



Gambier Island Local Trust Committee Minutes of Regular Meeting

Date: December 13, 2018
Location: John Braithwaite Community Centre
 145 West 1st Street
 North Vancouver, BC

Members Present: Sue Ellen Fast, Chair
 Dan Rogers, Local Trustee
 Kate-Louise Stamford, Local Trustee

Staff Present: Sonja Zupanec, Island Planner
 Jaime Dubyna, Planner 1 (by telephone, 1:40-1:55 pm)
 Diane Corbett, Recorder

Also Present: Members of the Public - 7

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 Fast called the meeting to order at 12:00 pm and acknowledged the meeting was being held on the lands of the First Nations of the Salish Sea. Chair Fast congratulated Dan Rogers and Kate-Louise Stamford for returning as Local Trustees and introduced Staff and the Recorder. Also returning for a second term as Islands Trustee and Bowen Island Counsellor, Chair Fast offered introductory remarks and commented on Islands Trust rules of decorum.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes dated October 3, 2018

Trustee Stamford noted that, with regard to item 7.1, the meeting scheduled for the end of October with the Ministry of Transportation and Infrastructure had been cancelled and would be re-scheduled.

By general consent the Local Trust Committee meeting minutes of October 3, 2018 were adopted.

3.2 Local Trust Committee Special Meeting Minutes dated October 3, 2018

The following amendments to the minutes were presented for consideration:

- Page 1, item 3, bullet 3, seventh word: replace “on” with “in”;
- Page 2, line 2: replace “development” with “future”;
- Page 4, item 4.7, line 1: replace “Concern about throwing out generalities.” with “Concern about using general approaches on the foreshore.”;

- Page 4, item 4.8, bullet 1: replace “so member” with “some members”.

By general consent the Special Meeting minutes of October 3, 2018 were adopted as amended.

3.3 Section 26 Resolutions-Without-Meeting Report dated December 3, 2018

Received.

3.4 Advisory Planning Commission Minutes for Receipt – none

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated December 4, 2018

The Island Planner gave an overview of the activities listed in the Follow-up Action List dated December 4, 2018.

There was discussion of the Sunshine Coast Regional District water sourcing referral.

5. DELEGATIONS

5.1 Howe Sound Biosphere Region Initiative Society – Ruth Simons and Fiona Beaty

Ruth Simons and Fiona Beaty from Howe Sound Biosphere Region Initiative Society addressed the Local Trust Committee regarding requests for:

- Continued participation of the Local Trust Committee in Howe Sound Community Forums, with a request for a budget up to \$3000 to host a forum within the next four years;
- A letter of support for an application anticipated to be submitted in 2019, to the United Nations Educational, Scientific and Cultural Organization (UNESCO) for the designation of Howe Sound Biosphere Region; and
- To confirm support of staff participation in the Marine Reference Guide so that information in the Guide supports decisions that planners have to make.

Trustees noted that:

- A benefit of the Marine Reference Guide would be the opportunity to interact with the provincial Cumulative Effects Assessment, to help to provide a combined regional plan for Howe Sound;
- Support for hosting a Howe Sound Community Forum and exploring ways to fund that;
- Suggestion that the delegation look for a letter of support also from Trust Council, and make a presentation to staff at Islands Trust as to how the Marine Reference Guide is useful.

6. TOWN HALL

Margo Dunnet, Executive Director of Camp Fircom, addressed the Gambier Island Local Trust Committee regarding bylaw restrictions on the use of shipping containers. The Camp was considering a potential design for a new electrical system that would utilize three containers.

The Island Planner described possible options for consideration by the Camp in moving forward.

Trustee Stamford remarked that the Local Trust Committee would look at what it could do and that she would get back to the Camp Fircom Executive Director regarding this issue.

A Brigade Bay property owner inquired about bylaw enforcement notification follow-up, how Islands Trust resources bylaw enforcement, and how the community can support increased enforcement. Trustee Rogers remarked that he would talk to the owner about this.

