

Regular Meeting Revised Agenda

Date: January 31, 2023
 Time: 10:00 am
 Location: John Braithwaite Community Centre
 145 West 1st Street
 North Vancouver, BC

Pages

1. **CALL TO ORDER** 10:00 AM - 10:05 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. **RISE AND REPORT**
4. **REPORTS** 10:05 AM - 10:20 AM
 - 4.1 **Trustee Reports**
 - 4.2 **Chair's Report**
 - 4.3 **Electoral Area Director's Report**
5. **DELEGATIONS** 10:20 AM - 10:30 AM
 - 5.1 **Errin Poyner for Waterfront Owners at Vaucroft, North Thormanby Island regarding Thormanby Islands Foreshore Protection Pilot Project and related Enforcement Processes** 4 - 9
6. **PUBLIC COMMENTS** 10:30 AM - 10:40 AM
7. **MINUTES** 10:40 AM - 10:45 AM
 - 7.1 **Local Trust Committee Meeting - None**
 - 7.2 **Section 26 Resolutions-Without-Meeting Report dated January 24, 2023** 10 - 11
 - 7.3 **Advisory Planning Commission Minutes - None**
8. **BUSINESS ARISING FROM MINUTES** 10:45 AM - 10:55 AM

8.1	Follow-up Action List dated January 24, 2023	12 - 14
8.2	Letter dated December 15, 2022 from P. Luckham, Chair, Islands Trust to SCRD regarding Request for Letter of Support for UBCM Disaster Risk Reduction - Climate Adaptation Program for development of a Coastal Flood Mapping Grant Application	15 - 15
9.	APPLICATIONS AND REFERRALS - none	
10.	LOCAL TRUST COMMITTEE PROJECTS	10:55 AM - 12:15 PM
10.1	Official Community Plan (OCP) and Land Use Bylaw (LUB) Project Update - Staff Report	16 - 41
10.2	Review of Active & Future Projects - Staff Report	42 - 47
11.	CORRESPONDENCE	
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
11.1	Email dated November 28, 2022 from D. Rogers regarding Sunshine Coast Regional District (SCRD) Well Drilling on Keats Island	48 - 49
11.2	<i>Correspondence dated January 26, 2023 from D. Rogers regarding Well Drilling, Foreshore and Road Conditions on Keats and Information on Thormanby Islands</i>	50 - 51
	---BREAK 12:15 pm - 12:45 PM---	
12.	NEW BUSINESS	12:45 PM - 1:15 PM
12.1	Climate Change Mitigation and Adaptation	
12.2	Ministry of Transportation and Infrastructure Road Standards and Letter of Agreement - for discussion <u>Letter of Agreement - MOTI and IT</u>	
12.3	Local Trust Committee 2023 Meeting Schedule - Staff Report	52 - 53
12.4	Introductory Meetings With Other Elected Officials, Government Agencies & Regional Boards - for discussion	
13.	REPORTS	1:15 PM - 1:35 PM
13.1	Trust Conservancy Report dated October 6, 2023	54 - 55
13.2	Applications Report dated January 24, 2023	56 - 58
13.3	Trustee and Local Expense Report dated November, 2023	59 - 59
13.4	Adopted Policies and Standing Resolutions	60 - 62

- 13.5 First Nations Activities
- 13.6 Local Trust Committee Webpage
- 14. WORK PROGRAM 1:35 PM - 1:55 PM
 - 14.1 Active Projects Report dated January 24, 2023 63 - 63
 - 14.2 Future Projects Report dated January 24, 2023 64 - 65
- 15. UPCOMING MEETINGS
 - 15.1 Next Regular Meeting Scheduled for Thursday, March 14, 2023 at 10:30 am at John Braithwaite Community Centre, 145 1st Street W, North Vancouver, BC
- 16. CLOSED MEETING 1:55 PM - 2:15 PM
 - 16.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (d) and (f) for the purpose of considering:(d) Adoption of In-Camera Meeting Minutes dated September 1, 2022 and (f) Bylaw Enforcement and that the recorder and staff attend the meeting.
 - 16.2 Recall to Order
- 17. ADJOURNMENT 2:15 PM - 2:15 PM

Written Submission of the Delegation Representing the Affected Waterfront Owners of North
Thormanby Island (Vaucroft) to the Gambier Island Local Trust Committee

Dated January 10, 2023
LTC Meeting on January 31, 2023



“The object of the Trust is to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the Government of British Columbia.” - Islands Trust Act, s. 3

Executive Summary

The Affected Waterfront Owners of the Vaucroft community of North Thormanby Island are the subject of enforcement processes and investigations initiated by the Compliance and Enforcement Department of the Islands Trust in relation to alleged violations of the 7.5 meter setback in s.3.3(3) of the applicable Land Use Bylaw. The Owners respectfully request that the Gambier Local Trust Committee direct the Compliance and Enforcement Department to stay all such enforcement processes and investigations, in accordance with its own past policy decisions, and defer consideration of the alleged encroachments to the Thormanby Islands Foreshore Protection Pilot Project.

Background

North Thormanby Island falls within the geographic mandate of the Gambier Island Local Trust Committee and is governed by the Islands Trust Act [islands Trust Act \(gov.bc.ca\)](http://gov.bc.ca) and the Gambier Associated Islands Land Use Bylaw No. 120, 2013 (the “Land Use Bylaw”) [5 \(islandstrust.bc.ca\)](http://islandstrust.bc.ca) .

A map of North Thormanby Island can be found at Schedule B - Zoning Map B (page 58) of the Land Use Bylaw. The community of Vaucroft is located at the northeast end of the Island. It comprises approximately 44 recreational residential lots (zoned SRR - small lot rural residential) to the north of the public SCRD wharf which ring a boardwalk constructed on a Ministry of Transportation road allowance, with a central meadow that is common property. Additionally, there is a small strip of nine lots set back from the waterfront south of the wharf. The Vaucroft Improvement District provides a private water system pursuant to the *Water Act*. Also south of the wharf is a small area of unimproved beachfront parkland.

Other than the parkland, wharf, and road allowance, there are no public amenities or commercial establishments at Vaucroft. The community is used almost exclusively by residents and their guests, with a small number of summertime visitors who arrive by boat to enjoy the beach for the day. The parkland is covered in inhospitable vegetation and is not utilized for recreation. Buccaneer Bay Provincial Park, which is located upon the sand spit that links the south end of North Thormanby Island with the north end of South Thormanby Island, provides day use recreation and limited camping opportunities for visitors.

Unlike the other islands within the Gambier Local Trust Area which are primarily rock, North Thormanby consists of sand and sedimentary deposits from the last ice age. At Vaucroft, the sandy beach that rings the island gives way to sand foreshore and esplanade/low bank waterfront residential lots (see photo, above). Those lots were subdivided in 1959 and the original waterfront cabins were built on piers placed in the sand between the early 1960s and the late 1970s. Several of those cabins have been rebuilt in recent years.

Historically, Vaucroft's sand waterfront building lots have been particularly vulnerable to erosion. Since the subdivision was completed in 1959, there have been several major erosion events where king tides and high winds have combined to destabilize the interface of the foreshore and upland areas, resulting in the sudden and sometimes significant loss of upland property. Impacts have ranged from minor to major loss of frontage (resulting in a shrinking setback zone), to entire cabins falling off their foundations and into the sea. For that reason, many of the waterfront owners have built seawalls (a term which is used loosely herein to refer to a variety of structures) to protect their properties from the effects of further erosion. These seawalls are varied in structure and materials (primarily rock and wood) and do not create a smooth or impervious interface.

The owners' efforts to preserve and protect their properties have been largely successful, with much of the shoreline stable for many decades and natural vegetation protected or reestablished. However, in recent years rising sea levels and strong winter storms have challenged the existing seawalls with heavy winds and storm surges from the northwest; the seawalls must be maintained to continue to be effective. Properties at sea level that are not protected by seawalls have experienced flooding.

The most recent flooding event occurred during a king tide (17.7') on December 27, 2022. Floodwaters encroached several hundred meters inland south of the SCRD wharf, reaching the cabins at the south end of the community. The cabins to the northwest of the wharf that are protected by sea walls were not affected. However, it should be noted that there were no strong winds occurring at that time to create a storm surge; had there been, or if seawalls had not been in place, the flooding and destruction could have been substantial.



Vaucroft, view from SCRD wharf looking north, December 27, 2022. Properties north of wharf (Lots 1, 2 and 3) protected by seawalls.



Vaucroft, view from road allowance looking south, December 27, 2022. Properties south of SCRD wharf, not protected by seawalls.

Chronology of Enforcement Proceedings by Islands Trust

In early January 2022, a winter storm caused damage to several sea walls located at the north end of the Vaucroft waterfront. Repair efforts were undertaken by some owners, with the advice of a professional engineer, and on notice to and with the conditional approval of the Ministry of Forests, Lands & Natural Resource Operations and Rural Development. These repairs came to the attention of the Islands Trust, which commenced an investigation.

Since February 2022, the Islands Trust's Compliance and Enforcement Department has sent letters and/or verbal warnings to the following waterfront owners (not all of whom had made repairs) alleging the presence of structures built within the statutory 7.5 m setback imposed by s.3.3(3) of the Land Use Bylaw:

Lot 1, Joe Houssian
Lot 2, Portview Holdings Ltd.
Lot 11, Ross and Betty Mascoe
Lot 13, Mark James
Lot 14, Whistcroft Holdings Ltd.
Lot 15, Susan Ryan
Lot 16, Osler Developments Ltd.
Lots 17 and 18, Gemeinhardt Family Trust
Lot 19, Alexander Tambosso
Lot 20, Sheffield Family
Lots 21, Elizabeth and Bill Binnie
Lot 22, Binnie Family Trust
Lot 23, Mike and Dale Delesalle
Lot 24, Mike and Sarah Chiu

(the "Affected Waterfront Owners")

Some of the Affected Waterfront Owners have received determination letters demanding the removal of the alleged encroaching structures; others have received Bylaw Violation Notices.

The Delegates herein are authorized to speak on behalf of the Affected Waterfront Owners and about their individual circumstances if required by the LTC.

Prior Decisions of the LTC

In April 2019, Vaucroft waterfront owner Mike Delesalle (Lot 23) was in the process of replacing the original cabin on his lot with a new structure. In the course of that project, the LTC required Mr. Delesalle to apply for a variance to accommodate a pre-existing seawall on his property by reducing the statutory setback to 0.0 meters.

The LTC denied Mr. Delesalle's variance application, but declined to refer the matter to the compliance department for enforcement pending the outcome of the Thormanby Islands Foreshore Protection Pilot Project (see [April 27/19 Minutes](#) p. 4-5 [eSCRIBE Minutes \(islandstrust.bc.ca\)](#)).

The Thormanby Islands Foreshore Protection Pilot Project was initiated by the LTC in 2018 and remains on its project list; however, the project has not yet been commenced (see LTC Meeting Agenda dated [September 1, 2022](#), pgs. 173 and 298 [eSCRIBE Agenda Package \(islandstrust.bc.ca\)](#)). The scope of the proposed project is a "review of setback regulations and designation of a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity and **protection of development from hazardous conditions** (emphasis added)."

On [January 30](#), 2020 Vaucroft waterfront owners Debra and Bill Treloar (Lot 3) appeared before the LTC to request a number of variances related to the construction of their cabin (also a complete rebuild of an

original structure). One of the variances sought by the Treloars was an increase in height of their pre-existing rock retaining wall.

In the Staff Report prepared in anticipation of the Treloars' application (the "Treloar Application Staff Report"), the staff planner acknowledges that "most properties in the Vaucroft Beach area also appear to have rock walls or similar structures along the foreshore, including properties flanking the subject property. The staff planner recommended that a review of the Vaucroft Beach area be incorporated into the "Thormanby Islands Foreshore Protection Pilot Project" (See January 30, 2020 Meeting Agenda, p. 23-24, [eSCRIBE Agenda Package \(islandstrust.bc.ca\)](#)).

