



Gambier Island Local Trust Committee

Regular Meeting Agenda

Date: August 31, 2017
Time: 10:45 am
Location: Gambier Island Community Centre
Andy's Bay Road, Gambier Island, BC

Pages

1. CALL TO ORDER 10:45 AM - 10:45 AM
"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."
2. APPROVAL OF AGENDA
3. TOWN HALL AND QUESTIONS 10:45 AM - 10:55 AM
4. COMMUNITY INFORMATION MEETING - None
5. PUBLIC HEARING - None
6. MINUTES 10:55 AM - 11:00 AM
 - 6.1 Local Trust Committee Meeting dated July 27, 2017 for adoption 3 - 11
 - 6.2 Section 26 Resolutions-Without-Meeting Report - None
 - 6.3 Advisory Planning Commission Minutes - None
7. BUSINESS ARISING FROM MINUTES 11:00 AM - 11:20 AM
 - 7.1 Follow-up Action List dated August 23, 2017 12 - 13
 - 7.2 Howe Sound Community Forum - for Discussion
 - 7.2.1 Draft Principles for Cooperation (with track changes and without track changes) 14 - 21
8. DELEGATIONS - None
9. CORRESPONDENCE - None
(Correspondence received concerning current applications or projects is posted to the LTC webpage)
10. APPLICATIONS AND REFERRALS - None

11.	LOCAL TRUST COMMITTEE PROJECTS	11:20 AM - 12:20 PM	
11.1	Riparian Areas Regulation Implementation Project - Staff Report		22 - 48
11.2	Gambier Island Official Community Plan Review - Staff Report		49 - 64
	<i>BREAK 12:20 - 12:35</i>		
12.	REPORTS	12:35 PM - 12:50 PM	
12.1	Work Program Reports		
12.1.1	<u>Top Priorities Report dated August 23, 2017</u>		65 - 65
12.1.2	<u>Projects List Report dated August 23, 2017</u>		66 - 67
12.2	Applications Report dated August 23, 2017		68 - 69
12.3	Trustee and Local Expense Report dated June, 2017		70 - 70
12.4	Adopted Policies and Standing Resolutions		71 - 72
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Reports		
12.8	Electoral Area Director's Report - None		
12.9	Trust Fund Board Report - None		
13.	NEW BUSINESS - None		
14.	UPCOMING MEETINGS		
14.1	Special Meeting regarding District Lot 696, Wednesday, September 20, 2017 at 7:00 pm at John Braithwaite Community Centre, Meeting Room 2, 145 West 1st Street, North Vancouver, BC		
14.2	Next Regular Meeting Scheduled for Thursday, October 26, 2017 at 10:45 am at John Braithwaite Community Centre, Meeting Room 2, 145 West 1st Street, North Vancouver, BC		
15.	TOWN HALL	12:50 PM - 1:00 PM	
16.	ADJOURNMENT	1:00 PM - 1:00 PM	



Gambier Island Local Trust Committee Minutes of Regular Meeting

Date: July 27, 2017
Location: Keats Camp – Pilot House
 Keats Camp, Keats Island, BC

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

Staff Present Sonja Zupanec, Island Planner
 Ann Kjerulf, Regional Planning Manager
 Fiona XETXÁTTEN MacRaid, Senior Intergovernmental Policy
 Advisor on First Nations and Marine Issues
 Diane Corbett, Recorder

Also Present Members of the Public – 15

1. CALL TO ORDER

“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”

Chair Morrison called the meeting to order at 10:45 am. She acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

The Senior Intergovernmental Policy Advisor on First Nations and Marine Issues noted that emerging archaeological research has revealed that these were one of the most densely populated lands by aboriginal peoples in Canada. At least a third to half of aboriginals in Canada lived in these areas; 100,000 First Nations people is a conservative estimate for the island region until about two hundred years ago. This was one of the most advanced societies since the earliest pyramids; there is evidence of a highly advanced material culture. This island would have been a gathering place for primarily Squamish, but also other nations, a site of community and culture. “We are new here.”

Trustee Rogers drew attention to a carved wooden plaque; the Squamish Nation had gifted Gambier Island Local Trustees with the art piece at an event the previous year.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Chair Morrison acknowledged the attendance of former trustee Kim Benson.

Kim Benson of Keats Island discussed a recent Sunshine Coast Regional District (SCRD) meeting regarding the dock divestiture process and the ports function and ports levy. She provided related documents to the Local Trust Committee for information, including a 2008 ports review and financial data.

4. COMMUNITY INFORMATION MEETING – none

5. PUBLIC HEARING – none

6. MINUTES

6.1 Local Trust Committee Meeting dated May 25, 2017

The following amendments to the minutes were presented for consideration:

- page 1, item 1, sentence 2: delete “traditional”;
- item 13.7, bullet 2 under Trustee Stamford report should read: “The SCRCD is working with a local trails task force developing potential trail initiatives in the south west peninsula of Gambier Island.”

By general consent the Local Trust Committee (LTC) meeting minutes of May 25, 2017 were adopted as amended.

6.2 Section 26 Resolutions-Without-Meeting Report dated July 20, 2017

Received.

6.3 Advisory Planning Commission Minutes – none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated July 20, 2017

The Regional Planning Manager gave an overview of the Follow-up Action List of July 20, 2017.

7.2 Regulatory Options for Keats Island Docks

The Regional Planning Manager reviewed the staff report on options to regulate docks on Keats Island. Discussion ensued. Points included:

- Foreshore protection is currently on the Top Priorities list;
 - There are a number of foreshore issues related to DL 696;
 - There is more information about the Keats Island foreshore at the present time. Islands Trust has completed eelgrass and forage fish mapping over recent years;
- Up until eight to ten years ago, the vast majority of docks on the island would have been considered to have “no road access”. Recently, a number of docks have been constructed for properties which are readily accessible by road.

The community should have a discussion regarding whether they want to restrict those docks.

- There is also the issue of mooring buoys which may be impacting eelgrass beds.
- Engagement could occur with the community on options noted in staff report.

Members of the public enquired about licensing and the status of the current 35 docks on DL 696, and commented on existing docks at Keats Island.

Former trustee Benson provided background information on rationale behind docks regulations for Keats Island.

GM-2017-032

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee replace current priority number 3 of the Local Trust Committee Projects List with “Keats Island OCP/LUB Amendments” with the specified activity, “amending policies and regulations for docks and other foreshore development”.

CARRIED

8. DELEGATIONS – none

9. CORRESPONDENCE

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

9.1 Email dated July 25, 2017 from C Wilding regarding Proposed Development Permit Area

Received for information

10. APPLICATIONS AND REFERRALS

10.1 GM-RZ-2004.1 (District Lot 696, Keats Island)

It was announced that a Community Information Meeting regarding this agenda item would be held after the meeting.

Following up on the May LTC meeting, the Island Planner provided an update to the Local Trust Committee in consideration of next steps and recommended options pertaining to the DL 696 application that included:

- Overview of new approach for a comprehensive development zone for DL 696;
- Draft zoning changes to enable Land Use Contract discharge and subdivision of DL 696;
- Update on the status of the hydrogeological assessment;
- Update on LTC covenants required;

- Update on the recommended process to address non-conforming buildings and structures on DL 696;
- Recommended consultation schedule during legislative process for bylaw review;
- Recommended timeline of deliverables prior to bylaw adoption; and
- 'Frequently asked questions' document for mail out to Keats Island residents.

Points mentioned included:

- Staff reviewed with trustees the July 27, 2017 – Draft Zone Map for DL 696 Keats Islands, and the July 27, 2017 Draft CD2 Zoning Text.
- Staff and the applicant had agreed that discharging the Land Use Contract as part of this process was instrumental in moving forward.
- A new approach with a Comprehensive Development 2 zone would see road and park severed from the zone; these would be dedicated at time of rezoning; Private Conservation zone is dedicated.
- Further input on direction from trustees at this meeting was needed by staff prior to further development of a “frequently asked questions” for distribution to the public.
- Staff outlined options and requested direction from trustees regarding marine zoning.
- A correction was noted in Attachment 2, subsection 4.4.3 under permitted uses: replace “natural area parks and conservation” with “nature reserve”.
- The hydrogeological assessment was received by Islands Trust the day before this meeting. A report on the hydrogeological assessment is planned for an upcoming LTC meeting. It is intended that the consultant be available by phone to ensure that any technical questions can be vetted with the person who did the groundwork.
- Staff would continue to work to get formal referral response from First Nations, and meaningful engagement. Protection of archaeological resources would happen through the subdivision process.

Deliverables proposed:

1. Special meeting on new proposed approach to the rezoning and amendments for LTC to consider.
2. Amend Bylaw No. 143 to include new CD zone, marine zones, park zone and discharge of Land Use Contract. Re-refer to SCRD.
3. Resolution to proceed no further with Bylaw No. 144.
4. Applicant provides:
 - a) hydrogeological report Aug 31;
 - b) letter confirming owner's agreement to discharge of LUC;
 - c) draft covenant for Salmon Rock Conservation Area (August or October).
5. LTC considers second reading. Mail Out FAQ to all property owners and residents.
6. Schedule community information meeting and public hearing. Could be by March 2018.
7. Applicant provides letter of undertaking to deposit plans upon final reading of Bylaw No. 143.

8. Applicant provides letter of undertaking to deposit the transfer of the 3.3-hectare nature reserve to the Islands Trust Fund Board.
9. LTC gives 10% frontage waiver exemption for all lots with less than 10% perimeter highway frontage.
10. Conduct community information meeting and public hearing.
11. Consider third reading of the bylaw.
12. Forward Bylaw 143 to Executive Committee for approval.
13. Consider final reading of Bylaw 143.

GM-2017-033

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee rescind GM-2016-044.

CARRIED

Chair Morrison recessed the meeting at 12:29 pm and reconvened the meeting at 12:53 pm.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 A Shared Narrative of Place: Gambier Island Local Trust Committee and Squamish Nation

The Senior Intergovernmental Policy Advisor on First Nations and Marine Issues thanked trustees, whom she had interviewed for about an hour each, for educating her on some of the challenges of this Local Trust Area. She gave an overview of the staff report on a shared narrative of place, and responded to trustee enquiries and feedback.

There was discussion of:

- Interaction with the Squamish Nation Education Department. The Squamish Nation has made language revitalization a top priority, and has published a Squamish-English dictionary.
- Using words and phrases from Squamish language in LTC communications. There was a request to add Pasley Group of Islands. It was noted that “Gambier” was not included in the list of Squamish place names.
- Developing trust and showing respect with First Nations.
- Use of place names; reference to “Oh the places you should know” website and interactive map in the Sk̓wx̓wú7mesh/ Squamish language.

GM-2017-034

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to incorporate Squamish words in Local Trust Committee communications in a phased approach, starting with simple phrases and words, and place names where appropriate, in letters, agendas, etcetera.

CARRIED

11.2 Riparian Areas Regulation Implementation Project (Bowyer and Anvil Islands)

The Regional Planning Manager reviewed the staff report on Gambier Associated Islands Streamside Protection Development Permit Area (Bowyer and Anvil Islands) and implementation of the *Riparian Areas Regulation*.

Points noted included:

- In response to correspondence from Trustee Rogers to Anvil Island residents, only one item of correspondence had been received by Islands Trust, recommending the un-named creek not be provided with Development Permit Area (DPA) protection. No owners living next to the un-named creek had responded as either in favour or opposed to a DPA.
- The Gambier Island LTC has used a DPA approach throughout the Trust Area. It makes sense that bylaws are consistent in approach.
- Islands Trust's mandate is "to preserve and protect".

GM-2017-035

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 145, cited as "Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2017", is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GM-2017-036

It was **MOVED** and **SECONDED**

that Gambier Island Local Trust Committee Bylaw No. 145, cited as "Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2017", be read a first time.

CARRIED

GM-2017-037

It was **MOVED** and **SECONDED**

that Gambier Island Local Trust Committee request staff to prepare draft bylaws to amend the Bowyer and Passage Islands Land Use Bylaw and Gambier Associated Islands Land Use Bylaw to include guidelines for Development Permit Area 2: Streamside Protection.

CARRIED

GM-2017-038

It was **MOVED** and **SECONDED**

that Gambier Island Local Trust Committee Bylaw No. 145, cited as "Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2017", be referred to First Nations in accordance with the provincial First Nations Consultation List.

CARRIED

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report dated July 20, 2017

Received.

The Senior Intergovernmental Policy Advisor on First Nations and Marine Issues noted that First Nations have indicated that 80-90% of archaeological values are shoreline; harvesting rights are a primary consideration to all foreshore work/issues now. She commented on linking the LTC budget for First Nations and shoreline protection work.

12.1.2 Projects List Report dated July 20, 2017

Received.

