



Gambier Island Local Trust Committee

Regular Meeting Agenda

Date: January 28, 2025
Time: 10:00 am
Location: Electronic Meeting

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. | TERRITORIAL ACKNOWLEDGEMENT | | |
| 3. | APPROVAL OF AGENDA | | |
| 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. | PUBLIC COMMENTS | 10:20 AM - 10:30 AM | |
| 6. | MINUTES | 10:30 AM - 10:35 AM | |
| | 6.1 Local Trust Committee Meeting dated November 26, 2024 - for adoption | | 3 - 10 |
| | 6.2 Section 26 Resolutions-Without-Meeting Report - none | | |
| | 6.3 Advisory Planning Commission Minutes - none | | |
| 7. | BUSINESS ARISING FROM MINUTES | 10:35 AM - 10:50 AM | |
| | 7.1 Follow-up Action List dated January 21, 2025 | | 11 - 14 |
| 8. | DELEGATIONS - none | | |
| 9. | APPLICATIONS AND REFERRALS - none | | |
| 10. | LOCAL TRUST COMMITTEE PROJECTS | 10:50 AM - 11:20 AM | |

10.1	Major Project: Gambier Official Community Plan and Land Use Bylaw Targeted Review - Verbal Update	
10.2	Minor Project: Keats Shoreline Protection Project - Bylaw No. 153 (Official Community Plan) - Staff Report	15 - 23
11.	CORRESPONDENCE - none	
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
12.	NEW BUSINESS - none	
13.	STAFF REPORTS	11:20 AM - 11:50 AM
13.1	Development Permit Area Enforcement with the Bylaw Enforcement Bylaw - Staff Report	24 - 27
13.2	Trust Conservancy Highlights of November 19, 2024 Board Meeting	28 - 30
13.3	Applications Report dated January 21, 2025	31 - 31
13.4	Trustee and Local Expense Report dated November, 2024	32 - 32
13.5	Adopted Policies and Standing Resolutions	33 - 36
13.6	First Nations Relationship Building Update	
13.7	Local Trust Committee Webpage	
14.	WORK PROGRAM	11:50 AM - 12:05 PM
14.1	Active Projects Report dated January 21, 2025	37 - 37
14.2	Future Projects Report dated January 21, 2025	38 - 39
15.	UPCOMING MEETINGS	
15.1	Next Regular Meeting Scheduled for Thursday, March 25, 2025 at 10:00 am at Delbrook Community Recreation Centre, North Vancouver, BC	
16.	ADJOURNMENT	



Gambier Island Local Trust Committee

Minutes of Regular Meeting

Date: November 26, 2024
Location: Electronic Meeting

Members Present: Peter Luckham, Chair
 Kate-Louise Stamford, Trustee
 Joe Bernardo, Trustee

Staff Present: Marlis McCargar, Island Planner
 Ian Cox, Planner 2
 Margot Thomaidis, Planner 2
 Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately two (2) members of the public in attendance.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:00 am. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Stamford did not provide a report.

Trustee Bernardo reported the following:

- Financial Planning Committee making good progress due, in part, to Interim Chief Administrative Officer's work in developing a more structured meeting process; and
- Conveyed appreciation on behalf of Keats Island community to the Sunshine Coast Regional District for providing funding for Keats Landing dock.

3.2 Chair's Report

Chair Luckham reported the following:

- New Chief Administrative Officer, Reuben Bronee, has commenced work and acknowledged contributions of interim Chief Administrative Officer Mobbs; and
- Preparing for Trust Council meeting taking place next week.

3.3 Electoral Area Director's Report

Director Stamford reported the following:

- Sunshine Coast Regional District has begun budget discussions with \$268,000 allocated to next year's budget for Keats Landing dock and feasibility study for New Brighton dock should the dock come under the jurisdiction of the Regional District;
- BC Ferries announced the dismantling of Ferry Advisory Committees with new engagement mechanism to be developed;
- Co-hosted Howe Sound Community Forum and highlighted attendance by MP Patrick Weiler and new MLA Randy Neill;
- Hosted workshop for Gambier southwest peninsula residents featuring discussions on how Islands Trust and Sunshine Coast Regional District taxes work and the New Brighton dock issue; and
- Regional District has commenced search for new Chief Executive Officer.

4. PUBLIC COMMENTS - none

5. MINUTES

5.1 Local Trust Committee Meeting dated October 1, 2024 - for adoption

By general consent, the Local Trust Committee meeting minutes of October 1, 2024 were adopted.

5.2 Section 26 Resolutions-Without-Meeting Report - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated November 19, 2024
Received for information.

7. DELEGATIONS - none

8. APPLICATIONS AND REFERRALS

8.1 GM-DVP-2023.4 (Joos) - Staff Report

The Planner summarized the staff report and highlighted the following:

- Development Variance Permit to authorize a reduction of the setback from the natural boundary of the sea for an existing single family dwelling and deck;
- Dwelling cannot achieve setback requirements due to steepness of the property;
- A portion of the deck structure extends beyond property boundaries and into the foreshore; and
- Maintaining the existing deck structure would require Crown foreshore tenure and a rezoning as current zoning does not permit deck structures.

The applicant was in attendance and noted the deck was in place when the property was purchased and it is the only means of transporting goods from the dock to the land; therefore, removal of the deck would cause a safety issue.

Discussion ensued and the following comments and clarifications were noted:

- When subdivision was approved, the building sites were not included on the subdivision layout and a geotechnical study done at the time indicated a 7.5 metre

setback would be sufficient; however, anyone building on the subdivision sites was still required to follow the land use bylaw that specified a 15 metre setback requirement; and

- The deck is the only way to access the property safely and a rezoning of the foreshore area would be a lengthy and uncertain process; but if the deck size was adjusted to be completely located on the applicant's property, an application for a 0 metre setback could be undertaken.

GM-2024-049

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee approve issuance of Development Variance Permit GM-DVP-2023.4 to reduce the minimum setback to the natural boundary of the sea from 15 metres to 10.10 metres to allow siting of existing single family dwelling.

