



Gambier Island Local Trust Committee

Regular Meeting Agenda

Date: March 17, 2016
Time: 10:30 am
Location: Gleneagles Community Centre
6262 Marine Drive, West Vancouver, BC

Pages

- | | | | |
|--|--|---------------------|---------|
| 1. | CALL TO ORDER | 10:30 AM - 10:35 AM | |
| <i>"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."</i> | | | |
| 2. | APPROVAL OF AGENDA | | |
| 3. | TOWN HALL AND QUESTIONS | 10:35 AM - 10:40 AM | |
| 4. | COMMUNITY INFORMATION MEETING - none | | |
| 5. | PUBLIC HEARING - none | | |
| 6. | MINUTES | 10:40 AM - 10:50 AM | |
| 6.1 | Local Trust Committee Meeting Minutes dated January 21, 2016 - for adoption | | 4 - 13 |
| 6.2 | Local Trust Committee Public Hearing Record dated January 21, 2016 - for receipt | | 14 - 15 |
| 6.3 | Local Trust Committee Special Meeting Minutes dated February 19, 2016 - for adoption | | 16 - 19 |
| 6.4 | Section 26 Resolutions-Without-Meeting Report dated March 9, 2016 | | 20 - 20 |
| 6.5 | Advisory Planning Commission Minutes - none | | |
| 7. | BUSINESS ARISING FROM MINUTES | 10:50 AM - 11:30 AM | |
| 7.1 | Follow-up Action List dated March 9, 2016 | | 21 - 23 |
| 7.2 | Community to Community Forum - for discussion | | |
| 8. | DELEGATIONS | | |
| 9. | CORRESPONDENCE | | |
| <i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i> | | | |

10.	APPLICATIONS AND REFERRALS	11:30 AM - 11:45 AM	
10.1	Amendment to Gambier Island Local Trust Committee Development Procedure Bylaw No. 50		
10.1.1	<u>Staff Report dated February 12, 2016</u>		24 - 31
11.	LOCAL TRUST COMMITTEE PROJECTS	11:45 AM - 1:00 PM	
11.1	Riparian Areas Regulation		
11.1.1	<u>Staff Report dated March 6, 2016</u>		32 - 120
11.2	Gambier Island Official Community Plan Review		
11.2.1	<u>Memorandum dated March 8, 2016</u>		121 - 129
11.3	Response to Howe Sound Industrial Applications		
11.3.1	<u>Memorandum dated March 8, 2016</u>		130 - 131
12.	CLOSED MEETING	1:00 PM - 1:45 PM	
12.1	Motion to Close the Meeting		
	<i>That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(d) and s.90(1)(f) for the purpose of considering Adoption of In-Camera Meeting Minutes dated January 21, 2016 and Discussion regarding Bylaw Enforcement and that the recorder and staff attend the meeting.</i>		
12.2	Recall to Order		
12.3	Rise and Report		
13.	REPORTS	1:45 PM - 2:00 PM	
13.1	Work Program Reports		
13.1.1	<u>Top Priorities Report dated March 9, 2016</u>		132 - 132
13.1.2	<u>Projects List Report dated March 9, 2016</u>		133 - 133
13.2	Applications Report dated March 9, 2016		134 - 136
13.3	Trustee and Local Expense Report dated February, 2016		137 - 137
13.4	Adopted Policies and Standing Resolutions		138 - 138
13.5	Local Trust Committee Webpage		
13.6	Chair's Report		
13.7	Trustee Reports		
13.8	Electoral Area Director's Report		
13.9	Trust Fund Board Report - March 2016		139 - 141

14. NEW BUSINESS 2:00 PM - 3:30 PM
- 14.1 Review of Priorities and Projects Lists - for discussion
 - 14.2 Coopers Green Park (Halfmoon Bay) Access for Thormanby Island Residents - for discussion
 - 14.3 Land Use Consultation for Radio Communication Utilities
 - 14.3.1 Memorandum dated January 5, 2016 142 - 151
 - 14.4 Logistics for Howe Sound Community Forum - for discussion
 - 14.5 Public Notice of Crown Land Applications - for discussion
 - 14.6 Review of Regular Business Meeting Start Time - for discussion
15. UPCOMING MEETINGS
- 15.1 Next Regular Meeting Scheduled for Thursday, May 19, 2016 at 10:30 am at Gambier Island Community Centre, Andy's Bay Road, Gambier Island, BC
16. TOWN HALL
17. ADJOURNMENT 3:30 PM - 3:30 PM



Gambier Island Local Trust Committee Minutes of Regular Meeting

Date: January 21, 2016
Location: John Braithwaite Community Centre
145 West 1st Street
North Vancouver, BC

Members Present Susan Morrison, Chair
Kate-Louise Stamford, Local Trustee
Dan Rogers, Local Trustee

Staff Present Aleksandra Brzozowski, Island Planner
Miles Drew, Bylaw Enforcement Coordinator
Diane Corbett, Recorder

Also Present Members of the Public – 7 (a.m.); 3 (p.m.)

1. CALL TO ORDER

Chair Morrison called the meeting to order at 10:46 a.m. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations. She introduced trustees and staff in attendance and thanked members of the public for attending.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 10.2: Add Emails Received from: Andrea Harbour, January 12, 2016; and Ken Sneddon, January 20, 2016
- 10.3 Referral from Ministry of Forests, Lands and Natural Resource Operations Regarding Log Dump
- 15.1 Howe Sound Community Forum
- 15.2 Trustee Rogers' Attendance at Salish Sea Ecosystem Conference
- 15.3 DVP 2016.1 BC Hydro
- 16.1 Discussion of Location for March Meeting

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS – none

4. COMMUNITY INFORMATION MEETING

4.1 Question and Answer Session

Bylaw No. 128 (Rezoning at Cotton Bay, Gambier Island)

Richard Beard, West Vancouver, inquired as to when the rock wall was built.

Planner Brzozowski indicated it was built around 2008. There was an error made; the rock wall was placed at what the applicant believed was the natural boundary of the sea.

Trustee Rogers explained there was an old timber retaining wall in place for decades. In the process related to a subdivision application, approval was granted for a community dock. A variance was granted for the rock wall within the setback to the sea. It subsequently became apparent that part of the rock wall juts into the Marine General (W1) zone, a zone that does not allow rock walls as a permitted structure.

Applicant Jim Green remarked that the jutting out was an error on the company's part. About 85% of the frontage is where it is supposed to be but, when the rock wall was stacked, two feet were deemed to be on the wrong side of the natural boundary of the sea. The applicant agreed it would be simpler to rezone for the right to have a bit of wall on the water side rather than reconstruction and its impacts on the land.

Hardy Goetsch, Gambier Island, inquired as to how many people are served by the dock.

Planner Brzozowski explained the shared dock will service a subdivision, where there will be a creation of four additional lots.

5. PUBLIC HEARING

5.1 Recess for Public Hearing

5.1.1 Bylaw No. 128

The proposed bylaw, if adopted, would amend the Gambier Island Land Use Bylaw No. 86 to allow an existing 4 square metre rock wall to remain under an existing community dock in the W1 zone at Cotton Bay.

The applicant is requesting a site-specific rezoning in order to bring a community dock structure into full compliance with Gambier Island Land Use Bylaw No. 86.

Chair Morrison recessed the meeting at 10:50 a.m.

5.2 Recall to Order

Chair Morrison reconvened the meeting at 11:07 a.m.

6. MINUTES

6.1 Local Trust Committee Meeting dated November 19, 2015

By general consent the Local Trust Committee meeting minutes of November 19, 2015 were adopted as presented.

6.2 Section 26 Resolutions-Without-Meeting – none

6.3 Advisory Planning Commission Minutes – none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated January 12, 2016

Planner Brzozowski reported that Bowen Island was not interested in pursuing a joint Board of Variance. A request was made that a discussion regarding joining the northern islands' Board of Variance be discussed at the next Local Trust Committee (LTC) meeting.

Planner Brzozowski reviewed the Follow-up Action List dated January 12, 2016. Points from discussion included:

- meeting with Squamish Nation on Gambier Island
- procedures regarding correspondence

8. DELEGATIONS

8.1 Kyle Empringham, Public Engagement Specialist for the David Suzuki Foundation, regarding Camp Suzuki: Howe Sound

Planner Brzozowski reported that Mr. Empringham of the David Suzuki Foundation was unable to attend the meeting. Planner Brzozowski explained that he had contacted Islands Trust with a desire to speak to the LTC regarding an upcoming Camp Suzuki at Camp Fircom in August for youth aged 18-30. The theme: Howe Sound.

Discussion ensued. Planner Brzozowski was urged to contact Mr. Empringham with a request that he attend the March LTC meeting or write a letter to the LTC.

9. CORRESPONDENCE – none

10. APPLICATIONS AND REFERRALS

10.1 Covenant and Statutory Right of Way for Review – District Lot 696 (Keats Landing)

10.1.1 Staff Report dated January 4, 2016

Planner Brzozowski gave an overview of the January 4, 2016 Staff Report, providing background related to the proposal to subdivide District Lot 696, and introducing to the LTC one of two draft legal documents for preliminary review, as pertaining to a submission of Covenant to satisfy requirements in Bylaw No. 4 (District Lot 696, Keats Island Land Use Contract). Fulfilment of these requirements would allow the applicant to move to subdivision.

Kevin Healy of Creus Engineering was present to speak on behalf of the applicant.

Planner Brzozowski invited questions and comments. Topics of discussion included:

- Steps to subdivision
- Maintenance of trail under draft Trail Right-of-Way document

GM-2016-001

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request staff to enter into a cost recovery agreement with the applicant to review draft covenant documents for the purpose of satisfying requirements of Bylaw No. 4 (Land Use Contract for District Lot 696, Keats Island).

CARRIED

10.2 Proposed Bylaw No. 128

Proposed Bylaw No. 128 cited as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015” – *for consideration of second and third readings and submission to Executive Committee for approval.*

To add site-specific W1(b) zone to permit a 4 square metre rock wall under an existing neighbourhood dock in the W1 zone at Cotton Bay, Gambier Island.

GM-2016-002

It was MOVED and SECONDED,

that Gambier Island Local Trust Committee Bylaw No. 128 cited as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015”, be read a second time.

CARRIED

GM-2016-003

It was MOVED and SECONDED,

that Gambier Island Local Trust Committee Bylaw No. 128 cited as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015”, be read a third time.

CARRIED

GM-2016-004

It was MOVED and SECONDED,

that Gambier Island Local Trust Committee Bylaw No. 128 cited as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

GM-2016-005

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 128 cited as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

10.3 Referral from Ministry of Forests, Lands and Natural Resource Operations Regarding Log Dump in Unzoned Area

Planner Brzozowski reported that Islands Trust had been advised by the Ministry of Forests, Lands, and Natural Resource Operations (FLNRO) of an application for a log dump at a creek on the Sunshine Coast south of the Woodfibre site. The marine portion of the application falls within the Gambier Local Trust Area and is unzoned.

Planner Brzozowski read aloud a drafted letter of response to this technical referral that cited relevant policies in the Islands Trust policy statement around developments on the foreshore. She invited further comments regarding the application.

It was mentioned there has been some herring restoration work done in that area; concern related to herring spawn should be added to the letter.

11. BREAK

By general consent, the meeting recessed at 12:09 p.m. and reconvened at 12:13 p.m.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Riparian Areas Regulation - Gambier Island

12.1.1 Staff Report dated January 11, 2016

Planner Brzozowski reviewed the January 11, 2016 Staff Report regarding implementation of Riparian Areas Regulation (RAR) for Gambier Island.

Staff gave a verbal follow-up report on the November, 2015 FLNRO *Riparian Areas Regulation* workshop.

Extensive discussion ensued on the implications of the proposed options for RAR implementation on Gambier Island.

The public response to a mail-out about the RAR and RAR implementation, sent to Gambier property owners in November, 2015 was described by Trustee Stamford and Planner Brzozowski.

Chair Morrison invited comment from members of the public who were present.

- People are uncertain how this could affect them, thus making it difficult to comment. It is hard to provide input on a high level before the Development Permit Area (DPA) guidelines are established.
- Concerns about the cost of a Qualified Environmental Professional (QEP), which may be required for a number of structures if it is a blanket DPA.
- Having specific draft DPA guidelines to comment on would make it easier for people to provide feedback. That way, owners understand what they are looking at.

- The DPA adds another layer to the process. Is it possible to use the QEP to determine the RAR directly with the Province? Planner Brzozowski clarified that local governments were obliged by the Province to put the RAR regulations into their bylaws.

Trustee Rogers noted to the public that a draft of something more specific would be brought forward for the public to comment upon. Trustee Rogers also stated that even with an official bylaw number, there are various points during the process where changes can be made to the bylaw.

Discussion ensued.

GM-2016-006

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request staff to present a draft Riparian Areas Regulation bylaw at a future Local Trust Committee meeting.

CARRIED

13. CLOSED MEETING

13.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1)(d) and s. 90(1)(f) for the purpose of considering Adoption of In-Camera Meeting Minutes dated November 19, 2015 and Bylaw Enforcement and that the recorder and staff attend the meeting.

By general consent, the Local Trust Committee closed the meeting at 1:18 p.m.

13.2 Recall to Order

By general consent, the Local Trust committee reconvened in open meeting at 1:48 p.m. without report.

13.3 Rise and Report – none

14. REPORTS

14.1 Work Program Reports

14.1.1 Top Priorities Report dated January 12, 2016

Received.

14.1.2 Projects List Report dated January 12, 2016

Received.

14.2 Applications Report Dated January 12, 2016

Received.

14.3 Trustee and Local Expense Report dated December, 2015

Received.

14.4 Adopted Policies and Standing Resolutions

Received.

14.5 Local Trust Committee Webpage

No changes required.

14.6 Chair's Report

Chair Morrison commented on a meeting with Minister Fassbender regarding expenses and equitable spending within the Islands Trust Local Trust Areas.

14.7 Trustee Reports

Received.

14.8 Electoral Area Director's Report – none

14.9 Trust Fund Board Report – none

15. NEW BUSINESS

15.1 Howe Sound Community Forum

The next Howe Sound Community Forum will be held April 29, 2016. The LTC has budgeted \$1,000 in 2016/2017 to host a meeting. The Executive Committee has offered an additional \$1,000.

15.2 Trustee Rogers Attendance at Salish Sea Ecosystem Conference

GM-2016-007

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee request staff to allocate \$600 out of Advisory Planning Commission Expenses and Special Projects allocations for Trustee Rogers to attend the Salish Sea Ecosystem Conference to be held on April 13, 2016.

CARRIED

Trustee Stamford requested that Trustee Rogers provide a conference report.

15.3 DVP 2016.1 - BC Hydro

Planner Brzozowski reported that BC Hydro submitted a Development Variance Permit application (DVP) pertaining to a renovation of a BC Hydro facility on District Lot 696, Keats Island. The agent had been unaware of the timing of the DVP process and was looking at funding the construction in the current fiscal year. Planner Brzozowski inquired if the LTC would be willing to have a special meeting regarding this item either in person or by teleconference in February.

By general consent, it was agreed to do a Resolution Without Meeting regarding when and how to conduct the meeting.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for Thursday, March 17, 2016 at 10:30 am at (location to be determined)

By general consent, it was agreed to determine the location of the next business meeting by Resolution Without Meeting.

17. TOWN HALL – none

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:08 p.m.

Susan Morrison, Chair

Certified Correct:

Diane Corbett, Recorder



**Gambier Island
Local Trust Committee
Public Hearing Record**

**REGARDING PROPOSED BYLAW NO. 128 TO AMEND GAMBIER ISLAND LAND USE
BYLAW, 2004 TO PERMIT AN EXISTING ROCK WALL ADJACENT TO COTTON BAY**

Date: January 21, 2016
Location: John Braithwaite Community Centre
145 West 1st Street
North Vancouver, BC

Members Present Susan Morrison, Chair
Dan Rogers, Local Trustee
Kate-Louise Stamford, Local Trustee

Staff Present Miles Drew, Bylaw Enforcement Coordinator
Aleksandra Brzozowski, Island Planner
Diane Corbett, Recorder

Others Present: Seven members of the public

1. CALL TO ORDER

Chair Morrison called the meeting to order at 11:00 a.m. and read the Chairperson's Opening Statement and explained that this Public Hearing is being conducted to hear views regarding proposed Bylaw No. 128.

2. PROPOSED BYLAW NO. 128 (Cotton Bay, Gambier Island)

Island Planner Brzozowski gave an overview of a request for a site-specific rezoning to permit a 4 square metre rock wall under an existing neighbourhood dock in the W1 zone at Cotton Bay, Gambier Island. This amending bylaw would bring this site into compliance with Bylaw No. 86.

4. PUBLIC COMMENTS

Chair Morrison opened the floor to comments on proposed Bylaw No. 128.

Jim Green, Vancouver, offered thanks to trustees and the planner for coming on site. He noted there has been quite a bit of effort put into this and apologized, as those resources could have been applied in other areas. Granting this application would save the company the unfortunate option of deconstructing the wall. He acknowledged the non-compliance was due to error. Mr. Green asked the Local Trust Committee to support this bylaw application.

Chair Morrison inquired if there were any other comments. The Chair inquired again if there were any comments on the proposed bylaw.

5. ADJOURNMENT

Hearing no further comments, Chair Morrison declared the public hearing closed at 11:07 a.m.

I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE MEETING HELD.

Diane Corbett, Recorder



Gambier Island Local Trust Committee Minutes of Special Meeting

Date: February 19, 2016
Location: Eric Cardinal Hall
 930 Chamberlain Road, Gibsons, BC

Members Present Susan Morrison, Chair (via teleconference 1:00-1:38 pm)
 Dan Rogers, Local Trustee
 Kate-Louise Stamford, Local Trustee

Staff Present Aleksandra Brzozowski, Island Planner (via teleconference 1:00-1:38 pm)
 Lisa Webster-Gibson, AI Planner (via teleconference 1:27-1:37 pm)
 Diane Corbett, Recorder

Others Present Members of the Public – 5

1. CALL TO ORDER

Chair Morrison called the meeting to order at 1:01 pm. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. She thanked members of the audience for attending.

Trustees and staff introduced themselves. Island Planner Brzozowski explained she was filling in for Island Planner Zupanec, who was ill, regarding agenda item 3.1.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. BUSINESS ITEMS

3.1 GM-DVP-2016.1 (Convention of Baptist Churches - Keats Island)

3.1.1 Staff Report dated February 5, 2016

Island Planner Brzozowski reviewed the staff report regarding Development Variance Permit (DVP) DVP-2016.1, a request for a variance to increase the permitted height of a building to 5.8 metres (19.0 feet) to accommodate vehicles and equipment for BC Hydro and TELUS.

Dan Petrick of Kasian Architecture Interior Design and Planning Ltd., Vancouver, showed drawings of the site plan to the trustees. The proposed building would be three times the size of the current building, and would be basically situated in the same position.

Jensen Metchie, MHPM Project Leaders, Vancouver, represented BC Hydro and noted the following points:

- Inside the building is quite crowded. For any larger work, it is usually necessary to barge in a truck and materials. There are issues of safety, cost, and time.
- The purpose of the building is the same as the current use, storage for the truck and materials for servicing and maintenance. BC Hydro is updating all their vehicles. Newer trucks are much larger and eventually only a larger truck will be available. The height variance is specifically to accommodate those trucks.
- The Convention asked that the construction activity be completed before the camp activities start in June.
- The intention is that demolition would begin in March and that the project would be completed by May.

Tony Flynn stated that he was in support of the application for the variance. It would increase the service and enhance telecommunications on the island.

Further comments and questions for the applicant did not concern the DVP application, but were related to the construction and scheduling of the facility:

- The barge ramp that would be used is the only barge ramp onto the island; it links to the main road across the island, and is well used.
- There are plans for barge loads of gravel to be delivered to the island in mid-March for road work. It will be necessary to coordinate that and provide the proponent with the dates of deliveries and road work.
- There are many camps during the month of May on the weekends. Mr. Metchie replied that demolition and land clearing would happen in March, into early April; the construction activity should be done by the end of April.
- Could demolition materials be reused or recycled to avoid ending up in the landfill? Mr. Metchie indicated that he would definitely explore the opportunity to recycle. Because the site has required remediation in the past, there are liability concerns.
- What will happen with the trees being cut down in order to construct? Mr. Metchie explained that an arborist had identified that four larger trees probably would be taken down. The Convention had requested

that the trees be cut into smaller lengths and the wood be given to the Convention.

GM-2016-008

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee approve issuance of Development Variance Permit GM-DVP-2016.1.

CARRIED

3.2 Board of Variance – Update

3.2.1 Memorandum dated January 22, 2016

Acting Planner Webster-Gibson provided background on the memorandum regarding establishing a Board of Variance for the Gambier Island Local Trust Area through collaboration with other Local Trust Committees in the Islands Trust Northern Region.

Discussion ensued on advertising for members. Trustee Stamford concurred with Trustee Rogers' assertion that advertising for Board of Variance members be conducted through their email contact lists and *Keats News* rather than the *Coast Reporter* newspaper when newspaper advertisement is not statutorily required.

GM-2016-009

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee direct staff to advertise for membership in a joint Board of Variance with other local trust committees in the Northern Region, and release up to \$200 from the Communications budget.

CARRIED

3.3 Bylaw No. 128 (Rezoning at Cotton Bay, Gambier Island)

To add a site-specific W1(b) zone to permit a four square-metre rock wall under the existing dock in the W1 zone.

GM-2016-010

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee, that Bylaw No. 128 cited as "Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2015", be adopted.

CARRIED

4. **ADJOURNMENT**

By general consent the meeting was adjourned at 1:38 pm.

