

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 P.M. ON THURSDAY, JANUARY 19, 2012
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

PRESENT: David Graham Chair
 Sheila Malcolmson Local Trustee
 Gisele Rudischer Local Trustee
 Chloe Fox Island Planner
 Stephen Orgill Recorder

There were two (2) local media representatives in attendance, five (5) members of the public attending in the morning and eleven (11) members of the public attending in the afternoon.

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:15 am. He introduced himself and the Local Trust Committee and staff to the public in attendance.

2. APPROVAL OF AGENDA

The agenda was reviewed and the following changes and additions were made:

- Move items 8, 9 and 10 to after the scheduled break.

The Local Trust Committee adopted the agenda by consensus as amended.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of October 27, 2011

The Local Trust Committee reviewed the minutes of the October 27, 2011 Local Trust Committee meeting and the following amendments were made:

- Page 8, item 13.2, third paragraph, second sentence, insert “to her” after “She said that”
- Page 8, item 13.2, seventh paragraph, replace “Local Trust Committee” with “local trustees”
- Page 9, item 13.1, first sentence, add to end of sentence; “to transfer density from lands off South Road to lands off Daniel Way to create ten new lots.”
- Page 9, item 13.1, fourth sentence, remove “the”, to read; “from all of the agencies...”

GB-001-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee adopt the minutes of the October 27, 2011 Local Trust Committee meeting as amended.

CARRIED

3.2 *Section 26 Resolutions Without Meeting*

The Local Trust Committee reviewed the Section 26 Resolutions Without Meeting log dated January 9, 2012. The resolution to approve the draft Transportation Advisory Committee Terms of Reference dated November 8, 2011 was adopted on November 10, 2011. A resolution to hold the first regular business meeting of 2012 on January 19, 2012 was adopted on December 21, 2011.

3.3 *Gabriola Island Advisory Planning Commission Meeting Minutes*

There were no Advisory Planning Commission meeting minutes.

3.4 *Mudge Island Advisory Planning Commission Meeting Minutes dated November 19, 2011*

The Local Trust Committee reviewed the draft meeting minutes of the Mudge Island Advisory Planning Commission meeting of November 19, 2011.

4. BUSINESS ARISING FROM MINUTES

4.1 *Follow-up Action List dated January 9, 2012*

The Local Trust Committee reviewed the Follow Up Action List dated January 9, 2012. Planner Fox explained the report and advised that several items could be removed from the list and put on the projects list. She responded to the questions from the trustees and there was further discussion about several items on the report.

4.2 *Advisory Commission Appointments*

Planner Fox referred to a memorandum dated January 9, 2012 regarding Advisory Commission appointments. She reviewed the process that had been followed to fill the vacant spots of the Advisory Planning Commission. She updated the Local Trust Committee on the expressions of interest for those vacant seats on the Advisory Planning Commission, the Agricultural Advisory Commission and the Transportation Advisory Commission. Planner Fox updated the Local Trust Committee on the members of the public that had expressed interest. Planner Fox advised the Local Trust Committee that the appointments to the Advisory Planning Commission should be made for the remainder of the current term, ending April 30, 2012.

5. CORRESPONDENCE

Correspondence specific to an active development application and/or project will be received by the Gabriola Island Local Trust Committee when that application and/or project is on the agenda for consideration.

- 5.1 *Email dated December 19, 2011 from Jacinthe Eastick regarding creating a Forestry Advisory Commission*

The Local Trust Committee reviewed the email from Jacinthe Eastick expressing interest in serving on a Forestry Advisory Commission. Trustee Rudischer informed Jacinthe Eastick, present at the meeting, that a Forestry Advisory Commission had not been planned, however, the issues are to be dealt with through the Official Community Plan review and other advisory commissions.

- 5.2 *Email dated December 19, 2011 from Howard Houle regarding resignation from Advisory Planning Commission*

The Local Trust Committee received Howard Houle's letter of resignation from the Advisory Planning Commission. Mr. Houle had been the successful candidate for Director of the Regional District of Nanaimo. Trustee Rudischer advised that she would write a thank you card to Howard Houle.

- 5.3 *Email dated January 9, 2012 from Eric Veale and Dona Bradley regarding Agriculture and Food Security*

The Local Trust Committee reviewed the January 9, 2012 email from Eric Veale and Dona Bradley regarding food security. Trustee Malcolmson commented that issues related to agriculture and food security are on the list of topics for phase 2 of the Official Community Plan Review. Trustee Malcolmson indicated she would email a response to Mr. Veale.

