



DATE OF MEETING: June 13, 2019
 TO: Gambier Island Local Trust Committee
 FROM: Jaime Dubyna, Planner 2
 Northern Team
 SUBJECT: Keats Island Shoreline Protection Project – update to Project Charter

RECOMMENDATION

1. That the Gambier Island Local Trust Committee endorse the revised ‘Keats Island Shoreline Protection Project Phase 2’ Project Charter v.2 dated June 13, 2019.

REPORT SUMMARY

This staff report introduces a revised draft Project Charter for Phase 2 of the Gambier Island Local Trust Committee (LTC) top priority project, Keats Island Shoreline Protection.

BACKGROUND

On January 31, 2019, the Gambier Island LTC passed the following resolution:

GM-2019-004

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee endorse the “Keats Island Shoreline Protection Project Phase 2” Project Charter v.1 dated January 2019, as amended.

CARRIED

On April 27, 2019, the Gambier Island LTC passed the following resolution:

GM-2019-020

It was MOVED and SECONDED,

that the Gambier Island Local Trust Committee amend the Keats Shoreline Protection Project Charter to extend the call for people to volunteer for the Working Group until May 30; and that this matter be deferred for consideration until the June 13 Local Trust Committee meeting.

CARRIED

Staff have amended the Project Charter deliverables/milestones to reflect the extended timeline for expressions of interest for the Keats Island Shoreline Protection Working Group.

In addition to amendments to the project timeline, staff have amended the proposed budget to align with the project timeline and the approved project budget for the 2019-2020 fiscal year.

The amended Project Charter is found in Attachment 1.

Rationale for Recommendation

Amendments to the project timeline and budget were necessitated by the extension to the call for volunteers for the Keats Island Shoreline Protection Working Group. No further amendments have been made to the Project Charter.

See staff’s recommendation on Page 1 of this report.

ALTERNATIVES

1. Amend the project charter.

The LTC may wish to consider amending the project charter. Recommended wording for the resolution is as follows:

That the Gambier Island Local Trust Committee request staff to amend the ‘Keats Island Shoreline Protection Phase 2’ project charter, timeline, ... (specific details to be provided by the LTC).

NEXT STEPS

If the LTC concurs with staff’s recommendation, staff will proceed with the project as proposed.

Submitted By:	Jaime Dubyna Planner 2	June 5, 2019
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	June 5, 2019

ATTACHMENTS

1. Attachment 1 – Revised Project Charter – dated June 13, 2019

Keats Island Shoreline Protection 'Phase 2' Project Charter - v2 - Draft

Gambier Island Local Trust Committee

Date: January 31, 2019

Revised: June 13, 2019

Purpose To review and update relevant Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations to strengthen opportunities for protection of archaeological resources, sensitive ecosystems, shoreline integrity and function and public access on Keats Island.

Background 'Phase 1' of the Gambier Island Local Trust Committee (LTC) top-priority project "Keats Island Shoreline Protection Project" involved community consultation to solicit input on policy, regulatory and voluntary stewardship options to address shoreline protection on Keats Island. Phase 2 of this project is strongly aligned with Trust Council direction, provincial policy regarding updating flood protection levels and sea level rise, and First Nations and community interest in ensuring the OCP policies and LUB regulations are updated to allow for continued access to waterfront properties while protecting archaeological resources, sensitive ecosystems and species at risk.

Objectives

Conduct a comprehensive review of and update for OCP policies and LUB regulations to address:

- Sea level rise and flood protection;
- Protection of archaeological resources, sensitive ecosystems and species at risk;
- Consistency with Squamish Nation Marine Use Plan; ITC Regional Conservation Plan; and, Coastal Douglas-fir Ecosystem Protection toolkit.

In Scope

1. Establish a Keats Island Shoreline Protection Working Group.
2. Review and update relevant OCP policies and schedules; LUB setback and flood protection levels; dock regulations; marine zones; flood protection bylaw.
3. Potentially develop a shoreline development permit area.
4. Minor 'housekeeping' bylaw amendments.

Out of Scope

- Green Shores for homes workshop.
- Impact current legal foreshore structures and docks.

Workplan Overview

Deliverable/Milestone	Date
LTC endorses revised Project Charter and Working Group Terms of Reference.	June 2019
Appointments to Working Group.	June 2019
Working Group meetings— referral to review targeted topics.	Summer/Fall 2019
LTC review of working group and staff recommendations. Direction to draft bylaws.	Fall 2019
Legal Review. Draft bylaw(s) presented to LTC for review.	Winter 2019
Community consultation, early referrals of draft bylaw(s).	Winter 2019/Spring 2020
Legislative process for proposed bylaw(s).	Spring 2020
Adoption of proposed bylaw(s) and communication materials.	Summer/Fall 2020

Project Team		Budget		
Planner 2	Project Manager	Budget Source: Keats Island Shoreline Protection Project Phase 2		
Island Planner	Project Support			
Shoreline Protection Working Group	Community/First Nations Representatives	Fiscal	Item	Cost
Islands Trust Senior Intergovernmental Policy Advisory	First Nations Liaison	2018-2019	Expressions of Interest for Working Group.	\$250
GIS Analyst	Mapping Support	2019-2020	Working Group Meetings and Community Consultation Events (incl. facility rental/advertising)	\$2,000
Planning Clerk	Administrative Support	2019-2020	Legal Review	\$3,000
RPM Approval:	LTC Endorsement/Amendments:	2020-2021	Legislative Process (CIM, public hearing, advertising) - (pending budget approval)	\$3,000
Date: January 15, 2019	Date: January 31, 2019			
	Resolution # GM-2019-004		Total	\$8,250