



## **Gambier Island Local Trust Committee Minutes of Regular Meeting**

**Date:** July 28, 2016  
**Location:** Keats Camp – Pilot House  
 Keats Camp, Keats Island, BC

**Members Present** Susan Morrison, Chair  
 Dan Rogers, Local Trustee  
 Kate-Louise Stamford, Local Trustee

**Staff Present** Aleksandra Brzozowski, Island Planner  
 Ann Kjerulf, Regional Planning Manager  
 Diane Corbett, Recorder

**Also Present** Members of the Public – 15

### **1. CALL TO ORDER**

Chair Morrison called the meeting to order at 9:45 a.m. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

Trustee Rogers commented on a carved wooden wall plaque on display, a gift to Trustees from the Squamish Nation.

### **2. APPROVAL OF AGENDA**

The following addition to the agenda was presented for consideration:

9.1 Correspondence regarding Green Shores for Homes – BC Pilot Local Government Advisory Group

**By general consent** the agenda was approved as amended.

### **3. TOWN HALL AND QUESTIONS**

Chair Morrison advised members of the public that the Local Trust Committee would receive questions and comments in discussions during the meeting. There were no questions or comments from members of the public at this time.

### **4. COMMUNITY INFORMATION MEETING – none**

**5. PUBLIC HEARING – none**

**6. MINUTES**

**6.1 Local Trust Committee Meeting dated May 19, 2016**

The following amendment to the minutes was presented for consideration:

- page 1, regarding Members of the Public present: replace “7 (a.m. and p.m.); 1 (p.m. only)” with “7”.

**By general consent** the minutes were adopted as amended.

**6.2 Section 26 Resolutions-Without-Meeting Report dated July 19, 2016**

Received.

**6.3 Advisory Planning Commission Minutes – none**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated July 19, 2016**

The Follow-up Action List was reviewed.

**7.2 Regulations for Recreational Camps on Gambier Island**

**7.2.1 Staff Report dated June 21, 2016**

Island Planner Brzozowski reviewed the staff report on Gambier Island Land Use Bylaw Recreation Service Zone.

Discussion ensued. Trustees noted:

- There are at least seven camps in the Gambier Island Local Trust Area;
- Camps are a big part of the island community; and
- There is value in having bylaws reflect that third party rentals happen and have Official Community Plan (OCP) policies address the role of camps and how they fit into the character of the islands.

**GM-2016-040**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee add “Review of Recreational Camp and Private Institutional regulations in all Local Trust Area land use bylaws” to the Projects List.

**CARRIED**

**7.3 Halkett Bay Marine Park Expansion Recently Adopted**

It was noted that at the previous Local Trust Committee (LTC) meeting, Trustees agreed that a thank you letter be sent to the Province regarding the expansion of Halkett Bay Marine Park, once enabling legislation had been passed.

**GM-2016-041**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee send a letter to the Ministry of Parks, and copy the Premier, MLA Jordan Sturdy and MLA Nicholas Simons, thanking them for the Halkett Bay Marine Park expansion and stating our continued support for the further protection of the glass sponges in Howe Sound.

**CARRIED**

**7.4 Formal Use of the Squamish Language on the Islands**

Discussion took place regarding possible opportunities to bring the Squamish language into the business of the LTC. Island Planner Brzozowski noted that such work would need to also involve the Tsleil-Waututh Nation and, in the northern part of the Local Trust Area, the shíshálh Nation. There was consensus this will be an ongoing project.

Trustees commented on the carved wooden plaque gift received from the Squamish Nation at a ceremony at the end of March. There is another piece from the Squamish Nation on display at the Gambier Community Centre.

**8. DELEGATIONS – none**

**9. CORRESPONDENCE**

*(Correspondence received concerning current applications or projects is posted to the LTC webpage)*

**9.1 Letter dated June 2, 2016 to Chair Morrison from Jordan Sturdy, MLA West Vancouver – Sea to Sky regarding Sunshine Coast Fixed Link Study**

Received.