6. REPORTS

- 6.1 *Work Program Reports*

The Local Trust Committee reviewed the Top Priorities and Projects Report dated January 9, 2012 and deferred further discussion to later in the meeting.

- 6.2 *Applications Log dated January 9, 2012*

The Local Trust Committee reviewed the Applications Log and Planner Fox responded to questions from the trustees. Trustee Rudischer asked about aging applications and their status. Planner Fox explained that she would be writing to some applicants to clarify the application status.

6.3 *Trustee and Local Expenses posed to December 21, 2011*

The Local Trust Committee reviewed the local expense statement with postings to December 21, 2011.

7. **NEW BUSINESS**

7.1 *Letter dated November 24, 2011 from the Regional District of Nanaimo regarding a Request for Funding Support for Water Budget Project*

Planner Fox reviewed the request for funding support from the Regional District of Nanaimo for the Water Budget Project. She advised that a funded project must be for a deliverable item. She informed the Local Trust Committee that the Regional District of Nanaimo Water Budget Project is anticipated for completion in the summer.

Trustee Malcolmson raised two issues regarding expenditures. She indicated that she would like to support the project and recommended that the Local Trust Committee ensure all Islands Trust data on groundwater and watershed is made available to the Regional District of Nanaimo. Trustee Malcolmson raised discussion about pledging some of the 2011/12 Local Expense budget and some of the 2012/13 budget if approved.

Trustee Rudischer questioned whether a map could be generated from the projects. She commented that development permit areas for water conservation would require a map.

Regional District of Nanaimo Director Howard Houle updated the Local Trust Committee on the Drinking Water and Watershed Protection program.

GB-002-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff ensure all Islands Trust data on groundwater and watersheds is made available to the Regional District of Nanaimo, inquire whether there could be a deliverable March 31, 2012 and report back to the Local Trust Committee with recommendations on funding the Regional District of Nanaimo Water Budget Project for Gabriola, Mudge, and Decourcy Islands.

CARRIED

7.2 *Letter dated January 10, 2012 from Gabriola Rescue of Wildlife Society regarding funding request for Oiled Wildlife Response Workshop and Eagle Nest and Perching Tree Brochure*

The Local Trust Committee discussed the request for funding to determine whether Gabriola Rescue of Wildlife Society brochure could be delivered before March 31, 2012. Trustee Rudischer suggested that funding could come from the miscellaneous budget. There was further discussion about request for funds. Trustee Malcolmson commented that it is her belief that the brochure carries out Official Community Plan policies 6.1. g), i), k), and n).

GB-003-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee allocate up to six hundred dollars of its Local Expense Funds to the Gabriola Rescue of Wildlife Society for creating and distributing an Eagle Nest and Perching Tree Brochure, to provide environmental stewardship information and education on bylaws and regulations, and that it be delivered to the Islands Trust office by March 30, 2012.

CARRIED

GB-004-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff advice on whether Local Expense funds can be used for the Gabriola Rescue of Wildlife Society "Oiled Wildlife Response Workshop", and that it be considered by Resolution Without Meeting if necessary.

CARRIED

Trustee Malcolmson recommended as a follow-up, staff provide a contract to illuminate responsibilities to the funding recipients.

7.3 Proposed Local Trust Committee Meeting Schedule 2012

The Local Trust Committee discussed the schedule of the Local Trust Committee business meetings for 2012 and proposed several changes. By consensus, the trustees agreed to change to Tuesday, February 14, Wednesday, May 9, and add a meeting on Thursday, November 1, 2012.

GB-005-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee adopt the business meeting schedule as amended.

CARRIED

The Local Trust Committee reviewed the agenda and brought forward several items to consider prior to the lunch break.

14.2.3 Riparian Areas Regulation Watershed Designation and Mapping

Planner Fox provided a verbal update to the Local Trust Committee on the consultant's work on mapping riparian areas. She explained that the work is a two-part assessment: determining which streams are Riparian Areas Regulation applicable and the mapping of those streams.

14.1.4 Development Permit Area Factsheets

Planner Fox provided a brief verbal update on the Development Permit Area factsheet. She said that staff had incorporated the advice of the Volunteer Review Committee's review. The committee discussed the draft brochure further and suggested several edits that the planner would incorporate in the revision.

At 11:30 am the Local Trust Committee reviewed the agenda and opted to move to the Closed Meeting.

