



Gambier Island Local Trust Committee

Minutes of Regular Meeting

Date: January 25, 2018
Location: John Braithwaite Community Centre
 145 West 1st Street
 North Vancouver, BC

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

Staff Present: Ann Kjerulf, Regional Planning Manager
 Madeleine Koch, Planner 2
 Diane Corbett, Recorder

Also Present: Jessica Schultz, Manager, Howe Sound Research and Conservation Program, Coastal Ocean Research Institute (10:45-11:15 am)
 Members of the Public – 16

1. CALL TO ORDER

“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”

Chair Morrison called the meeting to order at 10:45 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations, and especially the Squamish Nation.

Chair Morrison introduced trustees and staff in attendance.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Scott Benson, a neighbour of District Lot 696, was pleased that the septic field had been moved away from the well. With this, he perceived that concerns of people off the property were largely met. Decisions made from here on were really internal to the Convention and leaseholders; it likely did not matter to the larger community how the Camp divided the land up as long as it did not harm the neighbours. He had hoped to see on this agenda draft wording for a covenant to protect the wells. Mr. Benson regarded the boundaries at “5% plus or minus” was too prescriptive.

Chair Morrison invited the applicant to speak to this.

Josh Lupine indicated he would take this back for consideration.

The Regional Planning Manager noted the bylaw is drafted in a way that allows flexibility on what the final plan looks like, however thought it would be helpful to obtain additional advice. The Chair concurred that it warranted further investigation.

4. COMMUNITY INFORMATION MEETING – None

5. PUBLIC HEARING – None

6. MINUTES

6.1 Local Trust Committee Meeting dated December 11, 2017

The following amendment to the minutes was presented for consideration:

- Page 3, item 11.7, replace last sentence with the following: “She has been focusing on the Task Force and responding to general inquiries.”

By general consent the Local Trust Committee meeting minutes of December 11, 2017 were adopted as amended.

Chair Morrison noted her thanks for the participation of Alternate Chair Busheikin at the December meeting.

6.2 Section 26 Resolutions-Without-Meeting Report – None

6.3 Draft Advisory Planning Commission December 18, 2017 Minutes

Received for information.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated January 16, 2018

Received.

8. DELEGATIONS

8.1 Ocean Wise Underwater Art & Habitat Project Presentation

Jessica Schultz, Manager of the Howe Sound Research and Conservation Program of the Coastal Ocean Research Institute, an initiative of the Vancouver Aquarium, presented an overview of a project to promote recovery of rockfish and other species and to increase marine productivity and biodiversity, being conducted in locations in Howe Sound.

Ms. Schultz responded to trustee inquiries about the project and discussed the project involvement of students and engagement with the public through art.

Chair Morrison announced a break from 11:12 to 11:15 to enable dismantling of the digital projector, and recalled the meeting to order at 11:15 am.

9. CORRESPONDENCE – None

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

10. APPLICATIONS AND REFERRALS

10.1 GM-RZ-2004.1 (CBCBC, DL 696 Keats Island) - Proposed Bylaw 143 for Consideration of 2nd Reading

The Regional Planning Manager reviewed the staff report that: provided a status update on Local Trust Committee requests for additional information regarding the DL 696 application, with an overview of suggested revisions to Proposed Bylaw No. 143; and recommended second reading and that a community information meeting and public hearing be scheduled, and that the applicant satisfy a number of conditions prior to public hearing and consideration of bylaw adoption.

To address the process, Trustee Rogers requested to hear from the applicant.

Mr. Lupine reported that covenants had been drafted and submitted one week earlier; letters were being worked on but not required until final adoption; the Land Use contract discharge letter was almost finalized with the Island Planner.

Mr. Healy discussed developments in the subdivision and rezoning processes with the Ministry of Transportation and Infrastructure (MoTI) and Vancouver Coastal Health (VCH). Currently the applicant was trying to set up a meeting with the Comptroller of Water Rights.

Mr. Healy thought the applicant had met all the intents based on the conversations that had happened. The applicant was fully supportive of a groundwater well. In terms of timelines for work to be done, this could be worked on by letters of commitment. Mr. Healy was satisfied with the staff recommendations, and responded to inquiries from Trustee Rogers.

There was discussion and some uncertainty about archaeological issues; this would be a question for the Island Planner who was unable to be in attendance at this meeting.

Trustee Rogers noted he recently heard from MoTI that dedication of roads and trails could be completed anytime by using Section 107 of the *Land Title Act*; and that Sunshine Coast Regional District (SCRD) park dedication could be registered any time.

Kim Benson, of Keats Island, noted the maps attached to the Proposed Bylaw, to flag that where the septic was going to go has been changed. Mr. Healy explained that the plan was not changed because it might be a potential area for a well and more work needs to be done. Responding to Ms. Benson's further comment regarding a right-of-way along the side of the proposed park, Mr. Healy stated that it is an existing gazette, not right-of-way, and thus out of the Camp's control.

Chair Morrison thanked everyone for their comments.

GM-2018-001

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 143, cited as "Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2016", be amended as per Attachment 1 of the staff report dated January 25, 2018.