Trustee Stamford gave a summary of the consultation meeting on the Sunshine Coast Fixed Link Study held with elected officials and Chambers of Commerce in June in Sechelt. The study is looking at the feasibility of several possible routes to link the Sunshine Coast to the Lower Mainland. There are plans for wider public engagement in the late fall. Islands Trust policy states that there be no fixed links to any of the islands.

Island Planner Brzozowski described a technical meeting on the study that she attended.

**9.2 Letter dated July 26, 2016 regarding Green Shores Local Government Working Group**

The Island Planner gave an overview of the letter dated July 26, 2016 from DG Blair, Executive Director, Stewardship Centre for BC, regarding the Green Shores for Homes – BC Pilot Local Government Advisory Group.

Trustees will send questions to the Island Planner for follow up regarding the Green Shores Program and the Working Group. This agenda item was deferred to the August 25 LTC meeting agenda for further discussion.

**10. APPLICATIONS AND REFERRALS**

**10.1 GM-RZ-2004.1 (DL696 Keats Camp)**

**10.1.1 Staff Report dated July 14, 2016**

Island Planner Brzozowski reviewed the staff report on the rezoning application (Creus Engineering Ltd., agent for Convention of Baptist Churches of British Columbia [CBCBC]) to satisfy requirements in Bylaw No. 4 (District Lot 696, Keats Island Land Use Contract) and Keats Island Land Use Bylaw No. 78 prior to subdivision. Discussion ensued.

David Cannop, trustee with the CBCBC, noted concerns about the possibility of having to revisit something that may have been dealt with previously, and inquired about potential costs in terms of money and time.

The Island Planner explained that in 2013 a shoreline development permit area (DPA) had been proposed by the contract planner to address the

shoreline issues on the DL696 property, and the LTC asked staff to look at ways other than a shoreline DPA; however, shoreline issues would remain a requirement to be addressed when the application moved forward. The Island Planner commented she was in the process of trying to assess the costs, which would depend partly on the LTC's chosen method to address non-compliant upland shoreline structures.

A member of the public mentioned that it was expressed to him previously that these areas would be grandfathered. He advocated that safeguards be put in place for individuals with family homes that have been there for generations.

It was noted by staff that "legal non-conforming" status is not in perpetuity and exists until the building starts to fail or until the use is changed. It is likely that most structures would meet legal nonconforming status, but not forever. Staff also noted the structures she writes about are not so much the cottages but the structures in the 7.5 metres setback from the sea.

Josh Lepin, speaking on behalf of the Convention and Kevin Healy, inquired about the nonconformity of the lots and advocated that setbacks be feasible. Many of the structures on the waterfront were built before 1970. He stressed the issue of timing, noting the applicant wants to do the work over winter season, which requires the rezoning and the Preliminary Layout Approval in order to enable shovels in the ground in the fall.

There was discussion about staff resources and the timing to reach what the Convention would like. It was noted the process is "a back and forth" process. In terms of a rezoning timeline, this is a significant project and will likely require a timeline closer to one year.

Trustee Rogers remarked that the LTC has a work program, and is in the middle of an OCP review and RAR review; staff workload is full. Although the LTC has been anticipating this application for months, the application was only submitted in the middle of July. The trustee also pointed to the complicated nature of the application and the importance of doing it right, as well as the need to respect that neighbours have a right to have a say.

Island Planner Brzozowski read aloud from an email from Kevin Healy, Agent, who indicated support for the restrictive covenant option as part of the rezoning application, as well as outlined points from the application history and regarding the current configuration of structures and lots. He emphasized the need for the rezoning "to get the financing to build over the winter to address septic issues and achieve subdivision."

The nature of the communications plan was discussed. There will be an opportunity for the public in August to have initial questions answered and to provide feedback regarding the application at meetings held by the applicant.

**GM-2016-042**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee proceed no further with Proposed Bylaw 100, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2007”.