The applicant for Development Variance Permit at 668 Walkabout Road on Keats Island described reasons for the application that included: steepness of property; consistency with other homes in the area regarding the setback; and impact on neighbour if trees were removed and the construction were it located higher up on the lot. The applicant regarded the proposed site as the best location for the house in dealing with neighbours, in not interfering with strata trails, and in dealing with wetlands. All of the retaining walls would be dealt with by engineers.

7. APPLICATIONS AND REFERRALS

7.1 GM-DVP-2018.1 (1113300 B.C. LTD, 668 Walkabout Road, Keats Island)

The Island Planner reviewed the staff report regarding a request for variance to authorize the siting of a new 236 m² (2,542 ft²) single family dwelling and attached 90 m² (965 ft²) deck within 0.7 metres from the natural boundary of the sea.

It was noted that recently received correspondence would be attached to the file:

- Email from Joan Pederson, dated December 11, 2018, regarding Notice re: Development Variance Permit - Melody Point;
- Email from Graeme Matthews, dated December 7, 2018, regarding Development Variance Permit Application - GM-DVP- 2018.1.

Discussion ensued.

In response to a trustee inquiry, the applicant explained that the septic tank was located around five to ten feet from the shoreline and was utilized by three adjoining lots; currently there were negotiations with neighbours on where to put an enlarged septic field.

Points raised by trustees included:

- This is a problem that will arise on a more frequent basis on the island, as a lot of properties were built before the bylaws came in, or a number of years ago.
- The inclination to re-site it where the current building is, where there are a lot of other buildings, is difficult because the scenario regarding the septic is really inappropriate.
- Acknowledged issues around tree cutting.
- Concern that even with our current bylaws we aren't consistent with what will be required by the Province to prepare for the next fifty years.
- Appreciate that the applicant is working on getting the existing dock out.
- These kinds of situations are not easy. We are coming into situations of expectation to have buildings close to the foreshore, and climate change. We are seeing issues of buildings slipping into the water.
- Need to uphold the bylaws, based on the OCP.
- Concern about sea level rise and the need to take care of our shorelines.

GM-2018-070**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee deny issuance of application GM-DVP-2018.1 for the following reasons:

- a) The proposal is inconsistent with several policies in the Keats Island Official Community Plan to ensure the protection of the integrity of foreshore features and shorelines and sufficient setbacks for new structures from the natural boundary of the sea;
- b) An assessment report from an Authorized Person under the *Sewerage System Regulation* was not provided as part of the application to indicate whether or not the design and siting of a new sewage disposal field could be accommodated on the proposed site plan consistent with the Keats Island Land Use Bylaw and *Sewerage System Regulation*; and
- c) Any variance requests for the maintenance, upgrading or additional engineering of the concrete retaining wall along the shoreline of the subject property should be accompanied by an assessment report and plans prepared by a coastal engineer, and address the feasibility of green shore alternatives.

CARRIED**GM-2018-071****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee notify the owner that as per Development Procedure Bylaw No. 50, 1992, a substantially similar application may not be submitted in respect of the same development less than one year from the date of refusal of a previous application unless the Local Trust Committee has agreed to such reconsideration.

CARRIED**GM-2018-072****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to update the project charter for the 'Keats Shoreline Protection Project' in-scope list to include the following item "consider floodplain regulations and updated land use bylaw regulations based on Province of BC predicted sea level rise for the year 2100."

CARRIED

Chair Fast recessed the meeting at 1:30 pm and reconvened the meeting at 1:40 pm.

Jaime Dubyna, Planner 1, joined the meeting at 1:40 pm.

7.2 GM-DP-2018.1 (McDonnell - New Brighton, Gambier Island)

The Planner 1 gave an overview of a development permit application for the construction of a proposed single family dwelling with an attached deck on the subject property, located within Development Permit Area (DPA) No. 3 – Riparian Areas. Discussion ensued.

