

# ADOPTED

**MINUTES OF THE GALIANO ISLAND  
LOCAL TRUST COMMITTEE MEETING  
HELD ON MONDAY, NOVEMBER 19, 2012 AT 1:00 PM  
AT THE SOUTH ISLAND COMMUNITY HALL,  
GALIANO ISLAND, B.C.**

|                        |                  |                           |
|------------------------|------------------|---------------------------|
| <b><u>PRESENT:</u></b> | Ken Hancock      | Chair                     |
|                        | Louise Decario   | Local Trustee             |
|                        | Sandy Pottle     | Local Trustee             |
|                        | Robert Kojima    | Regional Planning Manager |
|                        | Kris Nichols     | Island Planner            |
|                        | David Millership | Recording Secretary       |

There were approximately thirteen (13) members of the public present.

## **1. CALL TO ORDER**

Chair Hancock called the meeting to order at 1:05 p.m. Introductions were made and the meeting introduced.

Chair Hancock stated appreciation and acknowledgment that today's meeting is taking place on the traditional territories of the Coast Salish people.

## **2. APPROVAL OF AGENDA**

Chair Hancock asked for any additions or changes to the agenda; amendments were as follows:

- *Added to Item 10.1.1* – Sheila Anderson email dated November 13, 2012 Re: APC Referral Bylaw 237 – Additional comment from Karen Harris
- *Added to Item 11.1.1* – Greenshores Integrated Shoreline Mapping Workshop

The agenda was Approved as amended by consent.

### **2.1 Questions on Agenda Items**

None

### **2.2 Town Hall Session**

Chair Hancock invited the public to make comment.

**Avis Seads** stated that the address for the South Community Hall on the agenda is incorrect.

**Tom Hennessy** stated that the Galiano Land And Community Housing Trust (GLCHT) would be doing a variety of water tests in coming days. Mr. Hennessy stated that a GLCHT informational brochure would be coming out soon and that the new GLCHT website (<http://galianoaffordablehousing.org>) is now live. Mr. Hennessy stated support for GLCHT related items being dealt with in a timely manner by the Local Trust Committee (LTC) and Islands Trust lawyers. Mr. Hennessy requested that a Community Information Meeting (CIM) take place in three to four weeks time and a Public Hearing (PH) soon afterwards.

There was some discussion regarding process and timing.

Regional Planning Manager (RPM) Kojima responded that the LTC needs to first receive and review all GLCHT related items before due process can follow.

Chair Hancock responded that process is iterative not linear and that issues may come up along the way that need to be further addressed.

**Doug Latta** stated support for GLCHT related items being dealt with in a timely manner by the LTC and Islands Trust lawyers. Mr. Latta stated that GLCHT would be presenting a "Green Building Model" at a not for profit affordable housing conference on November 20, 2012.

**Avis Seads** stated that the community seems to think GLCHT is a done deal.

Trustee Decario responded that the LTC is looking forward to receiving all outstanding required information from GLCHT.

There being no further comments from the public, Chair Hancock closed the Town Hall meeting.

### **3. COMMUNITY INFORMATION MEETING**

None

### **4. PUBLIC HEARING**

None

## **5. PREVIOUS MEETINGS**

### **5.1 Local Trust Committee Minutes for Adoption**

#### 5.1.1 Minutes of October 15, 2012 Local Trust Committee Business Meeting

Amendments:

- *Page 2 last paragraph* – replace “defend” with “represent”
- *Page 10 last paragraph* – replace “neighbour is not doing sawmilling solely for his own use and is hence already” with “neighbour might not be doing sawmilling solely for his own use and is perhaps already”

The Minutes of October 15, 2012 Local Trust Committee Business Meeting were Adopted as amended by consent.

### **5.2 Public Hearing Records and Community Information Meeting**

None

### **5.3 Section 26 Resolutions-without-meeting**

Two resolutions were referenced.

### **5.4 Advisory Planning Commission**

#### 5.4.1 Advisory Planning Commission Minutes of November 2, 2012

Chair Hancock stated that in the future, as per an Advisory Planning Commission (APC) resolution, all referral information from the LTC would be both emailed and mailed in printed form to each APC member and to the Secretary.

## **6. BUSINESS ARISING FROM THE MINUTES**

### **6.1 Follow-up Action Report**

Planner Nichols provided information and items were discussed with regards to status and action.

Planner Nichols stated that with regards to Item No. 3, a water report has been received and the applicant is being worked with in order to find a way to protect wetlands.

RPM Kojima stated that Item No. 4 would be removed for the reason that the Penelakut Tribe is more interested in communication(s) taking place on an as needed basis.

