



DATE OF MEETING: October 14, 2021
 TO: Gambier Island Local Trust Committee
 FROM: Marnie Eggen, Island Planner
 Northern Team
 COPY: Heather Kauer, Regional Planning Manager
 SUBJECT: Gambier Island OCP and LUB Targeted Review Project

RECOMMENDATION

- 1. 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.**

REPORT SUMMARY

This purpose of this report is provide the Gambier Local Trust Committee (LTC) with a status update on the project and confirmation of endorsement of the Project Charter.

BACKGROUND

The LTC passed the following resolutions at their July 22, 2021 business meeting:

GM-2021-061

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee amend the Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group Draft Terms of Reference dated July 2021 for a select committee of eight volunteers serving for a term of two years.

CARRIED

GM-2021-062

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request that the Forest Ecosystem Protection Discussion Paper Outline is amended by adding the topic "Cumulative Effects Assessment in Howe Sound".

CARRIED

GM-2021-063

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee endorse the 'Terms of Reference', as amended, dated July 2021, for the 'Gambier Island Official Community Plan and Land Use Bylaw Targeted Review' and request staff to solicit expressions of interest for volunteer members from the following:

- Sḵwxw̓ ú7mesh (Squamish) Nation
- səlí lwətaʔt (Tseil-waututh) Nation
- xwməθkwəyəm (Musqueam) Indian Band
- Gambier Island Conservancy

- e. Gambier Island Community Association
- f. Community members at large.

CARRIED

GM-2021-064

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee include the currently excluded area of Cotton Bay into the new Official Community Plan Land Use Bylaw Targeted Review Project Charter under “Scope”.

CARRIED

Previous staff reports and background information for this project are found on the LTC Projects [webpage](#).

ANALYSIS

Issues and Opportunities

Project Charter

Staff amended the Project Charter in accordance with the July 22, 2021 LTC resolution and it can be found in Attachment 1. Staff note that the LTC didn’t endorse it as amended at that meeting and recommend that the LTC do so as a matter of good process. Additionally, staff have adjusted the Project Charter to better reflect the land use bylaw review element of the project, which was added by the LTC at their May 27th business meeting. The Project Charter with those recommended changes can be found in Attachment 2. Staff are recommending that the LTC endorse the Project Charter dated October 14, 2021, in Attachment 2.

Working Group

Invitations for Expressions of Interest were sent out to the Gambier Island Conservancy, Gambier Island Community Association, and the community at large. Expressions of Interest submissions were received and are included in the In Camera portion of the LTC business meeting for LTC consideration. Following the meeting, selected members will be advised and apprised of next steps.

First Nations

An introductory letter about the project was sent out to Skwxw ́7mesh (Squamish) Nation, səlilwətaɣ̓ł (Tseil-waututh) Nation, and x̣m̄əθk̄w̄əȳə m (Musqueam) Indian Band. The letter included an invitation to collaborate on how to engage with each First Nation on this project, and included invitations to participate on the Working Group, which will be tasked with providing input on the engagement and communications plan for the project.

A staff to staff meeting to discuss the project is currently being organized following a request from Skwxw ́7mesh (Squamish) Nation. Staff are cognisant that their general election was held on September 26, 2021, and expect to meet with them when they have capacity.

Level of Public Consultation

In the May 27, 2021 staff report, staff recommended that the public participation level for this project should be “involve” on the International Association for Public Participation (IAP2) spectrum (Attachment 3). Staff would like to clarify that the highest level of public participation on the spectrum that can reasonably be achieved is “consult:”

Public Participation Goal:

“to obtain public feedback on analysis, alternatives and/or decision.”

Promise to the Public:

“We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.”

Rationale for Recommendation

Staff revised the Project Charter following the LTC’s direction on July 22, 2021 with respect to adding Cotton Bay to the project scope. Staff have also revised the Project Charter to better reflect the land use bylaw review element of the project, added by the LTC at their May 27th business meeting. Staff recommend that the LTC endorse the Project Charter as amended. The recommendation is included on Page 1 of the report.

ALTERNATIVES

Amend the Project Charter

The LTC may want to amend the draft project charter. Implications of making changes to the project charter are the following:

- If the amendments are minor and can be made at the meeting, then the charter can be endorsed as amended.
- If the amendments are major, staff would have to return to a subsequent meeting with an amended charter for endorsement.

Recommended wording for the resolutions is as follows:

That the Gambier Island Local Trust Committee request staff to amend the Gambier Island OCP and LUB Targeted Review Project Charter by [insert requested changes].

That the Gambier Island Local Trust Committee endorse the Gambier Island OCP and LUB Targeted Review Project Charter, dated October 14, 2021 as amended.

NEXT STEPS

Should the LTC endorse the revised Project Charter, staff will update the Project Charter with the endorsement date and post it to the LTC’s Project webpage. Once the consultant is hired, staff will work with the consultant to schedule and organize for the Working Group meetings. Staff continue to develop the discussion papers.

Submitted By:	Marnie Eggen, RPP, MCIP Island Planner	October 5, 2021
Concurrence:	Heather, Kauer, MPA, RPP, MCIP, AICP Regional Planning Manager	Select Date.

