



Record of Meeting

Volunteer Review Committee

for the

Gabriola Island Official Community Plan

Date December 15, 2009 File Number GB/04-1-ii

In attendance Committee Members: Kees Langereis, Melanie Mamoser, Daniele Rudischer, June Harrison, Adam Velsen, Tom Kirchmayer, John Peirce, Sara Brockelhurst, Mike Brown, Carly McMahon, Kathryn Molloy, Lisa Webster-Gibson, Bill Pope, Susan Yates
Pat Maloney: Island Planner

1. Introductions

- Planner Maloney welcomed everyone and introduced Trustee Malcolmson and Regional District of Nanaimo Director Rudischer
- Everyone introduced themselves and provided a very brief overview of why they wanted to be on the committee.

2. Terms of Reference Review

- Section 2.7 of the Terms of Reference state that the Committee will generally follow a consensus decision making model. If required, the Committee will follow Roberts Rules of Order. Several people on the committee felt this was a bit too rigid. Some committee members suggested decision by consensus. Sheila Malcolmson clarified that the Local Trust Committee did not always want decisions but valued the discussion and debate and the different opinions. It was generally agreed that any recommendations from the Volunteer Review Committee to the Local Trust Committee would not be formal motions.
- Any future replacements on the committee due to resignation will be appointed by Local Trust Committee based on the original submissions of interest.
- The role of the Committee members is as a “barometer” to provide direction for potential policies, to bring forward their ideas and to listen to the community. They will provide leadership in terms of reporting from groups, providing insights on the issues and participating in consultation

3. Operation of the Committee

- The Committee will follow Section 2.7 of the Terms of Reference for their decision making.
- It was suggested that at some meetings, the invitation of Guest Speakers might be helpful in gathering information or gaining insights. This will be arranged as required.
- The group reviewed the Binder contents. It was noted that there will be more information provided in the future and the planner will ensure that they will all be three-hole punched so that they can be included in the binders at the meetings. The contents of the binder included:
 - i. The Development Potential Map for the island. It was asked if the Eco Sensitive mapping could also be provided. It was noted that this mapping is in ArcInfo and the software is expensive and not everyone can manipulate it. It was suggested that possibly some of the mapping could be recreated on plastic overheads and overlay the information. Pat will attempt to get that for the next meeting and bring an overhead projector.
 - ii. Official Community Plan
 - iii. Land Use Bylaw

- iv. Community Profile – it was noted that this was still a draft and that final edits will occur at the January 29th Local Trust Committee meeting and the Committee will get the final
- v. Affordable Housing Needs Assessment – final report is submitted, good background information and the actions and recommendations section will provide “food for thought” and lead the discussion on housing
- vi. Strategic Plan – the Trust Council plan for 2008-2011 was provided to indicate to the committee members what the entire trust is working towards
- vii. Official Community Plan and Land Use Bylaw Maps
- In addition to the materials in the binder, the Planner provided more information including: excerpts from the Local Government Act on what an Official Community Plan must and may include; two background staff reports on Official Community Plan process and issues; Official Community Plan work program; draft ad for community input; memorandums for public consultation and Snuneymuxw input; and a copy of the Sustainable Gabriola vision.
- Recording of the meeting – it was noted by several committee members that Pat Maloney should not be the recorder for the meetings because they want her to participate and lead the discussion. A recorder will be provided for all future meetings.