Planner Nichols stated that Item No. 18 Status is now “Done”.

## **7. DELEGATIONS**

None

## **8. CORRESPONDENCE**

Correspondence items are received by virtue of being on the agenda.

Correspondence received concerning applications and/or projects is considered with the application/project.

### **8.1 M. Beach email dated October 8, 2012 re: Affordable Housing Project**

Received by virtue of being on the agenda.

### **8.2 M. Beach email dated October 17, 2012 re: Affordable Housing Project**

Received by virtue of being on the agenda.

There was some discussion regarding GLCHT processes and it was noted that GLCHT has now eliminated the point system from their applicant selection process.

## **9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

None

## **10. LOCAL TRUST COMMITTEE PROJECTS**

### **10.1 6500-20 Land Use Bylaw Review**

10.1.1 Proposed Bylaw No. 237 (LUB Amendment No. 2, 2012) – for consideration of Second Reading

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 237, Amendment No. 2, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding process, scope, PH and potential Special Meetings (SM).

There was some discussion regarding APC Minutes of November 2, 2012. APC Chair Sheila Anderson was in attendance and spoke on behalf of the APC. Discussions were related to APC recommendations, horticulture, small-scale animal husbandry, definitions, accessory use, principle use, PH, zoning, Official Community Plan (OCP) statements, community plant, orchards, nurseries, the need for clarity and ensuring private enterprise(s) does not become involved.

Resolution GL-LTC-117-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 sub-section 8.2.1.8 be amended by adding the word “community” before the word “nurseries”.

**CARRIED**

*Note: there was a break at 2:00 p.m. and the meeting reconvened at 2:30 p.m.*

There was some discussion regarding clauses, permitted density, wording clarity and accessory.

Resolution GL-LTC-118-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 section pp) be amended by adding the word “employee” after the word “owner”.

**CARRIED**

Chair Hancock thanked the APC for their hard work and recommendations.

Resolution GL-LTC-119-12

It was Moved and Seconded that Galiano Island Local Trust Committee Proposed Bylaw No. 237 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2012” as amended be given Second Reading.

**CARRIED**

Resolution GL-LTC-120-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a public hearing for Proposed Bylaw No. 237.

**CARRIED**

RPM Kojima stated that the PH would probably be able to be scheduled for February 2013.

10.1.2 Draft Bylaw No. 238 (LUB Amendment No. 3, 2012)  
(Chegwidden)

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 238, Amendment No. 3, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

There was some discussion regarding covenants, associated costs and who would pay for them, surveys, lawyers, land title office registration requirements, landowner benefits, community benefits, road legality and the Road Network Plan (RNP).

Member of the public Jeffrey Patterson commented that costs associated with surveying and securing the covenant for future road dedication could potentially be in the \$12,000.00 range.

Resolution GL-LTC-121-12

It was Moved and Seconded that Galiano Island Local Trust Committee Draft Bylaw No. 238 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2012” be given First Reading.

**CARRIED**

Resolution GL-LTC-122-12

It was Moved and Seconded that the Galiano Island Local Trust Committee requests the landowner (Chegwidden) to provide a suitably worded Section 219 covenant reserving future highway dedication prior to final adoption of Proposed Bylaw No. 238.

**CARRIED**

Resolution GL-LTC-123-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to obtain an estimate for costs associated with Section 219 covenant and survey relating to Proposed Bylaw No. 238.

**CARRIED**

Resolution GL-LTC-124-12

It was Moved and Seconded that the Galiano Island Local Trust Committee forward Proposed Bylaw No. 238 to the Galiano Island Advisory Planning Commission for review and comment.

**CARRIED**

The LTC deferred consideration of a PH until after APC review and comment.

10.1.3 Draft Bylaw No. 239 (LUB Amendment No. 4, 2012) (Amendments) and Bylaw Amendment Options

Planner Nichols provided information from *Staff Report dated November 7, 2012 (File No.: GL 6500-20 (LUB Review)) Re: Galiano Bylaw No. 239, Amendment No. 4, 2012; A Bylaw to Amend Galiano Island Land Use Bylaw No. 127, 1999.*

The LTC reviewed the report and discussion and action centered on the following:

*Land Use Bylaw Amendments - Split Zoned Lots*

There was some discussion regarding Islands Trust and Agricultural Land Reserve (ALR) mapping, lots with the potential for subdivision, zoning, uses and interpretation of zoning, lot size, minimum lot size, Agricultural (AG) zone, Agricultural Land Commission (ALC) and process.

Trustee Decario stated concern regarding the accuracy of the mapping.

RPM Kojima stated that the maps are Geographic Information System (GIS) generated and then visually reviewed. RPM Kojima commented that ALR and Islands Trust mapping are done separately and are therefore updated at different times, meaning that there might be some inconsistencies between them but that both are correct.

