

**MINUTES OF THE GAMBIER ISLAND LOCAL TRUST COMMITTEE MEETING  
HELD ON THURSDAY, SEPTEMBER 20, 2012 AT 10:30 AM  
AT KEATS CAMP, KEATS ISLAND, BC**

**PRESENT:** David Graham                      Chair  
Jan Hagedorn                                  Local Trustee  
Kate-Louise Stamford                      Local Trustee  
Sonja Zupanec                                Island Planner (*via telephone*)  
Diane Corbett                                 Recorder

There were sixteen (16) members of the public in attendance.

**1. CALL TO ORDER**

Chair Graham called the meeting to order at 10:30 am, noting that the meeting was being held in the traditional territory of the Coast Salish people. He introduced trustees in attendance and acknowledged the presence at the meeting of past Local Trustee Kim Benson.

Due to the current BC Government Employees Union overtime ban, the Island Planner was unable to attend the meeting in person and joined via telephone at 10:45 am.

**2. APPROVAL OF AGENDA**

The Agenda was adopted as amended by consensus:

- Islands Trust Stewardship Award 2012 – Add after Trustees' Report
- 14.5 Jurisdictional Issues with Sunshine Coast Regional District
- 14.6 Correspondence with West Vancouver Mayor and Council
- 14.7 Sinking of *HMCS Annapolis*

**3. MINUTES**

*3.1 Gambier Island Local Trust Committee Meeting Minutes dated July 5, 2012*

The minutes of the Gambier Island Local Trust Committee meeting dated July 5, 2012 were adopted as amended by consensus, with the following change:

- 8.1: add "June 25, 2012" at end of title.

*3.2 Local Trust Committee Public Hearing Record dated July 5, 2012*

The public hearing record of the Gambier Island Local Trust Committee meeting dated July 5, 2012 was received.

3.3 *Local Trust Committee Special Meeting Minutes dated July 13, 2012*

The special meeting minutes of the Gambier Island Local Trust Committee meeting dated July 13, 2012 were adopted by consensus.

3.4 *Local Trust Committee Special Meeting Minutes dated July 20, 2012*

The special meeting minutes of the Gambier Island Local Trust Committee meeting dated July 20, 2012 were adopted as amended by consensus, as follows:

- Page 3, paragraph 3, last sentence: replace “woman” with “constituent”.

*Island Planner Zupanec joined the meeting at 10:45 a.m.*

3.5 *Section 26 Resolutions Without Meeting*

A Resolution Without Meeting was made on September 4, 2012 as follows:

*THAT the Gambier Island Local Trust Committee send a letter to the Mayor and Council of West Vancouver regarding the closing of the Horseshoe Bay Pier to private vehicles.*

3.6 *Gambier Island Advisory Planning Commission Minutes*

None

**4. BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action List dated September 10, 2012*

Received

4.2 *HMCA Annapolis Sinking in Halkett Bay*

Trustee Stamford indicated that she had forwarded related information received from the policy analyst to people on Gambier Island who had expressed interest in this topic.

Trustee Hagedorn commented that she had sent out information in the Trustees' Report and to interested parties.

It was noted that requirements for an environmental assessment for the proposed sinking of the *Annapolis* were waived. Discussion on this topic was moved to New Business.

**5. CHAIR'S REPORT**

**Chair Graham** reported on the quarterly meeting of Trust Council held on Bowen

Island. A highlight was the adoption of the Strategic Plan, directing the budget of Islands Trust, filtering through the mandate to work programs and focusing the work of the Trust: protection of the natural environment, marine areas, and water.

## 6. TRUSTEES' REPORT

**Trustee Stamford** reported that trustees attended two community town hall meetings in conjunction with Sunshine Coast Regional District Electoral Area F (West Howe Sound) Director Lee Turnbull. General discussion was focused on taxes. Trustee Stamford indicated that she was trying to move forward some of the topics discussed, such as getting a coordinated approach to parks funding.

Trustee Stamford attended numerous annual general meetings in the summer. The trustee commented that a highlight was seeing the active participation at the Annual General Meeting of the community in Eastbourne. Conservancies on both Keats and Gambier Islands were becoming more active. The Sea Ranch community on Gambier was a wonderful example of a cluster community.

Trustees also went to several development variance permit application viewings, now a practice of trustees. Protocol meetings were held with the Ministry of Transportation and Infrastructure and with staff and officials from the Sunshine Coast Regional District since the last Local Trust Committee meeting.

**Trustee Hagedorn** expressed thanks to Associated Islanders for sending input regarding the draft Land Use Bylaw, and for attending the town hall meetings in July. The trustee reminded the public to submit grant applications early for the Grant-In-Aid process.