GM-2018-073**It was MOVED and SECONDED**

by the Gambier Island Local Trust Committee that section 3.3.3 of the permit be amended to read: "A silt fence shall be installed prior to the time of lot clearing and maintained during construction on the perimeter of the identified SPEA."

CARRIED**GM-2018-074****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of Development Permit GM-DP-2018.1, as amended.

CARRIED

The Planner 1 left the meeting at 1:55 pm.

8. LOCAL TRUST COMMITTEE PROJECTS**8.1 Riparian Areas Regulation Project**

The Island Planner provided background on the staff report on the Riparian Areas Regulation Project. There was discussion of choosing a webinar option instead of doing a community information meeting, to enable more access to information for the community. This could be followed by a community information meeting on Gambier Island, embedded in a formal Local Trust Committee business meeting, where the community could ask questions. The Island Planner announced it was time to prepare a mail-out package with information about the proposed bylaws.

Points raised by trustees:

- Recommend that protection of water, rather than the protection of amphibians and biodiversity, be at the beginning of the rationalization and introduction to the bylaw.
- Recommend having a presenter or professional at the webinar to explain the rationale for why it is important to do this, beyond the planning aspect.
- Consider a formal response regarding questions raised by the Gambier Advisory Planning Commission.
- Invite participation of the Advisory Planning Commission members in the webinar.
- Preferred time for a webinar: a Wednesday evening.

GM-2018-075**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to schedule and develop a webinar on Proposed Bylaw Nos. 148 and 149 in early 2019.

CARRIED**GM-2018-076****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to schedule a Community Information Meeting on Proposed Bylaw Nos. 148 and 149, during a regularly scheduled Local Trust Committee Meeting.

CARRIED

GM-2018-077**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to prepare and distribute a mail out package to residents and property owners, including a webinar/Community Information Meeting notice and a plain language guide to Proposed Bylaw Nos. 148 and 149.

CARRIED**GM-2018-078****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee endorse the amended project charter dated December 13, 2018.

CARRIED**8.2 Keats Shoreline Protection Project**

The Island Planner announced that a report on the Keats Shoreline Protection Project would be on the agenda in early 2019.

9. CORRESPONDENCE

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

Trustee Stamford noted that a letter from Ocean Watch Task Force requesting continued support of the Local Trust Committee by providing an elected official or planner was located in section 10.4 of the agenda.

10. NEW BUSINESS**10.1 Local Trust Committee (LTC) Meeting Schedule - 2019**

The memo regarding potential 2019 Local Trust Committee meeting dates was discussed.

GM-2018-079**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee schedule its regular business meetings on the following dates in 2019: January 31, March 21, May 2, June 13, July 25, October 10, and November 21.

CARRIED**10.2 Incorporating the Regional Conservation Plan into Land Use Planning**

A briefing regarding incorporating the Regional Conservation Plan into land use planning was received. Discussion ensued on standing resolutions.

Trustee Rogers remarked that he would forward to the Local Trustees examples of standing resolutions from other Local Trust Committees for discussion at the next meeting on using standing resolutions as a tool.

The Island Planner noted that staff would put a clause in project charters that have as an exclusive objective of incorporating the Regional Conservation Plan.

10.3 Coastal Douglas-fir & Associated Ecosystems Toolkit

<http://www.islandstrust.bc.ca/media/346674/cdf-toolkit-final-web.pdf>

The staff report on the Coastal Douglas-fir & Associated Ecosystems Toolkit was received.

10.4 Howe Sound Community Forum's Ocean Watch Task Force

<http://oceanwatch.ca/howesound/>

The information package and the invitation to continue Local Trust Committee participation in the Ocean Watch Task Force were discussed.

GM-2018-080**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee support the work of the Ocean Watch Task Force by continuing to provide trustee support to the monthly meeting.

CARRIED**GM-2018-081****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee indicate its willingness to host a Howe Sound Community Forum meeting in the calendar year 2019 and explore the mechanisms to fund that.