CARRIED

8.2 GM-DVP-2023.2/GM-DP-2023.1 (Delane & Cumming) - Staff Report

The Planner summarized the staff report and highlighted the following:

- Development is located in Development Permit Area 3 (DPA 3) Riparian Areas;
- Applicant has withdrawn application GM-DVP-2023.2 due to change of building plans that no longer require the variances for multiple accessory buildings as shown on the draft DVP site plan and Schedules;
- Local Trust Committee only needs to consider GM-DP-2023.1 as presented in the draft DP and attached Schedules;
- Staff have received the provincially accepted Riparian Areas Protection Regulation (RAPR) Detailed Assessment Report and consider the development to meet the Development Permit Area Guidelines; and
- Public concern with the location of the septic system as received in response to the DVP notice, should be addressed following its relocation outside the setback area with no LTC decision needed regarding setbacks variances. Further, septic systems are the jurisdiction of the Health Authority via a Registered Onsite Wastewater Practitioner (ROWP) and the Qualified Environmental Professional (QEP) for its location in relation to the watercourses.

Applicant was in attendance and concurred with the staff report.

A Trustee noted the property is challenging to develop, had previously been heavily cleared, and is located in a watershed area in a well-established subdivision. They expressed appreciation for the work that had been done on the application.

GM-2024-050

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee approve issuance of GM-DP-2023.1 with the condition that the development is in accordance with the Riparian Areas Protection Regulation Detailed Assessment Report by Cascade Environmental Ltd. attached to and forming part of the development permit.

CARRIED

8.3 GM-LTC-2024-11-26_GM-SUB-2022.2_Covenant-Signature-Request

The Planner summarized the staff report and indicated two Section 219 covenants are required as a condition of the subdivision application with one prohibiting further subdivision of Proposed Lot “L” and Lot “I”, and the second preventing installation of private docks.

Discussion ensued and it was clarified that the effect of the covenants will impose conditions that will travel with the land regardless of ownership.

GM-2024-051

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee accept the covenants under Section 219 of the Land Title Act from the registered owners of PIDs 015-980-324 and 027-998-967 and designate the Chair of the Gambier Island Local Trust Committee to sign the covenants for GM-SUB-2022.2.

CARRIED

The meeting was recessed for a break at 10:55 a.m. and reconvened at 11:06 a.m.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Minor Project: Keats Shoreline Protection Project - Post Public Hearing Staff Report

The Planner summarized the staff report and noted the following:

- Bylaw 153 is an Official Community Plan amendment designating a shoreline Development Protection Area and Bylaw 154 is a Land Use Bylaw amendment updating regulations for marine structures, exemptions from setback requirements, and introduces dock construction shoreline modifications and vegetation restoration;
- Several Community Information Meetings and a Public Hearing were conducted;
- A motion introducing an exemption for building additions was put forth at the previous Local Trust Committee meeting; and
- Next steps are to withdraw or defeat the motion and proceed with the bylaw readings, carry the motion and amend the bylaw to include the exemption, or defeat the bylaws.

The Chair read the motion that had been tabled at the previous meeting as follows:

GM-2024-052

It was MOVED and SECONDED

that proposed Bylaw No. 154 be amended by the insertion of the following exemption as subsection 9.3.2(c):

Additions to pre-existing buildings, structures, and utilities situated between 7.5 metres and 15 metres from the natural boundary of the sea, provided always that:

- i. no part of the work may involve the use of earth moving machinery or the removal of native tree species;
- ii. the addition does not exceed 50 square metres (540 square feet) in area and must be erected on previously disturbed land; and

- iii. the work does not result in environmental degradation of any kind anywhere within DP3 or to the ecology of the foreshore.

DEFEATED

Trustee Bernardo requested his vote in favour be recorded.

Discussion ensued on the motion and the following comments were noted:

- Public comments indicated opposition to the bylaw and the amendments proposed throughout the process have tried to address the areas of public comment;
- Discussion, debate, and amendments made to date recognized community needs; however, the proposed amendment to allow addition of up to 540 square feet in size should require reporting from a qualified professional to determine if any environmental impacts would result;
- A 7.5 metre setback to the sea has been identified as inadequate for a foreshore protection area;
- A 540 square foot addition is substantial and each circumstance needs to be looked at individually and this is why a Development Permit Area exists;
- Moving development outside of the permit area does not respect the reality of the lot sizes at Keats Landing and, if any expansion is required, there is not an option to do so outside of the Development Permit Area;
- Ability to request expert reports provides assurance that steps are being taken to reduce impact as much as possible for each particular scenario;
- The land in which an addition could be built is already disturbed and residents should be allowed to make use of their yards;
- Objection is based on imposing an unnecessary requirement on residents through a permit process;
- Existing residents may take good care of their land, but land gets sold and there is risk by allowing continued development in the foreshore; and
- If motion is defeated, there should be consideration of developing guidelines that would provide an easier development permit process for the applicant.

The meeting recessed for a break at 12:15 p.m. and reconvened at 12:45 p.m.

Discussion continued, the vote on motion GM-2024-052 was called and the motion was defeated.

Discussion ensued about drafting guidelines applicable to development permit applications made by applicants wishing to build an addition and the following comments were noted:

- Process for developing guidelines could be undertaken as a minor project;
- Guidelines should include a limited number of questions to be asked of a qualified environmental professional and details that provide direction to applicants and staff; and
- Development Approval Information (DAI) Bylaw is a tool used to provide this type of information.

GM-2024-053

It was MOVED and SECONDED

that Gambier Island Local Trust committee request staff to develop draft guidelines applicable to development permit applications made by applicants

seeking to build additions to pre-existing dwellings in Development Permit Area 3 (DPA 3).

CARRIED

Trustee Bernardo stated for the record that he is opposed to the Bylaw Nos. 153 and 154 for reasons provided previously.

GM-2024-054

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 153, cited as 'Keats Island Official Community Plan, 2002, Amendment No. 1, 2021', be read a third time.

CARRIED

Trustee Bernardo requested his vote in opposition be recorded.

GM-2024-055

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as "Keats Island Official Community Plan, 2002, Amendment No. 1, 2021" be forwarded to the Minister of Municipal Affairs for approval.