Other meetings Trustee Hagedorn had attended include the protocol meetings noted above, community information meetings for the Associated Land Use Bylaw, an invasive plants workshop with Richard Beard, a shoreline mapping workshop, and Trust Council on Bowen Island. A *Riparian Areas Regulation* workshop on Vancouver Island was held; the *Riparian Areas Regulation* was legislated by the government to protect fish habitat.

There was a forest fire on Keats Island on August 21, 2012. Trustee Hagedorn expressed thanks to Stu Watson, Keats Island Fire Equipment Group, neighbours from Hermit Island, Keats Island Construction and all of the people who offered support in containing the fire. A fire drill and fund-raiser was held in Eastbourne, with over 100 people in attendance.

The Sunshine Coast Regional District had received a rezoning application from BURNCO. Contact information for the Sunshine Coast Regional District planner handling the application could be obtained from trustees.

**Islands Trust Stewardship Award 2012** – Trustees were joined by members of the public in expressing their appreciation of the numerous, generous, tireless and persistent community-serving efforts, contributions, and leadership of **Stewart Watson of Gambier Island** who received the Islands Trust Stewardship Award. Trustee Stamford presented a plaque to Mr. Watson on behalf of the Islands Trust.

## 7. DELEGATIONS

None

## 8. TOWN HALL SESSION

**Kim Benson** of Keats Island addressed the Local Trust Committee regarding the importance of Conservation zoning on Keats Island, and, since marine conservation is a priority of Islands Trust Council, Ms. Benson said she wanted to give Trustees some background and context.

Ms. Benson distributed a map of Keats Island and the schedule for the Keats Island Land Use Bylaw. Points raised by Ms. Benson included:

- Keats Island is about 1500 acres, around one third bigger than Stanley Park.
- Keats Island is about 94% private land. The whole shoreline of Keats Island is private land except at Plumper Cove Marine Park.
- Much of the shoreline development is nonconforming and historical.
- Much of the developed land is water access only; people need a dock.
- On the south side of Keats, it is difficult to have year round private moorage as it is too exposed. Most of the south side of Keats is accessible by road.
- Keats has 450 residential lots; if fully subdivided, there would be 500. Keats is almost at build out. Therefore, it is difficult to get protected shoreline now, and it is important to preserve some portions of the marine environment.
- The parts of the island that the community has identified as significant and important to protect include: Sandy Beach, Salmon Rock, Hard To Come By Cove, Pebble Beach, Andy's Beach, Laurel Beach, Maple Beach, East Beach, Wreck Beach and West Beach.
- During the Official Community Plan Review, it was recognized that, in order to protect the island foreshore beaches and marine environment, zoning regulations should be designed to protect the natural coastal processes of beaches.
- More than half of the beaches are in Eastbourne.
- Zoning restrictions and setbacks were put in so there would be community consultation, and to protect the significant beaches.

Ms. Benson indicated that she was at the meeting to advocate that, if the Local Trust Committee were to receive applications for rezoning and other development, the Local Trust Committee take into account the purpose of the Official Community Plan to protect the natural foreshore, and ensure that the natural boundary is established before the building, and that it is done appropriately without impacting the adjacent foreshore and upland. Ms. Benson requested that the trustees keep in mind the special context of Keats Island.

The Local Trustees thanked Ms. Benson for her comment.

*The meeting recessed at 11:35 am.*

The meeting re-convened at 11:45 am.

**9. CORRESPONDENCE**

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

9.1 Email dated July 13, 2012 from Ami Shah of Transport Canada regarding Divestiture – New Brighton Dock

**GM-048-2012**

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee instruct staff to work with Trustee Kate-Louise Stamford in drafting a letter to Ami Shah, Program Officer of Transport Canada concerning the proposed divestiture of the New Brighton dock.

**CARRIED**

**10. LOCAL TRUST COMMITTEE PROJECTS**

10.1 GM-LUB-2011.2 (Associated Islands Land Use Bylaw Review Project)

10.1.1 Staff Report dated August 29, 2012

10.1.2 Compilation of Correspondence to September 9, 2012

Planner Zupanec reviewed the staff report dated August 29, 2012 regarding the proposed changes to the draft Associated Islands Land Use Bylaw. Proposed changes and rationale for changes, as noted in discussion, were as follows:

No.	Section or Regulation	Identified Issues and Potential Revisions
<b>Part 1 – Definitions and Schedules A and B</b>		
1	Throughout the document	Correct punctuation, grammar, numbering, spelling, format and abbreviations.  <b>Endorsed by LTC</b>
2	“recreation vehicle” definition	Revise to read: “means a tent trailer, travel trailer, motor home or other self-propelled vehicle, containing <b>one or all of the following:</b> sleeping, cooking and sanitary facilities, but does not include a mobile home or manufactured home.”  <b>Endorsed by LTC</b>

No.	Section or Regulation	Identified Issues and Potential Revisions
3	Sch A-1	Insert Site Plan for Buccaneer Bay Holdings <b><i>Placeholder (awaiting information from owner)</i></b>
4	Sch B – Map B	Change water zone to M2 around Merry Island and expand M1 zone across the bay from BBH on South Thormanby. <b><i>Endorsed by LTC to facilitate existing ramp and mooring buoy locations in the bay</i></b>
5	Sch B Map B	Expand M3 water zone around North Thormanby to 400 metres. <b><i>Endorsed by LTC to reflect current locations of buoys</i></b>
6	Sch B – Map C	Add a M2 zone at the end of the road allowance on East Trail Island. <b><i>Endorsed by LTC to reflect future community water access</i></b>
7	Sch B – Map F	Change M3 to M2 zone north of Anvil Island Resorts Ltd. as per written request. <b><i>Endorsed by LTC to facilitate possible back-up emergency access on the north; ensures flexibility</i></b>
<b><i>Part 2 – Administration</i></b>		
8	2.3(1)	Question on whether this is standard wording and what the directive policy for enforcement is. Bylaw Enforcement confirmed that this is standard LUB regulation. <b><i>No change</i></b>
<b><i>Part 3 – General Regulations</i></b>		
9	3.4(1)	Water towers/tanks are proposed to be permitted in any zone and the height may exceed what is permitted in residential zones. Add water catchment and <u>water</u> storage facilities to the list of structures that are exempt from the height regulations. <b><i>Endorsed by LTC to allow water towers/tanks to exceed height regulations without the need for a development variance permit</i></b>
<b><i>Part 5 – Zoning</i></b>		

No.	Section or Regulation	Identified Issues and Potential Revisions
10	5.1(4)	<p>Increase the floor area ratio from 0.15 to 0.20 for dwellings within the SRR zone.</p> <p><b><i>Endorsed by LTC to allow more flexibility on smaller lots; correspondence indicates support</i></b></p>
11	5.1(5)	<p>Amend the regulation to exclude woodsheds and utility sheds.</p> <p><b><i>Endorsed by LTC - Requested by residents</i></b></p>
12	5.1(6)	<p>Decrease the front setback along a road allowance to 6.0 metres in the SRR zone.</p> <p><b><i>Endorsed by LTC owner requests for flexibility; protection of foreshore</i></b></p>
13	5.1(6)(b)	<p>The increase of the interior side yard setback from 5 to 10 feet was proposed to encourage greater fire separation and privacy on lots. Smaller interior side yard setbacks can allow for greater flexibility in siting and placement on irregular shaped lots.</p> <p>Revert to 1.5 metre (5 feet) interior side yard setback in the SRR zone for buildings and structures.</p> <p><b><i>Endorsed by LTC - Owner requests to maintain flexibility during development and siting.</i></b></p>
14	5.1(6)(b)	<p>Delete reference to rear setback as it is duplicated from (a)</p> <p><b><i>Endorsed by LTC - Remove duplication</i></b></p>
15	5.1(9)	<p>Delete reference to water storage tanks from screening requirement in the SRR zone.</p> <p><b><i>Endorsed by LTC - Storage tanks may be quite large; screening might be more obtrusive.</i></b></p>
16	5.2	<p>Delete reference to Worlcombe Island in RR1 Information Note.</p> <p><b><i>Endorsed by LTC</i></b></p>