In the result, the LTC denied the Treloars' request for a variance, and referred the issue of their existing rock wall for consideration within the scope of the Thormanby Islands Foreshore Pilot Project (see [January 30/20 Minutes](#), p. 4, [eSCRIBE Minutes \(islandstrust.bc.ca\)](#)).

Despite the assurances made to Mr. Delesalle by the LTC in April 2019, he has received a determination letter and Bylaw Violation Notice from the Compliance and Enforcement Department in relation to his sea wall.

The Treloars have not received a determination letter or other communications from the Compliance and Enforcement Department of the Islands Trust concerning their seawall since the hearing of their variance permit application in January 2020.

Discussion

The LTC has clearly made a policy decision to undertake a comprehensive review of the particular circumstances and needs of the Vaucroft waterfront by way of the Thormanby Islands Foreshore Protection Pilot Project. The stated scope of the Pilot Project indicates a recognition that environmental concerns must be balanced against the need to protect existing structures from the destructive effects of erosion.

The Your Marine Waterfront publication produced by the Washington State Department of Fish and Wildlife [WA State Green Shores Guide.pdf](#) (the "Guide") is a resource relied upon by the LTC to formulate its policies. The Guide suggests alternative approaches to seawalls involving the placement of rock, logs and plants. The Affected Waterfront Owners are concerned that these alternatives will not be feasible or effective in Vaucroft's exposed high energy wave environment, with upland development in close proximity to the high tide line. In fact, the Guide contains the following recognition that seawall removal is not appropriate in all circumstances (at page 32):

"[Bulkhead] removal is not feasible at every site and a full professional site assessment will be necessary. Locations with infrastructure set back from the waterfront or with no upland development are good places to consider this approach. If infrastructure is present, knowing the wave climate...is important, as sites with lower wave energy and without persistent erosion are more suitable for this approach."

In this regard, the Gambier Associated Islands Official Community Plan, Bylaw No. 109 (OCP), [1 \(islandstrust.bc.ca\)](#) recognizes that the Thormanby Islands are unique in that they are comprised of "unstable sediments and unconsolidated glacial deposits", whereas the islands of the Howe Sound region

are characterized by "rugged bedrock" (para. 1.4). The stated objectives for North and South Thormanby Islands are to *both* "maintain the residential settlements of the islands" *and* to "protect the integrity of the foreshore, shoreline and natural coastal and intertidal processes while discouraging uses that disrupt natural features and processes" (paras. 4.3.2 and 4.3.3). Accordingly, OCP Policy 3.9.11 directs the LTC to consider "permitting structural modifications of the shoreline, such as seawalls, where it can be demonstrated to be necessary to support or protect a permitted or existing use or structure....Shoreline stabilization should not interrupt natural processes solely to reduce erosion of *undeveloped land*" (italics added).

In an application brought pursuant to OCP Policy 3.9.11, the LTC "may request that the applicant submit an assessment report by a qualified coastal engineer to determine whether the rock wall is necessary for supporting or protecting permitted uses or structures on the lot and whether it impedes natural features and/or disrupts natural coastal processes, address whether green shores alternatives are feasible and provide recommendations" (Treloar Application Staff Report, p.6).

The Affected Waterfront Owners look forward to the opportunity presented by the Pilot Project to make submissions to the LTC on the application of OCP Policy 3.9.11 to their properties, and to present expert report(s) in support of their position(s).

Unfortunately, it appears that the Compliance and Enforcement Department is unaware of the LTC's intention to conduct the Pilot Project. Given the LTC's recognition of the need to review the setback bylaw in the Vaucroft area, and the importance of protecting existing waterfront homes from hazardous conditions, it is untimely to have the Compliance and Enforcement Department initiating compliance processes against owners in relation to those very setbacks. Without the LTC's immediate intervention, the Compliance and Enforcement Department will prosecute the Affected Waterfront Owners in relation to structures allegedly encroaching upon a setback which may ultimately be reduced, and these properties will be unnecessarily put at risk of erosion and destruction. The materialization of those risks will have substantial financial repercussions if homes are lost as a result.

Outcome Sought

The principles of natural justice demand consistency in administrative decision-making. The Affected Waterfront Owners reasonably expect to be treated by the LTC in a manner similar to the manner in which the Delesalles and the Treloars have been treated. For this reason, and in light of the facts and matters set out herein, the Affected Waterfront Owners respectfully request that the LTC direct the Compliance and Enforcement Department of the Islands Trust to stay all enforcement processes and investigations as against them, and defer consideration of all alleged violations of s.3.3(3) of the Land Use Bylaw to the Thormanby Islands Foreshore Protection Pilot Project.

Resolutions Without Meetings Log

Gambier Island

Resolution Number	Action	Date
2022-010 Adopt LTC 1st Mtg date for 2023 "THAT the Gambier Island Local Trust Committee schedule its first regular business meeting in 2023 at 10:00 AM on Tuesday, January 31, at John Braithwaite Community Centre, Meeting Room 3, 145 West 1st Street, North Vancouver, BC".	Carried	19-Dec-2022
2022-009 Adopt Special Meeting Minutes September 15, 2022 "THAT Gambier Island Local Trust Committee adopt the minutes of its Special business meeting of September 15, 2022".	Carried	07-Nov-2022
2022-008 Adopt IN-CAMERA minutes September 15, 2022 "THAT Gambier Island Local Trust Committee adopt the minutes of its IN-CAMERA meeting of September 15, 2022".	Carried	02-Nov-2022
2022-007 Adopt Bylaw No. 147 "THAT Gambier Island Local Trust Committee Bylaw No. 147 cited as "Gambier Associated Islands Land Use Bylaw, 2013, Amendment No. 1, 2017", be adopted".	Carried	24-Oct-2022
2022-006 Adopt Bylaw No. 146 (Bowyer and Passage Islands) "THAT Gambier Island Local Trust Committee Bylaw No. 146 cited as "Bowyer and Passage Islands Land Use Bylaw, 2011, Amendment No. 1, 2017", be adopted".	Carried	21-Oct-2022

Resolutions Without Meetings Log

Gambier Island

Resolution Number	Action	Date
2022-005 Adopt bylaw No. 145 "THAT Gambier Island Local Trust Committee Bylaw No. 145 cited as "Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2017, be adopted"	Carried	21-Oct-2022
2022-004 Adopt Regular Meeting minutes of September 1, 2022. "That the Gambier Island Local Trust Committee adopt the minutes of its Regular Business Meeting of September 1, 2022, as attached."	Carried	19-Oct-2022
2022-003 Cancel November 17, 2022 LTC meeting. "That the Gambier Island Local Trust Committee cancel the November 17, 2022 Local Trust Committee Meeting and reschedule the meeting in the new year."	Carried	12-Oct-2022

Follow Up Action Report

Gambier Island

26-May-2022

Activity	Responsibility	Dates	Status
1 Request staff to investigate data regarding projected sea level rise in the Keats Island/Howe Sound area related to the Keats Shoreline Protection Project.	Marlis McCargar		In Progress
2 Review the MOU with MOTI and arrange for a virtual meeting to discuss road issues.	Kate-Louise Stamford		In Progress
3 The LTC to review the Islands Trust Policy Statement at the July 2022 LTC meeting.	Becky McErlean Marlis McCargar		In Progress
UPDATE: Trust Council referred the ITPS back to Trust Programs Committee so at this point there isn't a complete version of the document for the LTC to endorse. Staff suggest LTC postpone review of the ITPS until such time as it's closer to completion.			

01-Sep-2022

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Gambier Island

01-Sep-2022

Activity	Responsibility	Dates	Status
1 That the Gambier Island Local Trust Committee endorse the 'Top Priorities List' and 'Projects List' as presented on July 14, 2022 for further consideration by the incoming Local Trust Committee, as amended. The following be classified as an OCP/LUB project: Identification of Crown reserves and properties in GM LTA: Identification of all Crown reserves (strips) and similar Crown properties (i.e. islets) in the Gambier Island Local Trust Area. That the Gambier Island Local Trust Committee request Staff to add educational outreach on environmentally friendly mooring buoys to the Projects List.	Heather Kauer		In Progress
2 That the Gambier Island Local Trust Committee request staff amend the scope of the Gambier Official Community Plan Targeted Review Project Charter to include: · Reconsider the zoning designation title "Wilderness Conservation;" · Add a definition for "breakwater;" · Consider policies and regulations regarding trams (tracks, funicular). · Review Site specific water zoning; · define Water tanks as structures within the LUB	Marlis McCargar		In Progress

Follow Up Action Report

Gambier Island

01-Sep-2022

Activity	Responsibility	Dates	Status
3 That the Gambier Island Local Trust Committee request staff to schedule a Public Hearing for Proposed Bylaw Nos. 153 (OCP) and 154 (LUB). Possibly mid-October, postponed until New Year.	Becky McErlean Marlis McCargar		In Progress
4 Request staff to contact provincial govt regarding the stakeholders for engagement during Sechelt negotiations to see that the IT be added as a stakeholder reference: https://news.gov.bc.ca/releases/2022IRR0051-001245	Marlis McCargar		In Progress



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December 15, 2022

File No. 5020-30

Via email: Leonard.Lee@scrd.ca, Autumn.O'Brien@scrd.ca

Leonard Lee
Board Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V7Z 0A8

Dear Leonard Lee:

**Re: Request for Letter of Support for UBCM Disaster Risk Reduction — Climate
Adaptation Program for development of a Coastal Flood Mapping Grant Application**

Further to a letter of September 29, 2022 from the previous board chair, on behalf of Islands Trust I am writing to fully support the Sunshine Coast Regional District applying for, receiving, and managing Community Emergency Preparedness Fund grant funding on behalf of Islands Trust communities located within the Gambier Island Local Trust Area.

A resolution concerning your application was passed at our Executive committee meeting on December 14, 2022. The wording of the resolution is as follows:

That Executive Committee request staff write a letter of support under the Chair's signature re agenda item: 10.3 Sunshine Coast Regional District (SCRD) request letter of support re: Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction Grant.

Thank you for applying for this funding. We wish you the best of luck with the application and look forward to working with the SCRD as the project moves forward.

Yours truly,

Peter Luckham
Chair, Islands Trust Council

cc: Gambier Island Local Trust Committee
Island Trust Executive Committee
Islands Trust website

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

Bowen Denman Hornby Gabriola Galiano Gambier Lasqueti Mayne North Pender Salt Spring Saturna South Pender Thetis

Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project: Engagement Summary Report



January 12th, 2023

Sharon Horsburgh, RPP MCIP | Serena Klaver, MCP | Jean Porteous, RPP MCIP
BAYSHORE PLANNING SERVICES INC.

<http://bayshoreplanning.com>

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1.0 PROJECT BACKGROUND

The Gambier Island Local Trust Committee (LTC) identified updating the Gambier Island Official Community Plan (OCP) and Land Use Bylaw (LUB) as a top priority project in February 2015. After delays due to staffing issues and the Covid-19 Pandemic, the project was reintroduced in 2021. Bayshore Planning Services was retained to deliver a public engagement program for the OCP/LUB Targeted Review Project.

The OCP/LUB project focuses on the following areas:

- o Archaeological and Cultural Heritage Protection
- o Forest Ecosystem Protection
- o Shoreline Protection and
- o Docks (includes public, community, and private docks)

The Gambier Island community is unique as most of its residents are primarily recreational with approximately 85% of properties used for weekend and summer use only. There are three main communities on Gambier that are connected via gravel roads, there are other small communities that are boat access only. There is no car ferry access; however, BC Ferries does contract a passenger ferry from Langdale to New Brighton.