CARRIED

Trustee Bernardo requested his vote in opposition be recorded.

GM-2024-056

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 154, cited as 'Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021', be read a third time.

CARRIED

Trustee Bernardo requested his vote in opposition be recorded.

GM-2024-057

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as "Keats Island Official Community Plan, 2002, Amendment No. 1, 2021" and proposed Bylaw No. 154 cited as 'Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021', be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

CARRIED

Trustee Bernardo requested his vote in opposition be recorded.

10. CORRESPONDENCE - none

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

11. NEW BUSINESS - none

12. STAFF REPORTS

12.1 Phase 4 Community Engagement Options - Policy Statement Amendment Project (PSAP) - Staff Report

The Senior Policy Advisor summarized the staff report and outlined options available to the Local Trust Committee regarding community engagement on the Islands Trust draft Policy Statement.

Discussion ensued.

GM-2024-058

It was MOVED and SECONDED

that Gambier Island Local Trust Committee select Engagement Option No. 5 specifically an online town hall opportunity separate from the Local Trust Committee meeting and consideration of a mail out communication prior to the online town hall for Phase 4 Community Engagement about the new draft Islands Trust Policy Statement.

CARRIED

12.2 Draft 2025/26 Gambier Island Local Trust Committee Annual Meeting Schedule - Request for Decision

Discussion ensued and the following amendments were made to the proposed schedule:

- March meeting to be held in North Vancouver;
- June meeting to be held on Gambier Island;
- September meeting be moved to September 9 if Keats Island venue is available; and
- Remainder of meetings to be held electronically.

GM-2024-059

that Gambier Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule as amended.

CARRIED

12.3 Trust Conservancy Report - Highlights of October 1st, 2024 Board Meeting
Received for information.

12.4 Trust Conservancy - The Heron - Fall Edition
Received for information.

12.5 Applications Report dated November 19, 2024
Received for information.

12.6 Trustee and Local Expense Report dated September, 2024
Received for information.

12.7 Adopted Policies and Standing Resolutions
Received for information.

12.8 First Nations Relationship Building Update - none

12.9 Local Trust Committee Webpage
No updates required at this time.

13. WORK PROGRAM

13.1 Active Projects Report dated November 19, 2024
Received for information.

13.2 Future Projects Report dated November 19, 2024
Discussion about the next project was undertaken.

GM-2024-060

It was MOVED and SECONDED

that Gambier Island Local Trust Committee request staff to provide a report on options for Development Permit Area 3 (DPA 3) guidelines for qualified environmental professional requirement for additions and Development Approval Information Bylaw guidelines for Gambier Island Local Trust Area.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled to be January 28, 2025 to be held electronically.

15. ADJOURNMENT

By **general consent**, the meeting was adjourned at 2:33p.m.

Peter Luckham, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

Follow Up Action Report

Gambier Island

29-Apr-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Major project: Initiate a request to schedule an elected officials meeting with Squamish Nation in the fall/winter of 2024 to discuss the status of the implementation of Squamish Nation engagement recommendations. - UPDATE NOV 2024 staff will initiate request early in the new year.	Joe Elliott Renee Jamurat Sonja Zupanec		In Progress

28-May-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 Complete PDF versions of maps from the Islands Trust Area Aquifer Conceptualization and Groundwater Recharge Mapping for the GM LTA, include them in a staff report, with a short presentation, and publish maps on the website by the next regular meeting on July 30, 2024. <i>- Deferred to future LTC meeting due to Information Services staffing shortages.</i>	William Shulba	Target: 01-Oct-2024	In Progress
100%	2 Prepare a report regarding amendments to the Bylaw Enforcement Notification bylaw (add a penalty for failure to obtain a development permit.) Ensure report includes policy merits, implications across all islands in the LTA.	Warren Dingman		Completed

Follow Up Action Report

Gambier Island

01-Oct-2024

Progress	Activity	Responsibility	Dates	Status
25%	1 Staff to implement the following OCP/LUB project recommendations from Squamish Nation listed in Table 1 attached to the staff report dated October 1, 2024 and to prepare draft language for applicable polices/regulations for LTC consideration of subsequent steps: ·Table 1 Recommendations A1; A2; A3; A4; A5; B2; B3; B5; B6; B9; C1; C3; C4; D3 and D5.	Sonja Zupanec		In Progress
0%	2 Staff to prepare a draft advocacy letter under the signature of the LTC Chair to the Howe Sound Biosphere Region and Heritage Branch of the Ministry of Tourism requesting support for funding for the approval, installation and maintenance of Squamish language signage on trails and in areas deemed important by the Nation in the Gambier Local Trust Area.	Clare Frater Renee Jamurat Sonja Zupanec		In Progress
0%	3 Requests for Executive Committee: 1.Meet with or send correspondence to the Provincial Minister of Environment and Climate Change Strategy and advocate for a significant investment in biodiversity protection in the Gambier Local Trust Area, including monitoring and coordination with First Nations, the Howe Sound Biosphere Region and local governments; and 2.Meet with or send correspondence to the Provincial Minister of Forests requesting changes to provincial dock tenure applications in the GM LTA so that all new dock applications be required to submit a Preliminary Field Reconnaissance, Archaeological Overview Assessment or Archaeological Impact Assessment depending on the significance of the marine and adjacent upland area to First Nations and the extent of infrastructure proposed.	Sonja Zupanec		In Progress

Follow Up Action Report

Gambier Island

26-Nov-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 Issue GM-DVP-2023.4 to reduce the minimum setback to the natural boundary of the sea from 15 metres to 10.10 metres to allow siting of existing single family dwelling. Permit approved, staff to issue permit and close file.	Chloe Straw Marlis McCargar Nadine Mourao Warren Dingman		In Progress
100%	2 GM-DP-2023.1 - Permit approved, staff to issue permit and close file.	Chloe Straw Ian Cox Nadine Mourao		Completed
90%	3 accept the covenants under Section 219 of the Land Title Act from the registered owners of PIDs 015-980-324 and 027-998-967 and designate the Chair of the Gambier Island Local Trust Committee to sign the covenants for GM-SUB-2022.2.	Margot Thomaidis Nadine Mourao		In Progress
100%	4 Bylaw Nos. 153 and 154 read a third time	Marlis McCargar Nadine Mourao		Completed
74%	5 Bylaw Nos. 153 and 154 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.	Marlis McCargar Nadine Mourao Renee Jamurat		In Progress
0%	6 Bylaw No. 153 be forwarded to the Minister of Municipal Affairs.	Marlis McCargar Nadine Mourao		In Progress