**CARRIED**

**GM-2016-043**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee proceed no further with Proposed Bylaw 101, cited as “Gambier Island Local Trust Committee Bylaw No. 4, 1978, Amendment No. 2, 2007”;

**CARRIED**

It was mentioned that Option 3 (require Restrictive Covenant as part of rezoning application) to address non-compliant structures would make the process move faster at the outset.

**GM-2016-044**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee requires a restrictive covenant requiring non-compliant structures be brought into compliance prior to final subdivision approval.

**CARRIED**

**GM-2016-045**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee schedule a meeting to be held October 13, 2016.

**CARRIED**

**11. LOCAL TRUST COMMITTEE PROJECTS**

**11.1 Riparian Areas Regulation and Streamside Protection for Keats Island**

11.1.1 Staff Report dated July 28, 2016

Island Planner Brzozowski reviewed the staff report on proposed Bylaw Nos. 129 and No. 130 (Keats Island Streamside Protection). The proposed amendment is inclusion of Development Permit Area 2: Streamside Protection.

Comments had been received from Mr. Shepard, to which staff had not had time to respond and would follow up. Tom Watson, Qualified Environmental Professional (QEP), commented that following the detailed assessment procedure for that stream results in a 10-metre Streamside Protection and Enhancement Area. There are 5 metres under RAR that are being restricted, whereas through the detailed assessment procedure they are not.

**GM-2016-046**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend Bylaw No. 129, cited as "Keats Island Official Community Plan, 2002, Amendment No. 1, 2015", as specified in Attachment 2 of the staff report presented July 28, 2016.

**CARRIED**

**GM-2016-047**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend Bylaw No. 130, cited as "Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2015", as specified in Attachment 3 of the staff report presented July 28, 2016.

**CARRIED**

**GM-2016-048**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee advise affected property owners of the changes to Proposed Bylaw No. 129 and Proposed Bylaw No. 130.

**CARRIED**

**GM-2016-049**

**It was MOVED and SECONDED,**

that the Gambier Island Local Trust Committee request Staff to schedule a Public Hearing for Proposed Bylaw No. 129, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2015”, and Proposed Bylaw No. 130, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2015”.

**CARRIED**

Chair Morrison recessed the meeting at 12:02 p.m. and reconvened the meeting at 12:26 p.m.

**11.2 Gambier Island Official Community Plan Review**

**11.2.1 Staff Report dated July 12, 2016**

Island Planner Brzozowski gave an update on the OCP review project including a review of the Project Charter. Results of the online survey will be presented at the next meeting. Squamish Nation requested a working group (now included in the Project Charter), which would work in parallel with the Advisory Planning Commission.

Trustees inquired about the process pertaining to the working group.

**GM-2016-050**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee add to the Project Charter under “In Scope”: “Private Institutional use policies”.

**CARRIED**

**GM-2016-051**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee endorse the revised Project Charter as amended.

**CARRIED**

**GM-2016-052**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to work with the Ministry of Forests, Lands and Natural Resource Operations to establish terms of reference for the Gambier Island Official Community Plan review project.

**CARRIED**



**GM-2016-053**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to coordinate a Gambier Island Official Community Plan referral working group to include staff of Squamish First Nation, the Ministry of Forests, Lands and Natural Resource Operations – Crown Lands, Ministry of Transportation and Infrastructure, the Ministry of Forests, Lands and Natural Resource Operations – Archaeology Branch, BC Parks, Recreation Sites and Trails BC, Parks Canada, Sunshine Coast Regional District, and other government agencies as required.

**CARRIED**

**12. BREAK** – 12:02 p.m. to 12:26 p.m.

**13. REPORTS**

**13.1 Work Program Reports**

13.1.1 Top Priorities Report dated July 19, 2016

Received.

13.1.2 Projects List Report dated July 19, 2016

Received.

**13.2 Applications Report dated July 19, 2016**

Received.

**13.3 Trustee and Local Expense Report dated May, 2016**

Received.

**13.4 Adopted Policies and Standing Resolutions**

Received.

