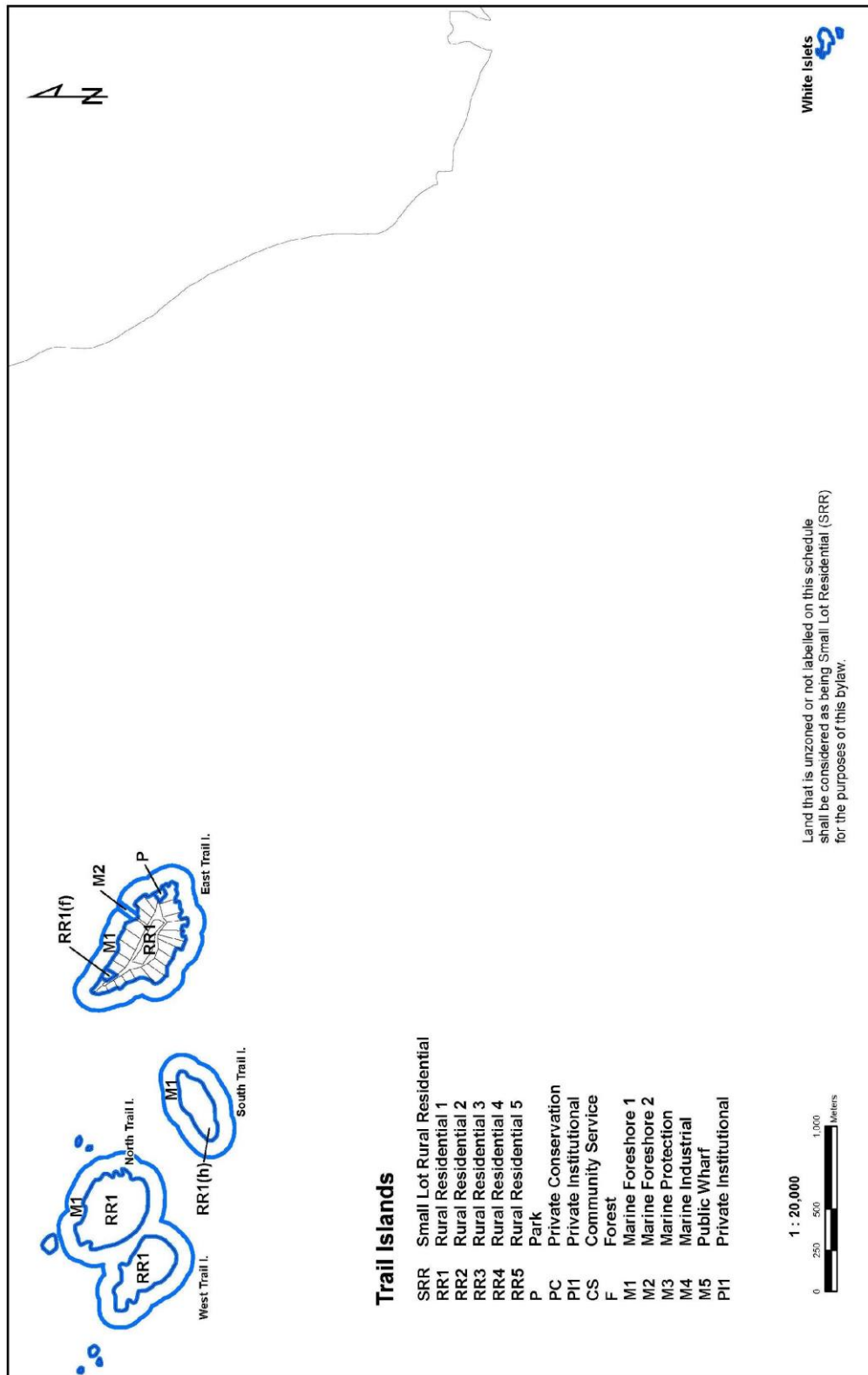
Schedule B - Zoning Map A



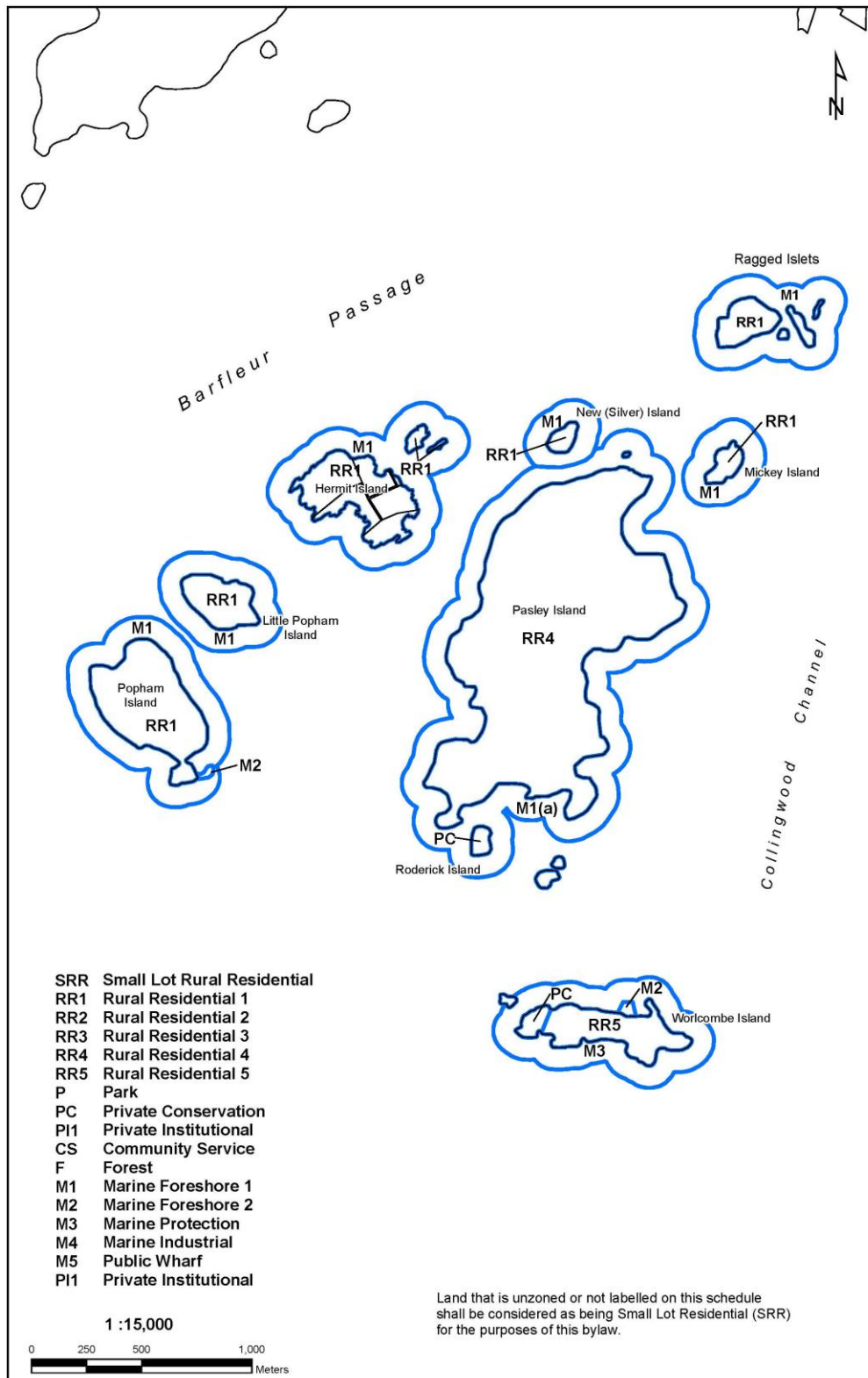
Schedule B - Zoning Map B



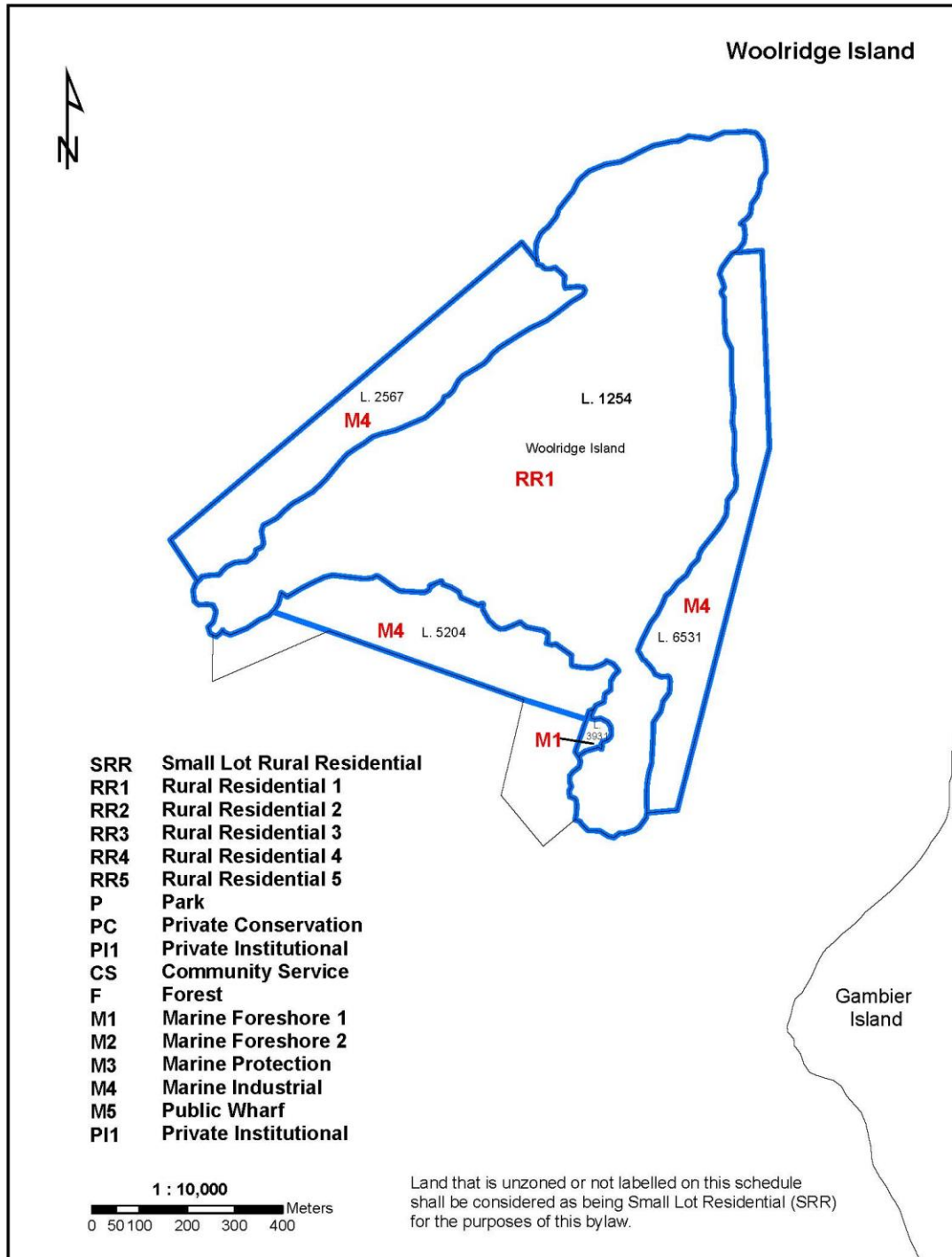
Schedule B - Zoning Map C



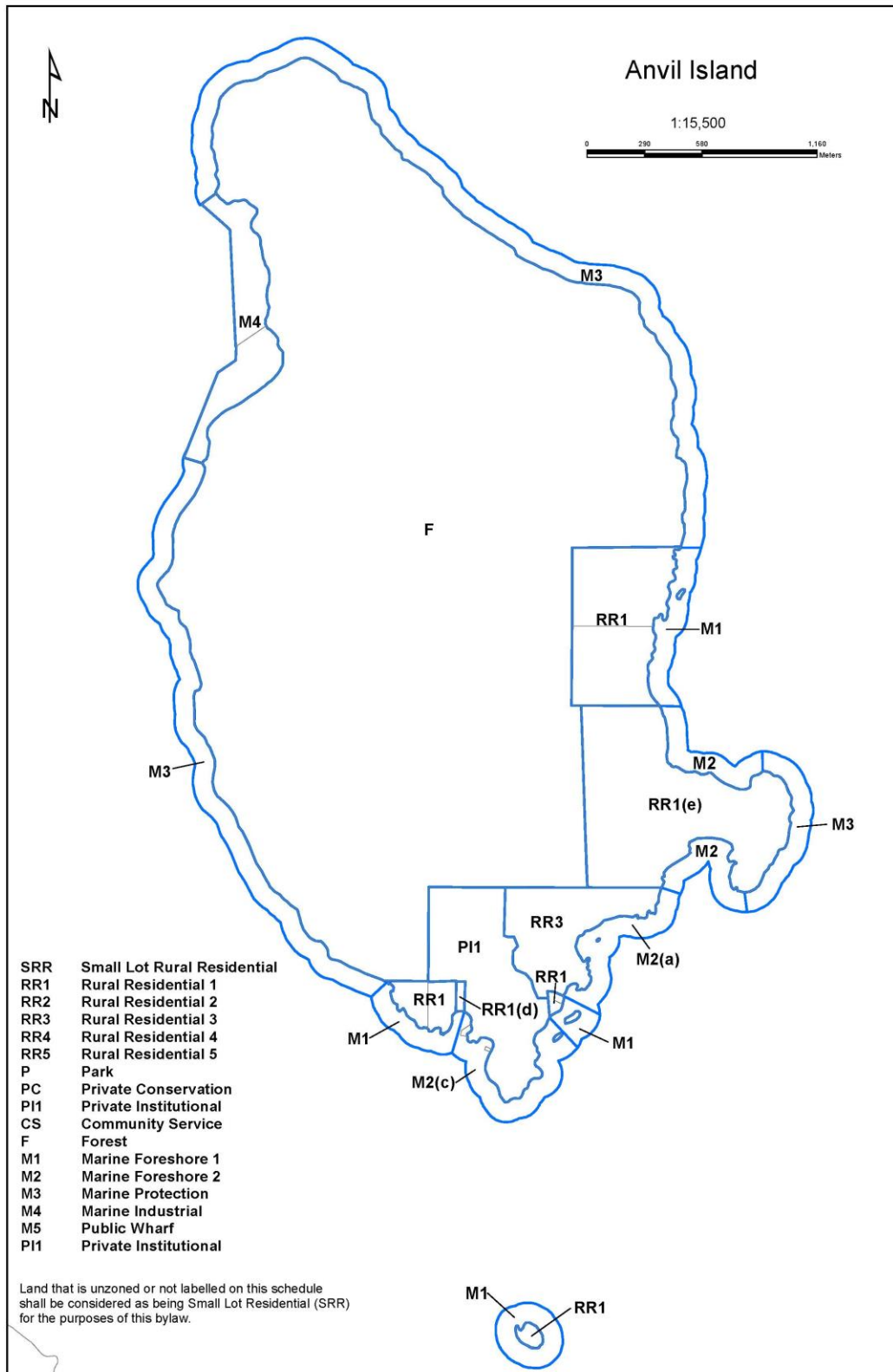
Schedule B - Zoning Map D



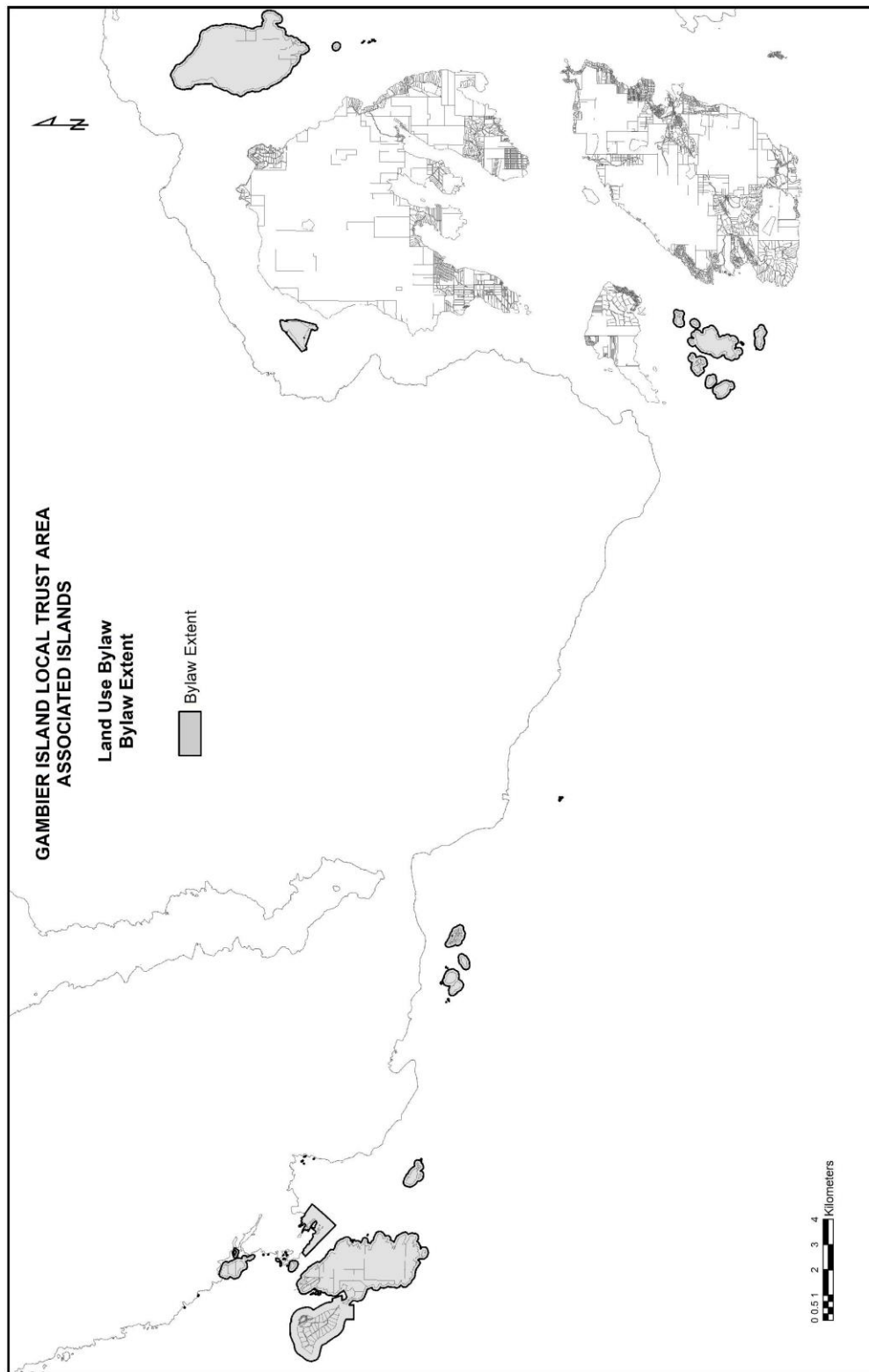
Schedule B - Zoning Map E



Schedule B - Zoning Map F



Schedule C – Bylaw Area of Application Map



READ A SECOND TIME this day of , 2013.
 READ A THIRD TIME this day of , 2013.
 APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST
 this day of , 2013.
 ADOPTED this day of , 2013.

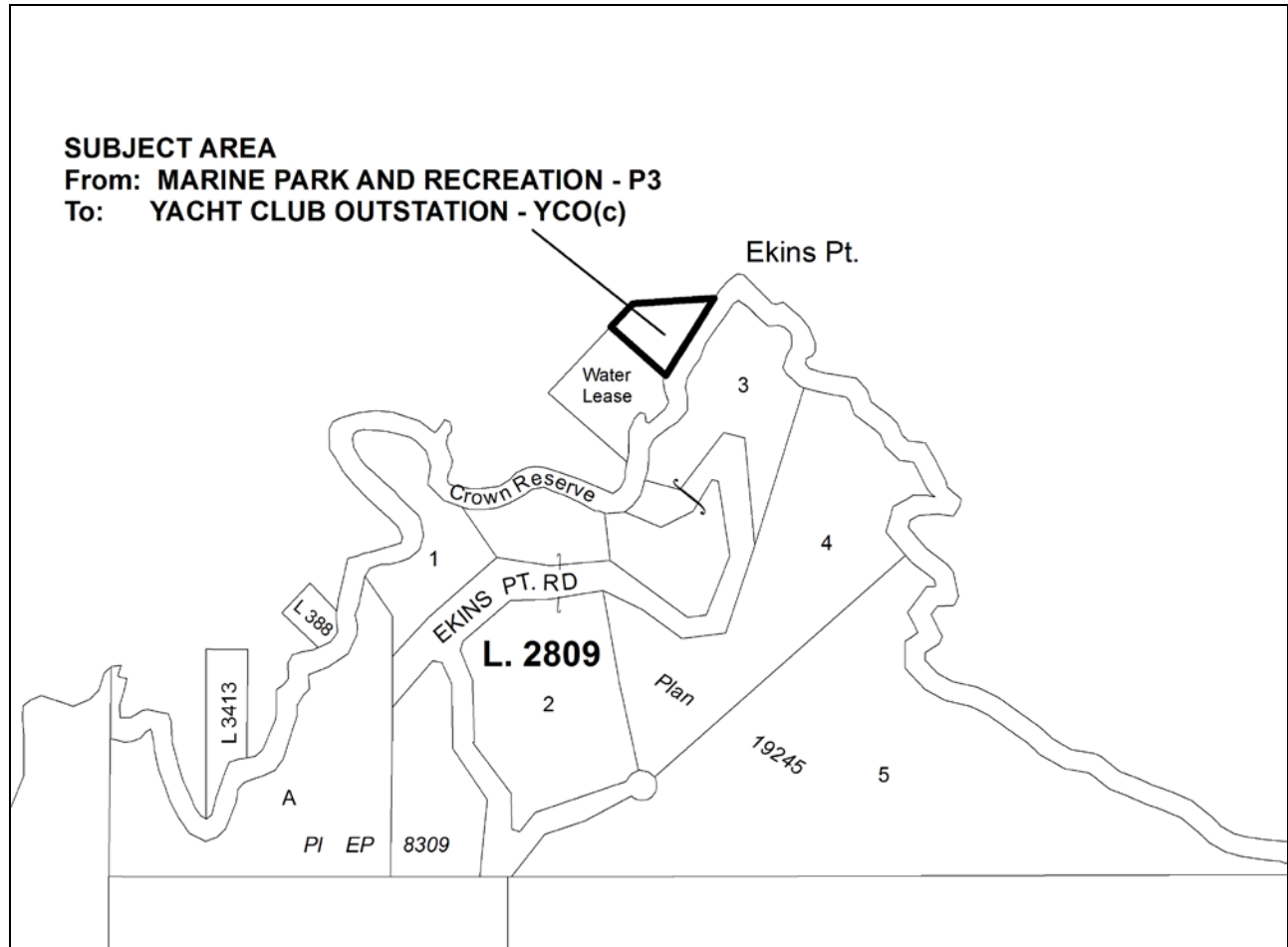
CHAIRPERSON

SECRETARY

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.125

PLAN NO. 1





Islands Trust

Top Priorities

Gambier Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Sustainability Guide	Customize the southern islands' "Guide to Environmentally Friendly Building and Renovating" for the northern trust area.	May-23-2013	Aleksandra Brzozowski	Jul-11-2013	On Going
2	Riparian Areas Regulation Implementation Project for Gambier Island Local Trust Area.		Oct-26-2011	Aleksandra Brzozowski Rob Milne	Dec-31-2012	On Going
