

**MINUTES OF THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 10:15 P.M. ON THURSDAY, OCTOBER 4, 2012
AT THE WOMEN'S INSTITUTE
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

PRESENT: David Graham Chair
 Sheila Malcolmson Local Trustee
 Gisele Rudischer Local Trustee
 Chris Jackson Regional Planning Manager
 Chloe Fox Island Planner
 Stephen Orgill Recorder

Two (2) local media representatives and fourteen (14) members of the public attended the meeting.

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. Chair Graham acknowledged that the meeting is taking place on the traditional territory of the Coast Salish People.

2. APPROVAL OF AGENDA

The Local Trust Committee reviewed the agenda and made the following changes:

- add item 6.3.2 *Local Expenses posted to September 30, 2012*
- add item 4.4.1 *Gabriola Streamkeepers*
- add draft letter to 4.3

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

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of September 6, 2012.

The Local Trust Committee reviewed the minutes of the September 6, 2012 business meeting and made the following changes:

- Page 4, item 6.3.2, first sentence, insert "*budget*" after "*several*"; delete second and third sentences; last sentence, replace "*could*" with "*should*"; replace "*a later date*" with "*the next meeting*";
- Page 5, item 7.1, replace second sentence with: "*Trustee Malcolmson commented that the form of the plan is directed by a statutory requirement.*"
- Page 5, item 7.2, third paragraph, delete "a proposal for an"; replace "policy" with "policies";
- Page 5, item 7.3, first paragraph, delete last sentence;

- Page 6, item 7.4, first sentence, replace “*explained*” with “*summarized*”, delete “*and summarized the issues contained in the letter*”. Delete second sentence;
- Page 7, item 8, replace Trustee Malcolmson’s entire report with; “*Trustee Malcolmson added that Parks Canada is gathering public comments and the National Marine Conservation Area Atlas is available at the Gabriola Public Library. Trustee Malcolmson reviewed the proposed Trust Council Strategic Plan Priorities.*”;
- Page 9, item 13.1, replace “*The Local Trust Committee*” with “*The trustees*”; fourth paragraph, delete last sentence, fifth paragraph, insert “*additional*” after “*support*”;
- Page 9, resolution GB-086-2012, add reasons from August 15, 2012 staff report draft resolution:
 - “*Significant opposition among neighbouring property owners,*
 - *A lack of information provided by the applicant to address environmental requirements of Standing Resolution GB-025-2010 of the Gabriola Island Local Trust Committee, and*
 - *A lack of information provided by the applicant to determine the exact location of the tower, associated buildings and structures, and the proposed easement / lease area, in relation to property lines and covenants, as required by Standing Resolution Gb-025-2010, the Antenna Proposal Form and as requested by the Gabriola Island Local Trust Committee in Resolution GB-067-2012.*”;
- Page 10, correct reporting of amended resolution GB-087-2012, delete “*relevant Official Community Plan and Land Use Bylaw Provisions*”; restate amended resolution GB-087-2012 after amending resolution GB-088-2012;
- Page 11, items 14.1.1 – 14.1.3, replace “*Local Trust Committee*” with “*trustees*”;

The Local Trust Committee adopted the minutes of the September 6, 2012 meeting by consensus as amended.

3.2 *Section 26 Resolutions Without Meeting*

There were no Section 26 Resolutions Without Meeting to report.

3.3 *Gabriola Island Advisory Planning Commission Draft Meeting Minutes dated September 17, 2012*

The trustees reviewed, for information, the draft minutes of the Advisory Planning Commission meeting dated September 17, 2012.

3.4 *Mudge Island Advisory Planning Commission Meeting Minutes*

There were no minutes of the Mudge Island Advisory Planning Commission.

3.5 *Gabriola Island Agricultural Advisory Commission Draft Meeting Minutes*

There were no minutes of the Gabriola Island Agricultural Advisory Commission.

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action Report dated September 25, 2012*

Planner Fox requested questions from the trustees on the Follow Up Action Report. Trustee Rudischer discussed several changes with the planner.

4.2 *Advocacy in Relation to Ministry of Transportation and Infrastructure List of Official Community Plan Policies*

The trustees discussed the list of Ministry of Transportation and Infrastructure Advocacy Policies in the Official Community Plan. The status of each policy was discussed in detail. Policies were discussed in terms of what could be referred to the Transportation Advisory Commission.

4.3 *Draft Follow Up Letter regarding Meeting with Regional District of Nanaimo*

Trustee Malcolmson provided the trustees with her notes outlining what the Gabriola Local Trust Committee had identified as *follow-up* on the Protocol meeting of June 22, 2012.

GB-091-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct Islands Trust staff to assist with Protocol Agreement and Memorandum of Understanding amendments identified by the Regional District of Nanaimo.

CARRIED

GB-092-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee delegate Trustee Malcolmson to draft a letter to the Regional District of Nanaimo based on the October 3, 2012 draft, and attach a list of relevant Official Community Plan policies.