Susan Morrison, Chair

Certified Correct:

Diane Corbett, Recorder

Resolutions Without Meeting

Gambier Island

Resolution #	Action	Resolution Description	Resolution Date
2016-01	In Favour	That the Gambier Island Local Trust Committee release up to \$120.00 from the Trustee Expenses budget for Trustee Kate-Louise Stamford to attend the CPAWS and Suzuki Foundation marine planning and conservation seminar at the Science Centre in Vancouver on Wednesday Jan 27, 2016.	26-Jan-2016

Follow Up Action Report

Gambier Island

29-Nov-2013

No.	Activity	Responsibility	Target Date	Status
1	Staff to provide Trustees with possible provisions and/or strategies to protect shoreline ecosystems along DL 696.	Aleksandra Brzozowski	20-Mar-2014	On Going

01-Oct-2015

No.	Activity	Responsibility	Target Date	Status
1	Should the logistics be simpler, staff to coordinate 2 separate C2C meetings with the Squamish and TWN Nations.	Aleksandra Brzozowski	19-Nov-2015	Done

19-Nov-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to review current Gambier Official Community Plan policies against technical information gathered in recent years, and to draft proposed policies to protect sensitive ecosystems for Local Trust Committee consideration.	Aleksandra Brzozowski	21-Jan-2016	On Going

21-Jan-2016

No.	Activity	Responsibility	Target Date	Status
1	Add to Business Arising from Minutes: - options for establishing a Board of Variance to serve GMLTC. - review of Priorities and Projects Lists.	Aleksandra Brzozowski	17-Mar-2016	Done



Follow Up Action Report

1	Enter into cost recovery agreement with CBCBC regarding execution of covenants to fulfill LUC requirements.	Aleksandra Brzozowski	17-Mar-2016	On Going
1	Second and Third Reading given to Proposed Bylaw 128. Send Bylaw 128 to Executive Committee. LTC has confirmed that the Directives Only checklist complies with ITPS.	Aleksandra Brzozowski	29-Feb-2016	Done
1	Staff to draft RAR bylaw introducing an island-wide DPA for Gambier Island.	Aleksandra Brzozowski	17-Mar-2016	On Going
1	Investigate possibility to have March 17 meeting in Gibsons.	Aleksandra Brzozowski	17-Mar-2016	Done
1	LTC to consider DVP-2016.1 via Special Meeting held in February.	Sonja Zupanec Aleksandra Brzozowski	29-Feb-2016	Done
1	LTC to release up to \$600 from Trustee Expenses for Trustee Rogers to attend the 2016 Salish Sea conference.		19-Feb-2016	Done

19-Feb-2016

No.	Activity	Responsibility	Target Date	Status
1	Issue GM-DVP-2016.1 (Keats Camp Hydro Building).	Becky McErlean Sonja Zupanec Penny Hawley	29-Feb-2016	Done
1	-Staff to advertise for membership in a joint Board of Variance with other LTCs in the Northern Region. -Staff to provide Local Trustees with advertisement, which they will circulate through community email lists. -The LTC releases up to \$200 from the Communications budget for this task if advertisement in the Coast Reporter is a statutory requirement.	Becky McErlean Lisa Webster-Gibson Kate-Louise Stamford Dan Rogers	29-Feb-2016	Done
1	Bylaw 128 (Cotton Bay rock wall) was adopted.	Becky McErlean Aleksandra Brzozowski	29-Feb-2016	Done



Follow Up Action Report

STAFF REPORT

Date: February 12, 2016

File No.: GM 6500-0020
Administrative
Bylaws

To: Gambier Island Local Trust Committee
for the meeting of March 17, 2016

From: Sonja Zupanec, Island Planner

Copy: Ann Kjerulf, Regional Planning Manager
Aleksandra Brzozowski, Island Planner

**Re: Amendment to Gambier Island Local Trust Committee Development
Procedure Bylaw No. 50**

Background

Recently the Executive Committee Acting as a Local Trust Committee (**Ballenas – Winchelsea Islands**) updated its administrative bylaws to reflect the newly adopted Official Community Plan (OCP) and Land Use Bylaw (LUB) for the Ballenas – Winchelsea plan area. In the bylaw drafting process staff identified the need to also update Gambier's Development Procedure Bylaw No. 50. The bylaw as written in 1992 contains provisions for the Local Trust Committee (LTC) to accept and review applications and fees for bylaw amendments or development applications only for the planning area within the Gambier Island OCP and LUB. The bylaw does not reflect the other OCP's and LUB's in the Trust Area: Keats; Bowyer and Passage and Associated Islands.

In order to receive applications and fees for bylaw amendments; development permit; development variance permit or temporary use permits for lands in areas where these OCP and LUB bylaws apply, the following minor amendment to Bylaw No. 50 is required:

Amend Section 2(1) From:

"applications for amendments to the Gambier Official Community Plan, the Gambier Zoning Bylaw, and the Sunshine Regional District Land Use Bylaw;"

To:

"applications for amendments to any Official Community Plan or Land Use Bylaw in the Gambier Local Trust Area;"

Changes to outdated references to the *Municipal Act* and *Condominium Act* have also been reflected in the attached draft bylaw.

RECOMMENDATIONS:

1. **THAT** the Gambier Island Local Trust Committee Bylaw No. 139 cited as the "Gambier Island Development Procedure Bylaw No. 50, 1992, Amendment No. 1, 2016", be read a first time.

2. **THAT** the Gambier Island Local Trust Committee Bylaw No. 139 cited as the "Gambier Island Development Procedure Bylaw No. 50, 1992, Amendment No. 1, 2016", be read a second time.
3. **THAT** the Gambier Island Local Trust Committee Bylaw No. 139 cited as the "Gambier Island Development Procedure Bylaw No. 50, 1992, Amendment No. 1, 2016", be read a third time.
4. **THAT** the Gambier Island Local Trust Committee Bylaw No. 139 cited as the "Gambier Island Development Procedure Bylaw No. 50, 1992, Amendment No. 1, 2016", be forwarded to the secretary of the Islands Trust for approval by the Executive Committee.

Prepared and Submitted by:

Sonja Zupanec

February 12, 2016

Island Planner

Date

Concurred in by:

Ann Kjerulf

February 12, 2016

Regional Planning Manager

Date

Attachment:

1. Draft Bylaw No. 139
2. Development Procedure Bylaw No. 50

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 139

A bylaw to amend the Gambier Island Local Trust Committee Development Procedure Bylaw.

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

1. Gambier Island Local Trust Committee Development Procedure Bylaw No. 50, 1992, is amended as follows:
 - 1.1 By replacing the words “Part 29 of the *Municipal Act*” in the brief precis and replacing with “Part 14 of the *Local Government Act*”
 - 1.2 By deleting the text in section 2. (1) in its entirety and replacing it with the following:

“(1) applications for amendments to any Official Community Plan, Zoning or Land Use Bylaw in the Gambier Local Trust Area”;
 - 1.3 By removing the words “section 9 of the *Condominium Act*” in section 2. (3) and replacing with “the *Strata Property Act*”;
 - 1.4 By removing the words “956(1) of the *Municipal Act*” in section 9 and replacing with “464 of the *Local Government Act*”.
2. This bylaw may be cited as “Gambier Island Local Trust Committee Development Procedure Bylaw No. 50, 1992, Amendment Bylaw No. 1, 2016”.

READ A FIRST TIME THIS DAY OF , 2016

READ A SECOND TIME THIS DAY OF , 2016

READ A THIRD TIME THIS DAY OF , 2016

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS DAY OF , 2016

ADOPTED THIS DAY OF , 2016

CHAIRPERSON

SECRETARY



Islands Trust

GAMBIER ISLAND

DEVELOPMENT PROCEDURE BYLAW

BYLAW NO. 50, 1992

AS AMENDED BY THE GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW: No. 124

NOTE: This Bylaw is consolidated for convenience only and is not to be construed as a legal document.

Consolidated: June 2013

Gambier Island Trust Committee

Bylaw No. 50

A Bylaw to define procedures under which an owner of land may apply for amendment to a plan or bylaw or the issue of a permit under Part 29 of the Municipal Act

The Gambier Island Trust Committee ("Trust Committee"), being the Trust Committee having jurisdiction in respect of the Gambier local trust area in the province of British Columbia pursuant to the *Islands Trust Act* (the "Act") enacts as follows:

Title

1. This bylaw may be cited for all purposes as the "Gambier Island Trust Committee Development Procedure Bylaw No. 50, 1992".

Applications

2. Sections 3, 4 and 5 of this bylaw apply in respect of:
 - (1) applications for amendments to the Gambier Official Community Plan, the Gambier Zoning Bylaw, and the Sunshine Regional District Land Use Bylaw;
 - (2) applications for:
 - a) development permits and amendments thereto;
 - b) development variance permits;
 - c) temporary commercial use permits;
 - d) temporary industrial use permits;
 - e) amendments to land use contracts;
 - (3) applications under section 9 of the *Condominium Act* for conversion of existing buildings into strata lots.
3. An application by an owner of land for amendment to an official community plan or zoning bylaw, for a permit, or for conversion of a building into strata lots, shall:
 - (1) be made by the owner of the land or by a person authorized in writing by the owner;

- (2) be submitted to the Islands Trust office in the appropriate form established by the Islands Trust, as may be varied from time to time.
- (3) contain all the information required by the applicable form.
- BL124 (4) In the case of an application in respect of land in a strata plan, an application may be made by the strata council on behalf of the strata lot owners, provided that:
- a) the application pertains to all of the land in the strata plan or all of the common property in the strata plan;
 - b) an authorized representative of the strata council makes the application;
 - c) the strata corporation has notified all of the strata lot owners in writing, at least 60 days prior to the date of the application, of the strata corporation's intention to make the application on their behalf, and for that purpose the strata lot owners are the owners in the records of the Land Title Office as of the date of the notice which must be a single date for all notices;
 - d) at least 50% of the owners of strata lots in the strata plan have consented in writing to the application, and for this purpose joint tenants of a strata lot and owners of undivided fractional interests in a strata lot must indicate their consent collectively in respect of the strata lot; and
 - e) the application includes a statutory declaration of the person making the application, declaring that the strata council has authorized the application and the making of the statutory declaration, that the strata lot owners have been advised of the application in writing in accordance with this Bylaw, and that at least 50% of the owners have consented to the application, and a true copy of the notice to the strata lot owners must be attached to the declaration."
4. An application or substantially similar application may not be submitted in respect of the same development less than one year from the date of refusal of a previous application or in the case of an application for conversion of a building into strata lots less than one year from the date of refusal of a previous application, unless the Trust Committee has agreed to such reconsideration.
5. The Trust Committee may, on receipt of an application to amend a plan or bylaw, resolve to proceed with an amendment bylaw or resolve not to proceed with the application. The Trust Committee may, on receipt of a permit application, resolve to proceed with or resolve not to proceed with the permit.

6. The Trust Committee may initiate an amendment to a plan or bylaw without first receiving an application to amend.

Fees

7. Where an application is submitted for amendment to a plan or bylaw or for a permit, the applicant shall pay to the Islands Trust the fee set out in the Fees and Charges Bylaw that applies to the type of amendment or permit for which application is made.

Notification

8. Where an application is made for a development variance permit, temporary commercial use permit or temporary industrial use permit, notice shall be mailed or otherwise delivered by the Trust Committee at least 10 days before adoption of a resolution to issue the permit. Such notification shall be sent to owners and tenants in occupation of that part of the area of the land that is the subject of the application and to the owner and tenants in occupation of all parcels, any part of which is within 100 metres of that part of the area of the land that is the subject of the application.
9. Where a public hearing is to be held under section 956(1) of the *Municipal Act*, and the proposed bylaw alters the permitted use or density of any area, and where less than 10 parcels owned by less than 10 persons are the subject of the bylaw alteration, a notice shall be mailed or otherwise delivered by the Trust Committee. Such notification shall be sent to owners and tenants in occupation of that part of the area of the land that is the subject of the bylaw alteration and to the owners and tenants in occupation of all parcels, any part of which is within 100 metres of that part of the area of the land that is subject to the bylaw alteration.
10. Where the Trust Committee waives the holding of a public hearing in respect of a proposed bylaw that does not alter the permitted use or density of any area, and where less than 10 parcels owned by less than 10 persons are the subject of the bylaw alteration, a notice shall be mailed or otherwise delivered by the Trust Committee to the owners and tenants in occupation of that part of the area of the land that is subject to the bylaw alteration and to the owners and tenants in occupation of all parcels, any part of which is within 100 metres of that part of the area of the land that is subject to the bylaw alteration.
11. Where an application is made for the conversion of an existing building into strata lots, notice shall be given to all occupants of the building by the application.

Repeal

12. Section 2(1) to 2(3) and Section 4(1) to 4(5) of Gambier Island Trust Committee Bylaw No. 37, being the "Gambier Island Trust Committee Procedure Bylaw No. 37, 1990" are repealed.

Severability

13. If any section of lesser portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion shall be severed from the bylaw without affecting the validity of the remainder.

READ A FIRST TIME this 30th day of April ,1994

READ A SECOND TIME this 30th day of April ,1994

READ A THIRD TIME this 30th day of April ,1994

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
17th day of May ,1994

RECONSIDERED AND FINALLY ADOPTED this 11th day of June , 1994

Secretary

Chairperson

Schedules

Schedules "A" to "G" are not part of this bylaw and may be inserted for convenience only, e.g.

- A. Bylaw Amendment Application
- B. Development Permit Application
- C. Development Permit Amendment Application
- D. Temporary Use Application - Commercial or Industrial
- E. Development Variance Permit Application
- F. Siting and Use Permit Application
- G. *Condominium Act* Conversion Application

STAFF REPORT

Date: March 6, 2016 **File No:** 6500-20
(Gambier RAR Implementation)

To: Gambier Island Local Trust Committee
For the meeting of March 17, 2016

From: Aleksandra Brzozowski
Island Planner

CC: Ann Kjerulf, Regional Planning Manager

Re: Implementation of Riparian Areas Regulation

Interim Report

The purpose of this report is provide the Gambier Island Local Trust Committee (LTC) with the results of watershed verification and stream mapping on North and South Thormanby Islands, and to provide the LTC with updates on the implementation work for the Keats and Gambier RAR projects.

Project Objectives

The objective of this project is the implementation of the *Riparian Areas Regulation* (RAR) in the Gambier Island Local Trust Area. Implementation of the provincial RAR is a LTC Top Priority Work Program item.

Background

The RAR was enacted under Section 12 of the *Fish Protection Act* in July 2004 and took effect on March 31, 2006. The objectives of the *Act* are to:

- (1) Ensure sufficient water for fish;
- (2) Protect and restore fish habitat;
- (3) Improve riparian protection and enhancement; and
- (4) Provide stronger local government powers in environmental planning.

Please refer to the April 5, 2012 Staff Report prepared by Chris Jackson for background information regarding the RAR and general options for Islands Trust local trust areas.

Please refer to the May 26, 2015 Staff Report for background information summarizing the LTC's discussions and decisions since 2012 regarding RAR mapping and implementation options.

RESULTS OF RAR MAPPING FOR THORMANBY ISLANDS

Qualified Environmental Professionals (QEPs) from Madrone Environmental Services, LTD conducted mapping on the Thormanby Islands January 11 and 12, 2016. The deliverables of the contract were to conduct an on-site assessment of watersheds identified as having the potential to be RAR applicable, and to map the streams in RAR-applicable watersheds. Madrone also used RAR assessment methodology to assess the likely widths of Streamside Protection and Enhancement Areas (SPEAs) for the RAR-applicable streams in order to provide additional information about the likely extent of riparian setbacks for mapped streams.

A draft report – including discussion on methodology and landowner contact, mapping results, and recommendations – is included as Attachment 1 to this report.

Madrone assessed twenty identified watersheds on South Thormanby Island and identified one stream in the northeast with potential fish habitat as defined in the *Riparian Area Regulation*. Madrone notes that the stream meets the RAR definition marginally, but marginal status is still applicable to the RAR.

The remaining nineteen watersheds on South Thormanby Island deemed not RAR-applicable are also summarized in the report and Madrone notes the presence of unique habitat attributes, including wetlands, which contribute to healthy ecosystems.

Madrone traversed North Thormanby Island and did not identify any RAR-applicable watercourses. Though beyond the general scope of the project, estuarine habitat types were described and included in the report due to the fact that these areas often represent unique ecosystem types.

UPDATE ON PROPOSED BYLAWS 129 & 130 (KEATS ISLAND RAR BYLAWS)

Proposed Bylaws 129 and 130 for RAR on Keats Island are currently out for referral. Planning Staff is presently following up on referral responses and will present a summary of all responses in a future staff report discussing referral responses and scheduling the Public Hearing.

The property owners for the two applicable watersheds on Keats have been in continued contact with planning staff about the details of pursuing a Pre-Determined Streamside Protection and Enhancement Area (SPEA) setback for their properties. Staff followed up with the property owners regarding the regulatory implications of pursuing a pre-determined setback. Distinct features of a pre-determined setback option are that there are no Development Permit Area guidelines, just a straight setback in the Land Use Bylaw. A pre-determined setback option would provide certainty in the form of a hard setback (likely be around 10 metres, based on the Madrone mapping report) and there would be no requirement to have an assessment done for “additional measures”. However, there would be no ability to apply to vary the setback and still comply with the RAR. (With the DPA option, a SPEA could possibly be as low as 5 metres.)

Neither property owner has yet made a decision on the matter.

UPDATE ON GAMBIER ISLAND RAR

Draft Bylaws to implement RAR will be presented as part of the agenda for the May 19, 2016 LTC meeting to be held on Gambier Island.

Relevant Policy and Land Use Considerations

Trust Council Strategic Plan

The Islands Trust Council Strategic Plan contains the following relevant policy:

- 1.3.6 Adopt new bylaws to implement RAR on all islands where still required

Islands Trust Policy Statement

The Islands Trust Policy Statement contains the following relevant Directive Policy:

- 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.

Analysis

Options for implementing RAR on South Thormanby Island

The RAR is intended to provide protection to “streams” which the regulation defines as “a watercourse, whether it usually contains water or not, that provides fish habitat, including ponds, lakes, rivers, creeks and brooks as well as ditches, springs, and wetlands that are connected by surface flow to such watercourses”. The intent of the regulation is to provide protection for those features which are capable of supporting fish whether they are currently present or not.

South Thormanby Island falls within the Area of Application for the Gambier Associated Islands Official Community Plan and Land Use Bylaw. Anvil and Bowyer Islands are also subject to these bylaws; mapping for Anvil and Bowyer took place one year earlier and the LTC has already decided to pursue a development permit area (DPA) option for those islands. Proposed Bylaws No. 131 and 132 establish a RAR DPA managing land alteration, including vegetation removal, based on map schedules showing the designated streams and 30 metre DPA. The RAR-applicable watersheds on both Anvil and Bowyer are to be regulated consistently under one DPA, Development Permit Area-1 (Riparian Areas), and its attendant guidelines. Staff recommends that the RAR-applicable watershed on South Thormanby also be regulated consistently and also be included in Development Permit Area-1.

The amendment bylaw to create Development Permit Area – 1 is Proposed Bylaw No. 131, which was read a first time on November 19, 2015 (Attachment 2). Because this bylaw is still at First Reading, the simplest manner in which to implement RAR on South Thormanby Island would be to amend Proposed Bylaw No. 131 to include a Plan No. 3 (in Attachment 3) and advise the referral agencies of the amendment. Amending Proposed Bylaw No. 131 is all that will be required, as the RAR guidelines proposed as part of Proposed Bylaw No. 132 apply to all areas indicated on the plan maps in Proposed Bylaw No. 131.

Next Steps for implementing RAR on Keats Island

Neither property owner has made a decision on the option of pursuing a Pre-Determined SPEA setback for their RAR applicable watershed. Their decisions on this alternative option could significantly impact Proposed Bylaws No. 129 and 130; as such, Staff recommends that the LTC communicate to the property owners a time frame by which they should make a decision so as to not delay the bylaw amendment process.

Project Charter, Project Scope, and Timeline

The Project Charter, project scope, and timeline remain on track at this time.

Resources and Roles

This project remains on budget. Staff resources for this project remain available at this time.

Communications

The one RAR-applicable watershed on South Thormanby Island lies within one property, held by Welcome Pass Holdings, Ltd. A letter signed by a Trustee similar to letters mailed out to residents on Anvil and Bowyer could be mailed out to the property owner to advise the company of the situation.

Staff recommends that, once the Madrone report is finalized, the local trustees distribute a copy of the report to Thormanby Island property owners via their email contact list.

Summary of Planning Recommendations

As noted earlier in this report, the implementation of RAR is not discretionary and must meet or exceed the provincial requirements.

Staff recommends that the LTC amend Proposed Bylaw No. 131 (Gambier Associated Islands Official Community Plan) to include a map of the RAR-applicable stream on South Thormanby Island.

Regarding communications, Staff recommends that Staff or Trustees contact the property owner of the RAR-applicable watershed on South Thormanby Island, and that the local trustees distribute a copy of the finalized Madrone report to Thormanby Island property owners via their email contact list.

Staff also seeks direction from the LTC regarding a reasonable time frame for a decision from the two property owners on Keats Island regarding pursuit of a Pre-Determined SPEA setback.

Recommendations

1. THAT Bylaw No. 131, cited as “Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2015”, be amended as follows:
 - i. Section 2.3 is deleted in its entirety and replaced with the following:

“2.3 SCHEDULE E – DEVELOPMENT PERMIT AREAS is added as shown on Plans 1, 2 and 3, which are attached to and form part of this bylaw.”
2. THAT the Gambier Island Local Trust Committee request staff to refer Bylaw No. 131, as amended, to the following agencies for comment: *Islands Trust Fund, Islands Trust – Bylaw Enforcement, Ministry of Transportation and Infrastructure, Ministry of Forests, Lands, and Natural Resource Operations – Ecosystems Branch, Agricultural Land Commission, Sunshine Coast Regional District, Bowen Island Municipality, Fisheries and Oceans Canada, Squamish Nation, and Tsleil-Waututh Nation.*

Prepared and Submitted by:

Aleksandra Brzozowski

Island Planner

March 7, 2016

Date

Concurred in by:

Ann Kjerulf

Ann Kjerulf, RPP, MCIP,
Regional Planning Manager

March 7, 2016

Date

Attachments:

1. RAR Stream Identification for Thormanby Islands -
Draft Report, by Madrone Environmental Services Ltd, January 29, 2016
2. Proposed Bylaw No. 131 (amending Gambier Associated Islands Official
Community Plan)
3. SCHEDULE E – DEVELOPMENT PERMIT AREAS (Plan No. 1 - RAR on Anvil),
(Plan No. 2 – RAR on Bowyer) and (Plan No. 3 - RAR on South Thormanby Island)



RIPARIAN AREA REGULATION STREAM IDENTIFICATION

North and South Thormanby Islands

PREPARED FOR:

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Islands Trust
Northern Office, Islands Trust
700 North Road
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PREPARED BY:

**Trystan Willmott, B.Sc. A.Sc.T.
MADRONE ENVIRONMENTAL SERVICES LTD.**

March 9, 2016

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DOSSIER: 15.0369

TABLE OF CONTENTS

1	INTRODUCTION AND OBJECTIVES	1
2	METHODOLOGY	2
2.1	BACKGROUND RESEARCH.....	2
2.2	ASSESSMENT AREA	2
2.3	LANDOWNER CONTACT.....	4
2.4	DEFINITION OF A “STREAM” UNDER THE RAR	4
2.5	FIELD ASSESSMENT PROCEDURES	5
2.6	ASSESSING FOR FISH PRESENCE OR POTENTIAL FISH PRESENCE	7
2.7	GPS DATA MANAGEMENT AND GPS LIMITATIONS	7
3	RESULTS	8
3.1	DOCUMENTED FISH DISTRIBUTION DATA.....	8
3.2	RAR-APPLICABLE WATERSHED SUMMARY	8
3.3	NON-RAR APPLICABLE WATERSHED SUMMARIES	11
3.3.1	SOUTH THORMANBY ISLAND	11
3.3.2	NORTH THORMANBY ISLAND (FIGURE 8).....	23
4	DISCUSSION AND RECOMMENDATIONS	25
	APPENDIX I – PHOTOS.....	27

LIST OF FIGURES

FIGURE 1. OVERVIEW MAP OF ASSESSED WATERSHEDS	3
FIGURE 2. RAR-APPLICABLE WATERSHED	10
FIGURE 3. NON-RAR APPLICABLE WATERSHED 1.	13
FIGURE 4. NON-RAR APPLICABLE WATERSHEDS 2-7.	15
FIGURE 5. NON-RAR APPLICABLE WATERSHEDS 8-14.	18
FIGURE 6. NON RAR APPLICABLE WATERSHEDS 15-18.....	20
FIGURE 7. NON-RAR APPLICABLE WATERSHED 19.....	22
FIGURE 8. NORTH THORMANBY ISLAND.....	24

RIPARIAN AREA REGULATION STREAM IDENTIFICATION

North and South Thormanby Islands

1 Introduction and Objectives

The Riparian Areas Regulation (RAR) is the basis of streamside protection in British Columbia. The RAR was enacted in 2004 under Section 12 of the Fish Protection Act. The RAR is a joint initiative with Fisheries and Oceans Canada (DFO), the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) and local government. The RAR uses a science-based approach to help ensure land development activities do not result in a harmful alteration, disruption or destruction (HADD) of the natural features, functions and conditions that support fish life processes.

