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**Gabriola Island  
Local Trust Committee  
Minutes of a Regular Meeting**

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**Date of Meeting:** Thursday, November 28, 2013  
**Location:** Women's Institute  
246 South Road, Gabriola Island, BC

**Members Present:** David Graham, Chair  
Gisele Rudischer, Local Trustee  
Sheila Malcolmson, Local Trustee

**Staff Present:** Courtney Simpson, Regional Planning Manager  
Jessie Sherk, Recorder

**Media and Others Present:** Howard Houle, Regional Director  
Dawn Keim, Regional District of Nanaimo  
Mike Donnelly, Regional District of Nanaimo  
One (1) member of the public and two (2) local media representatives were present.

**1. CALL TO ORDER**

Chair Graham called the meeting to order at 10:16am. He acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations. Staff and trustees were introduced.

**2. APPROVAL OF AGENDA**

The agenda was approved by consensus with the following amendments:

- In agenda item 3.3, replace page 5 of the Minutes of Special Local Trust Committee meeting dated October 23, 2013.

**3. MINUTES**

**3.1 Local Trust Committee Corrected Public Hearing Record of July 18, 2013 and September 5, 2013 – for receipt**

The record was received for information.

**3.2 Local Trust Committee Meeting Minutes of October 10, 2013**

The minutes were adopted by consensus with the following amendments:

- Page 7 – In resolution GB 100/13 – insert the word “signs” between “aggregate” and “total”
- Page 9 – 14.1.2, in the fourth paragraph add words “post-public hearing” to the end of the sentence.
- Page 10 – Town Hall Session, replace Jessop with Jessup
- Page 10 –Town Hall Session, In the fourth paragraph replace the word “Trust” with “The Local Trust Committee”

**3.3 Local Trust Committee Special Meeting Minutes of October 23, 2013**

The minutes were adopted by consensus with the following amendment:

- Page 2, second paragraph, third sentence that begins with “In an initial staff report...” should read “designating the entire watershed as a Development Permit Area, however...”

**3.4 Section 26 Resolutions Without Meeting Log dated November 19, 2013**

Reviewed for information.

**3.5 Gabriola Island Advisory Planning Commission Meeting Minutes – none**

**3.6 Mudge Island Advisory Planning Commission Meeting Minutes – none**

**3.7 Gabriola Island Agricultural Advisory Commission Meeting Minutes – none**

**4. BUSINESS ARISING FROM MINUTES**

**4.1 Follow-up Action List dated November 19, 2013**

No updates.

**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 or project is on the Agenda for Consideration”*

**5.1 Letter from the City of Salmon Arm dated October 28, 2013 to Agricultural Advisory Committees regarding Agricultural Land Commission (ALC) Budget**

Trustees discussed the letter. It was noted that this item is on the next Islands Trust Council agenda.

**6. REPORTS**

**6.1 Work Program Reports**

6.1.1 Top Priorities Report and Projects List dated November 19, 2013

The Top Priorities Report, Projects List and target dates were discussed. Planning Manager Simpson clarified the target dates and gave an update on the Riparian Area simple assessment mapping. She noted that her initial sense is that it has reduced the development permit area in some instances.

**6.2 Applications Log**

6.2.1 Report dated November 19, 2013

No updates.

**6.3 Trustee and Local Expenses**

6.3.1 Expenses posted to October 31, 2013

Reviewed for information.

**7. NEW BUSINESS**

**7.1 Agricultural Advisory Commission and Transportation Advisory Commission Term Expiry**

7.1.1 Memorandum dated November 19, 2013

**GB 116/13**

**It was MOVED and SECONDED,**

That the Gabriola Island Local Trust Committee ask staff to encourage existing Agricultural Advisory Commission and Transportation Advisory Commission members to apply for another term, and to advertise in both newspapers for new volunteers.

