

**MINUTES OF THE VOLUNTEER REVIEW COMMITTEE MEETING
FOR THE OFFICIAL COMMUNITY PLAN AND LAND USE BYLAW
HELD AT 7:00 P.M. ON TUESDAY, SEPTEMBER 7, 2010
AT THE AGRICULTURAL HALL
465 SOUTH ROAD, GABRIOLA ISLAND, BC**

<u>PRESENT:</u>	John Peirce	Co-chair
	Kathryn Molloy	Co-chair
	Sara Brockelhurst	Member
	Mike Brown	Member
	Tom Kirchmayer	Member
	Kees Langereis	Member
	Melanie Mamoser	Member
	Carly McMahon	Member
	Adam Velsen	Member
	Randy Young	Member
	Chris Jackson	Acting Island Planner
	Stephen Orgill	Recorder
<u>REGRETS:</u>	Bill Pope	Member
	Lisa Webster-Gibson	Member
	Susan Yates	Member
<u>ABSENT:</u>	June Harrison	Member
	Daniele Rudischer	Member

There was one (1) member of the public and 1 local media representative present. Local Trustee Deborah Ferens was present.

1. CALL TO ORDER

Co-chair Kathryn Molloy called the meeting to order at 7:01 pm.

2. APPROVAL OF AGENDA

The agenda was reviewed and the following item was added:

8.4 Chair Positions – discussion

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

3. COMMUNITY INPUT SESSION

Jacinthe Eastick commented on the paper prepared by John Peirce saying that it was flawed concerning the ecological footprint formula. John Peirce invited Jacinthe Eastick to join the discussion as it arises on the agenda.

4. MINUTES

4.1 Minutes from the July 20, 2010 meeting of the Volunteer Review Committee

The Volunteer Review Committee reviewed the minutes of the July 20, 2010 meeting and the following amendments were made:

Page 4, item 5.2, last paragraph; change “submission” to “comments” and insert “the Forestry Land Reserve and” after “on...”

Page 5, resolution VRC-024-2010; end sentence after “extensions”, delete “by” and begin new sentence at “Fracturing...”

Page 5, item 6.2; correct spelling of Co-chair Kathryn “Molloy”.

Page 6, before item 6.3; insert “Co-chair Molloy passed the chair to John Peirce.”

The minutes of the July 20, 2010 meeting of the Volunteer Review Committee were adopted by consensus as amended.

5. GUEST SPEAKERS

5.1 Local Trustee Deborah Ferens

Trustee Ferens briefly summarized the business discussed at the August 19, 2010 Local Trust Committee meeting relevant to the Volunteer Review Committee. She said the Local Trust Committee had received two documents from the Volunteer Review Committee, however had not discussed their contents at the meeting. Trustee Ferens reported that at that meeting the Draft Terms of Reference for the Official Community Plan Review was endorsed in principle and that the Timeline option was discussed and endorsed.

Trustee Ferens reported that she had attended the Community Workshop on August 28, 2010 and is looking forward to the staff report with the raw material of the many discussions that took place. She said the information will be helpful to the Local Trust Committee. She thanked the members of the Volunteer Review Committee who had participated in the workshop.

5.2 Regional Planning Manager Chris Jackson Presentation on Islands Trust and Application Processing

Regional Planning Manager Chris Jackson provided a presentation to explain application processing. He reviewed the provincial legislation that gives authority

to the local government over deciding land use provisions. He reviewed the structure of government including the Trust Area of which the Trust Council has jurisdiction and explained some of their responsibilities. He explained the function of the Official Community Plan and Land Use Bylaws with respect to zoning and subdivision applications, applications for permits, and referrals from the Agricultural Land Commission, Industry Canada, or the provincial liquor board. Chris Jackson outlined the steps taken by staff when reviewing an application through to a staff report to the Local Trust Committee with recommendations.

Randy Young asked if an applicant should be required to provide an environmental map showing sensitive areas. He said this may be different than a study.

Chris Jackson commented and said that the Local Trust Committee is obligated to issue a development permit if all the guidelines are met. He said that if someone applies for a permit they should know what they will be required to provide. He mentioned that a Development Approval Information Bylaw is under development that would provide specific details to an applicant.

Sara Brockelhurst asked if there are specific trigger points that restrict development.

Chris Jackson explained further that how the mandate to "*preserve and protect*" is interpreted could be the trigger point.

John Peirce asked for more information about the Development Approval Information Bylaw. Chris Jackson explained that it would be a stand-alone bylaw identifying requirements of an applicant that will ensure development approval. He said there is no such bylaw at the present time.

Tom Kirchmayer raised the question of why the application process takes such a long time. Chris Jackson said that since the application process is a user pay system, there is a limited number of staff hours for each application. He said that more staff would mean higher application fees. He added that there are also statutory periods for notification times that slow the process. Tom Kirchmayer suggested that he would like to see an application timeline in the Official Community Plan.

Chris Jackson continued by elaborating on the work program of the staff and the Local Trust Committee.

