

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 AM ON THURSDAY, MARCH 22, 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 and nine (9) members of the public in attendance.

1. CALL TO ORDER

Chair Graham called the meeting to order at 10:15 am. He introduced himself, 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:

- Add item 13.3.1 Correspondence dated March 15, 2012 from Scott Littlejohn and Mary Beckstead
- Add item 4.2 Agricultural Advisory Commission meeting as an update to the Follow-up Action list

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

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of February 14, 2012

The Local Trust Committee reviewed the minutes of the February 14, 2012 Local Trust Committee meeting and the following amendments were made:

- Page 3, item 4.3, add to the end of the sentence, "that funding a workshop on this topic isn't within the Local Trust Committee's authority."
- Page 5, item 9, second sentence, insert "*proposed*" before "*budget increase*"
- Page 5, item 10, delete from first and second sentence "*reported that Regional District of Nanaimo budget meetings had been completed. He*"
- Page 7, item 12, last sentence delete "*and doesn't see any link*"
- Page 8, item 14.1.1, third paragraph, first sentence, replace "*under sight*" with "*oversight*"

The Local Trust Committee approved the minutes of February 14, 2012 by consensus as amended.

3.2 *Section 26 Resolutions Without Meeting*

There were no Resolutions Without Meeting.

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*

There were no Mudge Island Advisory Planning Commission minutes.

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action List dated March 13, 2012*

The Local Trust Committee reviewed the Follow-up Action List dated March 13, 2012.

Planner Fox asked the trustees if there were questions concerning the Follow-up Action Report and discussion followed concerning clarification and additional details of several items.

4.2 *Agricultural Advisory Commission*

Trustee Malcolmson reported that the Agricultural Advisory Commission recently held a meeting and the members had been provided with information packages. Chair Graham updated the Local Trust Committee on the Denman Island Farm Plan.

GB-031-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee refer the Denman Island Farm Plan draft and Agricultural Strategy when available to the Gabriola Agricultural Advisory Commission to provide further background to assist the existing referral.

CARRIED

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.

There was no correspondence other than those pertinent to agenda items.

6. **REPORTS**

6.1 *Work Program Reports*

The Local Trust Committee reviewed the Top Priorities and Projects dated March 12, 2012.

6.2 *Applications Log dated March 12, 2012*

The Local Trust Committee reviewed the Applications Log.

6.3 *Trustee and Local Expenses posed to February 23, 2012*

The Local Trust Committee reviewed the local expense statement with postings to February 23, 2012.

7. **NEW BUSINESS**

7.1 *A Strategic Approach to Islands Trust Communications*

The Local Trust Committee reviewed a memorandum dated February 21, 2012 to Local Trustees from David Marlor, Director of Local Planning Services of Islands Trust. Trustee Malcolmson advised that the memorandum was the result of experience last term that greater community understanding of what the Local Trust Committee is intending to protect, before bylaw drafting, could assist the bylaw change process. There was further discussion.

8. **TRUSTEES' REPORTS**

Trustee Rudischer briefly reported and commented on meetings that she had attended since the last Local Trust Committee. She reported that she had attended the Agricultural Advisory Commission and provided a summary of matters discussed at the meeting.

Trustee Malcolmson reported that the Islands Trust would not be accepting a grant to review the Islands Trust Policy Statement and elaborated on the reasons for Trust Council's decision. She described a presentation she will make on Islands Trust Council's concerns about Canadian federal government oil spill preparedness at a workshop on San Juan Island March 26, 2012.

9. **CHAIR'S REPORT**

Chair Graham reported on having enjoyed visiting Gabriola while attending the recent Trust Council meeting at the Haven. He felt that the trustees had summarized the important events at Trust Council.

10. REGIONAL DIRECTOR'S REPORT

Director Houle reviewed several meetings he had attended since the last Local Trust Committee meeting. Among those meetings were with the Sustainability Select Committee, the Emergency Management Select Committee, the Gabriola Firehall Open House, the Gabriola Health Clinic Open House, the Parks and Open Space Advisory Committee, the Regional District of Nanaimo Parks, Recreation, and Culture Commission, the Regional District of Nanaimo Parks and Trails Select Committee, and a round table meeting with MLA Jean Crowder and twenty-five Gabriolans discussing senior's issues.

11. DELEGATIONS

There were no delegations.

12. TOWN HALL SESSION

There were no members of the public wishing to comment.

13. APPLICATIONS AND PERMITS

13.1 GB-DP-2012.2 (Zane – 2411 South Road, Gabriola Island)

Planner Fox referred to a staff report dated February 27, 2012 regarding the application to request a development permit in order to facilitate the proposed subdivision of the property that is within an area designated for the purpose of protecting development from hazardous conditions. Planner Fox noted that a subdivision application had concurrently been filed with the Ministry of Transportation and Infrastructure.

Planner Fox summarized the current planning status of the property and commented on development guidelines. Trustee Malcolmson pointed out the difficulty of local landowners to know the boundaries of protected areas considering the mapping information.

Chair Graham asked the applicant, who was present at the meeting, if he wished to make a comment. Mr. Zane pointed out that there are no significant trees on the property since it had been logged twice in the past. He said that he was willing to comply with regulations that the Local Planner had discussed.

GB-032-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to issue development permit GB-DP-2012.2 (Zane).

CARRIED

13.2 *GB-RZ-2007.1 (Powell – 725 Church Street, Gabriola Island)*

Planner Fox referred to the staff report dated February 29, 2012 regarding the application to rezone 1 hectare portion of a 5.96 hectare property for development of a seniors housing complex. Planner Fox reminded the Local Trust Committee that a resolution dating from September 7, 2007 requested additional information from the applicant. She informed the Local Trust Committee that the applicant wished to proceed with the application. Planner Fox updated the Local Trust Committee on changes in the Official Community Plan with respect to senior's housing developments.