CARRIED

GM-2018-002

It was MOVED and SECONDED

that Gambier Island Local Trust Committee Bylaw No. 143, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2016”, be read a second time as amended.

CARRIED

GM-2018-003

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No. 143, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 2, 2016”.

CARRIED

GM-2018-004

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request the applicant provide the following in advance of a public hearing and to the satisfaction of the Local Trust Committee:

- a) a draft conservation covenant for the Salmon Rock area;
- b) a draft restrictive covenant that addresses Land Use Bylaw section 7.7.1 as a condition of Preliminary Layout Approval;
- c) a draft restrictive covenant that addresses water conservation commitments as a condition of Preliminary Layout Approval.

CARRIED

GM-2018-005

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request the applicant provide planning staff with the following prior to consideration of final reading of Bylaw No. 143:

- a) documentation of a monitoring well being installed and donated to the provincial observation well network on DL696, to the satisfaction of the Ministry of Forests, Lands, Natural Resources Operations and Rural Development Groundwater Authorizations;
- b) a letter of undertaking to deposit plans for the dedication of the Sunshine Coast Regional District park, public road and trail upon adoption of Bylaw No. 143; and
- c) a letter of undertaking to deposit a plan of subdivision for the transfer of Sandy Beach Nature Reserve to the Islands Trust Fund upon adoption of Bylaw No. 143.

CARRIED

The Chair thanked the applicants.

There was discussion regarding the Community Information Meeting.

Mr. Healy thanked trustees and staff for their work and cooperation.

The proponents and members of the public left the meeting at 11:40 a.m.; three members of the public remained.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Gambier Island Riparian Areas Regulation Development Permit Guidelines

The Planner reviewed the staff report updating the LTC on the *Riparian Areas Regulation* (RAR) implementation project and progress towards amending Gambier Island's Development Permit Area (DPA) 3, and recommending that a draft revised project charter and a legal review be endorsed.

Extensive discussion ensued during which trustees requested clarification, justification and further information from staff regarding proposed bylaw amendments that included non-RAR guidelines, subdivision RAR and non-RAR design guidelines, and a revised justification section for the Gambier Island OCP.

Background pertaining to the development of the *Riparian Areas Regulation* implementation bylaws in the Gambier Local Trust Area was considered. Due to budgetary limitations, it was not possible to map every one of the many watersheds of Gambier Island. The intent of doing a blanket DPA across the island was to protect RAR and sensitive ecosystems, including wetlands. In light of implementation challenges of DPA 3, amendments were required. Staff explained that the idea behind draft guidelines specific to water features was to provide considerations a Qualified Environmental Professional (QEP) should include in a report.

Trustees expressed concerns regarding possibilities of an onerous process and questions regarding proposed bylaw amendments pertaining to "non-RAR" and need for involvement of a QEP in assessment of non-RAR. Further feedback from trustees included:

- questions about potential outcomes of proposed changes and request to be given examples from staff of real world applications of the proposed DPA 3;
- discussion on intent and purpose of the riparian areas bylaws on Gambier Island and in the Local Trust Area;
- questions regarding some of the subdivision guidelines;
- question on whether a map would be needed in a bylaw with a blanket DPA;
- advantage of a QEP for non-RAR is, if there is a blanket setback for non-RAR features, it will give more ability to develop the property;
- comment that the requirement for a QEP would help provide more information on the creek.

Chair Morrison invited members of the public to comment.

Points raised by the public, all from Brigade Bay, Gambier Island, included:

- Concern that, in the implementation of the DPA 3, the mapping was incomplete and thus was rendering some inaccuracies in RAR assessments. Owner claimed his property assessed as RAR, was grassland and sloped a different direction than was assumed in the RAR survey; concern that a slope was assessed by GIS rather than on the ground. The creek was also incorrectly mapped geographically.
- Concern that a property originally assessed as non-RAR was assessed as RAR with the initiation of a subdivision process.

- Concern that, should an owner go through a process of a QEP assessment, it be registered on the title or stored somewhere so the assessment does not have to be done again if doing other future work on the property. Desire to understand if there is a way to preemptively get an assessment of the property. Want certainty going forward of what things mean.

A trustee inquired how to fix assessments if the mapping is wrong.

Staff noted the applicant could sign a declaration indicating there is no stream on the property when applying for a building permit; site specific mapping might be available or be requested by Islands Trust. If there are no streams and mapping indicates there are none, a QEP would not be required.

Trustees considered the project charter. Concern was expressed about including Anvil and Bowyer in with the charter, that their process would get tied up with what was happening on Gambier. Staff noted these islands had been included due to the work program budget for RAR; it could be broken down further to indicate a separate public hearing for Gambier.

Staff was requested to bring forward further information with examples with photographs showing how the DPA would apply based on different situations, and with rationale on why this was being implemented.

GM-2018-006

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee endorse the revised project charter dated January 25, 2018.

CARRIED

11.2 Gambier Island Official Community Plan Review Project

Chair Morrison inquired if there were any questions on the memorandum dated January 25, 2018 regarding the Official Community Plan (OCP) Project Update.

