



Gabriola Island Local Trust Committee Minutes of Regular Meeting

Date: September 7, 2017
Location: Gabriola Arts & Heritage Centre
 476 South Road, Gabriola Island, BC

Members Present Laura Busheikin, Chair
 Melanie Mamoser, Local Trustee
 Heather O'Sullivan, Local Trustee

Staff Present Sonja Zupanec, Island Planner
 Teresa Rittemann, Planner 2
 Lisa Millard, Recorder

Others Present Miles Drew, Bylaw Enforcement Manager
 There were approximately 12 (twelve) members of the public, and 1 (one) member of the media in attendance.

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 10:15 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

7.1.1 Trustee Receipt of Resolutions

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS - none

4. COMMUNITY INFORMATION MEETING - None

5. PUBLIC HEARING - None

6. MINUTES

6.1 Local Trust Committee Minutes dated July 13, 2017 – for adoption

The following amendments to the minutes were presented for consideration:

On page 5, in second section, in the last sentence change the word will to the word would so it reads "It was noted that even though a property might not have farm status they would be allowed..."

On page 6, Section 11.2, revise the second paragraph so it reads “Trustee O’Sullivan stated that she wanted it noted that she is on the Steering Committee of the Truth and Reconciliation Series on Gabriola Island. She also mentioned Brian Thom, a University of Victoria Associate Professor and Hul’qumi’num Treaty Group based mapping expert, may be a potential speaker for the First Nations Relationship Building Project.

On page 8, Trustee Reports, third bullet point of Trustee O’Sullivan’s report remove the e from the word local.

By general consent the minutes were adopted as amended.

6.2 Section 26 Resolutions-Without-Meeting Report dated August 30, 2017

Received for information.

6.3 Advisory Planning Commission Minutes (Draft) dated March 22, 2017, for information

Received for information.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated August 30, 2017

Received for information

7.1.1 Trustee Receipt of Resolutions

Discussion ensued regarding the time frame in which the Trustees receive a copy of the resolutions made during Local Trust Committee (LTC) meetings. It was noted that resolutions are added to the Resolutions Roster following the receipt of the draft meeting minutes.

GB-2017-116

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff explore a process to make resolutions available in a timely manner.

CARRIED

7.2 Bylaw Enforcement (Short Term Vacation Rentals) - Staff Report

Bylaw Enforcement Manager Drew summarized the staff report.

Discussion ensued and the following points were made:

- The proposed education and enforcement plan is similar to programs implemented on other islands within the Trust area.
- The process, as outlined in the table in the staff report, is intended to provide short-term vacation rental (STVR) operators with information about correct procedures that need to be put in place in order to legally operate a STVR.

- The Temporary Use Permit (TUP) has been available for several years.
- There are only two TUPs currently issued for STVRs.
- There are currently up to twelve STVRs operating without a TUP.
- A potential advantage of an education and enforcement program is that it educates the entire community, including STVR operators, about the issue.
- Trustee O'Sullivan would like it noted that the LTC did not give direction to use pro-active enforcement and that the LTC had previously identified that an educational component is important.
- Trustees have concerns about the proposed scope of the project.

GB-2017-117

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request planning staff to provide a question and answer and a press release regarding the requirements of the legal operation of short-term vacations rentals on Gabriola Island.

CARRIED

Bylaw Enforcement Manager Drew left the meeting at 10:53 am and Planner Ritemann arrived at the meeting at 10:54 am.

8. DELEGATIONS

8.1 Village Vision Planning Committee - Presentation and Report

Dyan Dunsmoor-Farley acknowledged members of the Village Vision Planning Committee in attendance and summarized the following:

- The project background and overview.
- The community engagement processes that were undertaken.
- Issues within the community that can be addressed through a village core plan.
- The need for cross governmental involvement.
- The recommendation that the LTC imbed the priority actions listed in the report.

Trustees thanked the committee for their efforts and stated that the document is an excellent resource. It was noted village planning is currently on the projects list and the document should be attached to the file for future reference.

GB-2017-118

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to add the Village Vision final report document to the resource section of the Gabriola Island Local Trust area of the Islands Trust website.