In BC, the definition of fish habitat includes all aquatic and terrestrial areas that affect fish life processes. Fish habitat, therefore, includes the area directly adjacent to a stream (*i.e.*, the riparian area) because it provides food, nutrients, and other functions vital to fish survival.

In order to become compliant with the provincial RAR, Islands Trust contracted Madrone Environmental Services Ltd. (Madrone) to conduct fieldwork to identify RAR-applicable drainages in target watersheds on North and South Thormanby Islands. Islands Trust will use the stream-mapping data to develop a process that recognizes focus areas through the incorporation of Development Permit Areas or implementing other regulations. The primary objective of the project was to map the centre-line of streams with a high level of accuracy (within 1 m – 5 m), to allow Islands Trust to accurately identify RAR applicable watercourses. In order to help determine the extent of riparian setbacks under the RAR (referred to under the regulation as Streamside Protection and Enhancement Areas – SPEAs), bankfull stream width measurements were taken, where applicable, during fieldwork. The objective of this exercise was to supply Islands Trust with additional data to help with the implementation of planning tools to manage riparian areas.

2 Methodology

2.1 Background Research

Background research was carried out using the Fisheries Information Summary System (FISS) (<http://a100.gov.bc.ca/pub/fidq/welcome.do>) and Habitat Wizard (<http://maps.gov.bc.ca/ess/sv/habwiz/>) to determine whether any documented stream or fish distribution data existed for the study area.

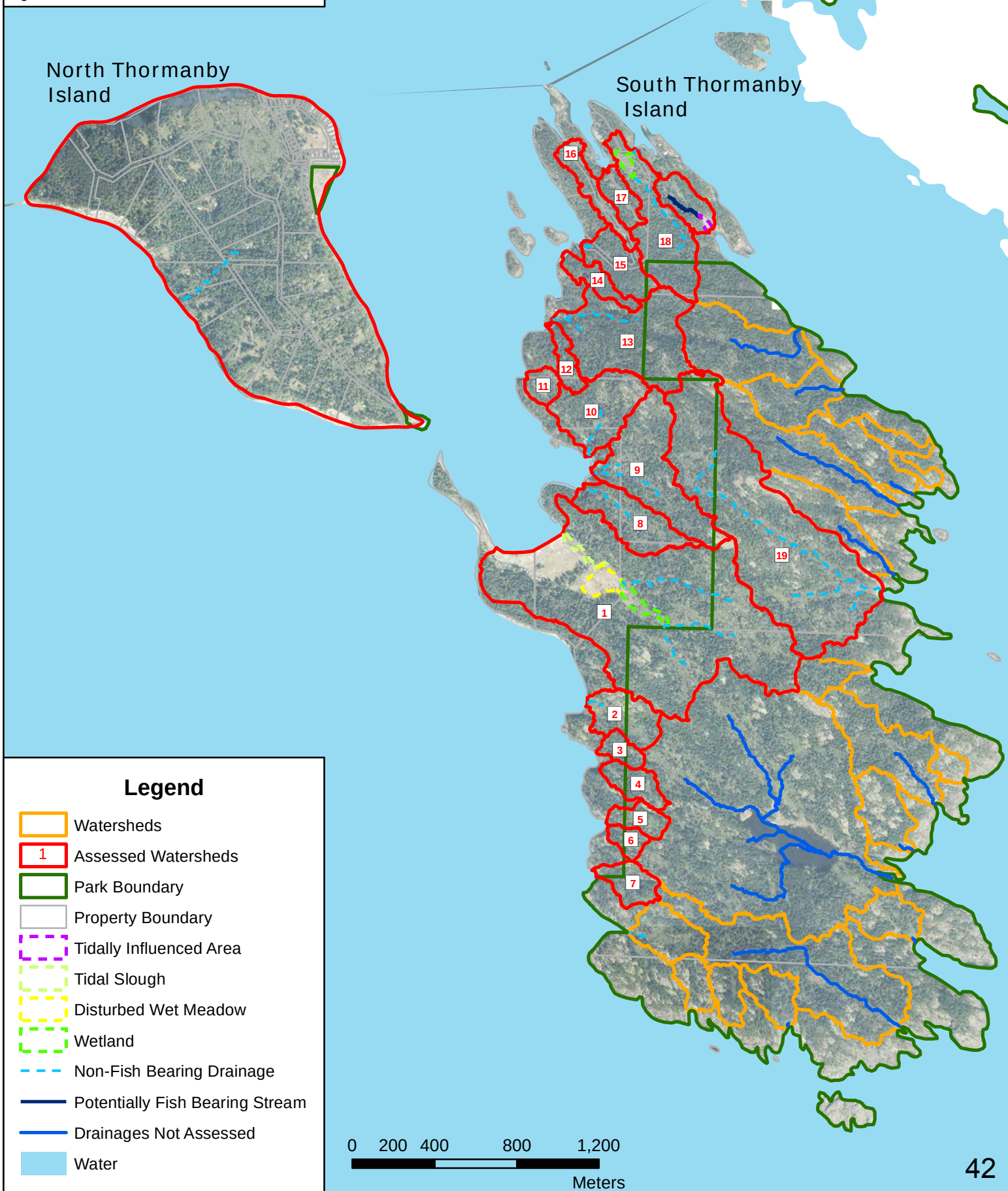
2.2 Assessment Area

The study area, as identified by Islands Trust, included twenty specific watersheds on South Thormanby Island and one “watershed” on North Thormanby Island (based on its size, the entire island was considered a watershed). Drainages inside parks or protected areas were not mapped, as per the scope of the project. This meant that the mapping focused on the western side and northern tip of South Thormanby Island, as the majority of the island is designated as park land. Figure 1 represents the target watersheds included in the stream mapping project.

	PROJECT: North and South Thormanby Islands RAR Stream Mapping		MAP SCALE: 1:24,000	CLIENT: Islands Trust	DOSSIER NO: 15.0369
	ASSESSED BY: Trystan Willmott, B.Sc., A.Sc.T. and Gina Sage A.Sc.T.	FIELD VISIT: January 11 -12, 2016	LOCATION: North and South Thormanby Island, BC	MAPPING DATE: 1/27/2016	DRAWN BY: Johnathan Mack



Figure 1: Overview of Assessed Watersheds



2.3 Landowner Contact

Prior to the fieldwork phase, Islands Trust sent out letters explaining the scope of the stream mapping project to property owners in the target watersheds. This not only advised affected landowners about the project, but also allowed landowners the opportunity to deny access to private land. Following the landowner contact phase, no objections to property access were noted anywhere in the study area.

2.4 Definition of a “Stream” under the RAR

In order to identify applicable drainages in the field, the definition of a “stream” as listed under the provincial RAR, was used as a standard. As per Section 1.4.2 of the RAR Assessment Methodology (http://www.env.gov.bc.ca/habitat/fish_protection_act/riparian/documents/assessment_methods.pdf), a “stream” is defined as follows:

“...any watercourse — natural or human made — that provides fish habitat that contains water on a perennial or seasonal basis, is scoured by water or contains observable deposits of mineral alluvium, or has a continuous channel bed including a watercourse that is obscured by overhanging or bridging vegetation or soil mats. A watercourse may not itself be inhabited by fish, but may provide water, food and nutrients to streams that do support fish.”

The RAR further identifies a stream as:

*“...any of the following that provides fish habitat:
a watercourse, whether it usually contains water or not;
a pond, lake, river, creek, brook;
a ditch, spring or wetland that is connected by surface flow to something referred to in paragraph (a) or (b).*

If a barrier to the upstream movement of fish is identified, a watercourse is classified as a stream above the barrier if there is potential fish habitat downstream of the barrier, even if there is no perennial fish habitat upstream of the barrier. Any part of a watercourse that is not inhabited by fish (e.g. above a barrier) that connects by surface flow to fish habitat is considered a stream under the RAR process.

Watercourses that do not support fish or connect by surface flow to fish habitat (e.g. isolated wetlands or watercourses that do not provide any potential habitat for resident fish or anadromous fish) are not considered “streams” under the RAR process. No focused mapping of isolated wetlands or unconnected non-fish-bearing watercourses was carried out as part of this assessment. It should

be noted that wetland ecosystem types and riparian areas in general still provide benefits to a range of species and provide important functions (e.g. stormwater retention).

2.5 Field Assessment Procedures

The field assessment took place between January 11th and 12th and was completed by Trystan Willmott, B.Sc., A.Sc.T. and Gina Sage, A.Sc.T. The timing of the fieldwork (mid-winter) was favourable in that it was carried out during a period when seasonal watercourses contained flowing water. This allowed for informed decisions to be made regarding the maximum degree of habitat available for resident and/or anadromous fish.

As the scope of the project was to identify watercourses that would be applicable to the RAR (potentially fish bearing streams and non-fish-bearing streams flowing into potentially fish-bearing streams), assessments were completed on each identified watershed to determine RAR applicability. Each watershed was assessed on foot to determine the characteristics of any watershed outlet drainages. This was completed by walking from one edge of each watershed to the other in relative proximity to the coast.

Based on the low magnitude and seasonal regime of the assessed drainages, an important factor that was considered was whether an outlet drainage provided suitable habitat for anadromous fish capable of completing their life cycle in seasonal streams (e.g. chum – *Oncorhynchus keta* – and pink – *Oncorhynchus gorbuscha* - salmon). Where a natural barrier at tidewater occurred (either based on excessive gradient, singular feature, or lack of a defined stream channel), the drainage was not mapped if low-gradient perennial habitat (*i.e.* for resident fish) did not occur above the barrier to anadromous fish.

With regard to North Thormanby Island, the entire outer edge of the island was traversed on foot at low tide to enable the identification of any watercourses. This methodology was considered to be the most appropriate, as it allowed for the identification and assessment of all watercourses draining the island.

The upper limit of tidal influence is relevant in the implementation of the RAR, as the regulation does not apply to marine or estuarine habitats, as per Page 14 of the RAR assessment methods:

“The Riparian Areas Regulation does not apply to marine or estuarine shorelines; these waters are still considered fish habitat under the Fisheries Act and DFO should be contacted regarding appropriate setback widths to ensure that development activities do not result in a harmful alteration, disruption or destruction of fish habitat. The boundary between freshwater habitats and estuarine habitats is considered the upstream extent of tidal influence.”

Despite not being applicable to RAR, and beyond the general scope of the project, estuarine habitat types were described and included on the final mapping products (where applicable), due to the fact that these areas often represent unique ecosystem types.

Concurrently with stream mapping, basic habitat data was also collected. Data collected included gradient, channel morphology (e.g. riffle-pool/cascade pool or step-pool), extent of riparian vegetation and fish habitat potential. Representative site photographs were taken during the assessment of each watershed (Appendix 1). Where encountered during the assessment of each identified watershed, wetlands that did not provide habitat for fish or connect by surface flow to fish habitat were identified, based on the importance and sensitivity of these ecosystem units.

As part of the field assessment, bankfull widths were taken to provide Islands Trust with appropriate data for planning purposes. As per the RAR methodology (using the “Detailed Assessment”), SPEA dimensions for streams are generally based on multiplying the average channel width by 3 (dependent on channel morphology). The “Simple Assessment” is another standard used under the RAR, which derives the SPEA from the depth of potential riparian vegetation, stream periodicity and fish presence/absence.

Using the Detailed Assessment, the SPEA can never be less than 10 m, with the maximum being 30 m. The SPEA is measured as a horizontal distance from the High Water Mark (HWM). As per the Simple Assessment methodology, the SPEA is measured from the Top of Bank (TOB).

It should be noted that the SPEA associated with the subject stream should only be used as a guide for planning purposes, as the scope of the project did not include the completion of a full detailed RAR assessment. It should also be noted that the scope of the project did not include the identification of the HWM or TOB. Under the RAR methodology, the 30 m Riparian Assessment Area (RAA) is measured as a horizontal distance from the HWM in the case of streams, wetlands and lakes. As per the regulation, any developments within the RAA trigger the completion of an assessment using the RAR methodology.

Data was collected using a Trimble GEO 7X HH GPS unit connected to an external Zephyr Model 2 receiving antenna. This GPS unit has the capability of receiving position data from GPS and GLONASS satellites, which results in increased accuracy. Data collection thresholds were set on the GPS unit to fit within the standards required by Islands Trust, including: a minimum elevation angle to satellites of 15° above the horizon; a maximum Horizontal Dilution of Precision (HDOP) of 5; a maximum Position Dilution of Precision (PDOP) of 8; and a minimum number of 4 satellites for position fixes. As per RISC standards, a minimum of 45 individual fixes were taken for static features. During the stream traverse, position fixes were taken every second. Terra Sync software was used for the collection of field data.

2.6 Assessing for Fish Presence or Potential Fish Presence

While background research using databases is useful in determining the general distribution of fish, it cannot be relied upon as a complete inventory. For example, a lack of data for any given stream or watershed cannot be interpreted as indicating that the stream or watershed does not contain fish. Proving non fish presence in potential habitat generally requires rigorous sampling procedures during optimal seasons. Given the fact that the project was focused on identifying potentially fish bearing streams and connected watercourses, no detailed sampling procedure was carried out. Fish sampling, therefore, was beyond the scope of this assessment.

2.7 GPS Data Management and GPS Limitations

After field assessments were completed, the GPS data was downloaded and post-processed using the closest base station relative to the study area (located in Burnaby, BC). The post-processed data was then viewed in Pathfinder Office software, which is used in conjunction with Trimble GPS units and the Terra Sync field collection software. The data was converted to shapefile format and imported into ArcGIS10, which included the creation of a metadata report of all the data collected, including Dilution of Precision (DoP) values, Horizontal Precision and number of satellites used for each position fix.

Using GPS for stream mapping does have obvious limitations, as characteristics in the field play a significant role in the accuracy of data. Dense vegetation and/or a closed tree canopy represent difficult GPS collection conditions, which were encountered during the field assessment. Coupled with satellite signal attenuation through the tree canopy and significant multi-path affects from dense tree cover and/or rock features, locational accuracy can be temporarily lost during the traverse of a stream. Temporary loss of locational accuracy during a stream traverse can lead to the creation of “zingers” in the data, where the GPS cannot provide an accurate position.

Traversing obstacles in the creek, or ducking under overhead obstructions (e.g. vegetation) can also lead to temporary loss of locational accuracy, based on the fact that the external antenna is forced out of the optimal position. For example, when climbing over or under a log, the antenna can either be on a horizontal plane, or pointing towards the ground, leading to poor accuracy. Pausing and resuming the data collection in areas of dense vegetation, or when trying to traverse areas of heavy blow down over the stream can also lead to a temporary loss of locational accuracy. Based on the high data logging interval (one locational fix per second), the correct line of the stream could be identified in the data by ignoring the “zingers”.

Having a high data logging interval allowed for an increased number of points to be taken along the stream traverse, leading to increased accuracy. It should be noted, however, that it is generally not

possible to follow the exact centre of a stream in a smooth line, unless the stream is completely open, with a uniform depth and no obstructions (which is rarely the case). During the stream traverse, there would often be the need to move sideways in the creek bed to avoid an obstruction. The high logging interval of the GPS unit allowed for these sideways movements to be depicted in the data, leading to a “jagged” appearance to the mapped stream line. The creek lines were, therefore, smoothed using the Smooth tool in the Advanced Editing Toolbar in ArcGIS. Smoothing the line features created a more natural stream appearance, while not losing the locational accuracy (sideways movements around obstacles etc. were always within the confines of the channel).

3 Results

3.1 Documented Fish Distribution Data

Background research using web-based data revealed no documented occurrences of fish habitat on either North or South Thormanby Islands. The data related to watershed boundaries and watercourses (as indicated in Figure 1) were provided by Islands Trust.

3.2 RAR-Applicable Watershed Summary

The assessment of the twenty identified watersheds on South Thormanby Island and the assessment of North Thormanby Island resulted in the identification of one stream that represents potential fish habitat (albeit on a marginal basis). The subject watersheds are, in general, limited in spatial extent, which prevents the establishment of streams of a high-enough magnitude to support fish. This is a factor of the size of the islands, with North Thormanby being approximately 1 km wide and approximately 1.5 km long. South Thormanby Island is approximately 5 km long and 2 km wide.

Figure 2 depicts the location and extent of the stream that was mapped as being applicable to RAR on the north-eastern tip of South Thormanby Island. Based on the bankfull width of this stream, the SPEA under the Detailed Assessment would be 10 m.

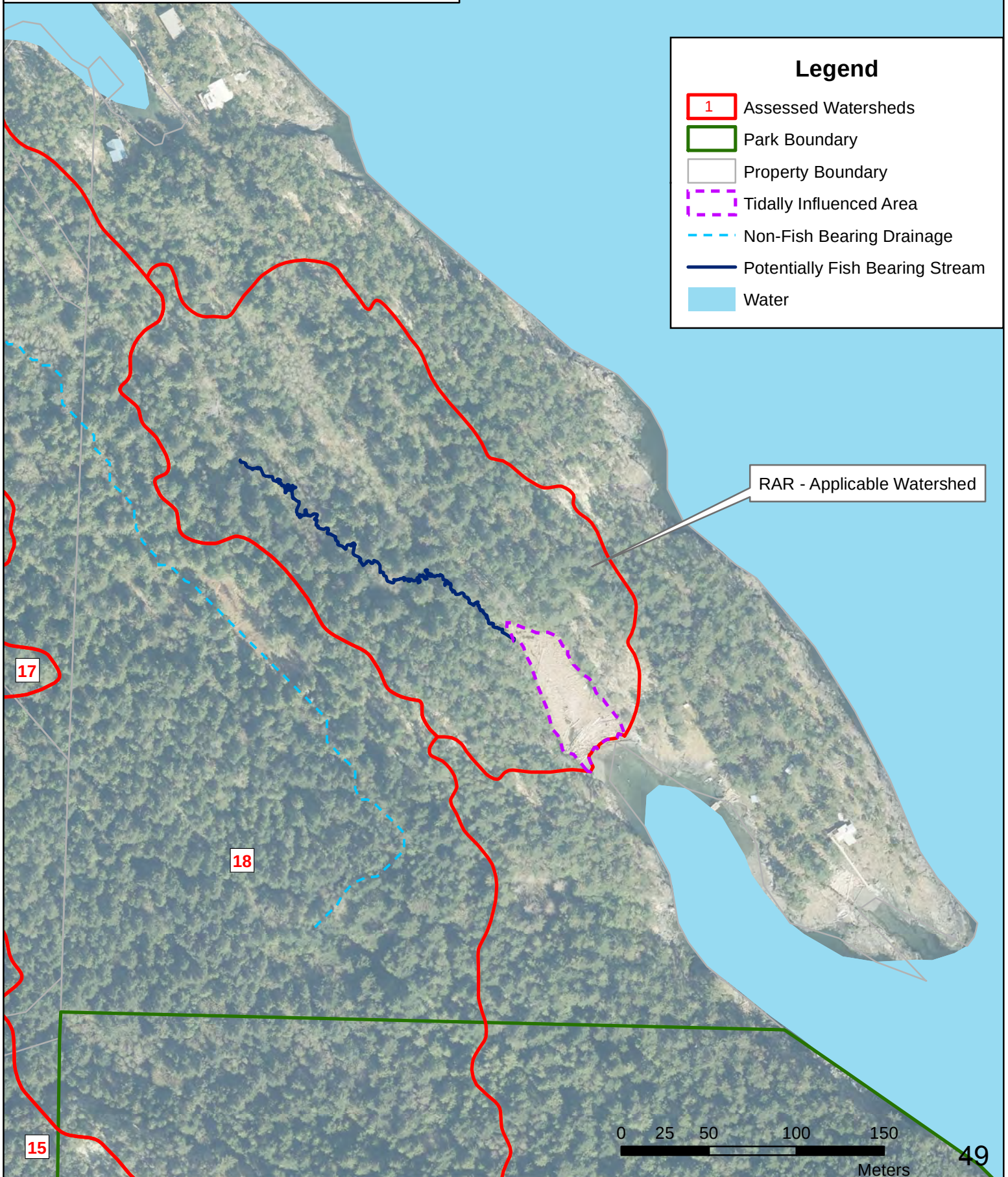
The outlet drainage of the RAR-applicable watershed enters the ocean via a defined tidally-influenced channel through a broad flat tidal area consisting mainly of sedges (*Carex* sp.). Above tidewater, the drainage is generally poorly defined over an organic substrate, with shallow flow observed through slough sedge (*Carex obnupta*) at the time of the assessment. The centre line of the main flow was mapped during the assessment, but the high water mark extends beyond the centre line and incorporates a dense swath of salmonberry (*Rubus discolor*), slough sedge and salal (*Gaultheria shallon*) approximately 15 m wide. Riparian vegetation consists of mature western redcedar (*Thuja plicata*), Douglas fir (*Pseudotsuga menziesii*) and red alder (*Alnus rubra*). The drainage

was followed up to a point close to the north-western edge of the watershed where no evidence of surface flow could be observed.

Fish habitat attributes are limited throughout the drainage, but there is the potential that fish could access the stream during high tides on a seasonal basis. Alluvial deposits are very limited, with the majority of the substrate consisting of soft organic material. This results in a general lack of potential spawning habitat. Based on the magnitude of flow, normal channel-forming processes are lacking, with a corresponding absence of pool habitat units, glides and riffles. This decreases the overall fish habitat value of the subject drainage. Representative photos of the stream are included in Appendix 1.

	PROJECT: North and South Thormanby Islands RAR Stream Mapping		MAP SCALE: 1:2,800	CLIENT: Islands Trust	DOSSIER NO: 15.0369	
	ASSESSED BY: Trystan Willmott, B.Sc., A.Sc.T. and Gina Sage A.Sc.T.	FIELD VISIT: January 11 -12, 2016	LOCATION: South Thormanby Island, BC	MAPPING DATE: 1/27/2016	DRAWN BY: Johnathan Mack	

Figure 2: RAR Applicable Watershed - South Thormanby Island



3.3 Non-RAR Applicable Watershed Summaries

The following summaries provide a description of each watershed that was assessed on foot. Where applicable, non-fish bearing watershed outlet drainages have been described. These drainages were not mapped as part of the assessment, and the locations on Figures 3-6 are based on watercourse layers provided by Islands Trust. The locations of the drainages appeared relatively accurate, as per observations conducted in the field. Non-fish bearing isolated wetland ecosystems identified in the field have been added to the appropriate watershed Figures. Photographs of each watershed are included in Appendix 1.

3.3.1 South Thormanby Island

Watershed 1 (Figure 3)

This watershed is one of the largest on South Thormanby Island and drains into Buccaneer Bay. A defined tidal slough extends along the northern edge of the bay, which spreads towards the east through a narrow depression between an elevated ridge to the south and higher ground to the north. The southern ridge is narrow, with houses constructed along its crest. To the east of the ridge, the terrain is very flat. The flat area is representative of a disturbed meadow, with very low-lying areas likely subject to occasional tidal inundation. The meadow consists of disconnected pockets of very moist soils (mostly freshwater influence), with dense patches of slough sedge and cattail (*Typha latifolia*) interspersed throughout. Drier areas in the meadow consist mainly of invasive grasses. Open water is limited throughout the meadow, with pockets of very shallow water (likely brackish) noted to the immediate east of the tidal slough. A pocket of very shallow open water (freshwater) was also noted in the south-central portion of the meadow.