No.	Section or Regulation	Identified Issues and Potential Revisions
17	5.2(2)	<p>Add maximum floor area per dwelling for RR1 zone. On smaller lots or shareholder lot situations a Floor Area Ratio is highly recommended. On large lots typically this is unregulated. Staff do not recommend a FAR limit for the RR1 zone at this time.</p> <p><b>No change implemented by LTC - Change not consistent with RR1 type zones in the GMLTC area for rural lots 10 acres in size.</b></p>
18	5.2	<p>Add density regulation to limit number of accessory buildings to 3, excluding woodsheds and utility sheds.</p> <p><b>Endorsed by LTC - Requests by owners</b></p>
19	5.2 (9)	<p>RR1(a) The owners of Tiki island are looking for an equal building allowance between the three cabins. The addition of a floor area and lot coverage breakdown for each dwelling would ensure greater certainty at the time of building permit application as to what is permitted.</p> <p><b>Endorsed by LTC - Include site specific floor area and lot coverage in the RR1(a) zone.</b></p> <p>RR1(b) The owners of Jack Tolmie Island have requested the maximum permitted density for the island be one dwelling (sleeping cabins are permitted). Currently the draft provisions allow for an additional dwelling if services intended for the island are connected at the time of issuance of a building permit.</p> <p><b>Endorsed by LTC - Remove site specific sub-zone for Jack Tolmie Island and reinstate RR1 zoning which would permit a maximum of one dwelling as per owner request.</b></p>
20	5.2 (9)	<p>The owner of South Trail Island has requested that three dwellings be permitted on the island where two are currently permitted. No documentation or affidavit on the date of construction of the dwellings preceding Sunshine Coast Regional District Bylaw 98 has been received. Staff does not recommend any changes to the permitted density at this time.</p> <p><b>No change authorized by LTC - Further information needed</b></p>
21	5.3(12)	<p>Add floor area for motor vehicle shed(s) based on BBH submission.</p> <p><b>Placeholder pending receipt of additional information</b></p>

No.	Section or Regulation	Identified Issues and Potential Revisions
22	5.4	Delete RR3 zone for Anvil Island Resorts – create RR1(d) site specific zone to regulate density only.  <b><i>Endorsed by LTC – request by shareholder group</i></b>
23	5.8	Revise PI1 zone to reflect submission from Daybreak Point Bible Camp.  <b><i>Placeholder pending receipt of additional information</i></b>
24	5.12(1)	Add boat ramp; helipad; boathouse to the list of permitted uses in the CS zone.  <b><i>Endorsed by LTC - Are current uses</i></b>
25	5.12(3)	Increase density to two dwellings per lot in the CS zone.  <b><i>Endorsed by LTC - Currently exist</i></b>
26	5.14(5)	Include maximum dock area for M2 (a) and (b) site specific zones based on property owner submissions.  <b><i>Endorsed by LTC- For regulation of private dock area</i></b>
27	5.15(1)	Include mooring buoys as a permitted use and structure in the M3 zone.  <b><i>Endorsed by LTC - Currently exist</i></b>
28	6.2(1)(d)	Add marine or aviation traffic to the sign regulation.  <b><i>Endorsed by LTC- To include marine traffic that could be impacted by floodlights/spotlights</i></b>
ADD	5.6(7)	<b><i>Endorsed by LTC - Paisley Island, maximum floor area in RR5: maximum 3600 square feet for build-out; up to 2400 square feet per dwelling. Is based on existing configuration.</i></b>
ADD	RR1 zone	<b><i>Endorsed by LTC - Anvil Island, small lot with 2 dwellings, missed in initial review; in existence before the Sunshine Coast Regional District bylaw came into effect – requires site-specific density provision.</i></b>

GM-049-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee endorse the proposed amendments to the draft land use bylaw for the Associated Islands as outlined in the staff report dated September 7, 2012; and request that staff post a copy of the September 2012 revised land use bylaw on the Gambier webpage of the Islands Trust website under 'Latest News' for public review and input.

CARRIED

*The meeting recessed at 1:00 pm and re-convened at 1:10 pm.*

## 11. **APPLICATIONS AND PERMITS**

### 11.1 *GM-DVP-2012.3 (Cutler and Bolli, West Bay, Gambier Island)*

Planner Zupanec reviewed the staff report dated July 23, 2012.

In response to an inquiry from Trustee Stamford, the planner confirmed that Islands Trust would not be responsible for safety concerns if the permit were approved, as those were covered by covenant with the Sunshine Coast Regional District.

The proponent provided information regarding the application. **Mr. Cutler** noted that the dwelling had been moved back from the original design in response to input from the geotechnical consultant. Now only two corners of the dwelling and the deck were situated within the 15-metre setback area.

Mr. Cutler noted there was not a lot of room for construction on the lot and that he was hesitant to blast rock or cut down trees. He commented that the flat bench area was the obvious place upon which to build.

Upon ensuing discussion, comments raised by trustees in support of the application included:

- Nature of the West Bay Landing community: It is fairly built out and done quite well. A lot of variances have been issued. It is a small bay and properties tend to look on each other.
- The natural benches that sit partially within the foreshore on Gambier Island are quite common. To go back you often have to go quite far back to get a suitable building site.
- Looking at the site on the Internet from the Map-It website, you can overlay contours, photos and zoning. Photos confirm there is a natural building site on a granite bench. From the Map-It tool, it is apparent that the 15-metre setback lines need to be rationalized. The impact of moving the building would require blasting, maybe destabilization of the slope.
- Development in the area is almost done. It seems to fit with what is going on.