Follow Up Action Report

Gambier Island

26-Nov-2024

Progress	Activity	Responsibility	Dates	Status
0%	7 Select engagement option 5 specifically an online Town Hall opportunity, outside of the regular LTC meeting, and consideration of a mailout communication prior to the Town Hall meeting for Phase 4 community engagement about the new draft Islands Trust Policy Statement.	Clare Frater Jason Youmans		In Progress
0%	8 request staff to provide a report on options for DPA 3 guidelines for QEP requirements on additions and DAI Bylaw options for GM LTC as the next minor project. (develop draft guidelines applicable to develop permit applications made by applicants seeking to build additions to pre-existing dwellings in DP3).	Marlis McCargar		In Progress
100%	9 GM LTC approved their January, 2025 to March, 2026 Meeting Schedule, with the following amendments: ·March 25, 2025 - in-person at John Braithwaite (possibly evening meeting) ·June 24, 2025 - in-person at Gambier Community Centre ·September 2 moved to September 9, 2025 - in-person at Keats Camp All other meetings electronic.	Lisa Millard Michelle Backe		Completed

File No.: 6500-20
(Keats Island Shoreline
Protection Project)

DATE OF MEETING: January 28, 2025
TO: Gambier Island Local Trust Committee
FROM: Marlis McCargar, Island Planner
Northern Team
SUBJECT: Keats Shoreline Protection Project – Bylaw Nos. 153 (OCP)

RECOMMENDATION

1. That the Gambier Island Local Trust Committee Bylaw 153, cited as 'Keats Island Official Community Plan, 2002, Amendment No. 1, 2021' be amended as follows:
 - Schedule 1, Section 1.4, Justification, add “First Nations” after “improvement districts”.
2. That the Gambier Island Local Trust Committee Bylaw No. 153, cited as 'Keats Island Official Community Plan, 2002, Amendment No. 1, 2021', be read a third time as amended.

REPORT SUMMARY

This report follows up on the Executive Committee referral considered on December 18, 2024. It outlines the requested amendment to Bylaw No. 153 (OCP amendment), which is necessary to update the reference to the Object of the Trust in Schedule 1. The current bylaw refers to the outdated Object of the Trust and needs to be revised to reflect the updated version. Bylaws Nos. 153 and 154 were otherwise approved without further changes.

BACKGROUND

On November 26, 2024 the Gambier LTC passed the following resolutions:

GM-2024-054

that the Gambier Island Local Trust Committee Bylaw No. 153, cited as 'Keats Island Official Community Plan, 2002, Amendment No. 1, 2021', be read a third time.

CARRIED

GM-2024-055

that the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021” be forwarded to the Minister of Municipal Affairs for approval.

CARRIED

GM-2024-056

that the Gambier Island Local Trust Committee Bylaw No. 154, cited as ‘Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021’, be read a third time.

CARRIED

GM-2024-057

that the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021” and proposed Bylaw No. 154 cited as ‘Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021’, be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

CARRIED

The Bylaws were forwarded to Executive Committee on December 18, 2024 and returned to the LTC with the following resolutions:

EC-2024-158

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2024-159

It was MOVED and SECONDED,

that Executive Committee request staff advise Gambier LTC that the Object of the Islands Trust should be updated in the Justification section of the bylaw No. 153 to reflect the current wording.

CARRIED

EC-2024-160

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 154, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

DISCUSSION

The requested amendment to Bylaw No. 153 is necessary to update the reference to the Object of the Trust in Schedule 1. The current bylaw refers to an outdated version of the Object, which does not reflect the recent addition of First Nations in the Object. The updated Object of the Trust now reads:

"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, First Nations, other persons and organizations, and the government of British Columbia."

This amendment ensures that the bylaw aligns with the current Object and includes First Nations. The change is technical and does not affect the substance or intent of Bylaw No. 153, which has otherwise been given third reading by the LTC and approved by Executive Committee. Bylaw No. 154 remains unchanged and was approved as is. Once the amendment is made, the bylaw will proceed through the necessary legislative steps, including forwarding to the Minister of Municipal Affairs for approval.

NEXT STEPS

If the recommendation from Executive Committee is supported:

- Bylaw 153 (OCP Amendment) will be forwarded to the Minister of Municipal Affairs for approval; and
- Bylaw Nos. 153 and 153 will be returned to the LTC for final adoption.

Submitted By:	Marlis McCargar, Island Planner	January 9, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	January 9, 2025

ATTACHMENTS

1. Bylaw 153 (OCP) – track changes

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Schedule “1”

1. Schedule “A” of “Keats Island Official Community Plan, 2002” is amended as follows:
 - 1.1 **PART A – ADMINISTRATION AND INTERPRETATION, Subsection 3.5** is amended by replacing *Local Government Act* references to “Section 911” with “Section 528”.
 - 1.2 **PART B – GOALS, OBJECTIVES AND POLICIES, Subsection 5.11** is amended by replacing *Local Government Act* references to “Section 946” with “Section 514”.
 - 1.3 **PART C – DEVELOPMENT PERMIT AREAS**, is amended by replacing *Local Government Act* references to “Section 919.1(1)” with “Section 488(1)” and “Section 920.01” with “Section 485”.
 - 1.4 **PART C – DEVELOPMENT PERMIT AREAS**, is amended by adding a new subsection 3:

“3. DEVELOPMENT PERMIT AREA 3: SHORELINE

The development permit area (DPA) is established, pursuant to Section 488(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity; and Section 488(1)(b) of the *Local Government Act* for the protection of development from hazardous conditions.

The Shoreline DPA (DP-3) is designated as an area for which development approval information may be required as authorized by Section 484 of the *Local Government Act*.