CARRIED

4.4 *Staff Advice regarding Letter from Gabriola Streamkeepers*

Planner Fox provided a verbal update on the request made by the Gabriola Streamkeepers and distributed a recent letter dated October 1, 2012 from Adrienne Vance. Planner Fox advised the trustees that Islands Trust staff cannot release information about property owners. She suggested an option that Islands Trust could prepare the mail out to the owners of the properties identified in the vicinity of the streams. The trustees discussed additional options.

GB-093-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to inform the Gabriola Streamkeepers of options for property identification information.

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.

5.1 *Letter from Gabriola Rod, Gun and Conservancy Club dated September 10, 2012*

The trustees reviewed the correspondence dated September 10, 2012 from Paul Metcalfe, Director of the Gabriola Rod, Gun and Conservancy Club. Mr. Metcalfe expressed concern that the five letters received by the Local Trust Committee at the last business meeting were from plaintiffs in a civil suit against the Gabriola Rod, Gun and Conservancy Club. He pointed out that the only change in the club's sporting activity has been the cessation of shotgun sports in response to the petition of May 2011. Trustee Rudischer commented that the resolution was not asking for rezoning of the Gabriola Rod, Gun and Conservancy Club property. Trustee Malcolmson pointed out that the lack of definition in the Land Use Bylaw doesn't imply that this is threatening to the future of the Gabriola Rod, Gun and Conservancy Club. Trustee Malcolmson offered to respond to Mr. Metcalfe.

5.2 *Letter from Gabrielle Warden dated September 16, 2012 regarding Gabriola Rod, Gun and Conservancy Club*

Received.

5.3 *Letter dated August 22, 2012 from BC Hydro Regarding Funding Available for Electric Beautification Projects*

Received.

6. **REPORTS**

6.1 *Work Program Reports*

The trustees reviewed the Top Priorities Report and Projects List dated September 25, 2012.

GB-094-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee amend its top priority list to move item 3, "Development of policies regarding cottage density banking." to item 1, 5) on the top priorities list.

CARRIED

6.2 *Applications Log dated September 25, 2012*

The trustees briefly reviewed the Applications Log dated September 25, 2012. Planner Fox noted that application GB-SUB-2011.5 had now been completed.

6.3 Trustee and Local Expenses posted to September 30, 2012

The trustees reviewed the expense statement with postings to August 31, 2012 and Planner Fox distributed an update with postings to September 30, 2012. There was discussion about whether funds had been moved as directed at the last meeting.

GB-095-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee request staff advice on yearend budget projections for the Official Community Plan and Riparian Areas Regulation budgets.

CARRIED

7. NEW BUSINESS

7.1 Local Trust Committee Meeting Dates for 2013

The trustees reviewed the Memorandum dated September 18, 2012 regarding the draft meeting schedule for 2013 and discussed alternate dates for several meetings.

GB-096-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee adopt the following business meeting schedule:

- Thursday, January 17, 2013
- Thursday, February 21, 2013
- Thursday, March 14, 2013
- Wednesday, April 18, 2013
- Thursday, May 16, 2013
- Thursday, June 27, 2013
- Thursday, July 18, 2013
- Thursday, September 5, 2013
- Thursday, October 10, 2013
- Thursday, November 29, 2013

CARRIED

7.2 Local Trust Committee Budget Request for 2013/2014

Regional Planning Manager Jackson summarized his memorandum dated September 18, 2012. The trustees discussed several proposed budget accounts with the Regional Planning Manager. Trustee Malcolmson suggested expanding several accounts with proposed expenditure detail.

GB-097-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee revise and approve funding requests for Projects Proposed for Next Fiscal, 2013/2014 and forwarded to the Financial Planning Committee as revised as follows:

- Change proposed project name to "Snuneymuxw First Nation Protocol Implementation"
- Continuation of OCP Review 19,000

The trustees continued discussion and concluded that the Local Trust Committee will propose a specific topic list for the Official Community Plan review.

7.3 Islands Trust Briefing Note dated September 18, 2012 from Clare Frater, Trust Area Policy Analyst, regarding BC Hydro Woodpole Test and Treat Program - 2012

Planner Fox summarized the briefing note regarding the hydro pole-testing program. The trustees discussed the program and the consequences for residents with wells close to a hydro pole.

By consensus, the Local Trust Committee agreed to consider items 13.1. and 13.2.

13. APPLICATIONS AND PERMITS

13.1 GB-DP-2012.3 (Intrascap Developments Inc. – Madrona, Phase 2)

Planner Fox reviewed the staff report dated September 25, 2012 regarding the second phase of the Madrona development. Planner Fox reiterated the advice of the Advisory Planning Commission and recommended that the Local Trust Committee instruct staff to issue a development permit. Further discussion considered the specific comments that arose from the Advisory Planning Commission. Trustee Rudischer commented that the list of Village Core amenities that was presented to the last Local Trust Committee are not being met in this development and recommended that in the future to be more specific in development permit guidelines in the Official Community Plan. The trustees discussed how the applicant would implement the advice provided by the community.

