



File No.: GM-6500-20 (Gambier Island
OCP LUB Review)

DATE OF MEETING: March 31, 2022
 TO: Gambier Island Local Trust Committee
 FROM: Marlis McCargar, Island Planner
 Northern Team
 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 to seek endorsement of the revised Project Charter.

BACKGROUND

The LTC passed the following resolution at their November 18, 2021 business meeting:

GM-2021-099

It was **MOVED** and **SECONDED**

that the Gambier Island Local Trust Committee request staff to consider convening with Gambier Island Official Community Plan and Land Use Bylaw Targeted Review Project Working Group members for an orientation workshop prior to February 3, 2022, the next Gambier Local Trust Committee meeting.

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 to better reflect the project timeline and budget. The Project Charter with recommended changes can be found in Attachment 1. Staff are recommending that the LTC endorse the Project Charter dated March 31, 2022.

Working Group

The Working Group (WG) encompasses part-time and full-time residents of Gambier Island. The WG will have a hands-on role in creating and implementing engagement activities in the community under the direction of the LTC and coordinated by Islands Trust staff and a consultant. The WG will facilitate discussions and host/participate in community events, review discussion papers prepared by Islands Trust staff and provide the LTC with recommendations on the draft bylaws.

The WG has had two meetings. The first was an orientation workshop held on January 24, 2022 over zoom. The purpose of the orientation was to introduce the WG members to staff and each other, familiarise the WG with the project and provide project context. During this orientation staff provided an overview of Official Community Plans, Land Use Bylaws and the review processes. This included a high level overview explaining OCPs and LUBs.

The second WG meeting took place over zoom on March 7, 2022. During this meeting, Trustee Stamford provided a brief history of the project and process to date. Staff reviewed the project focus and discussed the four targeted review areas in greater detail. Staff worked with the WG to begin developing a framework for engaging with the Gambier community on this project. The WG helped to identify engagement tools, the interested and affected parties and key meeting locations on Gambier. Once a consultant is retained, it will be used as the basis to begin engagement implementation.

The next WG meeting will take place in late Spring, after a consultant has been hired to implement the Engagement Framework.

First Nations

An introductory letter about the project was sent out to Skwxwú7mesh (Squamish) Nation, səliwətaʔt (Tseil-waututh) Nation, and xʷməθkʷəy̓əm (Musqueam) Indian Band. The letter included an invitation to collaborate on the project during this early stage. It also asked how each First Nation would like to be engaged on this project, and included invitations to participate on the Working Group.

A staff-to-staff meeting to discuss the project is currently being organized following a request from Skwxwú7mesh (Squamish) Nation. Staff are cognisant that their general election was held in Fall 2021, a new interim CAO was hired in late February 2022 and expect to meet with them when they have capacity.

Project Progress

In addition to proceeding with early engagement with First Nations and engaging with the Working Group, staff are undertaking the following:

- Developing an Engagement Framework to guide community consultation.
- Proceeding with the process to retain a consultant to support the implementation of the Engagement Framework.
- Developing three discussion papers:
 - Archaeological and Cultural Heritage Protection;
 - Shoreline Protection and Ensuring Access to Public Docks; and
 - Forest Ecosystem Protection.
- Reviewing internal and external resources/data/mapping for each of the targeted topic areas.

Rationale for Recommendation

Staff revised the Project Charter to better reflect the current project timeline. 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].

NEXT STEPS

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

Submitted By:	Marlis McCargar, Island Planner	March 17, 2022
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	March 23, 2022

ATTACHMENTS

1. Project Charter

Gambier Island OCP and LUB Targeted Review Project Charter

Gambier Island Local Trust Committee

Date: March 31, 2022

Purpose: To conduct a review of the Gambier Island Official Community Plan policies and Land Use regulations 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 & LUB 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 and LUB 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.
- Include Cotton Bay lots that were excluded from OCP Bylaw No. 73.

Out of Scope

- OCP and LUB 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 a project Working Group & development of Terms of Reference	June - July 2021
Analysis of data/mapping for priority setting & develop criteria to identify target areas (UBC team)	Summer - Fall 2021
Development of discussion paper templates	Fall 2021
Development of a community mapping tool	Winter 2022
Development of Engagement and Communications Framework	Winter 2022
Phase 2: Consultation and Bylaw Development	Date
Retain a consultant to provide limited support to help build the engagement plan and plan implementation	Spring 2022
Development of discussion papers	Spring - Summer 2022
Analysis of data/mapping for priority setting & develop criteria to identify target areas – cont.	Spring - Summer 2022
First Nation, key interested and affected parties, and public engagement as per Plan	Spring - Winter 2022/23
Develop draft bylaws	Winter 2022 - 2023
Phase 3: Legislative Process and Implementation	Date
First Nation, key interested and affected parties and public engagement as per Plan – cont.	2022 - 2023
Bylaw readings, public hearing, approvals, adoption	2022 - 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: <i>Heather Kauer</i> Date: 2021-05-18; 2021-10-05	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 <ul style="list-style-type: none"> • First Nation engagement • Development of Engagement & Communications Framework • Analysis of data and mapping for priority setting & developing criteria to identify target areas 	2,000.00 6,000.00 3,000.00
2022-2023	Phase 2: Consultation and Bylaw Development <ul style="list-style-type: none"> • Undertake Engagement & Communications Plan • Analysis of data and mapping for priority setting & developing criteria to identify target areas • First Nation engagement 	12,000.00 2,000.00 2,000.00
2022-2023 2023-2024	Phase 3: Legislative Process <ul style="list-style-type: none"> • Engagement, referrals • Legal review • In-person public hearing • Bylaw amendment communications 	5,000.00 3,000.00 3,000.00 2,000.00
Total		40,000.00