4. Election of Chair and Co-Chair

- Nominations were requested for Chair and Co-Chair
- The responsibility of the positions was discussed. It was noted that the Island Planner would continue to take a leadership role in the meeting, prepare the agendas, and that Islands Trust would record the meetings. Trustee Malcolmsom noted that the Chair would not have a public role in terms of voicing positions, since all decisions would be made by the Local Trust Committee.
- Acknowledging the role and responsibilities, John Peirce and Kathryn Molloy volunteered to be Co-Chairs. They will alternate the Chair position. The Planner offered to meet with the Chair the day before the meeting to review the agenda and the materials.
- It was agreed that the role of Chairs would be replaced half way through the process.
- Lisa Webster-Gibson also indicated that in her role as the Snuneymuxw rep, she may have to consult with the Nation reps before providing a position on a particular issue or topic

5. Discussion of Key Issues

- Because the Committee was ahead of schedule, the group agreed to spend 30 minutes to address issues
- The Committee asked about what special studies and issue papers were, as referenced in the Work Program. Planner Maloney indicated that there were some areas that required special studies such as the Hazardous Lands Development Permit Area. Other issue papers would be research on some of the key issues identified by the Committee to provide more information to develop policy. It was also noted that the Islands Trust has a great deal of information already in-house and it will be accessed where ever possible.
- The Eco System Mapping information will be very helpful in determining policy. The Planner will attempt to have the information to the Committee for the next meeting.
- Committee member asked how the climate change policy changes will impact the role of the Committee – Planner Maloney explained that this was mandated by the Province and was a “fast track” to amend the Official Community Plan to include greenhouse gas emission reduction targets but that did not mean that the Committee might not find other areas in the Official Community Plan that could be modified to increase the response to climate change.
- The Committee identified five Key Issues to be addressed that may be the subject of issue papers
 - **Housing** – affordable housing is seen as a key element to the future of this island. Several Committee members spoke to the demise of the family on other islands and asked that this be a key item on the agenda to ensure families and social health of Gabriola

- **Food Security/Farm Plan** – food security and emergency preparedness was raised as an issue. It was noted that another island was working on a Farm Plan.
- **Village** – the question was asked how we would review the village – the size, the ultimate density (through transfer), the inclusion of affordable housing, paths and walkways to enhance pedestrian movements, residential above commercial etc.
- **Alternative Building Code** – several Committee members noted the frustration in developing and the restrictive building codes regarding grey water, water catchment, requirement for a well and a flushing toilet (rather than dry composting) and restrictions on building materials and types. While this is not something that the Islands Trust has direct control over, it could be something that is built into the advocacy policies.
- **Water/Sewer** – the issue of water and septic is huge on Gabriola. It was noted that the Groundwater Society has done mapping, that well information is available, that septic field information is available and mapping exists to show high risk areas. Again, this may be an advocacy area but still of great concern to many Gabriolans.
- Planner Maloney reminded the Committee of the limited jurisdiction of the Islands Trust (for example parking on road rights of way) and that this is why the advocacy policies exist in the plan.

6. Review of Work Program

- It was noted that we may need a glossary for acronyms – Land Use Bylaw (LUB), Official Community Plan (OCP), Volunteer Review Committee (VRC), Local Trust Committee (LTC), Development Permit (DP), and Snuneymuxw First Nation (SFN).
- There was a comment that determining the vision as the first meeting might be too soon. Planner Maloney indicated this comment had been made that the Local Trust Committee meeting the day before and it had been agreed that the Community Workshop on Issues be the first meeting and the Visioning meeting be the second.
- The Committee asked if additional meetings to discuss specific issues might be possible. Planner Maloney indicated we could add other Volunteer Review Committee meetings as required, that 9 had been indicated at key milestone spots and more were not included so that the Volunteer Review Committee members were not overwhelmed with the amount of work.

7. Review of Consultation Strategy

- It was suggested that Grades 5, 6, and 7 be added to the consultation with the school because they are taking environmental and community sustainability courses.
- It was recommended that a meeting with the disadvantaged be included – maybe an “extra” lunch at People for a Healthy Community.

8. Future Meeting Schedule

- It was suggested that we schedule the next meeting and that it appeared that Tuesday was a good day since we had perfect attendance.
- Next meeting is scheduled for Tuesday January 26, 2009. Location to be confirmed.

9. Other Items

- There were no additional items at this time.

10. Adjournment

- The meeting was adjourned at 9:30

These minutes were adopted on January 26, 2010.