



Gabriola Island Local Trust Committee Minutes of Regular Meeting

- Date:** November 22, 2018
- Location:** Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC
- Members Present:** Dan Rogers, Chair
Scott Colbourne, Local Trustee
Kees Langereis, Local Trustee
- Staff Present:** Ann Kjerulf, Regional Planning Manager
David Marlor, Director, Local Planning Services
Sonja Zupanec, Island Planner
Jamie Dubyna, Planner 1
Miles Drew, Bylaw Enforcement Officer
Warren Dingman, Bylaw Enforcement Officer
Nadine Mourao, Recorder
- Others Present:** There were approximately (8) members of the public
and one (1) member of the media in attendance

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 Rogers called the meeting to order at 10:16 am. He acknowledged that the meeting was being held in territory of the Coast Salish First Nations, welcomed the public and introduced Trustees, Staff and Recorder.

2. APPROVAL OF AGENDA

The following amendments to the agenda were presented for consideration:

- Move 10.8 Electoral Area Report following 3. Town Hall; and
- Move 13. Closed Meeting following 9.1 Mudge Island Lot Coverage Review Project – Bylaw No. 299 – Staff Report.

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

A member of the Board of the Gabriola Housing Society, requested Local Trust Committee (LTC) consideration of an update to the description of the Activity in Item 3 on 10.1.1 Top Priorities Report dated November 15, 2018 to be more consistent with the Objectives on the Housing Options Review Project – Phase 2 Charter v 1.0 and asked if the Charter could be amended.

- Chair Rogers responded that procedurally, the LTC approves Project Charters and could amend, if desired.

Members of the public provided a copy of email correspondence, dated November 22, 2018 that requested LTC consideration in creating a new P4, new FW2 (drop the recreation) or Resource Conservation zone, in which there is no human activity or recreation.

A member of the Gabriola Housing Society requested that Trustees give priority to the affordable housing project.

4. MINUTES

4.1 Local Trust Committee Minutes for Adoption - none

4.2 Section 26 Resolutions-Without-Meeting Report dated November 15, 2018

Received for information.

4.3 Advisory Planning Commission Minutes dated November 15, 2018 - for receipt

Received for information.

5. BUSINESS ARISING FROM MINUTES

5.1 Follow-Up Action List dated November 15, 2018

Staff provided an overview of activities on the Follow-Up Action List.

Discussion ensued and the following was noted by Trustees:

- As there is a Standing Resolution regarding First Nation Relationship Building, suggested some of the earlier activities on the list may come off, as they are now incorporated in the Standing Resolution; and
- Requested Staff to advise GALTT that Activity 08-June-2017 was being removed.

GB-2018-107

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request Staff to remove Item dated 07-May-2015, Item dated 08-Jun-2017 and Item dated 13-Jul-2017 from the Follow-Up Action Report, as these will now be part of the Standing Resolution regarding First Nations Relationship Building.

CARRIED

6. DELEGATIONS - none

7. CORRESPONDENCE

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

8. APPLICATIONS AND REFERRALS

8.1 GB-DVP-2018.5 (Goszczyński) - Staff Report

Planner Zupanec summarized the report which asked the LTC to consider Development Variance Permit (DVP) application GB-DVP-2015.5 to vary the maximum height for a dwelling specified by the Gabriola Island Land Use Bylaw No. 177 (LUB) from 9 metres (29.5 feet) to 9.34 metres (30.64 feet).

Trustees requested information on whether the view of the upland lot would be affected by the variance of the maximum dwelling height.

The applicant noted the following point:

- Stated the view would not negatively impact neighbouring properties due to the topography of the lot sloping downwards.
- The applicant also provided additional email letters indicating no additional opposition.

GB-2018-108

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve issuance of Development Variance Permit GB-DVP-2018.5 with the following variance to Gabriola Island Land Use Bylaw No. 177, 1999:

- To increase the maximum height of a dwelling from 9 metres (29.5 feet) to 9.34 metres (30.64 feet) for the proposed single-family dwelling.

CARRIED

8.2 GB-DVP-2018.6 (Durrance) - Staff Report

Planner Zupanec summarized the report which asked the LTC to consider application GB-DVP-2018.6 for a DVP to authorize the siting of a sewage disposal system, rock wall and stair case which contravene Gabriola Island LUB No. 177, 1999 (LUB) setback regulations.