To the east of the open meadow, a broad linear depression consisting of slough sedge and red alder extends inland. Pockets of shallow open water (freshwater) occur throughout this depression. The depression is fed by very poorly defined intermittent drainages that extend to the east and south. Water moving through this depression feeds into the broad disturbed meadow.

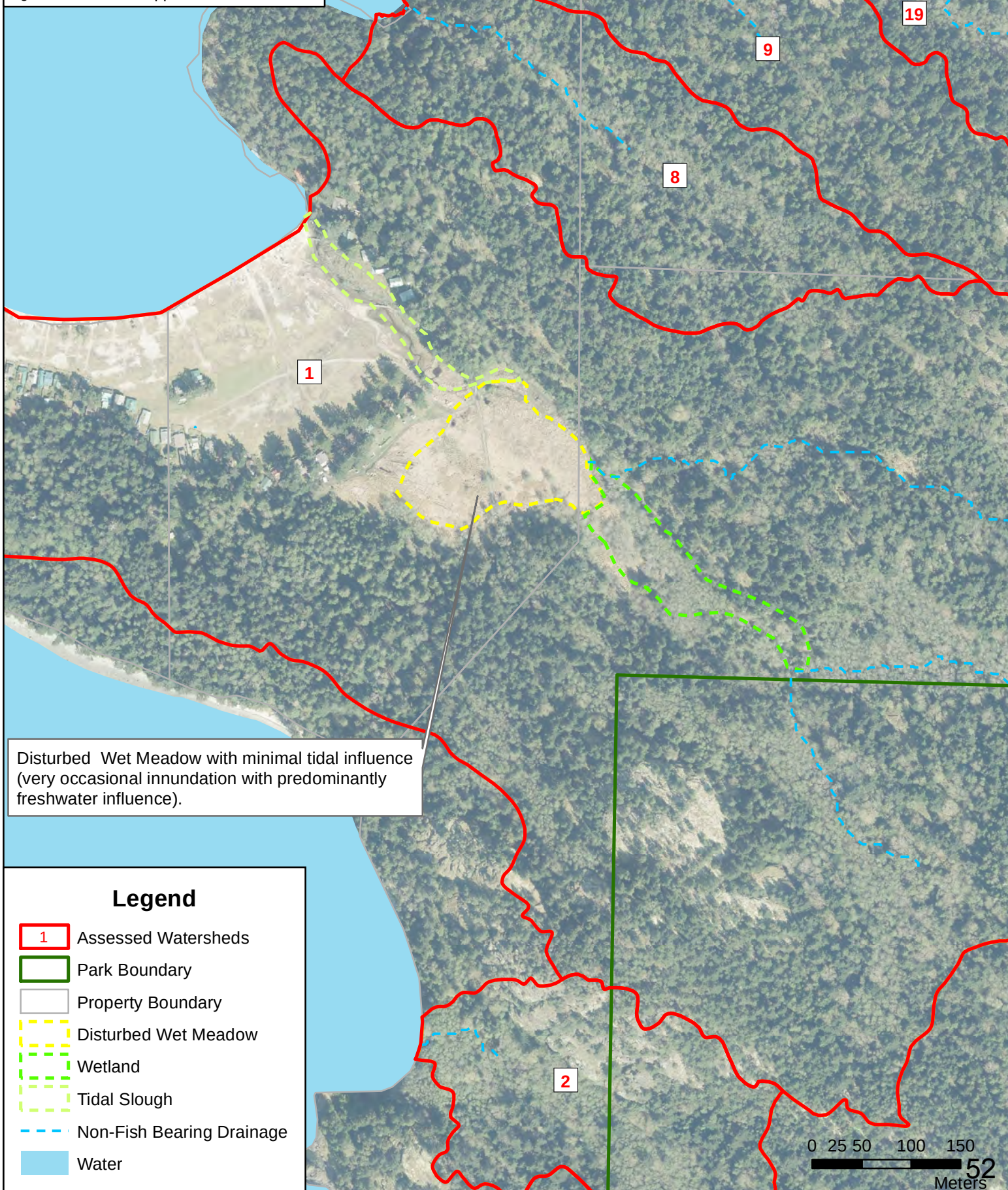
A gravel road runs north-south through the meadow, with a small (approximately 300-400 mm) culvert providing a means for tidewater to push eastwards through the depression between the ridge to the south and high ground to the north and into low-lying areas of the meadow (occasional inundation). It is also possible that during very high tides (low frequency events), that tidewater will breach the road and inundate segments of the meadow beyond. The culvert also allows freshwater that collects throughout the open meadow to drain to the west.

Juvenile salmonid fish originating from other fish-bearing systems could use the main tidal slough area to the west of the culvert crossing during the early ocean rearing phase. The shallow, sandy

conditions of Buccaneer Bay may also support eelgrass (*Zostera marina*) beds, which could also be used by fish, especially juvenile salmonids during the early ocean rearing phase. These areas are tidal and are therefore not applicable to the RAR. Throughout the meadow to the east of the culvert crossing, there is no reasonable potential for fish to occur. Fish may occur in the shallow open water to the immediate east of the culvert inlet, but this brackish area does not connect by surface flow to any other area of potential fish habitat. This is due to the fact that the majority of the meadow consists of equal areas of either very moist soils (weakly brackish or freshwater influenced), or drier areas with grasses, with only pockets of open water. Any open water that does occur is disconnected. The broad moist depression extending to the east of the meadow and the poorly defined drainages feeding into it do not provide perennial habitat for resident fish. During the assessment (which occurred during seasonal high flows), these drainages consisted of intermittent surface flow, with the majority consisting of seepage through organic material.

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Figure 3: Non RAR Applicable Watershed 1



Watershed 2 (Figure 4)

The western segment of this watershed, close to tidewater, consists of a depression supporting red alder and patches of salmonberry (*Rubus spectabilis*), which are indicative of increased soil moisture. Dense sword fern (*Polystichum munitum*) also occurs throughout the depression. The outlet from this depression is represented by a very poorly defined drainage, which spills over a steep (65%) slope onto the intertidal zone. There is no potential for anadromous fish to enter the drainage on a seasonal basis, mainly due to the steepness of the slope. Even in the absence of the excessive gradient, the outlet drainage consists of very shallow intermittent surface flow over organic material, with no seasonal habitat availability for anadromous fish. In addition, there is no perennial habitat available for resident fish, as no potential habitat that could be used by resident fish was observed in the outlet drainage even during high seasonal flows. At the time of the assessment, the drainage was dry and only discernable by intermittent ephemeral scour over the forest floor beyond a point located approximately 50 m inland.

Watershed 3 (Figure 4)

Based on the size of this watershed, no outlet drainage occurs. The western edge of the watershed constricts close to tidewater, with bluffs to the north and south enclosing a narrow depression supporting red alder and sword fern.

Watershed 4 (Figure 4)

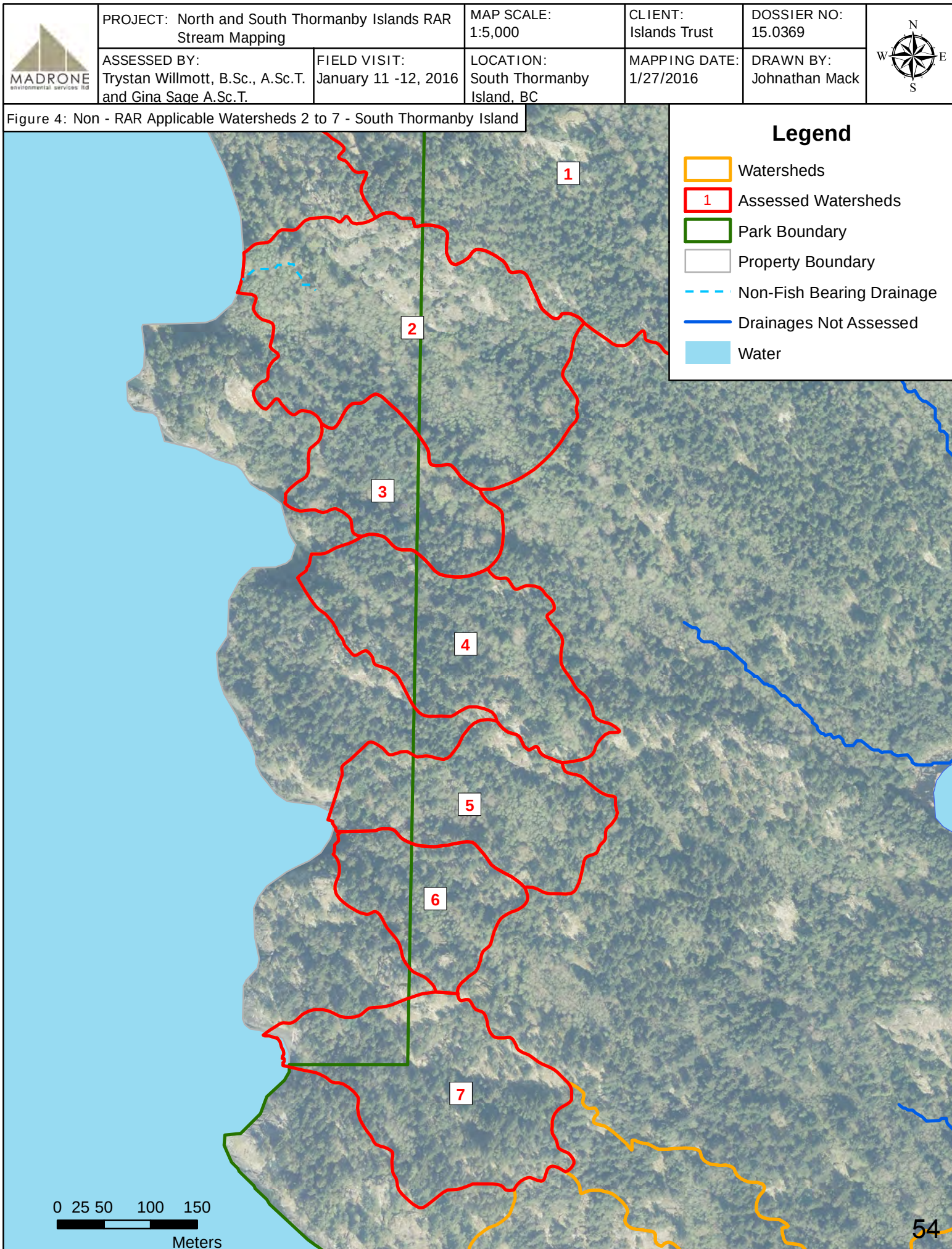
This watershed is similar to watershed 3 in that the “outlet” to the ocean consists of a depression enclosed by bluffs to the north and south. A poorly defined outlet drainage occurs on the surface of a foot trail through the centre of the depression, with evidence of ephemeral scour by water. No water occurred in the outlet drainage during the assessment. The outlet drainage drops down a steep (>30%) slope to the intertidal zone. As the drainage was dry during the winter season, there is no potential for resident fish to occur. There is no accessibility or seasonal habitat potential for anadromous fish.

Watersheds 5 and 6 (Figure 4)

The “outlets” of these watersheds consist of narrow draws leading down to the ocean contained by bluffs to the north and south. No outlet drainages occur through these draws.

Watershed 7 (Figure 4)

The “outlet” of this watershed is also contained by rock bluffs to the north and south. Red alder throughout the contained depression indicates the presence of relatively moist soils. No defined outlet drainage was noted during the assessment, although ephemeral water flow may become concentrated on a steep trail leading down to the ocean. No flowing water was observed during the assessment.



Watershed 8 (Figure 5)

The outlet of this watershed consists of a poorly defined drainage that flows down a steep slope and trickles out onto a cobble beach. Immediately up-slope of tidewater, water was not flowing on the surface at the time of the assessment. Evidence of ephemeral flow over a grassy area was observed for a distance of approximately 5 m, with water flowing sub-surface and onto the beach. Up-slope of the subsurface zone, the drainage is incised through a narrow (<0.5 m) channel, with shallow surface flow noted during the assessment. The gradient of the channel above tidewater is 29%. The drainage flows via a metal culvert underneath a gravel road at the crest of the slope (approximately 50 m from the beach). Up-slope of the road, the gradient decreases and the drainage is characterized by intermittent surface flow and seepage through organic deposits.

Based on the steepness of the slope and lack of a suitable channel profile (*i.e.* step-pool), there is no potential for anadromous fish to enter the drainage. Even in the absence of the excessive gradient, the drainage does not contain adequate water or habitat characteristics to reasonably provide habitat for anadromous fish, even on a seasonal basis. Due to the low magnitude of the drainage and fact that habitat for resident fish was not observed during high winter flows, no potential perennial habitat for resident fish occurs.

Watershed 9 (Figure 5)

The outlet of this watershed is comprised of a poorly defined drainage flowing down a steep (40%) slope towards the ocean. There is no defined connectivity with the intertidal area, as water percolates into the ground and seeps through a steep bank onto the beach. Approximately 50 m from tidewater, the drainage flows under a gravel road via a plastic culvert. From the culvert inlet, the drainage has been ditched for approximately 30 m along the edge of the road. Up-slope of the ditched segment, the drainage becomes poorly defined, with shallow intermittent surface flow and seepage over organic deposits. A secondary drainage, which consists mainly of seepage through organic material, joins the ditch close to the inlet of the culvert upslope of the road.

Based on the lack of surface flow connectivity with the ocean, gradient of the drainage above tidewater and lack of perennial habitat (no habitat for fish occurred during high winter flows at the time of the assessment), no potential habitat for anadromous or resident fish occurs.

Watershed 10 (Figure 5)

This watershed outlet drainage is poorly defined and flows out onto a cobble beach. From tidewater, the drainage flows down a steep (60%) slope, above which a plastic culvert carries the drainage underground for approximately 50 m. Upslope of the culvert inlet, the drainage splits, with a ditch running parallel to the slope collecting seepage water percolating through the slope above. The main branch of the drainage continues as a very steep (>50%) ephemeral, unstable channel. No water was observed in this branch of the drainage during the assessment.

There is no potential for anadromous fish to enter the drainage, based on the gradient of the slope at tidewater (60%). Even in the absence of this gradient barrier, the drainage does not contain adequate water flow or habitat attributes to reasonably support fish, even on a seasonal basis. Based on a lack of water flow observed upslope of tidewater, even during high winter flows, no potential habitat exists in the drainage for resident fish.

Watersheds 11 and 12 (Figure 5)

These very small watersheds do not contain outlet drainages, but consist of confined narrow draws leading down to the ocean.

Watershed 13 (Figure 5)

The outlet drainage of this watershed has been ditched in segments immediately upslope of tidewater, with the ditch spilling out onto a cobble beach. Segments of the drainage also flow through dense patches of slough sedge, where it becomes poorly defined with shallow surface flow over organic deposits. Approximately 50 m from tidewater, the drainage splits into two. The main branch is poorly defined and represents seepage flow through the forest floor. The secondary branch represents a constructed ditch (appears hand dug) capturing water seeping through the slope above. During the assessment, the ditched branch contained very shallow surface flow.

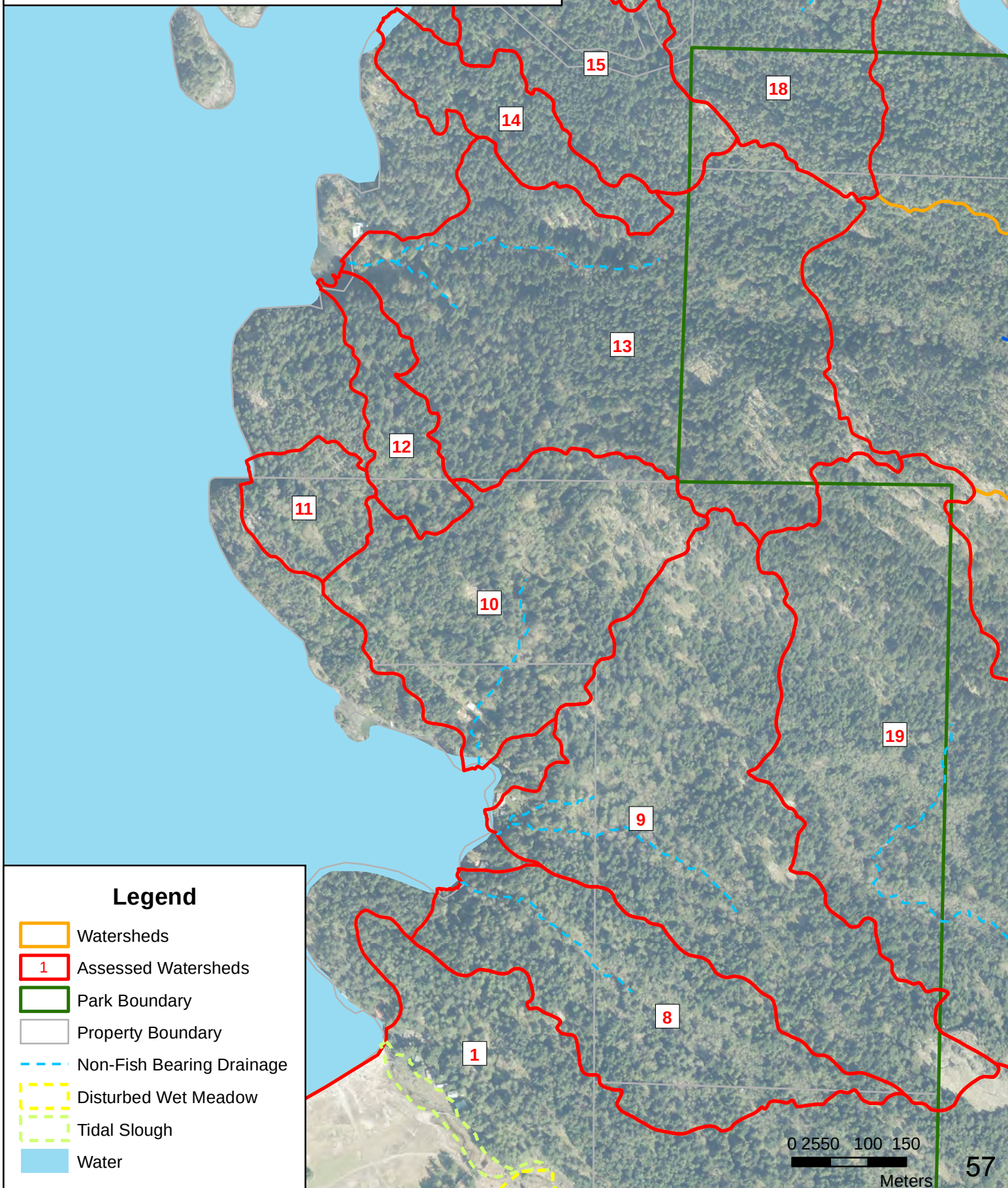
While there is no gradient barrier where the drainage spills out onto the beach, there is no reasonable potential for anadromous fish to enter, even on a seasonal basis. During the assessment and high seasonal flows, the segment downslope of the split did not contain habitat attributes suitable for fish, based on a lack of water flow and lack of channel definition (even during high seasonal flows that occurred during the assessment). Where the drainage branches approximately 50 m from tidewater, the drainage is characterized either by seepage flow (the main branch) or very shallow surface flow through a hand-dug ditch. There is no reasonable potential for either of these branches to support fish, even on a seasonal basis.

Watershed 14 (Figure 5)

This watershed does not contain an outlet drainage, with the “outlet” consisting of a confined draw leading down to the ocean.

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Figure 5: Non - RAR Applicable Watersheds 8 to 14 - South Thormanby Island



Watershed 15 (Figure 6)

The “outlet” of this watershed represents a confined draw leading down to an embayment located between rocky headlands to the north and south. A trail, which leads down to the embayment, follows the draw. There is evidence of ephemeral water flow on the surface of the trail in the form of scour, but no water was present during the assessment.

Watershed 16 (Figure 6)

This watershed is very narrow and is confined between rocky outcrops to the east and west. A trail follows the lowest area of the watershed between the rocky outcrops. The trail leads down to a narrow embayment, which represents the “outlet” of the watershed. There is no defined outlet drainage, with only seepage noted in a localized area at the head of the embayment.

Watershed 17 (Figure 6)

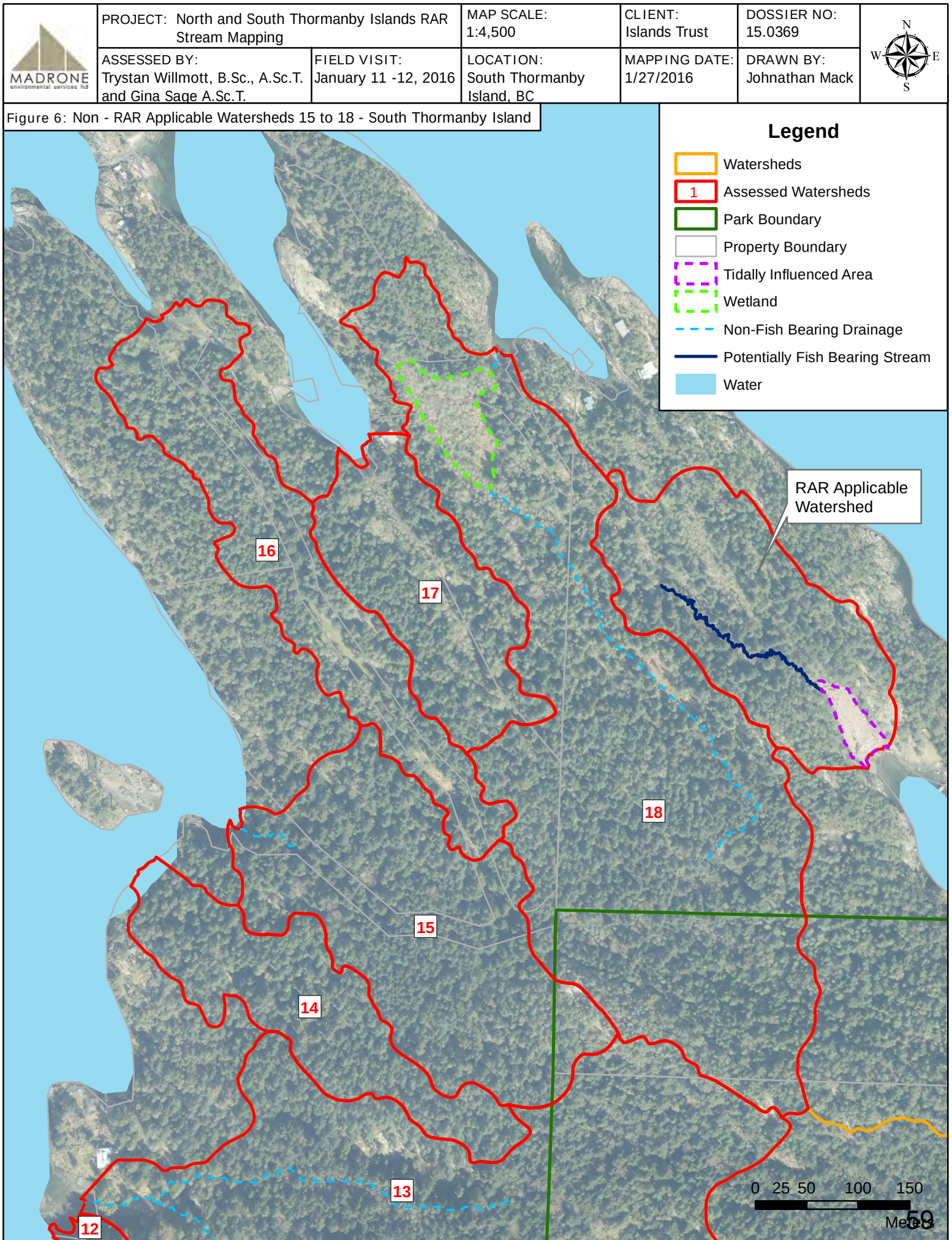
The outlet drainage of this watershed follows a confined draw vegetated with dense red alder and salal. The predominance of red alder suggests moister than average soil conditions. Shallow surface flow and seepage through organic material was noted within 10 m of the ocean during the assessment, upstream of which the drainage became very difficult to identify. Evidence of ephemeral scour over the surface of a trail represented the characteristics of the drainage beyond the first 10 m up from tidewater.