12.2 Applications Report dated July 20, 2017

Received.

12.3 Trustee and Local Expense Report dated May, 2017

Received.

12.4 Adopted Policies and Standing Resolutions

Received.

12.5 Local Trust Committee Webpage – no update

12.6 Chair's Report

Chair Morrison reported:

- The Executive Committee initiated a project charter to amend the *Islands Trust Act*.
- Bowen Island was removed from the Forest Stewardship Plan.
- Executive Committee was reviewing the issue of derelict vessels and how to remove them.
- She will be attending the Union of BC Municipalities (UBCM) Conference.
- Trustees are seeking to schedule ministerial meetings at UBCM.
- There had been discussion about a possible Trust Fund Board retreat.

12.7 Trustee Reports

Trustee Stamford reported:

- SCR D Trails Network Task Force is encouraging public input on trail potential for Gambier Island.

- She attended as an observer on July 11 at an Ocean Watch Task Force meeting, a science lecture that showed what could be done with mapping and layers of mapping, for a comprehensive marine plan.
- She attended a derelict vessel meeting hosted by the MP in Gibsons. The derelict vessel issues around the islands in Howe Sound pale in comparison to other areas of the SCRD where there are severe derelict vessel issues. There is no coordinating force to address this issue.
- she attended the SCRD Community Dialogue meetings on Keats and Gambier Islands.
- Gambier Island is looking at funding issues regarding the New Brighton dock. She is trying to initiate discussion with the manager on long-term funding.

Trustee Rogers reported:

- The group that put out the “Ocean Watch Report” (a publication displayed by the trustee) was introduced at the last Howe Sound Community Forum. The group would be doing ten tours around Howe Sound this summer, talking about how communities develop, and what the issues are from a human perspective as compared to an aquatic perspective.
- There are two derelict vessels on Keats, in the provincial park. He mentioned he would contact MLA Nicholas Simons about this issue.
- He met with the Keats Conservation Group on July 22, talking about next steps. They will do a survey of the island to identify their conservation priorities.

12.8 Electoral Area Director's Report – none

12.9 Trust Fund Board Report

Chair Morrison reported that the Isabella Point covenant on Salt Spring Island had been finalized. There is a proposal for the Islands Trust Fund to assume ownership of land on Galiano Island.

13. NEW BUSINESS

13.1 Gambier Island Clean-up Days

Trustees discussed scheduled dates for the annual SCRD islands garbage clean up.

GM-2017-039

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee direct staff to write a letter for the Chair's signature to the SCRD requesting assurance that the annual island clean up days will be held within the traditional summer months of July and August in all islands in Areas F and B.

CARRIED

13.2 Gambier Island Riparian Area Regulations Development Permit Area

The Island Planner announced there would be a staff report coming in August on the Gambier Island *Riparian Area Regulations* Development Permit Area. Discussion ensued.

GM-2017-040

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to bring back a report regarding guidelines for the *Riparian Area Regulations* Development Permit Area for the August 31st Local Trust Committee meeting.

CARRIED

13.3 Howe Sound Forum Principles of Cooperation

Trustee Rogers discussed the draft updated Principles of Cooperation document that he and Ruth Simons had sent to local governments around Howe Sound, requesting feedback by mid-August. The draft could then be taken to the First Nations that are affected. The goal was that, before the October Howe Sound Community Forum, there would be approval from local governments for the draft. Chair Morrison indicated she would put this item on the Executive Committee agenda for information. Trustee Rogers will send a copy to Chair Morrison, and to Senior Intergovernmental Policy Advisor MacRaid, for feedback.

14. UPCOMING MEETINGS

14.1 Community Information Meeting regarding District Lot 696, Thursday, July 27, 2017 at 3:00 pm at Keats Camp, Chart Room, Keats Island, BC

14.2 Next Regular Meeting Scheduled for Thursday, August 31, 2017 at 10:45 am at Gambier Island Community Centre, 721 Andy's Bay Road, Gambier Island, BC

15. TOWN HALL – none

16. CLOSED MEETING – none

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:25 pm.

Susan Morrison, Chair

Certified Correct:

Diane Corbett, Recorder

Follow Up Action Report

Gambier Island

27-Apr-2017

Activity	Responsibility	Target Date	Status
Staff to prepare written communication materials for distribution to Gambier Island residents regarding the adoption of Bylaws 140 and 141. Update: Staff to report to the local trust committee on August 31, 2017	Madeleine Koch	31-Aug-2017	On Going

27-Jul-2017

Activity	Responsibility	Target Date	Status
Replace Top Priority No. 3 with "Keats Island OCP/LUB Amendments" for docks and other foreshore development	Ann Kjerulf	28-Jul-2017	Done
Staff to incorporate Squamish words and place names into local trust committee communications	Becky McErlean Sonja Zupanec Penny Hawley Ann Kjerulf Fiona MacRaid Madeleine Koch		On Going
Bylaw No. 145 be referred to First Nations	Becky McErlean Ann Kjerulf	11-Aug-2017	Done
Staff to prepare draft bylaws to amend the Bowyer and Passage Islands LUB and Gambier Associated Islands LUB to include DPA 2: Streamside Protection guidelines	Becky McErlean Ann Kjerulf	07-Sep-2017	On Going
Staff to prepare a letter, for the chairs signature, to the SCRD requesting that annual clean-up days in Electoral Areas B and F be held in July and August	Ann Kjerulf	03-Aug-2017	Done



Follow Up Action Report

Staff to provide a report to the local trust committee at the August 31, 2017 meeting regarding DPA guidelines for non-RAR applicable watercourses on Gambier Island.	Madeleine Koch	31-Aug-2017	Done
Amend Top Priority No. 2 to include developing a Shared Narrative of Place with First Nations	Ann Kjerulf	28-Jul-2017	Done
Staff to schedule a special LTC meeting Sept 19 or 20 in the evening in North Vancouver for GM-RZ-2004.1 (CBCBC, Keats Island).	Wil Cottingham	04-Aug-2017	Done
LTC rescinded resolution GM-2016-044.	Wil Cottingham	28-Jul-2017	On Going
GM-RZ-2004.1 (CBCBC, Keats Island) Staff requested to bring forward amendments to Proposed Bylaw 143 consistent with the staff memo dated July 18 - for consideration of First Reading as amended.	Sonja Zupanec	20-Sep-2017	On Going

Principles for Cooperation

Atl'Kitsem /Howe Sound Community Forum

DRAFT with track changes

To provide an overview of the need, purpose and structure for cooperative efforts by interested local governments and First Nations operating on the unceded territory of the Coast Salish People, Atl'Kitsem/ Howe Sound region .

1. Statement of Purpose

To provide a forum for local governments, Regional Districts and First Nations discussion to maintain and enhance the economic, environmental, cultural and social wellbeing of the Atl'Kitsem/Howe Sound (the Region) for the benefit of present and future generations.

2. Rationale (The Need)

The Atl'Kitsem/Howe Sound Community Forum (the Forum) will enhance collective action among local governments, regional districts and First Nations by:

- Providing a common forum for dialogue
- Sharing knowledge and information to avoid duplication of effort and to enhance any single organization's capacity for action
- Promoting the use of transparent processes that encourage awareness and involvement.
- Provide a forum for gaining a better understanding of First Nations in the Region.

3. Scope

The Atl'Kitsem/Howe Sound region includes the marine waters and all the lands that drain into these waters, the surrounding air shed on the east side of the Strait of Georgia between Point Atkinson and Gower Point, and interested adjacent communities.

4. Common Vision

The Forum envisions that communities within the Region can be healthy, productive and sustainable by:

- understanding the use and occupancy of the region by the Squamish Nation/Skw̓wú7mesh Úxwumixw who have used and managed the resources of Atl'Kitsem for many thousands of years;
- building appreciation for the spiritual and cultural values of the region;
- understanding, promoting and implementing best practices including traditional practices;
- promoting compact and complete communities;
- encouraging safe and livable communities;
- encouraging an integrated transportation system;
- preserving a healthy and natural environment;
- nurturing cultural heritage
- supporting sustainable use of resources;
- fostering a vibrant and dynamic economy;

Principles for Cooperation
Atl'Kitsem /Howe Sound Community Forum
DRAFT with track changes

- raising awareness about land use; and
- ensuring the public is informed and encouraged to be active.

5. Shared Values

The Forum will involve the collective efforts of **First Nations** and a wide variety of governments, non-government organizations, the private sector, educational institutions and individuals to pursue the following values and objectives. The Forum shares the following values and objectives.

Value...Recognition of Indigenous Rights and Titles

Objective – Respect and support of Aboriginal Rights and Title, traditional knowledge and sacred places....

Value...Spirit of Sharing

Objective - The many interests and organizations in the Region can strengthen the effectiveness of programs by openly sharing information and knowledge.

Value... Action Orientation

Objective - The Forum will encourage groups to take actions that produce positive observable results and public benefit to communities.

Value...Efforts towards Sustainability

Objective – The Forum members recognize the need to effectively manage and maintain a balanced relationship between community development and the protection of unique biophysical, First Nations sacred places and cultural qualities of the Region.

Value... The need for Cooperation and observing protocol

Objective -Governments, First Nations and organizations will be encouraged to work together.

Value...Stewardship

Objective - Voluntary action of individuals and organizations as a powerful and effective tool for achieving positive results is an objective of the Forum.

Value... Transcending Jurisdictions

Objective - The Forum will encourage communities to work together for the greater good because territorial lines on a map mean nothing in terms of sustainability.

Value...Focus and Transparency

Objective - Forum member programs will encourage clear objectives and use accountable processes that are available to Forum members and the public.

Value... Respect for Diversity

Objective - It is recognized that while every member of the **Forum** may have a different focus or interest, they are encouraged to acknowledge a shared interest in the sustainability of the **Region**.

Principles for Cooperation
Atl'Kitsem /Howe Sound Community Forum
DRAFT with track changes

6. Structure (The Members)

A hosting community from the membership will act as the focal point and be responsible to coordinate meetings and agenda material.

The hosting community will rotate among the Forum members and meetings will be held bi-annually, or more frequently, as requested by any member or as predicated by local issues.

Task forces or sub forums may be established to focus on specific projects.

Charter members of the Atl'Kitsem/Howe Sound Community Forum include elected representatives of:

Bowen Island Municipality

Gambier Island Local Trust Committee

Town of Gibsons

Village of Lions Bay

Metro Vancouver Regional District

District of Squamish

Squamish-Lillooet Regional District

Squamish Nation/Skwú7mesh Úxwumixw

Sunshine Coast Regional District

Tsleil-Waututh Nation

Village of Pemberton

District of West Vancouver

Resort Municipality of Whistler

7. Activities (Action and Results)

The Forum members are not expected to make decisions as a body and will achieve its objectives through activities that build on the talents, knowledge and actions of its individual members by:

- Facilitating information exchange about local or regional projects.
- Supporting members by sharing information, research and best practices.
- Apprise the public of topical and important matters that affect us all.
- Identifying areas of public policy that require attention and projects that deserve the support of the Forum members.
- Assessing progress through benchmark, monitoring, and program assessments; and
- Promoting transparency and accessibility by the Forum members.

Principles for Cooperation
Atl'Kitsem / Howe Sound Community Forum
DRAFT with track changes

Therefore, all the parties of the Howe Sound Community Forum commit to respect the Principles for Cooperation. Approved by:

Bowen Island Municipality:

Murray Skeels, Mayor

Gambier Island Local Trust:

Susan Morrison, Chair

Town of Gibsons:

Wayne Rowe, Mayor

Village of Lions Bay:

Karl Buhr, Mayor

Metro Vancouver:

Greg Moore, Chair

Town of Pemberton:

Mike Richman, Mayor

District of Squamish:

Patricia Heintzman, Mayor

Squamish Lillooet Regional District:

Jack Crompton, Chair

Squamish Nation:

Ian Campbell, Chief

Sunshine Coast Regional District:

Garry Nohr, Chair

Tsleil-Waututh Nation:

Maureen Thomas, Chief

Resort Municipality of Whistler:

Nancy Wilhelm-Morden, Mayor

District of West Vancouver:

Mike Smith, Mayor

Principles for Cooperation
Atl'Kitsem /Howe Sound Community Forum
DRAFT with changes accepted

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Gambier Island Local Trust Committee	Sunshine Coast Regional District
Town of Gibsons	Tsleil-Waututh Nation
Village of Lions Bay	Village of Pemberton
Metro Vancouver Regional District	District of West Vancouver
District of Squamish	Resort Municipality of Whistler
Squamish-Lillooet Regional District	

7. Activities (Action and Results)

The Forum members are not expected to make decisions as a body and will achieve its objectives through activities that build on the talents, knowledge and actions of its individual members by:

- Facilitating information exchange about local or regional projects.
- Supporting members by sharing information, research and best practices.
- Apprise the public of topical and important matters that affect us all.
- Identifying areas of public policy that require attention and projects that deserve the support of the Forum members.
- Assessing progress through benchmark, monitoring, and program assessments; and
- Promoting transparency and accessibility by the Forum members.