Discussion ensued and the following point was noted by Trustees:

- As watercourses have impact on a wider range than 100 metres from the property boundaries, requested by Staff for possible consideration of changing notification parameters.
- The enforcement action that occurred in 2012 was not related to the riparian area.

GB-2018-109

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee defer consideration of application GB-DVP-2018.6 until receiving an assessment report from an Authorized Person under the *Sewerage System Regulation* indicating whether or not the design and siting of the existing septic tank and field are consistent with the *Sewerage System Regulation* and Sewerage System Standard Practice Manual, and what, if any, modifications are needed to the septic tank and field in order to meet industry standards and regulatory requirements and that such report be received by January 31, 2019 as amended.

CARRIED

GB-2018-110

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request that the Association of British Columbia Land Surveyors signed plan be provided to indicate exact distances of all buildings and structures within 30 and 15 metres from the natural boundary of Goodhue Creek and that such report be received by January 31, 2019.

CARRIED

By general consent the meeting was recessed at 12:15 pm and reconvened at 12:31 pm.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Mudge Island Lot Coverage Review Project - Bylaw No. 299 - Staff Report

GB-2018-111

It was **MOVED** and **SECONDED**

that Gabriola Island Local Trust Committee Bylaw No. 299, cited as "Mudge Island Land Use Bylaw, 2007, Amendment No. 1, 2018", be adopted.

CARRIED

GB-2018-112

It was **MOVED** and **SECONDED**

that the Gabriola Island Local Trust Committee remove "Mudge Island Targeted Review of Official Community Plan/Land Use Bylaw" from the Top Priorities List.

CARRIED

10. REPORTS

10.1 Work Program Reports

10.1.1 Top Priorities Report dated November 15, 2018

Staff provided an overview of the items on the report.

Trustees noted the following key points:

- Housing Options OCP/LUB Review to remain as a top priority and requested the name be updated to Housing Options & Impacts Review Project;
- Description of the Activity in the Housing Options & Impacts Review Project could be more consistent with the Objectives on the Housing Options Review Project – Phase 2 Charter v 1.0 and update to "all housing" in order to include emergency housing;
- The Water Taxi Feasibility study should be moved to the Projects List, as zoning provisions are completed and correspondence was sent to various agencies;
- Requested that the Activity for the Water Taxi Feasibility study be updated to the follow-up items, including any agencies responses to correspondence; and
- Requested New Ecological Protection Zone be listed as a top priority.
- Requested that Cannabis Production and Retail Sales be moved to the Top Priorities Report.

GB-2018-113

It was **MOVED** and **SECONDED**

that the Gabriola Island Local Trust Committee remove the Water Taxi Feasibility study from the Top Priorities List and move it to the Projects List.

CARRIED

GB-2018-114

It was **MOVED** and **SECONDED**

that the "Housing Options Official Community Plan/Land Use Bylaw Review Project Phase 2" be renamed to the "Housing Options & Impacts Review Project" and be moved to the top priority on the Top Priorities List.

CARRIED

GB-2018-115**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to update the Activity for the Top Priority number one (1) Housing Options & Impacts Review Project be the same as the Objectives in the Housing Options Review Phase 2 Charter, except that bullet four (4) be amended to read “all housing” and bullet five (5) be amended by adding the words “ecological footprints” at the end.

CARRIED**GB-2018-116****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to move the Review and Update the Gabriola Build Out Map on the Projects List to the In-Scope section of the Gabriola Housing Options & Review Official Community Plan/Land Use Bylaw Project Charter.

CARRIED**GB-2018-117****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to move the Cannabis Production Retail Sales Project to the Top Priorities List and Develop a New Ecological Protection Zone to the Top Priorities List.

CARRIED**10.1.2 Projects List Report dated November 15, 2018**

Staff summarized the activities on the Projects List.

Trustees requested that the Review and update the Gabriola Build Out Map on the third page of the report project be moved to the In-Scope section of the Gabriola Housing Options & Review Project Charter.

10.2 Applications Report dated November 15, 2018

Received for information.

10.3 Trustee and Local Expense Report dated September, 2018

Received for information.

10.4 Adopted Policies and Standing Resolutions

Staff provided a synopsis of the report.