ATTACHMENTS

1. Revised Project Charter, dated July 22, 2021, amended but not endorsed
2. Revised Project Charter, dated October 14, 2021 for endorsement
3. IAP2 Spectrum of Public Participation

Gambier Island OCP and LUB Targeted Review Project Charter

Gambier Island Local Trust Committee

Date: July 22, 2021

Purpose: To conduct a review of the Gambier Island Official Community Plan policies pertaining to forest protection, conservation of the Douglas-fir and associated ecosystems, protection of archaeological and cultural sites, shoreline protection and marine designations across the Plan area.

Background: The LTC identified this project as a Top Priority in February 2015. The project was put on hold in 2018 and recommenced in 2021.

Objectives

- Amend the Gambier OCP with regards to:
 - First Nations Perspectives;
 - Archaeological and cultural site protection;
 - Forest Ecosystem Protection;
 - Shoreline Protection;
 - Public docks;
 - Technical amendments.
- Develop the style and structure of the OCP document as an Islands Trust model.

In Scope

- Amendments to the OCP that include:
 - Language and policies that reflect First Nations perspectives;
 - Policy and schedule updates regarding land and marine use designations, including new or amended use designations;
 - Development Permit Areas to protect forests and shorelines;
 - Heritage Conservation Areas to protect archaeological and cultural sites;
 - Advocacy policies;
 - Technical amendments;
 - Developing a pilot model OCP bylaw in terms of style and structure.
- LUB amendments.
- Include Cotton Bay lots that were excluded from OCP Bylaw No. 73.

Out of Scope

- OCP amendments regarding:
 - Economic development;
 - Services for island residents;
 - Private institutional policies;
 - Parks and trails.

Work Plan Overview

Phase 1: Project Initiation	Date
LTC endorses project charter	May 27 2021
Planning research & information gathering (early engagement with First Nations, discussion paper prep, community outreach)	Spring - Summer 2021
Formation of an OCP Working Group & development of Terms of Reference	June - July 2021
Retain a consultant to support engagement plan development	Spring – Summer 2021
Development of discussion papers	Summer - Fall 2021
Analysis of data/mapping for priority setting & develop criteria to identify target areas	July 2021 – Spring 2022
Development of Engagement and Communications Plan	Fall - Winter 2021/2022
Phase 2: Consultation and Bylaw Development	Date
Retain a consultant to provide limited support to the engagement plan implementation	Early 2022
Analysis of data/mapping for priority setting & develop criteria to identify target areas – cont.	July 2021 – Spring 2022
First Nation, stakeholder and public engagement as per Plan	Spring - Fall 2022
Develop draft bylaws	Summer - Fall 2022
Phase 3: Legislative Process and Implementation	Date
First Nation, stakeholder and public engagement as per Plan – cont.	2022 - 2023
Bylaw readings, public hearing, approvals, adoption	2022 - 2023
Bylaw consolidation, post bylaw adoption communications	2023

Project Team	
Island Planner	Project Manager
Regional Planning Manager	Project Sponsor
Island Planner/Planner 2	Planning & technical support (limited)
Senior Intergovernmental Policy Advisor	First Nation liaison support
GIS Technician	Mapping support
TAS Program Coordinator/Communications	TAS coordination/Communications support (limited availability)
ITC Ecosystem Specialist	Protection/conservation planning support (limited availability)
Senior Freshwater Specialist	Watershed ecology support (limited availability)
Consultant(s)	Public engagement support, potentially mapping/data development
OAA, PTA, LC	Admin support
RPM Approval: Heather Kauer Date: 2021-07-13	LTC Endorsement: Resolution #: GM-021-038 Date: 2021-05-27

Budget		
Budget Sources:		
2021-22: GM LTC OCP: \$4,000.00; RPC OCP: \$8,500.00; First Nations: \$2000.00*		
2022-23: GM LTC OCP: \$15,000*; First Nations: \$2000.00*		
2023-24: GM LTC OCP: \$10,000*; First Nations: \$2000.00* *pending		
Fiscal	Item	Cost
2021-2022	Phase 1: Project Initiation	
	• First Nation engagement	2,000.00
	• Development of Engagement & Communications Plan	6,000.00
2021-2022	• Analysis of data and mapping for priority setting & developing criteria to identify target areas	3,000.00
	Phase 2: Consultation and Bylaw Development	
	• Undertake Engagement & Communications Plan	12,000.00
2022-2023	• Analysis of data and mapping for priority setting & developing criteria to identify target areas	2,000.00
	• First Nation engagement	2,000.00
	Phase 3: Legislative Process	
2022-2023	• Engagement, referrals	5,000.00
	• Legal review	3,000.00
	• In-person public hearing	3,000.00
	• Bylaw amendment communications	2,000.00
	Total	40,000.00

Gambier Island OCP and LUB Targeted Review Project Charter

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RPM Approval: <i>Heather Kauer</i> Date: 2021-07-13	LTC Endorsement: Resolution #: GM-021-038; GM-021-064 Date: 2021-05-27;

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	• In-person public hearing	3,000.00
	• Bylaw amendment communications	2,000.00
	Total	40,000.00

IAP2 spectrum

developed by the international association for public participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.