



## Gabriola Island Local Trust Committee Minutes of Regular Meeting

- Date:** April 11, 2019
- Location:** Gabriola Commons, Large Meeting Room, Farm House, Upstairs  
675 North Road, Gabriola, BC, V0R 1X5
- Members Present:** Dan Rogers, Chair  
Kees Langereis, Local Trustee  
Scott Colbourne, Local Trustee
- Staff Present:** Ann Kjerulf, Regional Planning Manager  
Warren Dingman, Bylaw Compliance and Enforcement Officer  
Nadine Mourao, Recorder
- Others Present:** There were approximately three (3) members of the public and one (1) member of the media 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 Rogers called the meeting to order at 10:38 am. He acknowledged that the meeting was being held in territory of the Coast Salish First Nations, welcomed the public and introduced Trustees, Staff and Recorder.

### 2. APPROVAL OF AGENDA

The following additions / amendments to the agenda were presented for consideration:

- Added 11.2 Request for support email from Brenda Fowler at People for a Healthy Community on Gabriola Society (PHC);
- Added 11.3 Request Staff to advertise for expressions of interest for the Gabriola Island Advisory Planning Commission (APC); and
- Moved 9. Delegations prior to 3. Town Hall.

**By general consent** the agenda was approved as amended.

### 3. TOWN HALL - none

### 4. REPORTS

#### 4.1 Trustee Reports

Trustee Colbourne reported the following:

- Attended Islands Futures Round table along with the representatives of Gabriola Ferry Advisory Committee (FAC) and Gabriola Community Bus (GERTIE);

- Collected housing data from the Gabriola Health & Wellness Collaborative, PHC, and Angela Pounds, Gabriola Social Worker and now looking for outside funding and support;
- BC Ferries is consulting the public on replacing their Queen class ferries, looking for feedback on customer experience; and
- Toured the Highlands Council Eco-Sense farm in Victoria.

**GB-2019-037****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee accept the Highlands Council Municipal Survival Climate Challenge.

**CARRIED**

Trustee Langereis reported on his attendance at the following meetings:

- With Lisa Wilcox, Intergovernmental Policy Advisor;
- Regional District of Nanaimo (RDN); and
- Trust Council (TC);

**4.2 Chair's Report**

Chair Rogers reported his attendance at meetings and on the following:

- TC where the budget was adopted and the Intergovernmental Policy Advisor position was made permanent;
- Meeting with the Squamish First Nation;
- Association of Vancouver Island and Coastal Communities (AVICC) meeting;
- Executive Committee (EC) meeting, the proposal for the Trust Engagement Policy Statement renewal will be coming through Trust Programs Committee (TPC) with an ambitious engagement process;
- Reminder that the Community Stewardship award nominations are due shortly; and
- Upcoming changes to Staff hours calculations due to changes to the union agreement, see upcoming communication.

**4.3 Electoral Area Director's Report**

Received for information.

**5. MINUTES****5.1 Local Trust Committee Minutes dated February 28, 2019 – for adoption**

**By general consent** the Local Trust Committee meeting minutes of February 28, 2019 were adopted.

**5.2 Local Trust Committee Public Hearing Record dated February 28, 2019 - for receipt**

Received for information.

**5.3 Section 26 Resolutions-Without-Meeting - none****5.4 Advisory Planning Commission Draft Minutes dated March 20, 2019 - for receipt**

Received emailed Advisory Planning Commission Draft Minutes dated April 8, 2019.

Trustees noted GB-APC-2019-001 regarding density measurement being added to the “In Scope” section of the “Housing Options and Impacts Review Project Charter” and received it for information.

## 6. BUSINESS ARISING FROM MINUTES

### 6.1 Follow-up Action List dated April 2, 2019

Received for information.

### 6.2 Standing Resolution on First Nations Relationship Building - Update from Trustee Colbourne

Trustee Colbourne provided an update and noted the following:

- Anticipated draft letter to First Nations will be included at next Local Trust Committee (LTC) meeting for approval; once approved it will be disseminated to the 8 First Nations with interests in Gabriola Island.