Brad Powell addressed the Local Trust Committee on behalf of the application and explained the reason for the delay.

GB-033-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request that the applicant for GB-RZ-2007.1 (Powell) address the current multi-dwelling affordable housing policies contained in the Gabriola Island Official Community Plan prior to further consideration of the application.

CARRIED

Trustees Malcolmson and Rudischer commented that the current Official Community Plan policies provide more flexibility on density for seniors and special needs housing projects since the Official Community Plan was amended last year.

GB-034-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to initiate the process for a Cost Recovery Agreement with the owner of Lot 1, Section 19, Gabriola Island, Nanaimo District Plan 45775 for application GB-RZ-2007.1 (Powell) for all planning and legal review services related to the application effective February 29, 2012 and up until such time as proposed bylaws are brought to the Local Trust Committee for final consideration and adoption or, should the application not proceed to bylaw stage, such time as a decision is made by the Local Trust Committee to reject the application.

CARRIED

13.3 *GB-RZ-2010.1 (Beckstead & Littlejohn – Coho Boulevard, Mudge Island)*

Planner Fox provided an update referring to a staff report dated February 29, 2012. She explained the applicants' amended proposal and recommended that the Local Trust Committee consider a resolution authorizing staff to initiate a Cost Recovery Agreement with the applicant commencing February 29, 2012 for extraordinary planning services provided for this application. Planner Fox reported that the applicants were not able to attend but had submitted written comments that she distributed. Chair Graham appointed reading time to review the comments. Discussion followed.

GB-035-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee defer further consideration of GB-RZ-2010.1 (Littlejohn & Beckstead) until such time as the applicant has provided the following information, in accordance with the Mudge Island Official Community Plan:

- Identify and comment on adequate sources of potable water, including on-site storage capacity and impact on the quality and quantity of water available for adjacent land uses both existing and potential;
- Identify and comment on sewage disposal capability, including how the development will not lead to cross contamination of wells and not negatively impact neighbouring use and enjoyment of property nor negatively affect wetlands, streams and the sea;
- Mapping of the parcel and proposed plan of subdivision, prepared by a BC Land Surveyor to show accurate parcel dimensions, the location of the road right-of-way, and the location of wells, septic fields and reserve fields;
- Provide comment on access to the island, including daily commuting and transportation of large items and construction material;
- Provide comments on site development and land alteration, including;
 - Soil conditions – stability, drainage, slope, topography, absorption and suitability for vegetation
 - Changes to surface water drainage patterns to and from wetlands, streams, the sea and adjacent properties
 - Selective, careful and sustainable use of renewable natural resources in ways consistent with the goals and policies of the Official Community Plan
 - Preservation of historic, cultural and archaeological sites
 - Creation of sufficient buffer areas to minimize potential conflicts with neighbours
 - How land clearing and alteration disturbances will be minimized
 - Retention of views from neighbouring properties and from the sea
 - Provision of trails

CARRIED

Trustee Malcolmson commented on the number of staff reports that had been prepared for this application and the subsequent revisions to the proposal.

GB-036-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to initiate the process for a Cost Recovery Agreement with the owner of Parcel A (DD 5023N) of Section 28, Mudge Island, Nanaimo District for application GB-RZ-2010.1 (Beckstead & Littlejohn) for all planning and legal review services related to the application effective February 29, 2012 and up until such time as proposed bylaws are brought to the Local Trust Committee for final consideration and adoption or, should the application not proceed to bylaw stage, such time as a decision is made by the Local Trust Committee to reject the application.

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Official Community Plan and Land Use Bylaw Review

14.1.1 Riparian Areas Regulation Watercourse Assessment and Mapping

Planner Fox provided the Local Trust Committee with the revised final report from Madrone Environmental Services dated February 24, 2012 for information. The report titled "Gabriola Island Riparian Area Regulation Stream Identification (Updated Revised Version February 24, 2012)" contains revisions following comments from the Local Trust Committee.

14.1.2 Options for Online Public Engagement

Planner Fox referred to the staff report dated March 1, 2012 providing a preliminary outline of the options available with respect to online engagement tactics and tools as well as a preliminary discussion of capacity considerations. The Local Trust Committee discussed the options of online surveys, anonymous respondents and what would encourage people to engage.

GB-037-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to develop a draft survey, to be available both online and in hard copy, designed to gather input from the public on preferred methods of engagement and that staff present the draft survey along with a strategy and budget for distribution and advertisement of the survey at a future meeting of the Gabriola Island Local Trust Committee.

CARRIED

15. BYLAWS

15.1 There were no bylaws for consideration.

16. ISLANDS TRUST WEBSITE

The Local Trust Committee reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website and noted that the Development Permit Area Factsheet had been posted for distribution.

17. NEXT BUSINESS MEETING

The next Local Trust Committee meeting will be held at 10:15 am on April 19, 2012 at the Women's Institute, 476 South Road, Gabriola Island.

18. TOWN HALL SESSION

Terry Hanna requested that the Local Trust Committee keep the public informed of the Common's application for the Elder Eco Village through its newsletter or a report in the local papers. He also asked about gradual destruction of foreshore at Narrow's Road (El Verano beach access). Trustee Rudischer told Mr. Hanna that if an application is forthcoming from the Commons, it will have to be considered in terms of the sewage and water and that nothing can be built until there is a rezoning amendment.

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 12:15 pm.

Recorder

Chair