

**MINUTES OF THE GAMBIER ISLAND LOCAL TRUST COMMITTEE MEETING
HELD ON THURSDAY, OCTOBER 25, 2012 AT 11:00 AM
AT GIBSONS & AREA COMMUNITY CENTRE
700 PARK ROAD, GIBSONS, BC**

PRESENT: David Graham Chair
Jan Hagedorn Local Trustee
Kate-Louise Stamford Local Trustee
Sonja Zupanec Island Planner
Vicky Bockman Recorder

There were four (4) members of the public in attendance.

1. CALL TO ORDER

Chair Graham called the meeting to order at 11:00 am. He welcomed the public and introduced trustees and staff. He acknowledged that the meeting is being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The agenda was adopted by consensus with the following amendment:

- Add item 10.3: Shoreline Education Workshop Discussion

3. MINUTES

3.1 Local Trust Committee Meeting Minutes dated September 20, 2012

The minutes were adopted by consensus with the following amendments:

- page 1, item 1, second paragraph, second line: change “2:45” to “10:45”
- page 3, item 6, sixth paragraph, second line: change “Stewart” to “Stu”
- page 13, item 16: replace “Gleneagles Community Centre, 6262 Marine Drive, West Vancouver, BC” with “Gibsons & Area Community Centre, 700 Park Road, Gibsons, BC”

3.2 Section 26 Resolutions Without Meeting – None.

3.3 Gambier Island Advisory Planning Commission Minutes – None.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated October 15, 2012

Planner Zupanec summarized the Follow-Up Action List dated October 15, 2012 and responded to questions that arose.

4.2 *Bylaw Enforcement Notification Bylaw (BEN)
Staff Report dated September 27, 2012*

There was discussion on the options for communication of the Bylaw Enforcement Notification Bylaw to Gambier Trust area residents and property owners. The following points were raised:

- it was suggested that edits to the proposed information for distribution be forwarded to the Bylaw Enforcement Coordinator;
- a meeting with the Bylaw Enforcement Coordinator in attendance to explain the bylaw Enforcement Notice & Dispute Adjudication System and to answer questions from the community was considered;
- providing information by email on the new system and the proposed meeting with the Bylaw Enforcement Coordinator was regarded as an effective communication approach for the Gambier Trust area. This could be supplemented with information received through the latest news subscriber system.

GM-055-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request Miles Drew, the Bylaw Enforcement Coordinator, to provide his availability for early spring, 2013 to hold a meeting to explain the Bylaw Enforcement Notice & Dispute Adjudication System Bylaw and answer questions and to report back his availability to the Gambier Island Local Trust Committee before December 13, 2012.

CARRIED

5. **CHAIR'S REPORT**

Chair Graham reported that he will be attending a Financial Planning Committee meeting next week and that work will begin on consideration of the budget cycle for the next fiscal year.

6. **TRUSTEES' REPORT**

Trustee Hagedorn reported on various activities and meetings attended since the last Local Trust Committee meeting. These included the Stewardship celebration and award to Stu Watson, a site visit to Tiki Island, a Keats Island Road Committee meeting, a Foreshore Mapping telephone meeting, a Shoreline Stewardship workshop on Pender Island, a protocol meeting with Metro Vancouver, and a group "holly pull" on Keats Island. She advised that Richard Beard has offered assistance to anyone requiring support in getting started in the removal of invasive plants, and that she will forward emails from those interested to him.

Trustee Hagedorn commented on upcoming events, noting that a copy of the Fall 2012 Draft Associated Islands Land Use Bylaw will be posted to the website and

encouraged further input from the community. She advised that technical questions and comments on the draft or the review process can be directed to Planner Zupanec, and that background information on the project can be found on the website. She reported that she will be attending a meeting with Sunshine Coast Regional District Area F Director and staff to review the 2012 island cleanup program and to review coordination of park projects on the islands.

She advised that BC Hydro's wood pole test and treat program will begin on Keats and Gambier Islands on November 12, 2012 and reminded residents that they can obtain flags for wells and organic gardens that may be within ten metres of treated poles by contacting herself or Trustee Stamford by email.

Trustee Stamford reported that she attended her first Public Wharves Advisory Committee meeting and encouraged input from boat owners on the question of user fees for commercial vessels on Sunshine Coast Regional District docks. She commented that there is no new information on the divestiture of the New Brighton dock at this time. Trustee Stamford noted that she has been following the efforts to replace the pay phone at New Brighton and that it remains unresolved. Trustee Stamford advised that she attended a protocol meeting with the Greater Vancouver Regional District, discussing the Horseshoe Bay access issue and the Howe Sound strategic plan which is starting to move forward.