**CARRIED**

**7.2 News Release from Ministry of Transportation and Infrastructure “B.C. Charts Course for a Sustainable Coastal Ferry Service” dated November 18, 2013**

The Chair and Trustees discussed what they had heard about the Hornby Island consultation meeting that had already occurred, as well as what actions were planned by the Denman community’s consultation meeting.

## ADOPTED

Trustee Malcolmson gave an update at what has been done regarding the ferry service cuts at a local level. She stated that the Local Trust Committee had been proactive by referring the issue to the Transportation Advisory Commission before the cuts were even announced. She read an update from the Transportation Advisory Commission that included the following information:

- They are actively seeking feedback from Gabriolans and others affected by the cuts. They have had an online survey in place which will be active for the next 2 weeks. In just over 48 hours they have received over 600 responses. They are also surveying people on the ferries; and
- For more information, contact Steven Earle or John Hodgkins.

Trustee Malcolmson commended the volunteers who have been dedicated to getting this information. She noted that they would be reporting to the Local Trust Committee by December 13, 2013, which will give them time to prepare a submission for December 20, 2013. She encouraged the community to get submissions in as well as to fill out the Ministry of Transportation survey.

Trustees discussed what more they can do regarding the cuts.

Staff was asked to post on the Gabriola LTC webpage the “Key Messages For Trustees: 2013 BC Coastal Ferries Community Engagement – OPEN HOUSE DRAFT November 21”.

### 8. TRUSTEES’ REPORT

Trustee Rudischer read her report. She attended a number of meetings and events including:

- A meeting with EMCON and the Ministry of Transportation representatives where there was discussion about ferry, school bus and GERTIE routes in the winter months. She also relayed a request for a crosswalk, but was told by Ministry of Transportation and Infrastructure that there was no budget left after the bike route on Taylor Bay Road was put in.
- A presentation from residents of Denman island who are concerned with the development of aquaculture licenses on Baines Sound.
- She laid a wreath on behalf of Islands Trust at the Cenotaph on Remembrance Day. She was saddened by the decrease of veterans no longer with us but heartened by the increase of young people.
- The Local Elected Representatives also met with RCMP to clarify the different roles of local government on Gabriola.
- Met with John Pierce from the Chamber of Commerce and Dyan Dunsmore-Farley of Sustainable Gabriola to discuss their plans for undertaking a community consultation process on the village core.
- Ferry Advisory Committee met with Sheila Malcolmson in her role as Trust Council Chair to discuss the ferry service cuts and the community engagement process. She also urged everyone to sign the online petition.

Trustee Malcolmson stated that in addition to the meetings mentioned by Trustee Rudischer she attended meetings of the Trust Council Advisory Committees, Trust Programs Committee, Local Planning Committee and Financial Planning Committee. In her role as Chair she spoke to the Vancouver Island Economic Alliance, where she was a panelist in Nanaimo about how to strengthen and not undermine the underlying values that drew people to islands in the first place. She noted that it was nice to have a focus on ecology and unique characters that live in the area. It made people more aware of the trust area and how fragile it is. She also met with the Minister of Transportation and Infrastructure in conjunction with the Regional District Chairs from other coastal communities about their already announced ferry service cuts. She also noted that next week is Trust Council Meeting.

## **9. CHAIR'S REPORT**

Chair Graham gave a report on the Islands Trust Council meeting in Victoria next week. He described the two major topics being discussed:

- Economic sustainability: How do we maintain our economies and how to work together; and
- Budget work: A budget that included everyone's wish list would have been an 11% tax increase but the Financial Planning Committee has now carved it down to a 1% increase.

## **10. REGIONAL DIRECTOR'S REPORT**

Regional Director Houle read his report which is also available online. He noted the following:

- The Regional District of Nanaimo is planning to build a long-needed transit hub on the property of the Wilcox yard next to the ferry;
- The Nanaimo School board met with the Regional District of Nanaimo about school closures but Gabriola Elementary School is in no danger at this point;
- The new Federal Government regulations that change the laws for people who grow their own medical marijuana;
- The GERTIE service needs an upgrade and will be coming to the Regional District of Nanaimo board meeting on December 10, 2013 to make a request for another bus, bus shelter, and signs for the busses; and
- He discussed with the trustees, the budget for the proposed trail on North Road as well as fire protection on Mudge Island.