Bayshore Planning Services was retained to:

- Conduct a targeted review of the OCP and the LUB regarding the aforementioned subjects
- Develop and implement a Community Engagement Plan and
- Make recommendations to update the OCP and the LUB

Islands Trust staff conducted research into the project focus areas and provided two discussion papers for the Consultants' information:

- Forest Ecosystem Protection
- Gambier Island Shoreline Policies

The discussion papers, along with a background review of all relevant policies and a review of feedback from Working Group meetings and community engagement events, have informed the proposed updates to the OCP and LUB. All public comments and survey results have been reviewed and analysed to form recommendations for consideration by the LTC as the OCP and LUB progress to the next phase of the planning process.

The LTC is committed to consulting and building relationships with the Gambier Island community, to involving key interested and affected parties and to collaborating with First Nations. Early and meaningful engagement with the Skwxwú7mesh (Squamish) Nation, ɿ əlilw̓ ətaʔt̓ (Tsleilwaututh) Nation, and xʷməθkʷəy̓əm (Musqueam) is separate from this public engagement process.

2.0 COMMUNITY ENGAGEMENT SUMMARY

The purpose of the community engagement was to gather input from Gambier Island residents as well as affected and interested parties. Community Engagement for the Gambier Island OCP and LUB Targeted

Review was conducted using the International Association for Public Participation (IAP2) Public Engagement Framework. It incorporates best practices for public engagement and is in keeping with the Islands Trust Policy Statement to provide an open, consultative, and meaningful public participation process. The IAP2 public engagement levels for this project include informing, consulting and involving community members of Gambier Island.

2.1 METHODS OF COMMUNITY ENGAGEMENT

A range of communication activities and engagements were carried out from August 2022 until November 2022.

COMMUNITY OUTREACH ACTIVITIES:



40+ participants in 1
person workshop

14 participants in 1
online workshop



83 participants in
online survey



3 Working
group meetings



3 interviews

OUTREACH ACTIVITIES:

This project included significant community outreach including:



843+ Flyers
distributed to all
property owners.

3 Updates to
Islands Trust
project page.

3. Email
updates to
subscribers

Regular
Social media
posts to Facebook

PUBLIC OUTREACH ACTIVITY

Fig. 1: Pictures below from the Sept 1, 2022, in-person event at the Gambier Island Community Hall.



Table 1, which follows, summarises the communications tactics and timeline used to gather feedback from participants. The public input was analysed to provide recommendations to amend the Gambier OCP and LUB.

Table 1	COMMUNITY ENGAGEMENT PLAN SUMMARY
Aug 7, 2022	Direct mail-out to 843 Gambier Island property owners, and social media postings to Gambier Island residents.
Aug 22, 2022	Online meeting #1 with the Gambier Island Working Group to review the Community Engagement Plan and the draft online survey
Aug 29, 2022	Launched the online survey. There were 83 participants.
Sept 1, 2022	Hosted an in-person community meeting at the Gambier Island Community Centre to provide feedback through an interactive World Café format. There were 40+ participants.
Sept 14, 2022	An online community meeting via Zoom was hosted for participants to provide feedback. There were 14 participants.
Sept to Nov 2022	Consultants did three interviews with members of the community, posted three updates to the Islands Trust project page and to the email subscriber list
Mid Oct 2022	Consultants reviewed the online survey results
Nov 7, 2022	Online meeting #2 with the Gambier Island Working Group regarding the online survey results
Dec 5, 2022	Online meeting #3 with the Gambier Island Working Group for them to provide feedback on the draft Engagement Summary Report
Jan 31, 2023	Online presentation at Gambier Island Local Trust Committee meeting

The direct mailout was sent to all property owners in August to notify them of the OCP/LUB review project. Several social media and email notifications were posted on various platforms to inform Gambier Island community members about the in-person community meeting held on Gambier Island and an online community meeting via Zoom. The community engagement was designed to inform and engage community members about the project.

During the course of the consultant contract, the Gambier Island Working Group participated in three meetings by Zoom. Electronic communication was determined to be the only practical form of engagement as Working Group members were spread across Gambier Island and the Lower Mainland.

There was one in-person workshop hosted on Gambier Island that used the World Café meeting format to gather input (see fig.1). This meeting was a structured conversational process for knowledge sharing. Participants discussed a pre-defined topic in small groups. Outcomes or solutions to the topics were not decided in advance. Some degree of formality was retained as facilitators tried to ensure that everyone had a chance to speak. The expectation in a World Café format is that discussion will take place that could shift people's conceptions. The presentation slides from the in-person and zoom workshops are posted on Island Trust's Gambier Island project website [Gambier Island Local Project Page](#)

2.2 WHAT WE HEARD FROM THE IN-PERSON and ONLINE COMMUNITY MEETINGS

Forestry and Woodlots

- Protection of forest lands was a strong theme. High importance is placed on preserving Provincial Crown Land for ecological and recreational benefits. The biggest threat to the Island's forests was seen as fragmentation through logging/forestry and development.
- Many community members stated that they strongly objected to the Province issuing any new woodlot licenses on Gambier Island. Two woodlots on Gambier Island are located on the Northeast side of the Island, zoned Wilderness Conservation. The Province has indicated neither of the licenses are allocated and there are no plans to change their status at this time. Another woodlot is located on the SW side of the Island, which includes Whispering Creek area and is zoned Forestry.
- While many community members are supportive of a shift towards eco-forestry and more sustainable forms of forest management, others are supportive of the current management of private forest land.
- There was a wide range of perspectives on the cultural significance of the woodlots. Many noted the importance of the forest for tourism and recreation. Respondents expressed the recreational benefit of the forest lands and are in favour of forest management that supports hiking, biking, walking, and ATVing. There was also significant support for recreation as it relates to tourism.
- Some respondents emphasized the importance of consulting the Squamish First Nation on the future management of Crown Land forests on the island.
- Concern about climate change and the impacts of wildfires, flooding and extreme weather emerged as a key theme. Many expressed the importance of managing the forest to increase resiliency to climate change.
- Survey responses indicate a wide range of perspectives. In general, the community supports protection measures that limit tree removal with the caveat that every situation is different and may require an individual analysis.
- There is support for view corridors and recognition of the need to remove trees that are not healthy.
- Overall, the message was that while there is no ongoing dialogue regarding Provincial Crown Land, the public would like to see the Islands Trust take on a more active advocacy role with the Province and the Squamish First Nation about the preferred option, which is to adopt a conservation approach.

Public Docks

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

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

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

Private docks: A moorage attached to private property for the exclusive use of the upland owners.

- There was concern that access to public docks should be maintained by the Government. Many expressed concerns with the deteriorated condition of the New Brighton dock and encouraged dialogue with the Sunshine Coast Regional District and the Squamish First Nation to develop a plan to upgrade this dock.
- Increased capacity for berthage was mentioned numerous times.
- There was strong support to maintain the current 15 metre building setback from the natural boundary of the sea. There was minimal support for increasing the building setback to 30 metres. This was proposed as an option to give more protection to treed areas along the shoreline.

First Nations

The community expressed strong support to advance initiatives that encourage reconciliation with First Nations. Respondents encourage Islands Trust to explore opportunities to engage with Squamish First Nations.

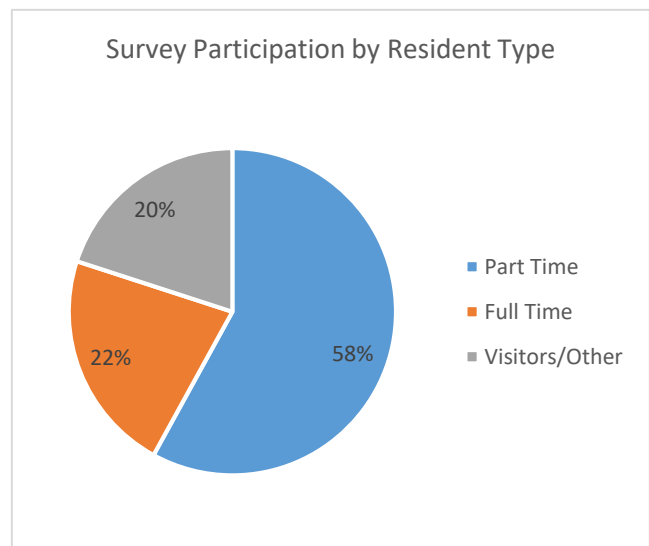
3.0 WHAT WE HEARD FROM THE COMMUNITY ONLINE SURVEY

The community online survey was made available through the Islands Trust website and hard copies were made available on request. The survey was a key element of the Community Engagement Plan. The survey design encompassed historical knowledge from Islands Trust project efforts, Working Group recommendations, Local Trust Committee direction and best planning practices.

There was a noticeable tone indicated in the survey responses for the protection of natural resources on Gambier Island with a request for the Islands Trust to advocate for conservation to support biodiversity and regulatory solutions.

3.1 SURVEY RESULTS

-A total of eighty-three (83) responses were received.
-The response rate was over 10% based on number of number of properties on Gambier Island. This is considered a relatively high response rate considering Gambier Island's small population.
- 95% of the respondents answered all questions which is worthwhile noting given that regulatory questions related to OCPs and LUBs can be complex.
-Some participants indicated they needed more information or found the questions to be convoluted or confusing.



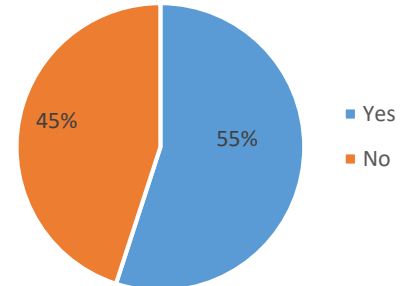
Question 1. Natural coastal processes should they be left undisturbed to the maximum extent possible?

This can mean leaving the coastal shoreline in its natural form with minimal impacts from development (e.g., limiting the number and size of buildings and structures or minimizing vegetation and tree removal close to the shoreline).

On a Scale of 1- 5 do you Disagree (1) or Agree (5)

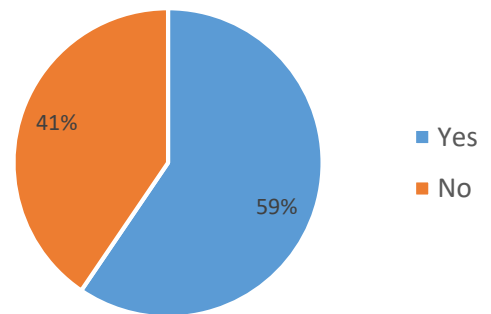
Response: 55% in agreement.

Q1. Natural Processes



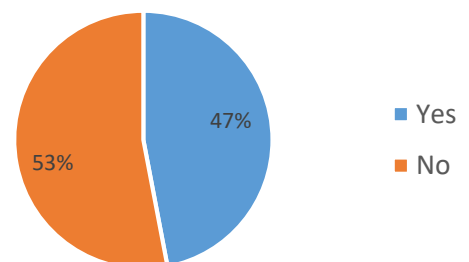
Question 2. Would you support adding a policy to the OCP to encourage preserving the natural tree cover along the shoreline and to discourage tree removal?

Q2. Shoreline Tree Removal Policy



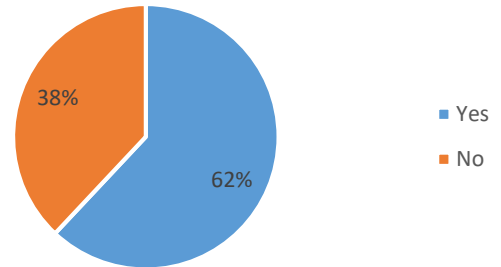
Question 3. In the OCP, one of the current Advocacy Policies reads: The Province should allow community forest and woodlot licensing on Crown Land designated as forestry. In cases where this would create locally based economic opportunities for small scale sustainable forestry, including providing logs for local processing would you like to see this policy remain?