Principles for Cooperation
Atl'Kitsem /Howe Sound Community Forum
DRAFT with changes accepted

Therefore, all the parties of the Howe Sound Community Forum commit to respect the Principles for Cooperation. Approved by:

Bowen Island Municipality:

Murray Skeels, Mayor

Gambier Island Local Trust:

Susan Morrison, Chair

Town of Gibsons:

Wayne Rowe, Mayor

Village of Lions Bay:

Karl Buhr, Mayor

Metro Vancouver:

Greg Moore, Chair

Town of Pemberton:

Mike Richman, Mayor

District of Squamish:

Patricia Heintzman, Mayor

Squamish Lillooet Regional District:

Jack Crompton, Chair

Squamish Nation:

Ian Campbell, Chief

Sunshine Coast Regional District:

Garry Nohr, Chair

Tsleil-Waututh Nation:

Maureen Thomas, Chief

Resort Municipality of Whistler:

Nancy Wilhelm-Morden, Mayor

District of West Vancouver:

Mike Smith, Mayor



DATE OF MEETING: August 31, 2017
TO: Gambier Island Local Trust Committee
FROM: Madeleine Koch, MCIP, RPP, Planner 2
Northern Team
SUBJECT: Gambier Island Development Permit Area 3 – Minor Amendments

RECOMMENDATIONS

1. That the Gambier Island Local Trust Committee endorse the amended Project Charter for the *Riparian Areas Regulation* Implementation Project;
2. That the Gambier Island Local Trust Committee request staff to draft amendments to Section 9.3 of the Gambier Island Land Use Bylaw to:
 - a) Specify a “designated area” of applicability in accordance with the *Riparian Areas Regulation* “Riparian Assessment Area”;
 - b) Include an exemption for development taking place outside the “designated area”;
 - c) Specify how *Riparian Areas Regulation* applicability is to be determined; and
 - d) Include guidelines for watercourses not subject to the *Riparian Areas Regulation*, which are consistent with the guidelines for the Keats Island Streamside Protection Development Permit Area;
3. That the Gambier Island Local Trust Committee request staff notify the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and all First Nations with interests in Gambier Island as noted in the Provincial Consultative Areas Database, of the intent to amend the Gambier Island Land Use Bylaw for the purpose of making minor revisions to Development Permit Area No. 3.
4. That the Gambier Island Local Trust Committee request staff to explore options for developing a “Riparian Declaration” to accompany building permit applications; and
5. That the Gambier Island Local Trust Committee request that \$2,000 be allocated from the Gambier Island Official Community Plan project budget to offset expenses related to the legislative process of amending bylaws as part of the *Riparian Areas Regulation* Implementation Project.

REPORT SUMMARY

The purpose of this report is to advise the Gambier Island Local Trust Committee (LTC) of implementation challenges associated with the recently adopted Development Permit Area No. 3: Riparian Areas (Bylaws 140 and 141) applicable to Gambier Island, and to recommend solutions to these challenges.

BACKGROUND

On April 7, 2017, the Gambier Island LTC adopted Bylaws No. 140 and 141, which respectively amended the Gambier Island Official Community Plan (OCP) and the Gambier Island Land Use Bylaw (LUB) for the purposes of

protecting watercourses and implementing the provincial *Riparian Areas Regulation* (RAR) via a new Development Permit Area (DPA) – “Development Permit Area No. 3: Riparian Areas” (see Attachments 1 and 2 for applicable sections of the OCP and LUB).

At the Gambier Island LTC meeting on July 27, 2017, staff advised the LTC of certain implementation challenges associated with the new DPA. Staff also requested clarification on whether the LTC had intended for the DPA, and development application requirements, to apply to all watercourses on Gambier, or only those subject to the RAR. The LTC indicated that their intention had been to capture both “RAR” and “non-RAR” watercourses with the DPA, and directed staff to provide a report.

GM-2017-040

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to bring back a report regarding guidelines for the Riparian Area Regulations Development Permit Area for the August 31st Local Trust Committee meeting.

CARRIED

ANALYSIS

Issues and Recommended Solutions

1. Issue: No guidelines for Non-RAR watercourses

The DPA as currently written suggests it is only intended to apply to RAR applicable watercourses (although there is no explicit exemption for non-RAR watercourses). Each of the guidelines is worded on the basis of the applicant having secured a formal RAR “Assessment Report” – a document which is typically only produced for RAR applicable watercourses. At present, none of the guidelines apply to development adjacent to non-RAR watercourses.

Recommended solution:

The Gambier LTC recently adopted “DP-2 Streamside Protection” for Keats Island and the new bylaw is currently awaiting Ministerial approval. This DPA includes guidelines for development adjacent to non-RAR watercourses, (see Attachment 3). It is recommended that the LTC apply the same guidelines from Keats Island’s DP-2 to Gambier Island’s Development Permit Area No. 3 (Riparian Areas).

2. Issue: “Designated Area” of Applicability not indicated in Land Use Bylaw

The intent of the DPA is to require permits for development within a “designated area” consistent with the RAR “riparian assessment area” which is defined as follows:

- (a) for a stream, the 30 meter strip on both sides of the stream, measured from the high water mark,*
- (b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 metres beyond the top of the ravine bank, and*
- (c) for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 metres beyond the top of the ravine bank;*

At present, the Gambier Island OCP indicates a “designated area” in accordance with the RAR, but the Land Use Bylaw does not. There is no exemption in the LUB for development taking place outside of the designated area. This is problematic because there is currently no ability to exempt development outside the designated area. A strict interpretation of the bylaws as written requires an application for any applicable development, anywhere on Gambier Island, regardless of whether or not a watercourse is present.

Recommended Solution:

This issue could be resolved by amending the Land Use Bylaw to include the “designated area” language currently contained in the OCP, and by including an exemption for development taking place outside of the “designated area”.

3. *Issue: Method of Determining RAR Applicability not specified*

The DPA is intended to apply to both RAR and non-RAR watercourses, but it does not indicate a method for determining whether or not a watercourse is subject to the RAR. This determination is important because RAR watercourses are subject to the Provincial Regulation, with specific RAR assessment methodology and reporting requirements, whereas non-RAR watercourses are not. If, as recommended, separate guidelines are developed for RAR and non-RAR watercourses, determining RAR applicability will be necessary in order to apply the correct guidelines.

Recommended Solution:

The recommended option for resolving this is to require a “Qualified Environmental Professional” (QEP) to evaluate whether the RAR applies each time development is proposed within the “designated area”. Under this approach, applicants would be asked to supply confirmation from a QEP of whether or not the watercourse is subject to the RAR. If not applicable to RAR, the non-RAR guidelines would apply; if RAR-applicable, the RAR guidelines would apply. This approach is used in other local government jurisdictions with comprehensive watercourse protection DPAs.

4. *Issue: Method of Determining Watercourse Presence not specified*

Because a comprehensive DPA approach was used, staff do not have detailed mapping to determine where watercourses are present. As part of the background research for this project, a mapping analysis of RAR-applicable watersheds was conducted, but this did not include site-level detail, and did not capture non-RAR applicable watercourses.

Recommended Solution:

Some other jurisdictions with comprehensive DPAs include a RAR “declaration” form in their building permit application packages, which asks applicants to disclose whether or not any watercourses are located on their property. If an applicant indicates no watercourses are present, but staff have reason to suspect otherwise, there may be an option to require a QEP to conduct an evaluation. Staff can explore the possibility of developing such a declaration form, and collaborating with the Sunshine Coast Regional District to include this with their building permit application package. The Regional District of Nanaimo RAR declaration form and policy is attached to this report as an example (see Attachment 4).

Consultation

Because the required amendments would be considered minor in nature and it would be beneficial for the amendments to occur in a timely manner, staff do not recommend a lengthy or complex consultation process.

Statutory Requirements

The existing DPA issues could be resolved through amendments to the Land Use Bylaw; OCP amendments are not required. In accordance with Section 464(2) of the *Local Government Act*, the public hearing for the recommended amendments could be waived in lieu of the LTC giving notice (in the newspaper). The LTC is not yet required to make a decision as to whether or not a public hearing will be held at the current time. However, either a public hearing or notice must occur prior to third reading of bylaws to amend the Gambier Island LUB.

Furthermore, there may be an opportunity to align the legislative process with that of the Bowyer/Anvil DPA process that is currently underway. More discussion about these two processes running in tandem can occur at a subsequent LTC meeting.

Agencies and First Nations

As noted, staff do not anticipate or recommend a lengthy or complex consultation process. However, referral to agencies and First Nations should occur. This should include, at a minimum, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (RAR Office) and First Nations with identified interests in Gambier Island as noted within the Province of BC Consultative Areas Database.

As bylaws have not yet been drafted, the LTC may request that staff provide early notification to the noted agencies and First Nations at this time.

Rationale for Recommendation

The staff recommendations are noted on page 1. These recommendations would address the current issues with Development Permit Area No. 3 – Riparian Areas. The non-RAR guidelines adopted for Keats Island are general enough in nature that they could be applied to Gambier as written. Furthermore, it is good practice to use consistent wording across Local Trust Area bylaws.

Because the recommendations would only involve Land Use Bylaw amendments consistent with the OCP, the legislative process could theoretically be expedited through public notification in lieu of a public hearing.

ALTERNATIVES

- 1. Request further information
- 2. Request staff to explore alternative solutions
- 3. Receive for information

NEXT STEPS

If the recommendations are approved, staff will draft an amendment bylaw and present it to the LTC in due course.

Submitted By:	Madeleine Koch, MCIP, RPP Planner 2	August 22, 2017
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	August 22, 2017

ATTACHMENTS

- 1. Development Permit Area No. 3 – OCP Excerpt
- 2. Development Permit Area No. 3 – LUB Excerpt
- 3. Keats Island DP-2 Streamside Protection Guidelines
- 4. Regional District of Nanaimo RAR Declaration Policy

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 140

A BYLAW TO AMEND GAMBIER ISLAND OFFICIAL COMMUNITY PLAN, 2001

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. Citation

This bylaw may be cited for all purposes as “Gambier Island Official Community Plan, 2001, Amendment No. 1, 2016”.

2. Gambier Island Local Trust Committee Bylaw No. 73, cited as “Gambier Island Official Community Plan, 2001,” is amended as follows:

2.1 **SCHEDULE A – Policy Document, Part 12 PERMITS AND DEVELOPMENT APPROVAL INFORMATION**, is removed in its entirety and replaced with the following text:

“Development Permit Areas (DPAs) are established, pursuant to Section 488 of the *Local Government Act*, for the protection of the natural environment, its ecosystems and biological diversity.

This section designates development permit areas and provides justification for the designations. This section also specifies development approval information that may be required for designated development permit areas.

DEVELOPMENT PERMIT AREAS

12.1 Development Permit Area No. 1: Watershed Areas

12.1.1 Designated Area

The Local Trust Committee may issue development permits to protect the natural environment, its ecosystems and biological diversity for areas designated as Development Permit Area No. 1 on Schedule I.

12.1.2 Justification

This development permit area includes streams, lakes, wetlands, groundwater catchment areas and watershed areas that have been identified as important as fish, wildlife and plant habitats and as water supplies or water recharge areas for rural and residential use. The objectives of this designation are:

1. to conserve biological diversity and habitat values of riparian and aquatic ecosystems;

2. to prevent the degradation of existing and future water supplies in the Gambier Island Planning Area; and
3. to maintain groundwater recharge capability in the Gambier Island Planning Area.

Riparian areas are important wildlife habitat. Riparian forests and other vegetation perform essential functions in maintaining the quality of aquatic habitat. Trees and shrubs shade streams, preventing high water temperatures that can be harmful to fish and other aquatic animals and provide cover that enables fish to avoid predators. Mature trees along streams provide a source of large organic debris that maintains pools and cascades used by fish. Plant roots and ground-covering vegetation stabilise stream banks and help to maintain high water quality by filtering sediments and pollutants throughout a drainage system. Riparian and aquatic habitats are unique and necessary to many species of plants and animals.

The management of watershed areas is important as the removal of vegetation and the development of impervious surfaces, such as roads, buildings or the compaction of soil from vehicle use can accelerate surface water flows and introduce larger volumes of water into streams, lakes and wetlands.

