



## Gambier Island Local Trust Committee Minutes of Regular Meeting

**Date:** October 14, 2021  
**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:** Heather Kauer, Regional Planning Manager  
 Jaime Dubyna, Island Planner  
 Sonja Zupanec, Island Planner (part)  
 Marnie Eggen, Island Planner (part)  
 Ian Cox, Planner 2 (part)  
 Diane Corbett, Recorder

**Others Present:** Member of the Public – 1 (part)

### 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 3:15 pm. She acknowledged that the meeting was being held in the territory of the Skwxwú7mesh / Squamish, Tsleil-Waututh, and xwməθkwəyəm / Musqueam First Nations.

Chair Fast introduced Trustees and Staff in attendance.

Chair Fast explained procedures for public participation in the town hall for this “hybrid” electronic meeting, and advised that three other planners would be joining the meeting electronically.

### 2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 9.2 Keats Shoreline Protection Bylaw No. 154
- 11.8 Howe Sound Forum

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

### 3. REPORTS

#### 3.1 Trustee Reports

Trustee Stamford announced she had sent out a report to Gambier Islanders on October 11 highlighting recent activities and events that included:

- Attended virtual Financial Planning Committee meeting
- Attended the UNESCO Átl'ka7tsem/Howe Sound Biosphere Region celebration
- Quarterly Islands Trust Council
- Field trip to Sandy Beach, Keats Island
- Visited Islands Trust Conservancy reserves on Gambier: Brigade Bay Bluffs, Mount Artaban and Long Bay Wetlands
- Islands Trust Regional Planning Committee meeting
- Keats Island Shoreline Protection Community Information Meeting
- Islands Trust Conservancy Board meeting
- Looking into issues regarding maintenance for New Brighton dock and Internet and cellular service connectivity on Keats and Gambier

Trustee Rogers reported on involvement in events and activities, including:

- Sandy Beach visit by representatives of the Islands Trust Conservancy and Sunshine Coast Conservation Association.
- Attended the UNESCO Átl'ka7tsem/Howe Sound Biosphere Region celebration
- Howe Sound Forum hosted by Bowen Island
- Meeting with Sunshine Coast Regional District (SCRD) planned for November 5 to visit and view West Beach and foreshore damage

#### 3.2 Chair's Report

Chair Fast reported on the following activities and events:

- Howe Sound Forum
- Islands Trust Conservancy meeting on Vancouver Island
- Executive Committee meeting
- Hornby Island LTC meeting

#### 3.3 Electoral Area Director's Report – none

An Islands Trust - SCR D Protocol meeting is scheduled for Monday, October 18 to talk about issues, headlined by docks and emergency response.

Correspondence was sent to the SCR D regarding support for the renaming of the Halkett Bay Dock (item 7.3).

The SCR D was copied on correspondence to Vancouver Coastal Health regarding marine water testing in the Sunshine Coast Regional District Islands (item 7.2).

### 4. DELEGATIONS – none

## 5. TOWN HALL

Scott Kennedy, Gambier Island Sea Ranch, hoped the Trustees would see fit to pass relevant variance issues so that Sea Ranch could apply for subdivision. He noted the Squamish Nation had requested archaeological studies, and remarked on the length of time invested to date in this process towards subdivision of Sea Ranch.

## 6. MINUTES

### 6.1 Local Trust Committee Meeting dated July 22, 2021

The following amendment to the minutes was presented for consideration:

- Page 10, Item 11.1, paragraph 1, insert before last sentence: “Vancouver Coastal Health did follow up with a second test that saw the counts return to normal.”

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

### 6.2 Section 26 Resolutions-Without-Meeting dated October 7, 2021

Received.

### 6.3 Advisory Planning Commission Minutes – none

## 7. BUSINESS ARISING FROM MINUTES

### 7.1 Follow-up Action List dated October 4, 2021

Received.

### 7.2 Letter dated October 6, 2021 from Chair Fast to Vancouver Coastal Health regarding Marine Water Testing in the Sunshine Coast Regional District Islands

Received.

### 7.3 Letter dated October 6, 2021 from Chair Fast to Sunshine Coast Regional District Planning and Community Development Committee regarding Support for the Renaming of the Halkett Bay Dock

Received.

## 8. APPLICATIONS AND REFERRALS

### 8.1 GM-DP-2021.1 (Sea Ranch)

Island Planner Zupanec discussed a Development Permit application within Development Permit Area 3 – Riparian Areas, part of an application to subdivide the subject property (Strata Lot 20) and other adjacent strata lots into halves. The proposed development complies with the Gambier Island Land Use Bylaw. The Riparian Area report identified a 10-metre Streamside Protection and Enhancement Area (SPEA) buffer.

