

ADOPTED

**MINUTES OF THE GALIANO ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON MONDAY, MAY 5, 2014, AT 12:30 PM
AT THE SOUTH ISLAND COMMUNITY HALL,
GALIANO ISLAND, B.C.**

<u>PRESENT:</u>	Ken Hancock	Chair
	Louise Decario	Local Trustee
	Sandy Pottle	Local Trustee
	Kris Nichols	Island Planner
	David Millership	Recording Secretary

There were approximately twenty (20) members of the public present.

1. CALL TO ORDER

Chair Hancock called the meeting to order at 12:35 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 THE AGENDA

Chair Hancock asked for any additions or changes to the agenda; no amendments were made.

The agenda was Approved by consent.

2.1 Questions on Agenda Items

None

3. TOWN HALL

Chair Hancock invited the public to make comment; no comments were made and he closed the Town Hall meeting.

4. COMMUNITY INFORMATION MEETING

None

5. PUBLIC HEARING

None

6. PREVIOUS MEETINGS

6.1 Local Trust Committee Minutes for Adoption

6.1.1 Galiano Island Local Trust Committee Meeting Minutes of April 7, 2014

Amendments:

- Page 2, item 3, second to last paragraph – replace the words “will gladly” with “would gladly”.
- Page 4, item 10.1.1, fifth paragraph, two thirds down – replace the words “docks ordinarily” with “docks potentially”.

The Minutes of April 7, 2014 Local Trust Committee Meeting were Adopted as amended by consent.

6.2 Public Hearing Record and Community Information Meeting

None

6.3 Section 26 Resolutions without Meeting

RWM Report dated April 2014 provided for information.

One resolution In Favour via resolution without meeting (RWM) regarding the Chair being authorized to execute a section 219 covenant(s) required as a condition of final approval of subdivision application GL-SUB-2012.1.

6.4 Advisory Planning Commission

None

7. BUSINESS ARISING FROM THE REPORT

7.1 Follow-up Action Report

Planner Nichols provided information from FUAL Report dated April 2014 and items were discussed with regards to status and action.

Specific to item No. 12 – Planner Nichols reported that Status is now “done”.

Specific to item No. 15 – Planner Nichols will update Activity wording by replacing “lands west” with “lands east”.

Specific to item No. 11 – Planner Nichols reported that he spoke with the applicant, that there has been some liaison(s) between the applicant and the Crown and that the applicant stated that the neighbours were aware of what was happening. Planner Nichols stated that he provided the applicant with information and informed him that a revised application needs to be received.

8. DELEGATIONS

8.1 Galiano Land and Community Housing Trust – Galiano Green

Chair Hancock introduced Rob Barrs, Principal of Rob Barrs and Associates.

Mr. Barrs provided information from Revised Galiano Green Affordable Home Ownership Draft Feasibility Plan dated May 1, 2014, and presented the following key findings: data interpretation; need and demand; feasibility; project overview; defining affordability; income thresholds; site plan; lot layouts; site infrastructure; build options; tenure; applicant eligibility; annual revenues / operating costs; building costs; affordability; approvals needed; and studies completed.

He requested, on the behalf of Galiano Land and Community Housing Trust (GLCHT), that the Local Trust Committee (LTC) schedule a second Community Information Meeting (CIM) and have a Public Hearing (PH) in June 2014.

He stated that the Revised May 1, 2014, Draft Feasibility Plan is available for download via the Islands Trust website: (<http://www.islandstrust.bc.ca/media/269050/galianogreenfeasplanmay2014.pdf>) and Chair Hancock said that a printed version of such would also be made available to the public at the Galiano Library.

Chair Hancock invited the Trustees and public to ask questions and/or make comment.

Trustee Decario and Trustee Pottle stated that they would ask questions at a later date, when they have had a chance to read the entire revised report.

There was some discussion regarding: process; Planner Nichols needing to do a report for LTC review; Draft Feasibility Plan dated May 1, 2014 and relevant reports needing to be referred to the Capital Regional District (CRD) for comment; the GLCHT housing agreement; and LTC desire to have all information and referral comments finalized prior to a Community Information Meeting and Public Hearing scheduling.

Tom Hennessy stated that GLCHT has 13 potential applicants from Galiano and that viability is very important.

Doug Latta stated that it should be easier for GLCHT to attract applicants once all information has been finalized.

There was some discussion regarding renting versus owning and the ownership model being preferred.

Andrew Loveridge stated support for the GLCHT ownership model because ownership instills pride and generally results in people treating things better.

Avis Seeds asked how many of the 13 potential applicants from Galiano would qualify.

Doug Latta responded that GLCHT is not sure yet because applicants are still subject to a means (income) test and other vetting processes.

There being no further questions and/or comments, Chair Hancock thanked Mr. Barrs for his presentation and asked the Trustees and public to contact Planner Nichols and/or Mr. Barrs directly if additional questions arise.

9. CORRESPONDENCE

Note: correspondence received concerning applications and/or projects is considered with the application/project.