Co-chair Molloy suggested that further discussion on the subject of timelines for processing applications could be heard at a future meeting.

Kees Langereis asked for more clarification of the Development Approval Information bylaw. Chris Jackson explained that the province had required some information to be contained within the Land Use Bylaw and some in the Official

Community Plan, however a comprehensive approach could be provided by a Development Approval Information bylaw. Co-chair Molloy requested further discussion at a future meeting.

There was further discussion about the timeline option two endorsed by the Local Trust Committee for developing the Official Community Plan.

6. BUSINESS ARISING FROM MINUTES

6.1 Revised Draft Water Supply Document dated August 25, 2010

Randy Young introduced the draft report on water supply indicating that it had been updated to include the discussion from the last meeting.

6.2 Suggested Resolutions for Water Supply Document

John Peirce focused on sections of the document that had been deferred for future discussion. He initiated discussion on section B 2. Bulk Water sales from roof catchments.... and proposed a resolution. There was discussion to eliminate the condition of paved roads in the policy.

VRC-027-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Water Supply Policy 2 as amended:

2. Bulk Water sales from roof catchments shall be permitted as a home activity.

CARRIED

(9 in favor, 1 opposed, 0 abstention)

The Volunteer Review Committee discussed water supply policy (3.) regarding groundwater extraction. The condition of requiring paved roads was discussed and removed from the policy.

VRC-028-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Water Supply Policy 3 as amended:

3. Bulk Water groundwater extraction (as currently permitted by a Temporary Use Permit in the OCP) as a home activity shall be limited as follows:
 - a) At least two bulk water source extraction areas on Gabriola should be necessary as a long term supply.
 - b) Sources should be limited to high aquifer groundwater availability areas as defined in the Islands Trust Aquifer Groundwater Availability Map where the high aquifer is determined as follows:

- i. By an independent assessment of the subject location for groundwater availability by an independent, registered, professional Engineer/Hydrologist who has a proven history of planning a community water supply, and who has liability insurance to cover potential errors,
 - ii. Where the perimeter limits of the subject aquifer is delineated by a similarly qualified professional Engineer/Hydrogeologist.
 - iii. A dedicated monitoring well or wells has been in place for a minimum of one year in the subject aquifer or as recommended by the mapping expert and the monitoring has recorded the daily baseline groundwater level or as recommended by the mapping expert.
- c) Surrounding wells shall be supplied with well watchers, and pumping will cease if water table levels fall to within a reasonable safety level of the bottom of the surrounding well. For a well to continue to produce water, there must be a large enough intercept of the water table to provide sufficient flow, in addition to a working coverage of the pump.

CARRIED

(7 in favor, 1 opposed, 2 abstention)

Water Supply Policy 4b) was discussed. It was agreed again that the policy be amended to remove the requirement of paved road access.

VRC-029-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Water Supply Policy 4b) as amended:

4b) Bulk groundwater extraction for other than personal or agricultural use on the property (as currently permitted by a Temporary Use Permit in the OCP) as a home activity from ALR lands shall be limited as follows:

- a) At least two bulk water source extraction areas on Gabriola should be necessary as a long term supply.
- b) Sources should be limited to high aquifer groundwater availability areas as defined in the Islands Trust Aquifer Groundwater Availability Map where the high aquifer is determined as follows:
 - iv. By an independent assessment of the subject location for groundwater availability by an independent, registered, professional Engineer/Hydrologist who has a proven history of planning a community water supply, and who has liability insurance to cover potential errors,

- v. Where the perimeter limits of the subject aquifer is delineated by a similarly qualified professional Engineer/Hydrogeologist.
 - vi. A dedicated monitoring well or wells has been in place for a minimum of one year in the subject aquifer or as recommended by the mapping expert and the monitoring has recorded the daily baseline groundwater level or as recommended by the mapping expert.
- c) Surrounding wells shall be supplied with well watchers, and pumping will cease if water table levels fall to within a reasonable safety level of the bottom of the surrounding well. For a well to continue to produce water, there must be a large enough intercept of the water table to provide sufficient flow, in addition to a working coverage of the pump.

CARRIED

(9 in favor, 1 opposed, 0 abstention)

The Volunteer Review Committee discussed Water Supply Policy 7 regarding permeable parking lot surfaces and amended the wording.

VRC-030-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Water Supply Policy 7 as amended:

- 7. The Islands Trust commercial development permit approval will include requests for permeable parking lot surfaces to reduce run off.

CARRIED

(10 in favor, 0 opposed, 0 abstention)

The Volunteer Review Committee continued discussion of section 8.5 Liquid Waste Management and reviewed section (A) Liquid Waste Management Objectives 1 to 3.

VRC-031-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Liquid Waste Management Objectives 1 – 3 as follows:

- 1. To ensure domestic, commercial and agricultural sewage does not produce biological contamination of groundwater, surface water, and the marine environment.
- 2. To ensure chemical and other contaminated runoff and seepage does not pollute the groundwater, surface water, and the marine environment.
- 3. To preserve groundwater aquifers as a viable storage medium for domestic and commercial consumption.