17. CLOSED MEETING

GB-006-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee close the next part of the January 19, 2012 business meeting to discuss matters pursuant to Section 90(1)(a) of the *Community Charter* to consider appointments to the Advisory Planning Commission, Agricultural Advisory Commission and the Transportation Advisory Commission, and that Island Planner Chloe Fox and Recorder Stephen Orgill be invited to attend this meeting.

CARRIED

GB-007-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee reopen the meeting to the public at 11:46 am.

CARRIED

18. RECALL TO ORDER

Chair Graham recalled the meeting to order at 11:46 am and reported to the public that the Gabriola Island Local Trust Committee appointed the following Advisory Committees:

Advisory Planning Commission:
Andrew Deggan and Deb Scott for a term ending April 2012.

Agricultural Advisory Commission:
Erik Veale, Jenny MacLeod, John Switzer, Sal Dominelli, and Veronica Hartman for a two year term

Transportation Advisory Commission:
Tina Taylor, Steven Earle, John Hodgkins, Jim Ramsay, and Deborah Ferens for a two year term.

There was discussion about sending letters to all those who had submitted their expression of interest.

GB-008-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee send letters of thanks to those who had put their names forward and those who were appointed to the Advisory Planning Commission, the Transportation Advisory Commission, and the Agricultural Advisory Commission.

CARRIED

8. **TRUSTEES' REPORTS**

Trustee Rudischer provided a brief report on her recent activities. She commented that she is a member of the Ferry Advisory Committee and reviewed her support for the neighbours of the Gabriola Rod, Gun and Conservation Club. She was not opposed to the gun club but to the noise.

Trustee Malcolmson thanked the public for re-election, commented on Chair Graham's experience with Islands Trust and his involvement with cooperative housing residents. She gave thanks to all of the islanders who worked on the election campaigns.

9. **CHAIR'S REPORT**

David Graham briefly reported on the new term for the Local Trust Committee and noted that he is looking forward to meeting the residents of Gabriola Island.

10. **REGIONAL DIRECTOR'S REPORT**

Regional District of Nanaimo Director Howard Houle apologized for not having his report presently available and informed the Local Trust Committee that a report would be emailed to the trustees by the afternoon for their information.

11. **DELEGATIONS**

There were no delegations.

12. **TOWN HALL SESSION**

Jacinthe Eastick commented on the Local Expense Budget and thought funding watershed projects should be prioritized in order to complete the build-out maps. She suggested that a review of the reports on watershed mapping could save some money. She thought that money should not be spent on mapping. Jacinthe commended the Local Trust Committee on the two resolutions with respect to Gabriola Rescue Of Wild Life Society's (GROWLS) request.

13. **APPLICATIONS AND PERMITS**

The Local Trust Committee deferred considering item 13.1 in anticipation of the applicant's arrival.

13.2 *GB-ALR-2011.1 (Davison – 2345 South Road and 2370 Shaw Road)*

Planner Fox referred to the staff report dated December 19, 2011 regarding the application for subdivision in the Agricultural Land Reserve. She explained the purpose for the boundary adjustment is to provide an access point to the

waterfront parcel from South Road. She further explained the topographical elements of the parcel.

GB-009-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee forward GB-ALR-2011.1 (Davison) to the Agricultural Land Commission.

CARRIED

13.3 *GB-DVP-2011.2 (Gabriola Island Recycling Organization – 700 Tin Can Alley)*

Planner Fox explained the application, referring to the staff report dated December 15, 2011. The Local Trust Committee discussed the proposal to site a “product care cage” on the east property line of the Gabriola Island Recycling Organization property. The Local Trust Committee reviewed the request for variance for building and structure setback from the lot line. The trustees commented on the clarity of the report and that there had been no neighbours opposed.

GB-010-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to issue development variance permit GB-DVP-2011.2 (Gabriola Island Recycling Organization) to site a new product care cage to contain and recycle hazardous items and to contain and dispose of non-hazardous garbage.

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 *Work Program and Priorities*

Planner Fox referred to a memorandum dated January 6, 2012 regarding the work program and top priorities. She explained the table showing the top priorities list and projects list with the accompanying budget request for the 2012 - 2013 year. The trustees reviewed and discussed the top priorities list and budget request.

GB-011-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request the development permit area factsheet be removed from the Work Program and Priorities List.

CARRIED

GB-012-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend its top priority list to have item 1. Gabriola Official Community Plan Review indicate: 1. Hazardous areas, 2. Riparian Areas Regulation, 3. Update build-out map, 4. Regional District of Nanaimo parks and Island Trust Fund nature reserves.