CARRIED**11. REPORTS****11.1 Trustee Reports**

Trustee Stamford reported on the following:

- Sent out a written report prior to the meeting.
- Will report on the Islands Trust Conservancy later in the meeting.

Trustee Rogers reported on the following:

- Attended the recent meeting of the Executive Committee. At the meeting, trustees agreed to two items to go to the Association of Vancouver Island and Coastal Communities (AVICC):
 - Using tickets to enforce Development Permit Areas, and
 - Including marine issues in cumulative effects assessments.
- Reminded the other trustees to keep in mind that this is a Stewardship Award year, with a deadline in May for nominations.

11.2 Chair's Report

Chair Fast reported on the following:

- Attended a meeting with elected representatives from the San Juan Islands earlier in the week, where topics of discussion included:
 - A killer whale report by the Southern Resident Orca Task Force;
 - Cannabis regulation;
 - Climate issues; and
 - A look at collaboration with Islands Trust.

11.3 Trust Conservancy Report dated September, 2018

The Trust Conservancy Report dated September, 2018 was received. Trustee Stamford announced she had sent out the November 2018 report prior to the current meeting. The Trustee reported there was a recent Gambier reserve workshop to look at issues and to receive input of the Gambier Island Conservancy and Sunshine Coast Conservation Association.

11.4 Electoral Area Director's Report

Trustee Stamford reported on behalf of Area F Director, Mark Hiltz, that he now has an Alternate Director, Doug Marteinson. Sunshine Coast Regional District (SCRD) directors are early in the process of budget season, looking at \$315,000 for maintenance for the docks. There is still a need to schedule the SCR-Local Trust Committee protocol meeting.

11.5 First Nations Activities

Trustee Stamford reported she had been in contact with members of Squamish Council about the situation at New Brighton dock; there is interest by individual council members about what is happening with the dock. The Trustee planned to speak with Lisa Wilcox about meeting with other members regarding long-term goals.

11.6 Applications Report dated December 4, 2018

Received.

11.7 Trustee and Local Expense Report dated September, 2018

Received.

11.8 Adopted Policies and Standing Resolutions

Received.

11.9 Local Trust Committee Webpage

Trustee Rogers urged Chair Fast to post her profile to the LTC web page.

12. WORK PROGRAM**12.1 List of Top Priorities**

The List of Top Priorities dated December 4, 2018 was received.

12.2 List of Projects

The List of Projects dated December 4, 2018 was received.

GM-2018-082**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend the Revised Project Charter endorsed June 2018 for the Gambier OCP Comprehensive Review to include the Coastal Douglas-fir and Associated Ecosystems Toolkit.

CARRIED

GM-2018-083**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend the project Gambier LUB Review by adding review of shipping container regulations.

CARRIED**GM-2018-084****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee move the items from the Gambier LUB Review under Projects and embed them into the Gambier OCP Comprehensive Review under Top Priorities.

CARRIED**GM-2018-085****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee move from Projects: Development Approval Information Bylaw, Gambier Site-specific Water Zones, and Recreational Camp and Private Institutional Regulation Review, to Top Priorities number 2, Gambier OCP Comprehensive Review.

CARRIED**13. CLOSED MEETING****13.1 Motion to Close the Meeting****GM-2018-086****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) and (f) for the purpose of considering Adoption of In-Camera Minutes dated October 3, 2018 and Bylaw Enforcement.

CARRIED

The Local Trust Committee moved to closed meeting at 3:35 pm.

13.2 Recall to Order

Chair Fast recalled the meeting to order at 3:51 pm.

13.3 Rise and Report

Chair Fast reported that the Local Trust Committee resolved to provide Bylaw Enforcement staff with specific direction on no further enforcement action for file GM-BE-2018.01.

14. UPCOMING MEETINGS**14.1 Next Regular Business Meeting scheduled for Thursday, January 31, 2019 (time and location to be announced)**

15. ADJOURNMENT

By general consent the meeting was adjourned at 3:52 pm.

Sue Ellen Fast, Chair

Certified Correct:

Diane Corbett, Recorder