3	Foreshore protection/stewardship and clarity; implementation of Development Approval Information Bylaw (DAI) or Development Permit Areas (DPA's).	Investigate and recommend options for protection/stewardship within the local trust area through the use of existing land use planning tools.	Jan-31-2012	Aleksandra Brzozowski		On Going



Projects

Gambier Island

No.	Description	Activity	Received/Initiated	Status
1	Keats Island OCP Map Amendment - add trail map used during public process developing OCP.		Mar-08-2007	On Going
1	Staff to prepare an issues outline with respect to Gambier Island Comprehensive Land Use Planning Project. (Address community planning and environmental protection issues) Gambier dp and comprehensive planning - subject to alternate funding and resources. To include: 1. Road issues - road network, and parking issues 2. Gambier forest tenure and reallocation - Gambier Island Crown lands. Gambier LUB follow-up: Definition of recreation in Area 3, CD1 Zone. Subdivision and use of common property in a bare land strata plan. Legal non-conforming - information note. ssociated secondary dwelling - definition and use. Potable water requirements.		Jun-23-2010	On Going
1	Consider a mechanism to recognize authorizations of additional dwellings as permitted by s. 4.4.10 of Keats LUB		Aug-04-2010	On Going
1	GHG Emissions - examine as part of next OCP reviews more proactive approaches to plan for GHG reductions especially in relation to Policies 6.1 and 6.2 in consultation with SCRD. Initiative arises from recommendation of SCRD in comments about bylaws 111 & 112.		Oct-06-2010	On Going
1	Food Security: Based on the November 2010 'Exploring Food Security in the Islands Trust Area' - explore opportunities to implement policies and regulations to address food security in the Gambier Trust Area.			On Going

1	Development Approval Information Bylaw	Develop and adopt a D.A.I bylaw for the Gambier Trust Area.		On Going
1	Consultation with Squamish First Nation	Scope interim strategies pending completion of a possible protocol agreement to address protection of archaeological and heritage resources.	Jan-31-2012	On Going
1	Strategic Planning Review for Howe Sound		Jan-31-2012	On Going
1	REVIEWING KEATS AND GAMBIER LUBS FOR ACCOMMODATION of OCEAN LOOP GEO-EXCHANGE SYSTEMS		Apr-11-2013	On Going
1	Allow electronic meetings of the Gambier LTC	Amend the meeting procedures bylaw	May-23-2013	On Going