Watershed 18 (Figure 6)

The outlet of this watershed consists of seepage and intermittent very shallow surface flow over organic material. This poorly defined outlet drainage is short (approximately 30 m) and drains a wetland area consisting of pockets of open water and dense patches of slough sedge, hardhack (*Spiraea douglasii*) and cattail. The outlet drainage drains towards an enclosed narrow embayment.

Based on the poorly defined characteristics of the outlet drainage (no defined channel, with intermittent surface flow), there is no potential for fish to access either the outlet drainage or wetland from the ocean. The wetland contained only pockets of shallow open water during the assessment, which will dry completely during the summer months. As a result, there is no potential for the wetland to support a population of resident fish. A very poorly defined drainage extends to the south east of the wetland, which consists of intermittent surface flow and seepage over organic material, with disconnected patches of moisture represented by patches of slough sedge and red alder. This drainage, which follows a confined draw, does not represent potential habitat for resident fish. Even during high seasonal flows, potential habitat for fish did not occur.

During the assessment, numerous (hundreds) of rough skin newts (*Taricha granulosa*) were observed on the surface of a trail running between watershed 18 and the RAR-applicable watershed. The wetland observed in watershed 18 likely represents important breeding habitat for this species. The surrounding landscape, which consists of mature forest and ample Coarse Woody Debris provides good quality habitat for the terrestrial life phase of this amphibian.

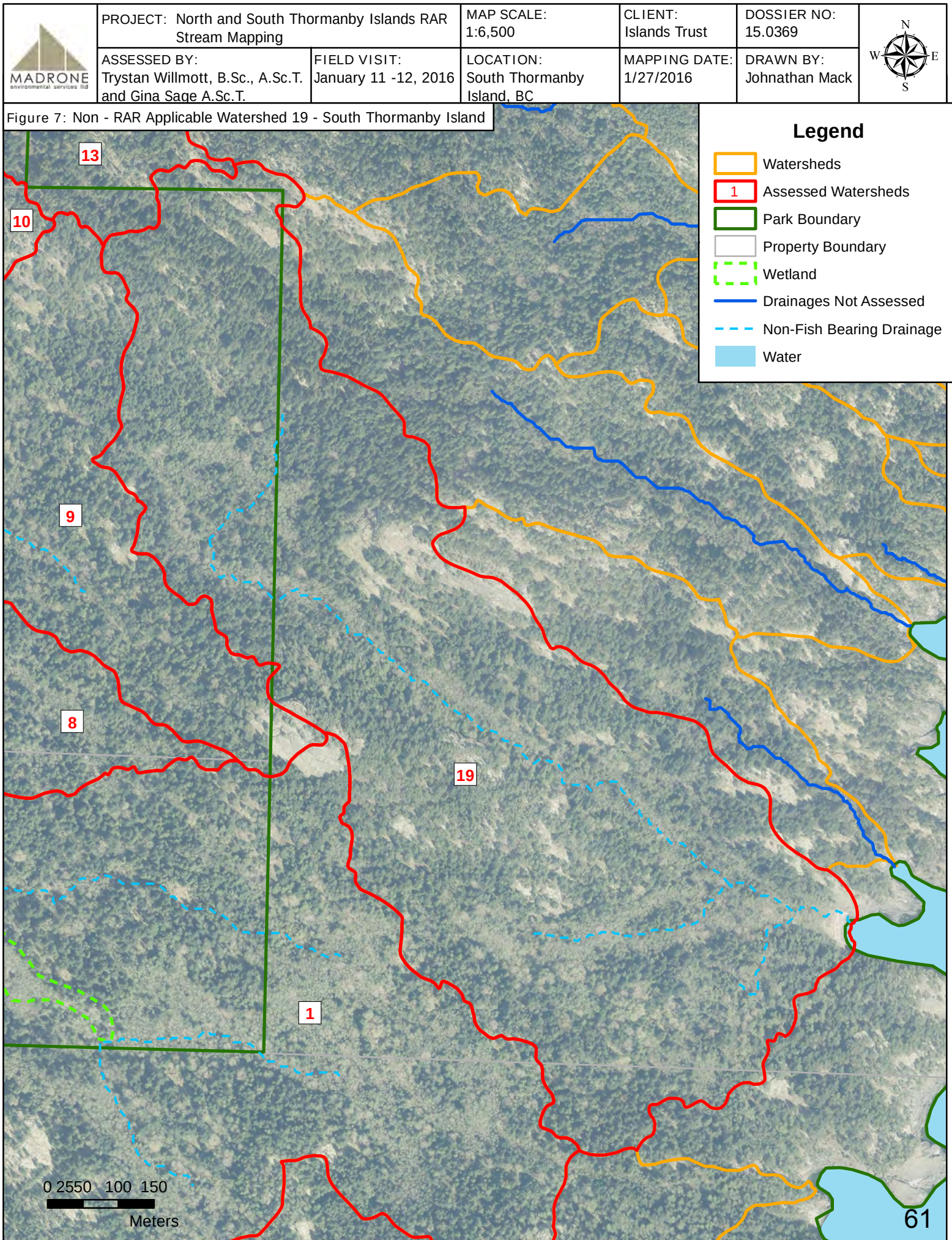


Watershed 19 (Figure 7)

This watershed was included in the assessment, as the upper segments of the outlet drainage extend beyond the park area boundary. In order to determine whether the segment of the drainage on private land was applicable to RAR, the assessment of the watercourse began at tidewater on the eastern side of the island.

At the time of the assessment, the outlet drainage was not connecting directly with the ocean, based on a build-up of logs and debris along the upper high tide line deposited by wave action during storm events. Above the high tide line, the drainage is generally poorly defined over a wide area consisting of grasses, red alder and common horsetail (*Equisetum arvense*). The watercourse splits into several branches, with shallow surface flow noted over grasses during the assessment. Immediately upstream of the branched segment, the drainage becomes more defined for a distance of approximately 30 m, with a recognizable channel and some deposits of alluvium. Approximately 70 m from tidewater, the drainage becomes very poorly defined, with broad areas of seepage and shallow surface flow over organic material. These conditions generally persist along the route of the drainage, with occasional segments reflecting increased channel definition in areas where the gradient is slightly higher. The segment of the drainage on private property is very poorly defined and difficult to follow, with intermittent shallow surface flow and seepage noted over the forest floor and segments with no discernible seepage or flow, or evidence of scour.

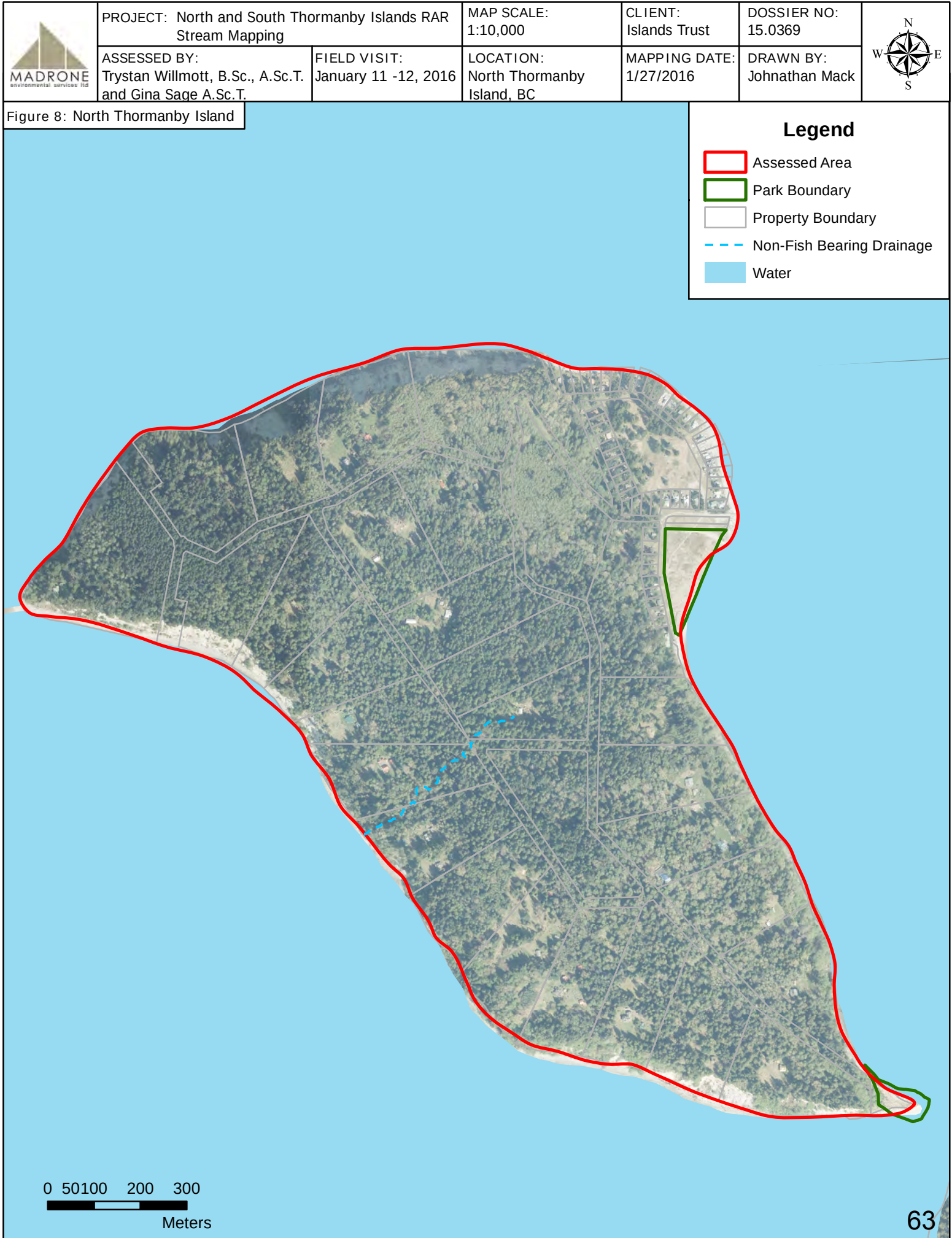
While the build-up of wave-deposited logs and debris does not represent a permanent blockage between the ocean and the drainage, it is extremely unlikely that anadromous fish would be able to gain access based on the flow characteristics immediately above tidewater. During high seasonal flows at the time of the assessment, the drainage consisted of very shallow surface flows over grasses (no defined channels). There was no defined surface flow breaching the pile of debris along the high tide line. Even if fish were able to gain access to the drainage through the blockage and branched segment, there is no potential habitat that would allow fish to complete critical life phases, even on a seasonal basis. This is mainly due to the fact that the drainage generally consists of shallow intermittent surface flow and seepage over organic material, even during high seasonal flow conditions.



3.3.2 North Thormanby Island (Figure 8)

Based on the assessment of this island from the intertidal zone during low tide, no potentially fish bearing drainages were identified. The majority of the island consists of very steep or near-vertical sandstone and clay cliffs which extend from the high tide line. The area around Vaucroft Beach on the north-eastern side of the island is the only segment that does not consist of steep terrain leading up from the intertidal zone.

A very steep drainage was observed on the west side of the island, which was flowing down through the clay cliffs at the time of the assessment. A second very steep drainage was identified close to the south-eastern tip of the island, which consisted of shallow surface flow seeping through a narrow draw and onto the beach. These drainages do not represent potential fish habitat, as there is no possibility for anadromous fish to enter and no perennial habitat for resident fish. The island does not contain any permanent ponds or wetlands that would support populations of resident fish.



4 Discussion and Recommendations

The assessment of twenty identified focal watersheds on South Thormanby Island and the assessment of North Thormanby Island resulted in the identification of one stream that is applicable to RAR. Potential fish habitat (albeit marginal) occurs in the outlet drainage of the applicable watershed located on the north-eastern tip of South Thormanby Island.

As part of the project scope, the bankfull width of the stream was measured during the assessment. Under the Detailed Assessment methodology, the SPEA would be 10 m, measured from the high water mark. This information can be used by Islands Trust as a planning tool to help implement a bylaw that “meets or beats” the RAR. Such a process may involve establishing a riparian setback that is wider than 10 m and accounts for potential impacts to the setback from development activities within the 30 m RAA.

The SPEA dimension data could also be used to educate the affected landowner about the extent of the riparian setback should a Development Permit Area (DPA) be set up for the applicable stream. The DPA process would likely involve establishing a 30 m DPA, which represents the RAA. Any development proposed within the RAA would trigger the completion of either a Simple or Detailed Assessment under the RAR methodology. In this case (based on potential vegetation width), the Simple Assessment SPEA would likely equal the extent of the RAA (30 m); completion of a Detailed Assessment would, however, result in a SPEA of 10 m.

The scope of the project involved the identification of the stream centre line. Under the RAR methodology, the 30 m RAA extends back as a horizontal distance from the HWM. The SPEA is measured from the HWM under the Detailed Assessment methodology, or from the Top of Bank (TOB) using the Simple Assessment methodology. The high water mark of the subject stream extends beyond the bankfull width, as the stream flows through a depression consisting of hydrophytic vegetation. In this case, the edge of the hydrophytes represents the high water mark.

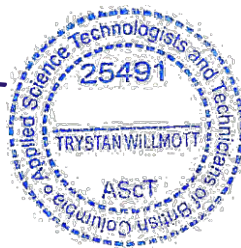
It is important to note that non fish-bearing drainages provide unique habitat attributes that are important to wildlife and also provide important ecosystem services (e.g. provision of clean water). Where encountered during the assessment of each watershed, wetlands were identified and included in the mapping product, as wetlands represent unique ecosystems that provide critical habitat niches for numerous species of plants and animals. Non fish-bearing wetlands can be especially significant to amphibians, as there is no fish-related predation. The wetland located in watershed 18 provides apparent values to amphibians (specifically rough skin newts), based on the significant number of newts that were found in terrestrial habitat adjacent to the wetland during the assessment.

The meadow located to the east of the tidal slough in watershed 1, which contains moist soils, pockets of hydrophytic vegetation and isolated areas of open water, represents a unique ecosystem type. This meadow is located in the transitional zone between freshwater and saltwater influences and will provide foraging opportunities and important forest-meadow interface (“edge”) habitat for wildlife. The moist depression extending to the south east of the meadow will also provide important habitat for wildlife (e.g. amphibians).

During the assessment, it was noted that the majority of the assessed watersheds consisted of undisturbed mature forest, with only pockets of development occurring in proximity to the coast. No development activities were noted within 30 m of the RAR-applicable stream, and the vegetation generally consisted of uninterrupted coniferous forest. This current land-management regime is helping to maintain the inherent values of riparian areas in all the assessed watersheds.

If you have any questions or comments about the mapping project, please do not hesitate in contacting the undersigned.

Prepared by:

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Madrone Environmental Services Ltd.



APPENDIX I – PHOTOS

RAR-Applicable Watershed



Looking south east over the low-lying tidally-influenced area at the mouth of the subject stream.



Looking upstream along the channel of the subject stream in the extreme upper intertidal area.



Dense slough sedge typical of the lower segment of the subject stream immediately upstream of tidewater.



Typical channel conditions of the subject stream, with shallow flow over a predominantly organic substrate.



Looking upstream (north west) through the moist depression and dense vegetation adjacent to the subject stream.



Seepage and moist soil conditions found at the origin of the subject stream.

Non RAR-Applicable Watersheds
Watershed 1



Looking north west along the tidal slough towards Buccaneer Bay.



Looking south east along the tidal slough.



Pocket of disconnected open water located in the wet meadow immediately to the east of the culvert draining underneath the gravel road running north-south through the meadow.



Looking east over the northern edge of the wet meadow, showing a disconnected pocket of open water and surrounding drier hummocks.



Looking south along the gravel road that runs through the meadow.



Disconnected pocket of open water located adjacent to the gravel road close to the southern edge of the meadow.



Dense slough sedge typical of the wetland that extends to the south east of the meadow.

Watershed 2

Evidence of ephemeral scour from flowing water (highlighted) represents the characteristics of the outlet drainage of this watershed up slope of a point approximately 50 m from tidewater.



Enclosed, moist depression at the outlet of watershed 2 (looking west towards the ocean).

Watershed 3



Depression enclosed by rocky bluffs at the “outlet” of watershed 3. No outlet drainage occurs.

Watershed 4

Enclosed depression close to the western edge of watershed 4. Ephemeral water flow occurs on the surface of the trail in the centre of the photo.



Trail leading down to the ocean also represents the outlet drainage of watershed 4. Note evidence of scour by ephemerally flowing water on the trail surface.

Watershed 5



Looking west towards the ocean through the confined “outlet” of watershed 5 (rocky bluffs to the north and south). No outlet drainage occurs.

Watershed 6



Looking west towards the ocean through the “outlet” of watershed 6, confined by bluffs to the north and south. No outlet drainage occurs.

Watershed 7



Looking west down a steep trail leading down to the ocean at the “outlet” of watershed 7. Water likely flows on the surface of the trail during storm events.

Watershed 8

Outlet drainage where it spills/seeps out onto a cobble beach. Note that the lower segment of the drainage is represented by occasional surface flow over grasses (highlighted). Subsurface flow was noted through this segment during the assessment.



Looking up the steep slope immediately above tidewater along the incised outlet drainage (highlighted).



Typical conditions of the outlet drainage close to the slope break and gravel road crossing.



Looking north west down the steep slope towards the ocean from the gravel road located along the slope break. The outlet drainage is highlighted.



Characteristics of the outlet drainage close to the slope break and gravel road crossing. Note poorly defined channel.



Outlet of the culvert carrying the drainage under the gravel road.



Poorly defined characteristics of the outlet drainage upslope of the gravel road crossing.

Watershed 9



Seepage of water through a steep bank where the outlet drainage meets the intertidal zone.



Characteristics of the outlet drainage between the steep bank at tidewater and the gravel road crossing.



Ditched segment of the main outlet drainage along the gravel road.



Typical poorly-defined characteristics of the main outlet drainage immediately upslope of the ditched segment.



Secondary drainage (highlighted) meeting the main ditched segment of the outlet drainage close to the inlet of the culvert under the gravel road.

Watershed 10



The outlet drainage at the point where it spills out onto a cobble beach at tidewater.



Shallow surface flow over a steep slope immediately above tidewater.



Looking down the steep slope pictured above towards the intertidal zone.



Outlet of the 50 m-long culvert located immediately above the steep slope shown in the previous two photos.



Drainage ditch collecting water from the slope above contributes to flow in the outlet drainage.



Looking up slope (north east) along the steep main branch of the watershed outlet (dry during the assessment) from the point where it joins the ditch pictured above.

Watershed 11



Looking west towards the ocean through the depression at the “outlet” of watershed 11. No outlet drainage occurs.

Watershed 12



Looking west through the depression at the “outlet” of watershed 12. No outlet drainage occurs.

Watershed 13



Looking east at the point where the outlet drainage spills out onto the intertidal zone.



Typical poorly-defined characteristics of the outlet drainage approximately 40 m from tidewater.



Dense pocket of slough sedge and poorly defined nature of the outlet drainage immediately above tidewater.



Looking upslope along the outlet drainage approximately 50 m from tidewater towards the point where the drainage splits.



Looking upslope along the main branch of the outlet drainage at the point where the drainage splits approximately 50 m from tidewater. The main branch is highlighted in red and the hand-dug ditch joining it is highlighted in blue. Note poorly-defined nature of both drainages.

Watershed 14



Looking west towards the ocean through the depression at the “outlet” of watershed 14. No outlet drainage occurs.

Watershed 15

A trail follows an enclosed draw along the “outlet” of watershed 15. Water will flow on the surface of the trail during storm events.

Watershed 16

Moist soil conditions and seepage at the head of the narrow embayment at the “outlet” of watershed 16.



Looking inland (south east) from tidewater towards the trail that follows the “outlet” of the watershed.

Watershed 17

Shallow surface flow (highlighted) was noted in the outlet drainage immediately above tidewater.



Looking inland (south east) through the moist depression drained by the poorly defined outlet drainage.



Typical poorly defined conditions of the outlet drainage immediately above tidewater, with minimal evidence of ephemeral water flow.

Watershed 18



Looking north east towards the ocean along the poorly defined outlet drainage.



Looking south west along the poorly defined outlet drainage towards the point where it drains out of the wetland.



Looking west over the dense hydrophytic vegetation that occurs throughout the wetland ecosystem located close to the outlet of the watershed.



Example of one of numerous rough skin newts found around the margins of the wetland pictured above.



Looking south east through the moist draw that feeds into the wetland located close to the watershed outlet.



Typical characteristics of the outlet drainage that follows the draw pictured above. Intermittent surface water separated by dry areas was noted.

Watershed 19

Looking north west towards the poorly defined, branched outlet drainage immediately upslope of tidewater.



Built up berm of wave-deposited woody debris at the extreme upper high tide line currently prevents the outlet drainage from connecting by surface flow to the ocean (looking north west towards the outlet drainage from the berm).



Relatively well-defined portion of channel located immediately up slope of the branched segment of the outlet drainage.



Left and right: poorly defined characteristics typical of the outlet drainage from a point approximately 70 m from tidewater.





Typical characteristics of the upper segment of the outlet drainage where it occurs on private property to the west of the park boundary.

North Thormanby Island



Above and below: typical coastal morphology around the southern edge of North Thormanby Island.





Above and below: steep drainage/gully located mid-way along the western edge of North Thormanby Island.





Looking north west towards the steep cliffs along the north western tip of North Thormanby Island.



The majority of the coastline of North Thormanby Island consists of steep clay/sand cliffs. This view towards the southern tip of the island shows the non-typical subdued terrain located at Vaucroft Beach.



Steep, confined draw located close to the south-eastern tip of the island.

PROPOSED

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 131

A BYLAW TO AMEND GAMBIER ASSOCIATED ISLANDS

OFFICIAL COMMUNITY PLAN, 2009

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

1. Bylaw No. 109, cited as “Gambier Associated Islands Official Community Plan, 2009” is amended as shown on Schedule 1.
2. This bylaw may be cited for all purposes as “Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2015”.

READ A FIRST TIME THIS	19 TH	DAY OF	NOVEMBER	, 2015
PUBLIC HEARING HELD THIS	TH	DAY OF		, 201
READ A SECOND TIME THIS	TH	DAY OF		, 201
READ A THIRD TIME THIS	TH	DAY OF		, 201
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	TH	DAY OF		, 201
ADOPTED THIS	TH	DAY OF		, 201

SECRETARY

CHAIRPERSON

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 131

SCHEDULE 1

Gambier Island Local Trust Committee Bylaw No. 109, cited as “Gambier Associated Islands Official Community Plan, 2009” is amended as follows:

2.1 SCHEDULE A – Policy Document, Part 3 OBJECTIVES AND POLICIES, Section 3.12 SENSITIVE ECOSYSTEM POLICIES, is amended as follows:

a) To replace the text of Policy 3.12.5 with the following text:

“3.12.5 The Province of British Columbia’s *Fish Protection Act* requires that local governments establish regulations to protect riparian areas. This regulation is intended, in part, to protect riparian areas from development so that the areas can provide natural features, functions and conditions that support fish life processes.