Location

The Shoreline Development Permit Area (DP-3) includes all land designated on **Schedule E – Development Permit Areas** of this plan.

The Shoreline Development Permit Area applies to all land measured 15 metres upland of the present natural boundary of the sea, the foreshore area and all that area of land covered by water between the natural boundary of the sea and a line drawn parallel to and 100 metres seaward of the natural boundary of the sea.

Justification

It is the Object of the Islands Trust 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, First Nations, other persons and organizations and the government of British Columbia.”

It is the policy of the Islands Trust Council that protection must be given to the natural processes, habitats and species of the Trust Area, and that development activity, including the construction of buildings or structures should not result in a loss of significant marine or coastal habitat, or interfere with natural coastal processes.

It is also policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address:

- the protection of sensitive coastal areas;
- the planning for and regulation of development in coastal regions to protect natural coastal processes;
- the protection of public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments; and
- the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and to direct development away from such hazards.

Keats Island includes a mix of rock (hard) and sediment (soft) shorelines that offer a range of natural habitats, ecological functions, cultural heritage and aesthetic values. The shoreline has environmental and cultural significance for forage fish, eelgrass, shorebirds, shellfish, marine mammals such as seals and many other marine organisms, as well as values that define the character of the Keats Island community. The Keats shoreline has been the location of cultural sites, canoe landings and gathering places for First Nations since time immemorial. The shoreline also includes areas that are transition zones of uplands and wetlands that may be susceptible to erosion or flooding.

Development activities on the upland, such as land clearing and increasing impermeable surfaces, can have harmful impacts on site drainage, bank stability, nesting habitat, sensitive natural areas, shading of intertidal areas critical for fish habitat and cultural and heritage sites.

Since the adoption of the OCP, there has been an increase in residential development on Keats Island along the shoreline. As of 2020, there were over 120 individual parcels fronting the natural boundary of the sea on Keats Island. The subdivision and development of these parcels in combination with the development that has already occurred, may, cumulatively, have a detrimental impact on the 13.72 km of shoreline habitat and function.

In 2013, approx. 9% of the Keats shoreline was identified as having been modified by 30% or more by development, principally by boat ramps, seawalls, rip rap and revetments. Applications for private docks and shoreline protection structures have increased since that time. Shoreline armouring, such as retaining walls, alters the shoreline and can result in loss of habitat and upland connectivity and may increase wave action and erosion on adjacent properties. Marine structures, such as ramps or docks, and their supporting pilings can have significant impact on fish movement and their habitat, and damage important marine vegetation.

Anticipated sea level rise and more frequent severe storm events as a result of climate change, may increase coastal flooding and erosion. It is recognized that there is a need for balance between ecological protection or other environmental values and the use of privately owned land.

Objectives

The objectives of this development permit area are as follows:

OBJ 3.1 TO PLAN AND REGULATE NEW DEVELOPMENT IN A MANNER THAT PRESERVES, PROTECTS AND RESTORES THE LONG-TERM PHYSICAL INTEGRITY, CONNECTIVITY, ECOLOGICAL AND MARINE RESOURCE VALUES OF SHORELINES AND ASSOCIATED FORESHORE AND UPLAND AREAS;

- OBJ 3.2** TO BALANCE DEVELOPMENT OPPORTUNITIES WITH THE ECOLOGICAL CONSERVATION AND RESTORATION OF THE SHORELINE AND MARINE ENVIRONMENT;
- OBJ 3.3** TO MINIMIZE THE DISRUPTION OF NATURAL FEATURES AND PROCESSES AND TO RETAIN, WHEREVER POSSIBLE, NATURAL VEGETATION AND NATURAL FEATURES;
- OBJ 3.4** TO MAINTAIN THE PUBLIC'S SAFE USE AND ACCESS TO IMPORTANT RECREATION AREAS IN A WAY THAT DOES NOT COMPROMISE THE ECOLOGICAL INTEGRITY OF THE SHORELINE;
- OBJ 3.5** TO ADAPT TO THE ANTICIPATED EFFECTS OF CLIMATE CHANGE;
- OBJ 3.6** TO PROTECT COASTAL PROPERTIES AND DEVELOPMENT FROM DAMAGE AND HAZARDOUS CONDITIONS THAT CAN ARISE FROM EROSION AND FLOODING.

Development Approval Information

Development Permit Area 3 is designated as an area for which development approval information may be required as authorized by Section 485 of the *Local Government Act*. Development approval information in the form of a report from a Qualified Professional may be required due to the special conditions and objectives described above.

INFORMATION NOTE: Development Permit Area guidelines for DP-3 Shoreline are in the Keats Island Land Use Bylaw."

