



# DenmanIsland Local Trust Committee

## Special Meeting Agenda

Date: January 17, 2023  
Time: 3:00 pm  
Location: Electronic Meeting

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Pages

1. **CALL TO ORDER** 3:00 PM - 4:30 PM  

“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”
2. **APPROVAL OF AGENDA**
3. **BUSINESS ITEMS**
  - 3.1 **2023 Regular Business Schedule - for adoption** 2 - 3
  - 3.2 **DE-RZ-2021.1 (Denman Housing Association (Denman Green)) - Local Trust Committee to consideration whether they wish to receive new information, post public hearing**
4. **ADJOURNMENT** 4:30 PM - 4:30 PM



File No.: 3026-10 (LTC General – Meeting Logistics)

DATE OF MEETING: January 17, 2023

TO: Denman Island Local Trust Committee

FROM: Sonja Zupanec, RPP, MCIP  
Northern Team

SUBJECT: 2023 Local Trust Committee Meeting Schedule

## RECOMMENDATION

1. That the Denman Island Local Trust Committee schedule its regular business meetings on the following dates in 2023: April 4, June 6, July 25, October 3 and November 14.

## DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2023. The LTC adopted the first meeting date February 7, 2023, by Resolution Without Meeting (RWM) and the remaining tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Islands Trust Conservancy, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

If alternative dates are proposed, LTCs should avoid scheduling meetings on dates which may conflict with other planned meetings or events. Key dates are noted for reference in Attachment 1. Meeting details will be advertised in accordance with legislated notification requirements.

The LTC also has the option of designating which of the dates listed above are anticipated to be electronic vs. in-person. This would allow staff to plan further in advance for accommodating the logistics of each meeting. The alternative is that the format of each meeting is chosen at the end of each previous meeting. If the LTC chooses the latter, staff will book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only.

Submitted By:	Sonja Zupanec, RPP, MCIP	January 5, 2023
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## ATTACHMENT

1. Tentative 2023 Northern Local Trust Committee Meeting Schedule

**ATTACHMENT 1 – TENTATIVE 2023 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE**

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	-	January 26	January 31**	January 20	January 23	-	-
	February 7	February 23	-	-	-	February 28	-
	-	March 30	March 14	March 24	March 20	-	-
	April 4	-	-	-	-	April 25	April 19
	-	May 11	-	May 5	May 8	-	-
	June 6	June 8	June 20	June 16	-	-	-
	July 25	July 20	-	-	July 26*	July 4	-
	-	-	August 29	-	-	-	-
	-	September 14	-	September 8	-	September 5	-
	October 3	October 26	October 17	-	October 2	-	October 4
	November 14	November 30	November 21	November 3	-	November 7	-
	-	-	-	-	December 11	-	-
<b>Total</b>	6	9	6	6	6	5	2
<b>Start Time -In Person</b>	12:30 pm	10:30 am	10:30 am	11:30 am	11:00 am	9:30 am	10:30 am
<b>Location if in person</b>	Denman Activity Centre	Gabriola Arts & Heritage Ctr/ The Haven	<i>John Braithwaite, or Keats Is./ Gambier Is.</i>	Room to Grow	Judith Fisher Centre	Thetis Community Centre	Electronic

\*not the usual day of the week

\*\*10am start

**Key Dates**

Stat Holidays	Jan 2; Feb 20; Apr 7, 10; May 22; Jun 21, Jul 3; Aug 7; Sep 4; Oct 9; Nov 13; Dec 25,26
Trust Council	Mar 7-9, Jun 27-29, Sep 26-28, Dec 5-7
Executive Committee	Jan 11, Feb 13 & 22, Mar 7 & 22, Apr 12, May 3 & 24, Jun 14 & 27, Jul 12, Aug 2 & 23, Sep 13 & 26, Oct 11, Nov 1 & 22, Dec 5 & 20
Financial Planning Committee	Jan 18, Feb 14, May 31, Aug 30, Oct 18, Nov 8
Islands Trust Conservancy	Jan 24, Mar 14, May 30, Jul 18, Oct 3, Nov 21
Trust Programs Committee	Jan 9, Feb 6, Apr 3, May 15, Aug 28, Nov 6
Regional Planning Committee	Jan 17, Feb 1, May 17, Sep 6, Nov 15
AVICC Conference	April 14-17
LGLA Elected Officials	February 15-18
UBCM Conference	Sept. 18-23