**GM-2021-066**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DP-2021.1 (Sea Ranch Strata Lot 20).

**CARRIED**

**8.2 GM-DVP-2020.3-2020.15 (Sea Ranch, Gambier Island)**

It was noted the Staff Report was for the following Development Variance Permits: **GM-DVP-2020.3** (Strata Lot 3), **GM-DVP-2021.11** (Strata Lot 6), **GM-DVP-2021.2** (Strata Lot 9), **GM-DVP-2020.7** (Strata Lot 10), **GM-DVP-2021.3** (Strata Lot 11), **GM-DVP-2020.8** (Strata Lot 12), **GM-DVP-2020.9** (Strata Lot 13) and **GM-DVP-2021.4** (Strata Lot 24).

Island Planner Zupanec described the need to address eight Development Variance Permit applications to vary interior/front lot lines on eight separate strata lots in the Comprehensive Development 1 (CD-1) Zone in order for subdivision of Sea Ranch to be supported by the Gambier Island Land Use Bylaw.

Discussion ensued.

**GM-2021-067**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2020.3 (Strata Lot 3).

**CARRIED**

**GM-2021-068**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2021.1 (Strata Lot 6).

**CARRIED**

**GM-2021-069**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2021.2 (Strata Lot 9).

**CARRIED**

**GM-2021-070**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2020.7 (Strata Lot 10).

**CARRIED**

**GM-2021-071**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2021.3 (Strata Lot 11).

**CARRIED**

**GM-2021-072****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2020.8 (Strata Lot 12).

**CARRIED****GM-2021-073****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2020.9 (Strata Lot 13).

**CARRIED****GM-2021-074****It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DVP-2021.4 (Strata Lot 24).

**CARRIED****8.3 GM-DP-2021.4 (Atchison – 883 West Bay Road, Gambier Island)**

Trustee Stamford announced that she is a neighbour to this application location. Because it is a Development Permit application rather than a variance, the Trustee felt she could look at the application objectively and saw no conflict of interest, nor had any fiduciary interest. This declaration was accepted by the other Trustees.

Island Planner Dubyna discussed the staff report on a Development Permit sought retroactively for development activities that had occurred within Development Permit Area 3 (DPA-3) – Riparian Areas, and for proposed development. A submitted Environmental Assessment recommended mitigation to reduce impacts to the watercourse (ditch), water quality and the DPA; it was found that the ditch was not connected to a fish-bearing watercourse and was therefore not *Riparian Areas Protection Regulation*-applicable.

It was clarified to the applicant, who was present via telephone, that Trustee Stamford had declared no fiduciary interest, since, with a DPA, either the DPA criteria are met or they are not; the applicant confirmed he was amenable with the Trustee's participation.

The applicant affirmed that he accepted the conditions on the Development Permit. He indicated that he would try to locate the septic system towards the main road below the auxiliary building and to install a Type 2 septic system.

Points raised by Trustees included:

- It is a ditch on the side of the road; the water does not flow into a riparian area.
- This development activity is needed in order to access the property.
- It is expected there may be several other similar DP applications from that area in the future.

**GM-2021-075**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of GM-DP-2021.4.

**CARRIED**

**8.4 GM-DVP-2021.7 (Bissell for Aloha Bay Holdings – 1000 Maddy Lane, Gambier Island)**

Planner Cox gave an overview of a request for variance of the rear lot line setback from 7.5 metres to 0.0 metres to accommodate a proposed single-family dwelling in the Settlement Residential (SR) zone.

The applicant discussed hardships experienced with a 7.5-metre setback, highlighting the steepness of the slope, and an initial staff error in interpreting the setback requirements for the adjacent Crown Reserve boundary that had impacted the project design and schedule. An existing easement impacted the building site location. The proposed building area is a flat plateau. The proposed development would not infringe on the neighbours.

Points from Trustees included:

- Awareness of steepness of slope
- No issue in providing variance
- Inquiry about the Crown Reserve and why it did not show up on maps
- Inquiry about Staff rationale for not needing a survey plan

**GM-2021-076**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve issuance of Development Variance Permit GM-DVP-2021.7.

**CARRIED**

**GM-2021-077**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee has determined in relation to GM-DVP-2021.7 that the provision of a plan signed by a BC land surveyor, as anticipated by section 2.8 (1) of the Gambier Island Land Use Bylaw, is not reasonably necessary.

**CARRIED**

**9. LOCAL TRUST COMMITTEE PROJECTS**

**9.1 Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project**

Island Planner Eggen summarized the staff report that provided a status update on the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project, and requested LTC confirmation of endorsement of the Project Charter in accordance with a resolution of July 22, 2021.

Invitations for expressions of interest in participation in the Working Group had been sent out; submissions were included in the in camera segment of this meeting.