CARRIED

(10 in favor, 0 opposed, 0 abstention)

Discussion continued focusing on section (B), the Liquid Waste Management Policies 1 to 8. There had been general agreement with Policies 1 to 4.

VRC-032-2010 It was **MOVED** and **SECONDED** that the Gabriola Island Official Community Plan and Land Use Bylaw Volunteer Review Committee supports Liquid Waste Management Policies 1 to 4 as follows:

1. The old pit toilet on appropriate soils conditions, should be permitted for all single family properties that do not have a well or cistern.
2. Farms with intensive livestock operations located on sloping properties or containing winter running streams should be required to install ponds and vegetative buffering systems to process agricultural runoff. An exception for closed feeding systems such as chicken farms, where all waste is removed to a second location should be allowed.
3. Runoff from the Village area should be sampled by having a sampling sump downstream of the Village area. Samples should be tested by the BC Ministry of Environment in the same manner as industrial areas, and the results published on a regular basis.
4. Plowing and sanding the winter snow on our roads is much appreciated. Highways should be encouraged to use sand rather than salt wherever possible.

CARRIED

(10 in favor, 0 opposed, 0 abstention)

There was further discussion of Policies 5 to 8. Randy Young commented with respect to inspections mentioned in Policy 5, that a common checklist will be used. Trustee Ferens quoted from the Local Trust Committee document outlining the scope of the Official Community Plan review and suggested that the item may not be considered within the scope.

Discussion of Policies 6 to 8 indicated that the items should be moved to the Advocacy Policies section of the document. John Peirce suggested that these Policies be rewritten and dealt with at the next meeting. Co-chair Molloy requested members to review the Policies in advance of the next meeting.

6.3 Happiness Index Decision Tool

Discussion was deferred to the next meeting.

7. CORRESPONDENCE

There was no correspondence for receipt.

8. NEW BUSINESS

8.1 Referrals from the Gabriola Island Local Trust Committee

Chris Jackson presented a draft of the Terms of Reference: Project Scope and Objectives for the Gabriola Island Official Community Plan and Land Use Bylaw Review that was endorsed in principle by the Local Trust Committee on July 7, 2010. He reviewed the options for proceeding that were presented to the Local Trust Committee.

Trustee Ferens commented that the Local Trust Committee would be anxious to give direction to staff at the September 23, 2010 meeting and requested comment from the Volunteer Review Committee.

Co-chair Molloy asked for opinions on focus topic areas and the majority of the Volunteer Review Committee indicated that affordable housing and economic activities would top the list. Members were polled and Chris Jackson tabulated the results. Chris Jackson reported that the focus topic priorities determined in order by the members are as follows:

1. affordable housing
2. economic activities
3. water and transportation (tied)
4. renewable energy
5. agriculture...

8.2 Eco Footprint Analysis: Cover Memo and Working Document

John Peirce explained the ecological footprint analysis of secondary suites and the methodology used to develop the ideas. A memo dated August 15, 2010 from John Peirce and Fay Weller was reviewed and discussed.

Sara Brockelhurst commented that she feels the process is too rigid and makes it improbable that it would generate secondary suites for affordable housing.

Mike Brown raised points about setting an area such as 1.5 km from the village area as impractical and unfair to those properties outside such an area.

Kees Langereis requested clarification on the concept of using a questionnaire.

Randy Young suggested not putting green restrictions on creating affordable housing through secondary suites. He said it should be a separate issue.

John Peirce commented that he thinks it's a practical approach rather than restrictive.

8.3 "Next Steps" for the Volunteer Review Committee

John Peirce suggested a follow-up to the discussion of the Development Approval Information Bylaw be included at the next meeting.

8.4 Chair Positions

As a follow-up to a request at the first meeting of the Volunteer Review Committee, there was discussion about reviewing the position of Chair. Members affirmed that the present arrangement of the two Co-chairs had been successful and thanked Kathryn Molloy and John Peirce for having done a good job.

9. **COMMUNITY INPUT SESSION**

Trustee Ferens told the Volunteer Review Committee that the Development Approval Information Bylaw had been on the Local Trust Committee work program for some time. She also informed the Volunteer Review Committee that there is now a new section of the Official Community Plan regarding greenhouse gas emission reduction as a result of the adoption of the bylaw required by Bill 27. She said it is Section 9 of the Official Community Plan. Regional Planning Manager Chris Jackson said that he would send the bylaw to the Volunteer Review Committee.

10. **NEXT MEETING DATE**

There was discussion about changing the meeting day and date to accommodate several of the members who have conflicts with the first Tuesday of each month. No changes were made.

The next meeting of the Volunteer Review Committee will be held at 7:00 pm on Tuesday October 5, 2010 at the Agricultural Hall, 465 South Road, Gabriola Island.

11. **ADJOURNMENT**

The meeting was adjourned by consensus at 10:10 pm.

Recorder

Co-Chair

Co-Chair