Applications w/ Status - Gambier Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2002.1	Land Plan Group Inc. Planner: Sonja Zupanec	Jan-24-2002	PID: 014-385-694 Keats Island - Keats Camp cottage lots - siting variances DL 696

Planning Status

Status Date: Apr-10-2008

still on hold pending rezoning

Status Date: Aug-13-2007

on hold pending rezoning application

Status Date: May-16-2006

Met with applicant. Outstanding items forwarded for attention. May be add'l fees.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2011.2	Elena and France Corin and Larouche Planner: Marnie Eggen	Mar-22-2011	PID: 024-212-041 1250 Taki-Te-Si Road, Gambier Island vary the setback to the natural boundary of the sea for retaining wall

Planning Status

Status Date: Sep-13-2013

no change

Status Date: Oct-19-2012

New owners working with planning staff to provide further information

Status Date: Jan-06-2012

No change.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2013.1	Singleton Urquhart LLP	Mar-14-2013	366 Mary Road (007-295-928 - Crompton) Variance to setback of the cottage from the east side lot line. Variance to setback of the deck Variance to setback of the cottage annex from south natural boudary of the sea

Planner: Marnie Eggen

Planning Status

Status Date: Jul-29-2013

Further information requested

Status Date: Jul-02-2013

Application removed from July 11th agenda

Status Date: Jun-20-2013

Legal Notice and Permit mailed

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2013.2	Jim Green	Apr-08-2013	027-998-967 Jim Green (Reel 17 Investments) Gambier Island A variance to site a rock retaining wall and to authorize additional width for a walkway pier

Planner: Aleksandra Brzozowski

Planning Status

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2013.3	Jeff Wubs	Jun-07-2013	PID 009-414-673 (480 Vaucroft Rd, North Thormanby Is) request for 0 setback from road allowance for septic tank and 1.27 metre (4.16 foot) front lot line setback for the shed; a 2.02 metre (6.63 foot) front lot line setback for the dwelling

Planner: Linda Prowse

Planning Status

Status Date: Sep-17-2013

Received another new site plan showing there is no longer a need for a variance for the septic tank. Only a variance is required for the dwelling (shed is built into the dwelling) from front lot line. Staff report revised, permit revised. Still going to September 26 LTC meeting for consideration.

Status Date: Aug-23-2013

To go to the September 26, 2013 LTC meeting for consideration.

Status Date: Aug-20-2013

Received new site plan, planner reviewing and drafting staff report

Rezoning

File Number	Applicant Name	Date Received	Purpose
GM-RZ-2004.1	LandPlan Group Inc. Planner: Sonja Zupanec	Jun-16-2004	PID: 014-385-694 Keats Island - Keats Camp rezoning application DL 696

Planning Status

Status Date: Sep-09-2013

Contract planner preparing status update report

Status Date: Apr-12-2013

Glen Donaldson contacted planning staff to update file contact. New information on the status of the file is expected to be submitted. Cost recovery agreement still in effect for application processing.

Status Date: Oct-23-2009

Representative provided verbal update at LTC meeting

File Number	Applicant Name	Date Received	Purpose
GM-RZ-2012.1	Jim Green Planner: Aleksandra Brzozowski	Jun-27-2012	Rezoning a portion of Lot 1 from Residential to S2 zone and rezoning a portion of the marine area from W3 to W1

Planning Status

Status Date: Jul-11-2013

Draft covenant reviewed by LTC

Status Date: Jun-24-2013

Draft covenant reviewed by applicant

Status Date: May-10-2013

Draft covenant being prepared by legal counsel

File Number	Applicant Name	Date Received	Purpose
GM-RZ-2013.1	Rob Langford Planner: Marnie Eggen	Mar-20-2013	007-041-616 Trident Foreshore Lands (Burrard Yacht Club) to rezone from P3 to YCO to allow the placement of two floating breakwaters to protect our existing facilities at Ekins Point from storm damage

Planning Status

Status Date: Jul-11-2013

Amendment Bylaw requested to be drafted

File Number	Applicant Name	Date Received	Purpose
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GM-RZ-2013.2

Lynn Roxburch

May-23-2013

Strata Lots 1-33 & Common Prop. Gambier Island Sea Ranch Strata Lot 1
PID: 005-188-016 Amendment of the Gambier Island Sea Ranch
Comprehensive Develop. Zone of the Gambier LUB

Planner: Aleksandra Brzozowski

Planning Status

Subdivision

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2000.1	LANDPLAN GROUP INC.	May-04-2000	PID: 014-385-694 Keats Island - 111 bare land strata subdivision, 2 camp lots, and remainder(Keats Camp); nature reserve, park dedication, parking lot. DL 696

Planner: Sonja Zupanec

Planning Status

Status Date: Jun-06-2007

On hold pending rezoning application.

Status Date: May-16-2006

Met with applicant - revised plan to come based on LUC. May be add'l fees.

Status Date: Dec-21-2005

MOT issues Prelim Layout NOT APPROVED with conditions.

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2009.1	Don Smith	Aug-10-2009	2 lot subdivision. District Lot 847, Gambier Island.

Planner: Linda Prowse

Planning Status

Status Date: Jul-12-2013

QEP required LTC and owner to enter into a covenant. Covenant signed by LTC May 27th and covenant signed and registered by applicant and Provincial Approving Officer. E-mail sent along with executed covenant to Ministry of Transportation staff stating that the Islands Trust has no concerns about this subdivision and it meets the requirements of the Gambier bylaws.

Status Date: Jul-12-2013

File to be closed after next Gambier LTC meeting.

Status Date: Feb-01-2013

Received RAR report today. Sent Ministry and applicant a copy of the Islands Trust Subdivision Report, the proposed subdivision plan, and the RAR report. E-mail to Ministry of Transportation noted that if the subdivision is the same as the plan initially sent to the Islands Trust, then our bylaw requirements have been met.

File Number	Applicant Name	Date Received	Purpose
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GM-SUB-2010.1

Venture
Management Ltd
Planner: Sonja Zupanec

May-25-2010

PID: 015-980-324 7 residential lots

Planning Status

Status Date: Jan-06-2012

No further action until applicant finalizes final plan of subdivision.

Status Date: Mar-16-2011

Comments sent to MoTI. Depth to width information was received.

Status Date: Feb-23-2011

Waiting for applicant to confirm that lots comply with depth to width ratio. Revised comments to be sent to MoTI.

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2011.2	EDWARD TRAFF Planner: Marnie Eggen	Jul-21-2011	014-111-888 and 014-111-896 Lot Line adjustment on Gambier Island

Planning Status

Status Date: Sep-16-2013

no change

Status Date: Oct-12-2012

Requires DVP to permit lot size; awaiting further info from MOTI and Health Authority

Status Date: Oct-31-2011

Referral Report to MOTI

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2012.2	Reel 17 Investments Ltd. Planner: Sonja Zupanec	Jun-29-2012	4 lot subdivision

Planning Status

Status Date: Oct-03-2012

Referral response sent to MOTI and applicant

From: Nicole Ranger

Sent: July-29-13 10:08 AM

To: Aleksandra Brzozowski; Courtney Simpson; David Graham; Jan Hagedorn; Kate-Louise Stamford; Becky McErlean; Penny Hawley

Cc: Nancy Roggers

Subject: Gambier LTC expenses - July/13

<i>Islands Trust</i> LTC EXP SUMMARY REPORT F2014 Invoices posted to July 31, 2013				
630 Gambier	Invoices posted to July 31, 2013	Budget	Spent	Balance
65000 630	LTC "Trustee Expenses"	1,200.00	171.25	1,028.75
65200 630	LTC Local Exp LTC Meeting Expenses	3,000.00	1,306.93	1,693.07
65210 630	LTC Local Exp APC Meeting Expenses	1,000.00	-	1,000.00
65220 630	LTC Local Exp Communications	500.00	-	500.00
65230 630	LTC Local Exp Special Projects	2,000.00	2.00	1,998.00
65240 630	LTC Local Exp Miscellaneous	250.00	-	250.00
TOTAL LTC Local Expense		6,750.00	1,308.93	5,441.07
73001 630 2003	Gambier Associated OCP/LUB	2,000.00	1,992.72	7.28
TOTAL Project Expense		2,000.00	1,992.72	7.28

Nicole Ranger

Finance Clerk

Islands Trust

200-1627 Fort Street

Victoria, BC V8R 1H8

Phone: (250) 405-5152

Fax: (250) 405-5155

Preserving *Island* communities, culture and environment



Please consider the environment before printing this email

From: Nancy Roggers
Sent: August-26-13 1:41 PM
To: Aleksandra Brzozowski; David Graham; Jan Hagedorn; Kate-Louise Stamford; Becky McErlean
Subject: Gambier LTC expenses - August 2013

Islands Trust LTC EXP SUMMARY REPORT F2014 Invoices posted to August 31, 2013					
630 Gambier		Invoices posted to August 31, 2013	Budget	Spent	Balance
65000 630	LTC "Trustee Expenses"	1,200.00	171.25	1,028.75	
65200 630	LTC Local Exp LTC Meeting Expenses	3,000.00	1,356.93	1,643.07	
65210 630	LTC Local Exp APC Meeting Expenses	1,000.00	-	1,000.00	
65220 630	LTC Local Exp Communications	500.00	-	500.00	
65230 630	LTC Local Exp Special Projects	2,000.00	2.00	1,998.00	
65240 630	LTC Local Exp Miscellaneous	250.00	-	250.00	
TOTAL LTC Local Expense		6,750.00	1,358.93	5,391.07	
73001 630 2003	Gambier Associated OCP/LUB	2,000.00	1,992.72	7.28	
TOTAL Project Expense		2,000.00	1,992.72	7.28	

Thanks!

