



# Executive Committee

## Agenda

Date: Wednesday, July 18, 2018  
Time: 8:45 am  
Location: Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

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|                                                                                                                                                                                                                                                     | <b>Pages</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| <b>1. CALL TO ORDER</b>                                                                                                                                                                                                                             |              |
| <b>2. APPROVAL OF AGENDA</b>                                                                                                                                                                                                                        |              |
| 2.1 Introduction of New Items                                                                                                                                                                                                                       |              |
| 2.2 Approval of Agenda                                                                                                                                                                                                                              |              |
| 2.2.1 Agenda Context Notes                                                                                                                                                                                                                          | 4 - 4        |
| <b>3. ADOPTION OF MINUTES</b>                                                                                                                                                                                                                       |              |
| 3.1 June 6, 2018                                                                                                                                                                                                                                    | 5 - 12       |
| 3.2 June 15, 2018                                                                                                                                                                                                                                   | 13 - 14      |
| 3.3 June 19, 2018                                                                                                                                                                                                                                   | 15 - 16      |
| 3.4 Resolutions without Meeting Report                                                                                                                                                                                                              | 17 - 17      |
| <b>4. FOLLOW UP ACTION LIST AND UPDATES</b>                                                                                                                                                                                                         |              |
| 4.1 Follow Up Action List                                                                                                                                                                                                                           | 18 - 23      |
| 4.2 Director/CAO Updates                                                                                                                                                                                                                            |              |
| 4.3 Local Trust Committee Chair Updates                                                                                                                                                                                                             |              |
| <b>5. BYLAWS FOR APPROVAL CONSIDERATION</b>                                                                                                                                                                                                         |              |
| 5.1 Salt Spring Island LTC Bylaw No. 508 (SS-RZ-2107.7) Harbour House Hotel - RFD                                                                                                                                                                   | 24 - 62      |
| that the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 508, cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 6, 2017, in accordance with Section 27 of the <i>Islands Trust Act</i> . |              |
| <b>6. TRUST COUNCIL MEETING PREPARATION</b>                                                                                                                                                                                                         |              |
| 6.1 Post June Trust Council                                                                                                                                                                                                                         |              |
| 6.1.1 June 2018 Decision Highlights                                                                                                                                                                                                                 | 63 - 64      |
| 6.1.2 June Trust Council Minutes                                                                                                                                                                                                                    | 65 - 81      |
| 6.1.3 Roundtable                                                                                                                                                                                                                                    |              |
| 6.1.4 Trustee Comments/Feedback                                                                                                                                                                                                                     |              |

|         |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 6.2     | September Trust Council - Preliminary Schedule                                                                                                                                                                                                                                                                                                                                                                                                            | 82 - 82   |
| 6.3     | Trust Council Follow Up Action List                                                                                                                                                                                                                                                                                                                                                                                                                       | 83 - 90   |
| 6.4     | Continuous Learning Plan                                                                                                                                                                                                                                                                                                                                                                                                                                  | 91 - 92   |
| 7.      | <b>EXECUTIVE COMMITTEE PROJECTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| 7.1     | Trust Council Initiated                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 7.1.1   | Executive                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |
| 7.1.2   | Trust Area Services                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| 7.1.2.1 | Trans Mountain Pipeline Expansion opposition – open letter and associated campaign planning -Briefing                                                                                                                                                                                                                                                                                                                                                     | 93 - 96   |
| 7.1.2.2 | Advocacy strategy regarding temporary freighter anchorages in the SGI- RFD                                                                                                                                                                                                                                                                                                                                                                                | 97 - 111  |
|         | that the Executive Committee direct staff to research the current state of anchorage developments and provide Executive Committee with an advocacy strategy.                                                                                                                                                                                                                                                                                              |           |
| 7.1.3   | Local Planning Services                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 7.1.4   | Administrative Services                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 7.2     | Executive Committee Initiated                                                                                                                                                                                                                                                                                                                                                                                                                             |           |
| 7.2.1   | Executive                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |
| 7.2.1.1 | UBCM Minister Meeting Requests - Briefing                                                                                                                                                                                                                                                                                                                                                                                                                 | 112 - 114 |
| 7.2.2   | Trust Area Services                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| 7.2.3   | Local Planning Services                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 7.2.4   | Administrative Services                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 8.      | <b>NEW BUSINESS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| 8.1     | Executive/Trust Council                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 8.1.1   | Development of a Management Plan for Grace Islet - RFD                                                                                                                                                                                                                                                                                                                                                                                                    | 115 - 118 |
|         | that the Islands Trust write to the Nature Conservancy of Canada and indicate support for the Cowichan Tribes, Penelakut Tribe, Tsartlip First Nation, Tsawout First Nation, Lyackson First Nation, Tsecum First Nation, and Pauquaching First Nation in their management of Grace Islet in partnership with the Nature Conservancy of Canada, and respectfully decline the opportunity for the Islands Trust to sign on to any new management agreement. |           |
| 8.2     | Trust Area Services                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |

### **8.3 Local Planning Services**

#### **8.3.1 South Pender Historical Society Funding Request - RFD**

119 - 128

that Executive Committee rescind resolution EC-2018-54 and that EC authorize a grant of up to \$1000 to the South Pender Historical Society in support of the application to produce a booklet depicting the early history of church life on South Pender.

### **8.4 Administrative Services**

#### **9. CLOSED MEETING (if applicable)**

That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (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 | Thank you re EC Application Sponsorship North Pender PICSS         | 129 - 129 |
| 11.2 | AVICC July Updates                                                 | 130 - 130 |
| 11.3 | J. Bowers re Standby rescue tug                                    | 131 - 131 |
| 11.4 | R. Hawkins re Standby rescue tug                                   | 132 - 132 |
| 11.5 | Powell River Regional District renamed to qathet Regional District | 133 - 134 |
| 11.6 | UBCM - The Compass - June 20                                       | 135 - 136 |
| 11.7 | UBCM - The Compass - June 27                                       | 137 - 138 |
| 11.8 | UBCM - The Compass - July 11                                       | 139 - 140 |

#### **12. WORK PROGRAM**

|      |                                              |           |
|------|----------------------------------------------|-----------|
| 12.1 | Review and amendment of current work program | 141 - 142 |
|------|----------------------------------------------|-----------|

#### **13. NEXT MEETING**

#### **14. ADJOURNMENT**

*Revised: July, 2018*

| Agenda No. | From | Context Notes                                                                                                                                                                                                                                             |
|------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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.                                                               |



# DRAFT

## Executive Committee Minutes of Regular Meeting

**Date:** June 6, 2018

**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, 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  
David Marlor, Director Local Planning Services  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Lori Foster, Executive Coordinator/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

**7.2.11** add Salt Spring, Bowen Island and SGI Rural Status report

**9.4.2** Trustee Grams re Take a Stand Trans Mountain pipeline

**12.8** UBCM Compass

**12.9** Chair Luckham Salish Sea Conference Report

#### 2.2 Approval of Agenda

**By General Consent** the agenda, as amended, was approved.

##### 2.2.1 Agenda Context Notes

Provided for information.

**By General Consent** item 4. was addressed next pending the arrival of item 3. the Delegation and continued with business items until the Delegation arrived.

### 4. ADOPTION OF MINUTES

#### 4.1 Executive Committee draft minutes dated May 18, 2018

Amend Chair Luckham's meeting opening to read – "Chair Luckham called the meeting to order at 8:48 a.m. and acknowledged the meeting was being held on Coast Salish First Nations territory."

**By General Consent**, the Executive Committee minutes of May 18, 2018, as amended, were adopted.

**5. FOLLOW UP ACTION LIST AND UPDATES**

**5.1 Follow Up Action List**

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

**5.2 Director/CAO Updates**

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

**5.3 Local Trust Committee Chair Updates**

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

**6. BYLAWS FOR APPROVAL CONSIDERATION**

**6.1 Lasqueti Island Bylaw No. 96 (Advisory Planning Commission)**

Vice-Chair Busheikin reviewed the report and background regarding the administrative bylaw amendment.

**EC-2018-092**

**It was MOVED and SECONDED,**

that the Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 96, cited as "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2018", under Section 27 of the *Islands Trust Act*.

**CARRIED**

**7. TRUST COUNCIL MEETING PREPARATION**

**7.1 Executive**

**7.1.1 Draft June 2018 Trust Council Schedule**

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

**7.1.2 June Trust Council Regular Agenda**

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

**7.1.3 Follow Up Action List**

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

**7.1.4 Chief Administrative Officer's Report**

Amend spelling of "issues" to issued, page 1, paragraph 5.

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

**7.1.5 Executive Committee Work Program Report**

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

**7.1.6 Continuous Learning Plan**

Add: Lessons Learned session in September.

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

**7.1.7 Strategic Plan Quarterly Report**

Amend report to include that Thetis Island has not completed Riparian Areas Regulation implementation, still a work in progress.

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

**7.1.8 Strategic Plan 2014-2018 Report and Session**

Amend Background section change from “report” to briefing, item 6 capitalize First Nations.

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

**7.1.9 Council Committees Review – RFD**

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

There was a break at 10:00 a.m.; the meeting reconvened at 10:10 a.m. for item 3. Delegations.

**3. DELEGATIONS**

**3.1 Gabriola Village Vision re amend LOA with MoTI**

Representatives Steven Earle, Dyan Dunsmoor-Farley and Jim Ramsay representing Village Vision on Gabriola Island presented a Power Point requesting that Islands Trust amend their 1992 Letter of Agreement (LOA) with the Ministry of Transportation and Infrastructure (MoTI) to formulate infrastructure improvements that would provide more options for pedestrians and cyclists in their community enhancing safety for everyone.

At 10:40 a.m., By **General Consent** it was agreed to address item 9.2.2 next.

**9.2.2 Ministry of Transportation and Infrastructure / Islands Trust Letters of Agreement (1992, 1996) Regarding Road Standards**

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

Discussion regarding an approach to this issue included:

- Speaking with ministry staff,
- Curb and gutter work is a matter for regional districts,
- This is a federation wide issue,
- Possibly referring the issue to Trust Council,
- Bringing back a staff report with more analysis.

It was discussed bringing this item to September Trust Council as part of the Strategic Plan.

**EC-2018-093**

**It was MOVED and SECONDED,**

that the Executive Committee request staff forward this correspondence to Trust Programs Committee for consideration of the work on these services.

**CARRIED**

Chair Luckham recessed the meeting for lunch at 12:05 p.m.

Chair Luckham reconvened the meeting at 12:35.p.m. and continued with agenda items as presented.

**7.1.10 Islands Trust Act Amendment Session**

CAO Hotsenpiller introduced the clicker tool as a mechanism to prioritize the amendment list during the Trust Council session.

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

**7.1.11 Chair's Report - Ocean Protection Plan Forum, March 20-21 2018**

Add a hyperlink to the Oceans Protection Plan draft summary report.

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

**7.1.12 Priorities Chart**

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

**7.1.13 Proposed September 2018 Trust Council Schedule**

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

**7.1.14 Community Presentation - J. Campbell Farm and Abattoir**

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

**7.1.15 Delegation Requests**

Discussion ensued regarding the 'allotted time of 10 minutes' and how to maintain focus on Trust-wide issues rather LTC issues.

**7.1.15.1 M. Sketch re untapped potential in the Islands Trust / ALC Relationship**

**By General Consent** this item was forwarded to Trust Council as presented.

**7.1.15.2 J. Campbell re importance of maintaining a high standard for BC meats**

**By General Consent** this item was forwarded to Trust Council as presented.

**7.1.15.3 Salish Sea Renewable Energy Cooperative (SSREC)**

**By General Consent** this item was forwarded to Trust Council as presented.

**7.2 Trust Area Services**

**7.2.1 Director of Trust Area Services Report**

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

**7.2.2 Trust Programs Committee Work Program Report**

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

**7.2.3 Trust Fund Board Report**

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

**7.2.4 2017-18 Annual Report – RFD**

Typographical and grammatical errors were flagged for correction, RAR reporting by islands needed correcting and it was suggested that a sleeve containing a DVD of the report be included when forwarding to the minister.

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

**7.2.5 Summary on Service Integration Review – Briefing**

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

**7.2.6 Legislative Monitoring - Briefing**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.2.7 Climate Change Mitigation and Adaptation – RFD**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.2.8 NAPTEP Certificate Completion Extension - GB-NAP-2016.1 – RFD**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.2.9 Temporary Freighter Anchorages in SGI - Trustee McConchie – RFD**  
Discussion regarding moving this item to the Top Priorities list ensued.

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

**7.2.10 Plastics and Micro plastics in the Salish Sea - Trustees Law, Critchley and Rogers – RFD**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.2.11 Salt Spring, Bowen Island and SGI Rural Status - Trustee Grove and Fast - RFD**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.2.12 Research re Trust secretariat role to coordinating bodies Trustee Stamford – RFD**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

### **7.3 Local Planning Services**

**7.3.1 Director of Local Planning Services Report**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.3.2 Local Planning Committee Work Program Report**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.3.3 Housing Needs Assessments for the Northern and Southern Regions of Islands Trust – RFD**

**By General Consent**, this item was forwarded to the June Trust Council as presented and staff were requested to prepare a print copy for the Minister.

**7.3.4 Telecommunications: Model Strategy for Antenna Systems - Final Report**  
**By General Consent**, this item was forwarded to the June Trust Council as presented.

**7.3.5 Amendment to Application Fee Bylaws for First Nation Engagement**  
As the report had not substantially changed, discussion ensued on whether to forward the report to June Trust Council.

**EC-2018-094**

**It was MOVED and SECONDED,**

That the Executive Committee request staff bring back the Application Fee Bylaws for First Nations Engagement to the July Executive Committee meeting and not forward to June Trust Council.

**CARRIED**

#### **7.4 Administrative Services**

##### **7.4.1 Director of Administrative Services Report**

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

##### **7.4.2 Financial Planning Committee Work Program Report**

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

##### **7.4.3 March 31, 2018 Audited Financial Statements – RFD**

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

##### **7.4.4 Specific Reserve Fund for LTC Projects**

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

#### **8. EXECUTIVE COMMITTEE PROJECTS**

**By General Consent** the Executive Committee requested staff to determine which projects or priorities, if any, should be addressed under items 8.1 and 8.2.

##### **8.1 Trust Council Initiated**

None

##### **8.2 Executive Committee Initiated**

None

#### **9. NEW BUSINESS**

##### **9.1 Trust Area Services**

###### **9.1.1 LTC Chairs Report on Local Advocacy Topics**

The Executive Committee members provided verbal updates on local advocacy topics arising from local trust committee meetings.

Vice-Chair Busheikin spoke on the recent Baynes Sound Forum and potential meetings with Member of the Legislative Assembly (MLA), Scott Fraser.

Chair Luckham requested the Interim Anchorages reports be circulated to trustees and spoke of potential upcoming minister meetings at the September UBCM.

###### **9.1.2 Follow-up on UBCM 2017 resolution re prevention foam pollution in marine environment - see context note**

**EC-2018-095**

**It was MOVED and SECONDED,**

that the Executive Committee request staff come back with further advice and options on advocacy for the prevention of foam pollution and polystyrene in the marine environment.

**CARRIED**

##### **9.2 Local Planning Services**

###### **9.2.1 Rural Status for Islands in CRD – Briefing**

Received for information.

**9.3 Administrative Services**

None

**9.4 Executive/Trust Council**

**9.4.1 Draft Trust Fund Board – Executive Committee July 17 Liaison Agenda**

For information.

**9.4.2 Trustee Grams re Take a Stand Trans Mountain pipeline**

Discussion on preparing a request for decision and bringing this item to Trust Council followed.

**10. CLOSED MEETING**

**EC-2018-096**

**It was MOVED and SECONDED,**

that the meeting be closed to the public subject to Sections 90(1)(c)(g) and (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 closed to the public at 1:17 p.m.

The meeting reopened to the public at 1:31 p.m.

**11. RISE AND REPORT DECISIONS FROM CLOSED MEETING**

No report.

**12. CORRESPONDENCE (for information unless raised for action)**

**12.1 S. Brands email re bylaw adoption before covenant in place**

Received for information.

**12.2 Ombudsperson Quarterly Report January - March 2018**

Received for information.

**12.3 Vice-Chair Grams notes from CANUSPAC Workshop May 15 & 16**

**By General Consent** the Executive Committee request staff forward Vice-Chair Grams notes to June Trust Council.

**12.4 Living Oceans/K.Wristen re sea level rise workshops**

**EC-2018-097**

**It was MOVED and SECONDED,**

that the Executive Committee endorse a partnership with Living Oceans on the Rising Tides Initiative.

**CARRIED**

**12.5 Minister Robinson re TFB name change**

Received for information.

**12.6 FLNRO re open burns restricted in Coastal Fire Centre**

Received for information.

**12.7 Baynes Sound Forum re Thank you D. Woodward**  
**By General Consent** this item was forwarded to Trust Programs Committee.

**12.8 UBCM Compass**  
For information.

**12.9 Chair's Salish Sea Report**  
**By General Consent** this item was forwarded to June Trust Council as presented.

**13. WORK PROGRAM**

**13.1 Review and amendment of current work program**

CAO Hotsenpiller reviewed the Top Priorities list. Discussion followed on:

- How to measure progress,
- Work projects versus Top Priorities,
- Implementation of the Strategic Plan,
- Freeing up space to consider the anchorages issue,
- Putting the Policy Statement on Top Priorities.

**EC-2018-098**

**It was MOVED and SECONDED,**

that Executive Committee project Policy Statement Review be moved to the top priorities list.

**CARRIED**

**14. NEXT MEETING - June 19, 2018 on Saturna Island**

**15. ADJOURNMENT**

**By General Consent,** the meeting was adjourned at 2:05 p.m.

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Peter Luckham, Chair

Certified Correct

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Lori Foster, Recorder



# DRAFT

## Executive Committee Minutes of Regular Meeting

**Date:** June 15, 2018

**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Members Present:** Peter Luckham, Chair remote call in from Thetis Island  
George Grams, Vice-Chair remote call in meeting from Salt Spring Island  
Susan Morrison, Vice-Chair remote call in from Lasqueti Island  
Laura Busheikin, Vice-Chair remote call in from Denman Island

**Staff Present at boardroom office:** Russ Hotsenpiller, Chief Administrative Officer  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Lori Foster, Executive Coordinator/Recorder

**1. CALL TO ORDER**

After solving video feed issues while awaiting Vice-Chair Morrison's arrival, Chair Luckham called the electronic meeting to order at 9:14 a.m. and acknowledged that the meeting was being held on Coast Salish First Nations territory.

**2. APPROVAL OF AGENDA**

**2.1 Introduction of New Items**  
None

**2.2 Approval of Agenda**  
**By General Consent**, the agenda was approved as presented.

**3. TRUST COUNCIL MEETING PREPARATION**

**3.1 Trans Mountain Pipeline Expansion Project – RFD**  
The request for decision was reviewed and discussed by the Executive Committee.

**By General Consent** the following amendments to the report were approved:

- Under "Challenges" amend the bulleted wording from "opinions on this issue appear to be entrenched" to "Nationally, public opinions on this issue appear to be entrenched on both sides of the issue".
- Under "Financial" expand on the details involving the General Revenue Surplus Fund and the accumulated surplus balance implications.

**EC-2018-099**

**It was Moved and Seconded,**

that the Executive Committee forward to June Trust Council for consideration, the Open Letter regarding opposition to Trans Mountain Pipeline Expansion request for decision, as amended.

**CARRIED**

**4. NEW BUSINESS**

None

**5. NEXT MEETING - June 19, 2018 on Saturna Island**

**6. ADJOURNMENT**

By General Consent the electronic as adjourned at 10:10 a.m.

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Peter Luckham, Chair

Certified Correct

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Lori Foster, Recorder



# DRAFT

## Executive Committee Minutes of Regular Meeting

**Date:** June 19, 2018

**Location:** Saturna Island Recreational and Cultural Center  
104 Harris Rd, Saturna Island

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

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Lori Foster, Executive Coordinator/Recorder

**1. CALL TO ORDER**

Chair Luckham called the meeting to order at 11:59 a.m. and acknowledged that the meeting was being held in Coast Salish First Nations territory.

**2. APPROVAL OF AGENDA**

**2.1 Introduction of New Items**

- 5.1 Chair Luckham will be away from June 28 to July 17
- 8. Closed Meeting resolution and renumber agenda accordingly.

**2.2 Approval of Agenda**

**By General Consent** the agenda as amended was approved.

**3. BYLAWS FOR APPROVAL CONSIDERATION**

None

**4. TRUST COUNCIL MEETING PREPARATION**

None

**5. NEW BUSINESS**

**5.1 Chair Luckham away from June 28 to July 17  
EC-2018-100**

**It was Moved and Seconded,**

that the Executive Committee appoint Vice-Chair Morrison as Acting Chair for the duration of Chair Luckham's absence from June 28 to July 17.

**CARRIED**

**6. CORRESPONDENCE (for information unless raised for action)**

**6.1 UBCM - The Compass - June 6 & 13, 2018**

Request in the June 6<sup>th</sup> issue asking for examples of initiatives focused on Indigenous issues, discussion regarding Language and Tone guide submission.

**6.2 UBCM September Convention - re meet with MAH Minister  
EC-2018-101**

**It was Moved and Seconded,**

that the Executive Committee request staff set up the following minister meetings for the September UBCM conference:

- Premier of British Columbia, John Horgan,
- Minister of Transportation and Infrastructure, Clare Trevena,
- Minister of Environment and Climate Change , George Heyman,
- Minister of Indigenous Relations and Reconciliation, Scott Fraser,
- Minister of Municipal Affairs and Housing, Selena Robinson.

**CARRIED**

**7. NEXT MEETING - July 18, 2018**

**8. CLOSED MEETING  
EC-2108-102**

**It was Moved and Seconded,**

that the meeting be closed to the public subject to Sections 90(1) (c) of the Community Charter in order to consider matters related to labour relations or other employee relations and that staff attend the meeting.

**CARRIED**

The meeting was closed to the public at 12:10 p.m. and relocated from the mezzanine to a secluded outdoor space, behind the building.

**9. RISE AND REPORT DECISIONS FROM CLOSED MEETING**

None

**10. ADJOURNMENT**

**By General Consent** the meeting was adjourned at 12:25 p.m.

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Peter Luckham, Chair

Certified Correct

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Lori Foster, Recorder



Islands Trust

Print Date: July 13, 2018

## Resolutions Without Meeting

### Executive Committee

| Resolution # | Action    | Resolution Description                                                                                                                                                                                                                                                         | Resolution Date |
|--------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 2018-03      | In Favour | That the Executive Committee conduct a Special Meeting by electronic means on June 15, 2018 beginning at 9:00 a.m. to consider the Executive Committee's Request for Decision to June Trust Council on a communications strategy re Trans Mountain pipeline expansion project. | 13-Jun-2018     |

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## Follow Up Action Report

### Executive Committee

#### Chief Administrative Officer

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                              | Responsibility                                    | Target Date | Status   |
|----|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------|----------|
| 1  | 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 |
| 2  | 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 |
| 3  | 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<br>Clare Frater<br>David Marlor | 05-Dec-2017 | Done     |
| 4  | 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                                 | 05-Sep-2018 | On Going |
| 5  | 19-Jun-2018 | Trust Council amend the Continuous Learning plan by removing the Legal and Governance topic, "subdivision authority and bare land strata" and keeping the <i>Water Sustainability Act</i> .                                                                                                                           | Russ Hotsenpiller                                 | 31-Jul-2018 | Done     |
| 6  | 19-Jun-2018 | Trust Council maintain the status quo (re council committees) and direct that specific improvements: trustee remunerations, maintaining working groups and electronic communications, be considered within the current structure to improve various service elements.                                                 | Russ Hotsenpiller                                 | 11-Sep-2018 | On Going |

## Follow Up Action Report

|   |             |                                                                                                                                     |                   |             |      |
|---|-------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------|------|
| 7 | 06-Jun-2018 | Staff to determine which projects or priorities, if any, should be addressed under Executive Committee agenda sections 8.1 and 8.2. | Russ Hotsenpiller | 18-Jul-2018 | Done |
|---|-------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------|------|

### Director, Local Planning Services

| No | Activity    | Activity                                                                                                                                                                                                                                                                   | Responsibility               | Target Date | Status   |
|----|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------|----------|
| 1  | 28-Feb-2018 | 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 |
| 2  | 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.                                            | David Marlor<br>Clare Frater | 09-May-2018 | Done     |
| 3  | 11-Apr-2018 | that the Executive Committee request staff to contact the BC Farm Industry Review Board to ascertain whether they are 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. | David Marlor                 | 29-Jun-2018 | Done     |
| 4  | 11-Apr-2018 | that the Executive Committee request staff provide a report on the local trust committee agenda format.                                                                                                                                                                    | David Marlor                 | 29-Jun-2018 | On Going |
| 5  | 02-May-2018 | Re: Cannabis legislation, send a briefing note to LTC's on how to approach the legislation.                                                                                                                                                                                | David Marlor                 | 04-Jun-2018 | On Going |
| 6  | 06-Jun-2018 | Fee amendment - for First Nations site visits - request Staff to bring back to Executive Committee after Trust Council.                                                                                                                                                    | David Marlor                 | 26-Jul-2018 | On Going |

## Follow Up Action Report

### Director, Trust Area Services

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                                                                                                                          | Responsibility              | Target Date | Status   |
|----|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------|----------|
| 1  | 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 |
| 2  | 19-Jul-2017 | Supporting regional applications for abandoned boats funding - RFD<br>1) Research which organizations or government agencies plan to apply for funding to remove abandoned boats through the Transport Canada Abandoned Boats program.<br>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                | 16-Aug-2017 | On Going |
| 3  | 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 |
| 4  | 11-Apr-2018 | that the Executive Committee request staff to prepare an explanatory leaflet articulating its position with regard to the application of special property tax requisitions within local trust areas.                                                                                                                                                                                                              | Clare Frater<br>Julia Mobbs | 29-Jun-2018 | On Going |
| 5  | 11-Apr-2018 | that the Executive Committee request staff contact the Union of British Columbia Municipalities (UBCM) and bring back advice regarding further action on the 2017 B110 UBCM endorsed resolution on polystyrene foam pollution in the Marine Environment.                                                                                                                                                          | Clare Frater                | 29-Jun-2018 | Done     |
| 6  | 18-May-2018 | Chair letter to Minister Robinson re letter of thanks for Islands Trust Conservancy name change and forward letter from Minister to TFB and Trust Council.                                                                                                                                                                                                                                                        | Clare Frater<br>Lori Foster | 06-Jun-2018 | Done     |

## Follow Up Action Report

|   |             |                                                                                                                                                                                                                                                                                                                                                                                                      |              |             |          |
|---|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------|
| 7 | 19-Jun-2018 | That Item 1. First Nations training and workshops be removed from the follow-up action report with the understanding that this is ongoing Trust Council work.                                                                                                                                                                                                                                        | Clare Frater | 31-Jul-2018 | Done     |
| 8 | 06-Jun-2018 | Prepare a print copy of the housing needs assessment for the Minister.                                                                                                                                                                                                                                                                                                                               | Clare Frater | 20-Jul-2018 | On Going |
| 9 | 19-Jul-2018 | Staff to set up the following minister meetings for the September UBCM conference:<br>Premier of British Columbia, John Horgan,<br>Minister of Transportation and Infrastructure, Clare Trevena,<br>Minister of Environment and Climate Change , George Heyman,<br>Minister of Indigenous Relations and Reconciliation, Scott Fraser,<br>Minister of Municipal Affairs and Housing, Selena Robinson. | Clare Frater | 13-Jul-2018 | On Going |

### Legislative Services Manager

| No | Activity    | Activity                                                                                                                                                                                                          | Responsibility              | Target Date | Status   |
|----|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------|----------|
| 1  | 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<br>Lori Foster | 16-Mar-2018 | On Going |

## Follow Up Action Report

### Planning Team Assistant

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                                                                                                                               | Responsibility | Target Date | Status   |
|----|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 1  | 18-May-2018 | That the Executive Committee support the attendance of Chair Luckham and one staff member for the October 3rd and 4th Salish Sea Shared Waters Forum in Bellingham.                                                                                                                                                                                                                                                    | Lori Foster    | 18-Sep-2018 | On Going |
| 2  | 06-Jun-2018 | Request staff forward this correspondence re MoTI /LOA roads standards to Trust Programs Committee for consideration of the work on these services.                                                                                                                                                                                                                                                                    | Lori Foster    | 19-Jun-2018 | On Going |
| 3  | 19-Jun-2018 | That the Executive Committee request staff set up the following minister meetings for the September UBCM conference: Premier of British Columbia, John Horgan; Minister of Transportation and Infrastructure, Clare Trevena; Minister of Environment and Climate Change, George Heyman; Minister of Indigenous Relations and Reconciliation, Scott Fraser; Minister of Municipal Affairs and Housing, Selena Robinson. | Lori Foster    | 20-Jul-2018 | Done     |
| 4  | 19-Jun-2018 | Executive Committee's Top Priorities be amended by placing the Trans Mountain pipeline communication at #1., advocacy regarding Southern Gulf Islands temporary anchorages at #2., Islands Trust act amendments at #3., and that oil spill shipping safety, revisions to Crown Land Protocols and Islands Trust Policy Statement be moved to the Projects list.                                                        | Lori Foster    | 31-Jul-2018 | Done     |
| 5  | 19-Jun-2018 | That Trust Council adopt the minutes of the March 13-15 Trust Council as amended.                                                                                                                                                                                                                                                                                                                                      | Lori Foster    | 31-Jul-2018 | Done     |
| 6  | 06-Jun-2018 | Staff to forward Vice-Chair Grams notes re CANUSPAC workshop to Trust Council.                                                                                                                                                                                                                                                                                                                                         | Lori Foster    | 08-Jun-2018 | Done     |



## Follow Up Action Report



Islands Trust

# REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: SS-RZ-2017.7

X-Ref: SS-DP-2018.4

DATE OF MEETING: July 18, 2018

TO: Islands Trust Executive Committee

FROM: Jason Youmans, Island Planner

SUBJECT: Salt Spring Island Local Trust Committee – Bylaw No. 508

## RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 508, cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 6, 2017, in accordance with Section 27 of the *Islands Trust Act*.**

## DIRECTORS COMMENTS

Salt Spring Island Local Trust Committee has referred Bylaw No. 508 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

Bylaw 508 is generally consistent with the Islands Trust Policy Statement Directives Only Checklist. However, there are two policies concerning heritage protection toward which Executive Committee may wish to turn its attention vis-à-vis this bylaw.

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

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.

Staff consider that these policies are satisfied insofar as no development is proposed within the recorded archaeological site on the property, an Archaeological Overview Assessment has confirmed no archaeological disturbance as a result of recent works on the property, and the LTC has taken steps to limit development to the footprint of the existing building.

However, as discussed below, one among the consulted First Nations – Cowichan Tribes – have stated that they are not satisfied with the steps that have been taken relative to protecting archaeological values on the property. The LTC may wish to consider this relative to the above policies, and also the Islands Trust’s [First Nations Engagement Principles](#).

### **Implementation/Communications**

Communication to Salt Spring Island Local Trust Committee regarding the Executive Committee decision by July 25, 2018 .

### **Other**

N/A

### **PURPOSE**

Salt Spring Island Local Trust Committee Bylaw No. 508 cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 6, 2017 (Attachment 6) is intended to rezone the property at 121 Upper Ganges Road (the Harbour House Hotel) to permit up to 55 commercial guest accommodation units and up to 3 staff accommodation dwelling units. Through a siting regulation, the proposed bylaw also limits development to the footprint of the existing building.

### **BACKGROUND**

#### **Salt Spring Island Local Trust Committee Bylaw No. 508**

Major milestones in the advancement of Bylaw 508 are as follows:

1<sup>st</sup> Reading: October 5, 2017

2<sup>nd</sup> Reading: February 8, 2018

Public Hearing/3<sup>rd</sup> Reading/EC referral: June 7, 2018

At its June 7, 2018 meeting, the LTC considered and determined that Bylaw 508 is not contrary to or at variance with the Islands Trust Policy Statement (see Attachment 4).

By resolution of the LTC, adoption of Bylaw 508 will only be considered upon fulfillment of the following conditions:

*That the Salt Spring Island Local Trust Committee request the applicant to demonstrate compliance with the disability and bicycle parking requirements in Land Use Bylaw No. 355 prior to bylaw adoption.*

*That the Salt Spring Island Local Trust Committee request the applicant to grant a statutory right-of-way of a length and width satisfactory to the Capital Regional District for the completion of a pedestrian path along the southern property line of the subject property prior to consideration of final adoption of Bylaw No. 508.*

*That the Salt Spring Island Local Trust Committee request the applicant to work with the Malahat First Nation to address Item 4 of the Malahat First Nation’s referral response letter dated January 31, 2018 and that a credible plan demonstrating the applicant’s commitment be provided to the Salt Spring Island Local Trust Committee prior to consideration of bylaw adoption.*

*That the Salt Spring Island Local Trust Committee make consideration of bylaw adoption conditional upon confirmation from the Ganges Harbour Sewer Commission or CRD environmental services staff that there is sufficient sewer system capacity to accommodate the proposed increase in the number of commercial accommodation and accessory dwelling units.*

## **Issues Relating To Provincial Interest**

Bylaw 508 was referred to the following provincial agencies in October 2017:

- BC Assessment Authority
- Ministry of Transportation and Infrastructure (MOTI)
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Archaeology Branch
- Ministry of Forests, Lands and Natural Resource Operations – Front Counter BC

Of these provincial agencies, the following responses were received:

### *Ministry of Transportation and Infrastructure*

“Approval recommended for reasons outlined below - Infrastructure will not be significantly affected by proposal. Any work done within the road dedication in relation to this project will require a work permit.”

### *BC Archaeology Branch*

See Attachment 8 for Archaeology Branch response. Generally, the Archaeology Branch has identified that there is a recorded archaeological site on the property and that a professional archaeologist should be engaged to ensure that subsurface work on the property does not compromise any archaeological values that may be there.

To address the Arch Branch’s referral response, and concerns raised by First Nations, the LTC directed the applicant to engage a professional archaeologist to undertake an Archaeological Overview Assessment and Preliminary Field Reconnaissance related to works proposed for the property.

The applicant hired Baseline Archaeological Services to undertake the required work. Baseline’s AOA/PFR concluded that “In consultation with the BC Archaeology Branch, the minimal proposed works within the site boundary, including the addition of a few centimetres of top soil and grass seed which will be hand raked as well as planting in top soil do not warrant a Section 12 Site Alteration Permit as no machinery will enter the site boundary and the addition of top soil is not considered capping of the site. As such, not further archaeological work is recommended for these developments at the Harbour House Hotel.”

## **Issues Relating To First Nation Interest**

The following First Nations received referral of Bylaw 508:

Cowichan Tribes  
Halalt First Nation  
Lyackson First Nation  
Penelakut Tribe

Malahat First Nation  
Pauquachin First Nation  
Tsartlip First Nation  
Tsawout First Nation

Semiahmoo First Nation  
Tsawwassen First Nation  
Hul’qumi’num First Nation

Of the First Nations that received referral responses, Cowichan Tribes, Malahat First Nation, Halalt First Nation, Lake Cowichan First Nation and Tsawwassen First Nation provided comment.

Of these, Lake Cowichan indicated that they defer comment to a First Nation whose territory fronts on the subject area, while Halalt indicated that they did not have any concerns. Tsawwassen indicated that they would want to see a Preliminary Field Reconnaissance undertaken by a qualified archaeologist. This work was completed at the request of the LTC.

Malahat First Nation's referral response is attached to this briefing as Attachment 9. It followed on a site visit to the property by Malahat First Nations staff and cultural advisor Harold Joe. The LTC has addressed item 4 in the response through their requirement that the applicant demonstrate a credible plan to inform hotel guests of the First Nations relationship with the Harbour House site and surrounding area. Item 1 of Malahat's response is partially addressed through the LTC's decision to limit development of the property to the footprint of the existing building, although as a siting regulation it could be varied through variance permit application. Items 2 and 3 are only partly addressed as the LTC directed the applicant to provide an Archaeological Overview Assessment, rather than the more robust Archaeological Impact Assessment requested by Malahat.

Cowichan Tribes has provided two pieces of substantive correspondence related to this application. The first, under the signature of Chief William Seymour, came in November of 2017 and raises two main points (Attachment 10) :

- That development on the property should be permanently constrained to the building footprint, rather than allowing the potential for a variance permit in the future
- That an Archaeological Impact Assessment should be undertaken to determine what aspects of heritage or cultural value may be on the property as a whole, not just within or at the margins of the recorded site

This letter was followed with one dated June 5, 2018 written upon receipt of notice of the public hearing for Bylaw 508 (Attachment 11). This letter reiterates Cowichan Tribes concern that a comprehensive archaeological impact assessment has not been undertaken on the property and references anecdotal evidence of human remains being present on the site. Cowichan Tribes states that leaving the door open to future development outside of the building footprint via development variance permit means site protection will be done only in a piecemeal way.

In sum, through Bylaw 508's proposed siting limitations, the Archaeological Overview Assessment provided by the applicant, and the LTC's requirement that the applicant develop a plan to reflect local First Nations culture and history in the hotel's operations prior to bylaw adoption, the LTC has gone some distance to address the concerns raised by First Nations in the course of this rezoning application. However, as reflected in the content of Cowichan Tribes most recent correspondence, Cowichan Tribes feels that the LTC has fallen short of the Islands Trust's commitments to reconciliation as reflected in the organization's Principles and Policies of First Nation's engagement.



## Issues Relating To Resources and Enforcement

N/A

### Public Comments

Executive Committee has not received any public comments concerning this application at the time of this briefing's publication.

### Staff Comments

Staff considers that the actions of the LTC to date satisfy Policy Statement policies 5.6.2 and 5.6.3 and Executive Committee could approve it. However, as reflected in the latest correspondence from Cowichan Tribes, satisfaction of the policy statement may fail to satisfy the actual First Nations with a vested interest in site and cultural protection and fall short of upholding the tenets of Islands Trust's [First Nations Engagement Principles](#).

### KEY ISSUES/CONCEPTS

- Bylaw 508 will permit up to 55 hotel rooms and 3 staff accommodation dwelling units at the Harbour House Hotel
- LTC has confirmed policy statement consistency
- Outstanding concerns from First Nations regarding heritage site protection

### 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:

If Executive Committee considers that Cowichan Tribe's outstanding concerns warrant action to improve the bylaw or strengthen its approval process before confirming Policy Statement consistency, Executive Committee could recommend a number of actions that the LTC could take with respect to the concerns raised by Cowichan Tribes:

- Recommend that the applicant commission a full archaeological impact assessment
- Recommend a no-disturb covenant for the recorded archaeological site
- Strengthen the building site limitation by either restrictive covenant or make it a "use"<sup>1</sup> rather than "siting" regulation through the land use bylaw

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<sup>1</sup> This would have the effect of requiring the applicant to rezone in order to build outside of the existing footprint, rather than apply for a variance permit.

Recommended wording for such a resolution is as follows:

*THAT the Executive Committee request that staff advise Salt Spring Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 508, cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 6, 2017 is contrary to or at variance with the Islands Trust Policy Statement as it has not adequately satisfied policies 5.6.2 and 5.6.3, and advise the Salt Spring Island Local Trust Committee to take the following steps to address this [ . . . ]*

|               |                                                 |              |
|---------------|-------------------------------------------------|--------------|
| Submitted By: | Jason Youmans, Island Planner                   | July 9, 2018 |
| Concurrence:  | David Marlor, Director, Local Planning Services | Select Date. |

#### ATTACHMENTS

1. EC Submission Cover
2. Bylaw Referrals Report
3. Islands Trust Policy Statement Directives Only Checklist
4. EC Policy Checklist
5. Bylaw No. 508
6. First Nations follow-up Tracking
7. BC Archaeology Branch referral response
8. Malahat First Nation referral response
9. Cowichan Tribes referral response I
10. Cowichan Tribes referral response II



Local Trust Committee Bylaws  
Submission for Executive committee Approval

Local Trust Committee: Salt Spring Island Local Trust Committee

Bylaw No.: SS-508

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 07-Jun-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-508**

| Agency                                                                                                                                                                                                                                                                     | Sent        | Received    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| SSI Water & Sewer Commission                                                                                                                                                                                                                                               | 15-May-2018 | 07-Jun-2018 |
| <p>Comment: As long as the water consumption from the Harbour House Hotel does not increase over their current rate there should not be any noticeable impacts to the Ganges Sewer service. See substantive response (received after the close of the Public Hearing.)</p> |             |             |
| Tsartlip First Nation<br>PO Box 70: Harry, Karen<br>Comment:                                                                                                                                                                                                               | 20-Oct-2017 |             |
| Halalt First Nation<br>7973 Chemainus Rd: Chief, & Council<br>Comment: Interests Unaffected                                                                                                                                                                                | 20-Oct-2017 | 06-Nov-2017 |
| Penelakut Tribe<br>Chief and Council: James, Denise<br>Comment:                                                                                                                                                                                                            | 20-Oct-2017 |             |
| Lake Cowichan First Nation<br>313B Deer Road: Livingstone, Carole<br>Comment: Level 3 rights area. See substantive response.                                                                                                                                               | 20-Oct-2017 | 09-Nov-2017 |
| Lyackson First Nation<br>7973A Chemainus Road: Aidnell, Linda<br>Comment:                                                                                                                                                                                                  | 20-Oct-2017 |             |
| Stz'uminus First Nation<br>12611 A Trans Canada Hwy: Akey, Chenoa<br>Comment:                                                                                                                                                                                              | 20-Oct-2017 |             |
| Te'Mexw Treaty Association<br>13D Cooper Road: ,<br>Comment:                                                                                                                                                                                                               | 20-Oct-2017 |             |
| Capital Regional District - Ganges Water & Sewer Commission<br>145 Vesuvius Bay Road: ,<br>Comment:                                                                                                                                                                        | 20-Oct-2017 |             |
| Capital Regional District - SSI Senior Manager<br>145 Vesuvius Bay Road: ., .<br>Comment:                                                                                                                                                                                  | 20-Oct-2017 |             |
| Capital Regional District - SSI Economic Dev Commission<br>145 Vesuvius Bay Road: ,<br>Comment:                                                                                                                                                                            | 20-Oct-2017 |             |
| Capital Regional District - SSI Parks and Recreation<br>145 Vesuvius Bay Road: ,                                                                                                                                                                                           | 20-Oct-2017 |             |



## Referrals: Bylaw SS-508

| Agency                                                                                                                                                                                                                                                                                                               | Sent        | Received    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| Comment:                                                                                                                                                                                                                                                                                                             |             |             |
| Capital Regional District - SSI Transportation Commission<br>145 Vesuvius Bay Road: ,<br>Comment:                                                                                                                                                                                                                    | 20-Oct-2017 |             |
| Salt Spring Island Fire Rescue - District<br>105 Lower Ganges Road: ,<br>Comment:                                                                                                                                                                                                                                    | 20-Oct-2017 |             |
| Ministry of Transportation and Infrastructure<br>Vancouver Island District Office: ., .<br>Comment: Approval Recommended for the following reasons: Infrastructure will not be significantly affected by proposal. Any work done within the road dedication in relation to this project, will require a work permit. | 20-Oct-2017 | 28-Nov-2017 |
| Ministry of Forests, Lands, Natural Resource Operations & Rural Develop-<br>-Archaeology Site Inventory<br>PO Box 9816 Stn. Prov. Govt.: ,<br>Comment: See substantive response.                                                                                                                                     | 20-Oct-2017 | 27-Oct-2017 |
| Front Counter BC<br>FrontCounterBC@gov.bc.ca: ,<br>Comment:                                                                                                                                                                                                                                                          | 20-Oct-2017 |             |
| Cowichan Tribes<br>Chief and Council: ., .<br>Comment: Concerns expressed. See substantive response.                                                                                                                                                                                                                 | 20-Oct-2017 | 14-Nov-2017 |
| Hulquminum Treaty Group<br>PO Box 21028: ., .<br>Comment:                                                                                                                                                                                                                                                            | 20-Oct-2017 |             |
| Malahat First Nation<br>110 Thunder Road, RR4: ,<br>Comment: Site visit requested. Concerns expressed. See substantive response.                                                                                                                                                                                     | 20-Oct-2017 | 04-Dec-2017 |
| Pauquachin First Nation<br>9010 West Saanich Road: ,<br>Comment:                                                                                                                                                                                                                                                     | 20-Oct-2017 |             |
| Tsawwassen First Nation<br>1926 Tsawwassen Drive: ,<br>Comment: See substantive response.                                                                                                                                                                                                                            | 20-Oct-2017 | 12-Dec-2017 |
| Tseycum First Nation<br>1210 Totem Lane: ,<br>Comment:                                                                                                                                                                                                                                                               | 20-Oct-2017 |             |
| Semiahmoo First Nation                                                                                                                                                                                                                                                                                               | 20-Oct-2017 |             |



## Referrals: Bylaw SS-508

| Agency                                                                                                                                                                               | Sent        | Received    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 16049 Beach Rd: ,<br>Comment:                                                                                                                                                        |             |             |
| Thetis Island Local Trust Committee<br>Northern Office: ., .<br>Comment: Interests Unaffected                                                                                        | 20-Oct-2017 | 12-Dec-2017 |
| Galiano Island Local Trust Committee<br>200 - 1627 Fort Street: ., .<br>Comment: Interests Unaffected                                                                                | 20-Oct-2017 | 04-Dec-2017 |
| Mayne Island Local Trust Committee<br>Islands Trust: ., .<br>Comment: Interests Unaffected by Bylaw                                                                                  | 20-Oct-2017 | 29-Jan-2018 |
| North Pender Island Local Trust Committee<br>Islands Trust: ., .<br>Comment: Interests Unaffected                                                                                    | 20-Oct-2017 | 23-Nov-2017 |
| SSI Partners Creating Pathways - Island Pathways<br>PO Box 684: ., .<br>Comment:                                                                                                     | 20-Oct-2017 |             |
| BC Assessment Authority<br>Policy, Audit and Legal Services: McIntyre, Cathie<br>Comment:                                                                                            | 20-Oct-2017 |             |
| Cowichan Valley Regional District<br>175 Ingram Street: Tippet, Mike<br>Comment: Interests Unaffected                                                                                | 20-Oct-2017 | 23-Oct-2017 |
| North Salt Spring Waterworks District<br>761 Upper Ganges Road: Manager, The<br>Comment: Approval Recommended Subject to Conditions Outlined in letter.<br>See substantive response. | 20-Oct-2017 | 10-Nov-2017 |
| Chamber of Commerce<br>121 Lower Ganges Road: Clouston, Janet<br>Comment:                                                                                                            | 20-Oct-2017 |             |
| Tsawout First Nation<br>PO Box 121, 7725 Tetayut Road: Underwood, Gwen<br>Comment:                                                                                                   | 20-Oct-2017 |             |

## ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: SS-RZ-2017.7 (121 Upper  
Ganges Road)

### 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                                                                                                                                                                                                                                                                                                  |
|------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <b>3.1</b>   | <b>Ecosystems</b>                                                                                                                                                                                                                                                                                                 |
| N/A        | <b>3.1.3</b> | 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        | <b>3.1.4</b> | 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        | <b>3.1.5</b> | 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.                                                |
|            | <b>3.2</b>   | <b>Forest Ecosystems</b>                                                                                                                                                                                                                                                                                          |
| N/A        | <b>3.2.2</b> | 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.                                |
|            | <b>3.3</b>   | <b>Freshwater and Wetland Ecosystems and Riparian Zones</b>                                                                                                                                                                                                                                                       |
| N/A        | <b>3.3.2</b> | 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.                                          |
|            | <b>3.4</b>   | <b>Coastal and Marine Ecosystems</b>                                                                                                                                                                                                                                                                              |
| N/A        | <b>3.4.4</b> | Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.                                                                                                                                               |
| N/A        | <b>3.4.5</b> | 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                                                                                                                                                                                                                                                                                                                                                                 |
|------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <b>4.1</b>   | <b>Agricultural Land</b>                                                                                                                                                                                                                                                                                                                                                         |
| N/A        | <b>4.1.4</b> | 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.                                                                                                                                                                    |
| TBD        | <b>4.1.5</b> | 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.                                                                                                          |
| TBD        | <b>4.1.6</b> | 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.                                                                                                                                                                    |
|            | <b>4.1.7</b> | 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        | <b>4.1.8</b> | 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        | <b>4.1.9</b> | Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.                                                                                                                                                                                                         |
|            | <b>4.2</b>   | <b>Forests</b>                                                                                                                                                                                                                                                                                                                                                                   |
| N/A        | <b>4.2.6</b> | 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        | <b>4.2.7</b> | 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        | <b>4.2.8</b> | 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                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <b>4.3</b>    | <b>Wildlife and Vegetation</b>                                                                                                                                                                                                                                                                                                                                                                                                      |
|            | <b>4.4</b>    | <b>Freshwater Resources</b>                                                                                                                                                                                                                                                                                                                                                                                                         |
| ✓          | <b>4.4.2</b>  | 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        | <b>4.4.3</b>  | 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                                                                                                                                                                                                                                   |
|            | <b>4.5</b>    | <b>Coastal Areas and Marine Shorelands</b>                                                                                                                                                                                                                                                                                                                                                                                          |
| N/A        | <b>4.5.8</b>  | 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        | <b>4.5.9</b>  | 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        | <b>4.5.10</b> | 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        | <b>4.5.11</b> | 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.                                                                                                                                                                               |
|            | <b>4.6</b>    | <b>Soils and Other Resources</b>                                                                                                                                                                                                                                                                                                                                                                                                    |
| N/A        | <b>4.6.3</b>  | 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                                                                                                                                                                                                                                                                                                                           |
|------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <b>5.1</b>   | <b>Aesthetic Qualities</b>                                                                                                                                                                                                                                                                                                                 |
| N/A        | <b>5.1.3</b> | 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.                                                                     |
|            | <b>5.2</b>   | <b>Growth and Development</b>                                                                                                                                                                                                                                                                                                              |
| ✓          | <b>5.2.3</b> | 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        | <b>5.2.4</b> | 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. |
| ✓          | <b>5.2.5</b> | 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        | <b>5.2.6</b> | 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.                             |
|            | <b>5.3</b>   | <b>Transportation and Utilities</b>                                                                                                                                                                                                                                                                                                        |
| N/A        | <b>5.3.4</b> | 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        | <b>5.3.5</b> | 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        | <b>5.3.6</b> | 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.                                                                                                                                                |
| ✓          | <b>5.3.7</b> | 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.                   |
|            | <b>5.4</b>   | <b>Disposal of Waste</b>                                                                                                                                                                                                                                                                                                                   |
| N/A        | <b>5.4.4</b> | 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                                                                                                                                                                                                                                                                                                                                                          |
|------------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <b>5.5</b>   | <b>Recreation</b>                                                                                                                                                                                                                                                                                                                                                         |
| N/A        | <b>5.5.3</b> | 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        | <b>5.5.4</b> | 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        | <b>5.5.5</b> | 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        | <b>5.5.6</b> | 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.                                                                          |
| ✓          | <b>5.5.7</b> | 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.                                                                                                                                                                               |
|            | <b>5.6</b>   | <b>Cultural and Natural Heritage</b>                                                                                                                                                                                                                                                                                                                                      |
| ✓          | <b>5.6.2</b> | 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.                                                                                                                                                                  |
| ✓          | <b>5.6.3</b> | 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.                                                                                                                         |
|            | <b>5.7</b>   | <b>Economic Opportunities</b>                                                                                                                                                                                                                                                                                                                                             |
| ✓          | <b>5.7.2</b> | 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.                                                                                                                                 |
|            | <b>5.8</b>   | <b>Health and Well-being</b>                                                                                                                                                                                                                                                                                                                                              |
| N/A        | <b>5.8.6</b> | 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

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### Policy Checklist

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**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)

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|            |     |                                                                                                                     |
|------------|-----|---------------------------------------------------------------------------------------------------------------------|
| 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

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|                       |     |                                                                               |
|-----------------------|-----|-------------------------------------------------------------------------------|
| 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

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Completed By: Jason Youmans

## Status

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Date Resolution Referred to Exective Committee: 07-Jun-2018

Reading:

# PROPOSED

## SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 508

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

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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. 6, 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 9.3 – Commercial Accommodation Zones**, Subsection 9.3.4 - Exceptions in Particular Locations - is amended by adding the following articles to Zone Variation CA1(f) as follows:

(17) Despite Article 9.3.2(1), lands zoned CA1(f) permit 55 (fifty five) *commercial guest accommodation units*.

(18) Despite Article 9.3.2(1), lands zoned CA1(f) permit three (3) *accessory dwelling units*.

(19) For zone variation CA1(f), the term *accessory dwelling units* is further defined as: *exclusively for residential use* by persons employed at the hotel for wages or salary and their families.

(20) Buildings in the CA1(f) zone must be sited as shown on Schedule L.

2.2 By adding a new Schedule “L” titled “Salt Spring Island Local Trust Committee Bylaw No. 508, Schedule L – Building Siting – Lot 1, Section 3, Range 3 East, North Salt Spring Island, Cowichan District, Plan 11914, Except Parts in Plans VIP 56622 and VIP 59981” attached to and forming part of this bylaw.

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

READ A FIRST TIME THIS 5TH DAY OF OCTOBER 2017

READ A SECOND TIME THIS 8TH DAY OF FEBRUARY 2018

PUBLIC HEARING HELD THIS 7TH DAY OF JUNE 2018

READ A THIRD TIME THIS 7TH DAY OF JUNE 2018

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

\_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

ADOPTED THIS

\_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

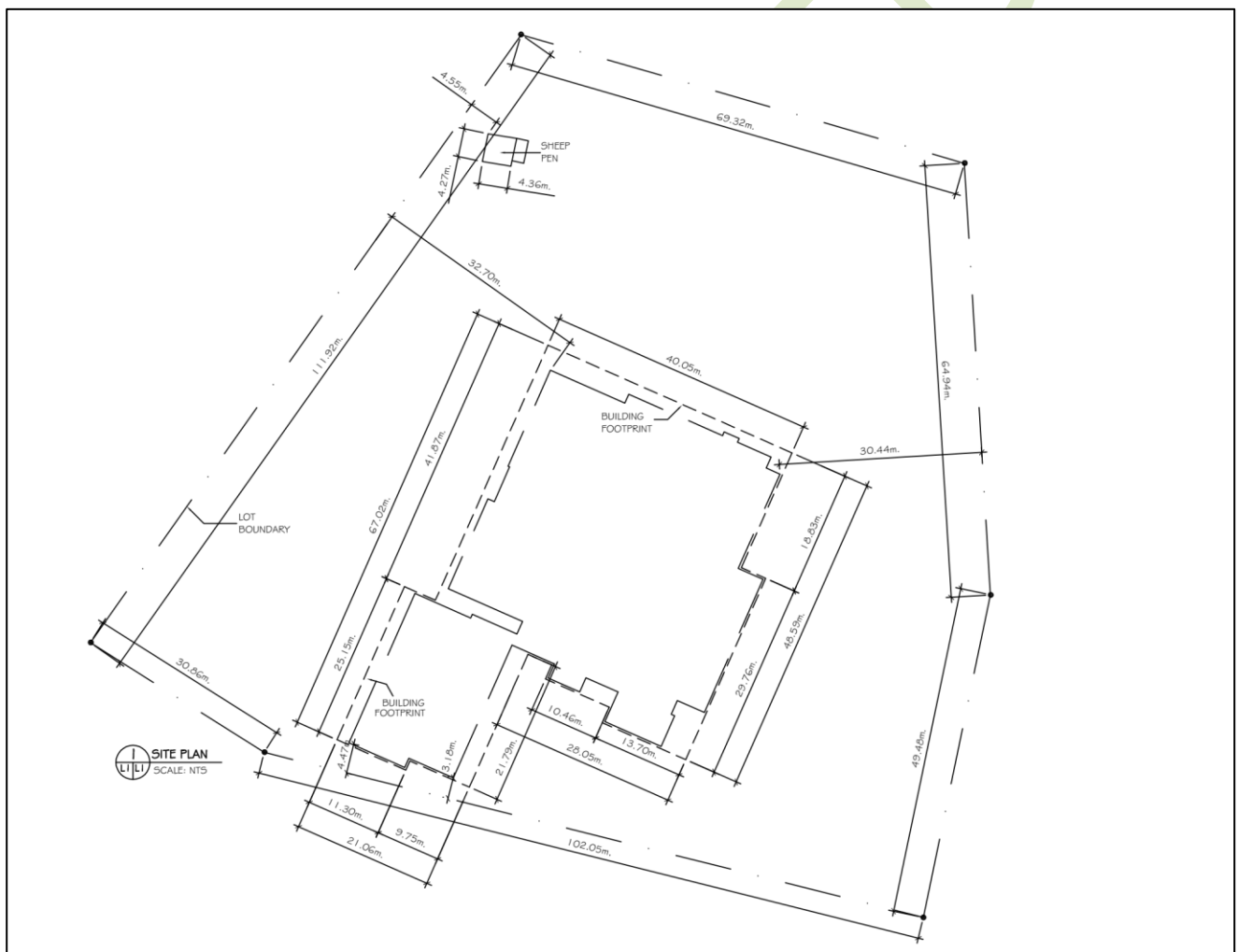
\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

**SALT SPRING ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 508**

**SCHEDULE L**

**Building Siting - Lot 1, Section 3, Range 3 East, North Salt Spring  
Island, Cowichan District, Plan 11914, Except Parts in Plans  
VIP56622 and VIP59981**





Engagement Topic/Proposal: **HARBOUR HOUSE** Salt Spring Island Local Trust Committee Proposed Bylaw No. 508

Proposed Bylaw No. 508 amends Land Use Bylaw No. 355 to permit 55 (fifty-five) commercial guest accommodation units; permit (3) three accessory dwelling units, which is further defined as exclusively for residential use by persons employed at the hotel for wages or salary and their families.

Schedule:

|         |                  |                                                                                                                                                                                                                                                                               |
|---------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1  |                  | Engagement strategy plan reviewed to Eric Nicholls at CSCD                                                                                                                                                                                                                    |
| Step 2  | Oct 20, 2017     | Legislative Clerk Claire Olivier (LC) sends Bylaw Referral including referral form, staff report, draft bylaws via email to First Nations and Tribes listed below.                                                                                                            |
| Step 3  | Nov 9, 2017      | Follow up phone call from LC to all FN to ensure receipt of the referral and to provide a base explanation                                                                                                                                                                    |
| Step 4  |                  | LC refers any issues to Planner                                                                                                                                                                                                                                               |
| Step 5  |                  | Planner responds as required to FN and Tribes and consults with E. Nicholls at CSCD as needed.                                                                                                                                                                                |
| Step 6  |                  | Planner may provide FU email to all FN and Tribes if a broader clarification is required.                                                                                                                                                                                     |
| Step 7  | Fall 2017        | Planner coordinates further FN, Tribe engagement including site visits and consults with CSCD if required                                                                                                                                                                     |
| Step 8  | February 8, 2018 | Planner presents staff report and bylaw to Salt Spring Island Local Trust Committee (SSI LTC) for consideration of 2 <sup>nd</sup> reading and resolution to hold a PH                                                                                                        |
| Step 9  |                  | Planner may recommend a resolution to initiate a subsequent referral to FN and Tribes if considerable changes were made to the bylaw after 1st referral.                                                                                                                      |
| Step 10 |                  | Steps 1 to 7 are repeated if a further referral is necessary                                                                                                                                                                                                                  |
| Step 11 | May 24, 2018     | If the bylaw advances to 2 <sup>nd</sup> Reading and Public Hearing without further referral, LC advises FN and Tribes that did not respond or that may require feedback that a Public Hearing has been scheduled and that no further info may be received on its conclusion. |
| Step 12 | June 7, 2018     | Planner presents a post-public hearing staff report for consideration of third reading to the SSI LTC.                                                                                                                                                                        |
| Step 13 | July 9, 2018     | LC forwards Bylaw at 3 <sup>rd</sup> Reading to the Islands Trust Executive Committee for their consideration.                                                                                                                                                                |
| Step 14 | N/A              | Once Executive Committee approval received, LC forwards bylaw referral to E. Nicholls at CSCD if it comprises an OCP amendment                                                                                                                                                |
| Step 15 |                  | Once CSCD approves, and bylaw is subsequently adopted, LC sends file closure correspondence to FN and Tribes.                                                                                                                                                                 |

| First Nation: <b>Cowichan Tribes</b>                                                      |                               |                              |                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------|-------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Candace Charlie, Referral Coordinator |                               |                              |                                                                                                                                                                              |
| Phone: 250-748-3196                                                                       |                               | Fax:                         | Email: Candace.charlie@cowichantribes.com                                                                                                                                    |
|                                                                                           |                               |                              |                                                                                                                                                                              |
| Date                                                                                      | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                                                                                                       |
| Oct 20/17                                                                                 | Initial Referral Package sent | email                        |                                                                                                                                                                              |
| Nov 9/17                                                                                  | Follow Up                     | Phone                        | Unable to reach Candace, reception forwarded call to Natalie Anderson. Left detailed message and will forward copies of referrals via email a second time to ensure receipt. |
| Nov 14, 2017                                                                              | Response Received             | Email/letter                 | Substantive response received. Serious concerns raised, possible legal action.                                                                                               |

| First Nation: <b>Halalt First Nation</b>                         |                               |                              |                                                                                            |
|------------------------------------------------------------------|-------------------------------|------------------------------|--------------------------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Raven August |                               |                              |                                                                                            |
| Phone: 250-246-4736                                              |                               | Fax:                         | Email: manager@halalt.org                                                                  |
|                                                                  |                               |                              |                                                                                            |
| Date                                                             | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                     |
| Oct 20/17                                                        | Initial Referral Package sent | email                        |                                                                                            |
| Nov 6/17                                                         | Response Received             | Email                        | Halalt does not have any issues with the bylaw amendments on Upper Ganges or Corbett Road. |
|                                                                  |                               |                              |                                                                                            |

| First Nation: <b>Lake Cowichan First Nation</b>                       |                                           |                              |                                                                                                      |
|-----------------------------------------------------------------------|-------------------------------------------|------------------------------|------------------------------------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Carol Livingstone |                                           |                              |                                                                                                      |
| Phone: 250-749-3301                                                   |                                           | Fax:                         | Email: adminlkcw@shaw.ca                                                                             |
|                                                                       |                                           |                              |                                                                                                      |
| Date                                                                  | Communication                             | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                               |
| Oct 20/17                                                             | Initial Referral Package sent             | email                        |                                                                                                      |
| Oct 20/17                                                             | Uploaded to Knowledgekeeper online system | internet                     |                                                                                                      |
| Nov 9/17                                                              | Follow up                                 | Phone call                   | Spoke to Carol, she will be reviewing the referrals. Provided her with Claire Olivier's direct line. |
| Nov. 9/17                                                             | Response Received                         | Email                        | See substantive response received, Level 3 rights area.                                              |

| First Nation: <b>Lyackson First Nation</b>                                              |                                                      |                              |                                                                                                                                        |
|-----------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Linda Aidnell, Referral Coordinator |                                                      |                              |                                                                                                                                        |
| Phone: 250-246-5019                                                                     |                                                      | Fax:                         | Email: Linda Aidnell                                                                                                                   |
|                                                                                         |                                                      |                              |                                                                                                                                        |
| Date                                                                                    | Communication                                        | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                                                                 |
| Oct 20/17                                                                               | Initial Referral Package sent                        | email                        |                                                                                                                                        |
| Oct 18/17                                                                               | Email from Linda Aidnell regarding funding capacity. | Email                        | Claire Olivier checked with David Marlor; David Marlor provided funding information.                                                   |
| Oct 31/17                                                                               | Email from Claire Olivier to Linda Aidnell           | Email                        | Legislative Clerk provided information regarding travel funding.                                                                       |
| Nov. 9/17                                                                               | Follow up                                            | Phone                        | A/Legislative Clerk Murphy left a detailed phone message with reception regarding bylaw follow up and possible site visit information. |

| First Nation: <b>Malahat Nation</b>                                                   |                               |                              |                                                                                                                   |
|---------------------------------------------------------------------------------------|-------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Shannon Ralphs, Lands Coordinator |                               |                              |                                                                                                                   |
| Phone: 250-743-3231                                                                   |                               | Fax:                         | Email: referrals@malahatnation.com                                                                                |
|                                                                                       |                               |                              |                                                                                                                   |
| Date                                                                                  | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                                            |
| Oct 20/17                                                                             | Initial Referral Package sent | email                        |                                                                                                                   |
| Nov 9/17                                                                              | Follow up                     | Phone                        | Concern with altering footprint; written response forthcoming, with request for site visit with cultural advisor. |
|                                                                                       |                               |                              |                                                                                                                   |

| First Nation: <b>Pauquachin First Nation</b>                                    |               |                              |                                                                        |
|---------------------------------------------------------------------------------|---------------|------------------------------|------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Loretta Executive Assistant |               |                              |                                                                        |
| Phone: 250-656-0191                                                             |               | Fax:                         | Email: reception@pauquachin.com                                        |
|                                                                                 |               |                              |                                                                        |
| Date                                                                            | Communication | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |

|           |                               |       |                                                                                                                                                                                                         |
|-----------|-------------------------------|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Oct 20/17 | Initial Referral Package sent | email |                                                                                                                                                                                                         |
| Nov. 9/17 | Follow up                     | Phone | Spoke to Bonnie at reception. She indicated that the referral was being reviewed by Darlene Henry (Council Member that looks after Land Use) and a consultant and a response is to be expected shortly. |

|                                                                  |                               |                              |                                                                        |
|------------------------------------------------------------------|-------------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation: <b>Penelakut Tribe</b>                             |                               |                              |                                                                        |
| First Nation Contact Name(s) and Position/Title(s): Denise James |                               |                              |                                                                        |
| Phone: 250-246-2321                                              |                               | Fax:                         | Email: denisej@penelakut.ca                                            |
|                                                                  |                               |                              |                                                                        |
| Date                                                             | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                        | Initial Referral Package sent | email                        |                                                                        |
| Nov. 9/17                                                        | Follow up                     | Phone/Email                  | Left detailed voicemail for Denise James. Resent referral package.     |
|                                                                  |                               |                              |                                                                        |

|                                                                      |                             |                              |                                                                        |
|----------------------------------------------------------------------|-----------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation: <b>Hul'quminum Treaty Group (For Information Only)</b> |                             |                              |                                                                        |
| First Nation Contact Name(s) and Position/Title(s): Robert Morales   |                             |                              |                                                                        |
| Phone: 250-245-4660                                                  |                             | Fax:                         | Email: htg-rmorales@shaw.ca                                            |
|                                                                      |                             |                              |                                                                        |
| Date                                                                 | Communication               | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                            | Referral of proposed bylaws | email                        |                                                                        |
|                                                                      |                             |                              |                                                                        |

|                                                            |                               |                              |                                                                        |
|------------------------------------------------------------|-------------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation: <b>Semiahmoo First Nation</b>                |                               |                              |                                                                        |
| First Nation Contact Name(s) and Position/Title(s): Joanne |                               |                              |                                                                        |
| Phone: 604-536-3101                                        |                               | Fax:                         | Email: semiahmoojoanne@gmail.com                                       |
|                                                            |                               |                              |                                                                        |
| Date                                                       | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                  | Initial Referral Package sent | email                        |                                                                        |
| Nov. 9/17                                                  | Follow up                     | Phone/Email                  | Left detailed voicemail for Joanne; resent referral package.           |
|                                                            |                               |                              |                                                                        |

|                                                          |  |  |  |
|----------------------------------------------------------|--|--|--|
| First Nation: <b>Stz'uminus (Chemainus) First Nation</b> |  |  |  |
|----------------------------------------------------------|--|--|--|

|                                                            |                               |                              |                                                                        |
|------------------------------------------------------------|-------------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation Contact Name(s) and Position/Title(s): Chenoa |                               |                              |                                                                        |
| Phone: 250-924-2444                                        |                               | Fax:                         | Email: referrals@coastsalishdevcorp.com                                |
| Date                                                       | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                  | Initial Referral Package sent | email                        |                                                                        |
| Nov. 9/17                                                  | Follow up                     | Phone                        | Left message for Chenoa inviting a return phone call.                  |

|                                                                 |                               |                              |                                                                                                                          |
|-----------------------------------------------------------------|-------------------------------|------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| First Nation: <b>Tsartlip First Nation</b>                      |                               |                              |                                                                                                                          |
| First Nation Contact Name(s) and Position/Title(s): Karen Harry |                               |                              |                                                                                                                          |
| Phone: 250-652-3988                                             |                               | Fax:                         | Email: admin@tsartlip.com                                                                                                |
| Date                                                            | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                                                   |
| Oct 20/17                                                       | Initial Referral Package sent | email                        |                                                                                                                          |
| Nov. 9/17                                                       | Follow up                     | Phone                        | Spoke to Karen, she advised that the referral is with Council. A site visit may be required once a response is received. |

|                                                                    |                               |                              |                                                                                                                                                           |
|--------------------------------------------------------------------|-------------------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Nation: <b>Tsawout First Nation</b>                          |                               |                              |                                                                                                                                                           |
| First Nation Contact Name(s) and Position/Title(s): Gwen Underwood |                               |                              |                                                                                                                                                           |
| Phone: 250-652-9101                                                |                               | Fax:                         | Email: <a href="mailto:shaysema@tsawout.ca">shaysema@tsawout.ca</a> (2016)<br><a href="mailto:landsmanager@tsawout.ca">landsmanager@tsawout.ca</a> (2017) |
| Date                                                               | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)                                                                                    |
| Oct 20/17                                                          | Initial Referral Package sent | email                        |                                                                                                                                                           |
| Nov. 9/17                                                          | Follow up                     | Phone                        | Left detailed voicemail for Gwen; resent referral package.                                                                                                |

|                                                                       |                               |                              |                                                                        |
|-----------------------------------------------------------------------|-------------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation: <b>Tsawwassen First Nation</b>                          |                               |                              |                                                                        |
| First Nation Contact Name(s) and Position/Title(s): Ben Bisset (2017) |                               |                              |                                                                        |
| Phone: 604-943-2112                                                   |                               | Fax:                         | Email: reception@tsawwassenfirstnation.com                             |
| Date                                                                  | Communication                 | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                             | Initial Referral Package sent | email                        |                                                                        |

|            |             |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------|-------------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Nov. 9/17  | Follow up   | Phone | Left detailed voicemail for Ben; resent referral package.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Nov. 30/17 | Voicemail   | Phone | Ben Bisset left voicemail for LC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Dec. 4/17  | Return call | Phone | LC left detailed voicemail for Ben.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Dec. 5/17  | Return call | Phone | <p>LC spoke to Ben. Ben wanted to confirm that proposed works would only be done within the existing footprint. Transferred call to Planner Youmans. Planner Youmans advised:</p> <ul style="list-style-type: none"> <li>that Bylaw 508 would not limit development to the existing footprint, nor has LTC required a restrictive covenant to do so at this stage</li> <li>that LTC referred the bylaw to B.C. Archaeological Branch for further information</li> <li>that Arch Branch referral response has been received. LTC has not yet seen it. However, Jason can provide Ben with verbal bullet point summary of Arch Branch response.</li> </ul> |

|                                                                                             |                                                        |                              |                                                                                   |
|---------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------------|
| First Nation: <b>Tseycum First Nation</b>                                                   |                                                        |                              |                                                                                   |
| First Nation Contact Name(s) and Position/Title(s): New Referral Coordinator William Morris |                                                        |                              |                                                                                   |
| Phone: 250-656-0858                                                                         |                                                        | Fax:                         | Email: chief@tseycum.ca                                                           |
| Date                                                                                        | Communication                                          | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures)            |
| Oct 20/17                                                                                   | Initial Referral Package sent                          | email                        |                                                                                   |
| Nov. 9/17                                                                                   | Follow up                                              | Phone                        | Spoke with Chief Jimmy; referral is with the lands manager, response forthcoming. |
| Nov 14, 2017                                                                                | Phone message from referral coordinator William Morris | Phone                        | Returned call and left another phone message                                      |
| Nov 14, 2017                                                                                | Resent referral package                                | email                        |                                                                                   |

|                                                                        |                             |                              |                                                                        |
|------------------------------------------------------------------------|-----------------------------|------------------------------|------------------------------------------------------------------------|
| First Nation: <b>Te'Mexw Treaty Association (for information only)</b> |                             |                              |                                                                        |
| First Nation Contact Name(s) and Position/Title(s): Stacey Joseph      |                             |                              |                                                                        |
| Phone: 250-360-2202                                                    |                             | Fax:                         | Email: sjoseph@temexw.org                                              |
| Date                                                                   | Communication               | Method<br>(e.g. phone/email) | Comments / Follow-up<br>(e.g. identified interests, proposed measures) |
| Oct 20/17                                                              | Referral of proposed bylaws | email                        |                                                                        |

## Jason Youmans

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**From:** Claire Olivier  
**Sent:** Monday, October 30, 2017 9:29 AM  
**To:** Jason Youmans  
**Subject:** FW: Salt Spring Island Local Trust Committee Referral of Proposed Bylaw No. 508 - 121 Upper Ganges Road, SSI - Harbour House Hotel

Fyi and printed for the bylaw file.

Claire Olivier  
Legislative Clerk/Deputy Secretary  
Islands Trust, Salt Spring Island  
Phone: 250-538-5606  
Enquiry BC Toll-free call 1-800-663-7867  
Or from the lower mainland 604-660-2421

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**From:** Cooper, Diana FLNR:EX [mailto:Diana.Cooper@gov.bc.ca]  
**Sent:** Friday, October 27, 2017 3:55 PM  
**To:** Claire Olivier  
**Subject:** RE: Salt Spring Island Local Trust Committee Referral of Proposed Bylaw No. 508 - 121 Upper Ganges Road, SSI - Harbour House Hotel

Hello Claire,

Thank you for your referral regarding proposed Bylaw No. 508 and 121 Upper Ganges Road, Salt Spring Island, PID 004909721, L 1 SEC 3 R 3 E NORTH SALT SPRING IS COWICHAN DISTRICT PL 11914 EXC PTS IN PLS VIP56622 & VIP59981. Provincial records indicate previously recorded archaeological site **DfRu-3** is recorded in the [REDACTED] property. **DfRu-3** is protected under the *Heritage Conservation Act* and must not be altered or damaged without a permit from the Archaeology Branch. Given the subsurface nature of archaeological deposits, boundaries of archaeological sites are difficult to determine without extensive subsurface testing. Therefore, any mapped boundaries are considered to be approximate and it is possible that the site is more or less extensive than currently mapped on the property.

Prior to any land-altering activities (e.g. addition to home, property redevelopment, extensive landscaping, service installation), an Eligible Consulting Archaeologist should be engaged to determine the steps in managing impacts to the archaeological site. An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists ([www.bcapa.ca](http://www.bcapa.ca)) or through local directories.

Occupying an existing dwelling or building without any land alterations does not require archaeological study or permitting.

If a permit is required, proponents should be advised that the permit application and issuance process takes approximately 8-10 weeks and should plan their development schedule accordingly.

If work is planned that is **outside of the red area** as shown in the screenshot below, the Archaeology Branch cannot require the proponent conduct an archaeological study or obtain a permit prior to development. In this instance it is a risk management decision for the proponent. However, the Archaeology Branch strongly encourages engaging an archaeologist prior to development as the site may extend beyond the limits indicated on the attached screenshot.

If any land-altering development is planned and proponents choose not to contact an archaeologist prior to development, owners and operators should be notified that if an archaeological site is encountered during development, activities **must** be halted and the Archaeology Branch contacted at 250-953-3334 for direction. If an archaeological site is encountered during development and the appropriate permits are not in place, proponents will be in contravention of the *Heritage Conservation Act* and likely experience development delays while the appropriate permits are obtained.

If you or the proponents have questions, please visit the FAQ page at <http://www.for.gov.bc.ca/archaeology/faq.htm> and the Property Owners and Developers web page at [http://www.for.gov.bc.ca/archaeology/property\\_owners\\_and\\_developers/index.htm](http://www.for.gov.bc.ca/archaeology/property_owners_and_developers/index.htm).

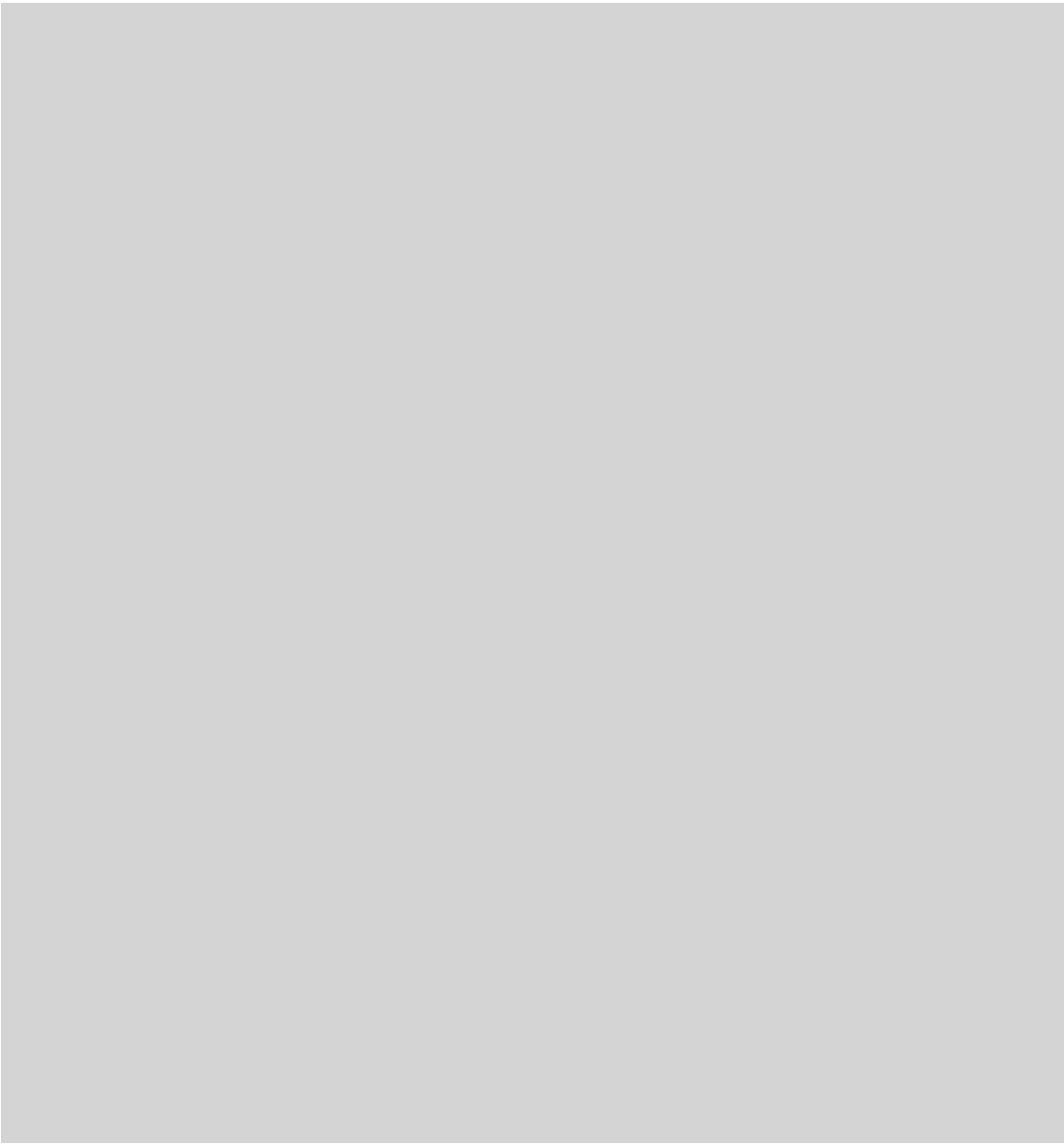
If you or the proponents have further questions regarding the permitting process, please contact please contact Nathan Friesen (Supervisor, Archaeology Branch) at 250-953-3306 or [Nathan.D.Friesen@gov.bc.ca](mailto:Nathan.D.Friesen@gov.bc.ca).

Please review the screenshot of the property below (outlined in yellow) in relation to the archaeological site (red area). If this is not the property as described in the referral, please contact me.

Please feel free to contact me should you have any questions regarding this referral.

Kind regards,

Diana



**Diana Cooper** | Archaeologist/Archaeological Site Inventory Information and Data Administrator

**Archaeology Branch** | Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
Unit 3 – 1250 Quadra Street, Victoria, BC V8W2K7 | PO Box 9816 Stn Prov Govt, Victoria BC V8W9W3  
Phone: 250-953-3343 | Fax: 250-953-3340 | Website: <http://www.for.gov.bc.ca/archaeology/>

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**From:** Claire Olivier [<mailto:colivier@islandstrust.bc.ca>]

**Sent:** Friday, October 20, 2017 9:38 AM

**To:** 'kcampbell@crd.bc.ca'; 'robinashleywilliams@gmail.com'; 'ccondron@crd.bc.ca'; 'waterwks@telus.net'; 'chamber@ssisland.com'; 'ageorge@saltspringfire.com'; 'info@islandpathways.ca'; 'gellam@saltspring.com'; McIntyre, Cathie BCA:EX; Koch, David TRAN:EX; Cooper, Diana FLNR:EX; FrontCounter BC FLNR:EX; 'mtippett@cverd.bc.ca'

**Cc:** Jason Youmans

**Subject:** Salt Spring Island Local Trust Committee Referral of Proposed Bylaw No. 508 - 121 Upper Ganges Road, SSI - Harbour House Hotel

Dear Referral Coordinator:

**Proposed Land Use Amendment Bylaw No. 508** introduces a rezoning application to authorize 13 additional commercial accommodation units, as well as three dwelling units for the exclusive use of hotel staff to the Harbour House Hotel on Salt Spring Island.

Copies of our referral form and Staff report dated October 5, 2017 are attached. The draft bylaw, which has advanced to first reading, is included in the report.

Please provide your response to the bylaw referral form by **November 30, 2017** to [ssiinfo@islandstrust.bc.ca](mailto:ssiinfo@islandstrust.bc.ca) and to the attention of Island Planner Jason Youmans.

Should you have any questions, Jason can be reached at the c.c. above.

Please do not hesitate to contact us if you have any questions.

Thank you

Claire Olivier  
Legislative Clerk/Deputy Secretary  
Islands Trust  
1-500 Lower Ganges Road  
Salt Spring Island, BC V8K 2N8  
On Salt Spring Island 250-538-5606  
Enquiry BC Toll-free call 1-800-663-7867  
Or from the lower mainland 604-660-2421

Websites: [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca) | [www.islandstrustfund.bc.ca](http://www.islandstrustfund.bc.ca)  
*Preserving **Island** communities, culture and environment since 1974*



Malahat Nation  
110 Thunder Road, Mill Bay, BC, V0R 2P4  
Tel: 250.743.3231 Fax: 250.743.3251  
info@malahatnation.com www.malahatnation.ca

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January 31, 2018

Referral: R17043

Jason Youmans  
Planner 2  
Islands Trust  
1-500 Lower Ganges Road  
Salt Spring Island, BC V8K 2N8

**Re: Salt Spring Island Local Trust Committee Referral of Proposed Bylaw No. 508**

Dear Jason Youmans,

Thank you for the opportunity to conduct a site visit to the subject property of proposed Bylaw No. 508 on Salt Spring Island, the Harbour House Hotel, located within Malahat Nation traditional territory. We would like to offer the Local Trust Committee the following recommendations with respect to the Harbour House Hotel rezoning application:

- Adopt a bylaw (or other appropriate legal mechanism) to permanently constrain building activities on the property to stay within the current footprint of the Hotel, and therefore prevent further irreparable damage to the cultural and archaeological values of the site;
- Require the property owner to contract an Archaeological Impact Assessment to inform renovation activities, landscaping, and the potential future construction of a trail along the edge of the property. We believe that additional information-gathering with regard to potential archaeological impacts is warranted given the cultural and spiritual significance of the site, as well as the visible midden material on the land. Malahat Nation will provide Islands Trust and the property developer with a list of preferred archaeologists, in whom we have confidence and a good working relationship;
- As per the results of the AIA, require that the developer, in consultation with affected Nations, develop and implement an archaeological mitigation and monitoring plan to prevent further destruction, damage, and alteration to the site;
- Undertake a public education initiative to formally acknowledge and inform hotel guests of the historical, cultural, and spiritual relationship Malahat and our neighbouring Nations hold with the Harbour House site. The intent of such an educational initiative should be to increase respect for and awareness of indigenous heritage and values. We would be happy to collaborate with Islands Trust and/or the property owners to develop such an initiative.

On behalf of Chief and Council, thank you for your time and consideration.

Sincerely,

Heather Adams  
Fisheries and Referrals Coordinator  
Malahat Nation



## Cowichan Tribes

5760 Allenby Road Duncan, BC V9L 5J1  
Telephone (250) 748-3196 Fax: (250) 748-1233

November 14, 2017

VIA ELECTRONIC MAIL: [pluckham@islandstrust.bc.ca](mailto:pluckham@islandstrust.bc.ca)

Mr. Peter Luckham  
Chair, Salt Spring Island Local Trust Committee

**Re: *Shiya'hwt* [Ganges Harbour] Referrals: Ganges Harbour Boardwalk, Harbour House Hotel, and Croftonbrook (132 Corbett Road)**

I write in regards to the three above-noted referrals and Islands Trust's requests for comment on the same. The comments to all three referrals are being amalgamated into a single response letter in order to highlight the common problems that exist amongst all three proposals. In short, the statements that follow apply to all three individual applications. This letter will also speak to some information we have received relating to the Salt Spring Island Local Trust Committee's refusal to consider First Nations requests to protect archaeological sites.

### **I. Cowichan Nation Use and Occupation of *Shiya'hwt***

The historic Cowichan Nation (comprised of present-day Halalt First Nation, Cowichan Tribes, Penelakut Tribe, Lyackson First Nation, and Stz'uminus First Nation – all of whom will be forwarded a copy of this letter) retained exclusive use and occupation sites in what is now known as Ganges Harbour. This use and occupation regime was in place prior to and at European contact, and persisted after the assertion of Crown sovereignty in 1846. Cowichan Tribes asserts unextinguished Aboriginal rights and title to the lands and waters at *Shiya'hwt*, and the ethnohistorical, cultural, and archaeological records support our assertions.

*Shiya'hwt* was a major resource procurement and processing location for the Cowichan Nation. Resources obtained at *Shiya'hwt* include, but are not limited to:

- Butter Clams [*S-axwa'*]
- Littleneck Clam [*Skw'theey'*]
- Geoduck [*Sweem*]
- Cockle [*Stl'ula'um*]
- Dungeness Crab [*'Ey'x*]
- Canvasback Duck [*Sxul'ulwulh*]

- Merganser [*Xwaaqw*']
- Flounder [*Sxuy'us'aqw*]
- Halibut [*Stsa'tx*]
- Herring [*Slhewut*']
- Grilse [Hul'q'umi'num name unavailable at this time]
- Jack Spring [*lhi'lhq'uw's*]
- Sea Lion [*Shes*]
- Sole [*lhumuq'e*']
- Oyster [*Tl'uxwtl'uxq*]

The large number of resources available to the Cowichan Nation at *Shiya'hwt* made it a very important location. Cowichan Nation members were present at *Shiya'hwt* year-round; but numbers increased during the spring.

A second indicator of pre-contact use and occupation can be found in the sheer volume and size of archaeological sites in the vicinity. The original village of *Shiya'hwt* extended along the sand spit to Grace Point (roughly along the Fulford Ganges Road in front of the park). The fill inserted at Centennial Park from the kayak shop to the base of Rainbow Road covered this area and a clam garden between mouth of Ganges Creek and Grace Point. Ganges creek was also the outlet for the canoe skid from Booth Canal— a short cut used by Cowichan Nation to access Ganges Harbour. There is also a well-known trail from Burgoyne Bay to Fulford Harbour used by the Cowichan Nation. There are accounts from the 1870's of over 500 people digging and processing clams before shifting to permanent villages on Lulu Island on the Fraser River as part of a seasonal round of harvesting.

To be clear, in demonstrating the Cowichan Nation's extremely strong Aboriginal interests at Ganges Harbour, we are in no way denying the historical and pre-contact shared use and occupation sites on parts of Salt Spring Island generally by the WSÁNEĆ Nations and the Cowichan Nation. We propose to set aside any discussions of this nature and come together as neighbours and indeed, relatives, as we have done before, to deal with the very real threat to our ancestral and heritage sites at *Shiya'hwt*.

## **II. Islands Trust Proposals**

### **1. Ganges Harbour Boardwalk**

We understand from personal communication with Islands Trust planning staff and from review of the referral materials that in order to facilitate the full boardwalk proposal, approval will need to be obtained from adjacent waterfront property owners. We also understand that the Local Trust Committee (hereinafter "LTC") is entertaining a quid pro quo of sorts with these property owners, whereby in exchange for approval for a boardwalk right of way through their properties, the owners will have their properties "up-zoned" to allow for more comprehensive development capacity.

Cowichan Tribes expressed to planning staff our concern with guaranteeing certain development opportunities in the absence of a comprehensive archaeological impact assessment for these properties. It appears that our advice in this regard has not been heeded. The likelihood of archaeological features present on any one of the four waterfront properties is extremely high, and Islands Trust is warned again that it should not finalize any agreements with the property owners in advance of a comprehensive archaeological study for each property. Should any agreement of the nature proposed above be executed between the Islands Trust and the property owners in the absence of such a study, and should the property owners in the course of development discover any archaeological materials (i.e., human remains or any associated burial features), Cowichan Tribes will NOT undertake to move our ancestors. Therefore, Islands Trust must realize that they will be moving forward with this project with the knowledge of the above, and at their own risk.

2. Croftonbrook

As detailed in the Preliminary Field Reconnaissance for 132 Corbett Road conducted by Dr. Chris Arnett, [REDACTED]

[REDACTED]

3. Harbour House Hotel

Islands Trust planning staff have advised the LTC that the Harbour House property is within 50m of a large archaeological site and has suggested placing a restrictive covenant on the property to limit development to the existing footprint. Cowichan Tribes staff has spoken with the hotel owners regarding our concerns about the high potential of as-yet-unrecorded archaeological material on the property. The owner seemed to agree at the time to restrict development to within the existing footprint; however, this does not preclude further development outside of the footprint in the future. We understand that LTC has chosen not to pursue requiring a restrictive covenant, nor does it seem that an archaeological impact assessment (“AIA”) has been commissioned for the property. Cowichan Tribes is deeply concerned about the LTC’s refusal to implement our staff recommendations regarding the covenant. Here, as in the harbor walk proposal above, it seems to us that the LTC is actively choosing to place the economic desires of a single

property owner above the needs of Indigenous peoples (on whose land you live, work, and play) to ensure that our important cultural and spiritual places remain intact. This seems quite curious to us, given Island Trust's recently adopted "First Nations Engagement Principles".

### III. Islands Trust's Commitments to the Indigenous Peoples of the Gulf Islands

On December 7, 2016, Islands Trust approved policy 6.1.1, "First Nations Engagement Principles", reproduced below for your reference:

1. Islands Trust is committed to becoming aware of what it does not know or understand about First Nations.
2. Islands Trust is committed to proving sincere desire for reconciliation
3. Islands Trust is committed to integrating, where possible, activities that support First Nations reconnecting with the Trust Area lands and waters

What is profoundly important here are the associated policies following these principles, namely that:

- a. These principles "underpin every activity of Islands Trust" and champion a relationship with Indigenous peoples based on "trust, honour, and goodwill";
- b. A commitment to undertake activities in a way that reflects "an effort to change societal attitudes and systems".<sup>1</sup>

These principles are rightly informed by the changing legal, social, and political landscape surrounding Aboriginal rights and title, and Canada's international and domestic commitments to recognize Indigenous people's rights to their lands and waters.<sup>2</sup> Further, the Government of British Columbia has undertaken, through the mandates of every appointed Minister, to implement the United Nations Declaration on the Rights of Indigenous People ("UNDRIP"). Article 11 of UNDRIP states:

Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature. [emphasis added]

Indeed, even the Member of the Legislative Assembly for Saanich North and the Islands, Mr. Adam Olsen, has acknowledged the importance of heritage sites to Indigenous peoples (see *BILL M 205 – 2017 Heritage Conservation (First Nations Protection) Amendment Act, 2017*)<sup>3</sup>.

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<sup>1</sup> Islands Trust First Nation Engagement Principles, accessed at:

<http://www.islandstrust.bc.ca/media/342128/firstnationsengagementprinciples.pdf>

<sup>2</sup> See also the Government of Canada's *Principles respecting the Government of Canada's relationship with Indigenous peoples* available at <http://www.justice.gc.ca/eng/csj-sjc/principles-principes.html>

<sup>3</sup> <http://www.bclaws.ca/civix/document/id/bills/billscurrent/2nd41st:m205-1>

Against this background, we find it troubling to see the LTC's willingness to put our heritage sites directly at risk. If the Islands Trust is truly committed to achieving reconciliation with Indigenous communities, it will recognize the importance of these sites to Indigenous peoples, and work to protect them. Should Islands Trust continue to ignore Cowichan Tribes' requests to implement measures to protect our ancestral sites, we are not unwilling to undertake legal action in a manner similar to that taken by the Cowichan Nation at Grace Islet.

Sincerely,

A handwritten signature in black ink, appearing to read 'WCS', followed by a long, horizontal, wavy line extending to the right.

Chief William Seymour  
Cowichan Tribes

- c. Chief James Thomas, Halalt First Nation
- Chief Joan Brown, Penelakut Tribe
- Chief John Elliott, Stz'uminus First Nation
- Adam Olsen, MLA, Saanich North and the Islands
- Kira Kristensen, Heritage Resource Specialist, FLNRORD, Archaeology Branch
- Chief Richard Thomas, Lyackson First Nation
- Honourable Selina Robinson, Minister of Municipal Affairs and Housing



## Cowichan Tribes

5760 Allenby Road Duncan, BC V9L 5J1  
Telephone (250) 748-3196 Fax: (250) 748-1233

June 5, 2018

Salt Spring Local Trust Committee  
1 - 500 Lower Ganges Rd  
Salt Spring Island, BC V8K 2N8

c/o Jason Youmans, Planner; Via Email: [jyoumans@islandstrust.bc.ca](mailto:jyoumans@islandstrust.bc.ca)

### **Re: Rezoning Application – 121 Upper Ganges Road (Harbour House Hotel)**

I write to you in advance of your public meeting regarding the above-noted file scheduled to be held on June 7<sup>th</sup>, 2018. Cowichan Tribes has some remaining and outstanding concerns related to this proposal.

#### **No Comprehensive Archaeological Assessment**

The LTC has bowed to the proponent's impatience in allowing a simple AOA and PFR to suffice for this property, after the LTC and First Nations recommended an AIA. An AIA study is important to make any informed decisions regarding potential future development. It is a very routine study. The architect/project manager from Irving Pitcher has refused to do an AIA study because "it will take too long" - 3 months to get a permit. Since October, an AIA study could have been completed twice by now.

#### **Problems with the PFR/AOA**

This site clearly has an inaccurate boundary. The RAAD polygon is not an accurate or reliable basis to define the DfRu-003 site boundary on this specific property. The digital shapefile is a translation/approximation of the 1974 "sketch map", which itself is a rough approximation of what was on the ground back then. But even then, it does not quite match - the northern boundary of the site in 1974 extended at least to where the creek flows down the hillside, but the RAAD polygon falls well short of that. The 1974 survey itself was just a brief visual inspection; there was no subsurface testing at the time. They visited and recorded 2 or 3 other sites that same day. The fact is that the Harbour House Hotel commercial property has never been archaeologically inspected. The subdivision of the property to the west, for instance, triggered an AIA study in 1994 that did accurately extend the present site boundary approx. 75m inland from the shoreline. This is evident in the noticeable break in the RAAD site boundary where it crosses the property line.

Further, a PFR is not a sound methodological basis to either define the site boundary or evaluate recent/future impacts on the archaeological site. The property is buried under pavement and covered by fill, so it is no surprise nothing was observed. Additionally, most of the excavation/expansion of the building footprint was completed last October/November. The timing of the PFR was completed well after-the-fact in March 2018. What is needed here is systematic subsurface testing to define the site boundary and identify any deposits and features, particularly burial features that may be located outside of the archaeological shell deposits.

The PFR does not provide a comprehensive or detailed review of the proposed rezoning developments or potential impacts to recorded or unrecorded sites. For instance, as stated in the staff reports prepared for the LTC's consideration on the proposal:

- 1) Islands Trust is calling for a new sidewalk along Upper Ganges Road as part of the rezoning application - this would likely impact/remove/destroy any remnant archaeological deposits on the upland side of Upper Ganges Road in front of the property; and
- 2) Islands Trust has asked for a "vegetated buffer" between the hotel property and the agricultural field to the north as part of the rezoning application. This would reasonably involve excavations to plant new shrubs/trees that may impact unrecorded archaeological sites.

### **Possible Historical Reburial Area**

The former property owner Desmond Crofton reported he dug up a large number of skeletons in the 1920s when he leveled the tennis court area. These ancient human remains were reburied in the "vegetable garden" area of the property. The exact reburial location is presently unknown, but archaeologist Eric McLay has conducted a review of old aerial photos and other photographs and has concluded that the "vegetable garden" is located on the current Harbour House Hotel property, likely somewhere under the parking lot or grassy field on its northern side:

*"Oh, I'll tell you something funny. I was about 15 then, which is just after the war, I was about 15 or 16, well I used a plough and I had a scraper, and then in front of Harbour House down in front there was a big maple tree, which was supposedly the hanging tree, wasn't it? ... Well, anyway, there was this great big place in front of Harbour House was a mound of clam shell about 50 feet wide and about 30 or 40 feet wide and 10 feet deep, and when I was ploughing it, I was trying, ploughing it to level it all, I came across oh maybe 12 or 15 skulls. All complete, you know, bodies and things. And we had an old lady staying in the house who was a very strong Catholic, called Mrs. Castle, remember her? She was staying there before they built their place, and she was standing there watching me ... and WOAH! Well, when I ploughed this up, and started ploughing these skulls up, and she was sitting down there watching me do it, see - up with her hands, made me stop, made me go get the farm helper with the wheelbarrow - and she made everyone one of those skulls and things took them down to the vegetable garden and*

*plant, bury them, and said a prayer over them. And it took the whole damn day to do it.*

*Well, I was proud of it for her doing it, though. Took all the heads and bones and legs and all, there must have been a burial there? Anyway, I found when I was ploughing and leveling it all, I found anchors - about that long and about that wide and about that thick - with grooves in them, with a hole in the top, they were old Indian anchors, I guess. They were all stolen. Took them up to the house and put them around and things. And hundreds and hundreds of arrows, oh, there must have been hundreds and hundreds of them. Everyone I picked up and took them up to the house, and a week or two later people would take them, you know.<sup>1</sup>*

## **Conclusion**

Through its proposed siting regulation, the LTC has essentially pushed the problem of development expansion down the road, to be dealt with another day. What they may have failed to realize, however, is that in doing so First Nations are left having to bear the brunt of the work in trying to protect the site in a piecemeal way. This is not conducive to the objective of reconciliation that the LTC has committed to pursuing.

Sincerely,

A handwritten signature in black ink, appearing to read 'Melissa Tokarek', with a long horizontal flourish extending to the right.

Melissa Tokarek  
Associate Manager, Lands & Governance

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<sup>1</sup> . (176.1 Interview with Dermot Crofton, Layard and Mouat 1993).  
<https://saltspringarchives.com/audio/176DCrofton.html>



## Islands Trust Council Highlights June 2018

*The following list indicates the highlights of Trust Council's activities and decisions during its June 19-21 meeting on Saturna Island. These highlights are not the official minutes of the Trust Council meeting; Trust Council will adopt those at its September 2018 meeting on Keats Island.*

### **Council Committee Review - RFD**

*That Trust Council maintain the status quo and direct that specific improvements; trustee remunerations, maintaining working groups and electronic communications be considered within the current structure to improve various service elements.*

### **2018 Elections Administration - RFD**

*That the Islands Trust Council agree to enter into service contracts with the associated regional districts and to allow for the use of mail ballots where authorized by the elections administration bylaws of the respective regional districts.*

### **Housing Needs Assessments for the Northern and Southern Regions of Islands Trust – RFD**

*That Islands Trust Council receive the final reports and request Staff to forward the Housing Needs Assessment to planning staff and relevant local trust committees.*

### **Telecommunications: Model Strategy for Antenna Systems - Final Report – RFD**

*Islands Trust Council received and referred the report and recommended that charging fees for applications pertaining to the Model Strategy for Antenna Systems be included as an amendment to the provincial legislation.*

### **Temporary Freighter Anchorages in SGI - Trustee McConchie – RFD**

*That Trust Council direct the Executive Committee to amend its work program to include "Advocacy regarding temporary freighter anchorages in the Southern Gulf Islands" as a Top Priority for the remainder of the current term.*

### **Plastics and Microplastics in the Salish Sea - Trustees Law, Critchley and Rogers – RFD**

*That Trust Council request the Chair to write to the federal Minister of the Environment and the Federal Ministry of Fisheries, Oceans and the Coast Guard, with copies to the Prime Minister and the Leader of the Opposition, urging them to support Parliamentary Motion M-151 made by Member of Parliament Gordon Johns and to take positive action on reducing the influx of plastics and micro plastics into Canadian waters.*

### **Research re Trust secretariat role to coordinating bodies Trustee Stamford – RFD**

*That Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget.*

### **Trans Mountain Pipeline re Take a Stand - Trustee Grams RFD**

*That Trust Council invite trustees to be signatories to an open letter to the federal government defining why Islands Trust Council opposes the expansion of the Trans Mountain pipeline and supports the action of the Province of British Columbia in seeking to protect our environment, our coast, and our coastal waters, AND THAT San Juan County councillors be invited to be co-signatories to the open letter AND develop a communications strategy and materials.*

**March 31, 2018 Audited Financial Statements – RFD**

*That Trust Council approves the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets and the Statement of Cash Flows, for the year ended March 31, 2018.*

**Specific Reserve Fund for LTC Projects – RFD**

*That Trust Council approves the creation of a specific reserve fund for LTC projects and approves an initial transfer to this fund of \$100,000 from the General Revenue Surplus Fund.*

**Islands Trust Act Amendments - RFD**

*That Trust Council endorse the list of Islands Trust Act potential amendments for further work by staff, the top 5 items in no specific order were: support in principle for amending the Islands Trust Act to add "First Nations" to the list of those with whom we work "in co-operation."; clarification of foreshore zoning authority; include reference to the ecosystem in section 8.2 of the Islands Trust Act; add language to the Islands Trust Act allowing for "incidental or conducive powers."; and enact the ability to charge fees for telecommunication applications.*

**Climate Change Mitigation and Adaptation – RFD**

*That Trust Council request Executive Committee and Trust Programs Committee to incorporate climate change themes during the engagement processes for the Policy Statement amendment project in 2018-19 and update information on the website.*

**2017-18 Annual Report – RFD**

*That Trust Council approved for submission to the Minister of Municipal Affairs and Housing.*

**Disposition of Delegations and Town Hall Requests**

*That Trust Council request that the Chair write to the provincial review process about BC Hydro net metering to comment that net metering is an important element of making solar energy viable in the Trust Area and work with regional districts in the Trust Area to develop a strong, united voice in support of solar energy.*



# DRAFT

## Trust Council Minutes of Quarterly Meeting

**Date:** June 19-21, 2018

**Location:** Saturna Recreation and Cultural Centre  
104 Harris Road, Saturna Island, BC

**Members Present:** Peter Luckham, Chair, Thetis Island  
Laura Busheikin, Vice-Chair, Denman Island Trustee  
Susan Morrison, Vice-Chair, Lasqueti Island Trustee  
George Grams, Vice-Chair, Salt Spring Island Trustee  
Dianne Barber, North Pender Trustee  
Alison Morse, Bowen Island Municipal Trustee  
Lee Middleton, Saturna Island Trustee  
Derek Masselink, North Pender Trustee  
Timothy Peterson, Lasqueti Island Trustee  
George Harris, Galiano Island Trustee  
Tony Law, Hornby Island Trustee  
Jeanine Dodds, Mayne Island Trustee  
Brian Crumblehulme, Mayne Island Trustee  
Paul Brent, Saturna Island Trustee  
Alex Allen, Hornby Island Trustee  
Peter Grove, Salt Spring Island Trustee  
Sue Ellen Fast, Bowen Island Municipal Trustee  
Sandy Pottle, Galiano Island Trustee  
Melanie Mamoser, Gabriola Island Trustee  
Heather O'Sullivan, Gabriola Island Trustee  
Dan Rogers, Gambier Island Trustee  
Kate-Louise Stamford, Gambier Island Trustee  
Bruce McConchie, South Pender Island Trustee  
David Critchley, Denman Island Trustee

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
Carmen Thiel, Legislative Services Manager  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Robert Kojima, Regional Planning Manager  
Justine Starke, Island Planner  
Mark van Bakel, IS and GIS Services Manager  
Nigel Hughes, Computer Apps & Systems Technician  
Lori Foster, Executive Coordinator

**Regrets:** Ken Hunter, Thetis Island Trustee  
Wendy Scholefield, South Pender Island Trustee

## 1. CALL TO ORDER

Chair Luckham called the meeting to order at 1:30 p.m. and acknowledged that the meeting was taking place in Coast Salish Territory of the SENĆOŦEN spoken peoples.

Chair Luckham introduced Councillor Toby Joseph of Tsawout First Nation who opened the meeting with drumming and song.

Local Trustees Brent and Middleton welcomed Trust Council to Saturna Island.

## 2. APPROVAL OF AGENDA

Trustee McConchie sought clarification regarding adopting item 4.2 the Top Priorities as presented today when tomorrow, a request for decision asks to amend the list.

Staff advised that list could be amended as needed.

**By General Consent** the agenda was approved as presented.

## 3. GENERAL BUSINESS ARISING

### 3.1 Resolutions Without Meeting - TC-RWM-2018-02

For information.

### 3.2 March 13-15, 2018 Trust Council Meeting Draft Minutes TC-2018-036

**It was MOVED by Trustee Morrison and SECONDED by Trustee Grams,** that Trust Council adopt the minutes of the March 13-15 Trust Council meeting with the following amendments:

- 2.1 and 6.1 Change Speculative to Speculation,
- 5.2 remove Local Planning Committee Chair before Trustee Allen,
- 7.2 add Trustee before Stamford,
- Town Hall speaker change Graham Bruce to Graham Brazier.

**CARRIED**

### 3.3 Trust Council Follow Up Action List

CAO Hotsenpiller noted item 1. First Nations work can be considered ongoing and part of regular business.

Trustee Rogers asked where the Amendment to Application Fee Bylaws for First Nation Engagement deferred to June Trust Council was.

Chair Luckham said Executive did not find anything substantially changed in the report and chose to send back to staff and to receive an updated version in the future.

### TC-2018-037

**It was MOVED by Vice-Chair Busheikin and SECONDED by Trustee Allen,** that Item 1. First Nations training and workshops be removed from the follow-up action report with the understanding that this is ongoing Trust Council work.

**CARRIED**

The report was received for information.

### **3.4 Trustee Round Table**

Trustees participated in a round table session highlighting local trust area business items and provided updates on recently attended meetings, forums and workshops. Chair Luckham noted a visit by the Lieutenant Governor of BC, The Honourable Janet Austin to North and South Pender in June.

## **4. EXECUTIVE**

### **4.1 Chief Administrative Officer's Report**

CAO Hotsenpiller summarized the reports he would be addressing on the agenda and updated Council on the office renovations in Victoria.