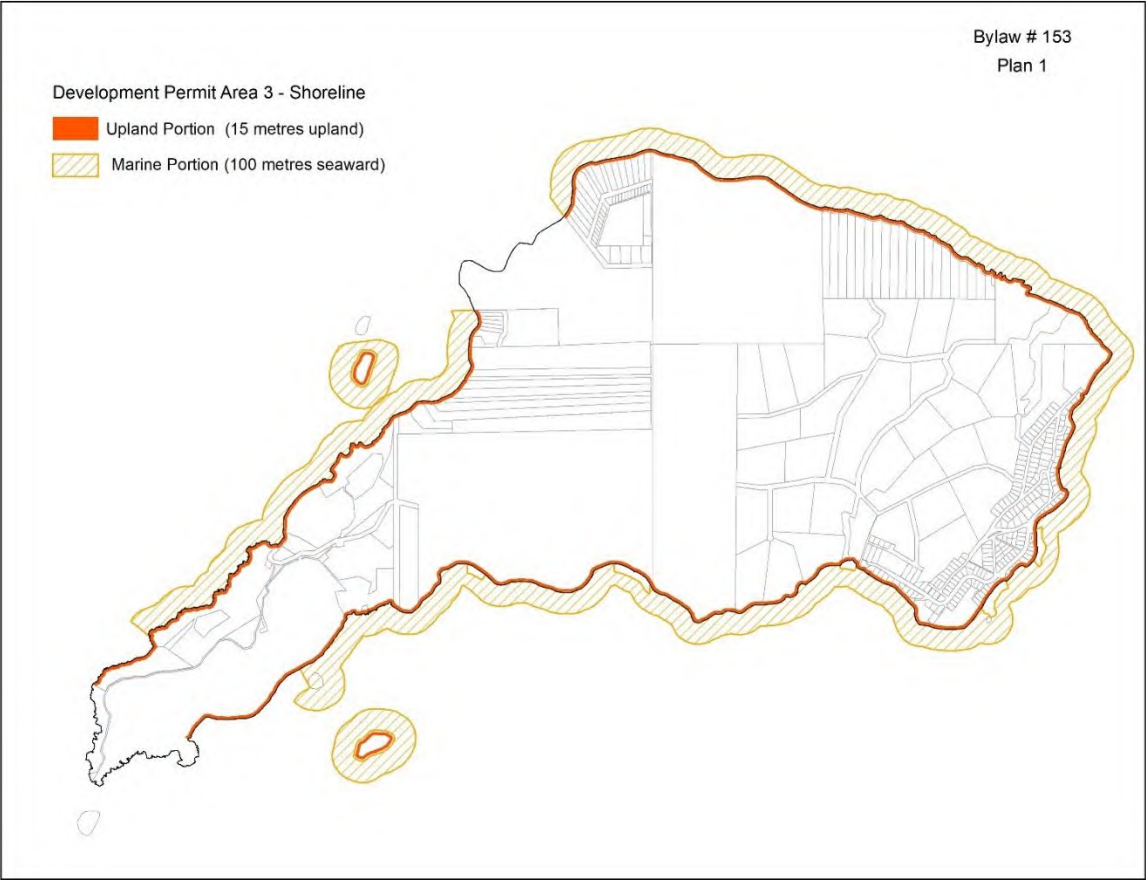
**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Schedule "2"

1. **Schedule "E" – DEVELOPMENT PERMIT AREAS**, is amended by designating a new Development Permit Area 3: Shoreline as shown on Plan No. 1 attached to and forming part of this bylaw and by making such alterations to Schedule "E" of Bylaw No. 77 as are required to effect this change.

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Plan No. 1



DATE OF MEETING: January 28, 2025
TO: Gambier Island Local Trust Committee
FROM: Warren Dingman, Manager of Compliance & Enforcement
SUBJECT: Development Permit Area enforcement with the Bylaw Enforcement Notice System

RECOMMENDATION

1. That the Gambier Island Local Trust Committee direct staff to prepare an amended Bylaw Enforcement Notice (BEN) bylaw for consideration.

REPORT SUMMARY

It is recommended that the Local Trust Committee amend the Bylaw Enforcement Notice (BEN) Bylaw schedules to include a penalty for failure to obtain a development permit for both the Gambier Island Land Use Bylaw and the Keats Island Land Use Bylaw.

BACKGROUND

The Gambier Island Land Use Bylaw and the Keats Island Land Use Bylaw contain development permit area (DPA) guidelines and exemptions that are designated in the Official Community Plans and the guidelines, and the requirements for a permit are also contained in the respective Land Use Bylaws. There are no development permit areas for the Gambier Associated Islands. There is currently no penalty that can be assessed by Bylaw Officers for work in a DPA without a permit.

At the May 28th LTC meeting, the Gambier LTC passed the following resolution:

GM-2024-032 (which should be GM-2024-032)

that the Gambier Island Local Trust Committee requests a report regarding amendments to the Bylaw Enforcement notification system and for addition of a penalty for failure to obtain a development permit.

OFFICIAL COMMUNITY PLANS

The following development permit areas are designated within the Gambier Island Local Trust Area.

Gambier Island OCP Bylaw No. 73

Official Community Plan Bylaw No. 73 contains three development permit areas:

1. Development Permit No. 1: Watershed Areas

Objectives:

- *to conserve biological diversity and habitat values of riparian and aquatic ecosystems;*
- *to prevent the degradation of existing and future water supplies in the Gambier Island Planning Area; and*
- *to maintain groundwater recharge capability in the Gambier Island Planning Area*

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

Objectives:

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

3. Development Permit Area No. 3: Riparian Areas

Objectives

- *To protect the biological diversity and habitat values of riparian and aquatic ecosystems;*
- *To protect the natural environment necessary to provide productive habitat for fish and other aquatic species, including both fish bearing and non-fish-bearing water features, and the adjacent land and vegetation; and*
- *To minimize adverse impacts of land use practices on wildlife habitats and plant habitats in riparian areas.*

Keats Island Official Community Plan Bylaw No. 77

1. Development Permit Area 1: Riparian Areas

Objectives:

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

2. Development Permit Area 2: Streamside Protection

Objectives:

- *To protect the biological diversity and habitat values of streamside and aquatic ecosystems; and*
- *To minimize adverse impacts of land use practices on habitats found in streamside areas.*

LAND USE BYLAWS

The Gambier Island Land Use Bylaw No. 86, and the Keats Island Land Use Bylaw No. 78, contain the guidelines and exemptions for the development permit areas in Part 9 of each respective bylaw. Each set of guidelines state that development is not to occur unless a development permit has been obtained, and to do so would be deemed an offence under section 2.4 of Bylaw No. 86, and under section 1.3.7 of Bylaw No 78.

ANALYSIS

Enforcement of development permit area contraventions have traditionally been achieved by the filing of a notice of civil claim in the Supreme Court of British Columbia. While pursuing court injunctions may be the most effective overall in ensuring compliance with the DPA guidelines, it can be costly and time consuming, and there are alternatives to pursuing court action.

The *Local Government Bylaw Enforcement Notice Act* permits local governments to designate which bylaw contraventions that may be dealt with by bylaw notice under section 4 the *Act*. Currently over 100 local governments in the Province utilise the bylaw notice adjudication system to address bylaw contraventions.

Any contravention for failing to obtain a development permit would be included in the BEN bylaw schedule for the Land Use Bylaw. Over a dozen local governments in the province have adopted BEN bylaws that contain a contravention for failing to obtain a development permit and the Hornby Island Local Trust Committee has recently adopted a penalty in their BEN bylaw to enforce its requirement for a development permit.