Accelerated water flows also act to collect ground surface contaminants including:

- run-off from construction debris, in particular from drywall;
- lignin and tannin released from felled trees left to rot rather than removed to a less vulnerable area;
- faecal coliform from the introduction of pets and farm animals;
- nitrates from fertilizers and pesticides from vegetable and ornamental gardens;
- wood preservation chemicals that leach from fences and other soft- wood (cedar) constructed structures;
- manure and associated residues from gardens;
- oil, gas, transmission fluids and other hydro carbon compounds from vehicle maintenance and use;
- garbage accumulation that provides residues and which also attracts rodents and mammals which leave wastes;
- PCP's and dioxin which can be produced from burning green wet garden refuse along with plastic bags;
- salts which may be applied on icy roads and driveways;
- leaching from spent containers of paint and preservatives and from these materials as they are applied to garages, sheds, green houses, boats etc.;
- movement of septic tank effluent in absorption fields to surface run-off;
- run-off from wastes and eroded terrain that occurs from home occupations, swimming pool construction, residential development, driveways, and recreational and farm vehicle use; and
- biological contaminants such as giardia lamblia and salmonella and viruses such as Hepatitis A.

Land use activities in the higher elevations of Gambier Island can also impact the ability of the island to recharge its groundwater supplies. Large land use activities that accelerate surface water flows or compact the soils decrease the ability of the ground to absorb rainfall. This rainfall in the

higher elevations of the island seeps through the soil and ultimately provides the groundwater supply in the lower elevations where much of Gambier Island's groundwater demands exist from residential development.

12.1.3 Development Approval Information

- (a) Development approval information shall be required for the area that is subject to Development Permit Area 1.
- (b) Applicants for a development permit in Development Permit Area 1 must provide development approval information when applying for a development permit.
- (c) Development Permit Area 1 protects the natural environment and specifically the water quality and quantity of streams, lakes, wetlands, and groundwater catchment areas. Development approval information is required to determine under what circumstances and conditions development permits may be issued to manage development that potentially has significant impact on the natural environment and water quality and quantity. The potential cumulative impact will be assessed in relation to pre-existing impacts in order to protect the overall resiliency of the watershed.

12.2 Development Permit Area No. 2: Shoreline Protection Area (Brigade Bay Area)

12.2.1 Designated Area

The Local Trust Committee may issue development permits to protect the natural environment, its ecosystems and biological diversity for Marine and Foreshore designated areas considered to have potential fishery resource values. The area designated as Development Permit Area No. 2 (Brigade Bay Area) on Schedule I is a development permit area for protection of the natural environment, its ecosystems and biological diversity.

12.2.2 Justification

The development permit area includes an area 15 metres upland of the natural boundary of the sea and an area 30 metres seaward of the natural boundary of the sea that represent an area that is important for fish habitat or is within an area of potential impact on such habitat. The objectives of the designation are:

1. to conserve biological diversity and habitat values of marine ecosystems;
2. to ensure no net loss in fisheries values; and
3. to ensure that any development in the upland portion of the development permit area has no impacts on adjacent fisheries values.

Maintenance of vegetation in upland areas can minimize siltation of shoreline zones and assist in preventing erosion of existing shoreline.

Eelgrass beds, rocky shoreline and variable substrate can provide opportunity for fish habitat and protection from predators.

The management of the shoreline and immediate upland area in the vicinity of areas of fish habitat is important to maintain the integrity of the habitat and allows for the ongoing maintenance of the fishery resource.

12.2.3 Development Approval Information

- (a) Development approval information shall be required for the area that is subject to Development Permit Area 2 (Brigade Bay Area).
- (b) Applicants for a development permit in Development Permit Area 2 (Brigade Bay Area) must provide development approval information when applying for a development permit.
- (c) Development Permit Area 2 protects the natural environment and specifically fish habitat values in marine areas. Development approval information is required to determine under what circumstances and conditions development permits may be issued to manage development that potentially has a significant impact on the natural environment and fish values.

12.3 **Development Permit Area No. 3: Riparian Areas**

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

12.3.1 Designated Area

Development Permit Area No. 3 applies to all *streams* as defined in the RAR and encompasses any of the following on Gambier Island 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 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 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 beyond the top of the ravine bank;

For a stream located within a ravine that is 60 metres 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 beyond the top of the ravine bank;

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

12.3.2 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.

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 *Riparian Areas 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. The objectives of this designation are:

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

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 Gambier Island.

12.3.3 Development Approval Information

- (a) Development Permit Area 3 is designated as an area for which development approval information may be required as authorized by Section 485 of the *Local Government Act*.
- (b) Development approval information in the form of an assessment report as defined in the RAR submitted by a Qualified Environmental Professional (QEP) as defined in the RAR will be required for applicable development activities.
- (c) Development Permit Area 3 protects the natural environment and specifically fish habitat values. Development approval information is required to determine under what circumstances and conditions development permits may be issued to manage development that potentially has a significant impact on the natural environment and fish habitat. ”

2.2 SCHEDULE I - DEVELOPMENT PERMIT AREAS is replaced with Plan 1, which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	19 TH	DAY OF	MAY	, 2016
PUBLIC HEARING HELD THIS	25 TH	DAY OF	AUGUST	, 2016
READ A SECOND TIME THIS	25 TH	DAY OF	AUGUST	, 2016
READ A THIRD TIME THIS	25 TH	DAY OF	AUGUST	, 2016
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	5 TH	DAY OF	OCTOBER	, 2016
APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT THIS	13 TH	DAY OF	MARCH	, 2017
ADOPTED THIS	7 TH	DAY OF	APRIL	, 2017

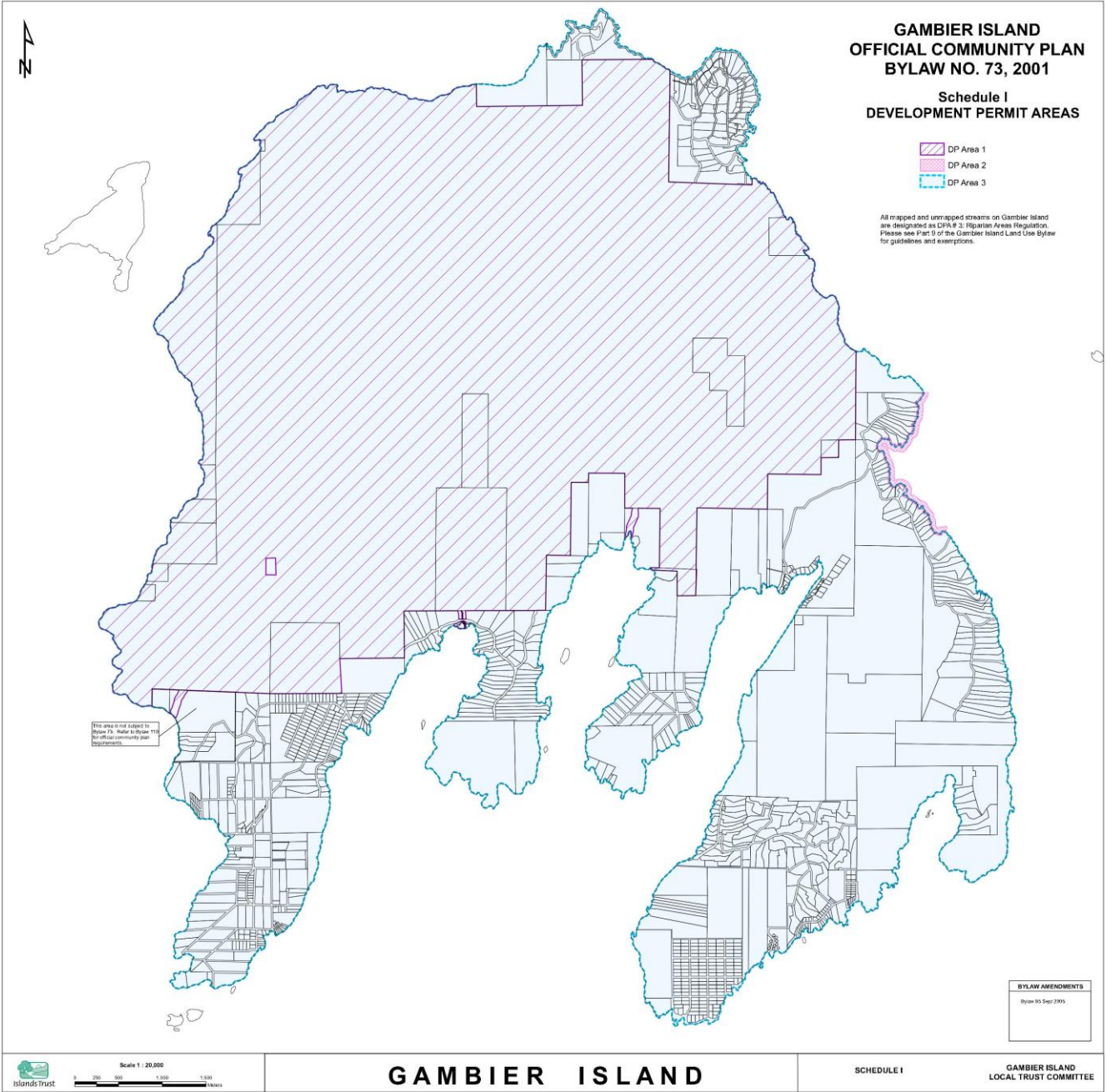
SECRETARY

CHAIRPERSON

GAMBIER ISLAND LOCAL TRUST COMMITTEE

BYLAW No.140

PLAN NO. 1



**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 141**

A BYLAW TO AMEND GAMBIER ISLAND LAND USE BYLAW, 2004

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. Citation

This bylaw may be cited for all purposes as “Gambier Island Land Use Bylaw, 2004, Amendment No. 1, 2016”.

2. Gambier Island Local Trust Committee Bylaw No. 86, cited as “Gambier Island Land Use Bylaw, 2004,” is amended as follows:

2.1 PART 1 – INTERPRETATION, Section 1.1 Definitions, is amended by inserting the following new definition in alphabetical order:

“LANDSCAPED AREA means an area significantly altered by human activity where there is the continuous maintenance of no vegetation, cultivated vegetation and/or landscape materials, including but not limited to stones, boulders, cobbles, pavers and decorative concrete.”

2.2 PART 9 – DEVELOPMENT PERMIT AREA GUIDELINES AND EXEMPTIONS, is amended by inserting the following:

“9.3 Development Permit Area No. 3 (Riparian Areas)

Definitions

- (1) Terms used in Section 9.3 that are defined in the Provincial *Riparian Areas Regulation* have the same meaning as the definition given in the *Regulation*.

Applicability

- (2) The following activities shall require a development permit whenever they occur within Development Permit Area No. 3, unless specifically exempted under Subsection 9.3(3):
- (a) subdivision of land
 - (b) construction of, addition to, or alteration of a building or other structure
 - (c) removal, alteration or destruction of vegetation
 - (d) disturbance of soils
 - (e) creation of non-structural, impervious or semi-impervious surfaces
 - (f) application of artificial fertilizer, pesticides or herbicides
 - (g) any other development, as that term is defined under the Provincial *Riparian Areas Regulation*

Exemptions

- (3) The following activities are exempt from any requirement for a Development Permit No. 3 development permit:
- (a) for certainty, all uses that are not residential, commercial or industrial or accessory to such a use;
 - (b) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;
 - (c) repair or replacement of a septic field in situ;
 - (d) the removal of trees that have been examined by an arborist and certified in writing to pose a threat to life or property;
 - (e) With the exception of trees and vegetation containing nests protected under Section 34 of the *Wildlife Act*, cutting of vegetation and trees more than 20 metres from the stream's high water mark or the top of the ravine bank, provided the cutting is not a precursor to development, roots and stumps are left in the ground, and the cutting does not result in land alteration;
 - (f) gardening and yard maintenance activities, not involving the application of artificial fertilizer, pesticides or herbicides, within a pre-existing landscaped area, including mowing, pruning, planting, and minor soil disturbance that does not alter the general contours of the land;
 - (g) manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices;
 - (h) pruning of not more than two trees in one growing season in accordance with the standards and recommendations of the International Society of Arboriculture, which does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone;
 - (i) ecological restoration or enhancement projects undertaken or authorized by a public body;
 - (j) work authorized by Fisheries and Oceans Canada under Section 35 of the *Fisheries Act*;
 - (k) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - i. emergency actions for flood-protection and erosion protection;
 - ii. clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow; and
 - iii. repairs to bridges and safety fences carried out in accordance with the *Water Act*;
 - iv. creation of a fire break in accordance with the *Wildfire Act*.
 - (l) The construction of a fence if no trees are removed and the disturbance of native vegetation is restricted to 0.5 metres on either

side of the fence, or 1.5 metres on either side of the fence in agricultural areas;

- (m) The construction of a private trail if all of the following apply;
 - i. The trail is 1 metre (1.6 feet) wide or less;
 - ii. No trees are removed;
 - iii. The surface of the trail is pervious;
 - iv. The trail is designed to prevent soil erosion where slopes occur; and
 - v. Where the trail parallels the stream, the trail is more than 5 metres away from the high water mark of a stream.
- (n) Disturbance of soils more than 20 metres from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 metres squared;
- (o) The constructing of a small accessory building more than 20 metres from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 metres squared.