## **11. DELEGATIONS**

### **11.1 Mike Donnelly, Regional District of Nanaimo regarding Water Budget Project: RDN Phase One (Gabriola, Decourcy and Mudge Islands)**

Mike Donnelly introduced himself and stated that he is the manager of Water Services for the Regional District of Nanaimo. He introduced Dawn Keim, a Hydro Geologist, who worked on this project for Gabriola and Nanaimo.

It was explained that the water budgets come out of the action for the water plan. The action plan is there to improve our understanding of the water source so we can make better and more effective land use decisions. They are very happy with the project and the amount of input from islanders and other people who have completed previous study work. There is a lot of work still to do, but this is a great start and excellent framework.

Dawn Keim explained the background of the project and mentioned that there was a public meeting on Gabriola, where 16 members of the public attended.

She then went through a few slides that summarized the main components of the report and stated that there were two consultants used, SRK Consulting and Waterline Resources.

The presenters and Trustees discussed the report as well as salt-water intrusion. It was noted that the Local Trust Committee is willing to get involved in the study, although they may not have the money set aside for it right now.

Ms. Keim noted that they would like to develop a short scale project for a student to do a report on Gabriola specifically, on gulf island hydrogeology.

**BREAK – 11:35am, meeting reconvened at 11:45am.**

**12. TOWN HALL SESSION**

Bart Jessup asked if there was a date available yet for the delivery of the second Madrone Report. He was told that it is planned to be presented at the January meeting.

**13. APPLICATIONS AND PERMITS – none**

**14. LOCAL TRUST COMMITTEE PROJECTS**

**14.1 Official Community Plan/Land Use Bylaw Review**

14.1.1 Agriculture Policies

Staff Report dated November 18, 2013

Planning Manager Simpson stated that she worked on this report together with Planner Zupanec who is taking over the project. She noted that she has three additions to this project charter to suggest:

- **Budget:** The addition of \$400 for a mail-out;
- **Add as a stakeholder group:** The addition of the Agriculture Hall Association;
- **Communications strategy:** The impact of this project will affect people not only in agriculture, but people in many zones.

Staff and Trustees discussed the possible changes.

**GB 117/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee adopt the project charter as amended in the four places discussed:

- Adding to “Stakeholders” -The Agriculture Hall Association
- Changing the second bullet “In Scope” to read “allowing suites OR cottages”
- Adding the name “Veronica Hartman” as key contact for the Agricultural Advisory Commission
- Adding to “Budget” - A mail-out for a cost of \$400.

**CARRIED**

**GB 118/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee amend the “Gabriola Island Local Food Security and Farmland Protection – Communications Strategy v1”:

- Changing the second point under “What is The Scope of the Project” to read “...allowing suites OR cottages...”
- Adding to the fourth point to read, “The project is expected to impact farmers and those living on property in the Agriculture zone and other zones.”

**CARRIED**

**GB 119/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee adopt the “Gabriola Island Local Food Security and Farmland Protection – Communications Strategy v1” as amended.

**CARRIED**

Planning Manager Simpson clarified some of the recommended budget in the report. Trustees discussed Gabriola’s budget requests. Trustees requested that staff email to them, the adopted budget request that was forwarded to the Financial Planning Committee.

**14.1.2 Climate Change Policy Implementation**

Staff Report dated November 18, 2013

Planning Manager Simpson reviewed the staff report. Staff and trustees discussed the recommended amendments to the bylaw.

## ADOPTED

### **GB 120/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee request staff advice on whether parking minimums or lot coverage amendments should be considered in conjunction with the parking maximum for Village Commercial zones for Draft Bylaw 273.

