



Gambier Island Local Trust Committee

Minutes of Regular Meeting

Date: March 25, 2025
Location: Delbrook Community Centre
 Oak Room
 851 West Queens Road
 North Vancouver, BC V7N 4E3

Members Present: Laura Patrick, Chair
 Kate-Louise Stamford, Trustee
 Joe Bernardo, Trustee

Staff Present: Sonja Zupanec, Island Planner (electronic attendance)
 Marlis McCargar, Island Planner
 Bruce Belcher, Planner 2 (electronic attendance)
 Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 60 members of the public in attendance.

1. CALL TO ORDER

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

Chair Patrick called the meeting to order at 10:15 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was held on the territory of the Tsleil-Waututh, Squamish, and Musqueam First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Bernardo did not provide a report.

Trustee Stamford reported the following:

- Commended the work of the Advisory Planning Commission;
- The Rural Economic Diversification and Infrastructure Program provided funding to the Community Association for livability and economic initiatives on Gambier Island;
- Spoke with MLA Randene Neill and was informed that there are no discussions within the Ministry of Water, Lands, and Stewardship regarding

dock management plans in the Gambier or Howe Sound Átl'ka7tsem area;
and

- Will let the community know if, and where, a federal polling station will be located on Gambier.

4.2 Chair's Report

Chair Patrick reported the following:

- Southern Gulf Islands MLA Rob Botterell is involved in dock management issues and concerns or questions can be directed to his staff;
- Honoured to be elected Chair of Trust Council at the March quarterly meeting; and
- Trust Council approved the annual budget.

4.3 Electoral Area Director's Report

Director Stamford reported the following:

- The Regional District passed the annual budget and the tax request for Area F represents a 6% increase which is the equivalent of \$3.00 per \$100,000 of property value;
- Priority focus of the Regional District includes water and solid waste and work is being done to create one Official Community Plan out of the existing seven regional plans;
- Hopkins Landing dock repairs have been delayed until August due to the window of time that work is permitted in the marine area; and
- Brigade Bay has been given the first FireSmart designation on the Sunshine Coast.

5. PUBLIC COMMENTS

A member of the public opposed issuance of a Development Variance Permit for 570 Vaucroft Road, Thormanby Island and stated the following:

- Their family owns the neighbouring property and the negative impact of the variance approval will affect their privacy and enjoyment of their property;
- There is concern that a generator will be located in the utility shed building located in close proximity to their home;
- The setbacks are not consistent with the development pattern of other homes that are setback from the boardwalk; and
- The boardwalk is a distinctive feature of the community and neighbourhood and the setback variance will alter the use of the space.

Several members of the public, and representatives from the BC Council of Yacht Clubs, Burrard Yacht Club, Thunderbird Yacht Club, and Royal Vancouver Yacht Club spoke to the Official Community Plan and Land Use Bylaw Targeted Review and Advisory Planning Commission referral process and the following comments were noted:

- A need for more, not less, public marine parks, private and public dock access, yacht clubs, lots, and housing on Gambier Island;
- Suggestion that the Advisory Planning Commission does not represent a diversity of perspectives and there is a desire to broaden representation to provide a more meaningful engagement process;

- Many properties are only accessible by water, there is a lack of transparency in the process, flawed science has been used, and the timing of the meeting is not suitable for a public hearing;
 - A Trustee noted the meeting is a regular business meeting of the Local Trust Committee, not a public hearing, and that public engagement opportunities will be forthcoming as the project progresses;
- Pleasure boaters are stewards of the environment, and yacht club members volunteer to ensure facilities are clean and safe and clear of invasive species;
- Dock initiatives are concerning and there is a large focus on protecting eel grass when some residents believe there isn't any present;
- Suggestion that Gambier Island does not have eel grass;
- Many are concerned about what happened to dock users and owners in Pender Harbour; however, local government was not part of that process;
- Residents and dock users want to be part of the engagement process and require more information so they can provide input;
- The Provincial government, through a renewed agreement with shiáhálh swiya, has stepped back from the dock management plan and, at this point, they are allowing all existing docks to continue and have shifted to a twenty-five-year lease plan;
- Concerns that the Official Community Plan review has been ongoing for ten years and there is a need to streamline the process;
- The public engagement framework is supposed to be made up of interested parties; however, only two yacht clubs were included;
- There has been minimal discussion supporting existing docks, there is concern replacement docks will need to be built using new standards instead of previous construction, and consideration of site-specific docks needs to be taken;
- Private docks alleviate pressure on water taxi and public ferry use and reduce impacts on public infrastructure;
- There are no sidewalks or roads, and if property owners don't have docks, they can not access their property;
- When bylaws are sent out for consideration, comparative bylaws are not provided and there is a pattern of non-transparency by a Local Trust Committee that does not understand the community;
- The Local Trust Committee should allow the community the opportunity to connect and determine outcomes; and
- There are concerns that what happened to dock users in Ladysmith and Pender Harbour will happen on Gambier.

6. MINUTES

6.1 Local Trust Committee Meeting dated January 28, 2025 - for adoption

By general consent, the Local Trust Committee meeting minutes of January 28, 2025 were adopted.