Nancy Rogers
Finance Officer

Islands Trust
#200 1627 Fort Street
Victoria, B.C. V8R 1H8
Phone: (250) 405-5154
Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

Please consider the environment before printing this email.



Memorandum

700 North Road Gabriola Island BC V0R 1X3

Telephone **250. 247-2063** FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date August 1, 2013 File Number 6500-01

To Denman Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Executive Committee Acting as a Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Thetis Island Local Trust Committee

From Courtney Simpson
Regional Planning Manager, Local Planning Services

Re 2014-15 Budget Submissions

Local trust committees have been requested to submit budget requests for the next fiscal year (2014-15).

Local Trust Committee Expense Budgets:

A budget for Local Expense Account has been developed based on the historical spending. Local trust committees may make changes to this allocation; however, consideration should be given to the historical spending and a rationale provided for making the change.

The Special Projects line item in the Local Trust Committee Expense Account is intended to support local planning initiatives at the discretion of the local trust committee (a local trust committee resolution is required to use these funds). Generally, these funds would be for small projects of up to \$2,000, or could be used to supplement project budgets. This budget item was introduced in the 2013-14 budget.

LTC Projects Budgets:

Local trust committees should make a funding request to support project work, including OCP and LUB work that cannot be undertaken with the money available in the Expense Account Special Projects line.

Riparian Areas Regulation:

Local trust committees should discuss their requirements for RAR funding next fiscal to assist the Regional Planning Manager and Director in developing a budget for RAR. A briefing to Financial Planning Committee from their November 14, 2012 meeting is attached for reference to the five year plan recommended by the Director at that time.

Special Consideration:

When considering new work items for the 2014/15 fiscal year, Regional Planning Managers and LTCs have been requested to consider the following:

- 2014 is an election year, so no major new projects should start; rather funding should focus on completing on-going projects.

- Any new projects begun in the beginning of the fiscal year should be completed by September in advance of the election.
- Some funding could be provided to allow the new LTC to begin preliminary work prior to the end of the fiscal; however, this should be minimal as after orientation, there would not be much time left.
- Projects planned for the current fiscal (2013/14) which are not completed should be considered as a new project for the 2014/15 fiscal year with resources allocated to support that work.

Budget Request Timeline:

August 2013 Regional Planning Managers develop budget estimates for consideration by LTCs

Aug to Sept Local trust committees review and approve budget requests at LTC meeting

Aug 21, 2013 FPC reviews budget principles

Sept 27, 2013 Budget requests submitted to Director of Local Planning Services

Oct 4, 2013 Budget requests forwarded to Director of Administrative Services

Oct 30, 2013 FPC reviews first draft of budget

Nov 13, 2013 FPC approves the draft budget

Dec 4, 2013 Trust Council reviews draft budget

LTC Budget Requests

I have attached a table with all draft project submissions for information. LTCs should review the attached worksheet of its specific requests. The preliminary project requests have been drafted based on all Top Priority work program items which are currently anticipated to commence in, or to carry, into the next fiscal year. I have also included items from the Projects List which the planners anticipate commencing in the coming year. The LTC should identify any other projects it is currently considering and add them to the budget request (and the work program if necessary) and identify any additional expenses associated with the identified projects.

Resolution Wording

1. THAT the ____ Island Local Trust Committee approve and forward the draft 2014-145 LTC Project Budget submission to Financial Planning Committee as presented; or
2. THAT the ____ Island Local Trust Committee revise the draft 2013-14 LTC Project Budget submission and forward to Financial Planning Committee as revised.

Attachments:

1. Summary table of Northern LTC project budget requests
2. Table of Local Trust Committee Expense Budgets
3. Briefing to Financial Planning Committee regarding RAR funding dated November 8, 2012

pc Island Planners

Draft Northern LTC Program Budget Requests 2014/15 Fiscal				
LTC	Project Request	Cost (\$)	Description	Notes
Denman	Housing Review	\$ 2,500.00	Public consultation and bylaw commenced in 2013-14	1 public hearing (\$2000) stand-alone, communications material (\$500)
	RAR (completion)	\$ 2,500.00	Mapping to be completed in 2013-14, bylaw commenced in 2012-13	1 public hearing (\$2000) stand-alone, communications material (\$500)
Hornby	OCP and LUB Review (completion)	\$ 2,500.00	Major review, commenced approx. 2008	1 public hearing (\$2000) stand-alone, communications material (\$500)
Lasqueti	RAR (continuation)	\$ 6,500.00	QEP to investigate 8 unverified watersheds for RAR applicability	Contract with QEP (\$4,000), public hearing (2,000) and communication (\$500)
	False Bay Master Plan (continuation)	\$ 2,500.00	Review of parking and zoning in False Bay area, commenced 2012	1 public hearing (\$2000) stand-alone, communications material (\$500)
Executive	None	\$ -	Administrative bylaws to be developed but no budget required	
Gabriola	OCP/LUB Review (completion)	\$ 5,000.00	LUB and OCP amendments for 11 topics, continuation from 2013-14	Communications, CIM and public hearing
	RAR (continuation)	\$ 20,000.00	Further mapping to reduce the area of RAR DPA	Contract with QEP
Gambier	RAR	\$ 30,000.00	QEP to investigate 90+ unverified watersheds	Contract with QEP and communications
	Foreshore protection (continuation)	\$ 3,000.00	Public consultation and outreach commenced in 2013-14	Communications
Thetis	Associated Islands OCP and LUB (completion)	\$ 1,500.00	Major OCP and LUB creation, commenced in 2011-12 fiscal	1 public hearing (\$1500) stand-alone
	Foreshore protection (continuation)	\$ 3,000.00	Public consultation and outreach, commenced in 2011-12 including draft bylaw	Communications
TOTAL		\$ 79,000.00		

Attachment 2: Local Trust Committee Expense Budgets including Special Projects Allocations

2014/15 LTC EXPENSE BUDGET															Total 2014/15
	615-Denman	620-Gabriola	625-Galiano	630-Gambier	635-Hornby	640-Lasqueti	645-Mayne	650-N.Pender	655-Salt Spring	660-Saturna	665-S.Pender	670-Thetis	EC as LTC	LPC	
population	1095	4050	1258	313	1074	359	1112	1996	9780	359	236	372			22004
	5%	18%	6%	1%	5%	2%	5%	9%	44%	2%	1%	2%			
LTC EXPENSES **															
LTC Meeting Expenses	3,000	5,000	3,000	3,000	3,000	500	2,000	4,000	8,000	1,500	2,000	1,500			36,500
APC Meeting Expenses	1,000	1,000	500	1,000	1,000	500	1,000	1,000	2,000	500	500	500			10,500
Communications	500	1,000	500	500	500	500	500	500	1,500	500	500	500			7,500
Special Projects	2,000	3,500	2,000	2,000	2,000	2,000	2,000	2,000	10,000	2,000	2,000	2,000	2,000		35,500
Miscellaneous															0
SUB-TOTAL EXPENSES	6,500	10,500	6,000	6,500	6,500	3,500	5,500	7,500	21,500	4,500	5,000	4,500	2,000		90,000
Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	6,500	10,500	6,000	6,500	6,500	3,500	5,500	7,500	21,500	4,500	5,000	4,500	2,000	0	90,000
	5%	8%	5%	5%	5%	3%	4%	6%	17%	3%	4%	3%			
** Budget allocated based on historical information (see tab "Historical")															
** Does not include LTC Trustee Expenses (Account 65000)															



BRIEFING

To: Financial Planning Committee

For the Meeting of: November 14, 2012

From: David Marlor, DLPS

Date Prepared: November 8, 2012

pc: Cindy Shelest

File No:

**SUBJECT: RIPARIAN AREAS REGULATION – FUNDING TO MAP ALL STREAMS
SUBJECT TO THE RIPARIAN AREAS REGULATION (RAR) IN THE
TRUST AREA TO A CONSISTENT STANDARD**

DESCRIPTION OF ISSUE:

The Provincial government requires that local government bylaws comply with the *Riparian Areas Regulation* under Section 12 of the Fish Protection Act by March 31, 2005. Compliance with the *Riparian Areas Regulation* is a goal of Trust Council's Strategic Plan (Section 1.3).