There was some discussion regarding the Islands Trust process of generally zoning AG land(s) to be consistent with ALC determination of ALR land(s).

*Land Use Bylaw Amendments - Small Lot Sawmilling*

The LTC noted that the reference to n) of Attachment 1 should be l) of Attachment 1 instead.

There was some discussion regarding the definition of sawmilling and permitted uses.

Planner Nichols stated that small lot sawmilling should not be creating industry or profit and that owners engaging in such activity should be doing so solely for their own use. Planner Nichols commented that exceptions do apply to sawmilling in permitted zones such as the forest zone but that there are various restrictions and regulations that owners need to comply with.

RPM Kojima stated that l) of Attachment 1 is an updated definition of sawmilling and provides clarity as best as possible at this point in time.

The LTC agreed that l) of Attachment 1 should suffice as a definition at this time.

*Land Use Bylaw Amendments - Accessory Building Allowances*

There was some discussion regarding coverage and the need for a PH.

The LTC directed staff to revise Draft Bylaw No. 239 to include the renumbering of subsequent subsections in d) through g).

*Land Use Bylaw Amendments – Lions Hall*

There was some discussion regarding the term “commercial retail” as it might unintentionally allow for more than just a thrift shop.

Member of the public Ron Taylor stated support for a maximum square footage allowance in the bylaw so that the thrift shop could expand but would still prevent additional and/or commercial retail shops from being built.



Resolution GL-LTC-125-12

It was Moved and Seconded that the Galiano Island Local Trust Committee amends section h) of Draft Bylaw No. 239 by adding the words “second hand” after the word “accessory”.

**CARRIED**

Resolution GL-LTC-126-12

It was Moved and Seconded that Galiano Island Local Trust Committee Draft Bylaw No. 239 cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 4, 2012” as amended be given First Reading.

**CARRIED**

Resolution GL-LTC-127-12

It was Moved and Seconded that the Galiano Island Local Trust Committee forward Proposed Bylaw No. 239 to the Galiano Island Advisory Planning Commission for review and comment.

**CARRIED**

*Proposed Bylaw Amendments – Sign Regulations*

There was some discussion regarding aggregate signage, wall and/or building mounted signage, freestanding signage including sandwich boards, permitted signage placement including relative to the associated business property, advertising versus way-finding, road frontages, Galiano Garage, Galiano Island Soapworks, home based businesses, desire for compliance, obtaining feedback from the community and businesses, process and next steps.

The LTC directed staff to bring back the following items for review: 1) Sandwich board signs must be on the lot where the business is being conducted. 2) Signage recommendations for home based businesses. 3) Potential sizes of building mounted signs. 4) Adding signage regulations for Community Facility and in accordance with Commercial signage regulations.

*Proposed Bylaw Amendments – Home Occupation and Retail Sales*

There was some discussion regarding home occupation and cottage rentals.

The LTC stated support for proceeding according to staff report recommendations.

*Proposed Bylaw Amendments – Small Scale Husbandry (Residential Zones)*

There was some discussion regarding setbacks, that animals can be messy and attract rodents, that roosters can be noisy.

The LTC stated support for looking at related North Pender Island policy.

The LTC directed staff to report back with recommended limitations that should be implemented within the definition of small-scale animal husbandry (residential zones) in terms of numbers and types of animals and possible lot size restrictions.

Resolution GL-LTC-128-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to bring back a draft bylaw pertaining to signs, home occupation and small animal husbandry in residential zones.

**CARRIED**

**11. REPORTS**

**11.1 Work Program Reports**

11.1.1 Galiano Island Local Trust Committee Work Program - Report dated November 2012

Provided for information purposes only.

RPM Kojima stated that money is available in a grant for consultants to present Greenshores Integrated Shoreline Mapping Workshops and if the LTC is interested then a workshop could be scheduled to take place on Galiano.

Resolution GL-LTC-129-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to schedule a Greenshores Integrated Shoreline Mapping Workshop for early 2013.

**CARRIED**

There was some discussion regarding top priorities, budget, short term vacation rentals (STVR), process and funding.

Resolution GL-LTC-130-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to amend Work Program Project No. 3 (Short Term Vacation Rentals) Activity to "Phase Two Land Use Bylaw Review".

**CARRIED**

**11.2 Applications Report**

11.2.1 Galiano Island Applications Report dated November 2012

Planner Nichols provided information and applications were discussed with regards to status and action.

**11.3 Expense/Budget Reports**

11.3.1 LTC Expense Report

Provided for information purposes only.