**13.5 Local Trust Committee Webpage**

Staff was requested to add the following to the Gambier Island LTC web page:

- letter to Squamish Nation written in response to their attendance at the community event on Gambier Island on March 31, 2016;
- pictures on the Trustee Corner page.

### **13.6 Chair's Report**

Chair Morrison remarked that an important activity for the Executive Committee is planning for the visioning to take place at Trust Council in September.

### **13.7 Trustee Reports**

Trustee reports were distributed via email prior to the meeting.

An addition to Trustee Rogers' report: the preparatory work to re-install the dome-shaped wave machine, a prototype wave electrical generator, has reappeared in the water off of Eastbourne. Trustee Rogers learned this had been brought to the attention of the Land Officer with Forests, Lands, and Natural Resource Operations.

### **13.8 Electoral Area Director's Report**

Trustee Stamford conveyed the Electoral Area Director's report:

- Sunshine Coast Regional District (SCRD) Area F Director, Ian Winn, had a trails meeting on Gambier; they have a mandate to go ahead with further development of SCR D trails in the southwest peninsula area as long as they are quiet and respect privacy.
- SCR D has scheduled community dialogues on August 13 on Gambier Island, and August 20 on Keats Island.
- SCR D is still looking at increasing fees for buildings built without a permit.
- SCR D is proceeding in parallel with the environmental assessment processes for the BURNCO application with a bylaw amendment requirement in order to allow for the processing of the gravel. The extraction is a permitted use in that zoning but not the processing.

### **13.9 Trust Fund Board Report**

Chair Morrison stated a letter was received from Tsawout Nation regarding Owl Island, off Salt Spring Island, as it is for sale. This had come to the Executive Committee who referred it to the Salt Spring LTC.

## **14. NEW BUSINESS**

### **14.1 Local Trust Committee Budget Request for 2017-2018**

14.1.1 Staff Report for July, 2016

Received.

**GM-2016-054**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve and forward the draft 2017-18 budget submission to Financial Planning Committee as revised, with removal of the word “Keats” from “Island Foreshore Protection”.

**CARRIED**

**14.2 Surveys in West Bay, Gambier Island**

Trustee Stamford described survey-related issues and confusion around property lines in the West Bay dock area. She noted there were discrepancies between surveyors. There is a need for an accurate survey for an area with a stream, a dock, and a road. She inquired about a fund she had read about that communities could access to offset some costs of getting a survey done. The trustee advocated the LTC taking the lead as a coordinating body and wondered if there is an opportunity Islands Trust, SCRDC and Ministry of Transportation and Infrastructure (MoTI) to work together. Discussion ensued.

**GM-2016-055**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request that staff compose a letter for the Chair’s signature to the BC Land Title and Survey Authority looking for clarity on the Integrated Survey Area Plan for the West Bay area on Gambier Island.

**CARRIED**

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for Thursday, August 25, 2016 at 10:45 a.m. at the Gambier Island Community Centre, Andy's Bay Road, Gambier Island, BC**

**16. TOWN HALL – none**

**17. CLOSED MEETING**

**17.1 Motion to Close the Meeting**

**GM-2016-056**

**It was MOVED and SECONDED**

by the Gambier Island Local Trust Committee, that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s.90(1)(a) and (d) for the purpose of considering appointments of Board of Variance Members and Adoption of In-Camera Meeting Minutes dated March 17, 2016, and that the recorder and staff attend the meeting.

**CARRIED**

The meeting moved to *in camera* at 1:44 p.m.

**17.2 Recall to Order**

The Local Trust Committee reconvened in open meeting at 1:50 p.m.

**17.3 Rise and Report**

**GM-2016-057**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee rise and report that the Local Trust Committee approved the Board of Variance appointments of Jack Woodward, Sheila Ray, and Dr. Laurie Jackson.

**CARRIED**

**18. ADJOURNMENT**

**By general consent** the meeting was adjourned at 1:51 p.m.

---

Susan Morrison, Chair

Certified Correct:

---

Diane Corbett, Recorder