6.2 Section 26 Resolutions-Without-Meeting Report - none

6.3 Advisory Planning Commission Minutes dated January 22, 2025 - for receipt

6.4 Advisory Planning Commission Minutes dated February 5, 2025 - for receipt

- 6.5 Advisory Planning Commission Minutes dated February 26, 2025 - for receipt**
- 6.6 Advisory Planning Commission Minutes dated March 4, 2025 - for receipt**
- 6.7 Advisory Planning Commission Development Permit Area Guideline Recommendations - for receipt**

The Advisory Planning Commission Minutes dated January 22, February 5, and February 26, 2025 and Development Permit Area Guideline Recommendations were received for information.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated March 18, 2025

The Planner provided an update on the status of items on the Follow Up Action List.

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 PLDVP20250019 - 570 Vaucroft Rd., Thormanby Island - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks variance on highway and rear lot line setbacks;
- The proposed building location was determined to be non-conforming at the time of building permit application;
- Building plans include a proposed deck and utility shed;
- The existing cabin will need to be decommissioned and used as an accessory building following construction of a new dwelling; and
- Correspondence expressing opposition to the variance were received from four family members of one neighbouring property.

The applicant's representatives spoke to the application and the following comments were noted:

- Their design department contacted Islands Trust regarding the placement of the dwelling building in relation to setback requirements and subsequently designed the home based on the information received;
- When they applied for a building permit it was realized there was conflicting information and the setbacks did not conform;
- The owners spent money in design and consultants based on incorrect information received;
- The main setback in between properties is in conformance as are the building heights; and
- The orientation of the building was designed in a way to maintain harmony with the cabin that has been on the property for a number of years.

Discussion ensued and the following comments were noted:

- The boardwalk is adjacent to the rear lot line of the property and the proposal is to vary the setback to 1.5 metres;

- The corner lot zoning requires a 6-metre setback from all highway lines which limits the building envelope;
- The owners had indicated the planned use of the utility shed is for solar equipment;
- Some of the neighbouring homes have also had setbacks to the boardwalk reduced;
- The only public correspondence received was from the owners of the neighbouring property;
- The applicant requested information on setbacks related to the relevant bylaw and they were provided lot line definitions; however, the zoning was not identified and the query did not come through a specific application; and
- The building envelopes on this part of Thormanby are tight and there are other buildings within close setbacks of the road right of ways.

GM-2025-004

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee approve issuance of PL-DVP-2025-0019.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Major Project: Gambier Island Official Community Plan and Land Use Bylaw Targeted Review - Staff Report

The Planner summarized the staff report and highlighted the following:

- The report focusses on a draft Shore Development Permit Area to guide environmentally responsible shoreline development as a deliverable of the project charter; result of the engagement with the Squamish First Nation and outcome of community engagement;
- The draft language represents and reflects the original recommendations of the Squamish First Nation and was reviewed by the Advisory Planning Commission; and
- The project is not focussed on removing existing docks, but looks at new alterations and construction to the landscape and marine areas that could potentially be subject to regulations;

Discussion ensued and the following comments were noted:

- The role of the Official Community Plan and Land Use Bylaw differ from port authorities and provincial government discussions with First Nations and the Official Community plan recognizes that docks are a critical access point to Gambier Island;
- Drafting bylaw language and engaging the community can be done in tandem;
- The draft language is currently grounded in the implementation of First Nations recommendations and, if it is not supported by the LTC, a revised Project Charter will need to be considered;
- There is preference to review and develop bylaw language prior to going to First Reading;

- Use of the term ‘endorsement’ is problematic as what is before the Local Trust Committee is suggested language for the approach of using a Development Permit and not bylaws that require endorsement;
- The endorsement being asked is not for a general approach but a specific one and a draft proposal of actual amendments to the Official Community Plan should be provided first and then taken to the community to provide early opportunity for engagement and input;
- The community should have opportunity for input about the general principles and visionary language of the Official Community Plan at the early stages as that is what shapes the specific bylaw language;
- There is preference to take all of the large principles back to the Squamish First Nation at the same time;
 - The Planner noted the project is a targeted Official Community Plan Review, the Local Trust Committee endorsed the general concept of a shoreline Development Permit Area which was recommend by the Nation, the community engagement and is embedded in the Project Charter as an in-scope deliverable., Draft language has been prepared based on this, and the LTC requested staff prepare draft DPA language in October 2024;
- The fundamental direction of the changes to the Gambier Land Use Bylaw should come from the community;
- The vision statement that embeds the forthcoming regulation language needs to reflect the guiding principles of the importance of access to individual landholders and foreshore protections;
 - The Planner indicted the justification and objectives portion of the draft language of the Development Permit Area would be part of the Official Community Plan and broadening the justification and ensuring the objectives recognize the dependency of water access will strengthen the draft and subsequent renditions.
- It is important that Squamish First Nation is aware that the language is preliminary and provisional on approval by the Local Trust Committee, and the community has not had opportunity to review it yet.

The meeting was recessed for a break at 12:48 p.m. and reconvened at 1:20 p.m.