Q3. Advocacy Policy Forestry



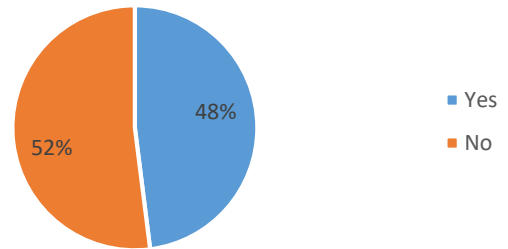
Question 4. Currently, Crown Land and private land are not protected. Do you think there is enough land protected for conservation purposes on Gambier Island?

Q4.Conservation of Land.



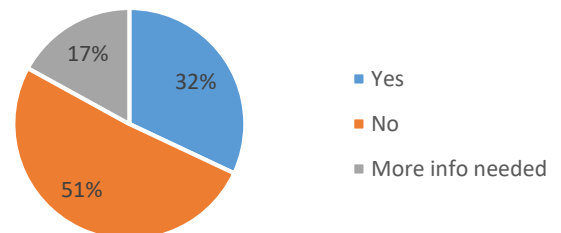
Question 5. Are you interested in expanding or creating a new shoreline Development Permit Area (DPA) guideline that could further protect all of Gambier Island's shoreline?

Q5. Shoreline Development Permit Area (DPA) Options



Question 6. Would you be supportive of expanding the setback requirements to 30 metres to allow for a greater buffer between development and the shoreline/marine environment?

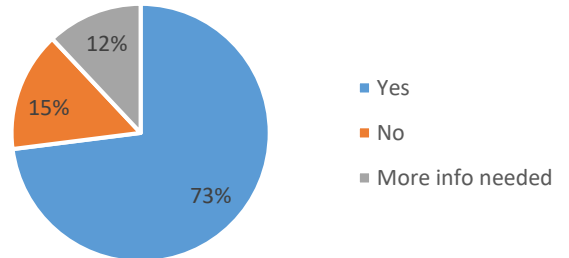
Q6. Shoreline Setback Requirements



Question 7. The Islands Trust has no jurisdiction over Crown Land but can act as an advocate to preserve and protect this land.

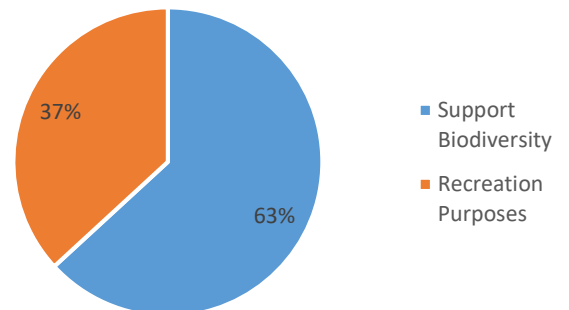
Do you support Islands Trust in undertaking further work to advocate to the province and/or First Nations to protect Crown Land on Gambier Island?

Q7. Advocacy to Protect Crown Land



Question 8. Building off Question no. 7 above, what do you consider to be more important on Gambier Island? Protection of Crown Land for biodiversity or recreation?

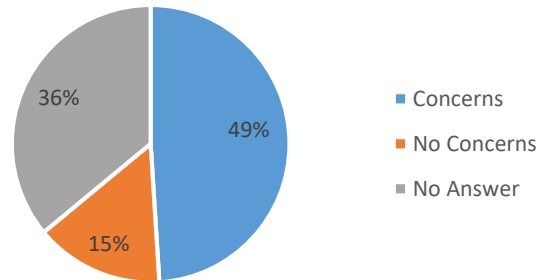
Q8. Protection of Crown Land



Question 9. Do you have concerns related to shoreline protection and/or development? If so, what concerns do you have?

There were many responses to this question, and we have included comments related to OCP/LUB Targeted Review below in three categories: Development, Docks, and Environment.

Q9 Do you have concerns related to shoreline?

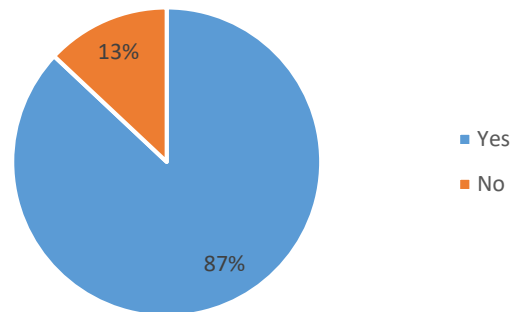


Question 10. The Gambier Island Official Community Plan policy on Marine and Foreshore Areas reads: The marine and foreshore areas should be zoned to allow:

- (i) cooperatively owned or operated docks to provide marine access to residential areas as a means of minimizing the need for upland road links between residential communities and to limit the need for multiple dock development along the shoreline;
- (ii) boat moorage, where cooperatively owned docks are not feasible, to serve the needs of residents in the immediate area, provided such moorage does not restrict navigation;
- (iii) public parks and ecological reserves and marine navigational aids and publicly funded and operated boat launching facilities.

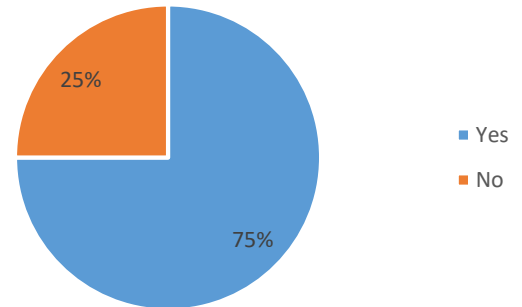
Do you support keeping this policy?

Q10. Marine Foreshore Areas



Question 11. Should the OCP have an Objective / Goal regarding Shoreline similar to the Keats Island OCP? Protecting Keats Island’s natural foreshore and public recreational beaches from pollution, environmental degradation, or modification by inappropriate development or use is extremely important to the community.

Q.11 Shoreline Docks

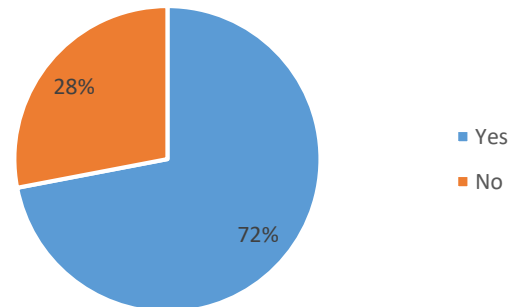


Question 12. Should the OCP have a general policy regarding the Shoreline similar to the Marine and Coastal Resources Policies in the Thetis Island OCP as follows.

Foreshore and adjacent coastal water area land use regulations should place emphasis on retaining natural characteristics. Public access and the right to recreational use of the foreshore should be supported and protected, and such access and use should respect the interests of adjacent residents and tenure holders. The integrity of foreshore features, shoreline features, and intertidal processes may be maintained by:

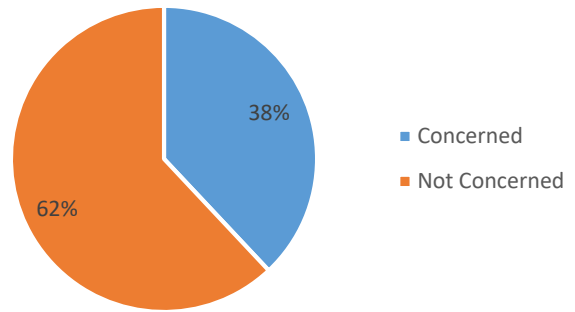
- a. Discouraging uses that disrupt natural features and processes and encourage owners of shoreline properties to retain, wherever possible, natural vegetation and natural features on areas sloping towards the foreshore.
- b. Supporting the prohibition of filling, deposit, excavation, or removal of foreshore and seabed materials.
- c. Upland waterfront developments should be setback sufficiently to allow for natural erosion and accretion processes, without endangering structures.
- d. Where private docks are allowed, the use of communal docks is to be encouraged.

Q12. OCP Shorline Policy



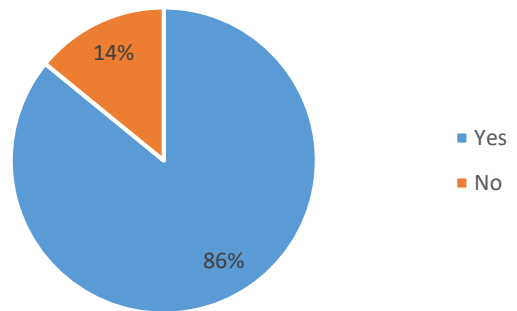
Question 13. How do you view the increase of private docks on the island?

Q13. Private Docks



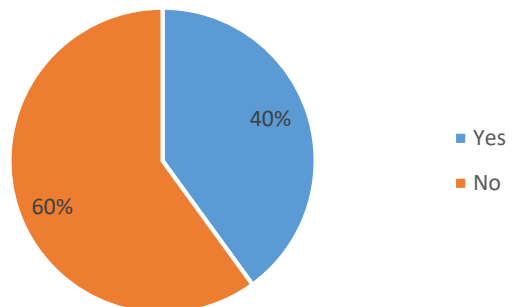
Question 14. Do you think Gambier Island property owners should be encouraged to construct shared docks for more than one property when and where practical?

Q14. Shared Docks



Question 15. Do you think there are an adequate number of community docks on the island?

Q15. Adequate Community Docks



Questions 16 to 19

A summary of the survey responses for Questions 16 to 19 are listed below:

Q16. What changes to docks do you think are necessary on the island? (Please specify whether your comments relate to private, community, or both types of docks).

- Secure community access to public docks for residents.

Q17. Would you like to see Gambier Island incorporate the same or similar policy in the OCP?

- Yes, include policies in the OCP to secure access to public docks.

Q18. What public signage could be updated to include Indigenous language and cultural references around Gambier Island to acknowledge Islands Trust commitment to reconciliation with First Nations?

- Names of bays in indigenous language.

Q19. What other ways could you see Gambier Island acknowledging First Nations history and ongoing presence on Chá7elkwnech (Gambier)?

- Through dialogue with Squamish First Nations review options to include signage depicting indigenous culture and language.

Summary of Development and OCP Related Comments:

The survey generated an extensive list of comments from the survey participants that could not be quantified numerically. We have included within this report only those comments that are most applicable to the OCP targeted review:

Docks | OCP Related Comments:

- Without a New Brighton dock solution, there will be more demand to permit private docks. More private moorages may be the wrong solution and there should be more efforts to improve New Brighton dock for the community.
- Respondents indicated support for larger public docks with more slips for short term and long-term moorage. In addition, more parking for vehicles near the public docks.
- Too few public docks will encourage the development of private docks.
- Don't unduly limit private dock development. The permitting process should be quicker. The few existing areas that allow docks have high costs of ownership because Gambier's bylaws limit development. It's an island, people have boats, and it's unrealistic to think that these people using the land don't want to have docks to store their boats. The public docks are overused and there is no space on a regular basis.
- The condition of the New Brighton Dock generated the most comments and based on the multiple uses: ferry dock, short and long-term moorage the current size of the dock is inadequate. It is heavily used and requires extensive repairs. There is concern from the community that without regular maintenance the New Brighton Dock will become unsafe to use for the foot passenger ferry.

Environment | OCP Related Comments:

- Major fires are increasing and threat to ecosystems and private property
- Unless there is a commercial operation such as fisheries, forestry, or mining, there is little to be

concerned about regarding the shoreline.

- I believe that marine riparian areas need to have the maximum amount of protection from development, not only from building structures but also from removing vegetation or planting lawns and gardens within the marine riparian areas.
- Some of the last remaining areas of wild land will be built close to the shore taking away from a wilder feeling and affecting the habitats of many species.
- The shoreline is a dynamic zone, and the limits are also changing due to climate change. An understanding is needed for (a) changes in next 100 years (b) affects of severe storms in winter that are leading to increased affects on environments (e.g., east side of GI, northerly outflows).
- Sea level rise is inevitable. Individual property owners building sea wall structures properties can lead to increased erosion elsewhere (including neighbouring properties.) Strict guidelines need to be enforced.
- Suggested extensive setbacks for building development and moratorium on private docks.
- No development should occur in the foreshore, nearshore, or backshore, without the approval of Islands Trust.
- Current setbacks are sufficient; however, private owners should have some options to prevent foreshore erosion from rising sea levels.
- Shoreline protection is imperative, reduce development, reduce private docks, and increase shared docks where possible.
- People are altering shoreline with fill using heavy machinery. Some structures are built very close to the water's edge; also foreshore alterations (large lock block walls, vegetation removal) and individual docks.
- Continued education around shoreline protection.
- While shoreline protection rules are very good to have in place, the enforcement of those rules is ambiguous.
- Maintain and protect the boundaries of my property while maintaining the natural look of the beach
- New setback rules applied to existing properties without compensation for loss of value or use.

4.0 OVERVIEW OF OCP/LUB POLICY DIRECTIONS

The Official Community Plan (OCP) is a statement of objectives and policies that guide the Local Trust Committee's planning and land use management decisions. The OCP is a living document and adapts to new trends and issues expected to arise over the coming 20-year period while also responding to ever-changing circumstances on Gambier Island.

The Land Use Bylaw (LUB) regulates the use of land, building and structures on the island, and must be consistent with policies contained in the OCP. The LUB defines legal zones that specify permitted uses on a parcel of land.

The OCP/LUB Targeted Review Project and community engagement focused on gathering feedback. The policy directions below reflect feedback from the community in-person and online meetings, the Online Survey, and the Gambier Island Working Group.

1. Policies to Ensure Archaeological and Cultural Heritage Protection

- Identify Heritage Conservation Area(s) to reflect First Nations history and relationship with Gambier Island

- Collaborate with the Squamish First Nation to identify agreements with Provincial and Federal governments as they relate to land use on Gambier Island

2. Introduction of Shoreline Development Permit Area (DPA)

A Shoreline Development Permit Area is being recommended to promote increased protection of coastal areas. A new DPA would be in addition to the existing 15-meter building setback from the present natural boundary of the sea. Local governments have the authority to designate a DPA in an official community plan and describe the special conditions or objectives to justify the designation. Guidelines would describe special conditions or objectives for proposed developments within a specific assessment area. These guidelines may be specified in the Land Use Bylaw.

To provide additional protection to natural features close to shorelines the LTC may want to consider:

- I. A Shoreline DPA with a 30-meter assessment area. This would require a Qualified Environmental Professional to evaluate a development area from 30 meters from the Present Natural Boundary or Property Line. This was supported by the Gambier conservations Society and the Gambier Island working group.
- II. Introduce a Shoreline DPA with a 15-meter assessment area. This reduced assessment area would keep the building setback and the assessment area the same. A Qualified Environmental Professional would need to be engaged by the homeowner to evaluate a development area from 15 meters from the Present Natural Boundary or Property Line.

3. Policy Options To Maintain Access to Public Docks

- Include zoning that supports foreshore development for new public docks that can be accessed by the community.
- Maintain the current number of docks that provide residents with access to all Gambier communities.
- Where practical, encourage shared private moorage dock facilities. Resident's state there is a lack of publicly owned docks. This puts the responsibility onto individual property owners to secure water access to their property.

4. Strategies to Strengthen Forest Ecosystem Protection:

- Advocacy, education, and collaboration with interested and affected parties are appropriate tools for the protection of Crown Land.
- Policies and regulatory tools have been reviewed to encourage tree and forest ecosystem protection on private land.
- Advocate to the Province to cancel the woodlot licenses on Gambier Island.

5.0 OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW RECOMMENDATIONS

Based on the review of existing studies and the community feedback below are some recommended policy changes and next steps for the LTC consideration.

Through the Gambier Island OCP and LUB Targeted Review Project, Islands Trust planning staff have invited Squamish First Nations to collaborate.

5.1 INDIGENOUS RECONCILIATION

Communication and collaboration with Squamish First Nations specific to the proposed Gambier Island's new OCP/LUB will be continuing in 2023/24.

On March 14, 2019, the Islands Trust Council recommended Gambier Island's new OCP/LUB include the following policy below:

Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous Peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous Peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

It is recommended that this policy be included in the updated OCP.

5.2 ESTABLISH HERITAGE CONSERVATION AREAS

In accordance with Section 614 of the LGA, Heritage Conservation Areas (HCAs) can be designated within an OCP. Gambier Island does not currently have any designated Heritage Conservation Areas. Similar to DPAs, where a Development Permit application must be "in accordance with" DPA guidelines, a Heritage Alteration Permit (HAP) must act in accordance with the HCA "purpose". While DPAs may be designated for a number of purposes, a HCA is designated for the purpose of "heritage conservation".

HCAs could recognize important cultural or historical areas or features of importance on Gambier and facilitate understanding of property owners on First Nations concerns. Existing Gambier OCP policies that

address heritage conservation are broad. Establishing an HCA is an opportunity to strengthen heritage conservation on Gambier Island.

An important note when considering the establishment of HCAs, is that they may not be used to prevent a land use that is permitted within the LUB, and may not conserve natural landscapes or undeveloped land, except as noted in Section 588(1) of the Local Government Act (LGA).

5.3 SHORELINE PROTECTION/TREE REMOVAL POLICY

OCP policy amendments are proposed to protect natural shorelines and public beaches from pollution, environmental degradation or modification by inappropriate development. Protection of sensitive ecosystems includes shorelines to ensure natural coastal processes are left undisturbed to the maximum extent possible. This can mean leaving the coastal shoreline in its natural form with minimal impacts from development (e.g., limiting the number and size of buildings and structures or minimizing vegetation and tree removal close to the shoreline).

There are several policies in the current OCP which speak to protecting coastal and/or foreshore areas. The OCP policies address possible issues such as; erosion control and logging of private lands. Shoreline protection can be achieved through amending the land use bylaw to restrict development. Development permit guidelines can be updated to protect the integrity of foreshore features, shoreline features, and intertidal processes by:

- I. Discouraging uses that disrupt natural features and processes and encouraging owners of shoreline properties to retain, wherever possible, natural vegetation and natural features on areas sloping towards the foreshore.
- II. Supporting the prohibition of filling, deposit, excavation, or removal of foreshore and seabed materials.
- III. Upland waterfront developments should be setback sufficiently to allow for natural erosion and accretion processes, without endangering structures.

To protect coastal areas the current OCP requires a 15-metre building setback. To further promote increased protection and preservation of the Gambier Island shoreline, consideration could be given to increase this requirement and apply to the 30-metre horizontal distance upland from the present natural boundary and within the 30-metre horizontal distance seaward of the present natural boundary. However, there was little support for this in the community feedback.

The objective of a new development permit area is to protect terrestrial habitats and endangered species. Islands Trust has current mapping of ecologically sensitive areas. These areas may contain significant trees, species listed under the federal Species at Risk Act (SARA) and provincially ranked species identified as red-listed or blue-listed by the Provincial Conservation Data Centre. The objective of the proposed development permit could provide an increased setback for assessment. The that could also identify wildlife trees as detailed in the provincial Wildlife Act (e.g., those with nests of eagles, herons, osprey, falcons, or burrowing owl). Development permit guidelines would likely require a qualified professional to conduct on-site assessments.

The creation of a Shoreline Development Permit Area should include exemption criteria that may be granted based on certain conditions.

5.4 RECOMMENDATIONS FOR ACCESS TO DOCKS

It is important to note, the public docks on Gambier Island are owned and managed by other governments. Islands Trust has the zoning authority and can play an advocacy role.

It is recommended that:

- I. ecofriendly materials be used in future upgrades to any public dock facility and a management plan be implemented to ensure continued use.
- II. Updates to OCP policies 9.10 and 9.21 to clarify that ferry services are essential for the western peninsula.
- III. Shared access to all types of docks is encouraged. Privately held docks by individual property owners may consider shared docks where practical.
- IV. For strata and subdivision development access should be permitted to the owners of the upland property. For docks that provide public access the OCB/LUB should reflect public access in perpetuity to ensure public use.

5.5 FOREST ECOSYSTEM PROTECTION STRATEGIES

Islands Trust has some tools available to achieve the protection of forest ecosystems. Much of the forested area on Gambier Island is on Provincial Crown Land therefore under Provincial authority. Islands Trust can continue to collaborate with the Provincial Government and advocate for sustainable forestry management and protection of the forests and associated ecosystems. This would help to achieve the goal of ensuring policy development designed to achieve Trust Council goals and objectives by undertaking the following:

- Contemplate creating a new Development Permit Area to protect Gambier Island Forest ecosystems and Shorelines.
- Review the OCP and LUB for strong language that prioritizes protection of Gambier Island forests in land use planning on Gambier Island.
- Strengthen engagement with the Provincial and Federal Governments and First Nations to find opportunities for protection of the Gambier Island forest ecosystems.

Policy Tools to create better protection forest ecosystem could include:

- I. **Development Permit Area (DPA)**

DPAS through local governments outline specific guidelines for how proposed development in that area can address the special conditions or objectives. These guidelines may be specified by zoning bylaw.

Contemplate creating DPAs to protect the Gambier Island forests and associated ecosystems within Islands Trust jurisdiction.

Tree removal and logging close to shorelines with sensitive ecological features such as woodlands, riparian areas that support fish habitat should be done in accordance with qualified environmental professional.

While climate change is a global issue it is outside the scope of this review for Gambier Island. We anticipate that through Provincial legislation such as the Riparian Area Protection Regulation and the BC Building Code, sea level rise and changes to flood construction levels will likely impact future development on Gambier Island.

II. Enhance Policy and/or Land Use Bylaw Regulations

Review the OCP and LUB for strong language that prioritizes protection of Gambier Island forests in land use planning within Islands Trust jurisdiction.

Adherence to Provincial Forest management plans that promotes best management practises should be encouraged after an area is logged. Areas should be replanted to create a mixed sustainable forest. The OCP policies should be re-evaluated to respond to changing conditions such as climate change and wildfires.

III. Stewardship Education, Advocacy, Partnerships

Strengthen engagement with the Provincial and Federal Governments to find opportunities for protection of the Gambier Island forests.

Continue to work with the province to review options that could allow community forest and woodlot licensing on Crown land designated as forestry in cases where this would create locally based economic opportunities for small scale sustainable forestry, including providing logs for local processing.

The trail network should be considered and protected in relation to any future logging activities.

An inventory of old growth (more than 100 years) should be developed and maintained. Review of Provincial policies protecting old growth should be reviewed to ensure old growth trees are documented for protection.

6.0 CONCLUSION

The OCP/LUB Targeted Review Project focused on gathering community feedback. There were numerous comments and suggestions made by the survey respondents. The responses are consistent with the feedback from the two community meetings held in September. A summary of the future policy directions is as follows:

- Archaeological and Cultural Heritage Protection:
 - Consider First Nations perspectives, history, and relationship to Gambier Island
 - Consider Heritage Conservation Area(s)

- Shoreline protection:
 - Consider policies and regulatory tools to encourage protection of shoreline ecosystems
 - Islands Trust to provide advocacy and education on protecting shorelines.
- Public docks
 - Ensure continued access to the three public docks by the community.
 - Concerns about the New Brighton dock was a recurring theme throughout the survey.
- Forest ecosystem protection
 - Consider policies and regulatory tools to encourage tree and forest ecosystem protection on public and private land.
 - Forestry on Gambier Island is an important issue in which the Province, the LTC, First Nations, and public have an interest in. Survey respondents expressed the importance of consulting the Squamish First Nation on the future management of woodlots.