None

10. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

10.1 GL-DVP-2013.3 (Williams) – Staff Report

Planner Nichols provided information from Staff Report dated April 24, 2014, (File No.: GL-DVP-2013.3 (Williams)) Re: Reconsideration of Development Variance Permit Application GL-DVP-2013.3 (Williams).

David Williams was in attendance and spoke on behalf of the application.

Ralph Moyle, a member of the public who has visited the applicant's property, was in attendance and stated support for the application.

The following discussions took place: the intention of meeting minutes being to capture LTC resolutions and discussion points not a verbatim meeting record; natural boundary of the sea; staff report comments; professional report by John Harper, P. Geo, PhD.; erosion; vegetation and wildlife; safety concerns; potential impact(s) of seawall deconstruction; foreshore access; soft shore structures being environmentally friendly while also providing access to the foreshore; and application history.

Trustee Decario stated concern that the applicant built the seawall, deck and stairs without appropriate permits.

Trustee Pottle stated concern that the seawall was built in order to give the applicant's back yard level ground.

There was further discussion: regarding the professional report; the seawall not having had any observable effect on the intertidal; the seawall being compromising of riparian ecological function along the walled portion of the property; the ability to use fencing in order to address safety concerns; there being public access to the foreshore nearby; the deck and stairs encroaching a setback area; removal of the deck and stairs; the applicant's ability to install soft shore structures in order to gain access to the foreshore from his property; and the need to consider precedent.

GL-2014-033

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Development Variance Permit GL-DVP-2013.3 (Williams) be amended by deleting variances for the deck (Part 2d), and variance for the stairs (Part e).

CARRIED

GL-2014-034

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Development Variance Permit GL-DVP-2013.3 (Williams) be amended by removing the deck and stairs from Schedules A and B.

CARRIED

GL-2014-035

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Development Variance Permit GL-DVP-2013.3 (Williams) as amended be Approved.

CARRIED

Chair Hancock encouraged the applicant and public to refer to the Official Community Plan (OCP), which details recommended options for shoreline approaches when addressing erosion.

10.2 GL-RZ-2013.1 / GL-SUB-2013.1 (Landworks) - Memo

Planner Nichols provided information from Memorandum dated April 24, 2014, (File No.: GL-RZ-2013.1/GL-SUB-2013.1) Re: Update from April 7, 2014, Galiano Island Local Trust Committee Resolutions and a revised map.

Kelly Gesner and Bowie Keefer were in attendance and spoke on behalf of the application.

Michael Hoebel was in attendance and spoke on behalf of the Galiano Island Parks and Recreation Commission (GIPRC).

There was some discussion: regarding designation of land(s) east of the main road; BC Parks; GIPRC; CRD; Ministry of Transportation and Infrastructure (MoTI); possible creation of an eighth lot; LTC wanting access to the ocean as a community benefit; access to the ocean possibly being via the northern boundary; process related to gaining ocean access possibly being lengthy; GIPRC being very interested in acquiring parkland(s)/ocean access; BC Parks preferring parkland(s) not to be split; community concern(s) regarding BC Parks commitment to management plans; LTC not necessarily wanting all of Galiano's north end parkland(s) to be under BC Parks management; potential need for a meeting with BC Parks as well as CRD; application history; LTC desire for the application to move forward; applicant's objective/responsibility being to gain community support; rezoning process; subdivision process; items required prior to a PH being scheduled; Preliminary Layout Approval (PLA); Development Permit (DP) application; and road allowance.

GL-2014-036

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to inform the applicant of GL-SUB-2013.1 that the Galiano Island Local Trust Committee approves dedication of a road allowance on the northern boundary of the proposed subdivision.

CARRIED

There was further discussion regarding meeting with the CRD about the designation of parkland(s) in question.

There was some discussion regarding process and the need for a forestry covenant(s) – Planner Nichols stated that the applicant is aware of such and working on it.

Note: there was a break at 2:40 p.m. and the meeting reconvened at 3:10 p.m.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Short Term Vacation Rentals (STVR) – Staff Report

Planner Nichols provided information from Staff Report dated April 24, 2014, (File No.: 6500-20-STVR) Re: Short Term Vacation Rental (STVR) Project – Draft Land Use and Official Community Plan Bylaw Amendments.

There was some discussion regarding: home occupation; Temporary Use Permits (TUPs) for owners who don't live on Galiano; and possible Land Use Bylaw (LUB) amendments.

GL-2014-037

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to amend Draft Bylaw No. 247 by: 1. Amending section 1. a) by replacing the words “in front of” with the word “after”; 2. Amending subsection 1. b) 3.1.3 by adding the words “On properties with a principal dwelling and legal cottage” before the words “the following additional regulations” and by deleting the word “the” after the words “apply to” and by deleting the words “of a cottage” after the words “short term rental”; 3. Amending subsection 1. b) 3.13(1) by adding the words “dwelling or” before the words “cottage per lot”; 4. Amending section 1. c) by adding the words “dwelling or” before the words “cottage as temporary commercial” and by adding the words “dwelling or” after the words “For this purpose, a”; 5. Amending section 1. b) by adding subsection 3.13(2) that says “No more than four beds may be used to accommodate paying guests for short term vacation rental.”.