The applicant commented that public space on private property provides an insurance problem for the property owner.

GB-098-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee direct staff to amend item 1 of the permit as follows:

1. *Building and Structures*

- a. "Building A" of 7480 ft² total, 7300 ft² leasable area, shall be constructed substantially in accordance with the Site Plan Attached to and forming part of this Permit.
- b. Despite 1.a., benches are permitted and encouraged throughout the property.

CARRIED

GB-099-2012

It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to issue development permit GB-DP-2012.3 (Intrascap Developments Inc.) as amended.

CARRIED

13.2 GB-DVP-2012.2 (Boulton)

Planner Fox reviewed the staff report dated September 13, 2012 regarding the development variance permit to relax the setback requirement in order to facilitate the construction of an open carport and enclosed storage area. Trustee Rudischer commented that she had visited the site and it appears to her that this is the only location on the property that a carport could be located without great expense.

GB-100-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee instruct staff to issue development variance permit GB-DVP-2012.2 (Boulton).

CARRIED

7.4 Gabriola Telephone Directory Renewal

The trustees discussed the renewal of the annual advertisement in the Gabriola Island telephone directory.

GB-101-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee release three hundred and ninety-two dollars (\$392.00) from its Local Expense account (65220) and request that staff renew the Local Trust Committee page in the Gabriola Directory by October 31, 2012.

CARRIED

7.5 Advisory Commissions Secretary Appointments

Planner Fox referred to her September 25, 2012 memorandum concerning Advisory Commission Secretary appointments.

GB-102-2012 It was **MOVED** and **SECONDED** that the Gabriola Island Local Trust Committee appoint the following members as Secretary for their respective Advisory Commissions:

1. Gabriola Advisory Planning Commission – Deb Scott
2. Gabriola Agricultural Advisory Commission – Eric Veale
3. Mudge Island Advisory Planning Commission – Bob Bollinger

CARRIED

7.6 Emcon Services Inc. Winter Stakeholder Meeting

The trustees reviewed a letter from the Operations Manager of Emcon Services Inc. regarding the winter stakeholder meeting on Monday October 15, 2012.

8. TRUSTEES' REPORTS

Trustee members acknowledged the contributions of Chris Jackson, Regional Planning Manager and former Gabriola Planner.

Trustee Rudischer reported that she had attended Trust Council and submitted a report to the local media. She also mentioned that she had attended meetings with the Advisory Planning Commission and the Gabriola Streamkeepers that also had extensive media coverage. Trustee Rudischer reported that she had attended the official opening of the People for a Healthy Community Resource Centre and remarked that current funding only exists for one year. She reported on having attended the Agricultural Advisory Commission meeting that included a discussion on changing the way Farm Status is calculated by the BC Assessment Authority for tax purposes.

Trustee Malcolmson added that she had attended the Union of BC Municipalities Convention and described several of the meetings. She briefly reviewed highlights of other meetings and events.

9. CHAIR'S REPORT

Chair Graham reported on the recent Trust Council meeting on Bowen Island. He noted that the Bowen Municipal Councilors were invited to attend the session along with the 24 local trustees. The meeting focused on the adoption of the Strategic Plan and Chair Graham commented on several aspects. He also mentioned an interesting demonstration of oil spill collection.

10. REGIONAL DIRECTOR'S REPORT

Regional District of Nanaimo Director Howard Houle was not able to attend this portion of the meeting and provided a printed report summarizing his activities during the past month. Director Houle also attended the Union of BC Municipalities Convention and commented in his report on the two motions, of approximately 200, that received the most attention. (A5 – *decriminalization of marijuana* and A8 – *oil tanker traffic*)

11. DELEGATIONS

There were no delegations scheduled.

12. TOWN HALL SESSION

Jenny McLeod expressed her thanks as a former member of the Advisory Planning Commission to Regional Planning Manager Chris Jackson, for his guidance and professional advice. Jenny McLeod, on behalf of the Gabriola Groundwater Management Society, stated that she would be resubmitting to the Local Trust Committee the work that had been done on the Water Act modernization.

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 *Gabriola Island Development Permit Areas (Riparian Areas, Hazardous Areas and Steep Slopes)*

Planner Fox updated the Local Trust Committee and summarized that it is still on schedule. The trustees discussed further.

14.1.1 Project Charter – standing item

The trustees reviewed the Gabriola Island Development Permit Areas – Project Charter.

14.1.2 Communication Strategy – standing item

The trustees reviewed the Communications Strategy.

15. BYLAWS

There were no bylaws for consideration on this agenda.

16. ISLANDS TRUST WEBSITE

The trustees reviewed the Gabriola Island Local Trust Committee page of the Islands Trust website and made no changes.

17. NEXT BUSINESS MEETING

The next Local Trust Committee meeting will be at 10:15 am on Thursday, November 1, 2012 at the Women's Institute, 476 South Road, Gabriola Island, BC.

18. TOWN HALL SESSION

There were no comments or questions from the public

19. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus at 1:12 pm.

Chair