Amendments to the Gambier Island Bylaw Enforcement Bylaw No. 116 could include a \$500 penalty for any work in a DPA without a permit, and it could be assessed daily if work continues without a permit. This is the maximum amount currently allowed under the *Act*. There have been requests made of the Province by multiple local governments to raise this maximum amount to at least \$1000 but there has been no confirmation that this will occur.

NEXT STEPS

If the Local Trust Committee wishes to move forward with an amendment bylaw for BEN, it would need to be prepared and presented at an upcoming meeting. A webinar could be scheduled in order to provide the public with information on the proposed amendments and the BEN system in general. Webinars are an excellent means to interact with the public and answer any questions regarding the process.

Rationale for Recommendation

The BEN bylaw is a cost-effective option for enforcement when it comes to work occurring without a permit in development permit areas. The alternative is costly legal action to enforcement the failure to obtain and permit or to comply with the DPA guidelines.

ALTERNATIVE RECOMMENDATIONS

1. That the Gambier Island Local Trust Committee receive this report for information only.

Submitted By:	Warren Dingman, Bylaw Compliance & Enforcement Manager	December 12, 2024
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	December 16, 2024



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

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY NOVEMBER 19TH, 2024 BOARD MEETING

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

1. ORGANIZATION UPDATES/TEAM

- Chair Smith provided a reminder that there will be an election for Chair and Vice Chair in January 2025, and advised she will be stepping down as Chair.
- The ITC Board and ITC staff reported on the highlights of attending the Salish Sea Conservation Forum on Galiano Island on October 18th, 2024.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board adopted the proposed board meeting schedule from January 2025 to March 31st, 2026. Staff were directed to schedule the following ITC board meeting dates: January 21st, May 27th, October 7th, November 18th, 2025 and January 20th, 2026 as electronic meetings, and list the Victoria office board room as the public meeting location. Three in-person meetings will be held on March 18th and July 22nd, 2025, and March 17th, 2026.
- The ITC Board approved an increase of \$7,582 to its proposed 2025-26 Salaries and Benefits budget (Islands Trust Contribution) due to an error in its earlier submission relative to the amount available from the Environment and Climate Change Canada Contribution Agreement for Salaries and Benefits in 2025-26. In light of the increasing budget line request, the Board approved reducing the Board's training budget line by \$3,000 (originally increased to support education on Indigenous Conserved and Protected Areas). The board directed staff to provide these changes to the Financial Planning Committee and Trust Council.
- The ITC Board will indicate to Financial Planning Committee and Trust Council its supports for the Trust Area Services business case for an Auxiliary Policy Advisor for 2025-26 as this position is critical for ongoing intergovernmental and policy work. The ITC Board requests that a portion of an Auxiliary Policy Advisor position be dedicated to support the Conservancy's engagement with First Nations on the development of its next Five Year Plan.
- Trustee Elliott provided an update to the ITC Board from Executive Committee. Items reported include identifying an upcoming Executive Committee meeting on November 20th in preparation for Trust Council's December meeting, welcoming the new Islands Trust Chief Administration Officer, Reuben Bronee, and that the Policy Statement amendment project is proceeding through Committee of the Whole discussions and will go to communities and ITC before it is finalized.



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

- Trustee Yates reported that no changes to the proposed ITC budget were requested by Financial Planning Committee.
- Trustee Gauvreau provided an update to the ITC Board from Governance Committee including that the Committee is reviewing the Trustee remuneration policy to ensure that Islands Trust is following best practices and is submitting two business cases to Financial Planning Committee for inclusion in the 2025-26 budget; for a full-time Corporate Secretary and for policy assistance. The committee also set its 2025-26 meeting schedule and supported a suggestion to create a governance manual to help organize policies.
- The ITC Board received a Salt Spring Island LTC Planning Referral Notice and discussed how best to review and comment referrals in a timely manner.

3. COVENANT AND PROPERTY ACQUISITIONS

- The ITC Board approved the conservation proposal submitted by Tara Martin to place a NAPTEP covenant on approximately 1 ha of Salt Spring Island, subject to review of First Nations responses and to Ministerial approval, to protect woodlands and herbaceous habitats, maturing dry Douglas-fir forest, and connectivity with adjacent protected areas.

4. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board granted the request of Sallas Forest Strata, Sidney Island, to use an excavator to extract invasive *Crataegus monogyna* (hawthorn) trees from covenants ES065747 (Dragonfly Pond), ES65743 (Woodpecker Pond), and ES065749 (Kingfisher Pond) and to dispose of the biomass on site by burning. A temporary waiver of certain sections of the covenant was granted, subject to specific terms to allow this work.
- The ITC Board accepted the ITC Natural Area Protection Tax Exemption Program (NAPTEP) Covenant Monitoring Report 2024 and directed staff to address compliance and ecological concerns as identified in the report.
- The ITC Board accepted the ITC Nature Reserve Monitoring Report 2024 and directed staff to address the recommendations as identified in the report.
- The ITC Board approved soil moisture research at Link Island Nature Reserve by the Swift family, subject to First Nations consultation and the covenant holder's approval.
- The ITC Property Management Specialist presented a briefing on Gambier Island Local Trust Committee requesting the use of Squamish language on ITC Nature Reserve signage on Gambier Island.