The level of public consultation had been changed to “consult”, as per the International Association of Public Participation levels. In ensuing discussion, Trustees expressed concern about choosing “consult” level and preferred the level “involve” as per the “IAP2 Spectrum of Engagement”.

**GM-2021-078**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee endorse the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Charter, dated October 14, 2021, as amended.

**CARRIED**

**GM-2021-079**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request Executive Committee to explore and clarify the level of IAP2 Spectrum of Engagement that is recommended for Local Trust Committees on bylaw amendments.

**CARRIED**

**9.2 Keats Shoreline Protection Bylaw No. 154**

Trustee Rogers announced that there would be a Community Information Meeting (CIM) in the evening regarding Bylaw Nos. 153 and 154 pertaining to Keats Island foreshore protection that had received First Reading. In light of feedback he had received since the CIM on September 29 and upon further consideration, he had concluded there was a need for amendment of Bylaw No. 154.

The Trustee stated there was a lot of concern, anger and fear of some people regarding proposed changes made by the LTC on July 22, that received First Reading – changing the setback from the natural boundary of the sea from 7.5 to 15 metres. People from Eastbourne and Keats Landing had expressed that this would sterilize their property. A lot of older buildings would need to be replaced or substantially renovated. The 15-metre setback change had caused a lot of hard feelings in the community. The Working Group had never talked about this option specifically.

The Trustee was convinced that a Development Permit Area with a setback of 15 metres would be a suitable way to proceed to protect the foreshore, and the Trustee, proposed to: rescind First Reading; replace the 15-metre setback with 7.5 metres in Bylaw No. 154, with the exception of two undeveloped large lots; and give First Reading again.

Points raised by Trustees in ensuing discussion included:

- This is what the process is proposed to do. We are getting comments back; if we wait longer, the amount of vitriol in the community will take away from the project. The Working Group was committed and gave their ideas. Support moving forward with part of the normal process of working through bylaws.
- Surprised to see proposed change, but could see public input and comments. Bigger winter storms will bring challenges regarding preserving shoreline ecology;

maybe in future there will be time to deal with this. Appreciate staff work on reports.

**GM-2021-080**

**It was MOVED and SECONDED**

that First Reading of the Gambier Island Local Trust Committee Bylaw No. 154, cited as 'Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021' be rescinded.

**CARRIED**

**GM-2021-081**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee Bylaw No. 154, cited as 'Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021', be amended by removing the current section 1.2 and replacing it with the following:

Part 2 – GENERAL LAND USE REGULATIONS, Section 2.7 MEASUREMENT OF SETBACKS Buildings and Structures, Subsection 2.7.3 is amended by removing it in its entirety and replacing it with the following:

- a) "No building or structure except a platform with a maximum area of 5 square metres, or a set of stairs or a walkway for the purposes of accessing the foreshore or a permitted float, dock, wharf or other permitted marine related structure, may be constructed, reconstructed, moved, extended or located within 7.5 metres (24.6 feet) of the natural boundary of the sea.
- b) Notwithstanding subparagraph a), for properties zoned Rural Comprehensive (Lot 876 and Lot 1829) the setback set out above shall be 15 metres (49.2 feet)."

**CARRIED**

**GM-2021-082**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee Bylaw No. 154, cited as 'Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021', be read a first time as amended.

**CARRIED**

Chair Fast called for a break from 5:18-5:22 pm.

**10. CORRESPONDENCE**

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

**11. NEW BUSINESS**

**11.1 Climate Change Mitigation and Adaptation**

Chair Fast announced that a workshop was being planned through the Biosphere Initiative regarding sea level rise.

Chair Fast noted a sign of climate change was the heat dome along the coast this summer and effects on beaches and swimming.



**11.2 Reschedule the Gambier Island Local Trust Committee Regular Business Meeting November 4, 2021**

Regional Planning Manager Kauer explained that there may be construction happening next door to this meeting room on the scheduled November 18 meeting date and inquired if Trustees would like to hold an electronic special meeting or to reschedule the regular meeting.

**GM-2021-083**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee reschedule the regular business meeting of November 4, 2021 to November 18, 2021.

**CARRIED**

**11.3 Fees Bylaw Update - Request for Decision**

Regional Planning Manager Kauer announced that a model new updated fee bylaw had been recommended. Trustees were requested to consider if they wanted to adopt it as is or to discuss modifications to it. If adopted it would have to be added to the Priorities List.

Trustee responses included:

- Support idea but cannot see this happening soon in light of amount of work being done on existing LTC projects – Land Use Bylaw and OCP review project and Foreshore Protection Project. Not a top priority.
- There are some fees that may not make sense on our islands given the lack of economy.
- Given the amount of development, think it needs to go on Priority List, but don't think it could be done before next election.
- Some of it isn't applicable to us; wonder if we could adjust the fee schedules down.
- Updating fees seems like a reasonable administrative thing.