Trustee Stamford reported that upcoming events include two meetings with Sunshine Coast Regional District Area F Director and staff, an Islands Trust Programs Committee meeting, and a meeting with Friends of Howe Sound for continued advocacy regarding the proposed BURNCO mine project.

7. **DELEGATIONS** – None.

8. **TOWN HALL DISCUSSION**

Bill Sievewright – asked for an update on the BURNCO project in Howe Sound.

Trustees and Planner Zupanec responded, advising that the public consultation round on the parameters of the environmental assessment is complete and now BURNCO must prepare a report to identify the issues within those parameters. It was noted that both federal and provincial agencies will be involved and that a rezoning application is being considered by the Sunshine Coast Regional District.

Lynn Leboe, East Trail Island – asked why geothermal exchange equipment and wind turbines are permitted on lots with dwellings but not on vacant land where a centrally located windmill could be more efficient and provide energy for several properties, encouraging community participation in a conservation effort.

Planner Zupanec explained the regulations and clarified that a rezoning application would be necessary to consider the placement of geothermal exchange equipment and wind turbines on a vacant lot for community energy distribution.

9. CORRESPONDENCE – None.

10. LOCAL TRUST COMMITTEE PROJECTS

*10.1 GM-LUB-2011.2 (Associated Islands Land Use Bylaw Review Project)
Staff Report dated October 11, 2012*

Planner Zupanec summarized the staff report which includes the status of the draft Associated Islands Land Use Bylaw, status of receipt of information from specific property owners, recommendations on a process to address Sunshine Coast Regional District building permits at variance with what is permitted in the draft Land Use Bylaw, next steps and timeline.

Discussion ensued as follows:

- in reference to the expansion of M1 zone, concern was expressed regarding the number of mooring buoys and options were considered. The question arose whether this can be included in regulations if not enforceable and it was suggested that a comment from bylaw enforcement on the issue would be helpful;
- concerns, benefits and size of a second community dock requested in zone M2(b) were deliberated;
- density, siting and size considerations for PI1 zone caretaker and accessory buildings were discussed.

GM-056-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request staff to update the draft Land Use Bylaw as follows:

- Schedule A-1: insert site plan;
- Marine Foreshore Zone (M1): expand the zone adjacent to Buccaneer Holdings;
- Rural Residential Two Zone (RR2): limit the maximum combined dock area to 7,800 square feet;
- Rural Residential Two Zone (RR2): limit the maximum floor area for accessory buildings for jeep sheds to 1,300 square feet;
- Private Institutional One Zone (PI1): limit the maximum floor area to 22,037 square feet;
- Private Institutional One Zone (PI1): limit the total accessory building floor area to 48,760 square feet; and
- Private Institutional One Zone (PI1): limit the maximum number of caretaker buildings to 4.

CARRIED

GM-057-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request staff to refer a copy of the Fall 2012 draft Associated Islands Land Use Bylaw (GM-LUB-2011.2) to the Sunshine Coast Regional District Board for review prior to Local Trust Committee consideration of first reading, as per the Letter of Understanding between the Sunshine Coast Regional District Board and the Gambier Island Local Trust Committee.

CARRIED

GM-058-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request staff to advise the Sunshine Coast Regional District Board in writing that:

- 1) the content of the draft Land Use Bylaw may affect the Regional District Board's right to issue a building permit; and
- 2) after first reading has been given to the draft land use bylaw, the Local Trust Committee may direct the Sunshine Coast Regional District Board to withhold the issuance of building permits which contravene the intent of the proposed land use bylaw, as per the Letter of Understanding between the Sunshine Coast Regional District and the Gambier Island Local Trust Committee.

CARRIED

Prior to the vote, Trustee Hagedorn requested clarification of the advantages of notifying the Sunshine Coast Regional District after first reading versus after second reading. Planner Zupanec explained that a public hearing would be held after first reading and provided an overview of the effects of the public hearing on the process.

Correspondence related to the draft Land Use Bylaw was received as follows:

- Email dated October 23, 2012 from Robert Burns
- Email dated October 22, 2012 from Jay Munsie
- Email dated October 19, 2012 from Karl Gustavson
- Email dated October 23, 2012 from Frank Ingham
- Emails dated October 21, 2012 and October 23, 2012 from Douglas Wark

Lynn Leboe, East Trail Island - explained that she holds workshops that include overnight stays of guests and expressed concern that the draft Land Use Bylaw restricts the number of guests to four at any one time, a reduction from the prior maximum of six guests. She requested the number of bedrooms being used to accommodate guests be deleted from the draft bylaw and that the maximum number of permitted guests remain at six.