### 6.3 Enforcement of Limited Public Market Provisions in the Land Use Bylaw - Standing Resolution - Staff Report

Warren Dingman, Bylaw Compliance and Enforcement Officer summarized the report which asked the LTC to consider adopting an enforcement policy via standing resolution for limited public markets.

Discussion ensued and the following key points were noted by Trustees:

- That no further complaints have been received regarding indoor limited public markets;
- Requested Staff replace “Gabriola Agriculture Association” with “Gabriola Agricultural Association Co-op”; and
- Requested the review of limited public market definition and regulations be added to the Projects List.

#### **GB-2019-038**

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

that the Gabriola Island Local Trust Committee adopt the following standing resolution with respect to limited public markets:

- a) Islands Trust Bylaw Enforcement Staff are directed to not enforce Section B.6.2 of Gabriola Island Land Use Bylaw No. 177, 1999 when limited public markets are operated indoors, but rather to inform the operators of the applicable land use regulations;
- b) This enforcement policy does not permit violation of the Land Use Bylaw and the Gabriola Island Local Trust Committee may at any time, by resolution, modify or rescind this policy or give direction to expand enforcement activities.

**CARRIED**

#### **GB-2019-039**

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

that the Gabriola Island Local Trust Committee request Staff to place “Review of limited public market definition and regulations” on its Projects List.

**CARRIED**

#### 6.4 Secondary Suite Covenants - Standing Resolution for Signatories - Staff Report

Planning Manager Kjerulf summarized the report which asked the LTC to consider a standing resolution to assign signatories for standard secondary suite covenants on Gabriola. The registration of a covenant is a requirement of subsection B.6.6.8 of the Gabriola Island Land Use Bylaw No. 177 (LUB), for the construction of new secondary suites on appropriately zoned parcels, outside of the provincial Agricultural Land Reserve (ALR) boundaries.

Trustees noted the following:

- Requested that the words “by both Local Trustees” of the LTC be replaced with “two members” of the LTC in case of absences.

##### **GB-2019-040**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee adopt the following standing resolution:

that the Gabriola Island Local Trust Committee is authorized to enter into section 219 covenants, in the form of the ‘Model Covenant for Secondary Suites’ attached and in satisfaction of subsection B.6.6.8 of the Gabriola Island Land Use Bylaw No. 177, provided that such covenants must be executed on behalf of the Local Trust Committee by two members of the Local Trust Committee.

**CARRIED**

#### 6.5 Section 219 Covenant (Secondary Suite) (1430 Hess Road) – Memorandum

The standing resolution GB-2019-039 was passed and outlines the authorization process for Section 219 Covenant (Secondary Suite) (1430 Hess Road).

#### 7. APPLICATIONS AND REFERRALS - none

#### 8. LOCAL TRUST COMMITTEE PROJECTS

##### 8.1 Proposed Bylaw No. 301 (Cycle Route Plan) – Memorandum

##### **GB-2019-041**

**It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 301, cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2019”, be forwarded to the Minister of Municipal Affairs and Housing for approval.

**CARRIED**

##### 8.2 Housing Options and Impacts Review Project – Memorandum

Received for information.

#### 9. DELEGATIONS

Dave Teichroeb spoke as a neighbourhood representative in opposition to the usage of well water by Silva Bay Marina on PID 003-081-621.

**10. CORRESPONDENCE**

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

**By general consent** the meeting was recessed at 11:58 am and reconvened at 12:05 pm.

**11. NEW BUSINESS****11.1 Bylaw No. 302 - Minor Technical Amendment to Gabriola Fees Bylaw - Staff Report**

Planning Manager Kjerulf provided an overview of the report which asked the LTC to consider amending Gabriola Island Local Trust Committee Fees Bylaw, 2018 to correct a technical error in section 3.2, which inadvertently references Tables 2, 3, and 4.

**GB-2019-042****It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 302, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2018, Amendment No. 1, 2019" be amended by replacing the word "and" with "or" in paragraph 2 subsection 1.