CARRIED

8.2 Road Designations

Jeremy Baker spoke regarding the state of local roads and made the following comments:

- Island Health has developed classifications for islands in regard to ruralness and Gabriola Island has been classified as an accessible island.
- A previous LTC sent a letter to the Ministry of Transportation and Infrastructure (MOTI) requesting that the roads on Gabriola Island be kept to rural standards.
- MOTI states that they can only do work on roads if the work is done to modern standards and because our roads are classified as rural this work will not be done.
- The LTC has indicated that bike paths should be included whenever a new road is built, or when roads are upgraded, but roads will not be upgraded by MOTI unless the road status is changed from a rural designation.
- He requested that the LTC send a letter to MOTI requesting that road status be upgraded from rural so that MOTI will be able to fix the roads.

Planner Zupanec noted that there is a letter of agreement between MOTI and Islands Trust, and an amending letter dated in 1996, which establishes road standards and any follow up to these letters would need to be undertaken by Trust Council. It was suggested that Mr. Baker attend an upcoming Trust Council meeting as a delegate and address his concerns.

9. CORRESPONDENCE

9.1 Email dated July 13, 2017 from John Pierce of Namaste Farm regarding Commercial Demand Forecast Report

Received for information. Trustees noted that the report is a valuable document and staff indicated that the report will be posted on the website.

10. APPLICATIONS AND REFERRALS

10.1 GB-DVP-2017.1 and GB-DP-2017.2 Weston (Zane) - Staff Report

Planner Ritemann summarized the staff report.

Discussion ensued and Trustees noted the following:

- Comments from the Snuneymuxw First Nation and the Provincial Archaeology Branch have not yet been received regarding this application and referrals would have been forwarded to these agencies had an application for a Development Permit been made.
- There is support for the covenant and the mitigation measures that have been recommended.

GB-2017-119

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee delay consideration of GB-DVP-2017.1 and GB-DP-2017.2 until receipt of further comment from Snuneymuxw First Nation and the Archaeology Branch.

CARRIED

GB-2017-120

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to enter into a Cost Recovery Agreement allowing Islands Trust legal counsel to draft and/or review a covenant for property PID: 009-796-045; District Lot 19 (Flat Top Islands), Nanaimo District in respect of Development Variance Permit GB-DVP-2017.1.

CARRIED

GB-2017-121

It was MOVED and SECONDED

that, prior to issuance of Development Variance Permit GB-DVP-2017.1, a restrictive covenant be registered on title, in favour of the Gabriola Island Local Trust Committee in priority to all financial charges and that is delivered in a form satisfactory to the Gabriola Island Local Trust Committee, and that stipulates the following:

- a) Remediation of riparian vegetation and habitat along the marine shoreline;
- b) Protection of the marine shoreline from erosion, which includes a soft-engineered approach. A baseline erosion and sediment control study will be established in the present and monitored in the future to determine if the riprap wall is having long-term cumulative negative impacts on the surrounding shoreline. If it is found that there is a net-negative impact, then the owner must hire a bioengineering specialist with experience in shoreline stabilization for specific design and installation requirements for this site;
- c) Protection of the following sensitive habitats to restrict future development and motorized vehicle access, and to provide maximum protection for any sensitive Species at Risk that possibly reside in these areas: a 15 metre riparian buffer setback to the two seasonal wetlands; a 15 metre riparian buffer setback to the year-round freshwater pond, a 15 metre riparian setback to all marine shorelines, a 100 metre buffer around each identified eagle nest tree, and the protection of identified Garry Oak trees and their habitats; and
- d) Protection of known or potential archaeological sites; this shall include the requirement to complete Archaeological Impact Assessments, as required under a Heritage Conservation Act Permit.

CARRIED

By general consent the meeting was recessed for a break at 11:53 am and was reconvened at 12:15 pm.

11. LOCAL TRUST COMMITTEE PROJECTS - None

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report dated August 30, 2017, 2017

Discussion ensued regarding the various projects on the projects list and if there is any opportunity to move any of them to the Top Priorities List so that they can potentially be completed in the last year of the current term. The feasibility of contracting some aspects of projects was also considered. It was suggested that a work planning and budget request session be added to the October, 2017 LTC regular meeting agenda.

GB-2017-122

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff review the top priorities to see if any of them would be a good fit for a contractor.