GM-2025-005

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to re-engage with the Squamish Nation Rights and Title Department to review the draft shoreline development permit area language as attached in the staff report dated March 25, 2025 and provide the Local Trust Committee with any suggested amendments from the Nation for consideration prior to further public engagement.

CARRIED

GM-2025-006

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare a draft annotated shoreline development permit area document based on the language provided in March 25, 2025 staff report, including

recommended amendments by the Advisory Planning Commission; referral recommendations from Squamish Nation; draft Official Community Plan vision / policy language supporting shoreline protection and return to the Local Trust Committee for review and consideration of next steps.

CARRIED

GM-2025-007

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to prepare a draft workplan and budget to implement recommendations the Advisory Planning Commission public engagement recommendations in Attachment 2 of the March 25, 2025 staff report for Advisory Planning Commission review and return for Local Trust Committee consideration as amended.

CARRIED

GM-2025-008

It was MOVED and SECONDED

the motion be amended to insert the word “all” in between the words “implement” and “recommendations”.

CARRIED

GM-2025-009

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee endorse the amended Official Community Plan/Land Use Bylaw Review project charter v2.2.

CARRIED

Discussion ensued about legislated requirements of advertising for Advisory Planning Commission expressions of interest and options of appointing individuals to the Advisory Planning Commission through receipt of written correspondence in which a member of the public self identifies their interest.

GM-2025-010

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to advertise for expressions of interest for the vacant positions on the Gambier Advisory Planning Commission with terms expiring October 17, 2025 and allocate necessary funds for advertising from the major project budget.

CARRIED

10.2 Minor Project: Local Trust Committee Project Prioritization - verbal update

The Planner provided a verbal update and highlighted the following:

- The Keats Shoreline Minor Project Bylaw was sent for Ministry approval in January, 2025 and is typically returned in three to six months for adoption by the Local Trust Committee;
- At the November 2024 meeting, the Local Trust Committee requested staff develop draft guidelines for Development Permit Area (DPA) applications for building additions to pre-existing dwelling in DPA3, provide a report on

options to DPA3 guidelines related to qualified environmental professional requirements, and provide Development Approval Information (DAI) bylaw guidelines for Keats Island; and

- Given the potentially expanded scope of the Major Project engagement process, staff recommends that the Local Trust Committee postpone work on a minor project at this time, to allow staff to concentrate resources on the Major Project.

Discussion ensued and the Local Trust Committee chose not to proceed with a Minor Project at this time.

11. CORRESPONDENCE

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

- 11.1 Email dated February 18, 2025 from R. Shay, Sunshine Coast Regional District regarding Updates on Coast Flood Mapping Project**
Received for information.

12. NEW BUSINESS

- 12.1 Gambier Island Advisory Planning Commission - Trustee Stamford - Verbal Discussion**

A Trustee identified the ongoing issue of the legislative requirement that the Advisory Planning Commission meet in person. Discussion ensued regarding the merits of striking a working group. The Planner noted working groups provide more flexibility while the legislative advantage of an Advisory Planning Commission is the weight added to the minutes and budget provided to support meetings.

13. STAFF REPORTS

- 13.1 Bylaw Enforcement Notice Bylaw Amendment - Staff Report**

Bylaw Compliance and Enforcement Manager Dingman summarized the staff report and highlighted the following:

- The Local Trust Committee requested a report on draft bylaw amendments for the Bylaw Enforcement Notice;
- A statistical report outlining contraventions to the Development Permit Area Bylaw over the previous five years was summarized; and
- The amended draft bylaw includes simplified and standardized fine schedules.

Discussion ensued and it was noted that bylaws require a means of support through compliance measures and enforcement tools.

GM-2025-011

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, 2011, Amendment No.1, 2025”, be read a first time.

CARRIED

GM-2025-012

It was MOVED and SECONDED

That the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, 2011, Amendment No.1, 2025”, be read a second time.

CARRIED

GM-2025-013

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, 2011, Amendment No.1, 2025”, be read a third time.

CARRIED

GM-2025-014

It was MOVED and SECONDED

that the Gambier Island local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, 2011, Amendment No.1, 2025”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee

CARRIED

- 13.2 Trust Conservancy Highlights of the February 11, 2025 Board Meeting**
Received for information.
- 13.3 Applications Report dated March 18, 2025**
Received for information.
- 13.4 Trustee and Local Expense Report dated January, 2025**
Received for information.
- 13.5 Adopted Policies and Standing Resolutions**
Received for information.
- 13.6 First Nations Relationship Building Update - none**
- 13.7 Local Trust Committee Webpage**
No updates required.
- 14. WORK PROGRAM**
 - 14.1 Active Projects Report dated March 18, 2025**
Received for information.
 - 14.2 Future Projects Report dated March 18, 2025**
Received for information.
- 15. UPCOMING MEETINGS**
 - 15.1 Next Regular Meeting Scheduled for Tuesday, June 24, 2025 11:00 am at Gambier Community Centre, Gambier Island, BC**

16. ADJOURNMENT

By **general consent**, the meeting was adjourned at 2:38 p.m.

Laura Patrick, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder