



Executive Committee

Agenda

Date: Wednesday, April 11, 2018
Time: 8:45 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
2.2.1 Agenda Context Notes	4 - 4
3. ADOPTION OF MINUTES	
3.1 February 28, 2018	5 - 13
3.2 March 13, 2018	14 - 16
4. FOLLOW UP ACTION LIST AND UPDATES	
4.1 Follow Up Action List	17 - 21
4.2 Director/CAO Updates	
4.3 Local Trust Committee Chair Updates	
5. BYLAWS FOR APPROVAL CONSIDERATION	
5.1 Galiano Island Local Trust Committee Bylaws 262 and 263	22 - 54
that the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 262, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2017", in accordance with Section 27 of the <i>Islands Trust Act</i> .	
that the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 263, cited as "Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017", in accordance with Section 27 of the <i>Islands Trust Act</i> .	
5.2 Mayne Island Local Trust Committee Bylaw No. 171	55 - 78
that the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 171 cited as, "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2017" in accordance with Section 27 of the <i>Islands Trust Act</i> .	

5.3	Mayne Island Local Trust Committee Bylaw No. 172	79 - 92
	that the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 172 cited as, "Mayne Island Land Use Bylaw 146, 2008, Amendment No. 1, 2017" in accordance with Section 27 of the Islands Trust Act.	
5.4	Gabriola Island Local Trust Committee Bylaw No. 293	93 - 111
	that the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 293, cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2017", in accordance with Section 27 of the <i>Islands Trust Act</i> .	
5.5	Salt Spring Island Local Trust Committee Bylaw No. 509	112 - 126
	that the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 509, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 7, 2017" in accordance with Section 27 of the <i>Islands Trust Act</i> .	
5.6	Bowen Island Municipality Bylaw No. 455	127 - 138
	that the Executive Committee advise Bowen Island Municipality that Bylaw No. 455 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 455, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.	
6.	TRUST COUNCIL MEETING PREPARATION	
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7.	EXECUTIVE COMMITTEE PROJECTS	
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7.2	Executive Committee Initiated	
8.	NEW BUSINESS	
8.1	Trust Area Services	
	8.1.1 LTC Chairs Report on Local Advocacy Topics	
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	8.1.4 AVICC meeting with Minister Sims - see context note	
	8.1.5 Chair letter with San Juan County re Rescue Tug - see context note	
	8.1.6 Trustee Tony Law re Herring meeting with DFO	165 - 165

8.1.7	Film Review	
8.2	Local Planning Services	
8.2.1	Request of EC re BC Farm Industry Review Board Code of Practice for aquaculture operators (Denman LTC)	166 - 166
8.2.2	Request to EC to consider changing the general LTC meeting agenda format (Thetis LTC)	167 - 167
8.2.3	South Pender Historical Society Funding Request - RFD	168 - 175
8.3	Administrative Services	
8.4	Executive/Trust Council	
8.4.1	Revised 2018 Executive Committee Meeting Schedule - see context note	176 - 176
9.	CLOSED MEETING (if applicable)	
	That the meeting be closed to the public subject to Sections 90(1)(i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.	
10.	RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)	
11.	CORRESPONDENCE (for information unless raised for action)	
11.1	Piers Island Improvement District re SSIWPA	177 - 180
11.2	Office of the Ombudsperson re Quarterly Report Oct-Dec 2017	181 - 188
11.3	UBCM re 2017 resolution on polystyrene foam pollution	189 - 190
12.	WORK PROGRAM	
12.1	Review and amendment of current work program	191 - 192
13.	NEXT MEETING	
14.	ADJOURNMENT	

Revised: April 6, 2018

Agenda No.	From	Context Notes
8.1.3	DTAS	Section 3.2 of Policy 6.12.ii. UBCM/AVICC Membership and Resolutions states: <i>Each year, staff will place the annual AVICC or UBCM resolution publication on the next Executive Committee agenda. The Executive Committee may seek staff advice for Executive Committee members who will attend the convention about whether specific resolutions are consistent with past or current Trust Council positions, and/or relevant to the jurisdiction and object of the Islands Trust.</i> <i>Rather than providing the 81 page package again, it is provided here through hyperlink: http://avicc.ca/wp-content/uploads/2018/03/0-2018-Annual-Report-and-Resolutions-Package.pdf</i>
8.1.4	DTAS	A 30 minute meeting has been scheduled for Friday, April 13 2018 at 11 am (tentative) with Minister of Citizens' Services, Jinny Sims at the AVICC Conference to discuss items such as Connectivity, Procurement and FOI or any items of concern that Island Trust would like to discuss that fall within Minister Sims Ministry responsibilities. It is recommended that the Islands Trust discuss the ongoing Connecting Canadians project and how it affects the Islands Trust area.
8.1.5	DTAS	In December 2017 Trust Council asked the Executive Committee to consider a joint letter with San Juan County asking Transport Canada to provide a stand-by rescue tug in Sidney that could be available at Turn Point. Staff delayed providing advice about this letter until Clear Sea's produced their West Coast rescue tug report and Transport Canada discussed rescue tugs at the Ocean Protection Plan engagement session. Staff will recommend at the meeting that Executive Committee request the Chair to send a joint letter with San Juan County asking Transport Canada to provide a stand-by rescue tug in Sidney that could be available at Turn Point.
8.4.1	CAO	Attached is an amended EC schedule for 2018 that now includes some suggested alternative locations to the Victoria Office. Also, there are some issues to address, including, 1) a large gap in May - June between EC meetings in advance of TC which may not be advisable, and 2) challenges associated with the Jan 2 meeting in advance of Jan 16 TC, such that EC agendas are being prepared during the XMAS holiday break. It is recommended that EC review the attached schedule, which includes staff notes and prepares to discuss during the April 11 meeting.
11		In accordance with the EC's policy (2.4.vi), correspondence items are for information only, unless raised for action by a member of the EC. In some instances, correspondence to others is included, if it relates to the Executive Committee's business.
12.1		The EC work program is amended before each meeting with suggested priorities proposed by staff. By resolution, the EC can provide direction regarding new items or the order of priorities.



Executive Committee Minutes of Regular Meeting

Date: February 28, 2018

Location: Victoria Boardroom

Members Present: Peter Luckham, Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair
Laura Busheikin, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Julia Mobb, Director of Administrative Services
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Carmen Thiel, Legislative Services Manager & Corporate Secretary
Jas Chonk, Legislative Services Clerk
Lori Foster, Planning Team Assistant (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:47 a.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add new correspondence:

11.13 Chief Thomas re: anchorages

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 February 7, 2018

By General Consent, the Minutes of the February 7, 2018 Executive Committee Meeting were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff provided updates on outstanding items in the Follow Up Action List.

EC-2018-023

It was MOVED and SECONDED,

that the Executive Committee request staff provide a report on the Connected Coast broadband project initiated by the Strathcona Regional District and Citywest.

CARRIED

4.2 Director/CAO Updates

Directors provided updates on their follow up action list items and current activities.

4.3 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

5. BYLAWS FOR APPROVAL CONSIDERATION

**5.1 Denman Island LTC Bylaw No. 227 (Meeting Procedure Amendment)
EC-2018-024**

It was MOVED and SECONDED,

that the Executive Committee approve Denman Island Local Trust Committee Bylaw No. 227, cited as "Denman Island Local Trust Committee Meeting Procedure Bylaw No. 163, 2004, Amendment No. 2, 2017", under Section 27 of the *Islands Trust Act*.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 March Trust Council Schedule

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.2 March Trust Council Regular Agenda

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.3 Follow Up Action List

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.4 Chief Administrative Officer's Report

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.5 Executive Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.6 Continuous Learning Plan

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.7 Legislative Amendments Open Space Analysis – RFD

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.8 Strategic Plan Update

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.9 Draft June 2018 Trust Council Schedule

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.10 Priorities Chart

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.11 Revisions to Trust Council Policies 2.3.1 and 2.4.2 to Reflect Change in Trustees' Term of Office

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.12 Amendments to Islands Trust Election Procedures Bylaw No. 124 to Update Legislative References

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.13 Community Presentation - Salt Spring Island Conservancy

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.14 Community Presentation - Salt Spring Island Affordable Housing

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.15 Delegation Requests

By General Consent the Executive Committee requests staff advise delegates that 10 minutes will be allotted for presentation.

6.1.15.1

Transition Salt Spring Community Action Group re Climate Change

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.15.2

Michael Sketch re Local Planning Services advice to Islands Trust Decision Makers and the Agricultural Land Commission

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2 Trust Area Services

6.2.1 Director of Trust Area Services Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.2 Trust Programs Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.3 Trust Fund Board Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.4 Regional Conservation Plan (2018-2027) – RFD

Discussion to remove review of Official Community Plans (OCP's) and to the extent to which OCP's address directive policies related to ecosystem protection.

EC-2018-025

It was MOVED and SECONDED,

that the Executive Committee request staff bring back a revised Request for Decision regarding the Regional Conservation Plan for approval by Resolution without Meeting as discussed.

CARRIED

The meeting recessed at 10:26 a.m. and resumed at 10:53 a.m.

6.3 Local Planning Services

6.3.1 Director of Local Planning Services Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.2 Local Planning Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.3 Adapting to Climate Change Session Outline

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.4 Bylaw Enforcement – Briefing

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.5 Bylaw Enforcement Notice Dispute Adjudication Services – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.6 Amendment to Application Fee Bylaws for First Nation Engagement – RFD

By General Consent, this item was forwarded to the March Trust Council as amended.

6.3.7 History, Heritage and Conservation Grants in-aid – RFD

EC-2018-026

It was MOVED and SECONDED,

that the Executive Committee request staff remove item 3.4 from the draft policy History, Heritage and Conservation Grants In-Aid policy.

CARRIED

By General Consent, this item was forwarded to the March Trust Council as amended.

6.4 Administrative Services

6.4.1 Director of Administrative Services Report

By General Consent, this item was forwarded to the March Trust Council as amended.

6.4.2 Financial Planning Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.4.3 Quarterly Financial Report – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.4.4 Financial Forecast – Briefing

By General Consent, this item was forwarded to the March Trust Council as presented.

6.4.5 Financial Plan Bylaw No. 172 – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.4.6 Revenue Anticipation Bylaw No. 173 – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5 2018/19 Budget Session

6.5.1 Budget Session Outline

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.2 Budget Overview

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.3 Changes to the Budget since December Trust Council – Briefing

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.4 Budget Assumptions and Principles

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.5 Budget Detail

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.6 Project Requests

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.6.1 Summary of all Project Requests

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.6.2 Salt Spring LTC Special Property Tax Requisition – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.7 Public Consultation

By General Consent, this item was forwarded to the March Trust Council as presented.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

No discussion.

7.2 Executive Committee Initiated

No discussion.

8. NEW BUSINESS

The next meeting of the Executive Committee will be March 13, 2018.

8.1 Trust Area Services

**8.1.1 LTC Chairs Report on Local Advocacy Topics
EC-2018-027**

It was MOVED and SECONDED,
that the Executive Committee request staff review the agenda policy for the local trust committees and bring a report back to the Executive Committee.

CARRIED

**8.1.2 Minister's Advisory Committee on Revitalizing the ALR and ALC
EC-2018-028**

It was MOVED and SECONDED,
that the Executive Committee request Chair Luckham write to the Minister's Advisory Committee on Revitalizing the Agricultural Land Reserve and the Agricultural Land Commission; this letter could include the themes raised in Vice-Chair Gram's draft submission and Trust Fund Board Chair Tony Law's submission.

CARRIED

**8.1.3 Chair letter re upcoming consultation on effective spill management
EC-2018-029**

It was MOVED and SECONDED,
that the Executive Committee request Chair Luckham write to the Minister of Environment and provide comments to the upcoming consultation on effective spill management.

CARRIED

8.2 Local Planning Services

8.2.1 Application for EC Sponsorship – NP-RZ-2016.4 Pender Island Community Services Society (PICSS) EC-2018-030

It was MOVED and SECONDED,

that the Executive Committee financially sponsor the application for rezoning NP-RZ-2016.4 (PICSS) which would amend the North Pender Land Use Bylaw No. 103, 1996 and the North Pender Official Community Plan Bylaw No. 171, 2007 to allow for the development of a new location of the Pender Island Nu to Yu store (\$5500).

CARRIED

8.2.2 Rezoning application fee sponsorship request from Dragonfly Commons Society on Salt Spring Island EC-2018-031

It was MOVED and SECONDED,

that the Executive Committee financially sponsor the Dragonfly Commons Society application fee to re-designate and rezone a property located at 221 Drake Road to facilitate the development of a 30 unit affordable housing project (\$5500).

CARRIED

8.3 Administrative Services

None

8.4 Executive/Trust Council

8.4.1 2018 AVICC Convention Registration EC-2018-032

It was MOVED and SECONDED,

that Trust Council be represented by Chair Luckham and Vice-Chair Busheikin at the Association of Vancouver Island and Coastal Communities 2018 convention.

CARRIED

9. CLOSED MEETING EC-2018-033

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 11:34 a.m. and reconvened in open meeting at 11:48 a.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

No report.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Minister of Fisheries and Oceans re Geoduck Mgmt Framework

Received for information.

11.2 Minister of Transportation and Infrastructure re UBCM mtg

Received for information.

11.3 MP Pamela Goldsmith-Jones re Integrated Geoduck Mgmt

Received for information.

11.4 Edina Johnston re Concern about LTC authorizing violation of the Fisheries Act

By General Consent, the Executive Committee directs staff to forward to this letter to the Denman Island Local Trust Committee and notify the writer.

11.5 Transport Canada re Interim Anchorages Protocol

Received for information.

11.6 Transport Canada re Invitation to Oceans Protection Plan South Coast Dialogue Forum EC-2018-034

It was MOVED and SECONDED,

that the Executive Committee endorse the attendance of Chair Luckham and Trust Area Services Director Frater at the Oceans Protection Plan Forum.

CARRIED

11.7 David Ellis re Herring

Received for information.

11.8 The David Suzuki Foundation re April 10 Howe Sound Marine Conservation Science Workshop

By General Consent, the Executive Committee directs staff to forward this letter to the Gambier Island Local Trust Committee.

EC-2018-035

It was MOVED and SECONDED,

that the Executive Committee authorize attendance by a member of the Gambier Island Local Trust Committee to the April 10, 2018 Howe Sound Marine Conservation Science Workshop.

CARRIED

11.9 Hornby Island Conservancy re March 10 HerringFest

Received for information.

11.10 Stewart Brands re Islands Trust Tagline

By General Consent, staff were directed to thank the writer for his letter.

Received for information.

11.11 David Rapport re 2018-19 Budget

Received for information.

11.12 MP Pamela Goldsmith-Jones re New Abandoned Boats Program Deadline March 15

Received for information.

11.13 Chief Thomas re Anchorages

Received for information.

12. WORK PROGRAM

- 12.1 Review and amendment of current work program**
Received for information.

13. NEXT MEETING - March 13, 2018 on Salt Spring Island

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 12:05 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder



Executive Committee Minutes of Regular Meeting

Date: March 13, 2018
Location: Harbour House Hotel
121 Upper Ganges Road, Salt Spring Island, BC

Members Present: Peter Luckham, Chair
George Grams, Vice-Chair
Susan Morrison, Vice-Chair
Laura Busheikin, Vice-Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Julia Mobbs, Director Administrative Services
David Marlor, Director Local Planning Services
Clare Frater, Director, Trust Area Services
Carmen Thiel, Legislative Services Manager
Lori Foster, Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order in the front reception of the hotel at 12:05 p.m. and acknowledged the meeting was being held in the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add to item 8:

- 8.1 Goldsmith-Jones
- 8.2 Chamber Shipping
- 8.3 Gulf Islands Alliance budget suggestion

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

3. BYLAWS FOR APPROVAL CONSIDERATION

3.1 Bowen Island Municipality Bylaw No. 432 (OCP) and Bylaw No. 433 (LUB)

Director of Local Planning Services (DLPS) Marlor reviewed the report.

EC-2018-036

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 432, cited as "Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010 Amendment Bylaw No. 432, 2017" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

EC-2018-037

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 433 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 433, 2017" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

4. TRUST COUNCIL MEETING PREPARATION

None.

5. NEW BUSINESS

None.

6. CLOSED MEETING

EC-2018-038

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(f) and (i) of the Community Charter in order to consider matters related to bylaw enforcement affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 12:15 p.m. and moved to a private room.

7. RISE AND REPORT DECISIONS FROM CLOSED MEETING

None.

By General Consent, the meeting reconvened in open session at 12:25 p.m.

8. CORRESPONDENCE (for information unless raised for action)

8.1 Goldsmith-Jones

Received for information.

8.2 Chamber Shipping

Received for information.

8.3 Gulf Islands Alliance budget suggestion

Received for information.

9. NEXT MEETING

The next meeting of the Executive Committee will be held April 11, 2018 at the Victoria office.

10. ADJOURNMENT

By General Consent, the meeting was adjourned at 12:30 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Activity	Responsibility	Target Date	Status
16-Aug-2017	Explore what changes are needed and provide advice about amendments to Policy 2.2.1 (RFDs).	Russ Hotsenpiller	05-Sep-2018	On Going
12-Sep-2017	Discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Russ Hotsenpiller	05-Dec-2017	On Going
12-Sep-2017	Initiate a review of current Council Committees in terms of mandate, organization, resourcing and function and consider the advisability of other or additional committees to best carry forward the work of the Islands Trust.	Russ Hotsenpiller Clare Frater David Marlor	05-Dec-2017	On Going
07-Feb-2018	that the Executive Committee requests staff to put together a summary of the special Trust Programs Committee working group's progress looking at service integration.	Russ Hotsenpiller Clare Frater	28-Feb-2018	On Going
28-Feb-2018	that the Executive Committee request staff provide a report on the Connected Coast broadband project initiated by the Strathcona Regional District and Citywest.	Russ Hotsenpiller	11-Apr-2018	On Going

Director, Administrative Services

Activity	Activity	Responsibility	Target Date	Status
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Follow Up Action Report

13-Mar-2018	From March 2018 Trust Council meeting - that Trust Council request Executive Committee to bring back to council a report on options for Islands Trust to increase focus on climate change mitigation within its current budget.	Julia Mobbs	09-May-2018	On Going
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Director, Local Planning Services

Activity	Activity	Responsibility	Target Date	Status
07-Feb-2018	that the Executive Committee request staff to bring the briefing back in three months to Executive Committee on rural status for islands in Capital Regional District.	David Marlor	09-May-2018	On Going
07-Feb-2018	that staff forward the report on approval processes for water supply systems on Salt Spring Island to local trust committees and Bowen Island Municipality.	David Marlor	28-Feb-2018	Done
28-Feb-2018	Director of LPS to notify appropriate LPS staff of approval of Denman Bylaw 227.	David Marlor	01-Mar-2018	Done
28-Feb-2018	that the Executive Committee request staff remove item 3.4 from the draft policy History, Heritage and Conservation Grants In-Aid policy.	David Marlor	02-Mar-2018	Done
28-Feb-2018	that the Executive Committee request staff review the agenda policy for the local trust committees and bring a report back to the Executive Committee.	David Marlor	11-Apr-2018	On Going
28-Feb-2018	that the Executive Committee financially sponsor the application for rezoning NP-RZ-2016.4 (PICSS) which would amend the North Pender Land Use Bylaw No. 103, 1996 and the North Pender Official Community Plan Bylaw No. 171, 2007 to allow for the development of a new location of the Pender Island Nu to Yu store (\$5500).	David Marlor	02-Mar-2018	Done

Follow Up Action Report

28-Feb-2018	that the Executive Committee financially sponsor the Dragonfly Commons Society application fee to re-designate and rezone a property located at 221 Drake Road to facilitate the development of a 30 unit affordable housing project (\$5500).	David Marlor	02-Mar-2018	Done
28-Feb-2018	that the Executive Committee authorize attendance by a member of the Gambier Island Local Trust Committee to the April 10, 2018 Howe Sound Marine Conservation Science Workshop.	David Marlor	02-Mar-2018	Done
13-Mar-2018	Director of LPS to notify appropriate LPS staff of approval of BIM bylaws 432 and 433.	David Marlor	14-Mar-2018	Done
13-Mar-2018	From March 2018 Trust Council meeting - that the Executive Committee provide recommendations to Trust Council on means to address compensation for First Nations site visits to the June Trust Council meeting.	David Marlor	09-May-2018	On Going

Director, Trust Area Services

Activity	Activity	Responsibility	Target Date	Status
21-Jun-2017	With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Introduction, Part I, Part II and Schedule 1.	Clare Frater	31-Oct-2018	On Going
19-Jul-2017	Supporting regional applications for abandoned boats funding - RFD 1) Research which organizations or government agencies plan to apply for funding to remove abandoned boats through the Transport Canada Abandoned Boats program. 2) Prepare a brief summary of powers and responsibilities of various agencies with regard to issues relating to abandoned vessels, barges and docks and boat licensing.	Clare Frater Karen Hurley	16-Aug-2017	On Going

**Follow Up Action Report**

13-Sep-2016	Explore the potential for expanding its advocacy role to other levels of government for increased funding for affordable housing in the Islands Trust Area.	Clare Frater		On Going
30-Aug-2017	Develop an inventory of abandoned boats, barges and docks for the Islands Trust Area.	Clare Frater	08-Nov-2017	Done
05-Dec-2017	that the Executive Committee request Trust Area Services to report on the merits and options for advocacy on behalf of First Nations with regard to issues surrounding Order in Council 467 and 406 and the apparent limitations on First Nations right and title.	Clare Frater	27-Feb-2018	On Going
05-Dec-2017	that Trust Council ask the Executive Committee to consider a joint letter with San Juan County asking Transport Canada to provide a stand-by rescue tug in Sidney that could be available at Turn Point.	Clare Frater	17-Jan-2018	On Going
28-Feb-2018	that the Executive Committee request staff bring back a revised Request for Decision regarding the Regional Conservation Plan for approval by Resolution without Meeting as discussed.	Clare Frater Jas Chonk	02-Mar-2018	Done
28-Feb-2018	that the Executive Committee request Chair Luckham write to the Minister Advisory Committee on Revitalizing the Agricultural Land Reserve and the Agricultural Land Commission; this letter could include the themes raised in Vice-Chair Gram draft submission and Trust Fund Board Chair Tony Law submission.	Clare Frater David Marlor	11-Apr-2018	On Going
28-Feb-2018	that the Executive Committee request Chair Luckham write to the Minister of Environment and provide comments to the upcoming consultation on effective spill management.	Clare Frater Karen Hurley	11-Apr-2018	On Going
28-Feb-2018	that the Executive Committee endorse the attendance of Chair Luckham and Trust Area Services Director Frater at the Oceans Protection Plan Forum.	Clare Frater	20-Mar-2018	Done

Follow Up Action Report

Legislative Services Clerk

Activity	Activity	Responsibility	Target Date	Status
07-Feb-2018	Staff to bring Executive Committee 2018 meeting schedule to April 11, 2018 meeting with potential locations to hold meetings in Northern and Salt Spring offices and also to add Ballenas Winchelsea Local Trust Committee meetings to the schedule.	Jas Chonk Lori Foster	11-Apr-2018	Done

Legislative Services Manager

Activity	Activity	Responsibility	Target Date	Status
15-Feb-2017	Amend Policy 2.2.ii and Policy 7.4.2 to require advance submission of speaker/delegation material intended for presentations at a Trust Council or Council Committee meeting so that all policies are consistent.	Carmen Thiel Clare Frater Emma Restall	16-Mar-2018	On Going

Planning Team Assistant

Activity	Activity	Responsibility	Target Date	Status
28-Feb-2018	that Trust Council be represented by Chair Luckham and Vice-Chair Busheikin at the Association of Vancouver Island and Coastal Communities 2018 convention.	Lori Foster	02-Mar-2018	Done



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: GL-RZ-2016.2 (Galiano
Conservancy Association) Bylaw
Nos. 262 and 263

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Rob Milne, Island Planner
SUBJECT: Galiano Island Local Trust Committee – Bylaws 262 and 263 – Galiano Conservancy Association

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 262, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2017”, in accordance with Section 27 of the *Islands Trust Act*.**
2. **THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 263, cited as “Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017”, in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

The Galiano Island Local Trust Committee has referred Bylaw Nos. 262 and 263 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaws as it they are not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

There are no organisational implications of the recommendations.

Financial

There are no financial implications of the recommendations.

Policy

There are no Policy implications of the recommendations

Implementation/Communications

Communication to **Galiano Island Local Trust Committee** regarding the Executive Committee decision by **March 1, 2018**.

Other

There are no other implications of the recommendations.

PURPOSE

Galiano Island Local Trust Committee Bylaw Nos. 262 and 263 are intended to make the changes necessary to the Galiano Island Official Community Plan and Land Use Bylaws to allow the development of a facility whose purpose is to deliver programs and experiences focussed upon environmental education and nature protection. Approval of the bylaws will allow for the development and implementation of the facilities and infrastructure necessary to realize the Conservancy's 2013 Galiano Learning Centre Management Plan.

Bylaw 262 – Official Community Plan Amendment

The purpose of Galiano Island Local Trust Committee Bylaw No. 262, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2017" (Attachment 6) is to amend the Galiano Island Official Community Plan to redesignate the Rural (R) portion of the subject property to a new Environmental Education and Nature Protection (EE/NP) designation under Part 4, "Community Facilities and Utilities", and the foreshore Marine (M) designation to a Marine Protection (MP) designation.

Bylaw 263 – Land Use Bylaw Amendment

The purpose of Galiano Island Local Trust Committee Bylaw No. 263, cited as "Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017" is to amend the Galiano Island Land Use Bylaw to rezone the portion of the subject property which is currently zoned Rural 2 (R2) to an Environmental Education and Nature Protection (EE/NP) zone, a new variant of the Community Facilities zone which would allow for the uses and activities presently permitted by the current TUP.

The foreshore area abutting the subject property is currently zoned Marine (M). Bylaw No. 263 would also have the effect of rezoning that area to Marine Protection (MP).

BACKGROUND

The Galiano Conservancy Association application was received on August 8, 2016 and the first report appeared before the Galiano Island Local Trust Committee at their August 22, 2016 meeting. The application was subsequently the subject of six further reports, the last being presented at the February 5, 2018 meeting of the Galiano LTC.

The Galiano Conservancy's proposal was refined as various issues, such as trail access through the property and occupant loading, were considered and resolved. This refinement included a referral of the proposed bylaws to agencies and stakeholder groups in June, 2017.

The Galiano Island Local Trust Committee considered the Islands Trust Policy Statement for Bylaws 262 and 263 (Attachment 4) at their May 1, 2017 meeting and passed the following resolution:

GL-2017-038

That the Galiano Island Local Trust Committee has reviewed the Directives Only Policy Checklist and determined that proposed Draft Bylaw Nos. 262 and 263 are not contrary to or at variance with the Islands Trust Policy Statement.

The Galiano LTC held a public hearing on February 5, 2018 and gave third readings to Bylaw Nos. 262 and 263 at that same meeting and subsequently adopted the following resolution:

THAT the Galiano Island Local Trust Committee proposed Bylaw Nos. 262 and 263 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

Issues Relating To Provincial Interest

There are no issues relating to the Provincial interest identified.

Issues Relating To First Nation Interest

Bylaw Nos. 262 and 263 were referred to 11 First Nations on June 26, 2017. Staff also did a follow-up by telephone on January 25, 2018. No responses from First Nations were received.

Issues Relating To Resources and Enforcement

There are no issues relating to enforcement or resourcing for these bylaws.

Public Comments

To date, no public comments to the Executive Committee for these Bylaws have been received.

Staff Comments

The bylaws are not contrary to or at variance with the Islands Trust Policy Statement; therefore, Staff recommends that the Executive Committee approve Galiano Island Local Trust Committee Bylaws 262 and 263.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*.
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Galiano Island Local Trust Committee in writing that the Executive Committee considers that Bylaws No. 262, cited as Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2017 and Bylaw No. 263, cited as Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017 are contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Galiano Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Rob Milne Island Planner	February 7, 2018
Concurrence:	[Managing Staff Name, Credentials]	April 4, 2018

	Title]	
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ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No6. 262 and 263
7. First Nations follow-up Tracking



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Galiano Island Local Trust Committee

Bylaw No.: GL-262

Bylaw Type: Official Community Plan Bylaw

Date of resolution referring bylaw to Executive Committee: 05-Feb-2018

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by
Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Galiano Island Local Trust Committee

Bylaw No.: GL-263

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 05-Feb-2018

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

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Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Trust Area: Galiano Island Local Trust Committee
Type: Official Community Plan Bylaw
Bylaw No.: GL-262
Application No.: GL-RZ-2016.2
Trust Initiated: No

Proofread By:

Clerk: Yes
Planner: No

Technical Staff: No

First Reading Date: 01-May-2017

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 02-May-2017

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Lloyd-deRosario, Sharon

Date: 09-Jan-2018

File complete and ready for Public review: Yes

Public Hearings:

Location: North Community Hall, Galiano Island
Proofread By: Lloyd-deRosario, Sharon

Legal Paper: Gulf Island Driftwood
First Publish Date: 17-Jan-2018

Second Publish Date: 24-Jan-2018

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date: 12-Jan-2018
Second Reading Date: 01-May-2017

Delivery Notices: 21-Jan-2018
Date Public Hearing Held: 05-Feb-2018
Third Reading Date: 05-Feb-2018

Bylaw: GL-263

Trust Area: Galiano Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: GL-263
Application No.: GL-RZ-2016.2
Trust Initiated: No

Proofread By:

Clerk: Yes
Planner: No

Technical Staff: No

First Reading Date: 01-May-2017

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 02-May-2017

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
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Date Public Hearing Held: 05-Feb-2018
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Referrals: Bylaw GL-262

Agency	Sent	Received
BC Assessment Authority Policy, Audit and Legal Services: McIntyre, Cathie Comment:	26-Jun-2017	
Capital Regional District - Electoral Area Director Electoral Area: Howe, Dave Comment:	26-Jun-2017	
Capital Regional District Planning & Protective Services Building Inspection Division Headquarters: Gutierrez, Robert Comment:	26-Jun-2017	
Galiano Island Parks & Recreation commission 1 - 720 Active Pass Drive: Andrusiak, Ed Comment: Approval subject to conditions	26-Jun-2017	13-Jul-2017
Ministry of Agriculture Capital Region - Southern Gulf Islands: Bisschop, Lindsay Comment:	26-Jun-2017	
Ministry of Municipal Affairs and Housing Intergovernmental Relations and Planning Division: Nicholls, Eric Comment:	26-Jun-2017	
Galiano Island Fire Department RR #2, Site 46 Comp 23: Harris, Karen Comment:	26-Jun-2017	
Pauquachin First Nation 9010 West Saanich Road: Henry, Darlene Comment:	26-Jun-2017	
Tsartlip First Nation PO Box 70: Harry, Karen Comment:	26-Jun-2017	
Tsawwassen First Nation 1926 Tsawwassen Drive: Bisset, Ben Comment:	26-Jun-2017	
Tsawout First Nation PO Box 121, 7725 Tetayut Road: Underwood, Gwen Comment:	26-Jun-2017	
Lake Cowichan First Nation 313B Deer Road: Livingstone, Carole Comment:	26-Jun-2017	
Lyackson First Nation 7973A Chemainus Road: Aidnell, Linda	26-Jun-2017	



Referrals: Bylaw GL-262

Agency	Sent	Received
Comment:		
Penelakut Tribe Box 360: James, Denise Comment:	26-Jun-2017	
Capital Regional District - Environmental Services PO Box 1000, 625 Fisgard Street: Robbins, Ted Comment:	26-Jun-2017	
Ministry of Transportation and Infrastructure Saanich Area Office: Sherratt, Grace Comment: Approval recommended subject to conditions outlined	26-Jun-2017	13-Jul-2017
Mayne Island Local Trust Committee Islands Trust: Grams, George Comment: Interests unaffected by bylaw	26-Jun-2017	24-Jul-2017
North Pender Island Local Trust Committee Islands Trust: Grams, George Comment: Interests unaffected by bylaw	26-Jun-2017	27-Jul-2017
Thetis Island Local Trust Committee Northern Office: Susan, Morrison Comment:	26-Jun-2017	
Stz'uminus First Nation 12611A Trans Canada Hwy: Akey, Chenoa Comment:	26-Jun-2017	
Semiahmoo First Nation 16049 Beach Rd: Council, Chief & Comment:	26-Jun-2017	
Cowichan Tribes Chief and Council: Flemming, Tracey Comment:	26-Jun-2017	
Halalt First Nation Chief and Council: Smith, Jack Comment:	26-Jun-2017	
Island Health Health Protection and Environmental Services: Yu, Gloria Comment: Approval recommended subject to conditions outlined; see letter dated July 18 - Angela Wheeler	26-Jun-2017	21-Jul-2017
Agricultural Land Commission Rm. 133 4940 Canada Way: Bednard, Gordon Comment:	26-Jun-2017	

Referrals: Bylaw GL-262

Agency	Sent	Received
Capital Regional District - All Referrals J. Arnet 625 Fisgard Street: Coordinator, Referrals Comment:	26-Jun-2017	
Salt Spring Island Local Trust Committee 1 - 500 Lower Ganges Road: Olivier, Claire Comment: Interests unaffected by bylaw	26-Jun-2017	20-Jul-2017



Referrals: Bylaw GL-263

Agency	Sent	Received
BC Assessment Authority Policy, Audit and Legal Services: McIntyre, Cathie Comment:	26-Jun-2017	
Capital Regional District - Electoral Area Director Electoral Area: Howe, Dave Comment:	26-Jun-2017	
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Referrals: Bylaw GL-263

Agency	Sent	Received
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Capital Regional District - Environmental Services PO Box 1000, 625 Fisgard Street: Robbins, Ted Comment:	26-Jun-2017	
Ministry of Transportation and Infrastructure Saanich Area Office: Sherratt, Grace Comment: Approval recommended subject to conditions outlined	26-Jun-2017	13-Jul-2017
Mayne Island Local Trust Committee Islands Trust: Grams, George Comment: Interests unaffected by bylaw	26-Jun-2017	24-Jul-2017
North Pender Island Local Trust Committee Islands Trust: Grams, George Comment: Interests unaffected by bylaw	26-Jun-2017	27-Jul-2017
Thetis Island Local Trust Committee Northern Office: Susan, Morrison Comment:	26-Jun-2017	
Stz'uminus First Nation 12611A Trans Canada Hwy: Akey, Chenoa Comment:	26-Jun-2017	
Semiahmoo First Nation 16049 Beach Rd: Council, Chief & Comment:	26-Jun-2017	
Cowichan Tribes Chief and Council: Flemming, Tracey Comment:	26-Jun-2017	
Halalt First Nation Chief and Council: Smith, Jack Comment:	26-Jun-2017	
Island Health Health Protection and Environmental Services: Yu, Gloria Comment: Approval recommended subject to conditions outlined; see letter dated July 18 - Angela Wheeler	26-Jun-2017	18-Jul-2017
Agricultural Land Commission Rm. 133 4940 Canada Way: Bednard, Gordon Comment:	26-Jun-2017	



Islands Trust

Print Date: February 27, 2018

Referrals: Bylaw GL-263

Agency	Sent	Received
Capital Regional District - All Referrals J. Arnet 625 Fisgard Street: Coordinator, Referrals Comment:	26-Jun-2017	
Salt Spring Island Local Trust Committee 1 - 500 Lower Ganges Road: Olivier, Claire Comment: Interests Unaffected by bylaw	26-Jun-2017	20-Jul-2017



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: Bylaws No. 262 & 263

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
✓	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
✓	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
✓	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
✓	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
✓	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
✓	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.

	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

n/a

Completed By:

Status

Date Resolution Referred to Exective Committee: 05-Feb-2018

Reading:

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

n/a

Completed By:

Status

Date Resolution Referred to Exective Committee: 05-Feb-2018

Reading:

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 262

A BYLAW TO AMEND GALIANO ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 108, 1995

The Galiano Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2017”.

2. SCHEDULES

Galiano Island Official Community Plan Bylaw No. 108, 1995, is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	1 st	DAY OF	MAY	2017
READ A SECOND TIME THIS	1 st	DAY OF	MAY	2017
PUBLIC HEARING HELD THIS	5 th	DAY OF	FEBRUARY	2018
READ A THIRD TIME THIS	5 th	DAY OF	FEBRUARY	2018
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	2018
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING	_____	DAY OF	_____	2018
ADOPTED THIS	_____	DAY OF	_____	2018

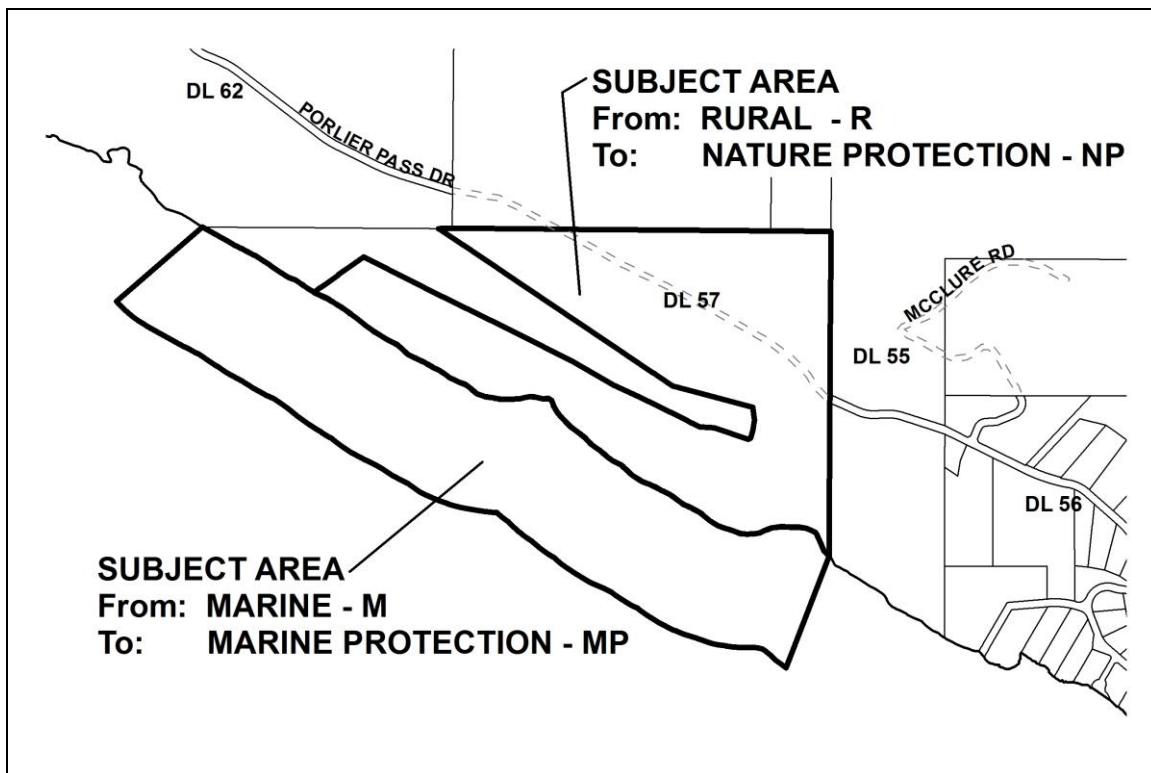
Chair

Secretary

**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 262**

SCHEDULE 1

1. Schedule B (Land Use Designation) is amended for a portion of the lands legally described as District Lot 57, Galiano Island, Cowichan District, and a portion of the foreshore area adjacent to the property, as depicted in the map below.



PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 263

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW, 1999

The Galiano Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw, 1999, Amendment No. 1, 2017”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw, 1999,” is amended as follows:

2.1 Schedule “A” of Galiano Island Land Use Bylaw No. 127 cited as “Galiano Island Land Use Bylaw , 1999 is amended as shown on Schedule 1 attached to and forming part of this bylaw.

2.2 Schedule “B” – Zoning Map (North), is amended by changing the zoning of a portion of District Lot 57, Galiano Island, Cowichan District, and a portion of the foreshore area fronting those lands as shown on Plan No. 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS	1 st	DAY OF	MAY	2017
READ A SECOND TIME THIS	1 st	DAY OF	SEPTEMBER	2017
PUBLIC HEARING HELD THIS	5 th	DAY OF	FEBRUARY	2018
READ A THIRD TIME THIS	5 th	DAY OF	FEBRUARY	2018
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

Galiano Island Local Trust Committee

Bylaw No. 263

Schedule 1

1. **Part 4, CREATION AND EXTENT OF ZONES**, is amended by the deletion of the existing zone “Health and Wellness” and replacing it with a new zone as follows:

COLUMN 1	COLUMN 2
Environmental Education and Nature Protection	(EE/NP)

2. **PART 8, COMMUNITY FACILITIES AND UTILITIES ZONES** is amended by the deletion of current section 8.5, “Health and Wellness Zone – HW” and replacing it a new section 8.5 “Environmental Education and Nature Protection Facilities – (EE/NP) Zone”, as follows:

“8.5 Environmental Education and Nature Protection EE/NP

Permitted Uses

11.2.1 In the Environmental Education and Nature Protection zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 11.2.1.1 environmental education and nature protection
- 11.2.1.2 research and educational activities and facilities with accessory camping
- 11.2.1.3 ecological restoration
- 11.2.1.4 passive recreation including publicly accessible trails
- 11.2.1.5 accessory rustic camping
- 11.2.1.6 accessory residence
- 11.2.1.7 accessory structures including wood and storage sheds
- 11.2.1.8 demonstration gardens

Buildings and Structures

11.2.2 In the Environmental Education and Nature Protection zone the following buildings and structures are permitted in association with the permitted uses identified above and listed below:

- 11.2.2.1 In association with research and education facilities:
 - class rooms and laboratories

- administration buildings containing offices and a library
- kitchen and dining facilities including traditional pit cooking area
- sleeping quarters for staff and program participants, not to exceed 76 persons, which may include up to 12 structures and up to 18 tent platforms with floor areas not to exceed 10m²
- showers and washing facilities
- outdoor amphitheatre
- information kiosk

- 11.2.2.2 In association with accessory rustic camping:
- a maximum of 18 tent platforms with floor areas not to exceed 10m²
 - an outdoor pavilion (no walls) for dining, food preparation and teaching
 - outhouses
 - fire pit area
- 11.2.2.3 Campsites and tent platforms shall be sited in designated areas and shall not exceed a combined total of 36

Permitted Lot Coverage/Density

- 11.2.3 In the Environmental Education and Nature Protection zone the following restrictions on buildings and structures apply:
- 11.2.3.1 Permanent structures are not to exceed a total of 2,250 m² in area
- 11.2.3.2 Total lot coverage is not to exceed 0.5%
- 11.2.3.3 Not more than one accessory dwelling is permitted

Permitted Heights

- 11.2.4 No building or structure for a use permitted by this zone may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres

Minimum Setbacks

- 11.2.5. Buildings and structures must be sited as permitted below:
- 11.2.5.1 Buildings and structures must be sited at least 7.5 metres from any lot line. Walkways are permitted to be within 1.5 metres (5 ft.) from the side lot lines.
- 11.2.5.2 Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be

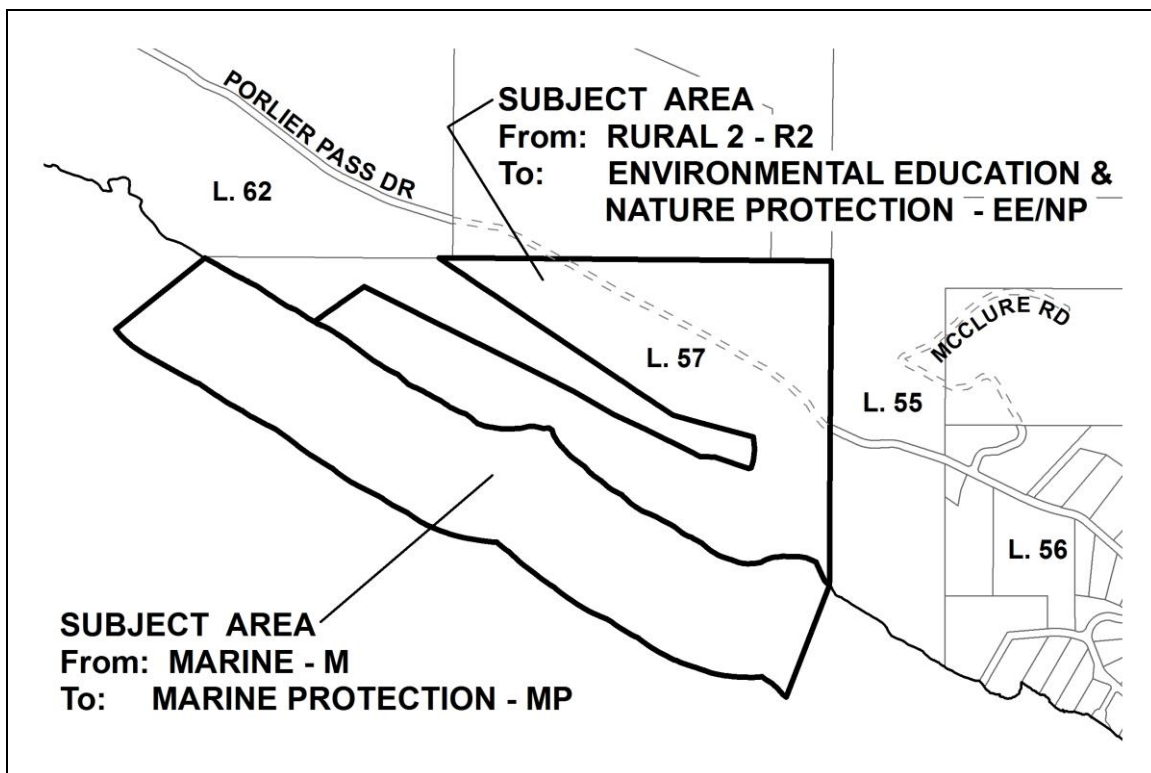
sited at least 15 metres from the boundary
of the Agriculture (AG) zone”

3. Section 17.1 “**Definitions**” of **PART 17, INTERPRETATION**, is amended by the addition of a new definition, “environmental education” which reads as follows to be, inserted in alphabetical order, and the renumbering of the following definition:

“environmental education means the promotion of attitudes and value systems, through structured educational activities and programs, that influence environmentally ethical behaviour by developing understanding, skills and values that will enable people to participate as active and informed citizens in the development of an ecologically sustainable and socially just society.

GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 263

Plan No. 1



First Nation Engagement

Referral of: Galiano Bylaw No. 262 & 263 (OCP & LUB Amendments)
Re: GL-RZ-2016.2

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Left msg to call back if have concerns No response	

First Nation: Halalt

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Left msg to call back if have concerns No response	

First Nation: Lake Cowichan

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Resent referral as requested No response	

First Nation: Lyackson

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Did not call as I have been told by the FN that they will not respond without funding – we are not supplying funding at this time. No response	SLD

First Nation: Pauquachin First Nation

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Left msg to call back if have concerns No response	

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Are going to review the referral again & will call if have any concerns No response	

First Nation: Semiahmoo

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Are going to review the referral again & will call if have any concerns No response	

First Nation: Stz'uminus

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Are going to review the referral again & will call if have any concerns No response	

First Nation: Tsartlip First Nation

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Are going to review the referral again & will call if have any concerns No response	

First Nation: Tsawwassen First Nation

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Left msg to call back if have concerns No response	

First Nation: Tsawout First Nation

Date	Comment/Action	Initial
June 26, 2017	Emailed referral package - No response	SLD
January 25, 2018	Phoned to advise of PH & invite comments - Left msg to call back if have concerns No response	



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: Bylaw 171
Riparian Area Regulations

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Gary Richardson, Island Planner
SUBJECT: Mayne Island Local Trust Committee – Bylaw 171

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 171 cited as, “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2017” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Mayne Island Local Trust Committee has referred Bylaw No. 171 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

none

Financial

none

Policy

none

Implementation/Communications

Staff will advise the Mayne Island Local Trust Committee regarding the Executive Committee decision by April 12, 2018.

Other

none

PURPOSE

Mayne Island Local Trust Committee Bylaw No.171, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2017” (Attachment 6) is intended to amend Mayne Island OCP Bylaw No. 144, 2007 in order to comply with the Fish Protection Act and the Riparian Areas Regulation by creating Riparian Area Development Permit Areas.

BACKGROUND

Mayne Island Local Trust Committee Bylaw No. 171

Several Qualified Environmental Professionals (QEP) prepared reports over the last 10 years. The present LTC and staff determined that a further report was required to complete this project.

As a result of the LTC’s direction a QEP was contracted (Madrone Environmental Ltd.) and a report was prepared by the QEP titled “Review of Mayne Island Riparian Area Regulation Requirements – Recommendations Resulting from Application of the Detailed RAR Assessment Methodology”. Madrone reviewed existing QEP reports and carried out further field prior to the preparation of their report.

Madrone also completed an overview of RAR Detailed Assessment on applicable streams to assist Islands Trust staff and the Mayne Island Local Trust Committee in establishing a refined Development Permit Area (DPA) that would be reflective of specific stream characteristics and RAR assessment methodology.

Once the Madrone report was complete staff prepared a draft bylaw (Bylaw 171) that uses the SPEAs identified in the Madrone report combined with mapping carried out by Islands Trust staff to define Riparian DPAs for Deacon and Horton Creek.

The LTC passed the following resolution at its January 29, 2018 LTC Meeting:

MA-2018-010

That the Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 171, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2017”, is not contrary or at variance with the Islands Trust Policy Statement.

Issues Relating To Provincial Interest

none

Issues Relating To First Nation Interest

none

Issues Relating To Resources and Enforcement

none

Public Comments

To date no public comments to the Executive Committee have been received.

Staff Comments

The bylaws are not contrary or at variance with the Islands Trust Policy Statement; therefore, staff recommends that the Executive Committee approve Mayne Island Local Trust Committee Bylaw 171.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement.

Submitted By:	Gary Richardson Island Planner	March 29, 2018
Concurrence:	[Managing Staff Name, Credentials Title]	Select Date.

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 171
7. First Nations follow-up Tracking



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Mayne Island Local Trust Committee

Bylaw No.: MA-171

Bylaw Type: Official Community Plan Bylaw

Date of resolution referring bylaw to Executive Committee: 26-Mar-2018

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Bylaw: MA-171

Trust Area: Mayne Island Local Trust Committee
Type: Official Community Plan Bylaw
Bylaw No.: MA-171
Application No.:
Trust Initiated: No

Proofread By:

Clerk: No
Planner: Yes

Technical Staff: No

First Reading Date: 29-Jan-2018

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 31-Jan-2018

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Lloyd-deRosario, Sharon

Date: 08-Mar-2018

File complete and ready for Public review: Yes

Public Hearings:

Location: Agricultural Hall, Mayne Island
Proofread By: Lloyd-deRosario, Sharon

Legal Paper: Gulf Island Driftwood
First Publish Date: 14-Mar-2018

Second Publish Date: 21-Mar-2018

Alternate Paper: The Mayneliner
First Publish Date: 01-Mar-2018

Second Publish Date:

Mailout Date:
Second Reading Date: 26-Mar-2018

Delivery Notices: 03-Mar-2018
Date Public Hearing Held: 26-Mar-2018
Third Reading Date: 26-Mar-2018



Referrals: Bylaw MA-171

Agency	Sent	Received
Pauquachin First Nation 9010 West Saanich Road: Henry, Darlene Comment:	19-Feb-2018	
Tsartlip First Nation PO Box 70: Harry, Karen Comment:	19-Feb-2018	
Tsawwassen First Nation 1926 Tsawwassen Drive: Bisset, Ben Comment:	19-Feb-2018	
Tseycum First Nation 1210 Totem Lane: Jones, Tanya Comment:	19-Feb-2018	
Tsawout First Nation PO Box 121, 7725 Tetayut Road: Underwood, Gwen Comment:	19-Feb-2018	
Lake Cowichan First Nation 313B Deer Road: Livingstone, Carole Comment:	19-Feb-2018	
Penelakut Tribe Box 360: James, Denise Comment:	19-Feb-2018	
Semiahmoo First Nation 16049 Beach Rd: Council, Chief & Comment:	19-Feb-2018	
Cowichan Tribes Chief and Council: Flemming, Tracey Comment:	19-Feb-2018	
Halalt First Nation Chief and Council: Smith, Jack Comment:	19-Feb-2018	
Ministry of Forest, Lands & Natural Resource Operations - Species & Ecosystems PO BOX 9525, STN PROV GOVT: Appleton, Andrew Comment:	08-Feb-2018	
Galiano Island Local Trust Committee 200 - 1627 Fort Street: Grams, George Comment: Interests Unaffected by bylaw	08-Feb-2018	05-Mar-2018
Capital Regional District Planning & Protective Services	08-Feb-2018	



Referrals: Bylaw MA-171

Agency	Sent	Received
Building Inspection Division Headquarters: Gutierrez, Robert Comment:		
Ministry of Transportation and Infrastructure Saanich Area Office: Sherratt, Grace Comment: no objections and no additional requirements for approval	08-Feb-2018	22-Feb-2018
Salt Spring Island Local Trust Committee 1 - 500 Lower Ganges Road: Luckham, Peter Comment: Interests unaffected by bylaw	08-Feb-2018	01-Mar-2018
North Pender Island Local Trust Committee Islands Trust: Grams, George Comment: Interests Unaffected by Bylaw	08-Feb-2018	22-Feb-2018
Saturna Island Local Trust Committee 200 - 1627 Fort Street: Grams, George Comment: Interests unaffected by bylaw	08-Feb-2018	08-Mar-2018
South Pender Island Local Trust Committee 200 - 1627 Fort Street: Luckham, Peter Comment: Interests unaffected by bylaw	08-Feb-2018	20-Feb-2018



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 171 and File No:
LTC Endorsement:

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
✓	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
✓	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
✓	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

na

Completed By: Gary Richardson

Status

Date Resolution Referred to Exective Committee: 26-Mar-2018

Reading:

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 171

A BYLAW TO AMEND MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 144, 2007

The Mayne Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2017”.

2. SCHEDULES

Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	29 TH	DAY OF	JANUARY	2018
PUBLIC HEARING HELD THIS	26 TH	DAY OF	MARCH	2018
READ A SECOND TIME THIS	26 TH	DAY OF	MARCH	2018
READ A THIRD TIME THIS	26 TH	DAY OF	MARCH	2018
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING	THIS	_____	DAY OF	_____ 20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 171

SCHEDULE 1

The MAYNE Island Official Community Plan No. 144, 2007, is amended as follows:

1. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by inserting the following as new Sections 2.8.7, 2.8.8 and Section 2.8.9 following Section 2.8.6:

“2.8.7 Riparian Area Development Permit Area

Designation

This development permit area includes all land that is designated as the Riparian Area Development Permit Area on Schedule I. The Development Areas shown on Schedule I have been designated as a result of: 1) a detailed assessment carried out by Madrone Environmental Services Ltd. (Madrone) which are detailed in a March 7, 2017 report prepared by Madrone; and 2) mapping carried out by Islands Trust staff December 15, 2017. In the report Madrone identified Streamside Protection and Enhancement Areas (SPEAS) for the Riparian Area designated watercourses on Mayne Island. The Development Permit Areas on Schedule I consist of the SPEAs. The actual location of the streams and water bodies may need to be determined on a site-specific basis by a qualified environmental professional or a surveyor.

Authority

This development permit area is established, pursuant to Section 488(1)(a) of the *Local Government Act*, for the purpose of establishing objectives for the protection of the natural environment, its ecosystems and biological diversity.

Objectives

The objective of this development permit area is to protect the biological diversity and habitat values of aquatic ecosystems.

It is the Object of the Islands Trust to “Preserve and protect the Trust Area and its unique amenities and environment of the Trust Area for the benefit of the residents of the Trust Area, and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.”

It is a policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or water courses, wetlands or riparian zones and to protect aquatic wildlife.

Furthermore, the province of British Columbia’s Riparian Area Regulation (RAR), under the *Riparian Areas Protection Act*, requires that local governments establish

regulations to protect riparian areas. The reason for this designation is to protect riparian areas from development so that the areas can provide natural features, functions and conditions that support fish life processes.

General Applicability

The following residential, commercial, and/or industrial activities shall require a development permit whenever they occur within the DPA, unless specifically exempted below:

- (a) construction of, addition to, or alteration of a building or other structure;
- (b) removal, alteration, or destruction of vegetation;
- (c) soil removal, soil deposit or soil disturbance;
- (d) development of drainage systems;
- (e) creation of non-structural impervious or semi-impervious surfaces;
- (f) subdivision, as defined in the *Local Government Act*; and
- (g) development, as that term is defined under the provincial *Riparian Areas Regulation*.

Work Not Requiring a Permit (Exemptions)

The following activities are exempt from any requirement for a development permit:

- a. The reconstruction, repair or maintenance of a pre-existing permanent structure on its existing foundation
- b. Interior or structural exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure on an existing foundation or footprint to an extent that does not alter, extend or increase the footprint. For clarity, this includes pre-existing septic and water systems.
- c. The removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property.
- d. Emergency procedures to prevent, control or reduce immediate threats to life or property including: emergency actions for flood-protection and erosion protection, clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow, and repairs to bridges and safety fences carried out in accordance with the *Water Act*.
- e. Gardening and yard maintenance activities not involving the cosmetic application of pesticides, within an existing landscaped area, including mowing, pruning, planting and minor soil disturbance that does not alter the general contours of the land.
- f. Restoration and enhancement activities by persons undertaking to only restore and enhance the natural features, functions and conditions of riparian areas as approved in a signed and sealed letter from a Qualified Environmental Professional.
- g. Proposals for the subject property which have an existing development permit and demonstrate that the proposed development shall not in any way compromise the permit and continue to demonstrate meeting or beating all protective measures and recommendations in accordance with a Riparian Assessment Report from a Qualified Environmental Professional submitted to the *Riparian Areas Regulation* Notification System.

- h. Farm Operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation. For clarity, a farm operation or farm use means agricultural activities conducted by a farm business.
- i. forest management activities, as defined in the *Private Managed Forest Land Regulation*, on land classified as managed forest land under the *Private Managed Forest Land Act*;
- j. forest management activities on land that is the subject of a woodlot license or tree farm license under the *Forest and Range Practices Act*;

2.8.8 Guidelines

Prior to undertaking any development activities within the Riparian Area DPA an owner of property shall apply to the LTC for a development permit, and the following guidelines apply:

1. The property owner shall be required, in addition to any other application requirements enacted or imposed by the Local Trust Committee, to provide at their expense an assessment report from a Qualified Environmental Professional which has been submitted per the *Riparian Areas Regulation*.
2. The Local Trust Committee should impose permit conditions based on the assessment report including:
 - a. Require specified natural features or areas to be preserved, protected, restored or enhanced in accordance with the permit.
 - b. Require natural water courses to be dedicated.
 - c. Require works to be constructed to preserve, protect, restore or enhance natural water courses or other specified natural features of the environment.
 - d. Require protection measures, including that vegetation or trees be planted or retained in order to:
 - i. preserve, protect, restore or enhance fish habitat or riparian areas;
 - ii. control drainage, or;
 - iii. control erosion or protect banks.
3. The Local Trust Committee may require a security for developments clearing greater than 280m² (3,012 ft²) of land within the Development Permit Area. Security shall be returned upon confirmation by a Qualified Environmental Professional that assessment report conditions have been satisfactorily addressed.
4. Security shall be provided to secure satisfactory completion of habitat protection works, restoration measures, or other works for the streams and streamside habitat (the "required works"). The security shall be 150% of the estimated value of the required works as determined by the Local Trust Committee.
5. The development permit should not allow any development activities to take place within any Streamside Protection and Enhancement Area identified by the Qualified Environmental Professional and the property owner should be

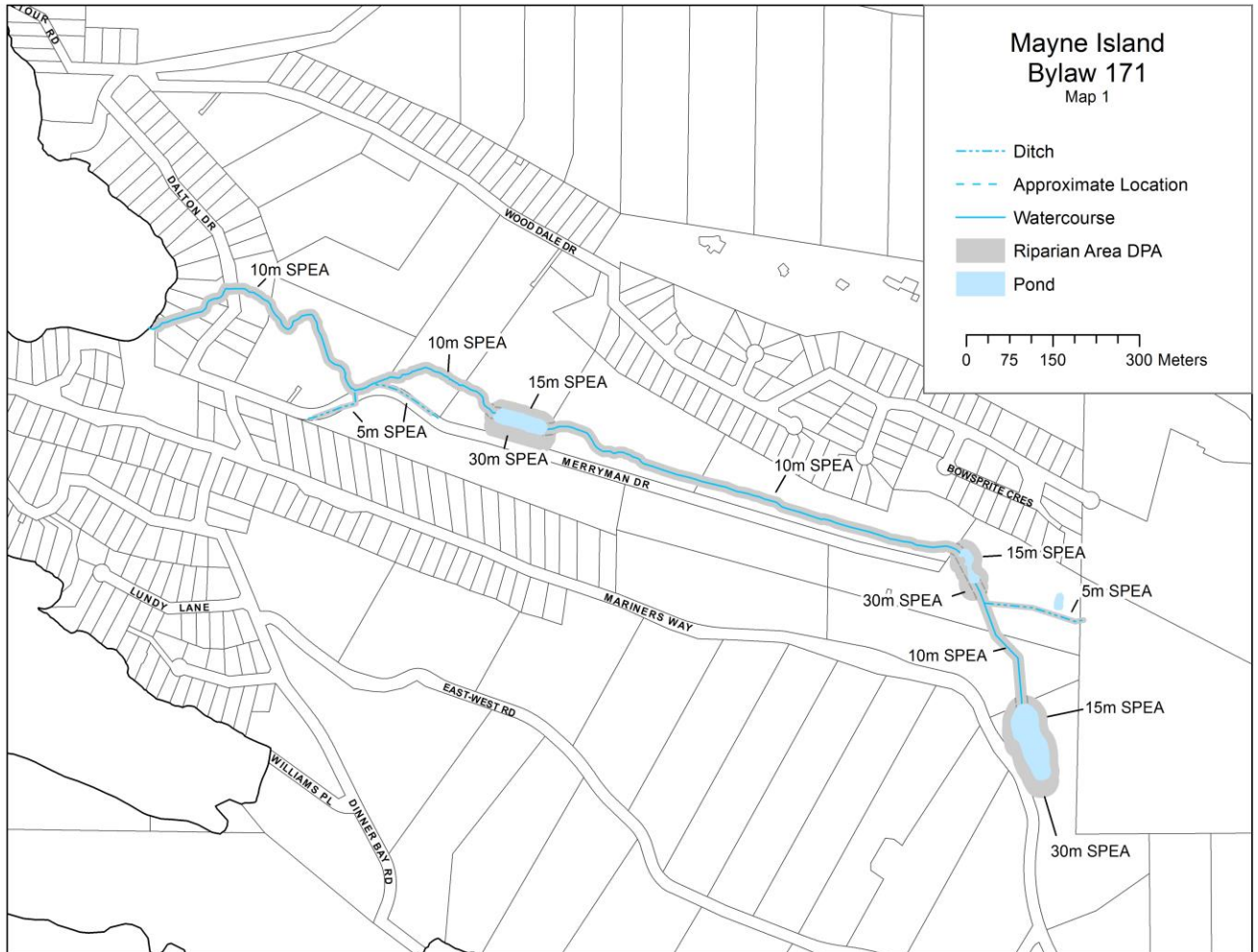
required to follow any measures identified by the Qualified Environmental Professional for protecting the Streamside Protection and Enhancement Area over the long term and these measures should be included as conditions of the development permit. The width of the Streamside Protection and Enhancement Area may be less than the width of the Development Permit Area.

6. Where a Qualified Environmental Professional or other professional's report describes an area within the Development Permit Area as suitable for development, that is, where the Streamside Protection and Enhancement Area is less than the width of the Development Permit Area, the development permit should only allow the development to occur in compliance with the measures described in the report. Monitoring and regular reporting by a Qualified Environmental Professional or other professional at the property owner's expense may be required during construction and development phases, as specified in a development permit.
 7. If the nature of the proposed project within the Development Permit Area changes after the professional report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the property owner to have the professional update the assessment at the property owner's expense and development permit conditions may be amended accordingly.
 8. The Local Trust Committee may consider variances to the subdivision, siting or size regulations of this Bylaw where the variance may result in enhanced protection of a Streamside Protection Enhancement Area, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report.
 9. If a proposed land subdivision is to create additional new lots within this Development Permit Area, then any new lots, roads, building sites, septic fields and driveways should be located and constructed in a way that meets the objectives of this Area."
2. Mayne Island Official Community Plan No. 144, 2007 is amended by adding the following Maps as Schedule I - Riparian Area Development Permit Areas.

Bylaw No. 144

SCHEDULE I

RIPARIAN AREA DEVELOPMENT PERMIT AREAS

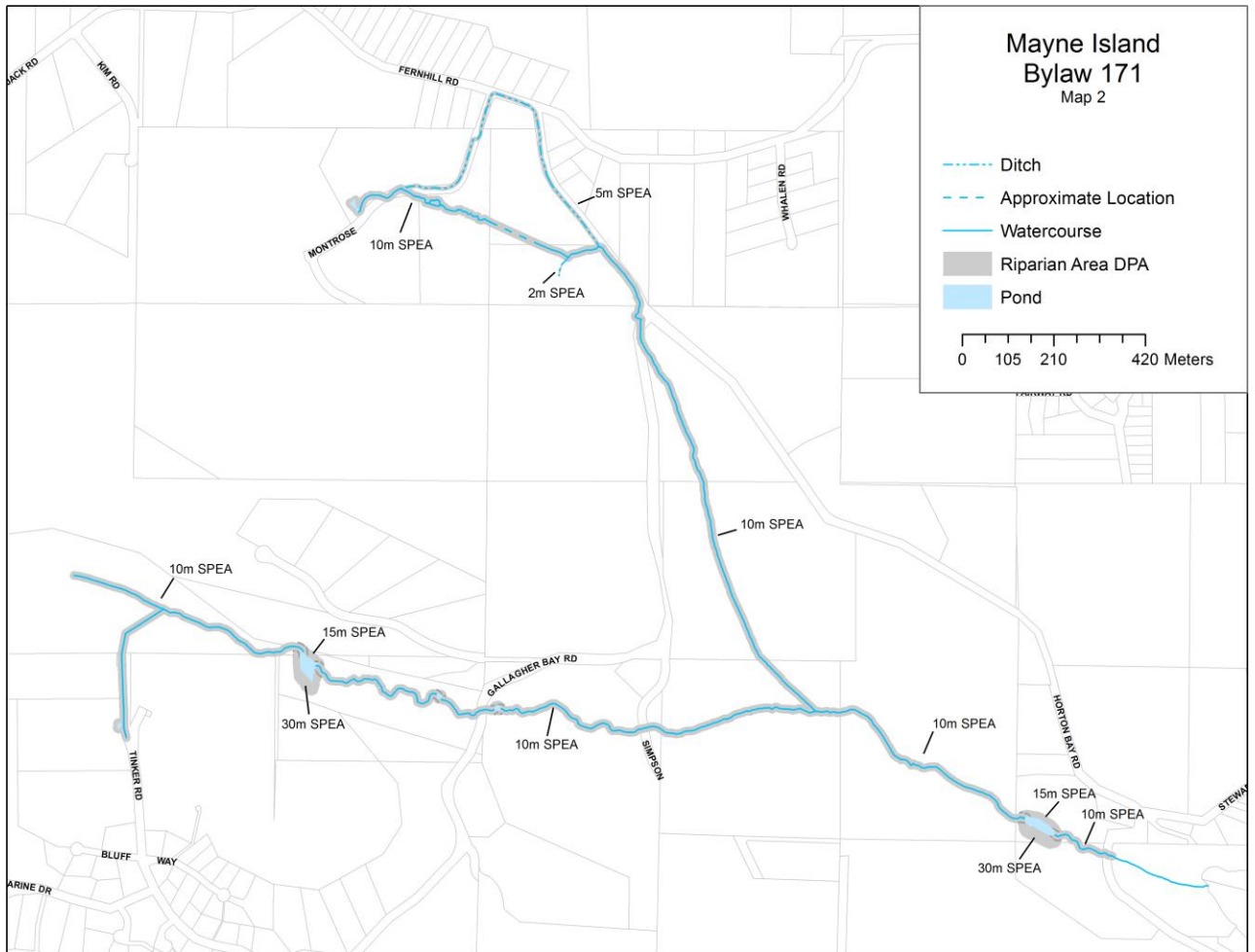


MAYNE ISLAND OFFICIAL COMMUNITY PLAN

Bylaw No. 144

SCHEDULE I

RIPARIAN AREA DEVELOPMENT PERMIT AREAS



First Nation Engagement

Referral of: Mayne LTC BL 171

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
Feb. 19/18	Sent Referral	SLD
Mar.-7-18	Left msg to call me back • No response to date	SLD

First Nation: Halalt

Date	Comment/Action	Initial
Feb. 19/18	Sent Referral	SLD
Mar.-7-18	Spoke with Raven (referral assistant) informed her of the Public Hearing date/they will contact us if have any concerns – they're review is in progress • No response to date	SLD

First Nation: Lake Cowichan

Date	Comment/Action	Initial
Feb. 19/18	Sent Referral	SLD
Mar.-7-18	Left msg to call me back • No response to date	SLD

First Nation: Lyackson

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	- Did not call as have been advised that they will not respond unless funding is provided	SLD

First Nation: Pauquachin

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

First Nation: Semiahmoo

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	

First Nation: Stz'uminus

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Long tele. conversation with Ray Gauthier (CEO) re: unable to respond to bylaw referrals that aren't close to their territory; will call if have interests or concerns - wishes to not be called any more unless it is something that will affect/impact them/their territory ie pollution in the air or water. He is frustrated & irritated by our process as they don't have the resources to respond properly. ie. Funding & staff- He would appreciate meeting with Islands Trust to engage in information exchanging.	SLD

First Nation: Tsartlip

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

First Nation: Tsawout

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

First Nation: Tsawwassen

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

First Nation: Tseycum

Date	Comment/Action	Initial
Feb. 15/18	Sent Referral	SLD
Mar.-7-18	Left msg advising of Public Hearing date & ask for a return call if they have concerns/comments • No response to date	SLD

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Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: Bylaw 172
MA-RZ-2017.1 (Reef Bay
Holdings)

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Gary Richardson, Planner
SUBJECT: Mayne Island Local Trust Committee – Bylaw No. 172

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 172 cited as, “Mayne Island Land Use Bylaw 146, 2008, Amendment No. 1, 2017” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Mayne Island Local Trust Committee has referred Bylaw No. 172 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

none

Financial

none

Policy

none

Implementation/Communications

Staff will advise the Mayne Island Local Trust Committee regarding the Executive Committee decision by April 12, 2018.

Other

none

PURPOSE

Mayne Island Local Trust Committee Bylaw No. 172, cited as “Mayne Island Land Use Bylaw 146, 2008, Amendment No. 1, 2017” (Attachment 6) amends the zoning on a 0.23 hectare lot across from the Mayne Island Ferry Terminal to allow a broader range of commercial uses in the Settlement Commercial C1(a) zone. The C1(a) zone allows limited commercial uses. The list of permitted uses being proposed in Bylaw 172 are closer to the range of permitted uses permitted in the Settlement Commercial C1 zone.

BACKGROUND

Mayne Island Local Trust Committee Bylaw No. 172

An application to amend the Mayne Island Land Use Bylaw to allow for a broader range of commercial uses on the subject lot was received on June 12, 2017. The present zoning that applies to the subject property C1(a) limits the permitted uses on the property to professional and business offices, and accessory uses, buildings and structures.

The LTC passed the following resolution at its October 30, 2017 LTC meeting:

MA-2017-043

That the Mayne Island Local Trust Committee direct staff to prepare a draft bylaw for the Local Trust Committee’s consideration changing the zoning of Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057 from C1(a) to C1 with a limit on the area that can be used for retail use.

Staff prepared a draft bylaw for the LTCs consideration that allows increased commercial uses and restricts lot coverage to 20%.

The bylaw received 1st reading on January 29, 2018

A public hearing was held on March 26, 2018

The LTC passed the following resolution at its January 29, 2018 LTC meeting.

MA-2018-003

That the Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 172, cited as “Mayne Island Land Use Bylaw 146, 2008 Amendment No. 1, 2017”, is not contrary or at variance with the Islands Trust Policy Statement.

Issues Relating To Provincial Interest

none

Issues Relating To First Nation Interest

na

Issues Relating To Resources and Enforcement

none

Public Comments

To date no public comments to the executive committee for this bylaw have been received.

Staff Comments

The bylaw is not contrary or at variance with the Islands Trust Policy Statement; therefore, staff recommends that the Executive Committee approve Mayne Island Local Trust Committee Bylaw 172.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement.

Submitted By:	Gary Richardson Island Planner	March 29, 2018
Concurrence:	[Managing Staff Name, Credentials Title]	Select Date.

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No.172



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Mayne Island Local Trust Committee

Bylaw No.: MA-172

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 26-Mar-2018

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by
Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Bylaw: MA-172

Trust Area: Mayne Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: MA-172
Application No.: MA-RZ-2017.1
Trust Initiated: No

Proofread By:

Clerk: No
Planner: Yes

Technical Staff: No

First Reading Date:

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 31-Jan-2018

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Lloyd-deRosario, Sharon

Date: 07-Mar-2018

File complete and ready for Public review: Yes

Public Hearings:

Location: Agricultural Hall, Mayne Island
Proofread By: Lloyd-deRosario, Sharon

Legal Paper: Gulf Island Driftwood
First Publish Date: 14-Mar-2018

Second Publish Date: 21-Mar-2018

Alternate Paper: The Mayneliner
First Publish Date: 01-Mar-2018

Second Publish Date:

Mailout Date: 28-Feb-2018
Second Reading Date: 26-Mar-2018

Delivery Notices: 03-Mar-2018
Date Public Hearing Held: 26-Mar-2018
Third Reading Date: 26-Mar-2018



Referrals: Bylaw MA-172

Agency	Sent	Received
Capital Regional District Planning & Protective Services Building Inspection Division Headquarters: Gutierrez, Robert Comment:	11-Jan-2018	
South Pender Island Local Trust Committee 200 - 1627 Fort Street: Luckham, Peter Comment: Interests unaffected by bylaw	11-Jan-2018	20-Feb-2018
Ministry of Transportation and Infrastructure Saanich Area Office: Sherratt, Grace Comment: No Objections to Bylaw as Proposed - see comments	11-Jan-2018	24-Jan-2018
Salt Spring Island Local Trust Committee 1 - 500 Lower Ganges Road: Luckham, Peter Comment: Interests unaffected by bylaw	11-Jan-2018	08-Feb-2018
North Pender Island Local Trust Committee Islands Trust: Grams, George Comment: Interests unaffected by bylaw	11-Jan-2018	30-Jan-2018
Saturna Island Local Trust Committee 200 - 1627 Fort Street: Grams, George Comment: Interests unaffected by bylaw	11-Jan-2018	08-Mar-2018
Galiano Island Local Trust Committee 200 - 1627 Fort Street: Grams, George Comment: Interests unaffected by bylaw	11-Jan-2018	05-Feb-2018
Village Point Waterworks & Sewage District PO Box 3: Morell, Renate Comment:	11-Jan-2018	
Capital Regional District - All Referrals J. Arnet 625 Fisgard Street: Coordinator, Referrals Comment:	11-Jan-2018	



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: BL 172 / MA-RZ-2017.1 (Reef Bay Holdings)
LTC Endorsement: January 29, 2018

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

NA

Completed By: Gary Richardson

Status

Date Resolution Referred to Exective Committee: 26-Mar-2018

Reading:

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 172

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW 146, 2008

The Mayne Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Mayne Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw 146, 2008, Amendment No. 1, 2017”.

2. Mayne Island Local Trust Committee Bylaw No. 146, cited as “Mayne Island Land Use Bylaw 146, 2008,” is amended as follows:

- 2.1 Section 5.8 – Settlement Commercial (C1) Zone, Subsection 5.8(11), site specific zoning pertaining to C1(a) is amended by removing site specific regulations (1), (2) and (3) in column 3 and replacing them with the following: “(1) Despite 5.8(1), the only uses permitted in this location are those permitted in 5.8 (1)(a)(b)(c)(d)(e)(f)(g)(j)(k)(l) and m.”; and “(2) Despite 5.8.2 and 5.8.4, the maximum lot coverage permitted is 20 %.”

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	29 th	DAY OF	JANUARY	2018
PUBLIC HEARING HELD THIS	26 TH	DAY OF	MARCH	2018
READ A SECOND TIME THIS	26 TH	DAY OF	MARCH	2018
READ A THIRD TIME THIS	26 TH	DAY OF	MARCH	2018
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

Chair

Secretary

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: GB 6500-20
GB Bylaw 293
(Housing Options Review
Project)

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Sonja Zupanec, Island Planner
SUBJECT: Gabriola Island Local Trust Committee – Bylaw No. 293 (LUB Bylaw Amendment)

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 293, cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2017", in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

The Gabriola Island Local Trust Committee (LTC) has referred Bylaw No. 293 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational: The key aspect of Bylaw No. 293 is that it will revise the Gabriola Land Use Bylaw (LUB) to permit secondary suites in lieu of accessory cottages in various configurations on appropriately zoned lots 2.0 hectares or larger. The Bylaw proposes to update home occupations provisions, several key definitions and correct administrative errors. Bylaw No. 293 would enact proposed policies contemplated by Proposed Bylaw 292 to amend the Gabriola Official Community Plan (OCP), which was approved by the Executive Committee on February 7, 2018 and is currently with the Ministry of Municipal Affairs and Housing for approval.

Financial: Not applicable.

Policy: Bylaw No. 293 is consistent with the Gabriola Island Official Community Plan and Islands Trust Policy Statement.

Implementation/Communications: If approved by the Executive Committee, Bylaw 293 will be forwarded to the LTC for final reading. A 'Frequently Asked Questions' document specific to the Housing Options Review Project has been drafted to communicate the changes to residents and property owners.

PURPOSE

The purpose of this Request for Decision is to provide the Executive Committee with a summary of the proposed amendment to Gabriola Island Local Trust Committee Bylaw No. 293, cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2017" and request approval of this bylaw.

Gabriola Island Local Trust Committee Bylaw No. 293, (Attachment 6) replaces all references to “accessory cottages” for lots 2.0 hectares or larger with “secondary suites” and introduces secondary suite regulations to enable a broader range of build out configurations outside of the Agricultural Land Reserve (ALR).

BACKGROUND

Gabriola Island Local Trust Committee Bylaw No. 293

The Gabriola Island Local Trust Committee (LTC) initiated Phase 1 of a ‘Housing Options Review Project’ in late 2016. The scope of the project included:

- Review of secondary suites for residential lots in lieu of accessory cottages and on (Agricultural Land Reserve) ALR land.
- Review of temporary dwelling regulations.
- Review subdivision proof of water requirements.
- Review of role of staff and LTC in supporting community led housing initiatives.
- Review opportunities with the Regional District of Nanaimo to foster affordable housing initiatives.
- Develop a community survey on Phase 1 topics and communication strategy on housing options and opportunities.

Bylaw No. 293 was given three readings and found to be “not contrary to or at variance with the Islands Trust Policy Statement”.

Issues Relating To Provincial Interest:

Bylaw No. 293 addresses increasing market rental housing options in a rural context. According to the recently update website, the Ministry of Municipal Affairs and Housing is looking to support local governments, not-for-profit organizations and residents to build vibrant and healthy communities that are well governed, livable, safe, economically resilient, and socially and environmentally responsible.

Issues Relating To Resources and Enforcement:

N/A

Issues Relating To First Nation Interest:

N/A

Public Comments to Executive Committee

Public comments were solicited through a community survey, four community information meetings and a public hearing. The LTC responded to public and Advisory Planning Commission input by making amendments to proposed Bylaw No. 293 throughout the legislative review process.

Staff Comments

Staff is recommending approval of Bylaw No. 293 as it is deemed to be consistent with the *Islands Trust Act* and *Local Government Act* and the Islands Trust Policy Statement.

KEY ISSUES/CONCEPTS

- Open and transparent governance

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- 1.3.i Policy Statement Implementation Policy

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise the Gabriola Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 293, cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2017", is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Gabriola Island Local Trust Committee on the steps needed to address the specified issues.

Submitted By:	Sonja Zupanec, MCIP, RPP Island Planner	March 1, 2018
Concurrence:	David Marlor, MCIP, RPP Director of Local Planning Services	Select Date.

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 293



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Gabriola Island Local Trust Committee

Bylaw No.: GB-293

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 26-Mar-2018

- ☐ Bylaw Submission Checklist attached
X
- ☐ Policy Statement Checklist attached*
X * not required for administrative bylaws
- ☐ Summary of Bylaw Intent Attached
X

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Bylaw: GB-293

Trust Area: Gabriola Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: GB-293
Application No.:
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: Yes

First Reading Date: 13-Jul-2017

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 17-Feb-2017

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: Yes
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: McErlean, Becky

Date: 13-Feb-2018

File complete and ready for Public review: Yes

Public Hearings:

Location: Gabriola Arts & Heritage Centre, 476 South Road
Proofread By: McErlean, Becky

Legal Paper: Gabriola Sounder
First Publish Date: 13-Feb-2018

Second Publish Date: 20-Feb-2018

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date:
Second Reading Date: 01-Mar-2018

Delivery Notices:
Date Public Hearing Held: 01-Mar-2018
Third Reading Date: 01-Mar-2018

**Referrals: Bylaw GB-293**

Agency	Sent	Received
Ministry of Agriculture Integrated Land Management Bureau: Hatfield, Jill Comment: Approval Recommended for Reasons Outlined: Statement is consistent with ALC policy and LUB indicated approval from the ALC may be required	15-May-2017	23-May-2017
Ministry of Agriculture Integrated Land Management Bureau: Lam, Jessica Comment:	15-May-2017 08-Feb-2018	
Lake Cowichan First Nation Chief and Council: Livingstone, Carol Comment: no comment	03-Mar-2017	23-Oct-2017
Semiahmoo First Nation 16049 Beach Rd: Council, Chief & Comment:	03-Mar-2017	
Cowichan Tribes Chief and Council: Charlie, Candace Comment: no comments or concerns	03-Mar-2017	03-Mar-2017
Snuneymuxw First Nation 668 Centre Street: Good, Chris Comment:	03-Mar-2017 08-Feb-2018	
Hulquminum Treaty Group 200-200 Cowichan Way: Anderson, Al Comment: no comment - for information only	03-Mar-2017	03-Mar-2017
Halalt First Nation 7973 Chemainus Rd: Chief, & Council Comment: Halalt First Nation defers to other First Nations	03-Mar-2017	30-Oct-2017
Penelakut Tribe Chief and Council: James, Denise Comment:	03-Mar-2017	
Lyackson First Nation 7973A Chemainus Road: Aidnell, Linda Comment:	03-Mar-2017	
Thetis Island Local Trust Committee Northern Office: Susan, Morrison Comment: Interests unaffected	21-Feb-2017	18-Apr-2017
Island Health 3rd Floor, 6475 Metral Drive: Lucko, Jill Comment: Approval recommended subject to conditions	21-Feb-2017	03-Apr-2017



Referrals: Bylaw GB-293

Agency	Sent	Received
Islands Trust, Bylaw Enforcement 200 - 1627 Fort Street: Drew, Miles Comment:	21-Feb-2017	
BC Assessment Authority Policy, Audit and Legal Services: McIntyre, Cathie Comment:	21-Feb-2017	
Nanaimo Regional District 6300 Hammond Bay Road: Schaefer, Jerry Comment: How about the following points: - The RDN limits to 90 sq. m. for secondary suites in accessory buildings applies to the total floor area of the building; - in the RDN, it is very difficult (if not effectively impossible) to build a secondary suite in a two-storey accessory building; - because of the differing height restrictions for accessory buildings as compared to the principal use building in some zones, the RD addresses height restrictions for accessory buildings containing suites independently.	21-Feb-2017	02-May-2017
Gabriola Housing Society none: Hetherington-Peirce, Nancy Comment: Approval recommended subject to conditions	21-Feb-2017	21-Apr-2017
People for a Healthy Community 675 North Road: Fowler, Brenda Comment:	21-Feb-2017	
Island Futures none: Yates, Susan Comment:	21-Feb-2017	
School District 68 395 Wakesiah Avenue: Blain, John Comment:	21-Feb-2017	
Agricultural Land Commission Rm. 133 4940 Canada Way: Bednard, Gordon Comment:	21-Feb-2017 15-May-2017	
Ministry of Transportation and Infrastructure Vancouver Island District Office: Pearson, Michael Comment:	21-Feb-2017	
Gabriola Chamber of Commerce #6 - 480 North Rd.,: Hennigar, Tammie Comment: Approval recommended subject to condition	21-Feb-2017	21-Apr-2017

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: GB 6500-20

File Name: Housing Options Review

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT		No.	DIRECTIVE POLICY
BL 292	BL 293	3.1	Ecosystems
N/A	N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
		3.2	Forest Ecosystems
N/A	N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
		3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
		3.4	Coastal and Marine Ecosystems
N/A	N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT		No.	DIRECTIVE POLICY
BL 292	BL 293	4.1	Agricultural Land
N/A	N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
✓	✓	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse effects on agricultural land.
CONSISTENT		No.	DIRECTIVE POLICY
N/A	N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
✓	✓	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
		4.2	Forests
N/A	N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to

			minimize the fragmentation of forests.
N/A	N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT		No.	DIRECTIVE POLICY
BL 292	BL 293	4.3	Wildlife and Vegetation
		4.4	Freshwater Resources
✓	✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
		4.5	Coastal Areas and Marine Shorelands
N/A	N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
		4.6	Soils and Other Resources
✓	✓	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT		No.	DIRECTIVE POLICY
BL 292	BL 293	5.1	Aesthetic Qualities
N/A	N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
		5.2	Growth and Development
✓	✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
		5.3	Transportation and Utilities
N/A	N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and

			regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
		5.4	Disposal of Waste
N/A	N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT		No.	DIRECTIVE POLICY
BL 292	BL 293	5.5	Recreation
N/A	N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
		5.6	Cultural and Natural Heritage
N/A	N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
		5.7	Economic Opportunities
✓	✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
		5.8	Health and Well-being
✓	✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

Completed By: Becky McErlean

Status

Date Resolution Referred to Exective Committee: 26-Mar-2018

Reading:

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 293

A BYLAW TO AMEND GABRIOLA ISLAND LAND USE BYLAW, 1999

The Gabriola Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Gabriola Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation:

This bylaw may be cited for all purposes as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2017”.

2. Gabriola Island Local Trust Committee Bylaw No. 177, cited as “Gabriola Island Land Use Bylaw, 1999, ” is amended as shown on Schedule 1, attached to and forming part of this bylaw:

READ A FIRST TIME THIS 13TH DAY OF JULY , 2017

PUBLIC HEARING HELD THIS 1ST DAY OF MARCH , 2018

READ A SECOND TIME THIS 1ST DAY OF MARCH , 2018

READ A THIRD TIME THIS 1ST DAY OF MARCH , 2018

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 201X

ADOPTED THIS _____ DAY OF _____ , 201X

Chair

Secretary

Gabriola Island Local Trust Committee

Bylaw No. 293

Schedule 1

Schedule “A” of Gabriola Island Land Use Bylaw No. 177 cited as “Gabriola Island Land Use Bylaw, 1999 is amended as follows:

- 2.1 Part B – GENERAL REGULATIONS, Section B.1 USES, BUILDINGS AND STRUCTURES, Subsection B.1.2 Prohibited Uses and Buildings, Article B.1.2.1 Prohibited Uses, Clause a. is amended by deleting the words “an *accessory cottage*” and replacing it with the words “a *secondary suite*”.

- 2.2 Part B – GENERAL REGULATIONS, Section B.1 USES, BUILDINGS AND STRUCTURES, Subsection B.1.2 Prohibited Uses and Buildings, Article B.1.2.3 Additional Dwellings is deleted in its entirety and replaced with:

“B.1.2.3 Additional Buildings

 - a. The construction, placement, or use of more than one *dwelling unit* on a *lot* is prohibited, unless specifically permitted in the *zone*.

 - b. Only one *building* accessory to all permitted *dwelling units* on a *lot* is permitted to contain a bathroom, and areas, equipment or infrastructure designed, used or intended to be used for the preparation and cooking of food.”

- 2.3 Part B – GENERAL REGULATIONS, Section B.3 Home Occupations, Subsection B.3.3 General Provisions, Article B.3.3.1, Clause a. is amended by deleting the word “*principal*”.

- 2.4 Part B – GENERAL REGULATIONS, Section B.3 Home Occupations, Subsection B.3.3 General Provisions, Article B.3.3.1, Clause b. text is deleted in its entirety and replaced with:

“*Home occupations* must be entirely enclosed within a *building*, providing the combined total floor area for *home occupation* uses on a lot do not exceed 95 square metres (1,023 square feet), except on lots greater than 2.0 hectares (4.95 acres), where the total combined floor area of *home occupation* uses may not exceed 150 square metres (1,615 square feet).”

- 2.5 Part B – GENERAL REGULATIONS, Section B.5 PARKING, Subsection B.5.1 Minimum Number of Parking Spaces for Automobiles and Bicycles, Article B.5.1.1, Table 2: Parking Requirements is amended by replacing the word “*cottage*” with “*secondary suite*”.

- 2.6 Part B – GENERAL REGULATIONS, Section B.6 MISCELLANEOUS, Subsection B.6.3 Commercial Vacation Rentals, Article B.6.3.1 is deleted in its entirety and replaced with:

“B.6.3.1 All *dwelling units*, including *secondary suites*, are for residential use and any use for overnight accommodation on less than a monthly basis for monetary gain is prohibited except where a temporary use permit has been issued by the Local Trust Committee.”

2.7 Part B – GENERAL REGULATIONS, Section B.6 MISCELLANEOUS, is amended by adding the following:

“B.6.6 Secondary Suite Regulations

Secondary Suites are subject to the following requirements:

B.6.6.1 *Secondary suites* are a permitted *accessory use* on *lots* in the Small Rural Residential (SRR), Large Rural Residential (LRR), Forestry (F), Resource (R), Resource Residential (RR1) and Agriculture (AG) *zones* on *lots* 2.0 hectares (4.94 acres) or larger;

B.6.6.2 One (1) *secondary suite* is permitted per *lot*.

B.6.6.3 Outside the Agriculture Land Reserve a *secondary suite* may be located within or attached to a *single family dwelling* or within an accessory building.

B.6.6.4 Within the Agricultural Land Reserve a *secondary suite* must be located wholly within a *single family dwelling*.

B.6.6.5 The maximum permitted *floor area* for a *secondary suite* located within or attached to a *single family dwelling* is 90 square metres (968 square feet) or 40% of the *floor area* of the *dwelling*, whichever is less;

B.6.6.6 The maximum permitted *floor area* for a *secondary suite* located within an *accessory building* is 90 square metres (968 square feet);

B.6.6.7 A *secondary suite* must not be located within a *manufactured home*;

B.6.6.8 For lands outside of the ALR, a *secondary suite* shall not be permitted on a *lot* unless the owner of the *lot* has registered a restrictive covenant under Section 219 of the *Land Title Act* in favour of the Gabriola Island Local Trust Committee prohibiting the registration of a strata plan under the *Strata Property Act* or *Land Title Act* which would result in the *secondary suite* being a separate *lot*.

2.8 Part B – GENERAL REGULATIONS, Section B.6 MISCELLANEOUS, Subsection B.6.4 Use of Travel Trailers, Recreational Vehicles and Accessory Buildings, Article B.6.4.1, Clause c. to be deleted in its entirety and replaced with the following:

“c. the travel trailer, recreational vehicle or *accessory building* is connected to an approved sewage disposal system.”

- 2.9 Part D – ZONES, Section D.1 RESIDENTIAL ZONES, Subsection D.1.1 Small Rural Residential (SRR), Article D.1.1.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii is amended by replacing the word “cottage” with “secondary suite”.
- 2.10 Part D – ZONES, Section D.1 RESIDENTIAL ZONES, Subsection D.1.1 Small Rural Residential (SRR), Article D.1.1.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i, second and third bullets are deleted and replaced with:
- “-one *secondary suite* per lot;
-three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and *woodshed* and that are *accessory* to all *dwellings*; and”
- 2.11 Part D – ZONES, Section D.1 RESIDENTIAL ZONES, Subsection D.1.2 Large Rural Residential (LRR), Article D.1.2.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii is amended by replacing the word “cottage” with “secondary suite”.
- 2.12 Part D – ZONES, Section D.1 RESIDENTIAL ZONES, Subsection D.1.2 Large Rural Residential (LRR), Article D.1.2.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i second and third bullets are deleted and replaced with:
- “-one *secondary suite* per lot;
-three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and *woodshed* and that are *accessory* to all *dwellings*; and”
- 2.13 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii is amended by deleting the words “or cottage”.
- 2.14 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i second and third and fourth bullets are deleted and replaced with:
- “-one *secondary suite* per lot;
-for *lots* in the Agricultural Land Reserve, one *secondary suite* AND one *manufactured home* for immediate family or *farm worker housing*;
-three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and *woodshed* and that are *accessory* to all *dwellings*; ”
- 2.15 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item ii text prefacing the bullets is deleted and replaced with:
- “On lands in the Agriculture Land Reserve where a *manufactured home* is permitted on a *lot* 2.0 hectares (4.94 acres) or larger for immediate family or *farm worker housing*, the following conditions apply.”
- 2.16 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.3 Regulations, Clause a. Buildings and Structures Siting

Requirements, Item i, first bullet is amended by replacing the word “cottage” with “secondary suite”.

- 2.17 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.1 Agriculture (AG), Article D.2.1.3 Regulations, Clause a. Buildings and Structures Siting Requirements, Item ii, first bullet is amended by replacing the word “cottage” with “secondary suite”.
- 2.18 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.2 Forestry (F), Article D.2.2.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii is amended by replacing the word “cottage” with “secondary suite”.
- 2.19 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.2 Forestry (F), Article D.2.2.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i second and third bullets are deleted and replaced with:
- “- one *secondary suite* per lot;
 - three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and woodshed and that are *accessory* to all *dwellings*; and”
- 2.20 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.4 Resource (R), Article D.2.4.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii is amended by replacing the word “cottage” with “secondary suite”.
- 2.21 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.4 Resource (R), Article D.2.4.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i second and third bullets are deleted and replaced with:
- “- one *secondary suite* per lot;
 - three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and woodshed and that are *accessory* to all *dwellings*; and”
- 2.22 Part D – , ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.6 Resource Residential 1 (RR 1), Article D.2.6.1 Permitted Uses, Clause b. Permitted Accessory Uses, Item ii text is deleted in its entirety and replaced with:
- “*secondary suite* residential.”
- 2.23 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.6 Resource Residential 1 (RR 1), Article D.2.6.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i, second bullet text is deleted in its entirety and replaced with:
- “- three *buildings* per lot excluding a *secondary suite*, *pump/utility house* and woodshed and that are *accessory* to all *dwellings*;
- 2.24 Part D – ZONES, Section D.2 RESOURCE ZONES, Subsection D.2.6 Resource Residential 1 (RR 1), Article D.2.6.2 Buildings and Structures, Clause a. Permitted Buildings and Structures, Item i, fourth bullet text is deleted in its entirety and replaced with
- “- one *secondary suite* per lot.”

- 2.25 Part E – SUBDIVISION, Section E.1 GENERAL, Subsection E.1.3 Covenant Against Further Subdivision and Development, Article E.1.3.3 is amended by deleting the words “ or *cottage*” in each instance it appears and replacing the words “and in a form complying with Appendix E” with “under s.219 of the Land Title Act in favour of the Gabriola Island Local Trust Committee,”.
- 2.26 Part G – DEFINITIONS, Section G.1 DEFINITIONS is amended by deleting the term “*cottage*” and definition.
- 2.27 Part G – DEFINITIONS, Section G.1 DEFINITIONS, “*dwelling – multiple family*” is amended by replacing the word “*two*” with “*three*”.
- 2.28 Part G – DEFINITIONS, Section G.1 DEFINITIONS, “*secondary suite*” is amended by replacing the definition with the following text:
- “a self-contained dwelling unit consisting of one or more habitable rooms and a cooking facility for residential occupancy accessory to a principal dwelling unit located on the same lot.”*
- 2.29 Part G – DEFINITIONS, Section G.1 DEFINITIONS, is amended by deleting the word “*means*” from the beginning of each definition in the section.
- 2.30 Part G – DEFINITIONS, Section G.1 DEFINITIONS, “*floor area*” is amended by replacing the word “*cottage*” with “*secondary suite*”.
- 2.31 Part G – DEFINITIONS, Section G.1 DEFINITIONS, “*sustainable energy systems utility room*” is amended by removing the words “in a *cottage*”.
- 2.32 Schedule C – Map 14 is deleted.
- 2.33 PART C – Establishment of Zones, Sections C.3 Interpretation of Zone Boundaries, Subsection C.3.1.2 b. *Lots in more than One Zone* is amended by replacing the word “*cottage*” in each instance it appears with “*secondary suite*”.



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: SS-RZ-2017.8
X-Ref: SS-ALR-2017.1
SS-RZ-2015.2
SS-ALR-2014.2

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Jason Youmans, Island Planner
SUBJECT: Salt Spring Island Local Trust Committee – Bylaw 509

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 509, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 7, 2017” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Salt Spring Island Local Trust Committee has referred Bylaw No. 509 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

N/A

Financial

N/A

Policy

N/A

Implementation/Communications

Communication to Salt Spring Island Local Trust Committee regarding the Executive Committee decision by April 17, 2018 .

Other

N/A

PURPOSE

Salt Spring Island Local Trust Committee Bylaw No. 509, cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 7, 2017 (Attachment 6) is intended to permit the construction of a new 750 m² (8000 ft²) indoor tennis court at the Salt Spring Island Golf and Country Club property.

BACKGROUND

Salt Spring Island Local Trust Committee Bylaw No. 509

Bylaw 509 will permit the construction of an additional indoor tennis court at the Salt Spring Island Golf and Country Club (805 Lower Ganges Road). The scope of the bylaw has been narrowed twice since its first iteration, in order to ensure consistency with the *Agricultural Land Commission Act*.

Milestones in timeline of Bylaw 509 are as follows:

November 2, 2017: First reading, referral to agencies

January 18, 2018: Second reading, LTC resolution that the bylaw is not contrary or at variance to the Islands Trust Policy Statement (Attachment 8), direction to schedule public hearing

March 1, 2018: Public hearing deferred, second reading rescinded, bylaw amended, amended bylaw given second reading, direction to schedule public hearing

March 29, 2018: Public hearing, building height amendment, third reading, direction to forward to Executive Committee

All staff reports published to date are available here: <http://islandstrust.bc.ca/islands/local-trust-areas/salt-spring/current-applications/current-application-documents/>

Issues Relating To Provincial Interest

Bylaw 509 was referred to the Agricultural Land Commission. No referral response was received, however, staff have discussed the matter with ALC staff and the bylaw has been refined to ensure it is consistent with ALC non-farm use decision 281/2017 which approved the proposed new indoor tennis court and parking.

Issues Relating To First Nation Interest

The proposed bylaw was not referred to First Nations. The nearest recorded archaeological site to the proposed property is 500 metres away. Remote Access to Archaeological Data (RAAD) does not indicate archaeological potential on the subject property. Staff is unaware of First Nations interests in the subject property and immediate area.

Issues Relating To Resources and Enforcement

N/A

Public Comments

No comments have been directed to Executive Committee. One public comment was received by the LTC concerning bylaw 509. It referenced concern about excessive lighting and the bylaw's original intent to remove

the cap on the permitted number of buildings for the tennis and squash court uses. Permission for outdoor tennis courts was removed, and the cap on the permitted number of buildings was reinstated, in amendments made at the March 1, 2018 LTC meeting.

Staff Comments

The LTC has determined that Bylaw 509 is consistent with the Islands Trust Policy Statement. The bylaw has been amended to ensure consistency with the *Agricultural Land Commission Act* and specific ALC permissions granted under ALC decision 281/2017. The North Salt Spring Water District stated that Bylaw 509 does not directly affect its interests, and the applicant has provided a well log demonstrating that the building can be serviced from an existing well on the property. An amendment was made to increase the permitted height of tennis courts buildings during the March 29, 2018 LTC meeting, an amendment that changes neither use nor density and as such is permitted post-public hearing.

On these bases, staff recommends Executive Committee Approval of Bylaw 509.

KEY ISSUES/CONCEPTS

- ALC approval to develop indoor tennis court and associated parking granted under ALC decision 281/2017
- Bylaw 509 amended to ensure consistency with ALC decision 281/2017

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Salt Spring Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 509, cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 7, 2017 is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Salt Spring Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Jason Youmans, Island Planner	April 3, 2018
Concurrence:	David Marlор, Director, Local Planning Services	Select Date.

ATTACHMENTS

1. Submission for EC Approval
2. Agency Referral Checklist
3. Islands Trust Policy Statement Directives Only Checklist
4. EC General Checklist

5. Bylaw No. 509



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Salt Spring Island Local Trust Committee

Bylaw No.: SS-509

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 29-Mar-2018

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk



Referrals: Bylaw SS-509

Agency	Sent	Received
Front Counter BC FrontCounterBC@gov.bc.ca: , Comment:	29-Nov-2017	
Vancouver Island Health Authority 1952 Bay Street: Laughlin, Christopher Comment: Interests Unaffected	28-Nov-2017	29-Nov-2017
Ministry of Agriculture PO Box 9099, Stn. Prov. Govt.: , Comment:	28-Nov-2017	
Thetis Island Local Trust Committee Northern Office: ., . Comment: Interests Unaffected	28-Nov-2017	12-Dec-2017
Galiano Island Local Trust Committee 200 - 1627 Fort Street: ., . Comment: Approval subject to the following conditions: That the outdoor provisions to be struck from bylaws s it is contrary to ALC regulations.	28-Nov-2017	08-Feb-2018
Mayne Island Local Trust Committee Islands Trust: ., . Comment: Interests Unaffected by Bylaw	28-Nov-2017	29-Jan-2018
North Pender Island Local Trust Committee Islands Trust: ., . Comment: Interests Unaffected by Bylaw	28-Nov-2017	30-Jan-2018
BC Assessment Authority Policy, Audit and Legal Services: McIntyre, Cathie Comment:	28-Nov-2017	
Cowichan Valley Regional District 175 Ingram Street: Tippet, Mike Comment: Interests Unaffected	28-Nov-2017	13-Dec-2017
North Salt Spring Waterworks District 761 Upper Ganges Road: Manager, The Comment: Approval Recommended Subject to Conditions: The rezoning of this property does not directly affect the interests of North Salt Spring Waterworks District (NSSWD). I would, however, like to take this opportunity to remind the Islands Trust that NSSWD has a moratorium on increases to demand on the District's source capacity. As such, NSSWD will not agree to serve this facility should rezoning be approved.	28-Nov-2017	05-Jan-2018
Agricultural Land Commission Rm. 133 4940 Canada Way: ,	28-Nov-2017	



Referrals: Bylaw SS-509

Agency	Sent	Received
Comment:		
Capital Regional District - SSI Senior Manager 145 Vesuvius Bay Road: ., .	28-Nov-2017	
Comment:		
Capital Regional District - SSI Parks and Recreation 145 Vesuvius Bay Road: , Comment: That the Salt Spring Island Parks and Recreation Commission supports the Salt Spring Island Tennis Association's application for rezoning under Bylaw 509.	28-Nov-2017	19-Feb-2018
Salt Spring Island Fire Rescue - District 105 Lower Ganges Road: , Comment:	28-Nov-2017	
Ministry of Transportation and Infrastructure Vancouver Island District Office: ., . Comment:	28-Nov-2017	



ISLANDS TRUST POLICY STATEMENT

DIRECTIVES ONLY CHECKLIST

File No.: SS-RZ-2017.8

File Name: Bylaw 509

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council’s guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council’s position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.

CONSISTENT	No.	DIRECTIVE POLICY
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	No.	DIRECTIVE POLICY
	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
✓	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
✓	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

The proposed bylaw was not referred to First Nations. The nearest recorded archaeological site to the proposed property is 500 metres away. Remote Access to Archaeological Data (RAAD) does

Completed By: Jason Youmans

Status

Date Resolution Referred to Exective Committee: 29-Mar-2018

Reading:

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 509

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

The Salt Spring Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 7, 2017.”

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 **Section 9.8 – PARK AND RESERVE ZONES**, Subsection 9.8.4 – Exceptions in Particular Locations, Zone Variation – PR3(a) which includes Articles 9.8.4(3) and 9.8.4(4) is deleted in its entirety and replaced with a new Zone Variation PR3(a) as follows:

“Zone Variation – PR3(a)

(3) The following additional *uses* are permitted:

- (a) Two *indoor* tennis courts or other similar sports facilities
- (b) An *indoor* squash court facility

(4) The maximum number of *buildings* for these additional uses is three.

(5) The maximum permitted *height* of *indoor* tennis court *buildings* is 8.5 metres.

(6) Article three (3) does not prohibit the lawful siting of the *uses* identified on land *zoned* for *active indoor recreation* or where they are otherwise permitted by the Salt Spring Island Land Use Bylaw.”

3. This bylaw is further amended by making such consequential numbering alterations to effect all changes.

READ A FIRST TIME THIS 2ND DAY OF NOVEMBER 2017

READ A SECOND TIME THIS 1ST DAY OF MARCH 2018

PUBLIC HEARING HELD THIS 29TH DAY OF MARCH 2018

READ A THIRD TIME THIS 29TH DAY OF MARCH 2018

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20____

ADOPTED THIS

_____ DAY OF _____ 20____

Chair

Secretary

REQUEST FOR DECISION

ISLAND MUNICIPALITY BYLAW SUBMISSION

File No.: BIM Bylaw No. 455

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: David Marlor, Director of Local Planning Services
SUBJECT: Bowen Island Municipality – LUB Amendment Bylaw No. 455

RECOMMENDATION

1. **THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 455 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 455, 2018” is not contrary to or at variance with the Islands Trust Policy Statement.**

PURPOSE

Bowen Island Municipality Bylaw No. 455 (Attachment 1) is intended to amend the Bowen Island Land Use Bylaw to prohibit cultivation, production, packaging, storage, distribution, dispensing, trading or selling of cannabis in all zones on Bowen Island.

BACKGROUND

The Bowen Island Municipality passed a resolution in February 2018 requesting staff to prepare amendments to the land use bylaw to prohibit the sale, production or distribution of Cannabis. This change is intended to require any use for the sale, production or distribution of Cannabis to go through a rezoning process, therefore, allowing the Municipality to consider each request on its own merits.

Issues Relating To First Nation Interest

Bowen Island Municipality staff has indicated that there is currently no plan for First Nations engagement with this development application. The Islands Trust Policy Statement does not contain directive policies with regards to First Nations.

Public Comments

As of the date of this Request for Decision, no public comments have been received at the Islands Trust office.

Staff Comments

The purpose of the staff report is to advise if the proposed bylaws are or are not, contrary to or at variance with the Islands Trust Policy Statement (ITPS). Bowen Island Municipality has considered the Islands Trust Policy Statement Directives Policies Checklist and has indicated how the Municipality has addressed relevant policies

(see Attachment 2). Islands Trust Staff believe that Islands Trust Policy Statement 5.2.3 “address policies related to the aesthetic, environmental and social impacts of development” applies. The proposed amendment is a precautionary approach to managing the potential social impacts of the upcoming Federal decriminalisation of Cannabis; therefore the amendment addresses Islands Trust Policy Statement Policy 5.2.3. Staff is of the opinion that other Islands Trust policy Statement policies are not applicable to this amendment bylaw.

Based on a review of the proposed Bylaws No. 455, Bowen Island staff reports, and the ITPS Checklist, Islands Trust staff concludes that the Bylaws No. 455 is not contrary to or at variance with the Islands Trust Policy Statement.

KEY ISSUES/CONCEPTS

- Referral of LUB Bylaw No. 455 under s.15 of the Letters Patent
- Written response to Bowen Island Municipality required by May 11, 2018 (45 days after date of receipt of the referral on March 27, 2017).
- Comments from Executive Committee limited to whether or not Bylaw No. 455 is contrary to or at variance with the Islands Trust Policy Statement.
- Staff considers that Bylaw No. 455 is not contrary to or at variance with the ITPS.

IMPLICATIONS OF RECOMMENDATION

Organizational - None

Financial - None

Policy - None

Implementation/Communications - Communication to Bowen Island Municipality regarding the Executive Committee decision by May 11, 2018.

Other - None

RELEVANT POLICY

- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]
- Bowen Island Municipality Letters Patent

ALTERNATIVE

1. Determine that the bylaw(s) is/are contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Bowen Island Municipality in writing that the Executive Committee considers that Bylaw No. 455 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 455, 2018” is contrary to or at variance

with the Islands Trust Policy Statement for [INSERT REASONS], triggering notification of the Minister.

Submitted By:	David Marlor, Director of Local Planning Services	March 28, 2018
Concurrence:		Select Date.

ATTACHMENTS

1. Bylaw No. 455 – LUB Amendment Draft
2. BIM ITPS Directives Only Checklist
3. Bylaw Approval Process and Authority

**BOWEN ISLAND MUNICIPALITY
BYLAW NO. 455, 2018**

A Bylaw to amend Land Use Bylaw No. 57, 2002

WHEREAS, “Bowen Island Land Use Bylaw No. 57, 2002” regulates the use of land, buildings, and structures within the Bowen Island Municipality

WHEREAS, Council wishes to amend “Bowen Island Land Use Bylaw No. 57, 2002” to prohibit the sale, production, or distribution of cannabis within the Bowen Island Municipality

THEREFORE be it resolved that the Council for Bowen Island Municipality in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 455 2018”.
2. “Bowen Island Municipality Land Use Bylaw No. 57, 2002” is amended by inserting a new Section 3.3.12 to read as follows:
 - 3.3.12. The cultivation, production, packaging, storage, distribution, dispensing, trading or selling of cannabis is prohibited in all zones except
 - (a) as a farm use within the Agricultural Land Reserve;
 - (b) as specifically permitted for medical purposes by Health Canada; or
 - (c) as expressly and specifically permitted as a use within a commercial, industrial or comprehensive development zone.

READ A FIRST TIME this 26th day of March, 2018;

READ A SECOND TIME this ___ day of ___, 2018;

PUBLIC HEARING this ___ day of ___, 2018;

READ A THIRD TIME this ___ day of ___, 2018;

FINALLY ADOPTED this ___ day of ___, 2018.

Murray Skeels
Mayor

Sophie Idsinga
Interim Deputy Corporate Officer



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 455, 2018 – File: Cannabis Amendment RZ-01-2018

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	Recreation

N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

ATTACHMENT 5 – BYLAW APPROVAL PROCESS AND AUTHORITY

Note 1 - the term “Bowen Municipality” or “Bowen Island Municipality” is used in the Islands Trust Act, regulations and Policy, and the term “The Municipality” is used in the Bowen Island Municipality Letters Patent. All are deemed to mean the same. For the purpose of this report, the term “the Municipality” shall be used, except where quoting from legislation.

Note 2 – the Bowen Letters Patent refer to “Islands Trust”, while the authority for bylaw approval is the “Executive Committee”. Both are deemed to mean the same thing. For the purpose of this report, the term “Executive Committee” shall be used, except where quoting from legislation.

Bowen Island Letters Patent

The relevant sections of the Bowen Island Municipality Letters Patent related to the Executive Committee’s responsibilities in consideration of municipal bylaws are summarized as follows:

OCP Amendments

Section 14.3 states that “With respect to an updated official community plan bylaw, the Council must:

- a) Refer the updated bylaw to the Islands Trust before a public hearing is held;
- b) not hold a public hearing on the bylaw before the municipality is advised in writing of the comments of the Islands Trust, or before 45 days from the date of referral, whichever is earlier;
- c) In the event that the Islands Trust identifies that the provisions of the bylaw may be contrary to or at variance with the trust policy statement, meet with the Islands Trust to review the updated bylaw not later than 60 days after the date of the response to the referral, and a public hearing on the updated bylaw must not be held until after that meeting; and
- d) Introduce into the public hearing on the bylaw, the comments of the Islands Trust received in response to the referral.”

Land Use Bylaw Amendments

Section 15 states that “Where a municipality proposes to adopt a bylaw, other than an official community plan bylaw, which has any reference to a matter included in the Trust Policy Statement, the municipality shall refer the proposed bylaw to the Islands Trust prior to third reading of the proposed bylaw, and the Islands Trust must advise the Council if it has any objections to the proposed bylaw within 45 days after the date of the referral, subject to the provisions of, and procedures which may be established in, an agreement between the municipality and the Islands Trust pursuant to section 17.0 of these Letters Patent, after which time Council may proceed with the proposed bylaw subject to Section 15.1 of these Letters Patent.”

Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

Islands Trust Policy 1.3.i is the Policy Statement Implementation Policy. Relevant sections of the Policy in regards to a referral between first reading and a public hearing are included below:

1. Policy D1.4 of Policy Statement Implementation Policy states that:

The Islands Trust Policy Statement require local trust committees in the official community plan and regulatory bylaws, and island municipalities under Section 38 (1) of the Islands Trust Act to address certain matters from the Policy Statement, or explicit reasons and justifications for not doing so. A bylaw will not be contrary to or at variance with the Policy Statement if it fails to include a particular policy or regulation, so long as the bylaw contains sufficient reason or justification for not doing so.

2. Policy D1.5 of Policy Statement Implementation Policy states that:
Where an updated bylaw does not include a particular policy or regulation required by the Policy Statement and the bylaw sets out reasons for that, the Executive Committee and Trust Council will assess the sufficiency of those reasons using such criteria as:
 - a) whether the reasons are explicitly set out such that it is clear that the local trust committee directed its attention to the matter in question and made a considered decision not to include the policy or regulation.*
 - b) whether the reasons have to do with particular local circumstances that may not have been contemplated in the drafting of the Policy Statement.*
 - c) whether the reasons arise from the necessity of balancing two or more components of the Policy Statement that cannot be achieved simultaneously.*
 - d) whether existing planning studies or reports relied on by the local trust committee indicate that the Policy Statement is inapplicable in the circumstances.*

Bowen Island Referral Process

Official Community Plan Amendments

Referral of an Official Community Plan from the Municipality is a two-step process. The first step is in accordance with Section 14.3 of the Bowen Island Municipality Letters Patent. At this step, which is after first reading but before a public hearing, the Executive Committee has an opportunity to review the updated OCP and advise the Municipality in writing if it deems any provision in the updated OCP to be contrary to or at variance with the Islands Trust Policy Statement. In the event that the Executive Committee deems that there is a provision contrary to or at variance with the Islands Trust Policy Statement, under the provisions of the Letters Patent, then The Municipality must meet with the Islands Trust to review the updated OCP. The second step is in accordance with Section 38(1)(a) of the Islands Trust Act, and occurs after public hearing and before The Municipality considers adoption of the bylaw. This OCP referral is a referral under the first step.

Land Use Bylaw Amendments

Referral of a Land Use Bylaw from the Municipality occurs before third reading in accordance with s.15 of the Letters Patent. The referral and approval process is outlined in the Protocol Agreement between the Islands Trust Council and Bowen Island Municipality, available at the following link:

<http://www.islandstrust.bc.ca/media/303365/itbimprotocol.pdf>

Executive Committee Consideration

The Letters Patent sets out the time limits on the process for a referral before Third reading. The Executive Committee has 45 days from the date of receipt of OCP and LUB referrals to provide written comments to The Municipality. Section 15 of the Letters Patent requires that the Executive Committee advise the Municipality if it has any objection to the bylaw within the 45 day time limit.

The Municipality referred Bylaws No. 439 and No. 440 for comment to the Islands Trust Executive Committee and was received by Islands Trust staff on May 30, 2017. A response is required to be received at the Municipality no later than the end of the day on July 14, 2017.

The Executive Committee may:

1. advise the Municipality that is no objections to the bylaw; or
2. advise the Municipality that it consider that provisions of the bylaw may be contrary to or at variance with the Trust policy statement.

The Municipality's Considerations

Official Community Plan Amendments

If no comments are received from the Islands Trust within 45 days of the referral (by the end of the day on July 14, 2017), the Municipality may proceed to hold a Public Hearing on the updated OCP.

Should the Executive Committee response to The Municipality indicate that one or more provisions of Bylaw No. 439 are contrary to or at variance with the Islands Trust Policy Statement, The Municipality will have 60 days from the receipt of the Executive Committee's response to meet with Islands Trust to discuss the provisions of concern. The Municipality has the following options:

- Advance the OCP to a public hearing without amending the bylaw to address Islands Trust concerns, but Islands Trust concerns would be introduced at the public hearing;
- Amend the OCP to address Islands Trust concerns and advance the bylaw as amended to the public hearing along with Islands Trust comments; or
- Amend the OCP and re-refer it back to the Islands Trust before going to Public Hearing.

Land Use Bylaw Amendments:

Should the Executive Committee advise the Municipality that it considers that provisions of Bylaw No. 440 may be contrary to or at variance with the Islands Trust Policy Statement, then the Municipality must notify the Minister of Community, Sport and Cultural Development. In this situation, the Minister may then provide advice or direction to the Municipality and Islands Trust regarding the proposed bylaw or require the Municipality and Islands Trust to resolve the issues using dispute resolution mechanisms contained in Section 439 and 442 of the *Local Government Act*.

March 2018 Islands Trust Council Highlights

The following list indicates the highlights of Trust Council's activities and decisions during its March 13-15 meeting on Salt Spring Island. These highlights are not the official minutes of the Trust Council meeting; Trust Council will adopt those at its June 2018 meeting on Saturna Island.

Budget Session

Trust Council reviewed the draft 2018/19 Budget and made the following changes:

That the 2018/19 Budget be amended to include the Victoria office landlord's contribution of \$152,000 for the Victoria office renovation project, as well as offsetting expenditures of the same amount.

Salt Spring LTC Special Property Tax Requisition – RFD

That the Islands Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$98,500 in its 2018/19 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area.

Bylaw Enforcement Notice Dispute Adjudication Services – RFD

That Trust Council authorize Staff to withdraw the Islands Trust from the North Shore Bylaw Notice Dispute Adjudication Registry by giving six months written notice to the parties to the North Shore Bylaw Notice Dispute Adjudication Registry Agreement.

And that Trust Council authorize Staff to obtain dispute resolution services directly from Mediate BC.

Amendment to Application Fee Bylaws for First Nation Engagement – RFD

That the Executive Committee provide recommendations to Trust Council on means to address compensation for First Nations site visits to the June Trust Council meeting.

History, Heritage and Conservation Grants in-aid – RFD

That Trust Council Policy 2.1.14 History, Heritage and Conservation Grants in-aid as amended by adding section 3.5 – "With the approval of affected local trust committees or island municipality", be adopted.

BC Speculative Tax

That Trust Council request the Chair to write to the Minister of Municipal Affairs and Housing to express concern about the potential impacts of the proposed BC Speculation Tax in the Trust Area and to emphasize the need for housing solutions tailored to the needs of island communities and to copy the Minister of Finance.

Financial Plan Bylaw No. 172 – RFD

Bylaw 172 received First, Second and Third Reading and was forwarded to the Minister of Municipal Affairs and Housing for approval.

Revenue Anticipation Bylaw No. 173 – RFD

The *Local Government Act* requires local governments to enact a “borrowing bylaw” and while the Islands Trust Council adopts a borrowing bylaw each year, no borrowing has been required for several years. Bylaw No. 173 received First, Second and Third Reading and was forwarded to the Minister of Municipal Affairs and Housing for approval.

Legislative Amendments Open Space Analysis – RFD

That staff prepare a short list of legislative amendments for the June 2018 Trust Council meeting and that a working session be scheduled to develop a prioritized list of potential amendments.

That a public engagement plan regarding legislative change be developed and presented to Trust Council.

Regional Conservation Plan (2018-2027) – RFD

That Islands Trust Council endorse the Islands Trust Fund’s Regional Conservation Plan (2018-2027).

Adapting to Climate Change Session & Town Hall

That Trust Council request Executive Committee to bring back to council a report on options for Islands Trust to increase focus on climate change mitigation within its current budget.



Islands Trust Council Minutes of Quarterly Meeting

Date:	March 13-15, 2018
Location:	Harbour House Hotel 121 Upper Ganges Road, Salt Spring Island
Members Present:	Peter Luckham, Chair (Thetis)
Executive Committee:	Laura Busheikin, Vice Chair (Denman) George Grams, Vice Chair (Salt Spring) Susan Morrison, Vice Chair (Lasqueti)
Local Trustees:	David Critchley, Denman Heather O'Sullivan, Gabriola Sandy Pottle, Galiano Dan Rogers, Gambier Kate Louise Stamford, Gambier Alex Allen, Hornby Tony Law, Hornby Brian Crumblehulme, Mayne Jeanine Dodds, Mayne Dianne Barber, North Pender Bruce McConchie, South Pender Wendy Scholefield, South Pender Peter Grove, Salt Spring Paul Brent, Saturna Lee Middleton, Saturna Ken Hunter, Thetis Island
Municipal Trustees:	Sue Ellen Fast, Bowen Alison Morse, Bowen
Regrets:	Melanie Mamoser, Gabriola Derek Masselink, North Pender Timothy Peterson, Lasqueti George Harris, Galiano
Staff Present:	Russ Hotsenpiller, Chief Administrative Officer David Marlor, Director, Local Planning Services Julia Mobbs, Director, Administrative Services Clare Frater, Director, Trust Area Services Carmen Thiel, Legislative Services Manager Lori Foster, Planning Team Assistant, Recorder
Public Present:	Approximately 8 -15 members of the public were present when the meeting opened.

1. CALL TO ORDER

Chair Luckham called the meeting to order on March 13, 2018 at 1:30 p.m. and acknowledged that it was being held in Coast Salish First Nations territory.

Trust Council received introductory comments from from Tsawout First Nation representative Mavis Underwood on behalf of Chief Harvey Underwood. Chief William Seymour of the Cowichan Tribes then addressed Trust Council on a variety of matters. He was followed by Arvid Charlie of Cowichan Tribes who thanked Trust Council for this opportunity to dialogue.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

6.1 BC Speculative Tax

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

3. GENERAL BUSINESS ARISING

3.1 Resolutions Without Meeting

For information.

**3.2 December 5-7, 2017 Trust Council Meeting Draft Minutes
TC-2018-001**

It was MOVED by Trustee Morrison and SECONDED by Trustee Fast, that Trust Council adopt the minutes of the December 5-7 Trust Council meeting with the following amendments:

- TC-2017-071 remove “s” from Bowen Islands to read Bowen Island.
- Remove the discussion “It was pointed out that Trust Council has to be willing to potentially work past the scheduled adjournment time to catch up on agenda items if there are many attendees interested in speaking at a Town Hall” which follows motion TC- 2017-077.

CARRIED

3.3 Trust Council Follow Up Action List

Provided for information.

Resolution TC-2017-079 was noted as not being on the FUAL and that it would be addressed at the April 11, 2018 EC meeting.

3.4 Trustee Round Table

Trustees participated in a round table session to discuss common issues, concerns and successes.

The meeting recessed for a break at 3:08 p.m. and reconvened at 3:22 p.m.

4. BUDGET SESSION

Chief Administrative Officer (CAO) Hotsenpiller welcomed Julia Mobbs, Islands Trust new Director of Administrative Services (DAS) to her first Trust Council Quarterly meeting.

4.1 Budget Session Outline

CAO Hotsenpiller introduced the budget session and schedule. He spoke to the transition and training former Director Shelest provided to DAS Mobbs during her first month with Islands Trust.

4.2 Budget Overview

DAS Mobbs reviewed the budget proposal timelines, stakeholder engagement and public consultation process.

Director of Local Planning Services (DLPS) Marlor responded to the report that the \$5000 expenditure for the *History and Heritage Funding Policy* had not been adopted yet and would be presented later in the meeting.

4.3 Changes to the Budget since December Trust Council – Briefing

DAS Mobbs noted the late item regarding the Victoria office landlord's contribution to the renovation project.

TC-2018-002

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,

that the 2018/19 Budget be amended to include the Victoria office landlord's contribution of \$152,000 for the Victoria office renovation project, as well as offsetting expenditures of the same amount.

CARRIED

4.4 Budget Assumptions and Principles

DAS Mobbs reviewed the report. There were no questions.

4.5 Budget Detail

DAS Mobbs reviewed the report.

CAO Hotsenpiller answered questions regarding:

- Election expenses which are not allocated annually but drawn down from surplus;
- The budget does not contain any line items for the reorganization of the committees structure;
- Perceived gap in the budget regarding climate change.

4.6 Project Requests

4.6.1 Summary of all Project Requests

Presented for information.

4.6.2 Salt Spring LTC Special Property Tax Requisition - RFD

TC-2018-003

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,

that the Islands Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$98,500 in its 2018/19 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area.

CARRIED

4.7 Public Consultation

Discussion followed regarding:

- Possible new plan for public consultation;
- Responding to the comments received;
- Some respondents felt they were not getting value for their money.

5. LOCAL PLANNING

5.1 Director of Local Planning Services Report

DLPS Marlor reviewed the report noting that climate change adaptation, if interested, could be done at the local trust committee level and consideration that staff approve development permits if guidelines were met could be a possibility.

Chair Luckham recognized ex Member of the Legislative Assembly (MLA) Gary Holman present in the public area.

5.2 Local Planning Committee Work Program Report

Local Planning Committee Chair, Trustee Allen, reviewed the current projects status.

TC-2018-004

It was MOVED by Trustee Busheikin and SECONDED by Trustee Critchley, that Trust Council endorse Local Planning Committee's recommendation to hold a workshop for Trust Council on Shoreline Planning and that Trust Council add this topic to its ongoing learning plan for the 2019 calendar year.

CARRIED

TC-2018-005

It was MOVED by Trustee Allen and SECONDED by Trustee Crumblehulme, that the Islands Trust Council approves the top priorities of the Local Planning Committee Work Program Report.

CARRIED

5.3 Bylaw Enforcement – Briefing

Bylaw Enforcement Manager (BEM) Drew reviewed the report and explained the bylaw enforcement process.

5.4 Bylaw Enforcement Notice Dispute Adjudication Services – RFD

BEM Drew presented the request for decision.

TC-2018-006

It was MOVED by Trustee Grams and SECONDED by Trustee Rogers, that Trust Council authorize Staff to withdraw the Islands Trust from the North Shore Bylaw Notice Dispute Adjudication Registry by giving six months written notice to the parties to the North Shore Bylaw Notice Dispute Adjudication Registry Agreement.

CARRIED

TC-2018-007

It was MOVED by Trustee Busheikin and SECONDED by Trustee Grove, that Trust Council authorize Staff to obtain dispute resolution services directly from Mediate BC.

CARRIED

5.5 Amendment to Application Fee Bylaws for First Nation Engagement – RFD

Director of Local Planning Services (DLPS) Marlor reviewed the request for decision report.

Discussion ensued regarding:

- Clarification of the model fee bylaw applying to all applications;
- Cost recovery agreements;
- Relationship building with First Nations;
- That the model is premature and that further study and more information is required.

TC-2018-008

It was MOVED by Trustee Critchley and SECONDED by Trustee Scholefield,
that Trust Council defer the report to the June meeting.

DEFEATED

TC-2018-009

It was MOVED by Trustee Law and SECONDED by Trustee Dodds,
that the Executive Committee provide recommendations to Trust Council on means to
address compensation for First Nations site visits to the June Trust Council meeting.

CARRIED

5.6 History, Heritage and Conservation Grants in-aid – RFD

DLPS Marlor reviewed the request for decision.

Discussion around conditions of funding and seeking local trust committee
recommendation followed.

TC-2018-010

It was MOVED by Trustee Brent and SECONDED by Trustee Crumblehulme,
that Trust Council Policy 2.1.14 *History, Heritage and Conservation Grants in-aid* as
amended by adding section 3.5 – “With the approval of affected local trust committees or
island municipality”, be adopted.

CARRIED

By general consent the meeting was adjourned on March 13, 2018 at 5:44 p.m.

Wednesday, March 14, 2018

The meeting reconvened at 8:30 a.m. with 21 trustees present. Regrets: Trustees Peterson (Lasqueti),
Mamoser (Gabriola), Harris (Galiano) and Masselink (North Pender).

6. NEW BUSINESS

6.1 BC Speculative Tax

Trustee Dodds joined the meeting at 9:15 a.m.

TC-2018-011

It was MOVED by Trustee Brent, SECONDED by Trustee Crumblehulme, that Trust Council request the Chair to write to the Minister of Municipal Affairs and Housing to express concern about the potential impacts of the proposed BC Speculation Tax in the Trust Area and to emphasize the need for housing solutions tailored to the needs of island communities and to copy the Minister of Finance.

TC-2018-012

It was MOVED by Trustee Law and SECONDED by Trustee Fast, That the motion be amended to read that Trust Council request the Chair to write to the Minister of Municipal Affairs and Housing to request a meeting to discuss the application of the proposed BC Speculation Tax in the Trust Area and to emphasize the need for housing solutions tailored to the needs of island communities and to copy the Minister of Finance.

There was discussion over the need for a meeting with the Minister of Municipal Affairs and Housing and the policy direction Trust Council could take.

The vote was called on the amended motion,

DEFEATED

Trustees for the motion Fast, Pottle, O'Sullivan, Scholefield, Law.

Vice-Chair Busheikin asked that the minutes show discussion clarified that Trust Council is not taking a position against the tax.

The question on the main motion was then called.

CARRIED

7. EXECUTIVE

7.1 Chief Administrative Officer's Report

CAO Hotsenpiller reviewed his 2018 First Quarter report highlighting the Strathcona Regional District's broadband project, Victoria office renovations, meetings with FLNRO, and preparations for the upcoming elections.

7.2 Executive Committee Work Program Report

Chair Luckham updated Trust Council regarding the Ottawa trip with respect to derelict vessels, meeting with senior staff and ministers during his visit, meeting with Vancouver Port authority regarding port issues, anchoring and gypsum off-loading.

At 9:32 a.m. it was agreed to move to item 8 on the agenda.

8. ADAPTING TO CLIMATE CHANGE SESSION

Regional Planning Manager (RPM) Cermak introduced Gillian Aubie Vines who shared a Power Point presentation on climate change.

Following the presentation, general discussion on the following took place:

- Climate change vulnerabilities affecting forest fire management, washouts to roads due to rising sea levels and runoff, infrastructure exposure and ecosystem impacts;
- Innovations such a rainwater catchment, compost toilets, cooperation with jurisdictions, reducing carbon footprint and community buy-in.

The meeting recessed for a break at 10:15 a.m. and reconvened at 10:31 a.m.

Gillian Aubie Vines continued her presentation.

Discussion regarding the presentation and comments included the following:

- Getting climate change on the LTC work programs;
- Educating the public;
- Road maintenance.

9. CLOSED MEETING

TC-2018-013

It was MOVED by Trustee Morrison and SECONDED by Trustee Crumblehulme, that the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:

(i) receipt of advice that is subject to solicitor-client privilege;
and that staff be invited to attend the closed session.

CARRIED

The meeting was closed to the public at 11:30 a.m. and reconvened in open session at 12:24 p.m.

7.3 Continuous Learning Plan

A question was asked about *Water Sustainability Act*, staff indicated that the Act is on the current Learning Plan. The Learning Plan was received for information.

By general consent, item 7.6 was addressed before item 7.4.

7.6 Revisions to Trust Council Policies 2.3.1 and 2.4.2 to Reflect Change in Trustees' Term of Office – RFD

TC-2018-014

It was MOVED by Trustee Brent and SECONDED by Trustee Rogers, that the Islands Trust Council amend Policy 2.3.1 Council Committee System and Policy 2.4.3 Executive Committee Election, as indicated in attachments 1 and 2 to the report, to reflect legislative changes to trustees' terms of office and the election date.

CARRIED

The formal meeting recessed at 12:30 p.m.

10. COMMUNITY PRESENTATION - SALT SPRING ISLAND CONSERVANCY

Trustees and staff embarked on a bus excursion to Blackburn Lake, a nature reserve restored from a former golf course where they received a presentation and did a walk-about.

11. DELEGATIONS AND TOWN HALL

The formal meeting reconvened at 2:00 p.m. There were approximately 50 - 60 members of the public present.

Chair Luckham reopened the meeting and acknowledged it was being held on Coast Salish territory and asked for roundtable introductions.

Delegations

11.1 Community Energy and Climate Action Groups re Climate Change

David Denning presented a Power Point emphasizing the need for climate action and asked that:

- the Islands Trust identify a person in the organization who will take on the role of planning for mitigation and adaptation to climate change and;
- to take a leadership role to transition to a low carbon society and that the Islands Trust develop a culture to support progress in climate change.

11.2 Michael Sketch re Local Planning Services advice to Islands Trust Decision Makers and the Agricultural Land Commission

Michael Sketch read and summarized his submission requesting that staff fully, clearly and accurately reflect the Agricultural Land Reserve on the islands, defer to the *Agricultural Land Commission Act*, and make clear any changes to the application decision makers.

Town Hall

Samantha Sanderson for the Salt Spring Community Alliance – spoke to how working groups are developing regarding economics, environment, infrastructure, housing, health, and communication initiatives.

Peter Lamb – supported David Denning’s climate change presentation and urged Trust Council to take action and amend its budget to include climate action change.

Elizabeth White – supports climate action change and called for the role of a project champion that would look through a climate change lens at such things as the Agricultural Land Reserve, food production and affordable housing.

Ron Pither – local organic farmer spoke to the importance of bee pollinators presenting to Trust Council a handout on how to safe guard pollination services.

Wayne Hewitt – said Development Permit Application (DPA) fees should be reviewed and increased as many applicants are asking for forgiveness after construction through DPA’s. Communication between local trust areas seems only during Trust Council.

Graham Bruce – Denman Island, spoke on behalf of the Gulf Islands Alliance requesting that Trust Council budget First Nations reconciliation be funded through a tax levy.

Myna Lee Johnstone – supports all the presentations noting the island’s noise levels and other emissions have increased over the past 30 years, noted that seniors demographic growing and challenged all to hang up their car keys.

Akasha Forest – Galiano Island, shared news from a new group, the Salish Sea Renewable Energy Co-op which advocates moving away from fossil fuels, invited all to the next meeting on March 31.

Michael Sketch – asked Trust Council to address a resolution on the relationship between the Agricultural Land Commission policy and Islands Trust planning policy calling for an audit of staff reports particularly on certain Galiano applications.

Chair Luckham noted that a review by the Director of Local Planning Services could be considered.

Ruth Waldick – commented on climate change and jurisdictional authority asking that authorities work together to have discussion and suggested pooling resources for like-minded agendas.

12. COMMUNITY PRESENTATION - SALT SPRING AFFORDABLE HOUSING

Kisae Petersen, on behalf of the Salt Spring Island Housing Council Society and Island Women Against Violence, recognized the territory of the Coast Salish First Nations lands and gave a presentation on affordable housing on Salt Spring Island.

She summarized her presentation with three requests:

- Continue the mandate for affordable housing and champion land use planning tools that are innovative and supportive;
- Future budgets to increase staff capacity to specifically work on affordable housing;
- Revise land use planning tools, in light of the Crofton Brook application, where the engineers report is sufficient to meet the conditions of water needs for approval.

The meeting was recessed for a break at 3:17 p.m. and reconvened at 3:30 p.m.

13. ADMINISTRATIVE SERVICES

13.1 Director of Administrative Services Report

DAS Mobbs reviewed the report.

Trustee Stamford recognized former GIS Technician Barb Dashwood for her years of service with Islands Trust.

The question of submitting receipts electronically was discussed.

13.2 Financial Planning Committee Work Program Report

TC-2018-015

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,
that the Islands Trust Council approves the top priorities of the Financial Planning Committee Work Program Report.

CARRIED

13.3 Quarterly Financial Report – RFD

TC-2018-016

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,
that the Islands Trust Council approve the December 31, 2017 Quarterly Financial Report as presented.

CARRIED

13.4 Financial Forecast – Briefing

Presented for information.

14. 2018/19 BUDGET OVERVIEW AND APPROVAL

There was general discussion about putting climate action change into future budgets and the idea of a climate change champion in conjunction with the current strategic plan.

14.1 Financial Plan Bylaw No. 172 – RFD

TC-2018-017

It was MOVED by Trustee Grove and SECONDED by Trustee Grams,
that Islands Trust Council Bylaw 172, as amended, cited as the “Financial Plan Bylaw,
2018/19” be Read a First Time.

CARRIED

Trustee Scholefield opposed

TC-2018-018

It was MOVED by Trustee Grove and SECONDED by Trustee Morrison,
that Islands Trust Council Bylaw 172, as amended, cited as the “Financial Plan Bylaw,
2018/19” be Read a Second Time.

CARRIED

Trustee Scholefield opposed

TC-2018-019

It was MOVED by Trustee Grove and SECONDED by Trustee Rogers,
that Islands Trust Council Bylaw 172, as amended, cited as the “Financial Plan Bylaw,
2018/19” be Read a Third Time.

CARRIED

Trustee Scholefield opposed

TC-2018-020

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,
that Islands Trust Council Bylaw 172, as amended, cited as the “Financial Plan Bylaw,
2018/19” be forwarded to the Minister of Municipal Affairs and Housing for approval
consideration.

CARRIED

14.2 Revenue Anticipation Bylaw No. 173 – RFD

TC-2018-021

It was MOVED by Trustee Grove and SECONDED by Trustee Crumblehulme,
that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw
2018-19” be Read a First Time.

CARRIED

TC-2018-022

It was MOVED by Trustee Grove and SECONDED by Trustee Pottle,
that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw
2018-19” be Read a Second Time.

CARRIED

TC-2018-023

It was MOVED by Trustee Grove and SECONDED by Trustee O’Sullivan,
that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw
2018-19” be Read a Third Time.

CARRIED

TC-2018-024

It was MOVED by Trustee Grove and SECONDED by Trustee Grams,
that Islands Trust Council Bylaw 173, cited as the 'Revenue Anticipation Borrowing Bylaw 2018-19' be forwarded to the Minister of Municipal Affairs and Housing for approval consideration.

CARRIED

TC-2018-025

It was MOVED by Trustee Busheikin and SECONDED by Trustee Grove,
that Trust Council request Executive Committee to bring back to council a report on options for Islands Trust to increase focus on climate change mitigation within its current budget.

CARRIED

Trustee McConchie opposed

Chair Luckham returned to item 7.2 on the agenda.

7.2 Executive Committee Work Program Report

TC-2018-026

It was MOVED by Trustee Morrison and SECONDED by Stamford,
that the Islands Trust Council approves the top priorities of the Executive Committee Work Program Report.

CARRIED

7.4 Strategic Plan Update

CAO Hotsenpiller spoke to the report discussing maintaining continuity and how to measure performance over time with regards to the Strategic Plan. He reviewed the main strategic themes of the plan and indicated general areas of success and items that need further work.

Council was encouraged to bring ideas to June Trust Council session that are common across the trust area such as rainwater catchment, climate change adaptation and water sustainability, interest based issues for community engagement.

CAO Hotsenpiller will send an email to trustees as a reminder about what to consider for the June session.

7.5 Legislative Amendments Open Space Analysis – RFD

CAO Hotsenpiller spoke to the report.

TC-2018-027

It was MOVED by Trustee Brent and SECONDED by Trustee Allen,
that staff prepare a short list of legislative amendments for the June 2018 Trust Council meeting and that a working session be scheduled to develop a prioritized list of potential amendments.

Discussion continued about looking at the list with reference to climate change, water sustainability and other lenses and that a detailed session would be prudent.

CARRIED

TC-2018-028

It was MOVED by Trustee Brent and SECONDED by Trustee Crumblehulme,
that a public engagement plan regarding legislative change be developed and presented to
Trust Council.

CARRIED

**7.7 Amendments to Islands Trust Election Procedures Bylaw No. 124 to Update Legislative
References – RFD**

TC-2018-029

It was MOVED by Trustee Brent and SECONDED by Trustee Morrison,
that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw,
2008, Amendment Bylaw No. 2, 2018” be read a First Time.

CARRIED

TC-2018-030

It was MOVED by Trustee Brent and SECONDED by Trustee Pottle,
that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw,
2008, Amendment Bylaw No. 2, 2018” be read a Second Time.

CARRIED

TC-2018-031

It was MOVED by Trustee Brent and SECONDED by Trustee O’Sullivan,
that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw,
2008, Amendment Bylaw No. 2, 2018” be read a Third Time.

CARRIED

By general consent the meeting was adjourned at 5:12 p.m., March 14, 2018.

Thursday, March 15, 2018

The meeting reconvened at 8:30 a.m. with 20 trustees present. Regrets: Trustees Peterson (Lasqueti),
Mamoser (Gabriola), Harris (Galiano), Masselink (North Pender), McConchie (South Pender) and Middleton
(Saturna).

Chair Luckham acknowledged the meeting was being held on Coast Salish First Nations territory.

By general consent it was agreed to address item 16 ahead of item 15.

16. TRUST AREA SERVICES

16.1 Director of Trust Area Services Report

Trust Area Services (TAS) Director Frater reviewed her report, spoke of current projects,
upcoming highlights and showed the first of 4 informational/promotional videos.

Feedback on the video included:

- Good overall images and messaging;
- Recognize more community and cultural references.

16.2 Trust Programs Committee Work Program Report

Trust Programs Committee Chair, Trustee Crumblehulme reported on the working group,
which is a committee funded through the Trust Programs Committee regular
administration budget. Minutes of this group will be posted to the Islands Trust website.

TC-2018-032

It was MOVED by Trustee Grove and SECONDED by Trustee Grams,
that Trust Council request the working group of the Trust Programs Committee hold its
April 16, 2018 on Salt Spring Island.

CARRIED

TC-2018-033

It was MOVED by Trustee Grams and SECONDED by Trustee Critchley,
that the Islands Trust Council approves the top priorities of the Trust Programs Committee
work program report.

CARRIED

16.3 Trust Fund Board Report

Trust Fund Board Chair, Trustee Law spoke to the conservation plan, two nature reserves
and other acquisitions including one on Lasqueti.

Report received for information.

16.4 Regional Conservation Plan (2018-2027) – RFD

Trust Fund Board Manager, Jennifer Eliason and Ecosystem Protection Specialist, Kate
Emmings presented the report with a focus on the map layers.

TC-2018-034

It was MOVED by Trustee Law and SECONDED by Trustee Stamford,
that Islands Trust Council endorse the Islands Trust Fund's Regional Conservation Plan
(2018-2027).

CARRIED

17. SUMMARY / UPDATES

17.1 Trustee Updates

17.1.1 BC Ferries (Ferry Advisory Committee Chairs)

It was reported that Langdale ferry parking costs were increased but yearly parking
will be available for residents.

17.1.2 First Nations

Trustees Busheikin and O'Sullivan reported on First Nations meetings.

Trustee Morrison left the room at 9:40 a.m.

17.1.3 Gulf Islands National Park Reserve Advisory Committee (Trustee Masselink)

Trustee Brent spoke to progress made in discussions with Parks Canada.
Trustee Scholefield commented on beavers causing problems on South Pender.

17.1.4 Salt Spring Island Watershed Protection Authority (SSIWPA) (Vice Chair Grams)

Trustee Grams spoke to aquifer mapping, monitoring and a water sustainability
plan integrated with the *Water Sustainability Act*. A plan could be complete by next
year. He shared a link with trustees on conservation measures.

17.1.5 Howe Sound Community Forum

Trustee Stamford reported the next meeting is May 4th at the Furry Creek Golf Club. Working to find a data platform on what is in the sound. There will be a derelict vessels workshop April 9, Glen Eagles Golf Club, Sunshine Coast.

17.1.6 Freighter Roundtable Update

Chair Luckham updated council on activities.

17.2 Priorities Chart

CAO Hotsenpiller reviewed the Priorities Chart.

Received for information.

By general consent, the Priorities Chart was endorsed.

17.3 Proposed June 2018 Trust Council Schedule

Presented for information.

The next Trust Council is scheduled for Saturna Island. Proposed items on the agenda include the Agricultural Land Commission, subdivision plans, and the Water Sustainability Plan.

17.4 Disposition of Delegations and Town Hall Requests

Presenters to be recognized in writing for their delegations.

18. CORRESPONDENCE

None.

19. NEXT MEETING - June 19-21, 2018, Saturna Island

The meeting was recessed at 9:57 a.m. for a break and reconvened in open session at 10:20 a.m.

TC-2018-035

It was MOVED by Trustee Busheikin and SECONDED by Trustee Grams, that the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:

- (c) labour relations or other employee relations,
 - (g) litigation affecting the Islands Trust; and
 - (i) receipt of advice that is subject to solicitor-client privilege;
- and that CAO Russ Hotsenpiller attend.

CARRIED

The meeting was closed to the public at 10:21 a.m. and reconvened in open session at 11:10 a.m.

20. **ADJOURNMENT**

By general consent, the meeting was adjourned at 11:10 a.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder

Trust Council Quarterly Meeting Schedule
June 19-21, 2018
Saturna Recreation and Cultural Centre, 104 Harris Road

DRAFT

Tuesday, June 19	Wednesday, June 20	Thursday, June 21
Ferries to Satuna Island:		
	7:30 Breakfast	7:30 Breakfast
	8:30 New Business Items*	8:30 Closed Meeting
	9:00 Administrative Services Director's Report * FPC Work Program Report	9:15 Agricultural Land Commission/Islands Trust Session
12:00 Executive Committee Meeting	9:30 Strategic Plan Session	10:00 Break
12:30 Lunch	10:15 Break	10:15 Summary/Updates Trustee Updates Priorities Chart Proposed September TC Draft Agenda Program
1:30 Call to Order and Approval of Agenda * RWMs Adoption of Minutes FUAL Trustee Round Table	10:30 Islands Trust Act Amendments Session 11:30	11:30 Correspondence
3:00 Break	12:00 Lunch Tour	12:00 Adjournment (approx.)
3:15 Executive CAO's Report EC Work Program Continuous Learning Plan Strategic Plan Quarterly Update	1:00 Community Presentations 2:00 Delegations & Town Hall	Ferries from Saturna Island: 
	3:00 Break	
	3:15 Trust Area Services* Director's Report * TPC Work Program * Trust Fund Board Report	
4:15 Local Planning Services Director's Report * LPC Work Program	4:00 * * *	
5:15 Adjourn for the day	5:00 Adjourn for the day	
6:00 Dinner with Former Trustees -	6:00 Dinner	

* Denotes resolution/decision items

Members of the public are invited to attend all sessions except any closed meetings and meals.

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Activity	Responsibility	Target Date	Status
10-Jun-2015	First Nations First Nations training and workshops	Russ Hotsenpiller David Marlor Clare Frater Julia Mobbs	31-Mar-2016	On Going
06-Dec-2016	that Trust Council approve in principle a review of the Islands Trust Act.	Russ Hotsenpiller		On Going
14-Mar-2018	that staff prepare a short list of legislative amendments for the June 2018 Trust Council meeting and that a working session be scheduled to develop a prioritized list of potential amendments. that a public engagement plan regarding legislative change be developed and presented to Trust Council.	Russ Hotsenpiller Andrew Templeton	06-Jun-2018	On Going

Director, Administrative Services

Activity	Activity	Responsibility	Target Date	Status
20-Jun-2017	Send revised parking diagram to all trustees once deal is finalized.	Julia Mobbs	19-Jul-2017	Done
14-Mar-2018	Financial Plan Bylaw No. 172 and Revenue Anticipation Bylaw No. 173 be forwarded to Minister of Municipal Affairs and Housing for approval.	Julia Mobbs Jas Chonk	28-Mar-2018	Done
14-Mar-2018	that Trust Council request Executive Committee to bring back to council a report on options for Islands Trust to increase focus on climate change mitigation within its current budget.	Julia Mobbs Clare Frater	06-Jun-2018	On Going

Follow Up Action Report

Director, Local Planning Services

Activity	Activity	Responsibility	Target Date	Status
20-Jun-2017	Provide recommendations to Trust Council for adding protection of Species at Risk to the Strategic Plan.	David Marlor Clare Frater	28-Jul-2017	On Going
13-Mar-2018	that Trust Council endorse Local Planning Committee recommendation to hold a workshop for Trust Council on Shoreline Planning and that Trust Council add this topic to its ongoing learning plan for the 2019 calendar year.	David Marlor	16-Jan-2019	On Going
13-Mar-2018	that Trust Council authorize Staff to withdraw the Islands Trust from the North Shore Bylaw Notice Dispute Adjudication Registry by giving six months written notice to the parties to the North Shore Bylaw Notice Dispute Adjudication Registry Agreement. that Trust Council authorize Staff to obtain dispute resolution services directly from Mediate BC.	David Marlor Miles Drew	11-Apr-2018	On Going
13-Mar-2018	that the Executive Committee provide recommendations to Trust Council on means to address compensation for First Nations site visits to the June Trust Council meeting.	David Marlor	06-Jun-2018	On Going
13-Mar-2018	that Trust Council Policy 2.1.14 History, Heritage and Conservation Grants in-aid as amended by adding section 3.5 With the approval of affected local trust committees or island municipality, be adopted.	David Marlor Jas Chonk	20-Apr-2018	On Going

Director, Trust Area Services

Activity	Activity	Responsibility	Target Date	Status
16-Sep-2015	Freighter anchorages Identify and act on opportunities re freighter anchorages	Clare Frater		On Going

**Follow Up Action Report**

14-Mar-2018	that Trust Council request the Chair to write to the Minister of Municipal Affairs and Housing to express concern about the potential impacts of the proposed BC Speculation Tax in the Trust Area and to emphasize the need for housing solutions tailored to the needs of island communities and to copy the Minister of Finance.	Clare Frater Peter Luckham	23-Mar-2018	Done
15-Mar-2018	that Trust Council request the working group of the Trust Programs Committee hold its April 16, 2018 on Salt Spring Island.	Clare Frater Jas Chonk	23-Mar-2018	On Going
15-Mar-2018	Draft and send thank-you letters to delegations of the March 2018 Trust Council meeting.	Clare Frater	30-Mar-2018	On Going

Legislative Services Manager

Activity	Activity	Responsibility	Target Date	Status
14-Mar-2018	that the Islands Trust Council amend Policy 2.3.1 Council Committee System and Policy 2.4.3 Executive Committee Election, as indicated in attachments 1 and 2 to the report, to reflect legislative changes to trustees terms of office and the election date.	Carmen Thiel Jas Chonk	20-Apr-2018	On Going
14-Mar-2018	Staff to conduct an RWM to adopt Trust Council Election Procedures Bylaw No. 124.	Carmen Thiel Jas Chonk	18-Apr-2018	On Going

Manager, Islands Trust Fund

Activity	Activity	Responsibility	Target Date	Status
14-Jun-2016	NAPTEP Certificate Issue subject to survey, covenant and baseline report.	Jennifer Eliason		On Going



Islands Trust

Islands Trust Council Plan for Continuous Learning 2014-2018

(What other topics would trustees like to propose?)

2018-04-05

Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2018	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act) Regional Conservation Plan		Adapting to Climate Change	
	June (Saturna)	Strategic Plan	<u>Subdivision Authority/ Bare Land Strata Regulations implications</u> <u>Islands Trust Act Amendments</u>		Agricultural Land Commission/Islands Trust
	September (Gambier/Keats)		<u>Subdivision Authority/Bare Land Strata Regulations Implications</u>	Archaeological Site Protection (2)	First Nations Policy & Engagement
	November (Victoria)	Orientation	Orientation	Orientation	Orientation
2017	Webinars (dates TBD)				
	March (Gabriola)	Role of the Trustee		Archaeological Site Protection	
	June (Lasqueti)	TFB Regional Conservation Plan	Role of the Trustee (2)	Species at Risk	
	September (Denman)				Effective Advocacy Regional Districts
	December (Victoria)	Ocean Protection Plan			(San Juan County) (U.S. and Canadian Consuls General)

POTENTIAL TOPICS/AGENCY LIAISON FOR CONSIDERATION FOR FUTURE SESSIONS:

Suggestions arising during 2014-2018 Term:

- *Water Sustainability Act (postponed from March 2017 due to difficulty scheduling speakers)*
- Heritage Conservation Act session
- Office of the Ombudsperson session
- Making Online Meetings Work
- OneNote for meetings
- Public Consultation and Polling
- NMCA – implications for local zoning jurisdiction
- Options for a trustee network
- Introduction to the Island Trust Policy Statement
- Participatory decision-making (using expertise on Bowen Island)
- Effective Communications and Social Media
- Fisheries and Oceans with a senior representative from the Department of Fisheries and Oceans
- [Shoreline Planning](#)



To: Executive Committee

For the Meeting of: April 11, 2018

From: Andrew Templeton
Communications Specialist

Date: April 3, 2018

SUBJECT: 2017-2018 ANNUAL REPORT FORMAT

RECOMMENDATION:

That the Executive Committee approves the format and outline of contents for the 2017-2018 Annual Report.

DIRECTOR COMMENTS: The recommendations comply with Section 19 of the *Islands Trust Act* and Trust Council's [Annual Report Policy 6.10](#). Staff will continue to incorporate as much imagery, infographics, and tables as possible.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: This annual project requires organization-wide support to meet established deadlines.

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Upon Executive Committee's approval, staff will draft the annual report for Trust Council's approval in June 2018. Staff will use the attached proposed table of contents.

OTHER: N/A

BACKGROUND

- The layout and design of the 2017-2018 report may be similar to previous year's, with continued emphasis on images, infographics, and tables.
- Staff will work to integrate statistical information regarding applications with information about application processing factors.

REPORT/DOCUMENT: Islands Trust 2016-2017 Annual Report proposed table of contents

KEY ISSUE(S)/CONCEPT(S): Executive Committee authority to direct the format and outline of the Islands Trust annual report.

RELEVANT POLICY: [Annual Report Policy 6.10](#)

Section 19 of the *Islands Trust Act* requires the Islands Trust Council must prepare and file with the minister a report respecting the previous fiscal year that includes:

- (a) an audited balance sheet and statement of receipts and expenditures;
- (b) a report of the operations of the Trust Council, the Executive Committee and the local trust committees;
- (c) the annual report of the Trust Fund Board submitted to the Trust Council under section 46; and
- (d) other particulars required by the minister.

DESIRED OUTCOME: To produce a 2017-2018 Annual Report as per Policy 6.10.i and Section 19 of the *Islands Trust Act*, while making effective use of staff, trustee and financial resources.

RESPONSE OPTIONS

Recommended:

That the Executive Committee approves the format and content outlined for the 2017-2018 Annual Report.

Alternative:

- 1) Request that staff provide a revised or alternative format and outline of contents for Executive Committee's consideration on May 9, 2018.

Prepared By: Andrew Templeton, Communications Specialist, March 21, 2018

Reviewed By/Date: Clare Frater, Director, Trust Area Services, April 3, 2018
Russ Hotsenpiller, CAO, April 6, 2018

Proposed Table of Contents for 2017-2018 Annual Report

Message from the Islands Trust Council Chair + photo
Message from the Islands Trust Fund Board Chair + photo
Message from the Chief Administrative Officer + photo
The Islands Trust Area
Organization & Responsibilities
2016-2017 Accomplishments

1. Executive Summary of Strategic Plan and Policy Statement Accomplishments

2. Islands Trust Council

Role

Members

2017-2018 Advocacy

Other Islands Trust Council Highlights

Communications

3. Islands Trust Council Committee

Executive Committee

Local Planning Committee

Trust Programs Committee

Financial Planning Committee

4. Trust Fund Board

5. Local Trust Committees and Bowen Island Municipality

Ballenas-Winchelsea Islands (Executive) Local Trust Committee

Bowen Island Municipality

Denman Island Local Trust Committee

Gabriola Island Local Trust Committee

Galiano Island Local Trust Committee

Gambier Island Local Trust Committee

Hornby Island Local Trust Committee

Lasqueti Island Local Trust Committee

Mayne Island Local Trust Committee

North Pender Island Local Trust Committee

Salt Spring Island Local Trust Committee

Saturna Island Local Trust Committee

South Pender Island Local Trust Committee

Thetis Island Local Trust Committee

6. Climate Change Action

7. Administrative Fairness

8. Legal Action

Appendix A Strategic Plan 2014-2018

Appendix B Islands Trust Financial Statements

Appendix C Islands Trust Fund Financial Statements

From: Tony Law
Sent: Thursday, April 05, 2018 6:01 PM
To: David Critchley; Laura Busheikin; Alex Allen; Karen Hurley; Ann Kjerulf; Clare Frater
Cc: deNeen Baldwin
Subject: Meeting with DFO re Herring

Hi All:

Following the Islands Trust submission with respect to the herring fishery (and a submission from Conservancy Hornby Island), staff from DFO offered to meet with us to discuss the fishery along with their scientific advisor.

I have checked on the availability of DFO staff, David Critchley (from Denman LTC), myself (from Hornby LTC) plus representatives of Conservancy Hornby Island and Association of Denman Island Marine Stewards and have provisionally booked the Lounge at the Activity Centre on Denman Island on June 4 from 9:30am to 1:30pm.

It seems DFO does not have the budget for the meeting place or lunch. We can do a brown bag lunch - but I am wondering if the Islands Trust can confirm and pay for the booking of the meeting space?

The booking person is DeNeen Baldwin.

Would any Islands Trust staff or EC member (Laura and or Peter?) be willing/able to attend?

Thanks!

Tony Law
Hornby Island Local Trustee
Chair, Trust Fund Board
tlaw@islandstrust.bc.ca
(250-335-1155)



MEMORANDUM

File No.: 3445-40
BC Farm Industry Review Board
Aquaculture

DATE OF MEETING: April 11, 2018

TO: Islands Trust Executive Committee

FROM: Marnie Eggen, Island Planner
Northern Team

COPY: Ann Kjerulf, Regional Planning Manager
David Marlor, Director, Local Planning Services

SUBJECT: Request of Executive Committee re: BC Farm Industry Review Board Code of Practice for aquaculture operators

PURPOSE

Following the discussions at the November 22, 2017 and the January 17, 2018 Executive Committee meetings regarding the [BC Farm Industry Review Board](#), the Denman Local Trust Committee requests the Executive Committee to ascertain whether the BC Farm Industry Review Board is considering drafting a code of practice for aquaculture operators, and if so to arrange for the involvement of the Islands Trust in such a process.

Submitted By:	Marnie Eggen, MCIP, RPP Island Planner	March 26, 2018
Concurrence:	David Marlor, MCIP, RPP Director, Local Planning Services	April 4, 2018



MEMORANDUM

File No.: 3026-10
Local Trust Committee Meeting
Agenda Format

DATE OF MEETING: April 11, 2018
TO: Islands Trust Executive Committee
FROM: Marnie Eggen, Island Planner
Northern Team
COPY: Ann Kjerulf, Regional Planning Manager
SUBJECT: Request to Executive Committee to consider changing the general LTC meeting agenda format

PURPOSE

The Thetis Local Trust Committee requests that the Executive Committee consider changing the general LTC agenda format to allow for delegations, town hall, chair and director reports, and Trust Fund Board reports to be presented earlier in all agendas.

Submitted By:	Marnie Eggen, MCIP, RPP Island Planner	March 26, 2018
Concurrence:	David Marlor, MCIP, RPP Director, Local Planning Services	April 4, 2018



DATE OF MEETING: Deferred from January 17, 2018 to April 11, 2018
TO: Islands Trust Executive Committee
FROM: Jason Youmans, Island Planner
SUBJECT: South Pender Island Local Trust Committee Funding Request for Heritage and History Pamphlets

PURPOSE

The South Pender Historical Society is seeking South Pender Island Local Trust Committee (LTC) support to develop publications concerning the Island's geologic, First Nations and settler history. The LTC has forwarded this request for funding to the Islands Trust Executive Committee under Section 8(2)(h) of the *Islands Trust Act*. At its November 14, 2017 meeting the South Pender LTC passed the following resolution:

"That the South Pender Island Local Trust Committee request staff to forward the South Pender Historical Society's request for financial support for a First Nations reconciliation event and historical pamphlets to Islands Trust Executive Committee for consideration pursuant to Section 8(2)(h) of the Islands Trust Act." (November 14, 2017)

While the LTC's resolution includes a request to support a reconciliation event, the LTC also resolved at that meeting to apply for Community-to-Community funding through the UBCM to support a reconciliation event at Poets Cove Resort. Thus, the Executive Committee need not consider event funding as this will be dealt with through a subsequent local trust committee C-to-C application.

Therefore, the Historical Society is seeking from the Executive Committee:

- \$825 to fund the South Pender Historical Society's pamphlet about the Church of the Good Shepherd and Memorial Garden, and
- up to \$2,000 to fund the South Pender Historical Society's pamphlet on the history of Bedwell Harbour.

BACKGROUND

In early November 2017, the South Pender Historical Society approached the South Pender Island Local Trust Committee for assistance in the development of two publications celebrating South Pender history. The first is a brochure about the Church of the Good Shepherd and its Memorial Garden (see Appendix 1). The second is a brief history of Bedwell Harbour (see Appendix 2). At its November 14 meeting, The LTC noted that it could not provide grants to the Historical Society, but did note that the *Islands Trust Act* authorizes Trust Council to fund such activities.

Specifically, the following articles of the *Islands Trust Act* are relevant:

Responsibilities of Trust Council

8(2) For the purpose of carrying out the object of the trust, the trust council may

(f) engage in activities to gain knowledge about the history and heritage of the trust area and to increase public awareness, understanding and appreciation of that history and heritage,

(g) conserve heritage property,

(h) support and give financial assistance to activities referred to in paragraphs (f) and (g) that are undertaken by others,

The SPLTC has Heritage Conservation as a top priority project. The scope of its Heritage Conservation project involves exploring heritage protection options for the Church of the Good Shepherd. SPLTC also has First Nations Reconciliation as a priority project, and a pamphlet concerning the history of Bedwell Harbour undertaken per the Historical Society's proposed methodology (see Appendix 2) is consistent with this project's objectives.

Neither of the initiatives being proposed by the South Pender Historical Society can be supported with funding from LTC expenses, which are limited by legislation and policy to supporting the work of the LTC. Staff have suggested that funding support could be provided under the authority of Section 8(2)(h) of the *Islands Trust Act*, which states that Trust Council may give support and financial assistance to activities undertaken by others to increase public awareness, understanding and appreciation of history and heritage. Given the absence of policy with respect to this section of the *Islands Trust Act*, staff are requesting that Executive Committee review and indicate its support for the request.

See Appendices 1 and 2 for South Pender Historical Society's proposals concerning proposed pamphlets. A covering letter to the South Pender LTC from the Historical Society is attached as Appendix 3.

Submitted By:	Jason Youmans, Island Planner	November 7, 2017
Concurrence:	David Marlor, Director, Local Planning Services	Select Date.

ATTACHMENTS

1. Church of the Good Shepherd pamphlet proposal
2. History of Bedwell Harbour pamphlet proposal
3. South Pender Historical Society Covering Letter

Proposal: History of the Church of the Good Shepherd and Memorial Garden

In the spring of 1937 the South Pender community was well integrated and was seeking a focal point for community activities. Most of the residents attended a meeting at the Hodgson home and decided to establish a church building committee. Fundraising was initiated. The Richardson sisters donated a portion of their property as well as substantial funding, and the building started in the spring of 1938.

The church and grounds subsequently became the centre of a range of activities including baptisms, weddings and memorial services as well as many social activities and meetings for decades. The completion of the bridge between North and South Pender in 1955 opened up opportunities for more engagement with the North Pender community. The Church of the Good Shepherd congregation diminished over time until the decision was made to close the church in 2010.

With the future of the church in question, it is timely to document its history over the last 80 years. The South Pender Historical Society proposes to provide to the LTC a report, “A Brief History of the Church of the Good Shepherd”, that documents key hallmarks in the life of the church and the community including:

- information on the founding members of the church
- key births and deaths including WWII Islanders killed in action
- early settlers honoured in the Memorial Garden
- the closing of the church and recent activities.

The work required to complete this project should include:

- | | |
|--|--------|
| • a review of the available history of South Pender | 18 hrs |
| • a review of available Anglican Church records | 18 hrs |
| • collecting important photos and obtaining permission for their use | 10 hrs |
| • drafting a 4-6 page booklet (900-1200 words) | 16 hrs |
| • final edit and proof | 4 hrs |

The Historical Society proposes to contribute 50% of the 66 hours on an in-kind basis and seeks \$25 per hour for the balance of the 33 hours, or a grant of \$825. The Society is prepared to cover the cost of producing copies of the pamphlet with the objective of cost recovery from the sale of the pamphlet for a modest price.

LTC Proposal: A brief History of Bedwell Harbour

Prior to European settlement, the area now known as Bedwell Harbour was a WSÁNEĆ settlement led by SXEDQELANEW, highly respected leader who was held in high esteem by his people for his excellent skills as a hunter of whales and deer and as a fisherman. His longhouse was built beside the freshwater creek that empties into Bedwell Harbour. SXEDQELANEW owned the reef-net fishery location at SXIXTE which is now called Trincomali and also owned SWO'ET, the deer drive now known as Beaumont Marine Park. Direct descendants of SXEDQELANEW include the late Chief Louie Pelkey born in 1867.¹

In 1791 Jose Maria and Narvaez stopped briefly at Bedwell Harbour in the schooner *Horcasitas* while exploring Haro Strait. A half century passed before Royal Navy Captain Daniel Pender arrived as Master of the surveying vessel *Plumper* in 1857. The first landowner was the Hon. John Tod, chief factor of the Hudson Bay Company and a member of the Council of Government of Vancouver Island Colony. He purchased a large tract of land on South Pender where his son and son-in-law ran a band of sheep. The only residents on the Island at that point were the indigenous people living at Bedwell Harbour.²

Bedwell Harbour has been a focal point for transportation to South Pender Island during the period of settlement. It now has the only major commercial venture on our island and is situated adjacent to WSÁNEĆ reserve land. With reconciliation an emerging issue, it is timely to have a history of Bedwell Harbour that reflects what is known before settlement and how development has impacted relationships with First Nations people since settlement.

Any long history of the Bedwell Harbour area requires guidance from First Nations Elders. The South Pender Historical Society proposes to develop a draft history of Bedwell Harbour that recognizes and respects traditional knowledge and history. The Society proposes to produce an 8-10 page pamphlet (1,600-2,000 words) for the Islands Trust for delivery in September 2018.

The pamphlet would include:

- brief geological history of the Gulf Islands region (from Jim Stafford)
- an outline of the 5,000 year old village at E,H,O where the recent repatriation of Ancestral remains were reburied (archaeological record).
- a history of SXEDQELANEW's settlement based on Elder knowledge
- a history of the colonial settlement of Bedwell Harbour and the record of changes in ownership
- current relationship between the owners of the Bedwell Harbour resort and the First Nations who have what is known as Hay Point.

If the Trustees have an interest in this general proposal, the Society will consult with our Tsawout neighbours to develop a specific proposal that reflects the respectful engagement with Elders knowledgeable about the long history. This proposal would require honoraria for Elder participation. Our goal would be to provide a report to the trustees in September 2018 in an edited text suitable for publication for under \$2,000.

¹ From an article by the late Earl Claxton Sr. provided by Ms. Adelynn Claxton, Director of the Saanich Native Heritage Society.

² From an article on South Pender Island by B. J. Spalding Freeman in *A Gulf Islands Patchwork*, pp. 33-38.



South Pender Historical Society

Mr. Peter Luckham
 Ms. Wendy Scholefield
 Mr. Bruce McConchie

November 8, 2017

Dear LTC members:

RE: Heritage Conservation

On behalf of the South Pender Historical Society, I would like to thank you for amending the Work Program by moving Heritage Conservation Options for the Church of the Good Shepherd from the Projects list to the Top Priorities list. We also appreciate your decision to amend the Work Program by emphasizing the LTC commitment “To work with the South Pender Island community to explore reconciliation initiatives on South Pender Island.”

As you are aware, the South Pender Historical Society has worked closely with the South Pender community and St. Peter’s parish to utilize the Church of the Good Shepherd to hold events and activities for Pender Islanders and visitors that have a community focus. These activities include historical presentations, pot luck picnics, the annual Art Off the Fence outdoor art show, the annual Growers and Makers Market and the annual Christmas Eve Sing-along. We have also maintained the Memorial Garden on site and assisted with general maintenance and church repairs.

As detailed in our Constitution (copy attached), we are committed to documenting the history of South Pender, including land and structures of historical value, and specifically to preserving and maintaining the church building, grounds and Memorial Garden for the benefit and use of the Pender community and visitors.

Church of the Good Shepherd

The Church of the Good Shepherd is at a crossroads. The Anglican diocese is exploring the future ownership of the church. One option being explored is to have one or more community organizations take over management and possibly ownership of the church property. The Society’s Constitution does not include seeking an ownership role in the church. Our initial goal when we were established in 2013 was to facilitate the transition of the church and grounds to a community heritage park operated by the CRD Parks and Recreation Commission. We have not made substantial progress toward this goal. The parish will be arranging a meeting with Pender community representatives in the coming year to explore options for expanded community use and possible ownership of the church.

South Pender Historical Society

The Local Government Act (section 598) authorizes the LTC to establish a Community Heritage Register. This provision simply provides a basis for publicly recognizing the heritage character and heritage value of a particular property. This provision differs significantly from the provision (in section 611) that provides for “Heritage Designation” of a property. That designation provides legal protection of a designated property and requires a legal process involving the owner, public hearings, etc.

As referenced in the OCP section 5.2, three South Pender Island buildings, including the Church of the Good Shepherd, are listed in the 1984 Islands Trust publication “Island Heritage Buildings – A Selection of Heritage Buildings in the Islands Trust Area” in recognition of their heritage value associated with early settlement. **The Society recommends that the LTC establish a Community Heritage Register under section 598 of the LGA and include the three buildings designated in the Trust’s 1984 publication in that register.** The Society does not seek a “Heritage Designation” for the Church of the Good Shepherd under section 611 of the LGA. That is a matter more appropriately addressed by the Anglican diocese and St. Peter’s parish.

Section 5.2.1 of the OCP authorizes the LTC to encourage and support measures that identify, inventory and protect heritage cultural resources and to recognize First Nations presence on South Pender to protect archaeological and other cultural heritage resources in cooperation with First Nations. The Society has worked closely with Tsawout First Nation Elders and others to install the W̱SÁNEĆ 13 Moon Calendar at the Church of the Good Shepherd that codifies W̱SÁNEĆ cultural knowledge and wisdom and provides a brief history of the W̱SÁNEĆ people in both English and SENĆOŦEN with support from a grant from the Victoria Foundation.

The Society proposes consideration of two possible projects in cooperation with the LTC to address these OCP objectives:

1. a short pamphlet (4-6 pages) providing a brief description of the history of the Church of the Good Shepherd and the Memorial Garden and recognition of some of the early pioneers who settled South Pender.
2. a brief history of the ancient First Nations settlement now occupied by Poets Cove Resort including archaeological information and First Nations history. Information shared by Elder Adelynn Claxton, Director of the Saanich Native Heritage Society would form the basis for this compilation.

Each of these proposals is outlined in more detail in an attachment to this letter.

Reconciliation Initiatives

The Society has presented a First Nations History Series starting in 2015 with presentations on Cultural and Archaeological history of the W̱SÁNEĆ people; Resurgence of the W̱SÁNEĆ Reef Net Fishery; W̱SÁNEĆ Plant Knowledge and Plant Wisdom; a SENĆOŦEN Language Work-

South Pender Historical Society

shop; and an annual W̱SÁNEĆ salmon pit cook for the Pender Elementary School students—all prepared and presented with the guidance of Tsawout Elders. These initiatives have proceeded on the basis of the indigenous principle “Nothing about us without us” and have involved honoraria to provide capacity for Elder participation.

The Society is currently working with the Tsawout administration and Poets Cove Resort management to address the unauthorized access of resort guests onto Tsawout reserve land. We have proposed respectful and culturally appropriate signage that would inform guests about the importance of respecting First Nations cultural heritage and lands. The proposed sign will incorporate the 13 moon image - SKÁU LFE - created by local W̱SÁNEĆ artist MENEȚIYE that illustrates the Natural Laws of the W̱SÁNEĆ People.

Poets Cove Resort has agreed to cover the cost of the sign and frame to be installed at the boundary of the resort and reserve land. The Society is seeking a modest CRD grant to provide capacity for elder participation and guidance for this installation including travel expenses and honoraria. Encouraging a harmonious and respectful relationship between our First Nations neighbours and Poets Cove Resort supports our efforts to build a stronger community to community relationship with the Tsawout First Nation. The signage installation is targeted for completion in April 2018. We would be interested in exploring LTC support for this initiative and specifically support for a recognition event, possibly a luncheon, to crystallize this initiative. This would involve travel expenses and appropriate honoraria for Tsawout invited guests and some contribution toward a hosted luncheon at PCR.

Community Heritage Commission

OCP policy 5.2.2 encourages the LTC to support formation of a Community Heritage Commission to provide it and the community in general with advice and assistance relating to community cultural heritage issues. While the Society does not seek formal designation as a Commission, we are willing to continue working with the community regarding heritage issues and advising the LTC on issues related cultural heritage conservation. We would be open to providing the LTC with an annual cultural heritage report on our activities including identification of emerging heritage issues that the LTC may wish to consider within the OCP mandate.

The Society relies on a modest membership fee (\$5) to support our activities. We also seek grants to support specific projects. To date the Society has provided volunteer support for these projects on an “in kind” basis, which has enhanced our ability to secure grants. Consideration of a modest honorarium for an annual report to the LTC at their first meeting in the calendar year would be a welcomed contribution to our efforts.

We appreciate the opportunity to address these issues and would be happy to provide further detail on any of the issues raised in this letter.

Yours Truly,

South Pender Historical Society

Paul Petrie, President
South Pender Historical Society

CC: Jason Youmans



Islands Trust Executive Committee 2018 Meeting Schedule

March 6 January 3, 2018

All meetings will be held in the Islands Trust Victoria office (#200, 1627 Fort Street) on Wednesdays, starting at 8:45 a.m., unless otherwise noted.

January 17

February 7

February 28

March 13, 12:00 pm (Salt Spring Island – Trust Council)

March 28, 2018, 10:00 am (Ballenas-Winchelsea LTC Mtg)

April 11

May 9, 10:00 am (Northern Office)

June 6

June 19, 12:00 pm (Saturna – Trust Council)

July 17, 1:00 – 2:30 (TFB Liaison Mtg)

July 18, 10:00 – 11:00 am (Ballenas-Winchelsea LTC Mtg)

July 18, 11:00 am

August 15, 9:30 am (Salt Spring Island)

September 5

September 18, 12:00 pm (Gambier – Trust Council)

October 10

October 24

November 6, 12:00 pm (Victoria – Trust Council)

November 28

December 12, 10:00 – 11:00 am (Ballenas-Winchelsea LTC Mtg)

December 12

January 2, 2019

Comment [RH1]: Too big a gap between meetings,

Comment [JC2]: Propose starting this mtg at 9am if everyone is going to be here for the July 17 TFB Liaison mtg. Propose starting the regular EC mtg at 10am.

Comment [JC3]: Mtg invite marked as being at the Northern Office?

Comment [RH4]: Does this date work so close to xmas? Package still needs to be approved for TC Jan 16-17?

Trust Council Meetings

March 13-15, 2018 – Salt Spring Island

June 19-21, 2018 – Saturna Island

September 18-20, 2018 – Gambier/Keats

November 6-8, 2018 – Victoria

January 16-17, 2019 – Nanaimo

Council Committee Meetings

TPC – Jan 24, Feb 19, Apr. 16, May 14, Aug 20, and Oct 15

LPC – Feb 15, May 24, Aug 23, and Oct 11

FPC – Jan 16, Feb 21, May 30, Aug 29, Oct 17, Nov. 21

G:\EXEC\Agendas\2018 Executive Committee Meeting Schedule.docx



PIERS ISLAND IMPROVEMENT DISTRICT

P.O. Box 2223 Sidney, BC V8L 3S8

March 10, 2018

Peter Luckham, Chair, Islands Trust Trustees
#200 – 1627 Fort Street
Victoria, BC V8R 1H8



Dear Sir:

Please see the enclosed letters the Piers Island Improvement District Trustees have sent to the Minister of Municipal Affairs and Housing, and to the Trustees of the Salt Spring Island Local Trust Committee, protesting a special water tax levy imposed on Piers Island landowners for a service that will benefit only those landowners on Salt Spring Island.

The letter will clearly explain our position; however, if you require any additional information or clarification, please call Charlie Troger at 250.213.1459.

Thank you for taking the time to review our concerns.

Sincerely,

Tony Kaul, Chair
Piers Island Improvement District

Enclosures



PIERS ISLAND IMPROVEMENT DISTRICT

P.O. Box 2223 Sidney, BC V8L 3S8

March 7, 2018

Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria, BC V8V 1X4

Dear Honourable Selina Robinson:

Piers Island landowners, as represented by the Piers Island Improvement District (PIID), recently sent a letter of protest to the Salt Spring Island Watershed Protection Alliance (SSIWPA), a committee of the Islands Trust (see attached). This committee has undertaken to extract a levy, additional to the service tax we currently pay.

The purpose of the Salt Spring Island Watershed Protection Alliance is to:

- Provide a framework for freshwater resources in the Salt Spring Island Local Trust Area to be managed in a manner that integrates and considers both human and ecosystem needs through integrated planning, policy development and recommendations for implementation by member agencies and organizations;
- Advise on policies of regional, local and provincial government organizations that are related to freshwater resources;
- Coordinate the implementation of those policies.

We have two issues:

1. Despite having 131 properties and 90 full time residents, we have only absentee representation on the Islands Trust, Salt Spring Island Local Trust Committee.
2. The Islands Trust and especially the Salt Spring Island Local Trust Area, should not have the right to tax Piers Island landowners for an initiative that, according to its website, is aimed at providing benefits "specifically on Salt Spring Island".

I am sure we would not be complaining about the undoubtedly good work being done by this committee if we were Salt Spring Island landowners. But, we are Piers Island landowners. Our island is the only Gulf Island with water obtained via under-water lines from the CRD through the Sooke Watershed. As such, our landowners already pay taxes for water system maintenance, testing and repair to the Piers Island water distribution system.

I can appreciate that it must be difficult to design a tax structure and area representation that is fair to all in a rural situation. Having said that, it is, in our opinion, immoral and



PIERS ISLAND IMPROVEMENT DISTRICT

unethical for the Islands Trust to countenance and support a taxation process that so clearly benefits only Salt Spring Island landowners.

It is apparent from their web site that the Islands Trust is planning on seeking a further \$98,500 Special Property Tax Requisition for the fiscal year 2018/2019. The precedent seems to have been set that this is an acceptable practice. We have spoken in person to George Grams and Peter Grove of the Salt Spring Island Local Trust Committee and they advised us this is reasonable given that Salt Spring Island is a 'net contributor' to the Islands Trust. I would offer, on the behalf of Piers Island landowners, that we are also net contributors to the financial position of the Islands Trust.

As I am sure you are aware, Regional Districts in British Columbia are authorized to use Specified Area Bylaws in order to ensure that only the areas that benefit from a service are subject to a tax for that service. Perhaps the Islands Trust Act could be amended to authorize the Islands Trust Board of Directors to use Specified Area Bylaws for the purpose of taxing only those areas that benefit directly from a service. This would resolve the current issue the PIID has with the Islands Trust.

We would appreciate your reviewing the actions of the Islands Trust in this matter and responding to us directly. Piers Island landowners fully support the mission of the Islands Trust but do not wish to support Salt Spring Island only initiatives.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Tony Kaul', written over a horizontal line.

Tony Kaul, Chair
Piers Island Improvement District

cc: Russ Hotsenpiller, Chief Administrative Officer, Islands Trust
Peter Luckham, Chair, Islands Trust Trustees

Encl: Letter to Trustees, Salt Spring Island Local Trust Committee



PIERS ISLAND IMPROVEMENT DISTRICT

P.O. Box 2223 Sidney, BC V8L 3S8

March 6, 2018

George Grams, Trustee, Salt Spring Island Local Trust Committee
Peter Grove, Trustee, Salt Spring Island Local Trust Committee
Islands Trust Salt Spring Office
1500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8

Dear Sirs:

On behalf of the Piers Island Improvement District constituents, we wish to express our dismay that you intend to continue applying to Piers Island a special levy, managed by the Salt Spring Island Watershed Protection Authority (SSIWPA), to fund a project whose benefits are limited to Salt Spring Island. We acknowledge that there seems to be an intention to amend the project's purpose to refer more generally to the "Salt Spring Island Local Trust Area" which seems a contradiction for something called the SSIWPA. We fail to understand how it would be in our interests to participate in a process which, according to its website, is aimed at providing benefits "specifically on Salt Spring Island".

We would prefer that the special levy proceeds from Piers Island be transferred to our Improvement District for use in maintaining the ground water reservoirs essential to our fire protection efforts.

You should understand that Piers Islander landowners feel aggrieved that they receive no tangible benefit for the substantial taxes they remit to Islands Trust. You will recall that during the October 3, 2016 public hearing about bylaw changes, an appeal was made for Islands Trust financial support of the shuttle service between Piers Island and Swartz Bay; a tangible way of reducing emissions by reducing individual vessel traffic. There has been no substantive response to these appeals, with the bylaw exercise resulting in what amount to meaningless amendments to our community plan.

Trustee Grams has explained that he originally requested that the SSIWPA project be funded by the Trust as a whole rather than by a Special Levy because Salt Spring Island was "a perpetual net contributor of some significance to the Islands Trust funds". Of course, the same can be said of Piers Island, both generally and especially in the context of this Special Levy.

We look forward to receiving the Piers Island share of the Special Levy as well as tangible assistance in helping our island reduce its carbon footprint.

Yours sincerely,

Anthony Kaul, Chair
Piers Island Improvement District

CC: Russ Hotsenpiller, Chief Administrative Officer, Islands Trust
Peter Luckham, Chair, Islands Trust Trustees

Mr. Peter Luckham
Chair
Islands Trust
200 - 1627 Fort Street
VICTORIA BC V8R 1H8



February 15, 2018

Dear Mr. Luckham,

RE: Quarterly Report: October 1 – December 31, 2017

I am pleased to provide you with the enclosed documents detailing the complaint files our Office closed for Islands Trust between October 1 and December 31, 2017. This is the third quarterly report sent out under our enhanced reporting process as part of our Office's Prevention Initiatives program. I hope you will find this additional information useful for ongoing service and program improvement within your organization.

Enclosed you will find a detailed report containing the following:

- The number of files our Office closed in the last quarter regarding your organization and the category under which these files were closed, including both investigated and non-investigated complaints. We have also included a description of our closing categories to assist you in interpreting the data provided.
- Copies of all closing summaries from investigated files that were closed during the last quarter, indexed with the file number, complainant name, and the contact person within your organization for the matter we investigated.
- If applicable, a summary of the issue types identified in all complaints that were closed in the last quarter for your organization; this includes both authority-specific issues and general administrative fairness issues. This issues tracking data is only available for authorities or groups of authorities with sufficient complaint volume to implement issues tracking. This information provides these public agencies with a breakdown of specific categories of issues that are being reported to our Office. This data is provided for both investigated and non-investigated complaints.
- We continue to refine the issue categories we are tracking for each organization. For more information about the specific issues and trends we are tracking in our complaints for Islands Trust, or to provide feedback on the categories, please contact us.

The Ombudsperson's Prevention Initiatives Team, established at the end of July 2017 as a three-year pilot program, offers proactive engagement and consultation with public authorities. Under this program, our Prevention Initiatives Team is available to work with your organization informally to address program and service issues with the goal of improving public administration and preventing and addressing problems before or as they arise. The team is available to deliver presentations to public agency staff, consult on program design and complaints handling, and assist with individual issues that may be contributing to systemic problems or unfairness in service delivery within your organization. You can visit us online at

www.bcombudsperson.ca/resources/prevention to learn more.

As part of this program, we are also pleased to offer quarterly webinars on administrative fairness issues and effective complaints handling. Our two previous webinars can be viewed online through our Prevention Initiatives web page at the link above. Our next webinar, "*Fairness in Practice – Why Relationships Matter in Public Service Delivery*", is scheduled for March 13, 2018 at 10:00 a.m. This webinar will explain the concept of relational fairness in administrative decision making and provide public servants with some essential communication and conflict resolution skills to support fair service delivery. To sign up for this webinar, or to receive notifications about future webinars and other opportunities being offered by the Prevention Initiatives Team, please contact us. We ask that you extend this invitation to anyone in your organization who may be interested in attending these webinars.

If you would like to schedule a presentation for your staff, sign up for our next webinar, provide feedback on the issues we are tracking for your organization, or request a consultation with the Prevention Initiatives Team, please contact us at 250-508-2950 or consult@bcombudsperson.ca.

I sincerely hope that our enhanced quarterly reporting process and proactive engagement will be useful to your organization. I look forward to receiving your feedback.

Yours sincerely,



Jay Chalke
Ombudsperson
Province of British Columbia

Enclosures

1. Enquiries	1
2. Complaints with No Investigation	1
<i>a. Statute barred (FIPPA, Police Act, etc.)</i>	0
<i>b. Not a matter of administration</i>	0
<i>c. Voluntary Referral</i>	0
<i>d. Pre-empted by existing statutory right of appeal, objection or review</i>	0
<i>e. Refused (discretion)</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	1
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
3. Early Resolution Investigations	0
<i>a. Pre-empted by existing statutory right of appeal, objection or review</i>	0
<i>b. Investigation ceased (discretion) - No findings</i>	
• Insufficient personal interest	0
• Available remedy	0
• No benefit to complainant or person aggrieved	0
• Complaint settled	0
4. Complaint Investigations	0
<i>a. Not a matter of administration</i>	0
<i>b. Pre-empted by existing statutory right of appeal, objection or review</i>	0
<i>c. Investigation ceased (discretion) - No findings</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	0
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
• Complaint settled	0

<i>d. Investigation completed - Findings - Substantiated</i>		
• Remedied in whole	0	
• Remedied in part	0	
• Not remedied	0	
• Recommendations made - remedy to be implemented over time	0	
<i>e. Investigation completed - Findings - Not substantiated</i>	0	
5. Ombudsperson Initiated Investigations		0
<i>a. Investigation ceased (discretion) - No findings</i>	0	
<i>b. Investigation completed - Findings - Substantiated</i>		
• Remedied in whole	0	
• Remedied in part	0	
• Not remedied	0	
• Recommendations made - remedy to be implemented over time	0	
<i>c. Investigation completed - Findings - Not substantiated</i>	0	

2018/01/08

Available remedy

We may decline or discontinue investigation of a complaint where the law or an existing administrative procedure sets out an available process that may provide an adequate remedy for the complaint. This may include review or complaint processes that are established in policy or legislated review or appeal processes with limited grounds that are not considered to be “on the merits” (see “Pre-empted” category above). Before we decline a complaint based on a referral to an available process, we first consider the applicability of that process to the specific issues raised in the complaint as well as whether the complainant has any reasonable basis for not pursuing the referral. Considerations in this regard may include the urgency of the matter or the complainant’s capacity to pursue the referral in the circumstances.

Can consider without further investigation

This section is used to discontinue an investigation when, upon consideration of the circumstances and the available evidence, we reach a conclusion that further investigation is not necessary.

Complaint abandoned

We may decline or discontinue investigation of a complaint when the complainant will not respond to our attempts to contact them or where the person refuses to provide appropriate contact information.

Complaint investigations

When we investigate a complaint, we notify the authority being investigated.

This notice includes the essential details of the complaint and the identity of the complainant. Investigations may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the *Ombudsperson Act*.

Complaint settled

We may cease investigating a complaint when we have achieved a settlement of the complaint. The *Ombudsperson Act* provides specific authority for the Ombudsperson to consult with authorities to attempt settlement of complaints once an investigation is commenced. When an investigation leads us to conclude that action on the part of the authority is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.

Complaint withdrawn

We may decline or discontinue investigation of a complaint when the complainant indicates that they do not wish us to proceed with in an investigation. This may be used to close a complaint file when the complainant has achieved a resolution of the matter through their own efforts after filing a complaint with our office.

Complaints with no investigation

Our office does not investigate every complaint it receives. First, we have to determine whether we have authority to investigate the complaint under the *Ombudsperson Act* and whether other legislation may limit our authority. We also have discretion to decline to investigate for reasons specified in the *Ombudsperson Act*. We share the details of a complaint and the identity of complainants with an authority only when we investigate the complaint. The details of complaints closed without investigation are kept confidential and we report only statistical summary information on non-investigated files to authorities and the public through our quarterly and annual reports.

Early Resolution investigations

Early Resolution investigations provide an expedited process (generally within two weeks) to deal with complaints when an opportunity appears to exist for the authority to take immediate action to resolve less complex issues, before we enter into a full, formal investigation. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.

Enquiry

Many people who contact us indicate that they are not calling to make a complaint, but are seeking information or advice. They may be gathering information about our process or available review options in anticipation of a future complaint, seeking advice about how to approach a dispute, or simply looking for information about a government program. These contacts are classified as Enquiries to distinguish them

from Complaints which are requests that our office investigate.

Frivolous/vexatious/trivial matter

We may decline or discontinue investigation of a complaint where we conclude it is frivolous or vexatious, not made in good faith, or concerns a trivial matter. In practice this provision is used extremely rarely.

Insufficient personal interest

We may decline or discontinue investigation of a complaint when the person who makes the complaint is not the person primarily affected by it, and does not have sufficient personal interest in the matter. Sometimes friends or relatives make a complaint on behalf of the person directly concerned without the person's knowledge or consent. In these cases we ask the person making the complaint to get consent from the person directly affected before we will accept their complaint. This category is also used when individuals make complaints about matters discussed in the media that they believe indicate government wrongdoing but do not have a direct personal interest in the matter. An investigation on the Ombudsperson's own initiative may be considered in these circumstances if an investigation appears to be in the public interest.

More than one year between event and complaint

We may decline or discontinue investigation of a complaint arising from a matter that occurred more than one year before we receive the complaint. However, we carefully review such cases to determine whether an investigation should still be carried out, and typically only decline an investigation under this

provision where there are evident difficulties in investigation arising from the delay in the complaint being made to our office.

No benefit to complainant or person aggrieved

We may decline or discontinue investigation of a complaint when we are able to conclude that commencing or continuing an investigation would not benefit the complainant or person aggrieved. This may include circumstances where we are able to conclude based on evidence available before commencing an investigation that the complaint will not be substantiated. It may also include complaints where no corrective action beyond what has already occurred is merited even if investigation may confirm a technical error or other flaw in the administrative process. We may also conclude that there is no benefit to continuing an investigation when all available evidence has been reviewed but is insufficient to support either a determination of fault or error on the part of the public authority that would justify corrective action, or a conclusion that the complaint is not substantiated.

Not a matter of administration

The Ombudsperson has jurisdiction to investigate decisions or recommendations made, acts done or omitted, or procedures used by public authorities. These are referred to as “matters of administration” to distinguish them from the functions of the legislature or the courts. While most complaints about a public authority relate to one of these matters, a small number of complaints are closed on the basis that they do not relate to an identifiable matter of administration.

Not substantiated

When the evidence obtained in a complaint investigation leads us to a clear conclusion that an authority has not acted unfairly with respect to the matter under investigation, we make a finding that the complaint is not substantiated.

Ombudsperson Initiated investigations

The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.

Pre-empted by existing statutory right of appeal, objection or review

Our jurisdiction to investigate is limited where there is a right of appeal, objection or review on the merits of the case available in respect of the matter complained about. The right itself, as well as the court or tribunal that hears the appeal or objection or conducts the review, must both be established under a statute or regulation. The appeal, objection or review must also be “on the merits” of the case, meaning that processes where the review is limited to errors of law or procedural fairness do not trigger this limitation. As a result the availability of judicial review or internal complaint mechanisms created by policy do not limit our jurisdiction.

Refused/Investigation ceased (discretion)

The Ombudsperson Act sets out a number of circumstances in which we may exercise discretion to either decline to investigate a complaint or discontinue an investigation after it has started.

Statute barred

There are a small number of statutes that specifically limit the jurisdiction of the Ombudsperson to investigate. While most of these limitations are specific to particular authorities, the *Freedom of Information and Protection of Privacy* (FIPPA) specifically limits the Ombudsperson's authority to investigate matters relating to the administration of that act. Complaints about authorities that relate to FIPPA are closed under this category and referred to the Office of the Information and Privacy Commissioner.

formal process available to the complainant to do so, we may suggest other avenues such as contacting a supervisor about service complaints, or writing a letter to a senior official. If a complainant agrees to postpone their complaint to pursue such an opportunity, we close the complaint as a voluntary referral.

Substantiated

When a complaint investigation leads us to conclude that action on the part of the authority is required to resolve the complaint, and we are unable to reach a voluntary agreement to settle the complaint with the authority, the Ombudsperson may exercise the authority under the *Ombudsperson Act* to make formal findings of administrative unfairness and make formal recommendations on the basis of those findings. The Ombudsperson may also report those findings and recommendations and the basis for them in a public report to the legislature. The specific authority for the findings and recommendations that may be made by the Ombudsperson is set out in section 23 of the *Ombudsperson Act* and explained in more detail in our *Code of Administrative Justice* which is available on our website.

Voluntary referral

Some complaints are brought to us when the matter at issue is at an early stage and there may be opportunities for the complainant to resolve their concerns by raising them directly with the staff of the authority. When there is no specific



March 9, 2018

Chair Peter Luckham
Islands Trust
Suite 200, 1627 Fort Street
Victoria BC V8R 1H8

Dear Chair Luckham:

Re: 2017 Resolutions

Please find attached the provincial response to the 2017 resolution(s) put forward by your Council and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,

A handwritten signature in black ink, appearing to read "Wendy Bosh". The signature is fluid and cursive, with the first name "Wendy" and the last name "Bosh" clearly distinguishable.

President

Enclosure

Whereas foam from marine infrastructure is an increasing source of pollution on British Columbia's beaches;

And whereas there is concern that plastic-associated chemicals from polystyrene and other types of rigid foam are harming the marine environment and contaminating food webs:

Therefore be it resolved that UBCM request the provincial and federal governments to implement measures that prevent rigid foam pollution in the marine environment.

Convention Decision: Endorsed

Provincial Response

Ministry of Environment & Climate Change Strategy

The Province is interested in supporting local governments in waste management initiatives. One of the Province's long term policies regarding waste management and recycling is to shift the onus of responsibility for managing products at their end of life from local governments and the general taxpayer to industry and consumers, through the approach known as Extended Producer Responsibility (EPR). In 2004, government enacted the Recycling Regulation (the Regulation) to provide a single results-based framework for industry-led product stewardship. In BC, we now have province-wide recycling programs for packaging and printed paper, beverage containers, electronics, tires, pharmaceuticals, paint, oil, pesticides and other household hazardous wastes, that allow for collection and recycling of such products at end-of-life at no cost to the generator. BC is a recognized leader for EPR programs in North America.

After years of rapid expansion of EPR programs in BC, the Ministry is currently focusing on program implementation and continuous improvement of its existing EPR programs before further considering new programs. This initiative will not only serve existing programs well, but will provide a sound basis for inclusion of new product categories in the future.

The Canadian Council of Ministers of the Environment Canada-Wide Action Plan for Extended Producer Responsibility (CAP-EPR) identifies prioritized products for inclusion in provincial EPR programs, and Construction and Demolition Materials are part of the Phase II targeted products to be properly managed. As BC's EPR continuous improvement measures come to completion, our future focus will follow CCME's recommendations. This initiative will ensure such products are properly managed at end of life i.e. are not left to pollute the marine environment due to the cost of recycling. With regard to ensuring that such products are safe to the marine environment when originally introduced, this is a function of the BC Building Code, which generally takes its direction from the National Building Code. It is suggested you contact the National Research Council Canada and/or the Canadian Standards Association, as these entities are responsible for the setting of building code standards to protect human and environmental health and safety. Please do not hesitate to contact Ministry staff for further information in this regard.



Top Priorities

Executive Committee

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Islands Trust Act Amendments	Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect, including seeking legislative change of Trust Fund name.	26-Oct-2016	Russ Hotsenpiller	
2	Oil Spill and Shipping Safety	Chair letters and participation on inter-agency working groups	01-Apr-2014	Clare Frater	
3	Revisions to Crown Land protocol agreements and letters of understanding	Meeting held with BIM, LPS, TAS, CSCD and FLNRO.	19-Jun-2014	Clare Frater	
4	First Nations Relationship Building	Working on implementing Project Charter through various initiatives, supporting LTCs on First nations engagement.	31-Aug-2016	David Marlor Clare Frater	

Projects

Executive Committee

Description	Activity	R/Initiated
Advocate to reduce negative impacts of shellfish aquaculture practices	Develop project charter and budget requests to build organizational capacity (knowledge and time) related to shellfish aquaculture advocacy	16-Aug-2017
Advocate for management of abandoned and derelict vessels	Continue to advocate for senior government solutions to abandoned and derelict vessels	30-Aug-2017



Islands Trust

Print Date: April 5, 2018

Executive Committee

No.	Description	Activity	R/Initiated	Responsibility	Target Date
	Review the Islands Trust Policy Statement	Undertake a First Nations and public engagement process to prepare for Policy Statement amendment topics			30-Aug-2017
	Advocate to reduce impacts of other industrial marine activities	Advocate to reduce impacts of freighter anchorage activities			30-Aug-2017
	Improve communications about the Islands Trust object and history	Implement adopted communications plan for 2015/16			30-Aug-2017