**GM-2021-084**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request Staff to draft a new Fee Bylaw based on the model fee bylaw attached to Trust Council Policy "5.6.1 Application Processing Services."

**CARRIED**

**11.4 Letter of Congratulations to Member of Parliament, Patrick Weiler and Meeting Request**

**GM-2021-085**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request the Chair to write to Member of Parliament Patrick Weiler, and to the new Squamish Nation Council congratulating them on their election and suggesting that we meet soon.

**CARRIED**

Chair Fast will draft a letter to MP Weiler.

**11.5 Letter of Congratulations to the new Sḵwx̱wú7mesh Úxwumixw (Squamish Nation) Council**

Chair Fast will draft a letter to the Squamish Nation Council.

**11.6 Request for Heritage Fund Grant**

Trustee Stamford announced she had received a request about records found in the home of former Local Trustee Joyce Clegg’s house, fifty years of records for activities in the community and Local Trust Committee; she wondered if this could be digitalized and used by the community. In ensuing discussion, it was determined that the Trustee would follow up with Trust Area Services.

There is a retired archaeologist on Gambier Island who has specialized in work around Howe Sound. Trustee Stamford had received a request to do an oral recording of her work. Trustee Stamford will follow up.

**11.7 Support for Internet Connection**

Trustee Stamford reported she had heard that Islands Trust was supporting Thetis Island with a letter of advocacy for getting Internet connection. She wondered if the LTC would write a letter regarding the concept of getting a better connection on the island, or whether there is something Islands Trust wide that would apply. Discussion ensued about work done on Hornby and Denman Islands where community groups applied for funding to enhance Internet connectivity.

Trustee Stamford announced she would get back to the Gambier Island Community Association for further discussion, and noted she would come back to the LTC on this matter if it turns out a letter would be useful.

**11.8 Howe Sound Forum**

Trustee Rogers announced that the Howe Sound Forum was scheduled for Friday the following week. The Trust had been asked by the Forum to make a ten-minute presentation about the Trust Policy Statement Review process; as Executive Committee Chair Luckham could not be there, Trustee Rogers indicated he would be happy to do a presentation in consultation with Chair Fast; Trustee Stamford would present on Islands Trust Conservancy.

**12. REPORTS**

**12.1 Trust Conservancy Report dated July 13, 2021**

12.1.1 The Heron, Summer

Received.

The ITC had its first in person meeting of five directors the previous week in Victoria; staff “zoomed” and it worked well. The agenda involved reviewing detailed management plans for reserves on Gabriola, response to the Islands Trust Policy Statement and Natural Area Protection Tax Exemption Program applications (NAPTEP).

**12.2 Applications Report dated October 4, 2021**

Received.

**12.3 Trustee and Local Expense Report dated August, 2021**

Received.

**12.4 Adopted Policies and Standing Resolutions**

Received.

**12.5 First Nations Activities**

Chair Fast noted she would write a letter to Squamish Nation Council.

**12.6 Local Trust Committee Webpage**

Trustees had no requests for additions to the Local Trust Committee webpage.

**13. WORK PROGRAM**

**13.1 Top Priorities Report dated October 4, 2021**

Received.

**13.2 Projects List Report dated October 4, 2021**

Received.

**GM-2021-086**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee add a project to identify all Crown reserves and similar Crown properties, such as islets, in the Gambier Island Local Trust Area.

**CARRIED**

**14. CLOSED MEETING**

**14.1 Motion to Close the Meeting**

**GM-2021-087**

**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 (a) Appointment of Working Group Members and (d) Adoption of In-Camera Meeting Minutes dated April 1, 2021 and that the recorder and staff attend the meeting.

**CARRIED**

The Local Trust Committee meeting moved In-Camera at 5:52 pm.

**14.2 Recall to Order**

Chair Fast recalled the meeting to order at 6:02 pm.

**14.3 Rise and Report**

Chair Fast reported that the following individuals were appointed to the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group:

- Jolie Switzer
- Michelle Hughes
- Christopher Higgins
- Linda Tang
- Jeanne Mikita

Chair Fast announced that the Working Group could have up to nine members and that the LTC may have more members to report in the future.

**15. UPCOMING MEETINGS**

**15.1 Special Meeting - Community Information Session - Keats Island Shoreline Protection Project scheduled for October 14, 2021 at 6:30 PM at John Braithwaite Community Centre at 145 West 1st Street, North Vancouver, BC**

**15.2 Next Regular Meeting Scheduled for Thursday, November 18, 2021 at 10:30 am at John Braithwaite Community Centre, 145 1st Street W, North Vancouver, BC**

**16. ADJOURNMENT**

**By general consent** the meeting was adjourned at 6:04 pm.

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Sue Ellen Fast, Chair

Certified Correct:

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Diane Corbett, Recorder