Information Note: Despite these exemption provisions, owners are required to satisfy any other applicable local, provincial or federal requirements.

Information Note: Activities not listed here that are regulated under other provincial or federal legislation may not require a development permit.

Information Note: For best management practices on manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.

Guidelines

- (4) Prior to undertaking any applicable development activities within Development Permit Area No. 3, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:
 - (a) In general, all development in this Development Permit Area (DPA) should be undertaken in a manner that restores or maintains the proper function and condition of the riparian area, water bodies and ecosystems. Where a Qualified Environmental Professional (QEP) has, as part of the assessment report defined in the RAR, made recommendations for mitigation measures, enhancement or restoration in order to lessen impacts on the riparian area and ecosystems, the Local Trust Committee may impose permit conditions, including a requirement for security in the form of an irrevocable letter of credit, to ensure the restoration and/or protection of riparian areas and ecosystems is consistent with the measures and recommendations described in the assessment report submitted to the provincial RAR Notification System (RARNS).

- (b) The development permit should not allow any development activities to take place within any Streamside Protection and Enhancement Area (SPEA) identified in the assessment report by the QEP and the owner should be required to follow any measures identified by the QEP for protecting the SPEA over the long term and these measures should be included as conditions of the development permit. The width of the SPEA may be less than the width of the DPA.
- (c) Where a QEP's RAR assessment report describes an area within the DPA as suitable for development, that is, where the SPEA is less than the width of the DPA, the development permit should only allow the development to occur in compliance with the measures described in the RAR assessment report. Monitoring and regular reporting by a QEP at the applicant's expense may be required during construction and development phases, as specified in a development permit.
- (d) If the nature of the proposed project within the DPA changes after the RAR assessment report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the applicant to have the professional update the assessment at the applicant's expense and development permit conditions may be amended accordingly.
- (e) The Local Trust Committee may consider variances to the subdivision, siting or size regulations of this Bylaw where the variance may result in enhanced protection of a SPEA, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report."

Information Note: While recommendations from more than one professional may be required to establish comprehensive mitigation measures (as QEPs must act in their area of expertise), an assessment report as defined in the RAR must be submitted to the provincial RAR Notification System (RARNS) by a QEP.

Information Note: Development of a permitted use can be limited but not sterilized by the Riparian Areas Regulation.

READ A FIRST TIME THIS	19 TH	DAY OF	MAY	, 2016
PUBLIC HEARING HELD THIS	25 TH	DAY OF	AUGUST	, 2016
READ A SECOND TIME THIS	25 TH	DAY OF	AUGUST	, 2016
READ A THIRD TIME THIS	25 TH	DAY OF	AUGUST	, 2016
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS				
	5 TH	DAY OF	OCTOBER	, 2016
ADOPTED THIS	7 TH	DAY OF	APRIL	, 2017

Chair

Secretary

PROPOSED

GAMBIER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 130

A BYLAW TO AMEND KEATS ISLAND LAND USE BYLAW, 2002

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. Citation

This bylaw may be cited for all purposes as “Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2015”.

2. Gambier Island Local Trust Committee Bylaw No. 78, cited as “Keats Island Land Use Bylaw, 2002,” is amended as follows:

2.1 PART 1 – ADMINISTRATION AND INTERPRETATION, Section 1.2
INTERPRETATION, Subsection 1.2.1 Referencing is amended by deleting the text of this section and replacing with the following:

“Referencing

.1 In the system used for referencing provisions, the first reference indicates parts of the bylaw, the second indicates sections, the third indicates subsections, the fourth indicates articles, and the fifth indicates clauses:

- Part 1
- Section 1.1
- Subsection .1
- Article a)
- Clause i.”

2.2 PART 1 – ADMINISTRATION AND INTERPRETATION, Section 1.5
DEFINITIONS, Subsection 1.5.1 is amended by inserting the following new definition in alphabetical order:

“landscaped area means an area significantly altered by human activity where there is the continuous maintenance of no vegetation, cultivated vegetation and/or landscape materials, including but not limited to stones, boulders, cobblestones, pavers and decorative concrete.”

2.3 SCHEDULE A – LAND USE BYLAW TEXT is amended by adding a new PART 9, immediately following “PART 8 – PERMITS”, as follows:

“PART 9 – DEVELOPMENT PERMIT AREA GUIDELINES

Information Note: Development Permit Areas are designated and described in Section 7 of the Keats Island Official Community Plan and their locations are shown on Schedule E of that Plan.

9.1 DP-1 RIPARIAN AREAS

Definitions

- .1 Terms used in Section 9.1 that are defined in the Provincial *Riparian Areas Regulation* have the same meaning as the definition given in the *Regulation*.

Applicability

- .2 The following activities shall require a development permit whenever they occur within the Development Permit Area (DPA), unless specifically exempted under Subsection 9.1.3:

- subdivision of land
- construction of, addition to, or alteration of a building or other structure
- removal, alteration or destruction of vegetation
- disturbance of soils
- creation of non-structural, impervious or semi-impervious surfaces
- application of artificial fertilizer, pesticides or herbicides
- any other development, as that term is defined under the Provincial *Riparian Areas Regulation*

Exemptions

- .3 The following activities are exempt from any requirement for a DP-1 development permit:
- a) for certainty, all uses that are not residential, commercial or industrial or accessory to such a use;
 - b) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;
 - c) repair or replacement of a septic field in situ;
 - d) the removal of trees that have been examined by an arborist and certified in writing to pose a threat to life or property;
 - e) With the exception of trees and vegetation containing nests protected under Section 34 of the *Wildlife Act*, cutting of vegetation and trees more than 10 metres (32.8 feet) from the stream's high water mark or the top of the ravine bank, provided the cutting is not a precursor to development, roots and stumps are left in the ground, and the cutting does not result in land alteration;
 - f) gardening and yard maintenance activities, not involving the application of artificial fertilizer, pesticides or herbicides, within a pre-existing landscaped area, including mowing, pruning, planting, and minor soil disturbance that does not alter the general contours of the land;

- g) manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices;
- h) pruning of not more than two trees in one growing season in accordance with the standards and recommendations of the International Society of Arboriculture, which does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone;
- i) ecological restoration or enhancement projects undertaken or authorized by a public body;
- j) work authorized by Fisheries and Oceans Canada under Section 35 of the *Fisheries Act*;
- k) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - i. emergency actions for flood-protection and erosion protection;
 - ii. clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow; and
 - iii. repairs to bridges and safety fences carried out in accordance with the *Water Act*;
 - iv. creation of a fire break in accordance with the *Wildfire Act*.
- l) The construction of a fence if no native trees are removed and the disturbance of native vegetation is restricted to 0.5 metres (1.6 feet) on either side of the fence, or 1.5 metres (4.9 feet) on either side of the fence in agricultural areas;
- m) The construction of a private trail if all of the following apply:
 - i. The trail is 1 metre (3.28 feet) wide or less;
 - ii. No trees are removed;
 - iii. The surface of the trail is pervious;
 - iv. The trail is designed to prevent soil erosion where slopes occur; and
 - v. Where the trail parallels the stream, the trail is more than 5 metres (16.4 feet) away from the high water mark of a stream.
- n) Disturbance of soils more than 10 metres (32.8 feet) from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 metres (16.4 feet) squared;
- o) The constructing of a small accessory building more than 10 metres (32.8 feet) from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 metres (32.8 feet) squared.

Information Note: Despite these exemption provisions, owners are required to satisfy any other applicable local, provincial or federal requirements.

Information Note: Activities not listed here that are regulated under other provincial or federal legislation may not require a development permit.

Information Note: For best management practices on manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.

Guidelines

- .4 Prior to undertaking any applicable development activities within DP-1, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:
 - a) In general, all development in this development permit area (DPA) should be undertaken in a manner that restores or maintains the proper function and condition of the riparian area, water bodies and ecosystems. Where a Qualified Environmental Professional (QEP) has, as part of the assessment report defined in the RAR, made recommendations for mitigation measures, enhancement or restoration in order to lessen impacts on the riparian area and ecosystems, the Local Trust Committee may impose permit conditions, including a requirement for security in the form of an irrevocable letter of credit, to ensure the restoration and/or protection of riparian areas and ecosystems is consistent with the measures and recommendations described in the assessment report submitted to the provincial RAR Notification System (RARNS).
 - b) The development permit should only allow within any Streamside Protection and Enhancement Area (SPEA) activities identified by the QEP in a RAR assessment report, the owner should be required to follow any measures identified by the QEP for protecting the SPEA over the long term and these measures should be included as conditions of the development permit. The width of the SPEA may be less than the width of the DPA.
 - c) Where a QEP's RAR assessment report describes an area within the DPA as suitable for development, that is, where the SPEA is less than the width of the DPA, the development permit should only allow the development to occur in compliance with the measures described in the RAR assessment report. Monitoring and regular reporting by a QEP at the applicant's expense may be required during construction and development phases, as specified in a development permit.
 - d) If the nature of the proposed project within the DPA changes after the RAR assessment report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the applicant to have the professional update the assessment at the applicant's expense and development permit conditions may be amended accordingly.
 - e) The Local Trust Committee may consider variances to the subdivision, siting or size regulations of this Bylaw where the variance may result in enhanced protection of a SPEA, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report."

9.2 DP-2 STREAMSIDE PROTECTION

Applicability

- .1 The following activities shall require a development permit whenever they occur within the Development Permit Area (DPA), unless specifically exempted under Subsection 9.2.2:
- construction of, addition to, or alteration of a building or other structure
 - removal, alteration or destruction of vegetation
 - disturbance of soils
 - creation of non-structural, impervious or semi-impervious surfaces
 - application of artificial fertilizer, pesticides or herbicides

Exemptions

- .2 The following activities are exempt from any requirement for a DP-2 development permit:
- a) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;
 - b) repair or replacement of a septic field in situ;
 - c) the removal of trees that have been examined by an arborist and certified in writing to pose a threat to life or property;
 - d) With the exception of trees and vegetation containing nests protected under Section 34 of the *Wildlife Act*, cutting of vegetation and trees more than 15 metres (49.21 feet) from the stream's high water mark or the top of the ravine bank, provided the cutting is not a precursor to development, roots and stumps are left in the ground, and the cutting does not result in land alteration;
 - e) gardening and yard maintenance activities, not involving the application of artificial fertilizer, pesticides or herbicides, within a pre-existing landscaped area, including mowing, pruning, planting, and minor soil disturbance that does not alter the general contours of the land;
 - f) manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices;
 - g) pruning of not more than two trees in one growing season in accordance with the standards and recommendations of the International Society of Arboriculture, which does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone;

- h) ecological restoration or enhancement projects undertaken or authorized by a public body;
- i) work authorized by Fisheries and Oceans Canada under Section 35 of the *Fisheries Act*;
- j) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - i. emergency actions for flood-protection and erosion protection;
 - ii. clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow; and
 - iii. repairs to bridges and safety fences carried out in accordance with the *Water Act*;
 - iv. creation of a fire break in accordance with the *Wildfire Act*.
- k) The construction of a fence if no native trees are removed and the disturbance of native vegetation is restricted to 0.5 metres (1.6 feet) on either side of the fence;
- l) The construction of a private trail if all of the following apply:
 - i. The trail is 1 metre (3.28 feet) wide or less;
 - ii. No native trees are removed;
 - iii. The surface of the trail is pervious;
 - iv. The trail is designed to prevent soil erosion where slopes occur; and
 - v. Where the trail parallels the stream, the trail is more than 5 metres (16.4 feet) away from the high water mark of a stream.
- m) Disturbance of soils more than 15 metres (49.21 feet) from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 metres (16.4 feet) squared;
- n) The constructing of a small accessory building more than 15 metres (49.21 feet) from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 metres squared (107.6 square ft).

Information Note: Despite these exemption provisions, owners are required to satisfy any other applicable local, provincial or federal requirements.

Information Note: Activities not listed here that are regulated under other provincial or federal legislation may not require a development permit.

Information Note: For best management practices on manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.

