

**MINUTES OF THE VOLUNTEER REVIEW COMMITTEE MEETING  
FOR THE OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW  
HELD AT 7:00 PM ON MONDAY, FEBRUARY 7, 2011  
AT THE WOMEN'S INSTITUTE  
476 SOUTH ROAD, GABRIOLA ISLAND, BC**

**PRESENT:** John Peirce Co-chair  
Kathryn Molloy Co-chair  
Sara Brockelhurst Member  
Tom Kirchmayer Member  
Kees Langereis Member  
Carly McMahon Member  
Melanie Mamoser Member  
Daniele Rudischer Member  
Lisa Webster-Gibson Member  
Susan Yates Member  
Randy Young Member  
Kaitlin Kazmierowski Island Planner  
Stephen Orgill Recorder

**REGRETS:** Mike Brown Member

**ABSENT:** Adam Velsen Member

There was one member of the public and 2 local media representatives present. Local Trustee Deborah Ferens and Trustee Sheila Malcolmson were also present.

**1. CALL TO ORDER**

Co-chair John Peirce called the meeting to order at 7:00 pm.

**2. APPROVAL OF AGENDA**

The agenda was reviewed and the following items were added:

- Add item 7. Business Arising and renumber subsequent items
- Add item 7.1 Abstentions – Explanation by John Peirce
- Add item 7.2 Rational for January 17, 2011 Resolutions

The Volunteer Review Committee approved the agenda by consensus as amended.

**3. STANDING ITEM**

*3.1 Volunteer Review Committee Terms of Reference*

The Gabriola Island Official Community Plan and Land Use Bylaw Review Volunteer Review Committee Terms of Reference as adopted by the Gabriola Island Local Trust Committee on March 30, 2010 was provided for information.

**4. COMMUNITY INPUT SESSION**

The public made no comments in attendance.

**5. MINUTES**

*5.1 Volunteer Review Committee Minutes dated January 17, 2011*

The Volunteer Review Committee reviewed the minutes of the January 17, 2011 meeting and the following amendments were made:

Page 1, move June Harrison from Regrets to Absent

Page 1, next line, pluralize “representative”

Page 5, resolution VRC-002-2011, 6<sup>th</sup> bullet, add to end of line, “and add scale bar”

Page 6, resolution VRC-002-2011, delete 7<sup>th</sup> bullet (policy x)

Page 7, resolution VRC-004-2011, 5<sup>th</sup> bullet, replace with; “Delete d) iv) of Policies because siting will be dealt with in rezoning. It may be environmentally inappropriate, and it limits the number of possible properties too much.”

Page 9, item 7.4.1, first paragraph, insert following first sentence; “Kees Langereis questioned if the proper section of the Local Government Act was cited in Line 1 of Attachment 2, The Planner was asked to double-check this reference.”

Page 9, resolution VRC-009-2011, reposition semi-colon to after “report”

The minutes of the January 17, 2011 meeting of the Volunteer Review Committee were adopted by consensus as amended.

Susan Yates read from minutes of the Gabriola Island Local Trust Committee meeting of June 18, 1993 stating that the heritage road recommended for designation was Coast Road rather than Coats Road as had been reported in

follow-up documents. It had been assumed in previous meeting discussions that the typo had occurred.

## 6. GUEST SPEAKERS

### 6.1 *Local Trustee Report*

Local Trustee Sheila Malcolmson reviewed some of the issues that the Local Trust Committee had considered at their January 27, 2011 meeting. She reported that the Vision Statement for the Official Community Plan was adopted as recommended by the Volunteer Review Committee with minor changes after lengthy discussion. She said that the Local Trust Committee discussed changing the word “*recognize*” to “*support*”, rationalizing that “*support*” has connotations that imply financial support, which is not the case. Trustee Malcolmson said that the Local Trust Committee added words to specify that the vision is for the future of Gabriola. She said that defining the word “*resilient*” was considered inappropriate in that particular section and that feedback from local business considered that the term “*small*” is appropriate when applied to business on Gabriola.

She reviewed the work on the Official Community Plan that the Local Trust Committee recognizes can be completed in the current term. While referring to the section around bike policies and bus routes, she suggested that the Local Trust Committee is not making too many changes apart from updating the map. She mentioned that road surfacing material and speed limits are not within the terms of the review.