There was a question on the process for responding to the recommendations from the Gambier Island APC meeting of December 18, 2017, and if there was documentation on how APC inquiries were being followed up. Trustee Stamford remarked that it had been challenging for the small group to organize a meeting date, and there appeared to be a number of questions from the APC. It was important that the APC get the staff report they need. The process of responding to and interacting with the APC was considered.

GM-2018-007

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to follow up on points where appropriate of the Gambier Island APC minutes dated December 18, 2017.

CARRIED

Chair Morrison recessed the meeting for a break at 1:00 pm, and reconvened the meeting at 1:15 pm.

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report dated January 16, 2018

Received.

GM-2018-008**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend priority number 1 under Top Priorities to include “and protection of all watercourses”.

CARRIED

12.1.2 Projects List Report dated January 16, 2018 – none**12.2 Applications Report dated January 16, 2018 – none****12.3 Trustee and Local Expense Report dated November, 2017**

Received.

12.4 Adopted Policies and Standing Resolutions

Received.

12.5 Local Trust Committee Webpage

Trustee reports are to be posted.

12.6 Chair's Report

Chair Morrison attended a ministerial meeting earlier in the week with Selina Robinson, Minister of Municipal Affairs and Housing. The Chair attended a Financial Planning Committee meeting on Lasqueti Island. A 2% tax increase was suggested. The budget is out for public consultation. Planning is underway for a March Trust Council on Salt Spring.

12.7 Trustee Reports

Trustee Rogers reported:

- Attendance (electronically) at recent Trust Programs Committee meeting where there was discussion of coordination of services since the Salt Spring referendum and development of a transition plan.
- Engagement with the SCR D regarding proposed tax increases and services provision.
- Intention to file another submission on BURNCO proposal.

Trustee Stamford reported:

- Concerns about docks, dock maintenance, and tax increases.
- Keats and Gambier have been selected for fibre optic upgrade and enhanced Internet connectivity.
- Trustees met with Area Director to lay out issues that they would like the Director to follow up on over the next ten months.
- Participation on Ocean Watch Task Force.

12.8 Electoral Area Director's Report – none

12.9 First Nations Activities

12.9.1 First Nations Words, Phrases and Place Names – Memorandum

Madeleine Koch, Planner 2 reviewed the Memorandum on First Nations words, phrases and place names.

GM-2018-009

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee adopt the following standing resolution:

- a) That staff incorporate First Nations' words, phrases, and place names in Local Trust Committee communications, as appropriate.

CARRIED

12.9.2 Letter to the new Skwxwú7mesh Úxwumixw Chiefs and Council

There was discussion of a letter to the new Skwxwú7mesh Úxwumixw Chiefs and Council.

GM-2018-010

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to write a letter on behalf of the Chair to the Skwxwú7mesh Úxwumixw Chiefs and Council congratulating new members on their election to office and outlining the Gambier Island Local Trust Committee's role in their territory, with a request for a meeting with them as soon as conveniently possible.

CARRIED

12.10 Trust Fund Board Report dated November, 2017

Received.

Chair Morrison reported she had invited Municipal Affairs and Housing Minister Robinson to come to any Trust Fund Board reserves.

Chair Morrison remarked that a lot of communities do not understand what the Trust Fund Board does, and wondered if this item should be moved up in the agenda, for when community members are present. Discussion ensued on changing the order of the agenda by moving some items.

GM-2018-011

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee amend their agendas by placing Chair, Trustee, Electoral Area Director and Trust Fund Board Reports ahead of Correspondence.

CARRIED

13. NEW BUSINESS**13.1 Housing Agreement Administration Briefing**

The Regional Planning Manager commented on the memorandum from the Director of Local Planning Services, dated December 4, 2017, regarding housing agreement administration.

13.2 Discussion Regarding Local Trust Committee Meeting Locations

There was consideration of locations for upcoming Local Trust Committee meetings from May through August.

GM-2018-012**It was MOVED and SECONDED**

that Gambier Island Local Trust Committee meeting locations be arranged as follows:

- May 24 Gibsons Public Market
- June 28 Gambier Island
- July 26 Keats Island
- August 30 North Vancouver

CARRIED**14. UPCOMING MEETINGS****14.1 Next Regular Meeting Scheduled for Thursday, March 8, 2018 at 10:45 am at John Braithwaite Community Centre, Meeting Room 2, 145 West 1st Street, North Vancouver, BC****15. TOWN HALL – none****16. CLOSED MEETING****16.1 Motion to Close the Meeting****GM-2018-013****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)(d) for the adoption of in camera Minutes dated October 26, 2017 AND that the recorder and staff attend the meeting.

CARRIED

The Local Trust Committee moved to closed meeting at 1:53 pm.

16.2 Recall to Order

Chair Morrison recalled the meeting to order in open meeting at 1:57 pm.

16.3 Rise and Report

Chair Morrison reported that the Gambier Island Local Trust Committee adopted the in-camera minutes of October 26, 2017.

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:57 pm.

Susan Morrison, Chair

Certified Correct:

Diane Corbett, Recorder