CARRIED

GL-2014-038

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Draft Bylaw No. 247, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2014” as amended be given First Reading.

CARRIED

There was some discussion regarding possible OCP amendments and the LTC directed Planner Nichols to add Roman numeral “II” in front of “5.3” under Schedule 1 section A. 1.

GL-2014-039

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Draft Bylaw No. 248, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2014” as amended be given First Reading.

CARRIED

GL-2014-040

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Proposed Bylaw No. 247 and Proposed Bylaw No. 248 be referred to the Galiano Island Advisory Planning Commission and other appropriate agencies including water districts.

CARRIED

GL-2014-041

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to schedule a Public Hearing for July 2014 for Proposed Bylaw No. 247 and Proposed Bylaw No. 248.

CARRIED

The LTC agreed by consent to address item 11.3 prior to item 11.2.

11.3 Contractor Home Base Report – Memo

Planner Nichols provided information from Memorandum dated April 23, 2014, (File No.: 6500-20-LUB Contractor Home Base Review)
Re: Contractor Home Base – Project Charter and Focus Group Terms of Reference.

GL-2014-042

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to amend Draft Project Charter > Project Scope > Out of Scope by adding “(focus group)” at the end of bullet point number two (2).

CARRIED

GL-2014-043

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Draft Project Charter for the Contractor Home Base Review as amended be Approved.

CARRIED

GL-2014-044

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee Terms of Reference entitled “Contractor Home Base Review Terms of Reference the Focus Group Reviewing Contractor Home Base” be Approved.

CARRIED

GL-2014-045

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to initiate the process for advertising for a Focus Group to be appointed either by Resolution Without Meeting or at the next Local Trust Committee Meeting.

CARRIED

11.2 Groundwater Development Permit Area (DPA) Revision – Staff Report

As amended, this item was addressed prior to item 17.

11.3 Contractor Home Base Report

As amended, this item was addressed prior to item 11.2.

12. REPORTS

12.1 Work Program Reports

As amended, deferred.

12.2 Applications Reports

As amended, deferred.

12.3 Expense/Budget Reports

As amended, deferred.

12.4 Bylaw Enforcement

As amended, deferred.

12.5 Policies and Standing Resolutions Report

As amended, deferred.

12.6 Galiano Island LTC Web Page for Review

As amended, deferred.

12.7 Chair's Report

As amended, deferred.

12.8 Trustee Report

As amended, deferred.

13. OTHER BUSINESS

13.1 Upcoming Meetings

The next meeting of the Galiano Island Local Trust Committee will be held Monday, June 9, 2014, at 12:30 pm, at the North Community Hall, Galiano Island.

The meeting is scheduled as stated.

14. TOWN HALL MEETING

Chair Hancock invited the public to make comment.

Dave Gerlach stated support for process moving forward regarding Contractor Home Base.

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

15. MOTION TO CLOSE MEETING

GL-2014-046

It was MOVED and SECONDED,

That pursuant to Section 90(d), (f) and (g) of the Community Charter, the Galiano Island Local Trust Committee resolves to close the meeting to the public for the purpose of Adopting April 7, 2014, Galiano LTC In-Camera Minutes and to consider Bylaw Enforcement, pending litigation; and further that Bylaw Enforcement Manager Drew, staff and Recording Secretary remain present.

CARRIED

Note: the public was asked to adjourn at 4:55 p.m.

See separate In Camera Meeting minutes dated May 5, 2014.

Note: the public reconvened at 5:20 p.m.

16. RECALL TO ORDER

Chair Hancock stated that the LTC had nothing to report.

The LTC agreed by consent to address item 11.2 prior to item 17.

11.2 Groundwater Development Permit Area (DPA) Revision – Staff Report

Planner Nichols provided information from Staff Report dated April 24, 2014, (File No.: 6500-20-Groundwater Protection DPA Policy Review) Re: Revised Elevated Groundwater Catchment Area Development Permit Area Bylaw.

There was some discussion regarding possible amendments and the LTC directed Planner Nichols to replace the words “Where the a qualified” with “Where a qualified” under section 4.7 subsection 3.

GL-2014-047

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to prepare a fact sheet explaining changes contemplated by Draft Bylaw No. 246.

CARRIED

GL-2014-048

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Draft Bylaw No.246, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2014” be given First Reading.

CARRIED

There was some discussion regarding process.

GL-2014-049

It was MOVED and SECONDED,

That Galiano Island Local Trust Committee Proposed Bylaw No. 246 be referred to the Galiano Island Advisory Planning Commission.

CARRIED

GL-2014-050

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee directs staff to schedule a Community Information Meeting and a Public Hearing for Proposed Bylaw No. 246.

CARRIED

The LTC agreed by consent to defer item 12.

17. ADJOURNMENT

GL-2014-051

It was MOVED and SECONDED,

That the Galiano Island Local Trust Committee meeting be adjourned at approximately 5:35 p.m.

RECORDER

CHAIR