A barrier to the local trust committees meeting this deadline has been the lack of accurate stream mapping on the islands. The Islands Trust local trust committees remain the last local governments still not compliant with the *Riparian Areas Regulation*. The reserve fund is healthy and taking the \$179,000 from this fund is appropriate to meet the Provincial requirement.

BACKGROUND:

During the preparation of the budget for the 2012/13 fiscal year, Staff provided a November 17, 2011 briefing note to the Financial Planning Committee and Trust Council that outlined how \$71,000 could be used for local trust committees to become compliant with the *Riparian Areas Regulation*. The briefing contained a table that illustrated how funds could be distributed over the next four years to complete the mapping of all RAR streams in each local trust area.

Generally, the following was recommended:

Fiscal Year	Amount	Comments
2012/13	\$71,000	Undertake public process to become compliant with RAR using existing mapping; mapping for Salt Spring
2013/14	\$58,000	Continue mapping on Salt Spring and one other island (Denman)
2014/15	\$63,000	Continue mapping on Salt Spring and one other island (Gambier)
2015/16	\$63,000	Continue mapping on Salt Spring and one other island (Lasqueti)
2016/17	\$58,000	Continue mapping on Salt Spring and two other islands (Gambier and Lasqueti)
Total	\$313,000	

As of October 23, 2012 the Denman, Gabriola, Gambier, Lasqueti and Thetis local trust committees have not used the funds allocated to bring their bylaws into compliance with the *Riparian Areas Regulation*. While Salt Spring Island Local Trust Committee has completed some RAR mapping using other budget funds, it has not used the \$45,000 allocated for RAR mapping, and will make a decision on whether or not to do further mapping using these funds later this month. Over the next couple of months, Denman, Gabriola, Gambier, Lasqueti and Thetis local trust committees will decide on whether to use the funds this fiscal year or to request that these funds be returned to surplus and budgeted for the 2013/14 fiscal year.

For the 2013/14 fiscal year, local trust committees have made the following requests for Riparian Areas Regulation funding:

LTC	Amount	Comments
Denman	\$42,000	Mapping for 4 remaining watersheds at \$10,000 per watershed, plus \$2000 for public process (DPA bylaw amendments based on the mapping).
Gambier	\$30,000	Initial review and assessment of all Gambier watersheds – additional funding likely required in following fiscal year to complete the mapping of RAR watersheds and bring bylaws into compliance with the RAR.
Hornby	\$22,000	Mapping of watersheds and development of development permit area bylaw amendments to bring bylaws into compliance with RAR.
Lasqueti	\$30,000	Initial review and assessment of all Lasqueti watersheds – additional funding likely required in following fiscal year to complete the mapping of RAR watersheds and bring bylaws into compliance with the RAR.
Mayne	\$4,000	Complete mapping and bylaw amendments to bring bylaw into compliance with RAR.

Salt Spring	\$51,000	Continue mapping of streams in RAR identified watersheds. Additional funding required in subsequent years to bring Salt Spring bylaws into compliance with the RAR.
Total	\$179,000	

The above requests do not follow the planned multi-year budget process proposed in the November 17, 2011 briefing to Trust Council.

To follow the multi-year plan, only Salt Spring and Denman would receive funding in 2013/14; Salt Spring to map 3 to 5 watersheds and Denman to complete the mapping (based on an estimate at the time of \$5,000 per watershed). This was estimated last year at \$50,000 (\$25,000 for Salt Spring and \$25,000 for Denman); however, based on the requests above, it would actually require \$93,000. Experience with mapping on Salt Spring and in the northern islands indicates that \$7,000 to \$10,000 per watershed is a more realistic figure.

Compliance with the Riparian Areas Regulation

Compliance with the *Riparian Areas Regulation* is a requirement for all local trust committee bylaws. While Provincial legislation requires that local trust committee bylaws be compliant with the *Riparian Areas Regulation*, this does not mean that local trust committees must undertake detailed mapping projects. There are other ways to bring the bylaws into compliance, such as establishing development permit areas for entire watersheds, or using existing mapping.

For most development applications, the lack of detailed mapping could result in landowners being required to engage professionals to determine compliance with the *Riparian Areas Regulation*, or to show that the *Riparian Areas Regulation* does not apply. The detailed mapping funded by the \$179,000 budget request would provide certainty on which streams are subject to the *Riparian Areas Regulation* and could reduce the number of development applications that would be required to engage a professional to determine compliance with the *Riparian Areas Regulation*.

Options to Gain Compliance

Given the above, the main obstacle to bringing the bylaws into compliance is a lack of accurate mapping of streams on the islands. To facilitate the local trust committees in bringing their bylaws into compliance sooner than later,

Option 1: Fund the entire \$179,000 in the 2013/14 Fiscal Year

There are advantages to funding the entire \$179,000 request for the next fiscal year. The first is that we may be able to use a single contract and save some money in doing so; undertake a significant portion of the mapping within the next year; bring bylaws into compliance with the *Riparian Areas Regulation* sooner than later; and continue the momentum of the local trust committees to bring their bylaws into compliance within this term.

Option 1A would involve using surplus to cover the \$179,000 budget.

Option 1B would involve increasing taxes to cover the \$179,000 budget.

Option 2: Fund \$71,000 in the 2013/14 Fiscal Year

When preparing the 2012/13 budget, Staff identified that \$71,000 would be required to allow Salt Spring to undertake some mapping and other islands to determine the need for stream mapping. As of the date of this briefing, this work has not been completed. In Option 2, staff proposes that the same amount of funding be provided in 2013/14 to allow local trust committees to complete some (but not all) mapping and explore other means of being compliant with the Riparian Areas Regulation.

Under this option, it is likely that not all local trust committees still required to do so will bring their bylaws into compliance by the end of the 2013/14 fiscal year and further funding in future fiscal years would be required.

Option 2A would involve using surplus to cover the \$71,000 budget.

Option 2B would involve increasing taxes to cover the \$71,000 budget.

Option 3: Fund \$50,000 in the 2013/14 Fiscal Year

When preparing the 2012/13 budget, Staff identified a multi-year project in which Salt Spring and one other island would receive funding to undertake stream mapping. This would allow local trust committees to become compliant with the Riparian Areas Regulation over a period of 4 years; many would likely remain non-compliant until mapping is completed as late as 2015/16 fiscal year.

In Option 3 staff proposes to follow the funding plan illustrated during the 2012/13 budget discussions; \$25,000 funding for Salt Spring to undertake mapping and \$25,000 for one other island to undertake mapping.

Under this option, it is likely that not all local trust committees still required to do so will bring their bylaws into compliance by the end of the 2013/14 fiscal year and further funding in future fiscal years would be required.

Option 3A would involve using surplus to cover the \$50,000 budget.

Option 3B would involve increasing taxes to cover the \$50,000 budget.

In order to hold the tax increase to 2 per cent, Staff recommends that the Financial Planning Committee illustrate in the draft 2013/14 budget that is presented to Islands Trust Council in December how the local trust committees' requests of \$179,000 could be accommodated through \$71,000 from tax revenue (Option 2A), with an appropriation from surplus of \$108,000 for the remainder.

ATTACHMENT(S):

November 17, 2011 briefing note to the Financial Planning Committee and Trust Council

AVAILABLE OPTIONS:

As illustrated above

FOLLOW-UP:

Develop a draft budget for December Trust Council.

Date: November 2, 2012

Prepared By: David Marlor, DLPS

Reviewed By: Linda Adams, CAO
Cindy Shelest, DAS

PROPOSED



Islands Trust

GAMBIER ISLAND LOCAL TRUST COMMITTEE

Visit Our Website:

www.islandstrust.bc.ca

Contact us:

northinfo@islandstrust.bc.ca

BUSINESS MEETING SCHEDULE – 2014

THURSDAY, JANUARY 30, 2014 – GIBSONS LIBRARY	10:30 AM
THURSDAY, MARCH 20, 2014 - GIBSONS LIBRARY	10:30 AM
THURSDAY, APRIL 10, 2014 – WEST VANCOUVER COMMUNITY CENTRE	10:30 AM
THURSDAY, MAY 22, 2014 – GIBSONS LIBRARY	10:30 AM
THURSDAY, JULY 10, 2014 – KEATS ISLAND, Keats Camp	10:30 AM
THURSDAY, SEPTEMBER 18, 2014 – GAMBIER ISLAND COMMUNITY CENTRE	10:30 AM
THURSDAY, OCTOBER 23, 2014 – GIBSONS LIBRARY	10:30 AM
THURSDAY, NOVEMBER 27, 2014 – GIBSONS LIBRARY	10:30 AM

LOCATIONS:

1. Gambier Island Community Centre, Andy's Bay Road, Gambier Island, BC
2. Gibsons Library, 470 South Fletcher Road, Gibsons, BC
3. West Vancouver Community Centre, 780 22nd Street, West Vancouver, BC V7V 3T3
4. Keats Camp, Keats Island

THESE ARE REGULAR BUSINESS MEETINGS OF
THE LOCAL TRUST COMMITTEE, WHERE ITEMS SUCH AS
CORRESPONDENCE, APPLICATIONS AND BYLAWS WILL BE CONSIDERED.