CARRIED

GB-013-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff be requested to include the number of residential cottages in existence and a list of forestry parcels in a build-out update.

CARRIED

After further discussion additional changes were considered.

GB-014-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that Trust Council carry forward the twenty-five hundred dollar (\$2500) Greenhouse Gas Emission Inventory budget for Mudge and Decourcy to the 2012/13 budget.

CARRIED

GB-015-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend the top priorities list by moving Gabriola Planning Area OCP/LUB Review to number 2, and placing staff advice on capacity to use alternate consultation methods such as online surveys and social media in the OCP/LUB Review to number one.

CARRIED

Further discussion followed concerning the budget request for 2012/13.

Chair Graham returned to consideration of item 13.1.

13.1 *GB-RZ-2010.1 (Beckstead and Littlejohn – Coho Boulevard, Mudge Island)
Update and Recommendation from Mudge Island Advisory Planning Commission*

Planner Fox referred to the staff report dated December 15, 2011 regarding the rezoning of a parcel of land on Mudge Island in order to permit a four lot subdivision. The report recommends rejecting the application and closing the file. Planner Fox advised that Mr. Littlejohn's email and letter had recently arrived and requested further direction from the Local Trust Committee. The trustees reviewed the January 10, 2012 letter from Scott Littlejohn.

13.1.1 *Email dated January 10, 2012 from Scott Littlejohn regarding
GB-RZ-2010*

The Local Trust Committee discussed the application with Mr. Littlejohn who was present at the meeting. Trustee Malcolmson commented that road allowance is not part of the Mudge Island Official Community Plan list of community amenities and that whenever there is a subdivision; a road has to be dedicated. Trustee Malcolmson explained further for the benefit of the public and the applicant. Mr. Littlejohn requested that the Local Trust Committee defer its decision while he considers amending his application.

GB-016-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee defer application GB-RZ-2010.1 (Littlejohn & Beckstead).

CARRIED

14.2 Official Community Plan and Land Use Bylaw Review

14.2.1 Phase 2 Recommendations

Planner Fox referred a memorandum dated December 6, 2011 regarding Phase II recommendations from the past Local Trust Committee. There was further discussion.

GB-017-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer to the Agricultural Advisory Commission the task of evaluating the existing Official Community Plan against the November 2010 Food Security Report recommendations and to recommend which food security report recommendations should be adopted.

CARRIED

14.2.2 Gabriola Island Village Core World Café Workshop

Planner Fox referred to a staff report dated October 17, 2011 and explained that the item was information from the last Local Trust Committee to the current Local Trust Committee.

Trustee Malcolmson suggested to wait to determine further action until the Trust Council budget is finalized. Several questions were discussed and further action was deferred. Trustee Rudischer suggested that residential properties within the village core should be contacted for input regarding the village core vision.

15. BYLAWS

There were no bylaws for consideration on this agenda.

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website.

GB-018-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that staff routinely add staff reports related to rezoning applications to the Gabriola page of the Islands Trust website.

CARRIED

19. NEXT BUSINESS MEETING

The next Local Trust Committee will be at 10:15 am on February 14, 2012 at the Gabriola Island Community Hall, 2200 South Road, Gabriola Island, BC

20. TOWN HALL SESSION

Jacinthe Eastick commented on boundary adjustment and requested staff to look at the potential for density increase when there is an adjustment. Trustee Rudischer clarified that the lot areas will not change with the proposed boundary adjustment

Jacinthe Eastick said that she is happy to look at alternatives to gather feedback other than the World Café. Trustee Malcolmson agreed that she appreciates what Jacinthe is saying but there should be other forums for dialogue for bylaw amendments. Trustee Rudischer raised the issue of online surveys being contaminated with multiple inputs. Chair Graham commented on the variety of methods being beneficial to the information gathering process.

Nancy Heatherington-Peirce asked about the process of determining the priorities list. The trustees explained the process.

Nancy Heatherington-Peirce also raised a question regarding the list of priorities that the last Local Trust Committee passed on to the present Local Trust Committee. Trustee Malcolmson explained the project list adopted today concerns the projects that had money spent on them to keep going and then carving out the one piece of work for the Agricultural Planning Commission to consider. The Local Trust Committee will return to the list at a future meeting. Nancy asked if the Local Trust Committee had put on its priority list how information can be gathered within a broader input.

Discussion continued concerning bylaw enforcement priorities.

GB-019-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee bylaw enforcement priority be added to the February Local Trust Committee agenda.

CARRIED

21. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 1:45 pm.

Recorder

Chair