Trustee Malcolmson said that she anticipates the Local Trust Committee requesting updated language concerning *special needs and housing* and looks forward to advice from the Volunteer Review Committee, including what to call that section. She said that the Local Trust Committee had given direction to staff to map out potential lots for multi-family development within the proximity of the village. Trustee Malcolmson continued on the subject of multi-family affordable housing applications.

Trustee Malcolmson confirmed that the Local Trust Committee is responsible for issues around membership of the Volunteer Review Committee and had accepted the resignations of Bill Pope and June Harrison. She also confirmed that the Local Trust Committee would like the Volunteer Review Committee to stay in place to provide advice on policy areas for which planner reports are pending. Trustee Malcolmson advised that the Volunteer Review Committee meeting schedule could be limited to respond to Local Trust Committee referrals.

Trustee Malcolmson reported that the water and waste management documents forwarded by the Volunteer Review Committee had been forwarded to the Executive Committee for further referral to the appropriate agencies.

Kathryn Molloy told Trustee Malcolmson that nine members from the Volunteer Review Committee had recommended a density increase for affordable housing. She said that it is discouraging that the Local Trust Committee are not acknowledging Volunteer Review Committee members as members of the community. Trustee Malcolmson reassured Kathryn Molloy that the Local Trust Committee hadn't finalized the document and that it will go to public hearing, after which the Local Trust Committee may add additional feedback.

Kathryn Molloy then asked how many densities are expected to be transferred into a bank and how many density units are there in the parks properties. Trustee Malcolmson said that there are 8 densities that may arise from down sizing the parks properties. She said that there needs to be commitment in the Official Community Plan to develop mechanisms for density transfer and that affordable housing density could come from down zoned parks. Trustee Malcolmson explained that because an affordable housing development would need rezoning, and if a proponent asked for 10 units and the bank only has 8 densities, the Local Trust Committee would probably accept the proposal.

Kees Langereis asked how a park is defined. Trustee Malcolmson explained that density transfer provisions for creating a park already exist. She said that the Cox Park and Coats Marsh had residential densities in them when they were donated to parkland.

Tom Kirchmayer asked Trustee Malcolmson if there is a mechanism to offer unused density as donations. He said that the Village commercial zone has one residential not being used and a landowner of more than five acres could also decide not to build a cottage. John asked to resume discussion at agenda item 8.1.

## *6.2 Island Planner – Overview of Referral Items*

Island Planner Kaitlin Kazmierowski briefly outlined the items that had been referred by the Local Trust Committee at their last meeting.

## **7. BUSINESS ARISING**

### *7.1 Query on Abstention Voting*

John Peirce commented on the Local Trust Committee advice to consider an abstained vote as a vote in favor. He felt that the comment received from the Local Trust Committee regarding votes on resolutions concerning the water

document needed clarification. John Peirce read from the Community Charter relating to the recording of votes. He summarized that a council member must vote on a matter and that abstentions are not allowed. If a member refuses to vote and is present, then that member is counted as voting for the motion under BC rules. He said that the only way members could refrain from voting is to absent themselves from the meeting while the vote is taken and then return to the meeting.

*7.2 Rationale on Motions Recorded in the Minutes of the January 17, 2011 Meeting*

Kathryn Molloy distributed notes on the rationale behind motions at the January 17, 2011 meeting of the Volunteer Review Committee. She said that the rationale would carry a little more weight and should make clear why the Volunteer Review Committee passed the resolutions. She reviewed the notes and provided members the time to read the document. Kathryn Molloy invited comments from the members. Randy Young objected to negative statements contained in the document. Daniele Rudischer said that she wasn't at the last meeting and wouldn't feel she should support such a document. There was further discussion about removing a statement that implies the Local Trust Committee had ignored the Volunteer Review Committee recommendations. The discussion also considered the value of forwarding the document to the Local Trust Committee.

Sara Brockelhurst said it would be like adding a little briefing not before every motion. John Peirce asked the committee how to proceed. Each rationale for a resolution in the document was discussed.

Randy Young said that providing the rationale is always useful and that he's in favor of continuing discussion of the document. He suggested changing the instances of "we" to "some members present".

John Peirce recommended that the document be amended as discussed and that Kathryn Molloy would distribute an amended copy to the members. Discussion continued about the necessary changes to gain consensus of the Volunteer Review Committee.

**VRC-010-2011** It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee forward the edited document titled; Rationale Behind Motions at the January 17, 2011 Meeting of the VRC, after the members have received the amended document and agreed to the changes. The edited document will be forwarded to the February 18, 2011 Local Trust Committee special meeting.