Chair Hancock stated that Trustee questions regarding the LTC expense report could be directed to Nancy Roggers and/or Nicole Ranger of the Islands Trust.

11.3.2 LTC Budget 2012-2013

Provided for information purposes only.

Chair Hancock stated that Trustee questions regarding the LTC budget could be directed to Nancy Roggers and/or Nicole Ranger of the Islands Trust.

**11.4 Bylaw Enforcement**

None

**11.5 Policies and Standing Resolutions Report**

Provided for information purposes only.

**11.6 Galiano Island LTC Web Page for Review**

Chair Hancock asked for any additions or changes to the LTC web page; amendments were as follows:

- *Add to Latest News* – Information pertinent/related to Proposed Bylaw No. 237, Proposed Bylaw No. 238 and Proposed Bylaw No. 239 including relevant staff reports.

### **11.7 Chair's Report**

Chair Hancock stated that he recently represented the Islands Trust at a workshop in Port Townsend, Washington regarding Pacific Northwest oil spill response. Chair Hancock stated that National Oceanic And Atmospheric Administration (NOAA) representatives were there as well as engineers and approximately two hundred terrestrial and aquatic spill response experts. Chair Hancock stated that it was an excellent workshop and that he learned a lot. Chair Hancock stated that comparatively, in British Columbia (BC) there are only fourteen oil spill response experts.

### **11.8 Trustee Report**

Trustee Pottle stated that she attended the October 26, 2012 Southern Strait of Georgia National Marine Conservation Area (NMCA) consultation meeting in Sidney, BC. Trustee Pottle stated that she attended a BC Parks meeting but missed the Ministry of Transportation and Infrastructure (MoTI) Coastal Ferries Public Open House on Galiano on November 17, 2012. Trustee Pottle stated that her office hours are on Tuesday's from 4:00 p.m. to 6:00 p.m. and that she has been talking to lots of people.

Trustee Decario stated that she has been busy with Local Planning Committee meetings and also attended two Financial Planning meetings. Trustee Decario stated that she has tended to many phone calls and has had a lot of people dropping in during her office hours. Trustee Decario stated that she attended the MoTI Coastal Ferries Public Open House on Galiano on November 17, 2012 and that BC Ferries representatives stated that the Queen of Nanaimo ferry would be retiring in 2015 but that Route No. 9 Tsawwassen to Southern Gulf Islands would not be discontinued/effectuated. Trustee Decario stated that there was some talk of pedestrian ferries and that she was very impressed with comments made by community members.

Chair Hancock commented that he read an article stating that the Queen of Nanaimo ferry is not suitable for Liquefied Natural Gas (LNG) conversion.

## 12. OTHER BUSINESS

### 12.1 Upcoming Meetings

12.1.1 Local Trust Committee Business Meeting at 1:00 p.m. Monday, December 3, 2012, South Community Hall, Galiano Island

The meeting is scheduled as stated.

12.1.2 Proposed 2013 Local Trust Committee Meeting Schedule

There was some discussion regarding there being no scheduled meetings for January and August.

RPM Kojima stated that January meetings are difficult due to weather concerns and the potential for cancellation. RPM Kojima stated that only one meeting gets scheduled for July/August due to Trustee and staff holiday absences.

Chair Hancock stated that the LTC could schedule SM's if necessary.

### 12.2 Advisory Planning Commission Memberships Expire

Information from *Memorandum dated October 22, 2012 (File No.: GL 3050-20 (APC)) Re: Galiano Island Advisory Planning Commission Terms* was discussed.

#### Resolution GL-LTC-131-12

It was Moved and Seconded that the Galiano Island Local Trust Committee directs staff to draft a letter and send it to the present members of the Galiano Island Advisory Planning Commission asking them if they would like to serve another term.

**CARRIED**

## 13. TOWN HALL MEETING

Chair Hancock invited the public to make comment.

**Gary Coward** stated support for the landowner(s) paying the costs associated with Section 219 covenant and survey relating to Proposed Bylaw No. 238. Mr. Coward stated support for GLCHT and not subjecting GLCHT to possible non-recoverable costs relating to a survey requirement. Mr. Coward thanked the LTC and staff for their hard work.

RPM Kojima responded that the GLCHT requirement was for a corrected site plan.

Planner Nichols responded that GLCHT could do a survey at a later date and that there is no need to do one up front at this point.

There being no comments from the public, Chair Hancock closed the Town Hall meeting.

**14. ADJOURNMENT**

Resolution GL-LTC-132-12

It was Moved and Seconded that the Galiano Island Local Trust Committee meeting be adjourned at approximately 5:05 p.m.

**CARRIED**

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**RECORDER**

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**CHAIR**