Planner Zupanec confirmed that the draft had reduced the maximum number of guests to reflect a lower impact and limited commercial benefit in a residential zone. She clarified that an existing use under the Home Occupation

regulations can continue after the adoption of the bylaw and the status would be considered to be legal, non-conforming.

Chair Graham recessed the meeting at 1:15 pm and reconvened the meeting at 1:25 pm.

The Local Trust Committee agreed by consensus to consider items 11.2, 11.3, 11.4, 12.1, 12.2 and 12.3.

11.2 *GM-DVP-2012.2 (Liebenberg – Douglas Bay Development, Gambier Island)
Staff Report dated October 10, 2012*

Planner Zupanec presented the staff report which outlines a proposed Development Variance Permit requesting a reduction of the setback to the rear lot line from 7.5 metres to 0 metres. The permit is requested in order to address the existing deck that has been built at or over the rear lot line which abuts the 20 metre-wide Crown Reserve.

The proposal and the applicant's argument for allowing the variance were reviewed. Possible options available to the applicant to meet the 7.5 metre setback requirement were discussed.

GM-059-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee not approve GM-DVP-2012.2 (Liebenberg).

CARRIED

11.3 *GM-DVP-2012.4 (Reel 17 Investments Ltd. - Cotton Bay, Gambier Island)
Staff Report dated September 28, 2012*

Planner Zupanec presented the staff report, outlining the application for a Development Variance Permit to relax section 3.3 of Gambier Island Land Use Bylaw No. 86 to allow the siting of a twenty-seven metre long bridge over Manion Creek within the 15-metre setback to the natural boundary of Manion Creek.

She advised that the applicant has hired a Qualified Environmental Professional to conduct a Riparian Areas Regulation assessment. She noted that the memorandum from the Qualified Environmental Professional proposes a compensatory Streamside Protection and Enhancement Area further north along the creek in lieu of the adjusted area around the proposed bridge abutment structure footprints, however the memorandum was inadvertently omitted from the agenda package for the trustees review.

Jim Green, the proponent, commented that the setback for the bridge footings were determined by the engineer and that the compensatory Streamside Protection and Enhancement Area that has been proposed results in a larger area of protection than would otherwise be required. He added that crossing the creek with a bridge has less impact than a culvert placed mid-stream.

The Riparian Areas Regulation assessment process was discussed including the timing of submission of the Qualified Environmental Professional's report. The Trustees indicated that due diligence would include viewing the Qualified Environmental Professional's documentation and receiving assurance that the condition for the compensatory protection area would be required through the subdivision process.

GM-060-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee issue GM-DVP-2012.4 (Reel 17 Investments Ltd., Gambier Island) subject to the receipt of the documentation of the expanded Streamside Protection and Enhancement Area and the additional condition in the Ministry of Transportation and Infrastructure subdivision that the final Riparian Areas Regulation submission to Fisheries and Oceans Canada and Ministry of Environment include the compensatory Streamside Protection and Enhancement Area.

CARRIED

11.4 *GM-RZ-2012.1 (Reel 17 Investments Ltd. – Cotton Bay, Gambier Island)
Staff Report dated October 10, 2012*

Planner Zupanec summarized the staff report, outlining the request to rezone and subdivide a portion of Lot 1 from Rural Residential to Local Service to permit ramp access to a proposed private neighbourhood moorage facility. The application also requests the adjacent water area be rezoned from Marine Log Storage to Marine General. She advised that an existing dock would remain in place and that should the preparation of draft bylaws proceed, detailed plans and documentation for the existing moorage would be required from the applicant.

There was discussion and the following points were raised:

- verification has been received from the province that the water tenure has been approved;
- no provision for parking is being considered at the site;
- the creation of a community dock would not prohibit other property owners from creating single family docks.

Jim Green, the proponent, noted that because of the extensive mud flat at low tide in the area, it is anticipated that property owners would use the community dock rather than construct individual docks. He explained the history and background of the water lease.

GM-061-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request the applicant for GM-RZ-2012.2 (Reel 17 Investments Ltd., Gambier Island) provide staff with:

- 1) documentation illustrating compliance of the existing dock with the regulations of the proposed W1 (Marine General) zone;
- 2) documentation from a qualified professional verifying the existing dock meets and exceeds each of the conditions of use within the W1 (Marine General) zone; and
- 3) a survey showing the extent of the shoreline stabilization features installed prior to 2007 and any supporting documentation authorizing works below or above the natural boundary of the sea from provincial and federal agencies.

CARRIED

In further discussion, it was confirmed that:

- the public will be able to walk along the foreshore;
- this will be a coming-and-going dock and mooring block with no parking space available there or at the easement as the space is limited;
- there are no plans to expand the dock;
- the area will be managed, enforced and regulated by community bylaws and majority vote of the landowners;
- staff suggested that the dimensions of the water map in the draft zoning map be flagged to accommodate for some margin of future growth and expansion.