Guidelines

- .3 Prior to undertaking any applicable development activities within DP-2, an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:
- a) In general, all development in this development permit area (DPA) should be undertaken in a manner that restores or maintains the proper function and condition of the riparian area, water bodies and ecosystems.
 - b) Native vegetation and trees are to be retained or replaced to control erosion, protect banks and protect fish and wildlife habitat.
 - c) Applicants are to provide a report, prepared by a qualified professional with experience in surface water management and the protection of habitat. The report should indicate the type of conditions that should be incorporated into the development permit to achieve the objectives and comply with the guidelines of this Development Permit Area.
 - d) Where this DPA includes unique native species dependent on streamside habitat identified by a qualified professional as worthy of particular protection, their habitat areas should be left undisturbed. The owner should be required to follow any measures identified by the professional for protecting the streamside habitat over the long term and these measures should be included as conditions of the development permit.
 - e) If the nature of the proposed project within the DPA changes after the professional report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the applicant to have the professional update the assessment at the applicant's expense and development permit conditions may be amended accordingly."

READ A FIRST TIME THIS 19TH DAY OF NOVEMBER , 2015

PUBLIC HEARING HELD THIS 13TH DAY OF OCTOBER , 2016

READ A SECOND TIME THIS 13TH DAY OF OCTOBER , 2016

READ A THIRD TIME THIS 13TH DAY OF OCTOBER , 2016

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

26TH DAY OF OCTOBER , 2016

ADOPTED THIS _____ DAY OF _____ , 20__

Chair

Secretary

REGIONAL DISTRICT OF NANAIMO

P O L I C Y

SUBJECT:	<i>Riparian Areas Regulation Stream Declaration</i>	POLICY NO: B1.12 CROSS REF.:
EFFECTIVE DATE:	September 26, 2006	APPROVED BY: Board
REVISION DATE:		PAGE: 1 of 3

PURPOSE

To provide a consistent process to determine the presence or absence of Streams subject to the Riparian Areas Regulation (RAR) when handling property-related inquiries and development applications, and to ensure that property owners and developers are aware of their responsibilities with respect to the Riparian Areas Regulation.

POLICY

1. The property declaration form attached as Attachment No. 1 shall be completed by the property owner(s) or authorized agent(s) when applying for a building permit, and as necessary to determine whether or not a Development Permit is required, to ensure compliance with the Riparian Areas Regulation.
2. Where the property owner(s) or authorized agent(s) indicates that there is a water feature on a property, and the development, including land alteration and/or vegetation removal, may be within 30.0 metres of a watercourse, staff shall:
 - i. require the applicant to hire a Qualified Environmental Professional to determine whether the water feature is subject to the RAR, or
 - ii. make the determination that a water feature(s) is (are) not subject to the RAR where the situation is clear; however, where any uncertainty exists the applicant shall be required to hire a Qualified Environmental Professional to make the determination.
3. Where the property owner(s) or authorized agent(s) indicates that there is (are) no water feature(s) on a property that may be within 30.0 metres of any development, including land alteration and/or vegetation removal, staff shall:
 - i. review mapping resources and air photographs for any indication of the presence of a watercourse;
 - ii. check for a water feature during any site visits or inspections of the property; and
 - iii. require the applicant to hire a Qualified Environmental Professional to make a determination as to whether the watercourse is subject to the RAR where a water feature is suspected to exist.
 - iv. where no water feature exists within 30.0 metres of a development, consider exempting the proposed development from requiring a Development Permit, according to the requirements of the applicable development permit area;

4. If a proposed development as defined in the *Riparian Areas Regulation* is found to be within the Riparian Assessment Area as defined in the *Riparian Areas Regulation*, the applicant shall be required to hire a Qualified Environmental Professional to conduct an assessment pursuant to the *Riparian Areas Regulation* and applicable development permit area.

Riparian Areas Regulation Stream Declaration Policy - Attachment No. 1



**Riparian Areas Regulation
Property Declaration Form**

Page 1 of 1

Property Subject Legal Description: _____

Subject Property Address: _____

I (we) acknowledge that the province of British Columbia enacted the *Riparian Areas Regulation* to protect the critical features, functions, and conditions required to sustain fish habitat. Furthermore, this legislation prohibits the Regional District of Nanaimo from approving or allowing a development to proceed adjacent to a watercourse until it has received notice that a report prepared by a Qualified Environmental Professional has been received by the Ministry of Environment.

I (we) understand that a water feature includes any of the following:

- a) any watercourse, whether it usually contains water or not;
- b) any pond, lake, river, creek, or brook; and/or,
- c) any ditch, culvert, spring, or wetland.

I (we) declare that (*please check the one that applies*):

- A. ☐ there are no water features located on the subject property, or
- B. ☐ there are water features located on the subject property.

I (we) declare that all proposed development including land alteration, vegetation removal, construction and / or building (*please check the one that applies*):

- A. ☐ is greater than 30.0 metres from a water feature, or
- B. ☐ is less than 30.0 metres from that water feature.

I (we) acknowledge that I (we) are familiar with the property and area, and have inspected the property and immediate area for the existence of any water features prior to signing this form.

Property owner/agent signature(s): 1 _____ 2 _____

Print Name(s): 1 _____ 2 _____

Mailing Address: _____ Postal Code: _____ Phone: _____

Witnessed By: _____ Date: _____

Riparian Areas Regulation Implementation - Project Charter

Gambier Island Local Trust Committee

Date: August 31, 2017

Revised: June 18, 2015; November 19, 2015; August 31, 2017

Purpose This project is intended to better protect riparian and streamside habitat in the Gambier Local Trust Area (LTA), in part by bringing Gambier Island into compliance with the provincial Riparian Areas Regulation (RAR), and in part by establishing guidelines for development adjacent to non-RAR watercourses.

Background Strategy 1.3 of the Islands Trust Council's 2011-2014 Strategic Plan is to "Protect fish habitat by implementing Riparian Areas Regulation", and the LTC has also indicated their intention to protect watercourses that are not fish bearing, but have other important habitat values.

Objectives

- Improve the protection of riparian habitat on islands in the Gambier LTA
- Become compliant with the RAR
- Protect non-RAR applicable watercourses
- Conduct bylaw housekeeping

Scope & Deliverables

- Designate Development Permit Areas (DPAs) in OCPs for RAR and non-RAR applicable watercourses (Gambier, Keats, Associated Islands)
- Establish and maintain effective guidelines for the protection of RAR and non-RAR applicable watercourses (Gambier, Keats, Anvil, Bowyer, South Thormanby)
- Coordinate with the SCRD to include a RAR declaration as part of the building permit application process
- Coordination with provincial staff responsible for RAR; consultation with First Nations and other agencies and stakeholders

Workplan Overview

Deliverable/Milestone	Date
Draft LUB amendments to Gambier Island Land Use Bylaw DPA No. 3 (Gambier Island); LTC consideration	September—October 2017
Draft amendments to Bowyer and Passage LUB and Gambier Associated Islands LUB for DPA No. 2 (Bowyer and Anvil); LTC consideration	September—October 2017
First Nations and Agency Referrals	October-November 2017
Develop an approach for receiving RAR declarations	September –October 2017
Legislative bylaw amendment process	November—December 2017

Project Team

Madeleine Koch, Planner 2	Project Manager
Ann Kjerulf	

Budget

Budget Source: Gambier OCP (\$2000)

Fiscal	Item	Cost
2017-18	Public Hearing/Notice	\$2000
	Total	\$2000

RPM Approval:

Date: Aug. 23, 17

LTC Endorsement/Amendments:

May 22, 2014 (GM-2014-034)
June 18, 2015 (GM-2015-031)
November 19, 2015 (GM-2015-059)



DATE OF MEETING: August 31, 2017
TO: Gambier Island Local Trust Committee
FROM: Madeleine Koch, Planner 2
Northern Team
COPY: Ann Kjerulf, Regional Planning Manager
SUBJECT: Gambier Island Official Community Plan Review

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the revised Project Charter for the Gambier Island Official Community Plan review project

REPORT SUMMARY

The purpose of this report is to provide the Local Trust Committee (LTC) with a summary of the Gambier OCP Review Project to date, and to put forward recommended amendments to the Project Charter. This staff report recommends that preliminary bylaw amendments be carried out as phase one of the project, including: updating references to outdated legislation, ministries, etc.; identifying opportunities to increase sensitivity towards First Nations in the bylaw text; and incorporating amendments in response to input from the Advisory Planning Commission earlier this year.

BACKGROUND

A review of the Gambier Island Official Community Plan (OCP) is currently on the Top Priorities work program. For information regarding background and relevant policy and land use considerations, please refer to the reports presented at previous LTC meetings, which can be found at:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/gambier/projects-initiatives/gambier-official-community-plan-review>.

Due to staffing changes, this project has been on hold since February 2017.

ANALYSIS

Project Scope

The original scope of this project includes reviewing the OCP to address the following:

- Land uses and policies for Wilderness Conservation Lands;
- Park and trail prioritization;
- Updating the OCP schedules with current mapping and data;

- Protection of archaeological and cultural sites;
- Shoreline protection;
- Policies to promote economic development;
- Policies to promote livability and services for island residents;
- Review of advocacy policies;
- Review of Development Permit Areas (DPAs); and
- Review of Private Institutional policies.

Further to this, in May 2016 the LTC committed funding to the Coastal Douglas Fir Conservation Partnership in order to provide mapping and policy language for the Gambier Island OCP review.

GM-2016-026

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee provide \$1000 from the 2016-17 OCP project budget to the Coastal Douglas Fir Conservation Partnership bid for a grant from the Real Estate Foundation in order to provide mapping and policy language for the Gambier Island OCP review.

CARRIED

The Project Charter, as amended by the LTC on February 2, 2017, and draft work plan outlined a project with an engagement phase to address in scope items from September 2015 through 2017, a bylaw amendment phase commencing in early 2018, and a public hearing targeted for fall 2018 (see Attachments 1 and 2). As a precursor to formal engagement, the draft work plan included forming two advisory groups to provide guidance to the OCP review process: a Referral Agency Working Group and an Advisory Planning Commission.

ANALYSIS

Project Status

The following is a summary of the project work completed to date.

Consultation

Consultation with First Nations

Both the Squamish Nation and Tsleil-Waututh Nation have asserted Aboriginal Rights in the Gambier Island Plan area. The Squamish Nation has participated in two key consultation activities with the Islands Trust: a Community to Community Forum on March 31, 2016, and a special meeting with Gambier Islanders on February 2, 2017. Key areas for collaboration with the Squamish were discussed at each of these events, and include: the Wilderness Conservation land use designation, parks and trails, protecting shorelines, protecting cultural sites, and the New Brighton dock.

While Tsleil-Waututh Nation has had limited capacity to participate in consultation activities to date, the Nation has remained apprised of the project status via email.

First Nations engagement has been identified as a fundamental component of the OCP Review project. At the Gambier LTC meeting held July 27, 2017, the LTC passed a resolution to include First Nations engagement as a component of the Gambier Island OCP review project. The LTC also passed a resolution to begin using common Squamish terms and place names in LTC communications and correspondence.

Community Survey

A community survey was distributed in August 2016, and asked respondents to comment on their preferred methods of participating in the OCP project, and to provide preliminary comments on key OCP topics. At the February 2, 2017 LTC meeting, staff provided a report that analysed how the survey findings might inform subsequent stages of the OCP project (see Attachment 3).

Referral Agency Working Group

At the suggestion of Squamish Nation, representatives for a Referral Agency Working Group were identified, to collaborate on planning activities for the Wilderness Conservation lands (located on lands commonly referred to as Crown Lands). A Terms of Reference was not finalized before this project went on hold in February. However, the general intent was to identify a select group of referral agency representatives to serve as contacts throughout the project, but in particular, during the Wilderness Conservation Land planning process. This working group was proposed as a means to identify issues and opportunities early in the process, rather than at the formal bylaw referral stage.

Advisory Planning Commission

An Advisory Planning Commission (APC) was formed in August, 2016 and was subsequently asked to review the community survey results and OCP policies related to economic development and liveability.

GM-2017-010

It was MOVED and SECONDED that the Gambier Island Local Trust Committee refer to the Advisory Planning Commission, for their review and comment, the results of the 2016 Gambier Island Community Survey and the current Official Community Plan policies related to economic development and livability.

CARRIED

The APC reviewed these items at their meeting of March 13, 2017, and identified potential changes to the OCP. The draft minutes of this meeting are attached to this report (Attachment 4).

Camps Stakeholder Group

Initial contact was made with the three camps on Gambier Island (Camp Latona, Camp Artaban, and Camp Fircom) soliciting their participation in the OCP, but follow up will be required.

Coastal Douglas-fir Conservation Partnership

The Gambier Island LTC collaborated with the Coastal Douglas-fir Conservation Partnership (CDFCP) to secure a contract for an ecological mapping project which identified priority conservation areas on Gambier. The project has now been completed and the Project Coordinator (Ecosystem Protection Specialist, Kate Emmings) presented findings at the April 27, 2017 LTC meeting.

This data may be used to inform the following OCP topics:

- Permitted Uses in the Wilderness Conservation lands;
- Park and Trail Prioritization;
- Sensitive Ecosystem protection;

- Updating OCP Schedules (maps); and
- Development Permit Areas.