**CARRIED**

### **GB 121/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee add to the amendments to Draft Bylaw 273 to include a provision for motorcycles and scooters as follows:

“Where parking spaces are designated for the use of motorcycles or scooters, such designated motorcycle/scooter parking spaces shall each be counted as the provision of 0.5 required vehicle parking spaces, to a maximum of 15 percent of required spaces”.

**CARRIED**

### **GB 122/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee request staff advice on the requirement for a proportion of small car parking spaces.

**CARRIED**

### **GB 123/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee request staff advice on adding dimensions and area of small car and motorcycle parking spaces to Draft Bylaw 273.

**CARRIED**

Staff and Trustees discussed the next steps in this process. It was noted that if trustees have any concerns with the draft prior to the next January business meeting, they could propose a Resolution Without Meeting. Also discussed was what other agencies should see an early referral before considering first readings.

Requiring permeable parking in the village was discussed.

### **GB 124/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee ask staff advice on bylaw language that would require permeable paving in Draft Bylaw 273.

**CARRIED**

## ADOPTED

### **GB 125/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee refer Draft Bylaw 273 with the amendments discussed November 28, 2013, to the Advisory Planning Commission and the Regional District of Nanaimo Building Inspections.

**CARRIED**

It was noted that the trustees would like to see the next draft emailed to them before referrals are sent.

### **GB 126/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee direct staff to schedule a Community Information Meeting regarding Draft Bylaw 273 and specifically request input from property and business owners in the Village Commercial and District Commercial zones, incorporating amendments as discussed at the November 28, 2013 local trust committee meeting.

**CARRIED**

It was noted by Trustee Malcolmson that she thinks there is a project charter for this although the staff report says there is not.

### **GB 127/13**

**It was MOVED and SECONDED,**

that the Gabriola Local Trust Committee direct staff to schedule a Community Information Meeting prior to referral of Draft Bylaw 273 to the Advisory Planning Commission and Regional District of Nanaimo Building Inspections.

**CARRIED**

## **15. BYLAWS**

## **16. CLOSED MEETING:**

### **GB 128/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee close the next part of the November 28, 2013 business meeting to discuss matters pursuant to Section 90 (1)(a) of the Community Charter to consider Gabriola Island and Mudge Island Advisory Planning Commission Appointments and that staff be invited to attend this meeting.

**CARRIED**

Committee closed the meeting at 12:54 pm.

**GB 129/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee re-open the meeting to the public.

**CARRIED**

Committee reconvened in open meeting at 1:00 pm to rise and report.

**17. RECALL TO ORDER**

Rise and report from Closed Meeting

Chair Graham reported on the following:

The results of the Gabriola Advisory Planning Commission appointment was that Meghan Walker was appointed to a vacancy to June 28, 2014 and that David Laidlaw, Ian Camera, Jess Anderson and Verna Gregson were all appointed to a two year term on the Mudge Island Advisory Planning Commission.

**BREAK AND PRESENTATION**

Presentation of 2013 Community Stewardship Award to Chris and Judith Plant.

Trustee Malcolmson introduced the award and spoke of the many reasons she's happy that the Plants are the recipients this year. Judith Plant also said a few words noting that it's the greatest honor to be recognized at home.

**18. ISLANDS TRUST WEBSITE**

Gabriola Pages

**GB 130/13**

**It was MOVED and SECONDED,**

that the Gabriola Island Local Trust Committee direct staff to post the "Key Messages for Trustees: 2013 BC Coastal Ferries Community Engagement – Open House DRAFT November 21, 2013" to the website.

**CARRIED**

**19. NEXT MEETING:**

Thursday, January 16, 2013 at 10:15am at the Women's Institute, 476 South Road, Gabriola Island, BC

**20. TOWN HALL SESSION - None**

**21. ADJOURNMENT**

**By general consent** the meeting adjourned at 1:30pm

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David Graham, Chair

CERTIFIED CORRECT:

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Jessie Sherk, Recorder