CARRIED

It was noted that the RDN is responsible for park designations and that the development of a new ecological protection zone for the land use bylaw (LUB) project could be moved off of the Top Priorities List at this time.

GB-2017-123

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee remove Developing a New Ecological Protection Zone for the Land Use Bylaw from the Top Priorities List and place it on the Projects List and replace it with Review of Mudge Island Lot Coverage Regulations.

CARRIED

GB-2017-124

It was MOVED and SECONDED

to remove Gabriola Water Taxi Feasibility and First Nations Relationship Building from the Projects List.

CARRIED

12.1.2 Projects List Report dated August 30, 2017

Received for information.

12.2 Applications Report dated August 30, 2017

Planner Zupanec noted that the RDN would not be looking at GB-RZ-2016.1 Potlach Properties until their next scheduled meeting in October.

12.3 Trustee and Local Expense Report dated June and July, 2017

Received for information.

12.4 Adopted Policies and Standing Resolutions

Received for information.

12.5 Local Trust Committee Webpage

It was suggested that a link to the obituary of past Gabriola Trustee Terry Hanna be added to the webpage.

12.6 Chair's Report

Chair Busheikin reporting the following:

- She will be attending the upcoming Trust Council meeting being held on Denman Island.
- The Denman Island community will be having a four day intensive planning design program regarding their downtown / village area.

12.7 Trustee Reports

Trustee Mamoser reported the following:

- In August she attended the book launch for the book "Travelling Through Time Gabriola Island", which is the Museum's new guidebook of the island's historic sites, and she highly recommends the book.
- In August she attended Fiona MacRaild's presentation about the Douglas Treaty and First Nations relationship building which was held on Mudge Island and noted that public attendance was high.
- She attended the Local Planning Committee meeting in August and was elected as Chair. The committee is working several projects including the housing needs assessment in which a contractor will be hired to co-ordinate outreach to the community and model bylaws for cell tower installation, marine and shoreline planning, and protection of coast douglas fir eco systems.
- She will be monitoring the results of the Saltspring Island incorporation vote.
- She will be attending the upcoming Trust Council meeting.

Trustee O'Sullivan reported the following:

- She attended the Well and Groundwater Workshop organized by Islands Trust, the RDN and the Provincial Government, and reported that public attendance was high.
- She is on the Trust Programs Committee which will be looking at a fresh water sustainability project in which part of the project will include looking at the initiatives on various islands and gathering information for comparison purposes.
- On September 30 Taiaiake Alfred will be providing a workshop on Indigenous Resurgence and a public lecture about decolonization as part of the inaugural event for the Truth and Reconciliation Series on Gabriola.

- This week Rob Greenfield, author of the book “Dude Making a Difference”, will be doing an author talk at the library followed by a bike ride.

2.8 Electoral Area Director's Report - None

12.9 Trust Fund Board Report - None

13. NEW BUSINESS – None

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Thursday, October 12, 2017 at The Gabriola Arts and Heritage Centre, 476 South Road, Gabriola Island, BC

15. TOWN HALL

A member of the audience noted that there are current concerns about cycling, traffic and roads, and suggested that a Transportation Advisory Planning Commission be established as he is aware of three individuals who are interested in sitting on the committee. Trustee O’Sullivan indicated that previously there had not been adequate expressions of interest and instead a list of agencies was identified for the purpose of referring transportation issues for comment. Planner Zupanec stated that the Advisory Committee bylaw requires a minimum number of members and that there are not any current projects that would require referral to a transportation committee. He indicated that an ad hoc committee was also being considered by the interested individuals.

16. CLOSED MEETING

16.1 Motion to Close the Meeting

GB-2017-125

It was MOVED and SECONDED

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 Mudge Island Advisory Planning Commission Members and adoption of In-Camera Meeting Minutes dated June 8, 2017 and that the recorder and staff attend the meeting.

CARRIED

16.2 Recall to Order

Chair Busheikin reconvened the regular meeting at 1:21 pm.

16.3 Rise and Report

Chair Busheikin reported that in the closed meeting Linda Carroll, Dale Erikson, Doug MacDonald, Don Mallett and Suzanne Jakobsen were appointed to the Mudge Island Advisory Planning Commission.

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:22 pm.

Laura Busheikin, Chair

Certified Correct:

Lisa Millard, Recorder