DATES AND LOCATIONS ARE SUBJECT TO CHANGE

ALL MEETINGS ARE OPEN TO THE PUBLIC



SUNSHINE COAST REGIONAL DISTRICT



File: Bylaw 675: Halfmoon Bay OCP

To: Islands Trust Northern Office:
Courtney Simpson, Regional Planning Manager

From: Andrew Allen, Planner

Subject: Halfmoon Bay Official Community Plan, Bylaw No. 675

Date: July 12, 2013

The SCRД has been working toward redrafting the Halfmoon Bay OCP, Bylaw 325: 1990. At this time, we are seeking comments on the draft version of the new OCP, which will be considered by the SCRД Board at the end of this month for consideration of first reading.

Given this, it is requested that you review the attached draft OCP and brief covering report.

It would be appreciated if you could provide a response with comments from your organisation by September 9, 2013. If you have any further questions please feel free to contact me.

Andrew Allen

Email: andrew.allen@scrd.ca

Or Mail to: 1975 Field Road, Sechelt, B.C. V0N 3A1

Regards,

A handwritten signature in black ink, appearing to read "Andrew Allen".

Andrew Allen, MCIP, RPP

Halfmoon Bay Official Community Plan Review



See the following link/address for a copy of the draft Halfmoon Bay Official Community Plan and the map attachments.

<http://www.scrd.ca/Halfmoon-Bay-OCP-Review>



Crown Land Recreation Referral

Date: May 1, 2013

File: REC169902

Blackmount Logging Inc
1790 15th Ave
Campbell River, BC
V9W 4J6

Dear Blackmount Logging Inc:

The Recreation Sites and Trails division of the Ministry of Forests Lands and Natural Resource Operations is seeking comments from adjacent interest holders to the proposed establishment of 8 seaside recreation sites in Howe Sound. These 8 sites are intended to provide a rustic, camping experience for sea kayaking. Recreational users will access and egress these sites from the sea and no development activities are planned at this time. This proposal is intended to provide a network of campsites connected within an easy days paddle across Howe Sound and is further intended to provide connectivity to the greater Marine Trails network being established throughout British Columbia's coast. Recreation Sites and Trails BC branch intends to legally establish these sites under Section 56 of the Forest and Range Practices Act (FRPA).

Establishment of a recreation site under Section 56 of FRPA designates the site as a managed recreation feature in an integrated land base so that it is considered in resource management activities. This allows for the management of the recreation feature under the Forest Recreation Regulations by Recreation Sites and Trails BC. This ensures that the public has access to the feature and that any future development which will affect the feature is managed in a way that incorporates the objectives of the established recreation feature into account.

One of the eight sites (Latona Passage) on Gambier Island is located adjacent your log handling/storage lease (file #0295534) and your private land (PID 015-785-190). Recreation Sites and Trails BC would like to inform you of the proposed designation of this site and to learn what concerns you may have. Some details about the site are listed below and are shown on the accompanying overview and detailed maps.

Site Name	REC #	Location of land	Mapsheet	Area(ha's)
Latona Passage	REC169902	North West Shore of Gambier Island	92G053	1.9

District Recreation Officer
Email:
Alistair.McCrone@gov.bc.ca

Ministry of Forests, Lands
and Natural Resource, Operations
Recreation Sites and Trails Branch
Sea to Sky District

Mailing Address:
Suite 101-42000 Loggers Lane
Squamish BC. V8B 0H3
Tel: (604) 898-2125
Fax: (604) 898-2191

Information you supply may be made available to the public upon request, under the freedom of information legislation.
This information is collected for the purpose of administering Crown Land, pursuant to the Forest and Range Practices Act.



Crown Land Recreation Referral

We would appreciate your response by July 15, 2013 with comments you may have on this proposal. Comments may be in writing or by e-mail. A non-response by the due date assumes you are in favour of this proposal. If you require any additional time to assess this proposal you may contact me to request it at any time.

If you have any questions regarding this proposal please contact Alistair McCrone, District Recreation Officer, Sea to Sky District at Alistair.mccrone@gov.bc.ca.

Thank you for your comments.

Yours truly,

Alistair McCrone,
District Recreation Officer

District Recreation Officer
Email:
Alistair.McCrone@gov.bc.ca

Ministry of Forests, Lands
and Natural Resource, Operations
Recreation Sites and Trails Branch
Sea to Sky District

Mailing Address:
Suite 101-42000 Loggers Lane
Squamish BC. V8B 0H3
Tel: (604) 898-2125
Fax: (604) 898-2191

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This information is collected for the purpose of administering Crown Land, pursuant to the Forest and Range Practices Act.



Crown Land Recreation Referral

Date: May 1, 2013

File: REC169906

Rudolf Mateo Durfeld
PO Box 4438
Williams Lake, BC
V2G 2V5

Dear Mr Durfeld:

The Recreation Sites and Trails division of the Ministry of Forests Lands and Natural Resource Operations is seeking comments from adjacent interest holders to the proposed establishment of 8 seaside recreation sites in Howe Sound. These 8 sites are intended to provide a rustic, camping experience for sea kayaking. Recreational users will access and egress these sites from the sea and no development activities are planned at this time. This proposal is intended to provide a network of campsites connected within an easy days paddle across Howe Sound and is further intended to provide connectivity to the greater Marine Trails network being established throughout British Columbia's coast. Recreation Sites and Trails BC branch intends to legally establish these sites under Section 56 of the Forest and Range Practices Act (FRPA).

Establishment of a recreation site under Section 56 of FRPA designates the site as a managed recreation feature in an integrated land base so that it is considered in resource management activities. This allows for the management of the recreation feature under the Forest Recreation Regulations by Recreation Sites and Trails BC. This ensures that the public has access to the feature and that any future development which will affect the feature is managed in a way that incorporates the objectives of the established recreation feature into account.

One of the eight sites (Ramillies Channel) on Gambier Island is located adjacent your mineral tenure (tenure 258266). Recreation Sites and Trails BC would like to inform you of the proposed designation of this site and to learn what concerns you may have. Some details about the site are listed below and are shown on the accompanying overview and detailed maps.

Site Name	REC #	Location of land	Mapsheet	Area(ha's)
Ramillies Channel	REC169906	North East Shore of Gambier Island	92G054	29.6

District Recreation Officer
Email:
Alistair.McCrone@gov.bc.ca

Ministry of Forests, Lands
and Natural Resource Operations
Recreation Sites and Trails Branch
Sea to Sky District

Mailing Address:
Suite 101-42000 Loggers Lane
Squamish BC. V8B 0H3
Tel: (604) 898-2125
Fax: (604) 898-2191

Information you supply may be made available to the public upon request, under the freedom of information legislation.
This information is collected for the purpose of administering Crown Land, pursuant to the Forest and Range Practices Act.



Crown Land Recreation Referral

We would appreciate your response by July 15, 2013 with comments you may have on this proposal. Comments may be in writing or by e-mail. A non-response by the due date assumes you are in favour of this proposal. If you require any additional time to assess this proposal you may contact me to request it at any time.

If you have any questions regarding this proposal please contact Alistair McCrone, District Recreation Officer, Sea to Sky District at Alistair.mccrone@gov.bc.ca.

Thank you for your comments.

Yours truly,

Alistair McCrone,
District Recreation Officer

District Recreation Officer
Email:
Alistair.McCrone@gov.bc.ca

Ministry of Forests, Lands
and Natural Resource, Operations
Recreation Sites and Trails Branch
Sea to Sky District

Mailing Address:
Suite 101-42000 Loggers Lane
Squamish BC. V8B 0H3
Tel: (604) 898-2125
Fax: (604) 898-2191

Information you supply may be made available to the public upon request, under the freedom of information legislation.
This information is collected for the purpose of administering Crown Land, pursuant to the Forest and Range Practices Act.