Revised Project Charter

A draft revised project charter for the Gambier OCP Review Project is attached for LTC approval (Attachment 5). The revised project charter is intended to simplify the project into manageable phases, recognizing the work that has been done to date with the community and APC, in addition to the progress that has been made in engaging with the Squamish Nation, while also being cognizant that the fiscal year will end in March, 2018 and the current LTC term will end in November, 2018.

Phase 1: First Nations Engagement and Housekeeping Amendments (September 2017 – December 2017)

At the outset, staff are recommending that the OCP first focus on housekeeping amendments and incorporation of First Nations history and language elements. This phase would involve making preliminary amendments to the OCP including: updating references to outdated legislation, ministries, etc.; and increasing sensitivity towards First Nations. Note, the timing of this phase aligns with anticipated amendments to Development Permit Area 3.

This approach also aligns with the recent LTC decision to incorporate the Shared Narrative of Place Project as part of the Gambier Island OCP review.

Phase 2: Environmental Policies (January 2018 – April 2018)

During the second phase of the OCP review, staff recommend focusing on shoreline protection, ecosystem protection, wilderness conservation land use policies, and archaeological protection. It is anticipated that First Nations engagement work during the Fall of 2017 will provide greater clarity around potential policy changes to these topic areas. A second community survey could be conducted during this phase in order to confirm the level of public acceptance for environmental policy changes and potential development permit areas.

Phase 3: Community Development Policies May 2018 –

During this phase of the OCP review, staff recommend focusing on revisiting the economic development and liveability policies, parks and trails, private institutional policies including consultation with camps, and planning for New Brighton and community dock/transportation infrastructure.

CONSULTATION APPROACH

Staff are recommending continued engagement with the Squamish First Nation and Tsleil Waututh Nation through all project phases. In an effort to reduce the number of meetings required for this project, staff recommend that referral agency stakeholders be engaged primarily by email, to notify of important project updates and opportunities to comment, and that one focussed referral agency stakeholder roundtable meeting be held during the early stages of Phase 2 when environmental and wilderness conversation lands policies would be reviewed.

Gambier Islanders will continue to be the focus of community consultation both indirectly through the Advisory Planning Commission as community representatives and directly through community surveys. Gambier's geography presents a challenge to typical community planning meetings. However, these may be scheduled at key points in the future (such as in advance of public hearings).

Rationale for Recommendation

The suggested “Housekeeping” amendments would help to modernize the OCP in the interim before more complex amendments are made, providing a stronger foundation from which to undertake subsequent stages of the OCP review. The proposed work plan would see these amendments taking place in time for the associated costs to fall within the 2017/2018 fiscal year. It is also anticipated that the phases proposed may overlap at certain points as the work progresses.

Alternatives

1. Request changes to the Project Charter
2. Receive Staff Report for information

Submitted By:	Madeleine Koch, MCIP, RPP Planner 2	August 22, 2017
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	August 22, 2017

ATTACHMENTS

1. Current Project Charter
2. Current Engagement Work Plan
3. Survey Results
4. APC Minutes
5. Proposed Revised Project Charter

Gambier OCP Review - Engagement Phase Project Charter

Gambier Island Local Trust Committee

Date: April 20, 2015

Revised: November 19, 2015; July 28, 2016

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 liveability and services for island residents
- Review of advocacy policies
- Review of DPAs
- Review of Private Institutional policies

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	September 2015—end of 2016
Information gathering and mapping regarding environmental topics (Shoreline info, OCP Schedules to update, Sensitive Ecosystems)	Spring 2016—Spring 2017
Community To Community Forum with First Nations to share histories and interests and to explore possible Arch Overview	March 2016
Prepare preliminary survey for consultation	Summer 2016
Stakeholder engagement regarding economic development and liveability	2017
Stakeholder engagement regarding shoreline protection, sensitive ecosystem mapping	2017
Stakeholder engagement regarding Park and Trail prioritization, and Wilderness Conservation lands	2017
Report to LTC regarding results of engagement phase	2018

Project Team

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

Budget

Budget Source: \$ 5,000 (2017/2018 Fiscal)

Fiscal	Item	Cost
2017-2018	Communications & Meetings	\$ 3,000

RPM Approval:

Date: June 3, 2015

LTC Endorsement:

Resolution: GM-2015-033 (June 18, 2015); GM-2016-050 (July 28, 2016)

Gambier OCP Review Bylaw Amendment Phase Project Charter

Gambier Island Local Trust Committee

Date: May 26, 2015

Revised: November 15, 2015; July 28, 2016

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 liveability and services for island residents
- Review of advocacy policies
- Review of Development Permit Areas
- Review of Private Institutional policies

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	Early 2018
Present draft amendments to LTC	Spring 2018
Referral to Gambier APC on first draft of bylaw	Spring 2018
First Reading	Summer 2018
Consultation regarding draft bylaws	Summer 2018
Referral to SCRD, agencies and First Nations re draft bylaws	Summer 2018
Second Reading	Fall 2018
Public Hearing and Third Reading	Fall 2018

Project Team

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

Budget (Budget Source: \$5,000 2017/2018 budget)

Fiscal	Item	Cost
2017—2018	Communication Materials	\$ 500
2017—2018	Meetings and Public Hearing	\$1,500
	Total	\$2,000

RPM Approval:

Date: June 3, 2015

LTC Endorsement: GM-2015-033 (June 18, 2015); GM-2016-050 (July 28, 2016)

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

ATTACHMENT #2 – DRAFT WORK PLAN FOR GAMBIER OCP REVIEW ENGAGEMENT

	TASK	TIMELINE	RESPONSIBILITY
1.	Assemble Working Groups		
1.1	Assemble Advisory Planning Commission (APC)	Winter 2017	APC / Staff
1.2	Assemble Referral Agency Working Group (RAWG)	Winter 2017	Staff
2.	Public Engagement		
2.1	APC review Economic Development and Liveability Policies and suggest questions for public consultation	Winter 2017	APC
2.2	Staff analysis of Shoreline Protection policies	March 23, 2017 (LTC meeting)	Staff / LTC
2.3	Presentation of Coastal Douglas-fir mapping deliverables	March 23, 2017 (LTC meeting)	Staff / LTC
2.4	Newsletter mailout to Gambier property owners	Spring 2017	Staff
2.5	Consultation with Gambier residents re: liveability, economic development, and shoreline protection	Spring 2017	All
2.6	APC provide input on shoreline protection options	Summer 2017	APC
2.7	Results of Spring Consultation	July 27, 2017 (LTC meeting)	Staff / LTC
2.9	Newsletter mailout to Gambier property owners	September 2017	Staff
2.10	Further public consultation regarding Wilderness Conservation uses	Fall 2017	All
2.11	Staff analysis of Sensitive Ecosystem policies	November 26, 2017 (LTC meeting)	Staff / LTC
2.9	Newsletter mailout to Gambier property owners	Winter 2017 / 2018	Staff
2.12	Public consultation on parks and trails and sensitive ecosystem protection options	Early 2018	All
2.13	Staff analysis of advocacy policies	2018 LTC meeting	Staff / LTC
2.15	APC provide input on advocacy, camps, and all topics	2018	APC
3.	Referral Agency Working Group Engagement		
3.1	Share interests regarding Wilderness Conservation land uses	Spring 2017	RAWG
3.2	Present results of RAWG discussion about Wilderness Conservation use	July 27, 2017 (LTC meeting)	RAWG
3.3	Collaborate on interests regarding Parks and Trails	Summer - Fall 2017	RAWG
3.4	Present results of RAWG discussion about Parks and Trails	October or November LTC meeting	RAWG
3.5	Meet regarding any remaining issues	2018	RAWG
4.	First Nations Engagement		
4.1	Collaboration on archaeological and cultural site policies	Summer - Fall 2017	FN / Staff
4.2	Collaborative review of interested topics, input on policy options	Winter 2017 - 2018	FN / Staff
5.	Camp Stakeholders		
5.1	Meet with Camp representatives re: objectives & policies	Spring Summer 2017	Camps / Staff
5.2	Results of Camp stakeholder consultation	August 31, 2017 (LTC Meeting)	Staff / LTC

Attachment 3: Excerpt from February 2, 2017 Staff Report: Analysis of Community Survey Results

Permitted uses in the Wilderness Conservation land use designation

The Community Survey provided useful information regarding public opinions about land use in the Wilderness Conservation area on Gambier. The meeting with the Squamish Nation to discuss, among other topics, the Wilderness Conservation area is set for February 2, 2017. A possible federal park proposal will be presented and discussed at a public meeting on February 4, 2017. Staff will undertake a compilation and analysis of all public comments regarding Wilderness Conservation land uses after these meetings.

The land on Gambier designated as Wilderness Conservation is comprised of what is commonly referred to as Crown land. As such, engagement on policies around Wilderness Conservation land use also requires the interests and comments from Provincial agencies and the First Nations that assert their rights and title over that land.

Staff anticipates that staff analysis of preliminary comments will generate further, more specific, questions for the public and for the Advisory Planning Commission. Further public consultation, and a referral to the APC, is anticipated for later in the year.

Alternatively, the LTC may wish to immediately identify further questions to ask the public on the topic of the Wilderness Conservation lands. Should the LTC wish to choose this alternative, it should provide direction to staff regarding the questions for further discussion.

Shoreline Protection

The Community Survey indicated a good level of support to review and strengthen policies that protect shoreline ecosystems. The meeting with the Squamish Nation on February 2, 2017 will discuss, among other topics, protecting shoreline ecosystems.

Staff believes that a staff analysis of the OCP's Marine and Foreshore Areas section can proceed without further technical work. A staff report reviewing these policies will be presented at a future LTC meeting, including suggested questions for a referral to the APC.

The LTC may later wish to direct questions to the public or to the APC to gather feedback on the planning tools and policies identified as available to better protect shoreline ecosystems.

Parks and Trails

The Community Survey asked four targeted questions about parks and trails on Gambier, garnering a significant amount of public input about park and trail use on the island. From a more environmental focus, mapping deliverables from the Coastal Douglas-fir Conservation Partnership will be produced in the spring, and may include information to inform the prioritization of natural areas and trails. Once the mapping deliverables are received, staff will analyse the potential to prioritize trails and natural areas for certain uses, as well as conduct a staff review of the Parks and Recreation policies.

Strengthening policies about parks and trails on Gambier Island will be a project that involves collaboration with the Sunshine Coast Regional District parks planning division, in addition to the provincial agencies and First Nations that have interest in the trails in the Wilderness Conservation area. The SCRDP may be asked to take part in the Referral Agency Working Group for this portion of the OCP review.

Staff envisions that this topic will go back to the community and referred to the APC later in the year.

Sensitive Ecosystems

Mapping deliverables from the Coastal Douglas-fir Conservation Partnership will be produced in the spring and may include information recommending certain areas for protection. Information and mapping conducted over the last ten years will also provide important technical information.

Staff analysis on this topic will include a review of existing policies, and identify any additional protection measures housed in OCPs, such as development permit areas. This portion of the policy review also requires the revision of Map Schedule C and potentially Schedules E and F. Lastly, a review of Text Schedules G and H is needed, with an aim to incorporate the criteria and considerations into other parts of the OCP and eliminate the cumbersome text schedules.

The LTC may wish to direct questions to the public or to the APC to gather feedback on the planning tools available to protect sensitive ecosystems.

Liveability Policies

This is a new area of scope for the OCP review, aimed to promote liveability and services for island residents. Because this area was added to the project partially as a result of the Community Survey, detailed questions have not been asked of the community about this topic.

Staff recommends this topic be the first topic referred to the APC. Once referred existing policies related to this topic as well as the results of the community survey (including comments about revitalizing New Brighton), the APC could be tasked with identifying detailed questions on the subject for public consultation. This topic would in turn be the first area of engagement with the public in the spring, through an online survey and kitchen table meetings with neighbourhoods. The APC would be invited to attend and observe meetings where possible.

Staff recommends that public engagement on this topic occur concurrently with other social policy topics such as Economic Development.

Economic Development

Staff recommends that engagement about economic development policies occur alongside engagement on policies to promote liveability for residents. Staff recommends referring to the APC all current policies related to economic development and the Community Survey results, in order to solicit comments and recommendations for further questions to the public.

Staff recommends that this be a topic for public engagement in the spring, through an online survey and kitchen table meetings with neighbourhoods. The APC would be invited to attend and observe meetings where possible.

Private Institutional Camp Policies

This is a new area of scope for the OCP review. Engagement on these policies will happen directly with representatives from the three camps on Gambier.

Staff envisions that comments and suggested policy changes will be presented to the community in the later stages of the engagement phase.