The OCP/LUB review process is the opportunity to follow the intent of the United Nations Declaration on the Rights of Indigenous Peoples Act (UNDRIP), Federal and Provincial commitments, and to enhance the local government's relationship with Indigenous populations, through sound land use decisions. The Islands Trust Policy statement acknowledges this commitment to relationship-building through ongoing dialogue and sharing of information through government-to-government meetings with Islands Trust Elected officials and the Squamish First Nation. The survey contained several actions with regards to Archaeological and Cultural Heritage Protection. Suggestions included welcome signage that highlights Skwxwú7mesh First Nations heritage and mapping of various places around the community that are of cultural significance.

REFERENCES

Islands Trust Strategic Plan (2018-2022)
Islands Trust Policy Statement
OCP and LUB Targeted Review Project Charter
OCP and LUB Targeted Review Engagement Framework
Islands Trust Shoreline Discussion Paper
Forest Ecosystem Discussion Paper
Gambier Island Official Community Plan (OCP) Bylaw No. 73
Gambier Island Land Use Bylaw No. 86 2004
Community and Shared Docks Case Studies from the B.C. Coast
<https://islandstrust.bc.ca/document/community-dock-case-studies/Islands>
First Nations Engagement Principles
Islands Trust Toolkit for Protection of the Coastal Douglas fir Zone and Associated Ecosystem



DATE OF MEETING: January 31, 2023
TO: Gambier Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
COPY: Renée Jamurat, MCIP RPP, Regional Planning Manager
SUBJECT: Gambier Island OCP and LUB Targeted Review Project

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Engagement Summary Report, dated January 12, 2023
2. That the Gambier Island Local Trust Committee request staff to create a work plan for LTC consideration that will outline the next steps in the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project.

REPORT SUMMARY

The purpose of this report is to provide the Gambier Local Trust Committee (LTC) with a status update on the project, to seek endorsement of the Engagement Summary Report and to get direction from the LTC to develop a work plan for consideration at a future LTC meeting.

BACKGROUND

The LTC passed the following resolution at their March 31, 2022 business meeting:

GM-2022-019

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

that the Gambier Island Local Trust Committee endorse the project framework and graphic.

CARRIED

Previous staff reports, memos and background information for this project are found on the LTC Projects [webpage](#).

PROJECT UPDATE

The request for proposal process to hire a consultant to lead this project concluded at the end of June. The contract was awarded to Bayshore Planning Services Inc. Over the past six months, the consultant has undertaken the following work to advance this project:

- attended a project meetings with Islands Trust staff;

- completed a comprehensive review of relevant reports, discussion papers, policies, bylaws, regulations, and standards to identify policy and regulatory gaps and needed updates within topic areas;
- developed the Community Engagement Plan;
- developed a brochure for a mail out;
- held three Working Group meetings;
- held two community engagement sessions on September 1, 2022 (in-person) and September 14, 2022 (online);
- developed and analysed results from an online community survey; and
- completed an Engagement Summary Report (Attachment 1).

Discussion Papers

Staff developed two discussion papers based on a review of current LUB regulations and OCP policies on Gambier Island and other Local Trust Area regulations and policies related to shoreline protection and forest ecosystem protection (available on the LTC Projects [webpage](#)). The goal of this review was to analyse what opportunities may exist for regulatory and/or policy changes that could potentially provide increased shoreline and forest ecosystem protection on Gambier Island.

Gambier Island OCP/LUB Targeted Review Working Group

The Working Group has met online three times since the consultant was hired in June 2022. Meeting #1 was based around an introduction to the online community survey and to the supporting documentation (e.g. Discussion Papers). The Working Group had the opportunity to provide feedback on the survey questions. They also had the opportunity to provide comment on the Discussion Papers. Meeting #2 was held once the online survey had closed and the consultants had reviewed the data collected. The meeting explored the results from the engagement sessions, interviews and survey. Meeting #3 offered the Working Group the opportunity to review the Engagement Summary Report and comment on the proposed OCP and LUB policy directions.

Engagement Summary Report

The Engagement Summary Report (Attachment 1) provides an outline of the key engagement steps that were completed. Engaging with the Gambier Island community occurred through four main activities:

- Zoom meetings with the Working Group
- Individual stakeholder interviews by phone
- Community survey (online and hard copies)
- Community Engagement Sessions (online and in-person)

The Engagement Summary Report details the results of the engagement activities. It also suggests recommendations for changes and updates to the Official Community Plan and Land Use Bylaw changes based on the feedback received during the engagement period and planning best practices.

First Nation Engagement

A preliminary staff-to-staff meeting with Skwxwú7mesh (Squamish) Nation took place on November 16, 2022. Islands Trust staff met with the Referral Manager and an Environmental Specialist in the Rights and Title

Department at Skwxwú7mesh (Squamish) Nation. Islands Trust staff gave a brief overview of the project to date and discussed possible options for Skwxwú7mesh (Squamish) Nation involvement. Staff at Skwxwú7mesh (Squamish) Nation expressed an interest in the project and indicated a willingness to collaborate with Islands Trust as the bylaws are drafted. Next steps include:

- Send the Engagement Summary Report to Skwxwú7mesh (Squamish) Nation once it is finalized;
- Confirm availability of capacity funding that will allow for a collaborative approach; and
- Initiate another staff-to-staff meeting with Skwxwú7mesh (Squamish) Nation to discuss a collaborative work plan and outline next steps.

The Business Case for the 2023-2024 budget funding request will go to Trust Council for approval during the March 7-9, 2023 meeting. There is a strong likelihood that the entire 2023-2024 project budget (\$16,000) would be required to focus the next stage of this project towards First Nations engagement using a collaborative approach.

ALTERNATIVES

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee request that staff provide [specify requested information].

2. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Describe the next steps in the process, if applicable.

Submitted By:	Marlis McCargar, Island Planner	January 19, 2023
Concurrence:	Renée Jamurat, MCIP RPP, Regional Planning Manager	January 24, 2023

ATTACHMENTS

1. Engagement Summary Report

File No.: 6500-02
Term End Report

DATE OF MEETING: January 31, 2023
TO: Gambier Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
COPY: Renée Jamurat, MCIP RPP, Regional Planning Manager, Northern Office
SUBJECT: Local Trust Committee Projects and Priorities

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the Active and Future Project List as presented in the January 31, 2023 regular business meeting agenda package.

REPORT SUMMARY

The Local Trust Committee is being asked to review its 'Work Program' and provide direction for any changes to the Active and Future Projects. This report provides a summary of active LTC Projects, an overview of the currently identified future projects, and identifies other potential projects the LTC may wish to consider this term.

Active Projects

Project	Summary	Current Status	Comments
Keats Shoreline Protection Project	Establish shoreline DPA and updates marine structure regulations.	ONGOING	Update September 1, 2022 2 nd Reading given and Public Hearing pending: <i>"That the Gambier Island Local Trust Committee request staff to schedule a Public Hearing for Proposed Bylaw Nos. 153 (Official Community Plan) and 154 (Land Use Bylaw)."</i>
Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project	Conduct a review of the Gambier Island Official Community Plan policies and Land Use regulations pertaining to forest ecosystem protection, protection of archaeological and cultural sites, shoreline protection and marine designations across the Plan area.	ONGOING	Bayshore Planning Services Consultant contracted for 2022/23. Preliminary Community Engagement completed. Report outlining recommended OCP and LUB changes completed. First Nations consultation strongly recommended.

Project	Summary	Current Status	Comments
			On September 1, 2022: that the Gambier Island Local Trust Committee request staff to amend the scope of the Gambier Island Official Community Plan Targeted Review Project Charter to include: - Reconsider the zoning designation title “Wilderness Conservation;” - Add a definition for “breakwater;” - Consider policies and regulations regarding trams (funicular tracks, etc.); - Review site specific water zones on Gambier; - Define water tanks as structures within the Land Use Bylaw. Consider adoption of a Heritage Conservation Area

By Trust Council policy, an LTC can have one active Minor Project at a time, in addition to any Major Projects funded through a business case approved by Trust Council.

Potential Future Projects

The LTC should start to consider future projects, particularly any Major Projects, as scoping for business cases should start in April 2023. The LTC should review the Future Projects List and remove any initiatives it considers out-of-date or any it no longer supports, or add any new initiatives it may want to consider.

The following section identifies potential future projects from several sources.

1. Future Projects List: as issues are identified, an LTC can add potential projects to the ‘Future Projects List’. These are tracked in a report included in each agenda package. The following table summarizes the items currently identified on the Future Projects List:

Date added	Issue	Description	Comments
September 1, 2022	Administrative	Development Approval Information Bylaw: Develop and adopt a D.A.I Bylaw for the Gambier Trust Area.	For LTC discussion.
September 1, 2022	Administrative	Identification of all Crown reserves (strips) and similar Crown properties (e.g. islets) in the Gambier Island Local Trust Area.	For LTC discussion.
September 1, 2022	OCP & LUB	Pump out stations: develop advocacy policies.	For LTC discussion.
September 1, 2022	OCP & LUB	Thormanby Island Foreshore Protection: Review of setback regulations and designation of a development permit area for the purposes of protecting the natural environment, its ecosystems and biological diversity and protection of development from hazardous conditions.	For LTC discussion.
September 1, 2022	LUB	Gambier LUB: - Recreational Camp and Private Institutional Regulation Review.	For LTC discussion.
September 1, 2022	LUB	Keats LUB: - Update definition of 'dwelling' in the Keats Island Land Use Bylaw No. 78. May 2020: clarification around water storage tanks as structures, requirements for screening, and the need for setback placement as part of their use as community amenities in fire protection.	For LTC discussion.

Strategic initiatives: the following are potential projects that have been advanced through the Regional Planning Committee, with a brief description of each:

- a. Affordable Housing: a broader review of housing policies and regulations, including consideration of implementation of Islands Trust housing toolkit recommendations and coordination with [Northern Region Housing Needs Assessment](#). This is identified on the LTC's active projects list already as "Affordable Housing Options".
- b. Coastal Douglas-fir Ecosystem Protection: Regional Planning Committee prepared a [toolkit](#) with options for protecting significant tracts of mature forest.
- c. Cultural Heritage Protection implementation: phase 1 of a project to develop criteria for identification of cultural heritage sites was undertaken last year, however that did not include delivery of mapping. Implementation could include designation of Heritage Conservation Areas, based on existing mapping, designation of shoreline areas or First Nations recommendations.
- d. Shoreline Review: Regional Planning Committee funded a report on shoreline protection last term. Several LTCs initiated projects to review shoreline and marine policies and regulations last term.

Other potential projects: the LTC should consider identifying other potential initiatives or issues, either as an LTC or through a process of community consultation.

The LTC may wish to consider scheduling a special meeting to engage in more detailed deliberations on identifying future projects or to engage in community consultation on future priorities.

Business Cases for Major Projects

Major projects are any LTC projects that are anticipated to require a budget over \$5,000 in any given fiscal year. These projects would be supported by a planner from the Regional Planning Team and are required to have a business case approved by Trust Council. The LTC submitted a business case for the 2023/2024 fiscal for the continuation of the Gambier Island OCP/LUB Targeted Review Project and funding will be confirmed at the March 2023 Trust Council.

LTCs wishing to undertake a Major Project in the next fiscal (2024/2025) should start developing a business case in the spring of 2023, and finalize and endorse the business case by July 2023 in order to have it reviewed by Regional Planning Committee and by the Financial Planning Committee in October and November 2023 meetings. The Financial Planning Committee's recommendations on the business case would then be considered at the December 2023 Trust Council for inclusion in the budget for the following fiscal year.

Administrative Bylaws

All LTCs have administrative bylaws that govern the LTC's procedures. Recent amendments to the LTC's administrative bylaws include:

- Amendments to the meeting procedures bylaw to permit electronic meetings.
- Adoption of a new Fees Bylaw to implement application fee changes recommended by the Regional Planning Committee.