Trustees requested that a future staff report addresses of which lots can have private docks so that the potential full build-out can be considered.

12. BYLAWS

*12.1 GM-RZ-2011.1 (Camp Fircom – Gambier Island)
Memorandum dated October 3, 2012*

Planner Zupanec presented the memorandum advising of a clerical error in Bylaw 118 to be corrected at fourth reading.

12.2 Proposed Bylaw No. 117 cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2012”

GM-062-2012

It was **MOVED** and **SECONDED** that the proposed Bylaw No. 117 cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2012 be adopted.

CARRIED

- 12.3 *Proposed Bylaw No. 118 cited as “Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 1, 2012”*

GM-063-2012

It was **MOVED** and **SECONDED** that the proposed Bylaw No. 118 cited as “Gambier Island Land Use Bylaw No. 86, 2004, Amendment No. 1, 2012” be adopted as amended.

CARRIED

- 10.2 *Riparian Areas Regulation
Memorandum dated October 11, 2012*

Planner Zupanec summarized the memorandum, outlining options for Riparian Areas Regulation communication in the Gambier Local Trust Committee area.

Various options were discussed as follows:

- combining resources with the Northern Region would not be effective for reaching the diverse communities of this area;
- adding material to the website, customized for the Gambier area, would be an effective part of a communication strategy;
- using the allocated funds to hire a consultant to create communication material and a delivery strategy for the Gambier Local Trust Committee area was considered to be the most effective approach.

GM-064-2012

It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee request staff to hire an appropriate communication consultant to create Riparian Areas Regulation communication material specific to the Gambier Trust area and to make recommendations for distribution and community engagement, with \$3,000 used for production and \$1,000 for distribution to the community.

CARRIED

- 10.3 *Shoreline Education Workshop Discussion*

Planner Zupanec reported that funding is available to engage expert consultants for public outreach and education workshops using the completed shoreline mapping products, to increase awareness of shoreline issues and to determine an implementation strategy for each individual Local Trust area. She requested input to gauge interest in participation.

There was discussion on the proposal and the following points were raised:

- there is high interest in this program;
- a recorded web conference would be more effective than a workshop;
- consultant preferences would be Will Marsh and Murdoch de Greef;
- foreshore structures would be an important subject to address;
- the use of posters would be useful to advertise the event;
- date to be determined at the consultants’ convenience.

Planner Zupanec will complete the request for the public education/consultation event and return the preliminary project plan to the Acting Regional Planning Manager.

11. APPLICATIONS AND PERMITS

11.1 GM-DVP-2011.2 (Corin/Larouche – 1250 Taki-Te-Si Rd. Gambier Island)

Planner Zupanec reported that this application has been deferred due to a change in ownership and that it will be brought back to the Local Trust Committee for consideration at a future date.

Chair Graham recessed the meeting at 2:57 pm and reconvened the meeting at 3:03 pm.

13. REPORTS

13.1 Strategic Plan for Local Trust Committees

The Strategic Plan for Local Trust Committees was received for information.

*13.2 Work Program
Top Priorities Report and Projects Report dated October 15, 2012*

Planner Zupanec summarized the Top Priorities Report and Projects Report dated October 15, 2012.

*13.3 Applications Log
Report dated October 15, 2012*

Planner Zupanec provided updates to the Applications Log and responded to questions.

*13.4 Trustee and Local Expenses
Expenses posted to September 30, 2012*

Trustees reviewed and discussed the above noted Expense Summary Report and questioned the spent Official Community Plan category amount.

14. NEW BUSINESS

*14.1 Local Trust Committee Budget Request for 2013/2014
Memorandum dated September 20, 2012*

Trustees reviewed the 2013-2014 Budget Proposals memorandum.

GM-065-2012 It was **MOVED** and **SECONDED** that the Gambier Island Local Trust Committee approve and forward funding requests for Projects Proposed for Next Fiscal, 2013/14 to the Financial Planning Committee as presented.

CARRIED

15. ISLANDS TRUST WEBSITE

15.1 Gambier Page

The following changes to the Gambier Page of the website were requested:

- Add a new heading: Shoreline Stewardship;
- Add under the new Shoreline Stewardship heading: Coastal Shore Stewardship;
- Add under the new Shoreline Stewardship heading: Greenshores.

16. NEXT MEETING DATE

The next meeting of the Gambier Island Local Trust Committee is scheduled for Thursday, December 13, 2012 at 10:30 am at Gibsons Area Community Hall, 700 Park Road, Gibsons, BC.

17. ADJOURNMENT

Chair Graham adjourned the meeting at 4:03 pm.

Recorder

Chair