Archaeological and Cultural Sites

Engagement on policies relating to archaeological and cultural sites will predominantly be work completed by staff in collaboration with First Nations and the Provincial Archaeology Branch. Protection of cultural sites in the Wilderness Conservation area will be work reviewed by the Referral Agency Working Group.

This portion of the review will likely not require in-depth public or APC input.

Advocacy Policies

Staff recommends that engagement on advocacy policies occur near the end of the engagement phase. A staff report reviewing these policies will be presented at a future LTC meeting, including suggested questions for a referral to the APC.

Draft Work Plan for Stakeholder Engagement

To assist staff and the LTC proceed with the Engagement Phase of the project, a detailed Work Plan has been drafted to outline an anticipated sequence of staff analyses, engagement activities, and cross-jurisdictional discussions. It is attached (Attachment 2) for review and comment. This work plan is very subject to change, but provides a framework to guide the engagement phase.



Minutes of the Gambier Island Advisory Planning Commission

Date of Meeting: Monday, March 13, 2017

Location: Gambier Island Community Centre
721 Andy's Bay Road, Gambier Island, B.C.

APC Members Present: Boris Gorgitza, Chair
Peter Scholefield, Deputy Chair
Camilla Berry, Secretary
Barney Taylor
Ruth Simons

Also Present: Kate-Louise Stamford, Local Trustee
Diane Corbett, Recorder
Four (4) members of the public

1. CALL TO ORDER AND WELCOME

- 1.1 Chair Gorgitza called the meeting to order at 1:34 p.m. and introduced the members of the Gambier Island Advisory Planning Commission.
- 1.2 Trustee Stamford clarified her role as a resource, and that she would not direct the group. A planner was unavailable due to a recent staff vacancy.

2. APPROVAL OF AGENDA

The APC continued with the approved agenda of the February 20, 2017 meeting, at which discussion on item 4 had not been completed. The purpose of the current meeting was to resume discussion on item 4, Official Community Plan Project – Gambier Island Advisory Planning Commission.

3. MINUTES

3.1 Gambier Advisory Planning Commission Meeting Notes dated February 20, 2017

Notes of the February 20, 2017 meeting were reviewed in detail and served as the foundation for the continued discussion of agenda item 4 and considerations regarding Gambier OCP policy on economic development and livability as well as questions for a follow-up public consultation with Gambier Island property owners. (Main points raised under item 4 from the February 20 notes, some of which were modified in discussion at the current meeting, are included in item 4 below.)

The notes of February 20, 2017 were adopted by consensus.

Gambier Advisory Planning Commission Draft Minutes dated January 6, 2017 were adopted as presented.

4. OFFICIAL COMMUNITY PLAN PROJECT – GAMBIER ISLAND ADVISORY PLANNING COMMISSION

4.1 Policy review items

OCP Communication options:

- Meetings in conjunction with other community gatherings and include paper surveys for further input.
- Surveys with maps for reference and definitions such as LUB/OCP etc.
- “Café” style casual meetings.
- Public meetings.

Survey – Consider options for more targeted information possibly identifying resident/non-resident and landowners using community transport versus private access.

Wording and intent of policies – See the OCP as a vision for Gambier Island over the next twenty-five years, and how that vision fits within the greater Howe Sound in the future.

It was noted that the APC process does not allow direct community input at the APC meeting. Chair Gorgitza recommended to the public that any suggestions on OCP items be put in writing and sent to himself as APC Chair or to the Local Trust Committee.

4.2 APC Recommendations on Community Goals

- Community Goal 2.6 – Delete as it is too vague to be effective; “existing services” do not exist.
- Community Goal 2.14 – Modify wording: “To enable and encourage opportunities for employment in the Gambier Island Planning Area.” State in general without referencing Gambier Islanders specifically. Remove barriers.

4.3 Affordable and Special Needs Housing Policies (4.25 - 4.27)

APC recommendations:

- Delete policy 4.25 – as it tells people how they should choose to support their families.
- Keep 4.26.
- Delete 4.27 – as it is vague, or is not applicable (lack of services on island).
- Add a new policy for housing options such as clustering, co-ops etc.

4.4 Home Occupation Policies (4.28-4.30)

APC recommendations and suggestion:

- Use the term “home-based business” instead of “home occupation”.
- 4.29 – Delete part iii. as there are existing bylaws that deal with the issue of storage and screening; this part is too specific.
- 4.29 – Reword part iv.: combine the intention from part iii. with part iv. regarding the appearance of the property: low key, respects neighbours and community.

- Suggestion that inclusion of a definitions section in the OCP would be helpful, to enhance clarity. There is no definition of “home occupation”.

4.5 Economic Activity Objectives (5.1-5.19)

- The APC suggested that policies for Economic Development be categorized for easier reading.
- The APC suggested further aspirational policies around burning and garbage disposal, as these are not contained in the current OCP.

Chair Gorgitza recessed the meeting for a town hall discussion at 2:20 p.m.

Chair Gorgitza recalled the meeting to order at 2:43 p.m.

The APC discussed the following topics:

- Proposed survey questions listed at end of meeting notes.
- Hunting, wildlife-human interface, natural environment, public safety, minimizing conflict.
- Strengthening community connection.
- Camps.
- Commercial Marine use.
- New Brighton dock possible futures.
- Maintaining public access to public and community docks; relates to livability.

The APC requested that Islands Trust staff clarify the intent and purpose of Policy 5.6; it is vague as it relates to camps.

The APC inquired if the Local Trust Committee could make provisions to ensure that public access to the island is maintained.

4.6 Recommended questions for a second survey to go out to Gambier Islanders

- What does economic revitalization on Gambier mean to you as a resident? Part-time resident?
- Question specifically about community members’ desire for a road across the island.
- Where would commercial zoning be appropriate and for what kind of operations?
- Question about affordable housing and special needs.
- Should there be provisions in the OCP supporting flexibility for different types of housing?
- What does liveability mean for people living on Gambier?
- Question about advocating for hydroelectric power to more parts of the island or alternate power infrastructure.
- Question addressed to wildlife protection or wildlife management, specifically regarding human interaction with wildlife and its impact on livability.
- Question about hunting.
- How could we strengthen island communities?

It was agreed that staff should provide input on improvement of question wording.

5. ADJOURNMENT

By general consent, the meeting was adjourned at 3:27 p.m.

Boris Gorgitza, Chair

Certified Correct:

Diane Corbett, Recorder

Gambier OCP Review Project Charter

Gambier Island Local Trust Committee

Date: April 20, 2015

Revised: November 19, 2015; July 28, 2016; August 31, 2017

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 & legislation

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 livability and services for island residents
- Review of advocacy policies
- Review of DPAs
- Review of Private Institutional policies

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
Phase 1: OCP Amendments in response to First Nations engagement, legislative changes, housekeeping, and consideration of initial APC input	September—December 2017 (Public Hearing Jan. 2018)
Phase 2: OCP Amendments to address environmental policies (wilderness conservation, shoreline protection, archaeological protection); Community Survey #2; Referral Agencies Consultation; update mapping (CDFCP); DPAs; continued First Nations and APC engagement	January 2018—August 2018
Phase 3: OCP Amendments to address community development Policies (livability, economic development, private institutional policies, advocacy, parks and trails; DPAs); Community Survey #3; continued First Nations and APC engagement	Sept 2018—Dec. 2018 (Public Hearing Jan. 2019)

Budget

Budget Source: \$ 3,000 (OCP: 2017/2018 Fiscal) and \$500 (First Nations 2017/2018)

Fiscal	Item	Cost
2017-2018	CIM & Public Hearing (Phase 1)	\$ 2,000
2017-2018	Community Survey #2	\$ 1,000
2017-2018	Referral Agencies Consultation	\$ 500
2018-2019	CIM & Public Hearing (Phase 3)	\$2,000

Project Team

Madeleine Koch	Project Manager
Sonja Zupanec	Project Sponsor
Ann Kjerulf	Project Sponsor
Penny Hawley	Admin Support
Barb Dashwood	GIS technician

RPM Approval:

Date: Aug. 23, 2017

LTC Endorsement:

Resolution: GM-2015-033 (June 18, 2015); GM-2016-050 (July 28, 2016); GM-2017-008 (February 2, 2017)

**Top Priorities****Gambier Island**

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Riparian Areas Regulation	Implement RAR across Gambier Island Local Trust Area.	26-Oct-2011	Ann Kjerulf Madeleine Koch	
2	Gambier OCP Comprehensive Review	Includes developing a "Shared Narrative of Place" with First Nations	12-Feb-2015	Fiona MacRaid Madeleine Koch	
3	Keats Island OCP/LUB Amendments	Consideration of amendments to policies and regulations regarding docks and other foreshore development on Keats Island	27-Jul-2017	Sonja Zupanec	
4	OCP Advocacy Policies - Implementation & Support	Supporting the advocacy policies of the Gambier, Keats, and Associated Islands OCPs, and Islands Trust Strategic Plan (e.g. woodlots, industrial facilities, Howe Sound)	24-Oct-2013	Kate-Louise Stamfor Dan Rogers Susan Morrison	

**Projects****Gambier Island**

Description	Activity	R/Initiated
Keats Island Trail Map	Amend Keats Island OCP to include trail map used during OCP public process	08-Mar-2007
Development Approval Information Bylaw	Develop and adopt a D.A.I bylaw for the Gambier Trust Area.	
Squamish First Nation Consultation	Scope interim strategies pending completion of a possible protocol agreement to address protection of archaeological and heritage resources.	31-Jan-2012
Howe Sound Strategic Planning Review		31-Jan-2012
Gambier LUB Review	Review Gambier 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
Gambier Site-specific Water Zones	Staff to research the history of Site-Specific water zones on Gambier.	26-Sep-2013
Riparian Sensitive Ecosystem protection	Review Madrone stream mapping reports and consider addressing other sensitive ecosystems on the islands identified in reports.	17-Mar-2016

Projects

Gambier Island

Description	Activity	R/Initiated
Recreational Camp and Private Institutional Regulation Review	Review Recreational Camp and Private Institutional regulations in all Local Trust Area land use bylaws. Review to ensure that regulations properly balance ecological protection with current realities re: rentals as income source for rec camps.	28-Jul-2016



Islands Trust

Print Date: August 23, 2017

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\nKeats Island - Keats Camp cottage lots - siting variances\nDL 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\nvary the setback to the natural boundary of the sea for retaining wall

Planner: Marnie Eggen

Planning Status

Status Date: 14-Oct-2016

Requested documents not received in the time provided. File passed over to bylaw enforcement.

Status Date: 11-Jul-2016

Staff sent letter requesting information to complete the DVP application. Property owner given 90 days to respond to request.

Status Date: 09-Jun-2015

no change

Rezoning

File Number	Applicant Name	Date Received	Purpose
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Islands Trust

Print Date: August 23, 2017

Applications

GM-RZ-2004.1 LandPlan Group Inc. 16-Jun-2004 PID: 014-385-694
Keats Island - Keats Camp rezoning application
DL 696

Planner: Sonja Zupanec

Planning Status

Status Date: 25-May-2017

CIM scheduled for July 27th to provide draft bylaw amendments to enable a comprehensive development zone; transfer LUC provisions and enable subdivision.

Status Date: 20-Apr-2017

Revised draft ToR for hydro.assessment sent to applicant for review.

Status Date: 10-Mar-2017

Draft Terms of Reference for hydrogeological assessment sent to applicant for review

Subdivision

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\nKeats Island\n9 Lot Subdivision

Planner: Sonja Zupanec

Planning Status

Status Date: 20-Apr-2017

New drawings January 20, 2017 endorsed by MOTI staff

Status Date: 06-Oct-2016

New drawings submitted to MOTI September 9, 2016.

Status Date: 01-Aug-2016

New subdivision application submitted to MOTI on July 16, 2016.

Islands Trust
LTC EXP SUMMARY REPORT F2018
Invoices posted to Month ending June 2017

630 Gambier	Invoices posted to Month ending June 2017	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	3,000.00	527.09	2,472.91
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	4,750.00	1,287.61	3,462.39
65210-630	LTC - Local Exp - APC Meeting Expenses	500.00	59.93	440.07
65220-630	LTC - Local Exp - Communications	1,000.00	0.00	1,000.00
65230-630	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>6,750.00</u>	<u>1,347.54</u>	<u>5,402.46</u>
Projects				
73001-630-2016	Gambier OCP/LUB	5,000.00	0.00	5,000.00
73001-630-4024	Gambier Foreshore Protection and Stewardship	8,000.00	0.00	8,000.00
73001-630-4066	Gambier First Nations Relations	500.00	0.00	500.00
73001-630-4082	Gambier DAI Bylaws	1,500.00	0.00	1,500.00
TOTAL Project Expenses		<u>15,000.00</u>	<u>0.00</u>	<u>15,000.00</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.