Pending Administrative Bylaw amendments that the LTC can expect next year include:

- Amendments to the development procedures bylaw to allow for alternative notification for public hearings.
- Adoption of a Land Use Permit Delegation Bylaw: this bylaw would delegate the approval of development permits to staff for all DPAs except Form and Character.
- Amendments to the Freedom of Information Bylaw will be brought to all LTCs by the Director of Legislative Services in 2023.

Applications

Last term planning staff processed 43 land use permits (an average of 10.75 per year):

- Development Permits – 12
- Development Variance Permits – 31
- Building Permits – 86
- Subdivisions – 7
- Crown Leases – 14

Summary reports with the current status of all applications are provided in each agenda package. Staff reports are included in agendas when an LTC decision or direction is required.

Standing Policies and Resolutions

The LTC has, over the years, adopted a number of policies in the form of standing resolutions. These resolutions direct how staff act in certain instances, and can provide guidance to the LTC itself. A report of standing resolutions is included in each Agenda and the LTC should review these policies early in the term and considering rescinding outdated policies.

Rationale for Recommendation

The Work Program identifies active and future LTC projects. At the start of the term, the LTC should consider whether to proceed with the existing active projects and should also identify future priorities. Deliberation on the setting of strategic priorities for the term may best be undertaken by scheduling a special meeting.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Schedule a Special Meeting

The LTC may wish to schedule a special meeting to review the Work Program. The resolution can be worded as:

That the Gambier Island Local Trust Committee request staff to schedule a special meeting for the purpose of setting LTC priorities.

2. Amend the Work Program

The LTC can amend either list. The resolution may be worded as:

That the Gambier Island Local Trust Committee amend the [Active Projects List/Future Projects List] as follows: [indicate amendments].

Submitted By:	Marlis McCargar, Island Planner	January 20, 2023
Concurrence:	Renée Jamurat, MCIP RPP, Regional Planner Manager, North Office	January 24, 2023

From: Daniel Rogers [REDACTED]
Sent: Monday, November 28, 2022 9:29 AM
To: Kate-Louise Stamford <gambierkate@gmail.com>; Kate-Louise Stamford <kstamford@islandstrust.bc.ca>; Joe Bernardo <jbernardo@islandstrust.bc.ca>
Cc: Stefan Cermak <scermak@islandstrust.bc.ca>; Sonja Zupanec <szupanec@islandstrust.bc.ca>
Subject: SCRD Well Drilling Keats Island

Good Morning Director/Trustee Stamford and Trustee Bernardo. I am following up on our phone conversation yesterday in which I advised about the location of well drilling on Keats Island by the SCRD.

Background

In 2021 the SCRD advised that it was exploring new water sources for the Eastbourne Waters system. There are reports on the SCRD Agenda's with studies done in 2020 and 2021 I believe. The information I had was on my Islands Trust email or laptop so not available to me at this time. Effectively the concern was that the Eastbourne water system was stressed by the number of users and there was an anticipated increase in demand because of construction and more people being in Eastbourne and that a new water source would be needed. I gather discussions with a neighbour who had an "extra" well weren't productive.

A simple notification was sent out to the community (ie 2 page overview) and a general indication of where the wells would be drilled if necessary was indicated at the crossroads of Keats Road and Silver Gale Road near the SCRD park. (btw do not rely on Google maps - it is inaccurate). No further notification to the community was sent out that I am aware of and normally I would have known. I had offered to circulate any further information.

I did see on Facebook a few weeks ago that the SCRD brought representatives of the Squamish Nation over presumably as part of a archeological site inspection.

Well drilling sites.

Two sites have been prepared for test drilling.

a) Within the SCRD park. About 75 metres north on Silver Gale road, there was an existing clearing into the SCRD park. This area was cleared and an area about 15 metres by 30 metres was created within the park for a drill. Last week 3 large trucks appeared and set up a drill rig within this area. I understand the work has been completed. I understand SCRD parks department were aware of this activity. You can check the Islands Trust zoning for this property. This area would be near a large wetland within the park which is the part of the source of Silver Creek. In fact Silver creek starts just south of the area where the drilling was done.

b) the second site is across Keats Road. Silver Gale road continues towards 2 larger private properties and the road allowance actually crosses the Silver creek about 50 metres down the creek towards the ocean to access the property to the west of Silver Creek. Just across the creek another area about 20 metres by 20 metres has been improved with gravel presumably within the road allowance. This area appears to at least partially be within the Streamside protection DPA

set out in the Keats OCP. Drilling work had not commenced there as of Saturday. No obvious tree cutting has occurred.

c) There are numerous neighbours on 10 Acre lots around the park who would not be connected to the Eastbourne water system and would be on their own wells. Only people in Eastbourne are on the water system so any water retrieved from a well would have to be pumped up to the treatment which is in Eastbourne.

Concerns expressed about this activity are :

- a) neighbours are concerned about what impact any community well would have on the wells on their property.
- b) neighbours are concerned that no notification or consultation was done with them prior to this action.
- c) one drilling site is within the boundaries of the SCRD park and the zoning doesn't appear to contemplate this activity.
- d) the other drilling site is at least partially within the DPA around Silver Creek yet no notification was given to the Trust I am aware of nor any permit sought.
- e) what impact would a well have on the important wetland within the park? I am not aware of any consideration of that issue.

The Eastbourne water system is a much valued amenity for the residents of Eastbourne. Enhancing it will be popular with those residents. It is a model for other small water systems.

I am sorry to be so long winded but I am going away for 3 weeks starting tomorrow AM and wanted to give as much information as possible. I would think community information and consultation with the neighbours and the Trust would be a minimum starting point going forward.

Best regards and thank you for your service.

Dan Rogers

January 26, 2023

Gambier Local Trust Committee

Chair Luckham, Trustees Stamford and Bernardo

Congratulations on your first LTC meeting as a new Committee. I wish you good discussions and community engagement.

I intend to attend the meeting but in case something occurs that I cannot, I wanted to put my comments in writing before the meeting on four subjects.

- a) Wells on Keats. You have my correspondence about this issue on the Agenda. I want to add that there was actually a 3rd site prepared for a well which is on the road allowance across from the “parkland” site. I had understood that someone from the SCRD might be presenting at the LTC meeting but I don’t see that on the Agenda. Is that happening?
- b) Projects and Keats Foreshore project. As you know, in my time as the Keats Trustee I worked on this project. I encourage the LTC to continue with both of the projects on the “active list”. The Gambier OCP has been around for at least 8 years and is long overdue. It was funded in the last budget and the Keats Foreshore was similarly funded. The Keats foreshore project is, in my submission, ready for public hearing. It has had extensive public consultation including 2 Community Meetings before the Working group, a yearlong working group including a tour of the island and at least 5 meetings. At least 3 more CIM meetings including 2 on line and one in person. Email communications with many of the affected landowners. I am not unaware that there is a sentiment that some feel that further public consultation may be necessary because of the cancellation of an in person meeting last summer. But I remind you that any further amendment of the provisions of the bylaws (and they have already responded to many of the requests for amendment) would run contrary to the desires of the Squamish Nation and our commitment of consultation with them.
- c) In regards to the Delegation from the Thormanby’s, in my view there are two vital aspects missing from the submission. First, it overlooks that there was a phase one of the Thormanby foreshore project where we committed resources to having an educational session on Green Shores on North Thormanby. Trustees, staff and experts attended this session in the 2014 – 2018 term. This focused on green shores approaches and clearly focused on alternatives to hard shore approaches that were the most dominant in Vaucroft. The proposed phase 2 was not embraced by residents of Vaucroft as it would have focused on specific DPA requirements for the foreshore to mitigate against the damage of hardshores ... not specific regulations to allow them.

You will note the previous LTC did not allow relaxation of the setbacks. While it did not specifically request bylaw enforcement that possibility was always present as the Trust policy is that bylaw enforcement does not require a complaint if it involves environmental issues and/or foreshore issues. My understanding is the current bylaw enforcement was triggered by new development in the winter of 2022.

- d) I am not sure what the discussion regarding the MOTI LOU is , but I encourage any action the LTC may take to include the Keats community which has a lower level of service than Gambier and in particular in the recent past the service has not even lived up to the commitment of MOTI or the contractor. The most populous area of Keats (Eastbourne) has not been serviced in the past year leading to road damage in particular on the road to the Eastbourne dock.

Regards

Dan Rogers

STAFF REPORT

File No.: 3026-10 (LTC General –
Meeting Logistics)

DATE OF MEETING: January 31, 2023
TO: Gambier Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
SUBJECT: 2023 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Gambier Island Local Trust Committee schedule its regular business meetings on the following dates in 2023: March 14, June 20, August 29, October 17, and November 21.

DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2023. The LTC adopted the first meeting date January 31, 2023, by Resolution Without Meeting (RWM) and the remaining tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Islands Trust Conservancy, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

If alternative dates are proposed, LTCs should avoid scheduling meetings on dates which may conflict with other planned meetings or events. Key dates are noted for reference in Attachment 1. Meeting details will be advertised in accordance with legislated notification requirements.

The LTC also has the option of designating which of the dates listed above are anticipated to be electronic vs. in-person. This would allow staff to plan further in advance for accommodating the logistics of each meeting. The alternative is that the format of each meeting is chosen at the end of each previous meeting. If the LTC chooses the latter, staff will book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only.

Submitted By:	Marlis McCargar, Island Planner Northern Team	January 5, 2023
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ATTACHMENT

1. Tentative 2023 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2023 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	-	January 26	January 31**	January 20	January 23	-	-
	February 7	February 23	-	-	-	February 28	-
	-	March 30	March 14	March 24	March 20	-	-
	April 4	-	-	-	-	April 25	April 19
	-	May 11	-	May 5	May 8	-	-
	June 6	June 8	June 20	June 16	-	-	-
	July 25	July 20	-	-	July 26*	July 4	-
	-	-	August 29	-	-	-	-
	-	September 14	-	September 8	-	September 5	-
	October 3	October 26	October 17	-	October 2	-	October 4
	November 14	November 30	November 21	November 3	-	November 7	-
	-	-	-	-	December 11	-	-
Total	6	9	6	6	6	5	2
Start Time -In Person	12:30 pm	10:30 am	10:30 am	11:30 am	11:00 am	9:30 am	10:30 am
Location if in person	Denman Activity Centre	Gabriola Arts & Heritage Ctr/ The Haven	<i>John Braithwaite, or Keats Is./ Gambier Is.</i>	Room to Grow	Judith Fisher Centre	Thetis Community Centre	Electronic

*not the usual day of the week

**10am start

Key Dates

Stat Holidays	Jan 2; Feb 20; Apr 7, 10; May 22; Jun 21, Jul 3; Aug 7; Sep 4; Oct 9; Nov 13; Dec 25,26
Trust Council	Mar 7-9, Jun 27-29, Sep 26-28, Dec 5-7
Executive Committee	Jan 11, Feb 13 & 22, Mar 7 & 22, Apr 12, May 3 & 24, Jun 14 & 27, Jul 12, Aug 2 & 23, Sep 13 & 26, Oct 11, Nov 1 & 22, Dec 5 & 20
Financial Planning Committee	Jan 18, Feb 14, May 31, Aug 30, Oct 18, Nov 8
Islands Trust Conservancy	Jan 24, Mar 14, May 30, Jul 18, Oct 3, Nov 21
Trust Programs Committee	Jan 9, Feb 6, Apr 3, May 15, Aug 28, Nov 6
Regional Planning Committee	Jan 17, Feb 1, May 17, Sep 6, Nov 15
AVICC Conference	April 14-17
LGLA Elected Officials	February 15-18
UBCM Conference	Sept. 18-23



HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY OCTOBER 6, 2022 BOARD MEETING

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

1. ORGANIZATION UPDATES/TEAM

- ***This meeting was the last Islands Trust Conservancy (ITC) Board meeting prior to the Islands Trust elections. Up to three new Board members will be elected at the first Trust Council meeting. ITC Board members appointed by the Minister of Municipal Affairs will continue on the ITC Board and are unaffected by local government elections.***
- The ITC Manager provided an update on the local government election, noted ITC staff are preparing orientation materials for incoming trustees.
- The ITC Board continues to have a vacancy for one Ministerial appointment. The posting for the vacancy closed on October 7, 2022 and the ITC Board is awaiting news from the [Crown Agencies and Board Resourcing Office](#) regarding a potential new member.