Howe Sound Marine Trail



Latona Passage (Gambier) Rec Site Tenure # REC169902

	Marine Trail Proposed Site	Land Tenures
	Land Title Outline	Lease
	Private Land	Licence
	Survey Parcel (District Lot)	Reserve/Notation
		Right of Way

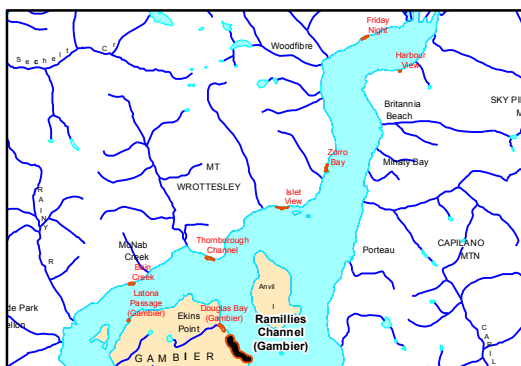
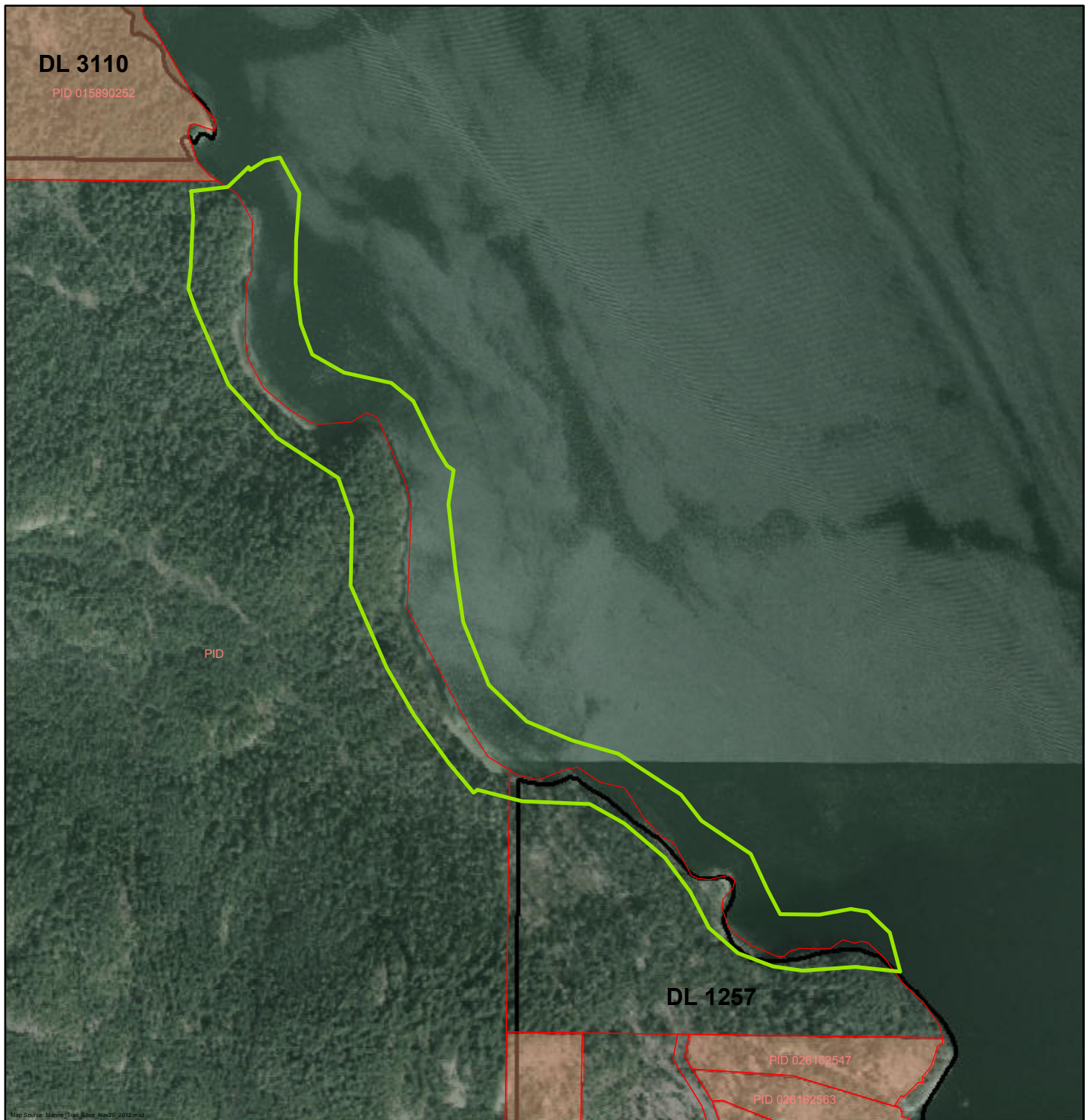
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Date: 20/11/2012

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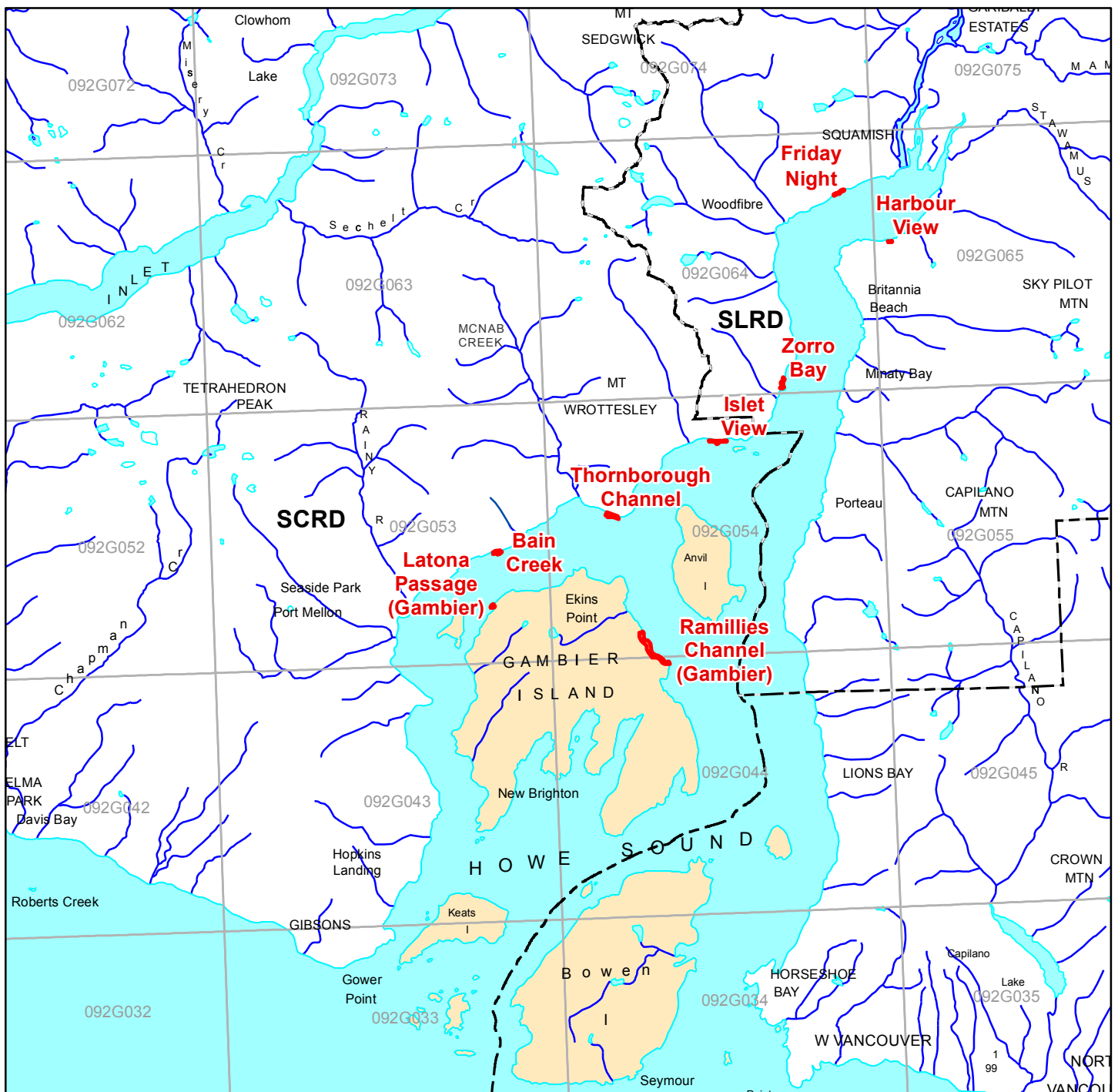
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Howe Sound Marine Trail



Ramillies Channel (Gambier) Rec Site Tenure # REC169906

	Marine Trail Proposed Site	Land Tenures
	Land Title Outline	Lease
	Private Land	Licence
	Survey Parcel (District Lot)	Reserve/Notation
		Right of Way



Map Source: Marine_Trail_Sites_Overview_Map.mxd

Howe Sound Marine Trail

Overview Map



Recreation Sites
and Trails BC

0 2.5 5 10
km

1:250,000

272
Date: 10/06/2013

Recreation Tenures

- REC169890 - Friday Night
- REC169892 - Harbour View
- REC169894 - Zorro Bay
- REC169896 - Islet View
- REC169898 - Thornborough
- REC169900 - Bain Creek
- REC169902 - Latona Passage
- REC169906 - Ramillies Channel