Areas where land use and related development may have to be restricted to protect riparian areas include lands falling within Development Permit Area 1: Riparian Areas.”

2.2 SCHEDULE A – Policy Document, Part 6 DEVELOPMENT PERMIT AREAS, TEMPORARY USE PERMITS AND DEVELOPMENT APPROVAL INFORMATION, Section 6.1 *DEVELOPMENT PERMIT AREAS*, is amended as follows:

a) The following text is inserted prior to Section 6.2 TEMPORARY USE PERMITS:

“Background

Pursuant to Section 919.1(1) of the *Local Government Act*, a community plan may designate areas as development permit areas for the:

- (a) protection of the natural environment, its ecosystems and biological diversity;
- (b) protection of development from hazardous conditions;
- (c) protection of farming;
- (d) revitalization of an area in which commercial use is permitted;
- (e) establishment of objectives for the form and character of intensive residential development;
- (f) establishment of objectives for the form and character of commercial, industrial and multi-dwelling residential development;
- (g) establishment of objectives to promote energy conservation;
- (h) establishment of objectives to promote water conservation;
- and,
- (i) establishment of objectives to promote the reduction of greenhouse gas emissions.

For a property in a development permit area, no construction, structural alteration, or addition to a building or structure may take place prior to a development permit being obtained. In addition, a property in a development permit area may not be subdivided, nor the land altered, prior to a development permit being obtained.

As a condition of designating a development permit area in a community plan it is necessary to briefly describe the feature or site to be designated, state the objective to be achieved through designation and outline the guidelines to be complied within the development permit area. This format is used below to describe the development permit areas in the Gambier Associated Islands Planning Area. These locations are also shown in map form in Schedule E.

Development Permit Area 1: Riparian Areas

This Development Permit Area (DPA) is established, pursuant to Section 919.1(1)(a) of the *Local Government Act*, for the protection of the natural environment, its ecosystems and biological diversity.

The Riparian Areas DPA is designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Qualified Environmental Professional (QEP) or another professional may be required.

Terms used in this section that are defined in the *Riparian Areas Regulation, BC Fish Protection Act* (RAR) are intended to be interpreted in accordance with the definition given in the *Regulation*.

Location

The Riparian Areas Development Permit Area, DP-1, includes all land designated on Schedule E of this plan, and any of the following that provides fish habitat:

- (a) watercourse, whether it usually contains water or not;
- (b) a pond, lake, river, creek or brook; or
- (c) a ditch, spring or wetland that is connected by surface flow to something referred to in paragraph (a) or (b).

For a stream that is not located in a ravine, the development permit area is a 30 metre (98.42 feet) strip on both sides of the stream measured from the high water mark;

For a stream located within a ravine that is less than 60 metres (196.8 feet) wide, the development permit area is a strip on both sides of the stream measured from the high water mark to a point that is 30 metres (98.42 feet) beyond the top of the ravine bank;

For a stream located within a ravine that is 60 metres (196.8 feet) wide or greater, the development permit area is a strip on both sides of the stream measured from the high water mark to a point that is 10 metres (32.8 feet) beyond the top of the ravine bank;

For a lake, wetland or other water body, the development permit area is 30 metres (98.42) around the water body measured from the high water mark of the water body;

The designation and delineation of Development Permit Area 1 consists of a digital record stored and maintained in a Geographic Information System (GIS) at the offices of the Islands Trust. The actual location of the streams and water bodies and the actual extent of the Development Permit Area may need to be determined on a site-specific basis by a qualified environmental professional or a surveyor.

Justification

This development permit area contains streams, lakes and wetlands and their associated riparian areas, which have been identified as potential fish habitat. Riparian areas are necessary for stream and watershed health. Our job as stewards of the land is to ensure that these areas continue to function well into the future.

Riparian ecosystems perform a number of valuable services to humans, plants and animals alike. They support a diversity of plants and animals, provide important refuges and migration routes for birds and wildlife, and support fish life processes. Vegetation in riparian areas moderates the volume and rate of water flowing through the watershed and stabilizes stream banks by holding soil in place. Plant root systems enhance the soil's ability to absorb water by making it more porous. This allows water to be stored and released slowly into the watercourse, reducing potential for erosion and flooding. Soils also filter impurities and sediment from runoff water, improving water quality in the stream channel.

Riparian vegetation provides food and shelter for fish. Shade from trees within the riparian area regulates water temperatures within the stream, which is critical for salmon, trout and other fish species that need cool water to survive. Logs and other woody debris fall into streams from the riparian area influencing stream channel morphology, dissipating the stream's natural erosive energy and providing habitat for a diverse range of species. Land use practices, including land clearing, road building, construction of buildings and structures, and location of septic systems in or near riparian areas, can jeopardize these habitats and water quality. Protection of riparian vegetation and watercourses is therefore necessary to protect the natural environment, ecosystems and biological diversity of the Gambier Associated Islands.

It is a policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or water courses, wetlands or riparian zones and to protect aquatic wildlife.

Furthermore, the Province of British Columbia's *Fish Protection Act*, requires that local governments establish regulations to protect riparian areas. This designation is intended to protect riparian areas from development so that the areas can provide natural features, functions and conditions that support fish life processes.

Objectives:

The objectives of this development permit area are as follows:

- 6.1.1 To protect the biological diversity and habitat values of riparian and aquatic ecosystems;
- 6.1.2 To protect the natural environment necessary to conserve productive fish habitat, including both streams and the adjacent land and vegetation; and
- 6.1.3 To minimize adverse impacts of land use practices on wildlife habitats and plant habitats in riparian areas.

Development Approval Information

Development Permit Area 1 is designated as an area for which development approval information may be required as authorized by Section 920.01 of the *Local Government Act*. Development approval information in the form of a report from a Qualified Environmental Professional (QEP) or another professional may be required due to the special conditions and objectives described above.

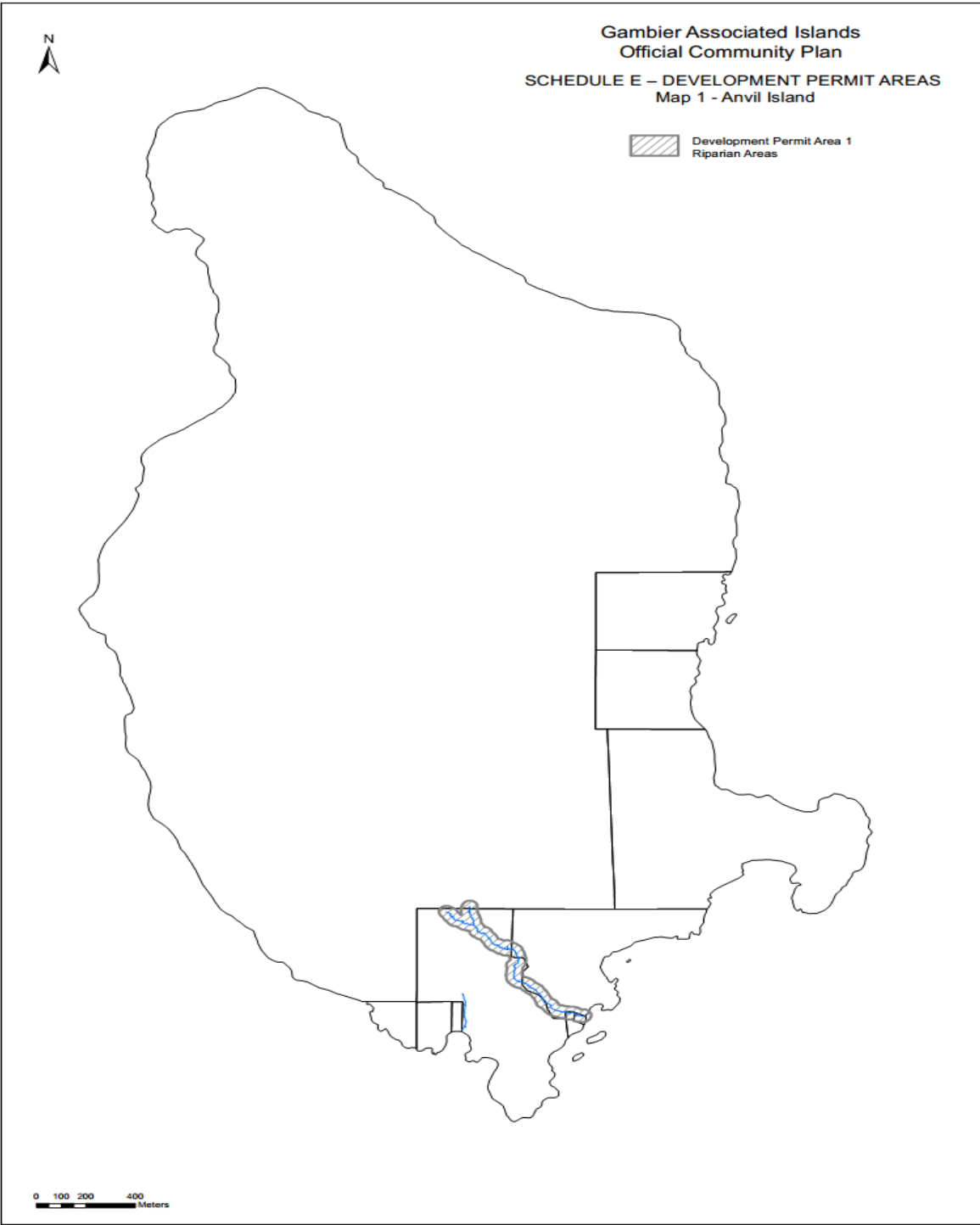
"Information Note: Development Permit Area Guidelines for DP-1 Riparian Areas are in the Gambier Associated Islands Land Use Bylaw and the Bowyer and Passage Islands Land Use Bylaw."

- 2.3 Two new schedule maps are inserted titled "SCHEDULE E – DEVELOPMENT PERMIT AREAS", as shown in Plan 1 and Plan 2, which are attached to and form part of this bylaw.

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.131

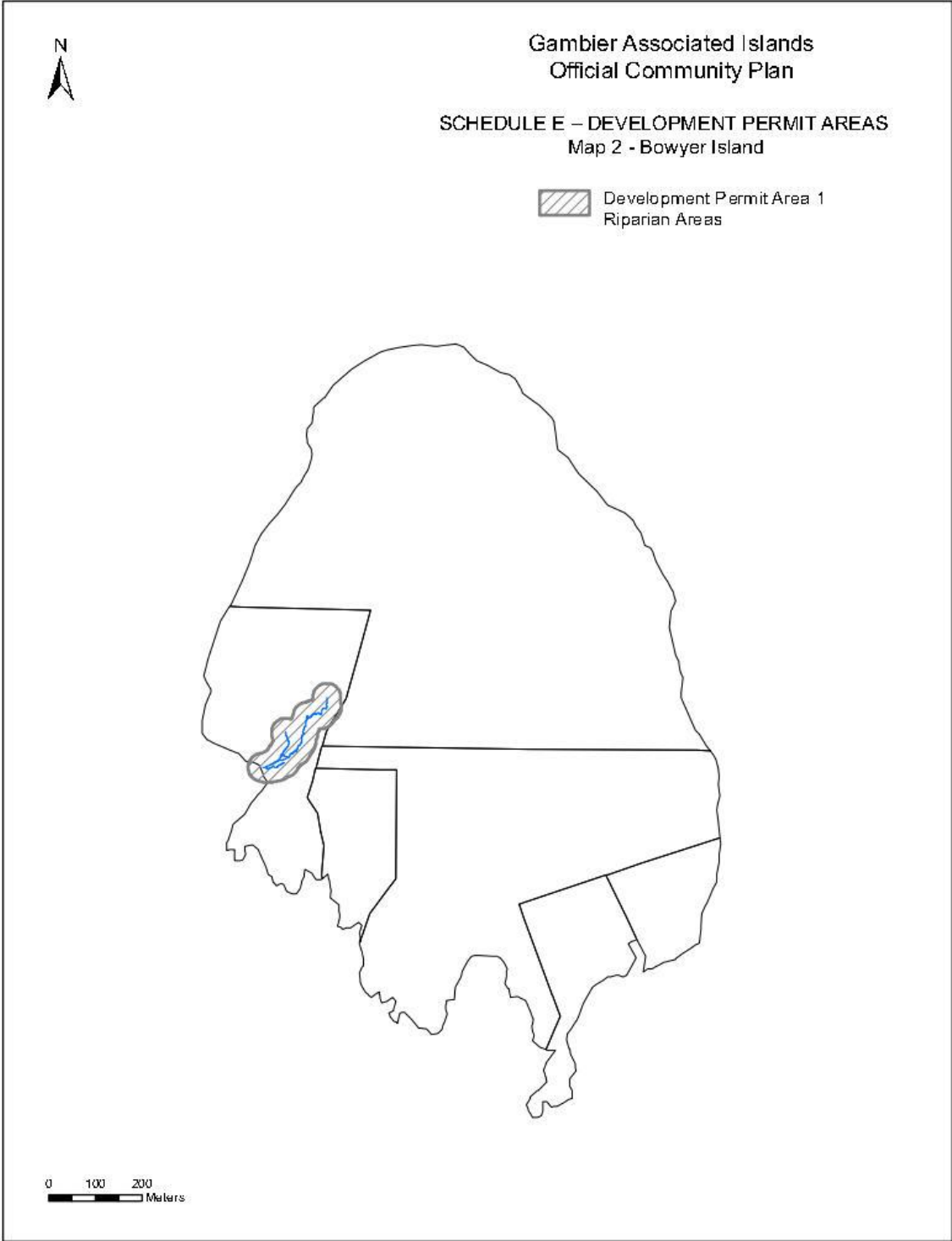
PLAN NO. 1



GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.131

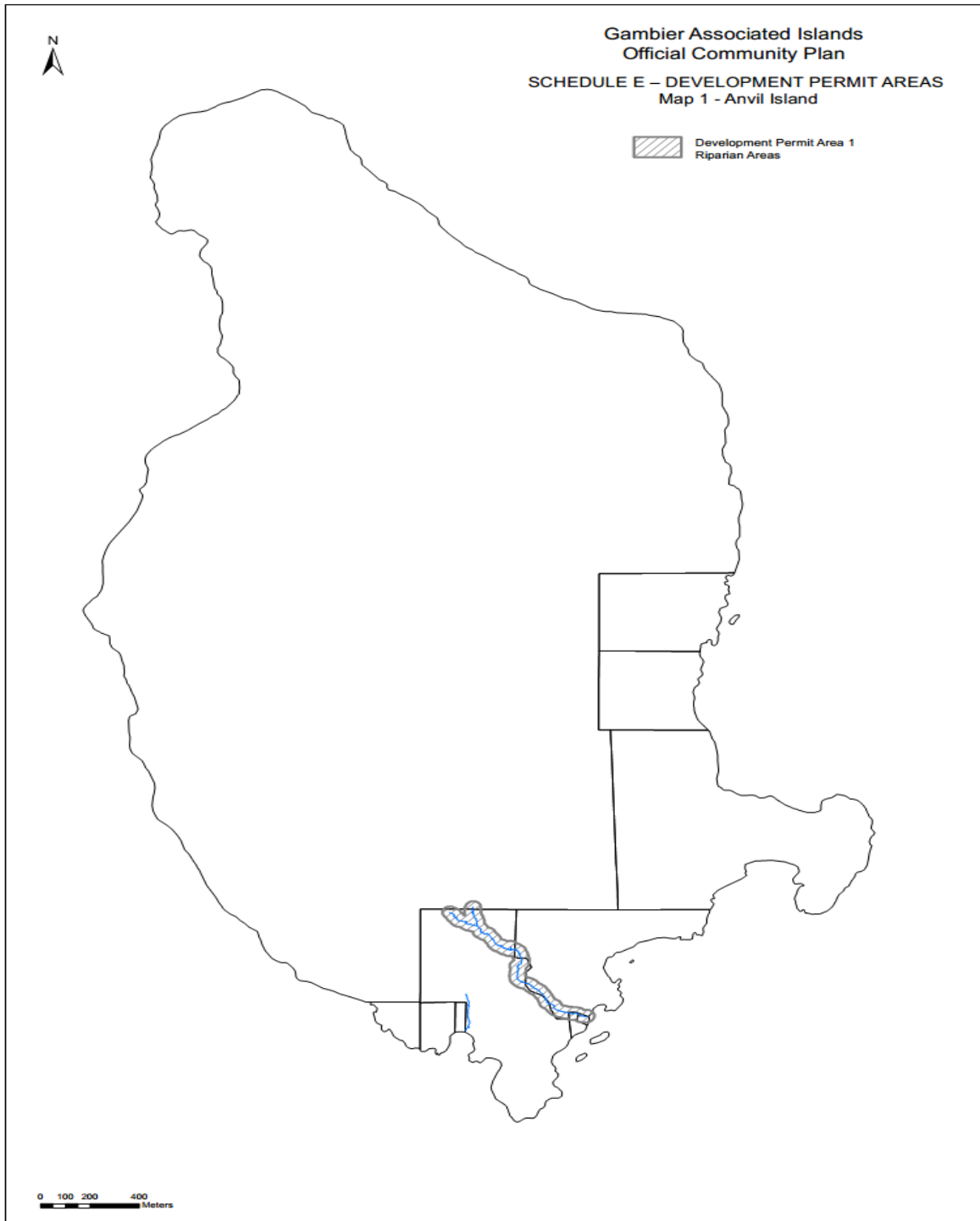
PLAN NO. 2



GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.131

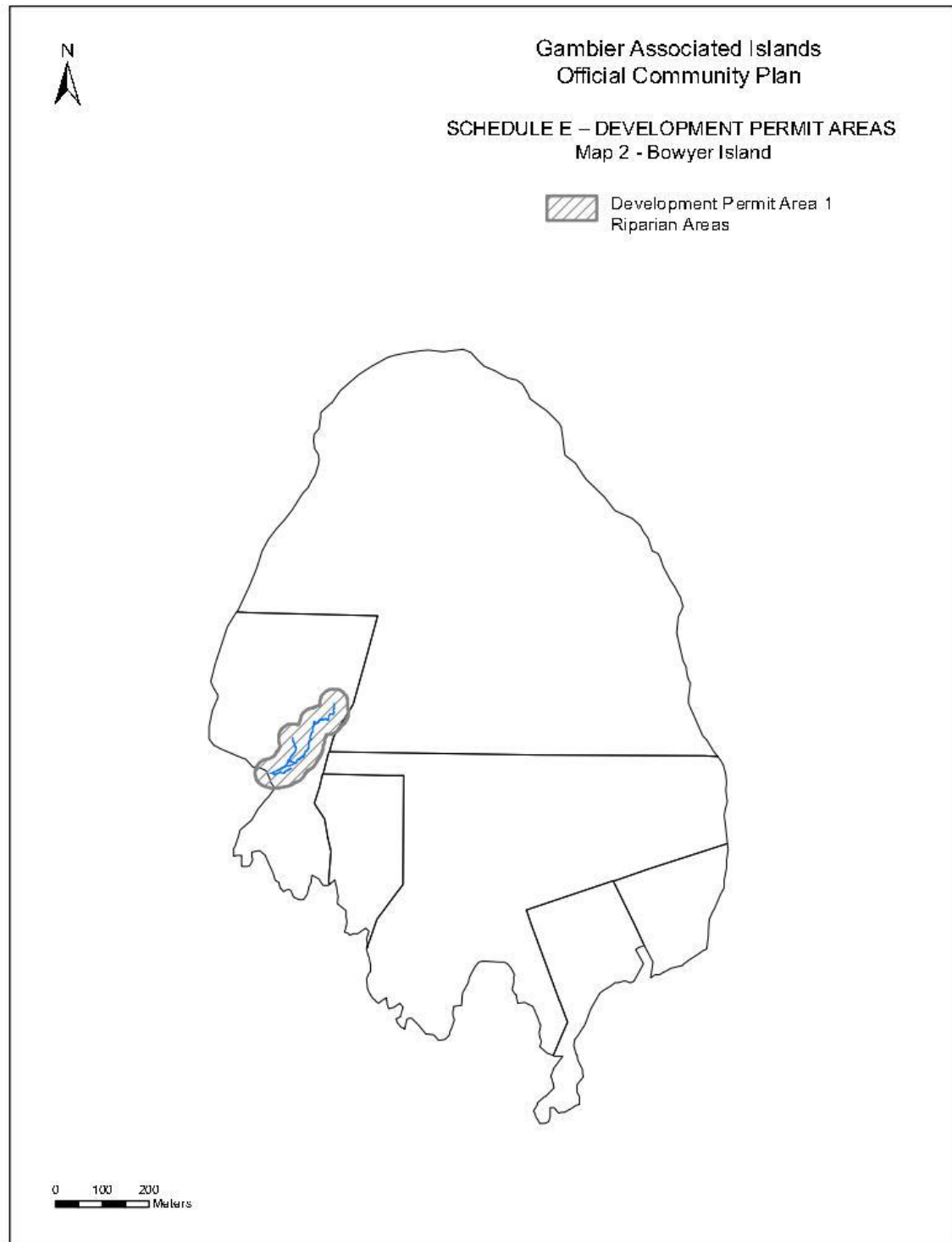
PLAN NO. 1



GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.131

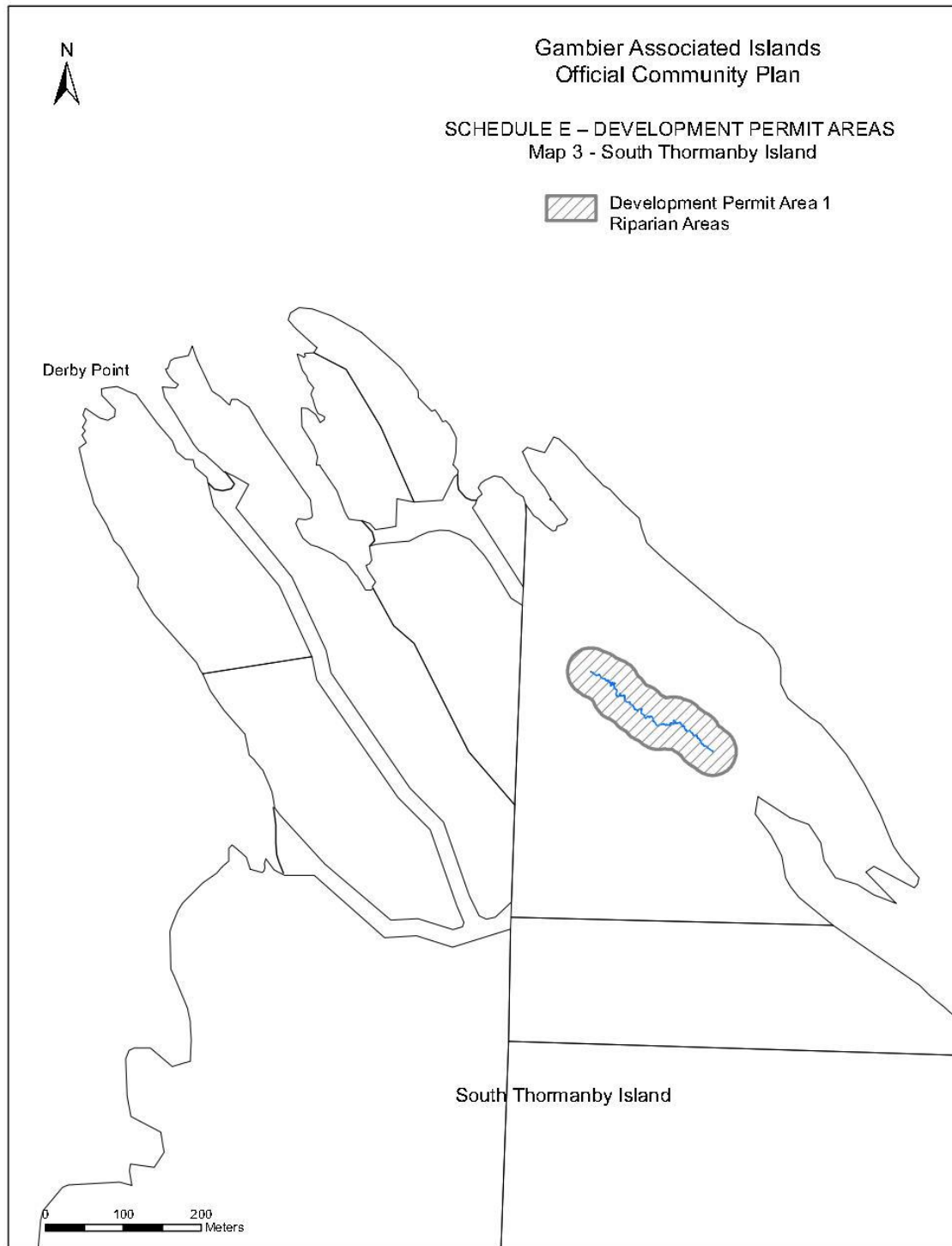
PLAN NO. 2



GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.131

PLAN NO. 3





Memorandum

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date: March 8, 2016 File Number GM-6500-20
Gambier Official Community Plan Review

To: Gambier Island Local Trust Committee

From: Aleksandra Brzozowski
Island Planner
Northern Office

Re: Gambier Island Official Community Plan Review – update

Staff seeks LTC direction on two items related to the Gambier Island Official Community Plan (OCP) Review.