Discussion ensued and the following key point was noted by Trustees:

- Interested in sharing a meal with local First Nations as initial invitation of relationship building.

GB-2018-118**It was MOVED and SECONDED**

that Trustee Colbourne will initiate the first steps of the Standing Resolution GB 2018-100 on First Nations Relationship Building and share a draft for review with Staff and the Gabriola Island Local Trust Committee.

CARRIED

10.5 Local Trust Committee Webpage

Staff will update the webpage with changes to Top Priorities Report.

10.6 Chair's Report

Chair Rogers reported the following:

- Attended two Executive Committee (EC) meetings and one Financial Planning Committee (FPC) meeting since Trust Council (TC);
- Draft EC budget coming soon with proposals such as making the Fresh Water Specialist and First Nations Relationship Building positions permanent;
- Currently in orientation phase of his term; and
- On the Trust Programs Committee (TPC).

10.7 Trustee Reports

Trustee Colbourne reported the following:

- Looking forward to playing an active role in the TC Anchorages project; and
- On the TPC.

Trustee Langereis reported the following:

- Attended orientation in November;
- Anticipating the January orientation meeting;
- Eager to be working with Staff, Chair, Trustee and RDN Director; and
- On the Local Planning Committee (LPC).

10.8 Electoral Area Director's Report

Vanessa Craig, Regional District of Nanaimo (RDN) Director, Electoral Area B, looked forward to working closely with Trustees this term.

10.9 Trust Conservancy Report dated September, 2018

Received for information.

11. NEW BUSINESS**11.1 Local Trust Committee (LTC) Meeting Schedule - 2019 – Memorandum**

Trustees proposed increasing accessibility for Gabriolans to attend LTC meetings, such as evening and/or weekends and provide childcare.

GB-2018-119**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee schedule its regular business meetings on the following dates in 2019: January 24, February 28, April 11, May 16, June 27, July 11, September 12, October 24, and November 28.

CARRIED

GB-2018-120**It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee authorize the release of up to \$400 from the communications budget for the purpose of publishing Local Trust Committee regular meeting dates in the Gabriola Sounder.

CARRIED**GB-2018-121****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee hold its regular business meeting on October 24th in the late afternoon and provide childcare.

CARRIED**11.2 Notification of Federal Cannabis Licence Applications - Staff Report**

Regional Planning Manager Kjerulf summarized the report which asked the LTC to consider adopting a Standing Resolution with respect to Notices of Intention to Apply for a Cannabis License under the Federal *Cannabis Act and Cannabis Regulations* in order to ensure the LTC are informed of proposed licensed cannabis activities within the Local Trust Area.

GB-2018-122**It was MOVED and SECONDED**

That the Gabriola Island Local Trust Committee adopt the following standing resolution: that the Gabriola Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.

CARRIED**GB-2018-123****It was MOVED and SECONDED**

that the Gabriola Island Local Trust Committee request Staff to draft a bylaw to amend the Gabriola Island Land Use Bylaw to include definitions related to cannabis and federally licensed cannabis production and to specify the applicable zones, minimum lot sizes, maximum building dimensions, minimum setbacks and other land use regulations applicable to federally licensed cannabis production, which are consistent with federal and provincial regulations and can serve as an interim regulatory framework until such time as the Minister's Bylaw Standards have been updated.

CARRIED**12. UPCOMING MEETINGS****12.1 Next Regular Meeting - TO BE DETERMINED****13. CLOSED MEETING****13.1 Motion to Close the Meeting****GB-2018-124****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)(c)(d)(f) and (i) for the purpose of considering: Advisory Planning Commission, Staff Relations, Adoption of In-Camera Minutes dated November 2, 2018, Bylaw Enforcement and Receipt of Legal Advice and that the Recorder and Staff attend the meeting.

CARRIED

Chair Rogers closed the meeting to the public at 12:32 pm.

13.2 Recall to Order

By general consent the meeting was recalled to order 1:17 pm.

13.3 Rise and Report

Received a resignation from the Advisory Planning Commission and Chair Rogers requested that the individual be thanked in writing for their service.

14. ADJOURNMENT

By general consent the meeting was adjourned at 2:47 pm.

Dan Rogers, Chair

Certified Correct:

Nadine Mourao, Recorder