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

5. COMMUNICATIONS AND OUTREACH

- The ITC Board directed staff to prepare and submit a letter from the ITC Board to the Minister of Municipal Affairs that reiterates the ITC's desire to undertake meaningful First Nations engagement, explains the ITC's staff capacity challenges, provides the Board's proposed ITC Plan engagement outline, and seeks the Minister's support for the updated timeframe for development and submission of the next ITC Plan.
- The ITC Board requested that Director Frater consider if a portion of the new Trust Area Services Policy Advisor position, supposed by Trust Council in September 2024, can be targeted to assist ITC staff with the Five Year Plan/First Nations Engagement project or if ITC can seek similar funding for an ITC Policy Advisor position for this and other policy requirements.
- The ITC Board requested Chair Smith write a letter on behalf of ITC to Trust Council regarding having not been consulted by Trust Council before the request for a Provincial review was made.
- The ITC Communications Specialist presented a briefing with a Communications and Engagement Strategy for ITC's 35th Anniversary.
- The ITC Strategic Fund Development Specialist advised that the annual holiday appeal will launch this year on Giving Tuesday on Tuesday December 3rd.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

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Gambier Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
Subdivision								
	GM-SUB-2021.1	Ken & Joan Pedersen	119 ESPLANADE RD; 123 ESPLANADE RD	PIDs: 010-892-486 and 010-892-567 Lot line adjustment. Civic address: 123 and 119 Esplanade Road, Eastbourne, Keats Island.	Margot Thomaidis	06/29/2021	In Abeyance	Generate Complete Application Letter
	GM-SUB-2022.3	Leah & Laura Mallen & King	1888 MOUNT ARTABAN RD	PID: 026-162-679 Two lot subdivision. Civic address: 1888 Mount Artaban Road, Gambier	Margot Thomaidis	10/18/2022	Administrative Approval	Add Optional Referrals
Development Permit								
	GM-DP-2022.1	Carolyn & David Philip	1598 MT ARTABAN RD, GAMBIER ISLAND, BC VON 1V0	PID: 026-162-890 To bring structures into compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier	Margot Thomaidis	02/14/2022	Under Review	Generate Complete Application Letter
Development Variance Permit								
	GM-DVP-2022.1	Carolyn & David Philip	1598 MT ARTABAN RD, GAMBIER ISLAND, BC VON 1V0	PID: 026-162-890 To bring structures within compliance with setbacks. Civic address: Lot 27 Mount Artaban Road,	Margot Thomaidis	02/14/2022	Under Review	Generate Complete Application Letter
	GM-DVP-2022.3	Kenneth & Joan Pedersen	123 ESPLANADE RD	PID: 010-892-567 To permit existing seawall within 25 foot setback. Civic address: 123 Esplanade Road, Eastbourne,	Margot Thomaidis	06/14/2022	Under Review	Generate Complete Application Letter
	GM-DVP-2023.2	Stephen & Sarah Delane & Cumming	0 WEST BAY RD	PID: 013-387-031 request for variance to riparian setback requirement at Lot 62, West Bay Rd on Gambier Island.	Marlis McCargar	05/10/2023	Under Review	Add Optional Referrals
	GM-DVP-2023.4	Emilie Joos	0 ERRINGTON WAY	Requesting variance for a cabin and a deck at Lot #8 Sunset	Marlis McCargar	11/28/2023	Under Review	Add Optional Referrals
	PLDVP20250019	Noah Krangle	570 VAUCROFT RD	<Optional, enter comments if required>		01/14/2025	Application Received	Waiting for Fee Payment (PL)
Number of Open Applications	8							

Islands Trust
LTC EXP SUMMARY REPORT F2025
Invoices posted to Month ending November 2024

630 Gambier	Invoices posted to Month ending November 2024	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	250.00	150.47	99.53
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	1,740.00	1,209.26	530.74
65210-630	LTC - Local Exp - APC Meeting Expenses	650.00	0.00	650.00
TOTAL LTC Local Expense		<u>2,390.00</u>	<u>1,209.26</u>	<u>1,180.74</u>
Projects				
73001-630-4094	Gambier Keats Island Shoreline Protection Review	5,000.00	4,976.35	23.65
TOTAL Project Expenses		<u>5,000.00</u>	<u>4,976.35</u>	<u>23.65</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.

No	Meeting Date	Resolution No.	Issue	Policy
9.	February 10, 2023	GM-RWM-2023-001	Bylaw Enforcement deferral	It was MOVED and SECONDED Defer enforcement on existing seawalls on North Thormanby Island. The deferment of enforcement should not be interpreted as permitting any new additions or structures from requiring a permit or otherwise requiring compliance with the Gambier Associated Islands Land Use Bylaw No. 120.'
10.	August 29, 2023	GM-RM-2023-027	Unlawful Land Uses and Planning Applications	It was MOVED and SECONDED that Gambier Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications: a) Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and staff are directed to continue with enforcement until the use is ceased. b) The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, cease. c) Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee, bylaw enforcement actions, including the issuing of notices will continue. d) In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application.

Active Projects Report

Gambier Island

1. Major Project - Gambier OCP & LUB Targeted Review - Phase 2

Responsible

Dates

Activity:

Sonja Zupanec

Rec'd: 12-Feb-2015

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;
- 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.

2. Minor Project - Keats Island Shoreline Protection Project - Phase 3 (Continued)

Responsible

Dates

Activity:

Marlis McCargar

Rec'd: 31-Jan-2019

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

Future Projects Report

Gambier Island

1. *Administrative*

Responsible

Date Received

- Development Approval Information Bylaw: Develop and adopt a D.A.I bylaw for the Gambier Trust Area.
- Identification of all Crown reserves (strips) and similar Crown properties (i.e. islets) in the Gambier Island Local Trust Area.

01-Sep-2022

2. *OCP & LUB*

Responsible

Date Received

- Explore the Implementation of Heritage Conservation Areas and Shoreline Development Permit Areas across the Local Trust Area to address First Nations interests and concerns;
- develop advocacy policies for pump out stations across the LTA.

01-Sep-2022

3. *LUB*

Responsible

Date Received

Gambier LUB:

- Recreational Camp and Private Institutional Regulation Review
- Temporary Overnight Accommodation bylaw review with regards to short-term vacation rentals

01-Sep-2022

Keats LUB:

- Update definition of 'dwelling' in the Keats Island Land Use Bylaw No. 78.

Future Projects Report

Gambier Island

4. *OCP*

Responsible

Date Received

N/A

01-Sep-2022

5. *Advocacy and Communications*

Responsible

Date Received

N/A

01-Sep-2022

6. *Bylaw Enforcement*

Responsible

Date Received

N/A

01-Sep-2022

7. *LUB (Gambier, Keats, Associated Islands, Bowyer & Passage Islands)*

Responsible

Date Received

Complete an analysis of the implications for opting in to S. 15 of the Short-Term Rental Accommodation Act. Work to be completed before the opt-in statutory deadline for 2025.

29-Jan-2024