1. Coastal Douglas-fir Conservation Strategy participation

On November 19, 2015, the LTC passed the following resolution:

It was MOVED and SECONDED, that the Gambier Island Local Trust Committee write to the Coastal Douglas Fir Conservation Strategy Partnership volunteering the Gambier Island Official Community Plan review process to be part of the Coastal Douglas Fir Conservation Strategy test case.

The Coastal Douglas-fir Conservation Partnership (CDFCP) has responded and is requesting that the LTC provide a financial contribution of up to \$2,000 in support of its application to the Real Estate Foundation of BC to assist with creation of mapping information, to work with the LTC to provide input to its OCP, and to develop a Gambier Island case study for circulation to other local governments. Please note, the LTC has proposed a \$5,000 budget for the Gambier OCP Review for the 2016/17 fiscal year (pending Trust Council approval). Staff is following up on the feasibility of providing an in-kind contribution to the project in the form of Islands Trust staff time.

The response letter from the Coastal Douglas-fir Conservation Partnership and the Implementation Plan for the CDFCP Conservation Strategy are attached for information.

2. OCP Project Scheduling

Staff seeks direction from the LTC regarding Community Information Meetings or Special Meetings that may be held in 2016, including the upcoming meeting on May 19 on Gambier Island. Staff acknowledges this request may be revised following the Gambier Island LTC and Squamish Nation Community to Community Forum to be held March 31, 2016.

The Gambier OCP Review Project Charter is attached for information.

Attachments:

- March 7, 2016 Letter from Darren McConkey, Chair of Coastal Douglas-fir Conservation Partnership
- Implementation Plan for Coastal Douglas-fir Conservation Partnership Conservation Strategy
- Gambier OCP Review Project Charter – Revised November 2015



Coastal Douglas-fir and Associated Ecosystems Conservation Partnership

info@cdfcp.ca www.cdfcp.ca

March 7, 2016

Gambier Island Local Trust Committee
c/o Islands Trust Northern Office
700 North Road
Gabriola Island, BC V0R 1X3

Sent by email to: abrzowski@islandstrust.bc.ca

Dear Gambier Island Local Trust Committee,

Re: CDFCP and the Gambier Island Official Community Plan Process

Thank you for your invitation to work with the Gambier Island Local Trust Committee (GMLTC) and the Gambier Community to be a test case for incorporating the objectives of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Conservation Strategy into the GMLTC Official Community Plan (OCP). We appreciate the opportunity to work with you at this important time of planning in your community. We anticipate that this partnership will help us to meet our objective of working with local governments to develop plans, policies, bylaws and incentives that enhance Coastal Douglas-fir and Associated Ecosystems values and we hope that it will also assist you with the planning work required for your area.

At present, the CDFCP is working to secure a second round of funding through the Real Estate Foundation of British Columbia (REFBC) to assist with creation of mapping information and to work with the GMLTC to provide input into its OCP. Following up on a successful project in 2015, we have applied for a \$5,000 grant¹ and plan to dedicate approximately half of these funds towards a joint project with the GMLTC. As part of the REFBC grant, we are required to source matching funds and would like to respectfully request that the GMLTC consider dedicating up to \$2,000 towards the project.

¹ The CDFCP is not a registered Society or Charity, but rather a partnership agency directed by a Steering Committee. The REFBC Grant Proposal was written by our Steering Committee members and submitted by the Islands Trust Fund on our behalf. The Islands Trust Fund, with input and direction from the Steering Committee, will manage the grant funds and issue contracts.

As part of the partnership between the CDFCP and the Gambier Island Local Trust Committee, the CDFCP anticipates the following deliverables:

- Develop a project framework
- Work with the GMLTC to develop mapping for use in its OCP review
- Work with the GMLTC & its constituents to develop goals and language for consideration during the OCP review process
- Develop a case study, based on the Gambier Island example for circulation to other local governments

We anticipate that mapping and project coordination will be done by CDFCP contractors and would invite the GMLTC and its Island Planner to have input into establishing, reviewing and evaluating the contract deliverables. We look forward to working with you to generate useful products for your community and to creating a model for use in other communities. We welcome your feedback as we begin to work with you and your staff.

Sincerely,

Darryn McConkey, R.P.Bio.
Chair, CDFCP
(250) 751-3104
info@cdfcp.ca

General Grant Application - Implementation Plan

Objectives	Activities	Timeframe	Deliverables
Project Management Objectives			
Manage Project in an efficient coordinated manner	Develop terms of contracts for project coordination and mapping work (CDFCP Steering Committee sub-committee)	May 16-June 15, 2016	Contract Drafts for circulation to contractors (including workplans)
	Issue contracts (CDFCP Steering Committee)	June 15-30, 2016	Signed contracts with mapping and coordination work
	Monitor contractor progress monthly and adapt timelines as required (CDFCP Steering Committee sub-committee)	July 1, 2016 – March 31, 2017	Status report to the CDFCP Steering Committee at their meetings (usually monthly)
	Wrap up, review and revise contractor products as they become available (CDFCP Steering Committee sub-committee & CDFCP Steering Committee)	February – April 15, 2017	Final project reports and maps
	Report out on project to funders (CDFCP Steering Committee sub-committee)	April 15-May 15, 2017	Final reports to funders
Project Objectives (selected from CDFCP Conservation Strategy)			
Assist local governments, conservation groups & First Nations to identify priority areas for securement and stewardship in their jurisdiction	Develop an outreach contact list for local governments in the CDFCP region (Project Coordinator)	July 1 – July 15, 2016	Contact list, including contact names, phone numbers and emails.
	Draft a letter for circulation with CDFCP Conservation Strategy to local governments (Project Coordinator)	July 15 – 31, 2016	Draft Letter for Review by CDFCP Steering Committee
	Finalize letter to local governments (Project Coordinator & CDFCP Steering Committee)	August, 2016	Final Letter for circulation to local governments

	Send out letter to local governments (Project Coordinator)	September 2016	Confirmation of delivery to contacts on contact list
	Follow up phone calls to local governments to determine if they would like a presentation from a CDFCP Steering Committee Member or volunteer (Project Coordinator)	October 2016	List of local governments and who would like a presentation
	Delivery of up to 10 presentations to local governments (CDFCP Steering Committee or appropriate volunteers)	November, 2016 – February, 2017	List of local governments that received presentations with notes regarding responses
	Evaluation of follow up required with local governments (Project Coordinator)	March 2017	Summary of required follow up
Work with local governments to develop plans, policies, bylaws & incentives that enhance CDF values	Develop sample framework for working with local government (Project Coordinator and CDFCP Steering Committee Sub-committee)	August 2016	Sample framework for working with local governments
	Apply framework to Gambier Island Local Trust Committee (GILTC) Official Community Plan (OCP) Review (Project Coordinator in collaboration with Islands Trust staff)	September 2016	Project Framework for CDFCP involvement in GILTC OCP review
	Seek approval of Gambier Island OCP framework from GILTC (Islands Trust staff)	September 22, 2016	Resolution approving Project Framework
	Work with GILTC and Gambier Island Planner to draft language and mapping for Gambier OCP (Project Coordinator, Mapping Contractor & Islands Trust staff)	October – December 2016	Draft OCP language and map products for review by the GILTC
	Solicit feedback from the GILTC regarding draft OCP language and map products (Islands Trust staff)	January 2017	GILTC feedback for OCP language and map products

	Redraft OCP language and map products as needed (Project Coordinator, Mapping Contractor & Islands Trust staff)	February 2017	Revised OCP language and map products for review by the GILTC
	Submit final draft OCP language and map products to the GILTC (Project Coordinator, Mapping Contractor & Islands Trust staff)	March 2017	Final draft OCP language and map products for review by the GILTC
	Draft a case study with 'lessons learned' and final project budget (Project Coordinator)	March 2017	Draft case study for Steering Committee Review
	Finalize case study and Partner Communications (Project Coordinator & CDFCP Steering Committee)	April 2017	Final Case study posted on CDFCP website and communicated to partner agencies
Provide tools for prioritization of areas for securement & stewardship within the CDF Zone	Secure data on protected areas including what was assembled during 2015 and solicitation of local government and land trust data (Mapping Contractor)	July – September 2016	Enhanced Protected Area data layer for use in internal data analysis and online conservation planning tool for partners working in CDFCP area.
	Analyse Mapping Scenarios developed during the development of the CDFCP Strategic Plan using protected area and land use data filters (Mapping Contractor)	October 2016 – Feb 2017	Map and data analysis indicating land uses on non-protected high priority conservation lands
	Review mapping and analysis and establish next steps for data use and development	March – April 2016	Next steps for data use and development for CDFCP Steering Committee
Work with professional associations to enhance CDF stewardship	Meet with Association of BC Forestry Professionals Staff and College of Applied Biology staff to determine scope and format of guidance documents for their members	October 2016	Plan for development of guidance documents for each professional association

	Develop guidance documents	November 2016 – February 2017	Draft guidance documents for Association of BC Forestry Professionals Staff and College of Applied Biology review
	Finalize guidance documents and communication to Association of BC Forestry Professionals Staff and College of Applied Biology members	March – April 2017	Final guidance documents for Association of BC Forestry Professionals Staff and College of Applied Biology posted to association and CDFCP websites and communicated to Forestry and Biology professionals and CDFCP partners

Gambier OCP Review - Engagement Phase Project Charter

Gambier Island Local Trust Committee

Date: April 20, 2015

November 19, 2015

Purpose To review the OCP to address topics deemed out-of-date or problematic to better reflect the Gambier community and achieve the object of the Islands Trust.

Background The LTC identified this project as a Top Priority in February 2015.

Objectives

- To adopt policies that advance the stewardship of sensitive ecosystems on Gambier Island
- To address community needs that are within the scope of land use planning
- To engage and collaborate with First Nations
- To revise land use and advocacy policies with the aim to reflect current realities

In Scope

- Land uses and policies for the Wilderness Conservation lands
- Park and trail prioritization
- Updating OCP schedules with current mapping data
- Protection of archaeological and cultural sites
- Shoreline protection
- Policies to promote economic development
- Policies to promote revitalization of New Brighton
- Review of advocacy policies
- Review of DPAs

Out of Scope

- Review of Density/Build-Out
- Review of Land Use Designations outside of WC
- Operational concerns under the authority of other agencies

Workplan Overview

Deliverable/Milestone	Date
Early consultation with local governments, agencies, and First Nations	May—October 2015
Information gathering and mapping regarding environmental topics (Shoreline info, OCP Schedules to update, Sensitive Ecosystems)	May—October 2015
Prepare preliminary survey for consultation	October—November 2015
Community To Community Forum with First Nations to share histories and interests and to explore possible Arch Overview	Winter 2015
Stakeholder engagement regarding shoreline protection, sensitive ecosystem mapping (include Riparian Areas Regulation?)	Winter 2015
Stakeholder engagement regarding Park and Trail prioritization, and Wilderness Conservation lands	Winter 2015
Stakeholder engagement regarding economic development and advocacy	Spring 2016
Report to LTC regarding results of stakeholder engagement and outline of draft amendments	Summer 2016

Project Team

Aleksandra Brzozowski	Project Manager
Ann Kjerulf	Project Sponsor
Penny Hawley	Admin Support
Barb Dashwood	GIS technician

Budget

Budget Source: \$ 7,000 (2015/2016 Fiscal)

Fiscal	Item	Cost
2015-2016	Communications & Meetings	\$ 2,000
2015-2016	Contribution to Arch Overview	\$ 5,000
	Total	\$ 7,000

RPM Approval:

Date: June 3, 2015

LTC Endorsement:

Resolution: GM-2015-033 (June 18, 2015);

Gambier OCP Review Bylaw Amendment Phase Project Charter

Gambier Island Local Trust Committee

Date: May 26, 2015

November 15, 2015

Purpose To review the OCP to address topics deemed out-of-date or problematic to better reflect the Gambier community and achieve the object of the Islands Trust.

Background The LTC identified this project as a Top Priority in February 2015.

Objectives

- To adopt policies that advance the stewardship of sensitive ecosystems on Gambier Island
- To address community needs that are within the scope of land use planning
- To engage and collaborate with First Nations
- To revise land use and advocacy policies with the aim to reflect current realities

In Scope

- Land uses and policies for the Wilderness Conservation lands
- Park and trail prioritization
- Updating OCP schedules with current mapping data
- Protection of archaeological and cultural sites
- Shoreline protection
- Policies to promote economic development
- Policies to promote revitalization of New Brighton
- Review of advocacy policies
- Review of Development Permit Areas

Out of Scope

- Review of Density/Build-Out
- Review of Land Use Designations outside of WC
- Operational concerns under the authority of other agencies

Workplan Overview

Deliverable/Milestone	Date
Consultation with First Nations on outline of draft amendments	Summer 2016
Consultation with FLNRO following completion of new protocol agreements between Islands Trust and FLNRO	Summer 2016
Report to LTC on approaches to bylaw amendments (omnibus v. several)	Summer 2016
Referral to Gambier APC on first draft of bylaw	Fall 2016
First Reading	Fall 2016
Stakeholder consultation regarding draft bylaws	Winter 2016/2017
Engagement with SCRD, agencies and First Nations re draft bylaws	Winter 2016/2017
Second Reading	Spring 2017
Public Hearing and Third Reading	Summer 2017

Project Team

Aleksandra Brzozowski	Project Manager
Ann Kjerulf	Project Sponsor
Penny Hawley	Admin Support
Barb Dashwood	GIS technician

Budget (Budget Source: anticipated 2016/2017 budget)

Fiscal	Item	Cost
2016-2017	Communication Materials	\$ 500
2016-2017	APC meetings	\$1,000
2016-2017	Meetings and Public Hearing	\$1,500
	Total	\$3,000

RPM Approval:

Date: June 3, 2015

LTC Endorse-

ment: GM-2015-033 (June 18, 2015);



Memorandum

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Date March 8, 2016 File Number GM 5450-30

To Gambier Island Local Trust Committee

From Aleksandra Brzozowski
Island Planner, Northern Office

Re Response Procedures for Howe Sound Industrial Applications - Updates

This memorandum is to provide information to the Gambier Local Trust Committee (LTC) on matters pertaining to response procedures appropriate for the LTC for project applications proposed in Howe Sound.

Woodfibre Liquefied Natural Gas (LNG) Facility

The provincial Environmental Assessment Certificate for the Woodfibre LNG project was issued on October 26, 2015. The Canadian Environmental Assessment Agency (CEAA) is now preparing materials to inform the Minister of Environment and Climate Change's federal environmental assessment (EA) decision for the Project.

On January 27, 2016, the Minister of Environment and Climate Change and the Minister of Natural Resources announced an interim approach to EA processes. The interim approach includes principles for major projects that are subject to a federal EA. The principles are intended to guide the Government of Canada's decision-making while the Government undertakes a review of EA processes. (For more information please see: <http://news.gc.ca/web/article-en.do?mthd=index&ctr.page=1&nid=1029999>)

Starting on February 9, 2016, the Agency announced a public comment period on the analysis of upstream GHG emissions. The closing date for comments was Tuesday, March 1, 2016. The Executive Committee did not submit a formal response, as Trust Area Services staff did not have the required expertise to draft a response. Trustees were encouraged to participate individually in the public comment period, following the procedures laid out in the Islands Trust Advocacy Policy. Trustee Rogers submitted an individual response on March 1, 2016. Individual Trustee letters can be viewed on the "Trustee Corner" section of the Gambier website.

Following the comment period, the Minister of Environment and Climate Change will consider BC's Assessment Report, the analysis of upstream GHG emissions and comments received on that analysis, and make a determination on whether the Project is likely to result in significant adverse environmental effects under the *Canadian Environmental Assessment Act*, 2012.

BURNCO Aggregates Project

The Environmental Assessment Office (EAO) approved the Application Information Requirements for the BURNCO project on December 17, 2014.

The BURNCO Aggregate Project Application for an Environmental Assessment Certificate has been received by the EAO. The application will be referred to the BURNCO Working Group for a 30-day screening process to assess presence or absence of application information requirements. Following the screening process, the applicant may be required to modify their application; upon submission of the final application, the 180-day review timeline will be triggered, including the public comment period.

The 30-day Application Screening phase is set to run mid-March to mid-April 2016.

Community Woodlots on Gambier Island

On November 5, 2014, the Minister of Forests, Lands and Natural Resource Operations (FLNRO) decided to decline to accept a winning applicant in the recent tendering of two woodlots on Gambier Island in order for the Province of British Columbia to address community concerns and undertake further consultations with the Squamish Nation consistent with the Supreme Court of Canada's recent decision in *Tsilhqot'in Nation v. BC* (*Tsilhqot'in* decision). In reviewing the consultation record for the two Woodlot License areas, the Minister concluded that more work needs to be done to ensure that the Province properly carries out its constitutional obligations consistent with this new direction, as well as to address the public interest.

FLNRO staff is currently in consultation with the Squamish Nation regarding potential woodlots on Gambier's Crown land. FLNRO staff has also met with Islands Trust staff to review previous gaps in effective consultation.

Response and Advocacy regarding the Howe Sound Industrial Projects

The below information table reflects the current status of applications in Howe Sound.

Project	Location/Jurisdiction of project	IT Personnel Assigned? Who?	Formal Processes Occurring? Run by whom?	Timeline of Project
BURNCO	Project occurs in the Gambier Local Trust Area, but outside the zoned plan areas	Aleksandra Brzozowski, Island Planner (Working Group) Kate-Louise Stamford, Local Trustee (Working Group)	Provincial Environmental Assessment, run by the BC Environmental Assessment Office. Rezoning Application, administered by the Sunshine Coast Regional District.	<i>Completed (2014):</i> Comments on two drafts of the Application Information Requirements (AIR). <i>Next Steps:</i> Working Group Screening; Evaluation of Application and Public Comments on Application
Woodfibre LNG	Project occurs outside the Gambier Local Trust Area, but tanker traffic will go through waters in the Gambier Local Trust Area.	Clare Frater, Policy Analyst (Trust Area Services)	Federal and Provincial Assessment, both run by the BC Environmental Assessment Office. Rezoning Application with the Sunshine Coast Regional District (SCRD).	<i>Completed (2015):</i> Provincial EAO Environmental Assessment Certificate issued. <i>Next Steps:</i> Federal Assessment; SCRD rezoning application.
Gambier Woodlots W2068 & W2069	Project occurs within the Gambier Island Plan Area, but on land not under the authority of the Islands Trust. Under the authority of the Ministry of Forests Lands and Natural Resource Operations (FLNRO)	Aleksandra Brzozowski, Island Planner Lisa Gordon, Trust Area Services (Review of protocol agreements)	No formal process occurring currently.	<i>Incomplete (2003 - 2008):</i> Agency referral with Islands Trust regarding the draft woodlot boundaries. <i>Next Steps:</i> Monitor situation for update from FLNRO regarding consultation with the Squamish Nation; Engage FLNRO staff in upcoming Gambier OCP review; Work between Trust Area Services and FLNRO to revise protocols and Letters of Understanding.



Top Priorities

Gambier Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Riparian Areas Regulation Implementation Project for Gambier Island Local Trust Area.		26-Oct-2011	Aleksandra Brzozow	31-Dec-2012
2	Gambier OCP comprehensive review.		12-Feb-2015	Aleksandra Brzozow	01-Aug-2017
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.	31-Jan-2012	Aleksandra Brzozow	27-Nov-2014
4	OCP advocacy policies - implementation & support	Work related to supporting the advocacy policies stated in the Gambier, Keats, and Associated Islands OCPs and in the IT Strategic Plan. Ex. Woodlots, industrial facilities, cross-jurisdictional management of Howe Sound	24-Oct-2013	Kate-Louise Stamford Dan Rogers	31-May-2015

**Projects****Gambier Island**

No.	Description	Activity	R/Initiated
1	Keats Island OCP Map Amendment - add trail map used during public process developing OCP.		08-Mar-2007
1	Consider a mechanism to recognize authorizations of additional dwellings as permitted by s. 4.4.10 of Keats LUB		04-Aug-2010
1	Development Approval Information Bylaw	Develop and adopt a D.A.I bylaw for the Gambier Trust Area.	
1	Consultation with Squamish First Nation	Scope interim strategies pending completion of a possible protocol agreement to address protection of archaeological and heritage resources.	31-Jan-2012
1	Strategic Planning Review for Howe Sound		31-Jan-2012
1	Review Gambier OCP/LUB to address:	- definition of breakwater - trams (currently silent) - advocacy policies around pump out stations - review of title Wilderness Conservation - 2013: REVIEW KEATS AND GAMBIER LUBS FOR ACCOMMODATION of OCEAN LOOP GEO-EXCHANGE SYSTEMS - 2010: GHG Emissions (a 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.	22-May-2014
1	Staff to research the history of Site-Specific water zones on Gambier.		26-Sep-2013



Islands Trust

Print Date: March 9, 2016

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2002.1	Land Plan Group Inc.	24-Jan-2002	PID: 014-385-694 Keats Island - Keats Camp cottage lots - siting variances DL 696

Planner: Sonja Zupanec

Planning Status

Status Date: 10-Apr-2008

still on hold pending rezoning

Status Date: 13-Aug-2007

on hold pending rezoning application

Status Date: 16-May-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	Corin and Larouche, Elena and France	22-Mar-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

Planner: Marnie Eggen

Planning Status

Status Date: 09-Jun-2015

no change

Status Date: 02-Feb-2015

no change

Status Date: 26-Aug-2014

no change

Rezoning

File Number	Applicant Name	Date Received	Purpose
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Applications

GM-RZ-2004.1

LandPlan Group Inc.