Points raised in non-support of the application included:

- Amount of the deck that would be located in the setback area and encroaching on the foreshore
- Conspicuous location of the dwelling at the head of the inlet and with no buffer in front of the house
- The foreshore is already quite disturbed.

**GM-050-2012**

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee issue a Development Variance Permit for GM-DVP-2012.3 (Cutler and Bolli, Gambier Island).

**CARRIED**

## 12. **BYLAWS**

12.1 *Bylaw No. 119 cited as "Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 2, 2012"*

**GM-051-2012**

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee adopt Bylaw No. 119, cited as "Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 2, 2012".

**CARRIED**

## 13. **REPORTS**

13.1 *Work Program Reports*

The Top Priorities Report and Projects List dated September 10, 2012 was received.

Trustee Hagedorn discussed the Development Approval Information Bylaw with Planner Zupanec.

Trustee Hagedorn indicated she would discuss with Local Trustees via email her perspective regarding a Local Trust Committee response to requests by outstations for more water space.

13.2 *Applications Log*

Planner Zupanec reviewed the Applications Log Report dated September 10, 2012.

13.3 *Trustee and Local Expenses*

13.3.1 *Expenses posted to June 30, 2012*

13.3.2 *Expenses posted to July 31, 2012*

13.3.3 *Expenses posted to August 31, 2012*

The expenses reports dated June 30, July 31, and August 31, 2012 were received for information.

14. **NEW BUSINESS**

14.1 *Islands Trust Fund Board Referral – Briefing and Five-Year Plan*

The Islands Trust Fund Five-Year Plan was received for information. The Local Trust Committee had no further comment to submit on the Plan.

14.2 *Local Trust Committee Meeting Dates for October and November 2012*

**GM-052-2012** It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee cancel the November 29, 2012 meeting.

CARRIED

The 2012 Local Trust Committee meeting dates were affirmed as follows: October 25 and December 13.

14.3 *Local Trust Committee Meeting Dates for 2013*

**GM-053-2012** It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee endorse the dates outlined in the memo dated September 10, 2012, without the mention of location.

CARRIED

14.4 *Islands Trust Briefing Note dated September 7, 2012 regarding BC Hydro Wood Pole Test and Treat Program 2012*

The Islands Trust Briefing Note dated September 7, 2012 regarding the BC Hydro Wood Pole Test and Treat Program 2012 was received for information.

Trustees discussed potential changes to the draft letter of response to BC Hydro regarding the Wood Pole Test and Treat Program.

Trustee Hagedorn indicated she would contact Lisa Gordon, Director of Trust Area Services, regarding issues discussed and would consult with fellow trustees prior to distribution of the letter.

14.5 *Discussion of Jurisdictional Issues with Sunshine Coast Regional District*

Discussion ensued regarding where the Local Trust Committee fit into the BURNCO rezoning process through the Sunshine Coast Regional District. Staff confirmed that Islands Trust would not be involved until the bylaws were in the referral stage, 30 days before first reading.

*Planner Zupanec left the meeting at 2:45 pm.*

14.6 *Correspondence with West Vancouver Mayor and Council*

**GM-054-2012** It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request staff to work with Trustee Stamford to draft a letter from the Chair thanking the West Vancouver mayor and council for their decision to maintain vehicular traffic on the Horseshoe Bay dock.

**CARRIED**

14.7 *Sinking of HMCS Annapolis*

The Local Trust Committee discussed the potential detrimental impact of the sinking of the HMCS Annapolis upon eelgrass and ocean flow. Trustees considered the value of obtaining baseline data prior to the sinking of the vessel in order to be able to determine in the future whether there were environmental impacts resulting from this project.

The short timeline and the potential ensuing pressure on limited Islands Trust staff resources rendered the Local Trustees to abandon this consideration.

15. **ISLANDS TRUST WEBSITE**

The Local Trust Committee requested that staff include the latest trustees' newsletter on the Islands Trust website.

16. **NEXT MEETING**

16.1 *Next Local Trust Committee Regular Business Meeting*

The next regular meeting of Gambier Island Local Trust Committee is scheduled for Thursday, October 25, 2012 at 10:30 a.m. at Gibsons & Area Community Centre, 700 Park Road, Gibsons, BC.

17. **ADJOURNMENT**

The Gambier Island Local Trust Committee meeting was adjourned by consensus at 3:10 pm.

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Recorder

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Chair