2. STRATEGIC PLANNING/ADMINISTRATION

- ITC Board considered a proposed budget for the 2023/24 fiscal year. The proposed budget included an approximate 13% increase for ITC a. The increase is comparable to other Islands Trust departments and includes BCGEU tentative agreement salary increases and a business case for capacity funding for First Nations Engagement for development of a five-year ITC Plan (2026-2030). ITC Board approved the draft 2023/24 ITC Budget as presented and directed staff to provide it for inclusion in the Islands Trust draft 2023/24 budget.
- ITC Board received an update regarding the Trust Council meeting, including notice that Trust Council gave first, second and third reading to a revised Natural Area Protection Tax Exemption Program (NAPTEP) Fees Bylaw and Guidelines for Executive Committee sponsorship of NAPTEP application fees. **These guidelines and the revised bylaw will allow the ITC Board and NAPTEP applicants to apply to the Executive Committee for sponsorship (waiver) of NAPTEP fees.**

3. COVENANT AND PROPERTY ACQUISITIONS

- ITC Board approved a covenant over the Sandy Beach Nature Reserves (Keats Island) in favour of TLC The Land Conservancy of British Columbia and the Sunshine Coast Conservation Association.
- ITC Board approved and expansion for the Nighthawk Hill NAPTEP Covenant (North Pender Island), subject to receiving an updated Baseline Documentation Report that is acceptable to staff. Once the covenant is registered, staff will register a revised Natural Area Exemption Certificate on the land title.



ISLANDS TRUST CONSERVANCY

ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

4. COVENANT AND PROPERTY MANAGEMENT

- ITC Board approved a request for tree planting by the Pender Islands Parks and Recreation Commission in Enchanted Forest Covenant (South Pender Island).

5. COMMUNICATIONS AND OUTREACH

- Trustee Smith will attend the Conference of the Parties (COP) to the UN Convention on Biological Diversity December 7–19, 2022 and will highlight ITC work at COP15.
- A copy of the recent [Covenant Landholder Newsletter Fall 2022](#) was provided to the ITC Board. This is a newsletter for landholders of ITC conservation covenants.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- ITC Board approved an Opportunity Fund Grant award of \$5,400 to the Thetis Island Nature Conservancy for delivery of their Nature Stewards Program on Thetis Island.

To find out more about Islands Trust Conservancy and our current goals, to donate to our Opportunity Fund, or to subscribe to email updates, visit our website: <https://islandstrust.bc.ca/conservancy/>

Shortcuts of interest:

- **Goals:** <https://islandstrust.bc.ca/conservancy/conservation-planning/>
- **Opportunity Fund:** (context) <https://islandstrust.bc.ca/conservancy/supporting-local-conservancies/opportunity-fund-grants/> ; (to donate online) <https://islandstrust.bc.ca/donate-to-conservancy/>
- **Request key updates via email:** <https://islandstrust.bc.ca/subscribe/> (NB: by scrolling down, you may also add your home address for a free hardcopy of the Heron newsletter, published three times per year)

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
GM-DP-2022.1	Philip, Carolyn & David	14-Feb-2022	PID: 026-162-890 To bring structures into compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.

Planner: Margot Thomaidis

Planning Status

Status Date: 14-Jun-2022

Notified applicant of DFO/ MoTI restrictive covenant. LTC cannot consider application without written confirmation that DFO is agreeable to waive or amend the covenant restrictions.

Status Date: 02-May-2022

File reassigned

Status Date: 23-Feb-2022

File opened, assigned and waiting for etransfer.

File Number	Applicant Name	Date Received	Purpose
GM-DP-2022.4	Ashcroft, Peter	21-Jul-2022	PID: 010-494-952 Development Permit for future house. Civic address: 2352 Sabina Road, New Brighton, Gambier Island, BC.

Planner: Anthony Fotino

Planning Status

Status Date: 21-Jul-2022

File opened & assigned. Waiting for balance of fee by etransfer.

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2022.1	Philip, Carolyn & David	14-Feb-2022	PID: 026-162-890 To bring structures within compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.

Planner: Margot Thomaidis

Planning Status

Status Date: 16-Jun-2022

Applicant contacting DFO. Staff provided contact information for Vancouver Regional Headquarters and Steveston regional office (Fishing areas 28, 29).

Status Date: 14-Jun-2022

Notified applicant of DFO/ MoTI restrictive covenant. LTC cannot consider application without written confirmation that DFO is agreeable to waive or amend the covenant restrictions.

Status Date: 14-Jun-2022

Applicant advised to contact DFO office.

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2022.3	Pedersen, Kenneth & Joan	14-Jun-2022	PID: 010-892-567 To permit existing seawall within 25 foot setback. Civic address: 123 Esplanade Road, Eastbourne, Keats Island, BC.

Planner: Margot Thomaidis

Planning Status

Status Date: 16-Sep-2022

Requested and awaiting additional information from applicants.

Status Date: 14-Jul-2022

Planner reviewing file.

Status Date: 17-Jun-2022

File opened & assigned. Waiting for etransfer.

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
GM-DVP-2022.4	Convention of Baptist Churches of BC (Seneca) Planner: Stephen Baugh	30-Aug-2022	PID: 014-385-694 Construct a rock wall within setback to boundary of the sea. Civic address: 900 Keats Road, Gambier Island, BC.
Planning Status			
Status Date: 12-Dec-2022 File reassigned			

Subdivision

File Number	Applicant Name	Date Received	Purpose
GM-SUB-2022.2	Picante Community Holdings Corp. Planner: Margot Thomaidis	31-Aug-2022	PIDs: 015-980-324 and 027-998-967 10 lot subdivision. Civic address: Andy's Bay Road, New Brighton, Gambier Island, BC.
Planning Status			
Status Date: 20-Sep-2022 Planner reviewing referral.			

Islands Trust

LTC EXP SUMMARY REPORT F2023

Invoices posted to Month ending November 2022

630 Gambier	Invoices posted to Month ending November 2022	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	276.00	338.79	-62.79
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	3,708.00	787.11	2,920.89
65210-630	LTC - Local Exp - APC Meeting Expenses	333.00	0.00	333.00
65220-630	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-630	LTC - Local Exp - Special Projects	277.00	0.00	277.00
TOTAL LTC Local Expense		<u>4,568.00</u>	<u>787.11</u>	<u>3,780.89</u>
Projects				
73001-630-2016	Gambier OCP/LUB	17,000.00	18,419.54	-1,419.54
73001-630-4094	Gambier Keats Island Shoreline Protection Review	<u>3,500.00</u>	<u>264.45</u>	<u>3,235.55</u>
TOTAL Project Expenses		<u>20,500.00</u>	<u>18,683.99</u>	<u>1,816.01</u>

Gambier Island Local Trust Committee Policies & Standing Resolutions

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	Amend APC appointment guidelines	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.

No	Meeting Date	Resolution No.	Issue	Policy
3.	October 26, 2017	GM-2017-065	Development Permit Area (DPA) No. 3: Riparian Areas administration	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt a Standing Resolution which directs staff to administer Development Permit Area (DPA) No. 3: Riparian Areas in the interim before formal amendments are made to the DPA, as follows: a. The “Designated Area” provisions of Section 12.3.1 of Gambier Island Official Community Plan No. 73 should be used to determine whether or not a proposed development is subject to DPA No. 3: Riparian Areas; b. When development is proposed within the “Designated Area”, applicants shall be required to have a Qualified Environmental Professional assess the water feature to determine whether or not it is subject to the Riparian Areas Regulation; c. When development is proposed within the “Designated Area” of a water feature which is determined to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall be required; d. When development is proposed within the “Designated Area” of a water feature which is determined not to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall not be required.
4.	December 11, 2017	GM-2017-078	Adding item to agenda	It was MOVED and SECONDED that the Gambier Island Local Trust Committee request staff to add to each agenda “First Nations Activities” under the Reports section.
5.	January 25, 2018	GM-2018-009	First Nations Words, Phrases and Place Names	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution: a) That staff incorporate First Nations’ words, phrases, and place names in Local Trust Committee communications, as appropriate.
6.	July 25, 2019	GM-2019-031	Model Cell Tower Consultation Process	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the model strategy for antenna systems.

No	Meeting Date	Resolution No.	Issue	Policy
7.	November 21, 2019	GM-2019-061	First Nations Reconciliation engagement	It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavors to: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
8.	July 23, 2020	GM-IC-2020-001	Bylaw Enforcement investigation	It was MOVED and SECONDED that the Gambier Island Local Trust Committee request Bylaw Enforcement staff to cease investigation and enforcement of complaints on Keats Island regarding otherwise lawful accessory uses, buildings and structures on a parcel where no principal use exists if the adjacent parcel has a principal use and both parcels are held under common ownership.

Active Projects Report

Gambier Island

1. *Gambier OCP & LUB Targeted Review*

Conduct a review of the Gambier Island Official Community Plan policies and Land Use regulations pertaining to forest protection, protection of archaeological and cultural sites, shoreline protection and marine designations across the Plan area.

Including:

- Reconsider the zoning designation title "Wilderness Conservation;"
- Add a definition for "breakwater;"
- Consider policies and regulations regarding trams (funicular tracks, etc.);
- Review site specific water zones on Gambier;
- Define water tanks as structures within the Land Use Bylaw

Responsible

Marlis McCargar

Dates

Rec'd: 12-Feb-2015

2. *Keats Island Shoreline Protection Project - Phase 3*

Review of OCP and LUB to implement shoreline protection measures. Establish Shoreline DPA and updates marine structure regulations.

Responsible

Jaime Dubyna

Dates

Rec'd: 31-Jan-2019

3. *Sustainability Guide*

Customize the southern islands'

Responsible

Aleksandra
Brzozowski

Dates

Rec'd: 23-May-2013
Target: 11-Jul-2013

Future Projects Report

Gambier Island

1. *Gambier LUB Review*

Responsible

Date Received

Est. timeframe: 6 months Resources: 11 hours per week - Felicity Adams Notes: New Land Use Bylaw for Gambier Island. Completion expected by fall 2004 (on team active list)

2. *Keats OCP/LUB Amendments*

Responsible

Date Received

Est timeframe: 4-6 months Resources: 3-4 hours per week - David Marlor Notes: Gambier LTC has developed priority activities. Resolutions passed at third reading of OCP/LUB to initiate review of ten acre lot issue, zoning in Plumper Cove and Melody Point and clarification of home occupations/commercial use, density bonus guidelines and short term rentals Staff undertaking work as time permits.

3. *Gambier bylaws 47, 96 and 103 review*

Responsible

Date Received

Est timeframe: 8-12 months Resources: 6-10 hours per week Notes: Trust Council policy to have new bylaws in place for all Islands. North and South Thormanby and other Gambier Trust Area islands (excluding Gambier and Keats) are covered by Bylaws 96 & 103, Bowyer and Passage are covered by Bylaw 47. Bylaw 47 is a GVRD bylaw from 1972; Bylaw 96 is a SCR D Bylaw from 1976; bylaw 103 is a SCR D Bylaw from 1976. Updating and consolidation of these Bylaws is recommended by staff. Examination of siting issues on waterfront lots within the Vaucroft Subdivision (North Thormanby Island) and pursue with Highways the offer of the road right of way to property owners given the historic development pattern and extent of erosion.

Future Projects Report

Gambier Island

4. *Resolution of New Brighton, Gambier Island road location and land issues.*

Responsible

Date Received

Staff to write letter to Area Manager MOT. Local Trustees to work with GI Community Association and MOT.