16-Jun-2004

PID: 014-385-694

Keats Island - Keats Camp rezoning application

DL 696

Planner: Aleksandra Brzozowski

Planning Status

Status Date: 10-Nov-2015

Received LUC documents for signature by LTC.

Status Date: 27-Apr-2015

Agreed that applicant will work to complete the terms of the Land Use Contract without amendment, ie. not requiring Bylaw 101.

Status Date: 10-Oct-2014

Applicant notified SZ not lead planner on file

Subdivision

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2000.1	LANDPLAN GROUP INC.	04-May-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: 06-Jun-2007

On hold pending rezoning application.

Status Date: 16-May-2006

Met with applicant - revised plan to come based on LUC. May be add'l fees.

Status Date: 21-Dec-2005

MOT issues Prelim Layout NOT APPROVED with conditions.

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2012.2	Reel 17 Investments Ltd.	29-Jun-2012	4 lot subdivision

Planner: Aleksandra Brzozowski

Applications

Planning Status

Status Date: 09-Jun-2015

PLA granted by MOTI on May 22, 2015.

Status Date: 27-Apr-2015

Revised referral response sent to MOTI.

Status Date: 08-Dec-2014

Reaffirmed with MOTI that DVP is required before property is deemed compliant with zoning.

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2013.1	Creus Engineering	09-Dec-2013	PID: 014-385-694 The Convention of Baptist Churches of BC Keats Island 9 Lot Subdivision

Planner: Sonja Zupanec

Planning Status

Status Date: 28-Mar-2014

Under review by planner

Islands Trust
LTC EXP SUMMARY REPORT F2016
Invoices posted to Month ending February 2016

630 Gambier	Invoices posted to Month ending February 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	3,000.00	1,080.38	1,919.62
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	2,500.00	3,638.65	-1,138.65
65210-630	LTC - Local Exp - APC Meeting Expenses	750.00	0.00	750.00
65220-630	LTC - Local Exp - Communications	300.00	0.00	300.00
65230-630	LTC - Local Exp - Special Projects	750.00	214.00	536.00
TOTAL LTC Local Expense		<u>4,300.00</u>	<u>3,852.65</u>	<u>447.35</u>
Projects				
73001-630-2016	Gambier OCP/LUB	7,000.00	0.00	7,000.00
73001-630-3003	Gambier RAR	10,000.00	8,000.00	2,000.00
73001-630-4052	Gambier Howe Sound Community Forum	1,000.00	0.00	1,000.00
TOTAL Project Expenses		<u>18,000.00</u>	<u>8,000.00</u>	<u>10,000.00</u>

Gambier Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: March 26, 2015

No	Meeting Date	Resolution No.	Issue	Policy
1.	October 6, 2010	GM-082-2010	Guidelines for the appointment of members to the advisory planning commission	It was MOVED and SECONDED that the Gambier Island Local Trust Committee endorses the following guidelines for the appointment of members to the advisory planning commission and requests that such guidelines be posted on the Islands Trust website and are used in any posting to solicit expressions of interest from candidates for advisory planning commission membership: “The Gambier Island Local Trust Committee shall make all reasonable efforts, in the consideration of appointments to the advisory planning commission that members are: - representative of a broad cross section of the geographical areas of the Gambier Island Local Trust Committee area; - representative of a range of backgrounds and expertise that is supportive to each other in the consideration of matters referred to the advisory planning commission - where feasible and practical of a balanced representation of gender and age groups. Consideration shall be given to the following criteria in any appointment: ▪ Previous experience as a member of a Board of Variance ▪ Experience on a local government council, board, local trust committee, commission or other body ▪ Experience with other volunteer boards, commissions or committees ▪ Experience and credential in a planning, design or related profession ▪ Experience and credentials in a building or design trade ▪ Educational background ▪ Length of residency in the local trust area Availability, and willingness to travel between local trust areas.”
2.	March 26, 2015	GM-2015-018		It was MOVED and SECONDED, that the Gambier Island Local Trust Committee amend the APC appointment guidelines to allow for representation of members to be weighted to a geographic area subject to a current top priority project.



Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality March 2016

Denman Island

- **Settlement Lands**

The Trust Fund Board has agreed to share costs with the Denman Conservancy Association with respect to developing a covenant and management plan for the “Settlement Lands”. The Board has policy that allows for cost sharing with covenant applicants where there is financial need. The Board recognizes the complexity of the issues involved on this particular property and acknowledges the exceptional contributions that the DCA have made to the acquisition and management of protected areas on Denman.

- **Cross-Island Trail**

Islands Trust Fund staff participated in an on-site meeting to look at options for where the cross-island trail will be located in the vicinity of the Lindsay-Dickson Nature Reserve. While the Board has agreed in principle to a possible route using an existing trail in the nature reserve, the Board is not in favour of using an undisturbed right of way adjacent to the nature reserve. ITF will continue to work with regional district planning staff and community representatives to identify the optimal trail location.

- **Denman Island Park and Protected Area**

The Islands Trust Fund is seeking an arrangement with the Province to ensure on-going protection of an ecologically sensitive area of the Crown land adjacent to Inner Island Nature Reserve that has been incorporated into the Denman Island Park. The Province has rejected the option of a conservation covenant and has instead suggested a Partnership Agreement for monitoring the stream and beaver pond. ITF will be contacting BC Parks to discuss such an agreement.

- **Inner Island Nature Reserve**

The Islands Trust Fund is participating in the investigation of a trespass involving cutting of nine large trees in the nature reserve and adjacent Provincial Park reported last month

- **Morrison Marsh**

The Islands Trust Fund is talking with BC Parks about rerouting the trail connecting with Boyle Point Provincial Park to avoid trespass over private property.

Thetis Island

- **Fairyslipper Forest**

The acquisition of this property and other land on Thetis Island continues to be a priority of the Islands Trust Fund, working closely with our partners Thetis Island Nature Conservancy and Cowichan Community Land Trust. ITF has submitted a comprehensive application to Environment Canada’s Habitat Stewardship Program for Species at Risk. If successful, this along with the pledges and contributions generated by the dynamic fundraising program could enable

the completion of the first significant protected areas on Thetis Island. If this land is acquired the next step would be development of a Management Plan to ensure protection of the identified values and to address management objectives, such as signage and public access. The management planning process will be carried out in consultation with the community.

Salt Spring Island

- **Manzanita Ridge Nature Reserve**

The Trust Fund Board approved the addition of an appendix which forms part of the management plan for the Manzanita Ridge Nature Reserve. The reserve is owned by the Salt Spring Island Conservancy. TFB co-holds a conservation covenant on the property with the Salt Spring Island Local Trust Committee. The new appendix clarifies public access issues. These issues do not relate to the terms of the covenant.

- **Property management activities**

Work on Salt Spring Island properties has included placing covenant boundary marker posts (to better define the areas for monitoring and in case of violations), replacing the beach access stairs and topping danger trees at the Ruby Alton Nature Reserve. Activities to implement the McFadden Creek Nature Reserve Management Plan have begun.

Galiano Island

- **Galiano Island Conservancy – Opportunity Fund grant**

The Trust Fund Board approved an Opportunity Fund grant of \$2,000 to the Galiano Conservancy Association for costs associated with legal review of a sustainable forestry covenant on Galiano Island. This grant will support the development of covenants as a tool to balance resource management and conservation objectives.

- **Property management activities**

Work has included invasive plant removal, native species plantings and a cormorant nesting survey at Trincomali Nature Sanctuary, trail maintenance at Vanilla Leaf Land Nature Reserve and invasive alien species control for Laughlin Lake Nature Reserve

Bowen Island

- **NAPTEP**

The Islands Trust Fund is implementing an outreach plan to promote the Natural Area Protection Tax Exemption Program (NAPTEP) to property owners on Bowen Island. A briefing has been provided to Bowen Island Municipal Council on the communication program and addressing a concern about the distribution of any recapture charges. An information session was held on Bowen on March 2nd, and a webinar hosted March 8th.

- **Fairy Fen Nature Reserve**

Trail rerouting work has taken place to avoid disturbance of a sensitive area.

Property Management Activities on other Islands

- **Lasqueti**

A survey and trespass restoration work was carried out at the Mount Trematon Nature Reserve. Boxes are being installed for hooded mergansers at the John Osland Nature Reserve.

- **Penders**
Interpretive panels are being developed for the kiosk installed at Medicine Beach Nature Sanctuary.
- **Gabriola**
Trail and driveway maintenance and invasive plant removal are being carried out at the Elder Cedar Nature Reserve.
- **Mayne**
The revision of the Horton Bayviary Nature Reserve Management Plan has been completed and approved by all parties of the conservation covenant.

Trust Fund Board Membership

Julie Glover, a provincially-appointed member of the Trust Fund Board since 2012, recently completed her second term. The second term of Dereck Atha, who has been a member since 2010, expires in June. The term of our other appointed member, Ron Bertrand, concludes in 2018.

The Trust Fund Board has up to three appointed members. Appointments are made by the Minister of Community Sport and Cultural Development. Interested individuals must apply to the Board Resourcing and Development Office (BRDO) online at <http://www.brdo.gov.bc.ca/apply.asp>. A vacancy is advertised for three weeks on the BRDO website. ITF will also post the vacancy on its own website, and has the option of running an ad in island newspapers. At the end of the advertising period, it is understood that the Trust Fund Board will be provided with a list of applicants and can provide its own recommendation to BRDO.

Species at Risk

The Islands Trust Fund has provided input to the Ministry of Forests, Lands and Natural Resource Operations on the development of implementation plans for Northern Goshawks and Marbled Murrelets. We also provided input to the Canadian Wildlife Service for the management plan process for Band-tailed Pigeon and Great Blue Heron.

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership

The Trust Fund Board, as a partner agency of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP), has agreed to submit a funding proposal to the Real Estate Foundation of BC and to hold funds on behalf of the CDFCP, and if the proposal is successful, to support its ongoing work to protect ecosystems. We are pleased to be in a position to offer this service.

Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.



Memorandum

700 North Road Gabriola Island, BC 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 January 25, 2016 File Number 3030-01

To Denman Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee
Ballenas Winchelsea Islands (Executive Committee) Local Trust Committee

From Sonja Zupanec
Island Planner
Local Planning Services

Re Land Use Consultation for Radio Communication Utilities

The Executive Committee is asking LTC's to consider the attached letter from Innovation, Science and Economic Development Canada indicating they are giving notice of rescinding the 1996 Letter of Understanding (LOU) "Land Use Consultation for Radio Communication Utilities". The LOU is included in the attachment.

As indicated in the letter, the Federal Government (Canada) has developed an antenna siting policy and a guide to assist local governments in developing antenna system siting protocols. In addition, the Federation of Canadian Municipalities has developed an Antenna system siting protocol template.

In the absence of a LOU, Canada will expect local trust committees to either develop their own consultation policy or use the consultation guidelines provided by Canada. The Gabriola LTC is the only northern LTC with a standing resolution (GB-025-2010) stipulating consultation policies for radio communication utilities.

If a local trust committee would like to have a Trust-wide consultation policy, or model policy and procedures developed by Trust Council, a resolution indicating your LTC's preference is requested. This resolution will be forwarded to the Executive Committee for consideration as a Trust Council agenda topic.

Option 1: Request Trust Council develop a Trust-wide consultation policy

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a Trust-wide policy on land use consultation for radio communication utilities.

Option 2: Request Trust Council develop model policy and procedures for each LTC to consider

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a model policy and procedures on land use consultation for radio communication utilities.

R:\LTC\Multi-LTC Projects\Radio Communications Utilities\LTC memo Jan 2016 Radio communication utilities.docx

copy Ann Kjerulf, Manager

Attachment:

1. Letter from Innovation, Science and Economic Development Canada



Linda Adams
Chief Administrative Officer, Islands Trust
Suite 200, 1627 Fort St.
Victoria, BC
V8R 1H8

Date: December 1st, 2015

Subject: Rescinding the 1996 Letter of Understanding (LOU) "*Land use Consultation for Radio Communication Utilities*"

Dear Ms. Adams,

As per our telephone discussion today, please accept this letter as our formal notification to provide a three month notice to rescind the above LOU. I have attached a copy for your reference. It is our belief that this document is outdated.

Going forward, Islands Trust may wish to consider an "islands wide" tower siting consultation policy of their own. There are many good examples of these being used by various local governments. If drafted well, clearly outlining the requirements and obligations of both the proponent and the land use authority, such a policy can save both parties time and result in a more streamlined, timely and assured process.

Most jurisdictions either have their own tower siting consultation policy or use the Innovation, Science and Economic Development Canada policy:

CPC 2-0-03 Radiocommunication and Broadcasting Antenna Systems: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

If this is of interest, our department provides a guide that can be used to help develop a policy. It is called the *Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols*:

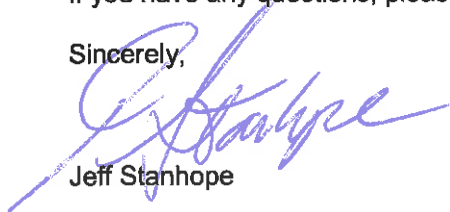
<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10860.html>

Also, the Federation of Canadian Municipalities, in partnership with the Canadian Wireless Telecommunications Association, have developed a policy template: *Antenna System Siting Protocol Template*:

http://www.fcm.ca/documents/tools/fcm/Antenna_System_Siting_Protocol_EN.pdf

If you have any questions, please do not hesitate to call me at the number below.

Sincerely,

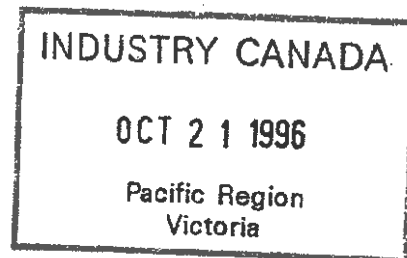

Jeff Stanhope

Spectrum Operations Manager, Spectrum Management Operations Branch
Innovation, Science and Economic Development / Government of Canada
Jeff.Stanhope@canada.ca / Tel: 250-363-3597 / TTY: 1-866-694-8389

Letter of Understanding

between

INDUSTRY CANADA
Vancouver Island District
Spectrum Program
("Industry Canada")



and the

ISLANDS TRUST COUNCIL on behalf
of Trust Area Local Trust Committees
("Islands Trust")

regarding

LAND-USE CONSULTATION FOR RADIO COMMUNICATION UTILITIES
within the Islands Trust Area

WHEREAS, section 8.1 of the *Islands Trust Act* authorizes the Islands Trust Council to enter into agreements with the Government of Canada on behalf of one or more local trust committees to coordinate activities within the Islands Trust Area to achieve the legislated object of the *Islands Trust Act* ... "to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of the Province generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of the Province";

WHEREAS, a local trust committee is responsible for regulating the development and use of land within a local trust area;

WHEREAS, Section 5 of the *Radiocommunications Act* defines the Minister's powers, the Minister may, (i) approve each site on which radio apparatus, including antenna systems, may be located and approve the erection of all masts, towers and other antenna-supporting structures;

WHEREAS, Industry Canada recognizes that land-use authorities may have an interest in the location of significant antenna structures proposed within their jurisdiction and may have concerns that should be considered in the exercise of authority under the *Radiocommunications Act*;

AND WHEREAS, the Islands Trust consider significant antenna structures as being any structure over 25 metres measured from the ground level.

NOW THEREFORE, both parties agree to implement the following interagency consultation procedures regarding applications to Industry Canada for the site-specific authorization of significant antenna structures within the Islands Trust Area:

1.0 NOTIFICATION

- 1.1 Either party will use best efforts to notify the other party of an applicant's expression of interest to build or modify a significant antenna structure.
- 1.2 Industry Canada will use best efforts to advise applicants that they are required to notify and consult with the appropriate local trust committee to address local land-use concerns as explained in Client procedure Circular, CPC-2-0-03.

2.0 APPLICANT / LOCAL TRUST COMMITTEE CONSULTATION

- 2.1 Local trust committees will make their views known to both the applicant and Industry Canada within 60 days of receiving an application unless otherwise mutually agreed by the local trust committee and the applicant.
- 2.2 The local trust committee will use its best efforts to consult with the applicant and to consider requirements of the applicant.
- 2.3 When Industry Canada becomes aware of a local trust committee's objection to a site-specific significant antenna structure, consideration to issue a license will be delayed for up to 60 days or longer if otherwise mutually agreed by the local trust committees and the applicant so consultations can occur between the applicant and the local trust committee.

3.0 APPLICATION APPROVAL

- 3.1 Industry Canada does not play a direct role in land-use consultations. This responsibility remains with the applicant and the local trust committee to work toward a mutually acceptable agreement.
- 3.2 Industry Canada will use best efforts to notify a local trust committee of its intent to process an application indicating the content of the applicant's signed land-use consultation attestation.
- 3.3 Industry Canada, upon the request of a local trust committee, will meet with that local trust committee to hear its concerns before final approval of a license.

4.0 CONDITIONS

- 4.1 Nothing in this agreement shall be construed to fetter the legislative or administrative discretion of either of the parties within their respective areas of jurisdiction.
- 4.2 Any party to this Agreement may terminate this Agreement at any time by delivering three months written notice to the other party.
- 4.3 The officials of each party who shall be responsible for notices and the administration of this Agreement are:

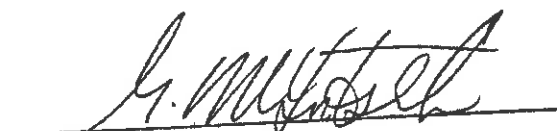
Executive Director
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, British Columbia
V8R 1H8

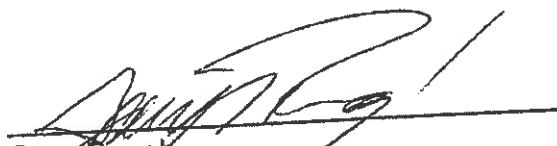
Phone #: (604) 952-4182
Fax #: (604) 952-4193

Director, Vancouver Island District
Pacific Region
Industry Canada
#318 - 816 Government Street
Victoria, British Columbia
V8W 1W9

Phone #: (604) 363-3800
Fax #: (604) 363-0208

Both parties commit to respect the terms of this agreement dated this 30 day of October, 1996.


Gordon A. McIntosh
Executive Director
Islands Trust


Gary Paugh
Director, Vancouver Island District
Industry Canada



Linda Adams
Chief Administrative Officer, Islands Trust
Suite 200, 1627 Fort St.
Victoria, BC
V8R 1H8

Date: December 1st, 2015

Subject: Rescinding the 1996 Letter of Understanding (LOU) "*Land use Consultation for Radio Communication Utilities*"

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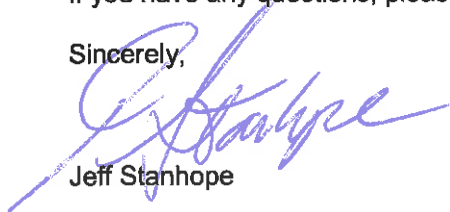
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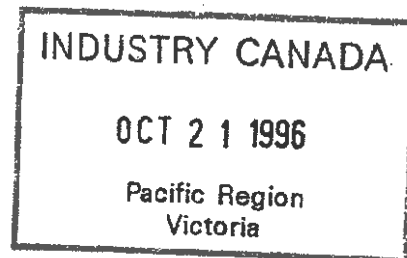
Jeff Stanhope

Spectrum Operations Manager, Spectrum Management Operations Branch
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within the Islands Trust Area

WHEREAS, section 8.1 of the *Islands Trust Act* authorizes the Islands Trust Council to enter into agreements with the Government of Canada on behalf of one or more local trust committees to coordinate activities within the Islands Trust Area to achieve the legislated object of the *Islands Trust Act* ... "to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of the Province generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of the Province";

WHEREAS, a local trust committee is responsible for regulating the development and use of land within a local trust area;

WHEREAS, Section 5 of the *Radiocommunications Act* defines the Minister's powers, the Minister may, (i) approve each site on which radio apparatus, including antenna systems, may be located and approve the erection of all masts, towers and other antenna-supporting structures;

WHEREAS, Industry Canada recognizes that land-use authorities may have an interest in the location of significant antenna structures proposed within their jurisdiction and may have concerns that should be considered in the exercise of authority under the *Radiocommunications Act*;

AND WHEREAS, the Islands Trust consider significant antenna structures as being any structure over 25 metres measured from the ground level.

NOW THEREFORE, both parties agree to implement the following interagency consultation procedures regarding applications to Industry Canada for the site-specific authorization of significant antenna structures within the Islands Trust Area:

1.0 NOTIFICATION

- 1.1 Either party will use best efforts to notify the other party of an applicant's expression of interest to build or modify a significant antenna structure.
- 1.2 Industry Canada will use best efforts to advise applicants that they are required to notify and consult with the appropriate local trust committee to address local land-use concerns as explained in Client procedure Circular, CPC-2-0-03.

2.0 APPLICANT / LOCAL TRUST COMMITTEE CONSULTATION

- 2.1 Local trust committees will make their views known to both the applicant and Industry Canada within 60 days of receiving an application unless otherwise mutually agreed by the local trust committee and the applicant.
- 2.2 The local trust committee will use its best efforts to consult with the applicant and to consider requirements of the applicant.
- 2.3 When Industry Canada becomes aware of a local trust committee's objection to a site-specific significant antenna structure, consideration to issue a license will be delayed for up to 60 days or longer if otherwise mutually agreed by the local trust committees and the applicant so consultations can occur between the applicant and the local trust committee.

3.0 APPLICATION APPROVAL

- 3.1 Industry Canada does not play a direct role in land-use consultations. This responsibility remains with the applicant and the local trust committee to work toward a mutually acceptable agreement.
- 3.2 Industry Canada will use best efforts to notify a local trust committee of its intent to process an application indicating the content of the applicant's signed land-use consultation attestation.
- 3.3 Industry Canada, upon the request of a local trust committee, will meet with that local trust committee to hear its concerns before final approval of a license.

4.0 CONDITIONS

- 4.1 Nothing in this agreement shall be construed to fetter the legislative or administrative discretion of either of the parties within their respective areas of jurisdiction.
- 4.2 Any party to this Agreement may terminate this Agreement at any time by delivering three months written notice to the other party.
- 4.3 The officials of each party who shall be responsible for notices and the administration of this Agreement are:

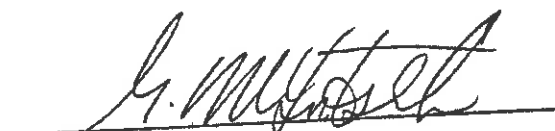
Executive Director
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, British Columbia
V8R 1H8

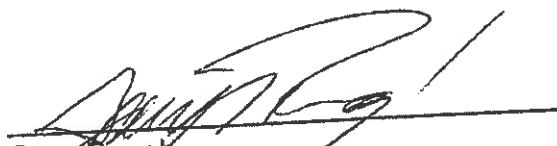
Phone #: (604) 952-4182
Fax #: (604) 952-4193

Director, Vancouver Island District
Pacific Region
Industry Canada
#318 - 816 Government Street
Victoria, British Columbia
V8W 1W9

Phone #: (604) 363-3800
Fax #: (604) 363-0208

Both parties commit to respect the terms of this agreement dated this 30 day of October, 1996.


Gordon A. McIntosh
Executive Director
Islands Trust


Gary Paugh
Director, Vancouver Island District
Industry Canada