**CARRIED****GB-2019-043****It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 302, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2018, Amendment No. 1, 2019", be read a first time.

**CARRIED****GB-2019-044****It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 302, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2018, Amendment No. 1, 2019", be read a second time.

**CARRIED****GB-2019-045****It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 302, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2018, Amendment No. 1, 2019", be read a third time.

**CARRIED****GB-2019-046****It was MOVED and SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 302, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2018, Amendment No. 1, 2019", be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

**CARRIED****11.2 REQUEST FOR SUPPORT – letter of support requested from Brenda Fowler, PHC email dated April 8, 2019 forwarded to LTC on April 9, 2019**

Received email requesting a letter of support from the LTC regarding the shortage of home care support on Gabriola Island and supportive of the People for a Healthy

Community (PHC) recruitment program for home care assistants for inclusion in PHC's grant application.

**GB-2019-047**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee supports in principal the application of People for a Healthy Community on Gabriola Society, related to the program to address the shortage of Home Care Support workers and will address a letter of support via resolution without meeting.

**CARRIED**

**11.3 Request Staff to advertise for expressions of interest for the Gabriola Island Advisory Planning Commission**

**GB-2019-048**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to advertise for expressions of interest for the Gabriola Island Advisory Planning Commission.

**CARRIED**

**12. REPORTS**

**12.1 Trust Conservancy Report - none**

**12.2 Applications Report dated April 2, 2019**

Received for information.

**12.3 Trustee and Local Expense Report dated February, 2019**

Received for information.

**12.4 Adopted Policies and Standing Resolutions**

Trustees noted that the standing resolution on communication towers and antennae included reference to "both" local newspapers and required update as there is currently one local newspaper.

**GB-2019-049**

**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee amend the following standing resolution:

that the Gabriola Island Local Trust Committee amend the communication towers standing resolution by removing the word "both" in the second bullet.

**CARRIED**

**12.5 Local Trust Committee Webpage**

Trustee Colbourne has submitted his biography and will talk to the Chair and Trustees about common reports for posting to the website.

**13. WORK PROGRAM**

**13.1 Top Priorities Report dated April 2, 2019**

Received for information.

**13.2 Projects List Report dated April 2, 2019**

Received for information.

**14. CLOSED MEETING**

**14.1 Motion to Close the Meeting**

**GB-2019-050**

**It was MOVED and SECONDED**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(a), (f), and (m) for the purpose of considering Appointment of Housing Advisory Planning Commission Members, Bylaw Enforcement, receipt of advice that is subject to solicitor-client privilege, and Adoption of In-Camera Minutes dated November 2, 2018 and November 22, 2018 and that the Recorder and Staff attend the meeting.

**CARRIED**

Chair Rogers closed the meeting to the public at 12:36 pm.

**14.2 Recall to Order**

**By general consent** the meeting was recalled to order at 1:35 pm.

**14.3 Rise and Report**

Chair Rogers reported that the Local Trust Committee had considered a bylaw enforcement matter, received legal advice and adopted in-camera minutes.

**14.4 Motion to Close the Meeting**

**GB-2019-051**

**It was MOVED and SECONDED**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(a) for the purpose of considering Appointment of Housing Advisory Planning Commission Members and that Staff attend the meeting.

**CARRIED**

Chair Rogers closed the meeting to the public at 1:44 pm

**14.5 Recall to Order**

**By general consent** the meeting was recalled to order at 2:16 pm

**14.6 Rise and Report**

Chair Rogers reported that the Local Trust Committee has appointed Angela Pounds, Dave Neads, John Woods, Heather Cameron, Dyan Dunsmoor-Farley, Howard Houle, Steve Earle and Tobi Elliott to the Gabriola Housing Advisory Planning Committee and has also kept a position open for a Snuneymuxw First Nation representative.

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for Thursday, May 16, 2019 at the Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC**

**16. ADJOURNMENT**

**By general consent** the meeting is adjourned at 2:28 pm.

---

Dan Rogers, Chair

Certified Correct:

---

Nadine Mourao, Recorder