**CARRIED**  
(10 in favor, 1 opposed)

## 8. NEW BUSINESS

### 8.1 Referral from the Gabriola Island Local Trust Committee: Density Banking

#### 8.1.1 Memorandum dated February 1, 2011 regarding Local Trust Committee amendments from January 27, 2011 Local Trust Committee Meeting

Island Planner Kaitlin Kazmierowski referred to her memorandum dated February 1, 2011 regarding amendments to the Draft Policies for Density Banking for Multi-family Affordable Housing from the January 27, 2011 Local Trust Committee Meeting. Planner Kazmierowski pointed out the most recent changes to the document had been highlighted in bold and underlined. The Volunteer Review Committee reviewed the attached document.

John Peirce asked for general or specific discussion. Kees Langereis asked about item g) and recommended deleting the last part of the sentence by ending the sentence after "...Appendix 2." There was discussion about the removal of the end of the sentence.

Discussion arose about the issue of receiving a property tax benefit as an incentive to donate an unused density. Trustee Malcolmson said that its not within the Local Trust Committee's jurisdiction to provide tax benefits, but explained how the Natural Area Protection Tax Exemption Program functions. The discussion continued with Planner Kazmierowski providing some of the information in response to speculative questions.

Kees Langereis commented that the wording in the number 2 item of Eligible Donors and Recipients would allow for all types of affordable housing.

Melanie Mamoser said that there should be a mechanism to extinguish densities. In terms of creating a park would that density automatically be banked? Tom Kirchmayer added that the homeowner should be able to decide and elaborated with an example.

Trustee Malcolmson clarified that the way it is currently written is down zoning, this would be the policy guidance, but it is up to the community in the end.

Kees Langereis commented on Guidelines for Residential Density Banking item 3 and said that there are no definitions of "dwelling unit".

Carly McMahon raised the question of subdividing acreage that is zoned small rural and has a subdivision potential as 1. Trustee Malcolmson said that

the example that Carly McMahon mentioned would be under the second bullet of the first item in that section and explained further.

John Peirce recommended that a motion to amend the document with consideration of the previous discussion be moved. Several members of The Volunteer Review Committee suggested voting on changes individually.

**VRC-011-2011** It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee recommends that the Draft Policies for Density Banking for Multi-family Affordable Housing Updated at January 27, 2011 Local Trust Committee Meeting document be amended by deleting in g), after “Appendix 2” the wording “*any unused residential densities that would otherwise be extinguished due to rezoning for parks*”

**CARRIED**

(11 in favor, 0 opposed)

**VRC-012-2011** It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee recommends that the Draft Policies for Density Banking for Multi-family Affordable Housing Updated at January 27, 2011 Local Trust Committee Meeting document be amended in the New Appendix: Appendix 2, Eligible Donors and Recipients point 2; improve the wording so that the rezoning requirements in section 2.4 are limited to multi-family affordable housing.

**CARRIED**

(11 in favor, 0 opposed)

**VRC-013-2011** It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee recommends that the Draft Policies for Density Banking for Multi-family Affordable Housing Updated at January 27, 2011 Local Trust Committee Meeting document be amended to include a mechanism for transferring “*cottage densities*” with their current building size limitations to the density bank and therefore the term “*cottage density*” needs a definition.

**CARRIED**

(11 in favor, 0 opposed)

*8.1.2 Memorandum dated January 4, 2011 regarding Staff Report dated December 6, 2011*

Island Planner Kaitlin Kazmierowski explained that the earlier memorandum and staff report had been provided for information.

*8.2 Timeline Overview for Phase One*

The Attachment 1: Timeline Overview for Completion of Phase One Updated 01/19.2011 was provided for information and briefly reviewed.

**9. CORRESPONDENCE**

*9.1 Letter received from Mike Brown regarding resignation*

John Peirce reported that he had received a letter from Mike Brown outlining his notice of resignation. He said that the letter would be forwarded to the Local Trust Committee.

**10. NEXT MEETING**

There was discussion about the next tentative meeting presuming that referrals are forthcoming from the Local Trust Committee. The members gave consensus on time and date if such a meeting should be called.

The next meeting of the Volunteer Review Committee will be held at 7:00 pm on Tuesday March 8, 2011 at the Agricultural Hall, 465 South Road, Gabriola Island.

**11. ADJOURNMENT**

The meeting was adjourned by consensus at 9:30 pm.

\_\_\_\_\_  
Recorder

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Co-Chair

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Co-Chair