Trustee Middleton recognized Fiona MacRaid's work for Islands Trust with First Nations relationship building and asked about the status of the Saturna Official Community Plan review which is ongoing.

Staff responded that the work is ongoing.

The meeting recessed for a break at 3:07 p.m.

The meeting reconvened at 3:25 p.m.

### **4.2 Executive Committee Work Program Report**

**TC-2018-038**

**It was MOVED by Vice-Chair Busheikin and SECONDED by Trustee Brent,** that the Islands Trust Council approves the top priorities of the Executive Committee Work Program Report as presented.

**CARRIED**

### **4.3 Continuous Learning Plan**

**TC-2018-039**

**It was MOVED by Trustee Morse and SECONDED by Trustee Fast,** that Trust Council amend the Continuous Learning plan by removing the Legal and Governance topic, "subdivision authority and bare land strata" and keeping the *Water Sustainability Act*.

**CARRIED**

Trustee McConchie opposed

### **4.4 Strategic Plan Quarterly Report**

CAO Hotsenpiller reviewed the quarterly update noting Objective 6. having completed 3 meetings with K'omoks First Nations.

Received for information.

### **4.5 Council Committee Review – RFD**

CAO Hotsenpiller introduced the business case and work leading up to this request for decision.

**TC-2018-040**

**It was MOVED by Trustee Brent and SECONDED by Trustee Allen,**

That Trust Council direct that Trust Programs Committee and Local Planning Committee be merged into a single Planning and Policy Committee, THAT Trust Council Policies 2.3i, ii, iii, and iv be amended to reflect the change AND THAT the amended policies be presented to Trust Council in September for adoption.

Discussion on the motion followed.

Chair Luckham called the question.

**TIED/DEFEATED**

Trustees Masselink, Harris, Dodds, Crumblehulme, Brent, Grams, Luckham, Allen, Grove, Fast, O'Sullivan, McConchie for

Trustees Barber, Morse, Middleton, Peterson, Law, Busheikin, Morrison, Pottle, Mamoser, Rogers, Stamford, and Critchley opposed

**TC-2018-041**

**It was MOVED by Vice-Chair Busheikin and SECONDED by Trustee Mamoser,**

that Trust Council maintain the status quo and direct that specific improvements: trustee remunerations, maintaining working groups and electronic communications, be considered within the current structure to improve various service elements.

**CARRIED**

Trustee Masselink opposed

**4.6 Chair's Report - Ocean Protection Plan Forum, March 20-21 2018 – Briefing**

Trustee McConchie said the briefing needed clarifications which Chair Luckham agreed he would address.

Received for information.

**4.7 2018 Elections Administration – RFD  
TC-2018-042**

**It was MOVED by Vice-Chair Grams and SECONDED by Trustee Masselink,**

1. That the Islands Trust Council agree to enter into service contracts with the following regional districts:

1. Nanaimo Regional District
2. Comox Valley Regional District
3. Cowichan Valley Regional District
4. Powell River Regional District
5. Sunshine Coast Regional District
6. Capital Regional District

for the purpose of sharing the costs of conducting elections; and

2. That the Islands Trust Council authorize the Chair and Legislative Services Manager to sign the service agreements on behalf of Council that will be substantially similar to the attached template, and which will allow for the use of mail ballots where authorized by the elections administration bylaws of the respective regional districts.

**CARRIED**

**5. ELECTION BEST PRACTICES SESSION**

Legislative Services Manager Theil presented a Power Point on best practices concerning conduct and potential trouble spots for staff, potential candidates and incumbents during the election season.

**6. LOCAL PLANNING**

**6.1 Director of Local Planning Services Report**

Regional Planning Manager Kojima summarized Director Marlor's report which highlighted upcoming cannabis legislation which could be similar to a liquor license referral and spoke on rezonings in the agricultural land reserve.

**6.2 Local Planning Committee Work Program Report**

Chair of the Local Planning Committee (LPC), Trustee Mamoser reviewed the report.

**TC-2018-043**

**It was MOVED by Local Planning Committee Chair, Trustee Mamoser and SECONDED by Trustee Rogers,**

that the Islands Trust Council approves the top priorities of the Local Planning Committee Work Program Report.

**CARRIED**

**6.3 Housing Needs Assessments for the Northern and Southern Regions of Islands Trust – RFD**

LPC Chair Mamoser reviewed the work of committee and staff regarding the assessments noting an amendment to the Northern report replacing ferry with water taxi.

**TC-2018-044**

**It was MOVED by Local Planning Committee Chair, Trustee Mamoser and SECONDED by Trustee Peterson,**

that Islands Trust Council request Staff to forward the Housing Needs Assessment, Northern Region of Islands Trust, dated June 2018, as amended, to planning staff and relevant local trust committees as amended.

**CARRIED**

**TC-2018-045**

**It was MOVED by Local Planning Committee Chair, Trustee Mamoser and SECONDED by Trustee Masselink,**

that Islands Trust Council request Staff to forward the Southern Gulf Islands Housing Needs Assessment, dated February 2018, to planning staff and relevant local trust committees.

**CARRIED**

**TC-2018-046**

**It was MOVED by Local Planning Committee Chair, Trustee Mamoser and SECONDED by Trustee Masselink,**

that Islands Trust Council request staff to return with a review and update of the recommendations in the report, "Community Housing in the Islands Trust Area (2016)", and make recommendations for how Islands Trust can help address the needs identified by the 2018 Housing Needs Assessments.

**CARRIED**

**6.4 Telecommunications: Model Strategy for Antenna Systems - Final Report – RFD**

**TC-2018-047**

**It was MOVED by Local Planning Committee Chair, Trustee Mamoser and SECONDED by Trustee O'Sullivan,**

that Islands Trust Council receive the Model Strategy for Antenna Systems dated May 3, 2018 for information and consideration of implementation.

There was discussion on how to implement the strategy including having the strategy return to Trust Council as policy with subsequent local trust committee adoption.

Chair Luckham called the question.

**CARRIED**

**TC-2018-048**

**It was MOVED by Local Planning Committee Chair Trustee Mamoser and SECONDED by Trustee Crumblehulme,**

That Islands Trust Council refer the Model Strategy for Antenna Systems dated May 3, 2018 to Local Trust Committees for information and consideration of implementation.

**CARRIED**

**TC-2018-049**

**It was MOVED by Local Planning Committee Chair Trustee Mamoser and SECONDED by Trustee Grove,**

that Trust Council consider including the ability to charge fees for telecommunication applications as part of suggested amendments to provincial legislation.

**CARRIED**

**By General Consent** the meeting was adjourned for the day at 5:31 p.m.

**Wednesday, June 20, 2018**

The meeting reconvened at 8:15 a.m. with 24 trustees present. Regrets: Trustee Hunter (Thetis) and Trustee Scholefield (South Pender).

**7. NEW BUSINESS**

**7.1 Temporary Freighter Anchorages in SGI - Trustee McConchie – RFD**

Trustee McConchie spoke to the request to amend the work program calling for a leadership role by Trust Council as this is a time sensitive issue.

**TC-2018-050**

**It was MOVED by Trustee McConchie and SECONDED by Trustee Brent,**

That Trust Council direct the Executive Committee to amend its work program to include “Advocacy regarding temporary freighter anchorages in the Southern Gulf Islands” as a Top Priority for the remainder of the current term.

**CARRIED**

**7.2 Plastics and Microplastics in the Salish Sea - Trustees Law, Critchley and Rogers – RFD**

Trustee Rogers spoke to this request for decision.

**TC-2018-051**

**It was MOVED by Trustee Rogers and SECONDED by Trustee Critchley,**

that Trust Council request the Chair to write to the federal Minister of the Environment and the Federal Ministry of Fisheries, Oceans and the Coast Guard with copies to the Prime Minister and the Leader of the Opposition urging them to support Parliamentary Motion M-151 made by Member of Parliament Gordon Johns and to take positive action on reducing the influx of plastics and micro plastics into Canadian waters.

**CARRIED**

**7.3 Salt Spring, Bowen Island and SGI Rural Status - Trustee Grove, Fast and Morse – RFD**

Trustee Grove spoke to this request for decision and the changes to the motion in the agenda package for consideration.

**TC-2018-052**

**It was MOVED by Trustee Grove and SECONDED by Trustee Morse,**

that Trust Council request the Chair to write to the Premier of British Columbia to request that the Province designate all islands in the Islands Trust Area as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Islands Coastal Economic Trust.

**CARRIED**

**TC-2018-053**

**It was MOVED by Trustee Grove and SECONDED by Trustee Crumblehulme,** that Trust Council request the Chair to write to the federal Minister of Innovation, Science and Economic Development, responsible for Western Economic Diversification of Canada, to request that the Minister designate all islands in the Islands Trust Area as eligible for Community Futures funding and other granting programs for rural communities.

**CARRIED**

**7.4 Research regarding Trust secretariat role to coordinating bodies Trustee Stamford – RFD**

Trustee Stamford presented a minor change to the motion presented in the agenda package.

Discussion ensued regarding work program priorities under the time left in the term and staff availability.

**TC-2018-054**

**It was MOVED by Trustee Stamford and SECONDED by Trustee Rogers,** that Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget.

**CARRIED**

Trustee McConchie opposed

**7.5 Trans Mountain Pipeline re Take a Stand - Trustee Grams RFD**

Vice-Chair Grams introduced the request for decision, based on the Islands Trust mandate to preserve and protect.

Discussion on the recommendations as presented in the request ensued.

**TC-2018-055**

**It was MOVED by Vice-Chair Grams and SECONDED by Trustee Fast,** that Trust Council invite trustees to be signatories to an open letter to the federal government defining why Islands Trust Council opposes the expansion of the Trans Mountain pipeline and supports the action of the Province of British Columbia in seeking to protect our environment, our coast, and our coastal waters, AND THAT San Juan County councillors be invited to be co-signatories to the open letter.

**CARRIED**

**TC-2018-056**

**It was MOVED by Vice-Chair Grams and SECONDED by Trustee Crumblehulme,** that Trust Council approve an appropriation of surplus of \$65,000 into the 2018-19 budget to place an open letter to the federal government defining why the two governments oppose the expansion of the Trans Mountain pipeline in national and local newspapers as paid entry.

**TC-2018-057**

**It was MOVED by Trustee Rogers and SECONDED by Vice-Chair Grams** to amend the motion by removing the words “newspapers as paid entry” and insert the words “media sources” after the word local.

Chair Luckham called the question on the amended motion.

**DEFEATED**

Chair Luckham call the question on the original motion.

**DEFEATED**

**TC-2018-058**

**It was MOVED by Vice-Chair Grams and SECONDED by Trustee Grove,** that Trust Council request staff to prepare a communication strategy and materials regarding Trust Council’s open letter to the federal government about the expansion of the Trans Mountain pipeline.

**CARRIED**

Trustee Barber opposed

**8. ADMINISTRATIVE SERVICES**

**8.1 Director of Administrative Services Report**

Director Mobbs presented her report.

Trustee Critchley questioned the carbon footprint of corporate travel.

Director Mobbs indicated that travel is tracked.

**8.2 Financial Planning Committee Work Program Report**

**TC-2018-059**

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

**CARRIED**

**8.3 March 31, 2018 Audited Financial Statements – RFD**

Director Mobbs answered a question on the perceived increase of legal expenses saying the current year is more accurate noting that in fiscal 2017 there was a cost recovery pertaining to some larger legal files.

**TC-2018-060**

**It was MOVED by Trustee Grove and SECONDED by Trustee Brent,** that Trust Council approves the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets and the Statement of Cash Flows, for the year ended March 31, 2018.

**CARRIED**

**8.4 Specific Reserve Fund for LTC Projects – RFD**

Director Mobbs spoke to an administrative oversight where this item should have come back to Trust Council for approval now being addressed.

**TC-2018-061**

**It was MOVED by Trustee Grove and SECONDED by Trustee Crumblehulme,** that Trust Council approves the creation of a specific reserve fund for LTC projects and approves an initial transfer to this fund of \$100,000 from the General Revenue Surplus Fund.

**CARRIED**

**9. STRATEGIC PLAN 2014-2018 REPORT AND SESSION**

CAO Hotsenpiller presented the Strategic Plan report items and status of each item calling this pre-work for the next Trust Council term.

Conversation and discussion featured the following points:

- Work not being done and why, monitoring of local trust committee uptake,
- No vision statement,
- Communications plans and developing a strategy,
- Crown land agreements, Douglas-fir protection, climate change, First Nations engagement, cooperation with other levels of government in creating personal relationships and strategic alliances, affordable housing, water quality and other strategic items,
- Changing the format of the strategic plan,
- If work is not completed it should be removed from the plan,
- Adding species at risk and support for a marine committee,
- Commendation to CAO Hotsenpiller for his report.

Trustee McConchie brought up a point of information noting that the Penders be identified as North and South.

The meeting recessed for a break 10:41 a.m.

The meeting reconvened at 10:55 a.m.

**10. ISLANDS TRUST ACT AMENDMENTS RFD AND SESSION**

CAO Hotsenpiller introduced the session giving an overview of the work to date and the use of the clicker system to assist in prioritizing the list and any added items of potential.

The results of the clicker survey for the added and current items were as follows:

|     |                                                                                                                                                 |       |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 1.  | Support in principle for amending the <i>Islands Trust Act</i> to add "First Nations" to the list of those with whom we work "in co-operation." | 100%  |
| 2.  | Clarification of foreshore zoning authority.                                                                                                    | 100%  |
| 3.  | Add language to the <i>Islands Trust Act</i> similar to <i>Local Government Act</i> s. 294 allowing for "incidental or conducive powers."       | 100%  |
| 4.  | Include reference to the ecosystem in section 8.2 of the <i>Islands Trust Act</i> .                                                             | 100%  |
| 5.  | Ability to charge fees for telecommunication applications.                                                                                      | 95%   |
| 6.  | DPA Enforcement using tickets.                                                                                                                  | 91.3% |
| 7.  | Add funding for provincial levy for Islands Trust Conservancy.                                                                                  | 90%   |
| 8.  | Adoption of Development Application Information Bylaws by LTCs.                                                                                 | 81.8% |
| 9.  | Provision in act to provide positive obligation for cooperation from other ministries and districts.                                            | 79.2% |
| 10. | Affordable Housing and Housing service amendments.                                                                                              | 78.3% |
| 11. | Allowance for Entry Warrants.                                                                                                                   | 66.7% |
| 12. | Expand executive committee by one person.                                                                                                       | 56.5% |
| 13. | Development Permit and Temporary Use Permit delegation to Staff.                                                                                | 52.4% |
| 14. | Business Licensing.                                                                                                                             | 41.7% |
| 15. | Power to regulate nuisances.                                                                                                                    | 26.1% |

#### **TC-2018-062**

**It was MOVED by Vice-Chair Busheikin and SECONDED by Vice-Chair Grams,**

That Trust Council endorse the list of *Islands Trust Act* potential amendments for further work by staff.

Discussion ensued regarding what is popular, a priority and preferred, CAO Hotsenpiller would focus on the top 6 items, and prepare the list for the UBCM in September.

**CARRIED**

Trustee Middleton opposed

#### **11. COMMUNITY PRESENTATION - J. Campbell Farm and Abattoir**

The meeting was recessed for lunch at 12:30 p.m.

Some trustees and staff boarded a bus to the J. Campbell Farm for a tour of the facilities.

The meeting reconvened at 2:02 p.m.

#### **12. DELEGATIONS AND TOWN HALL**

There were approximately 30 members of the public present.

Chair Luckham invited Trust Council to introduce themselves, and acknowledgement was made that the meeting was being held on Coast Salish territory of the SENĆOŦEN spoken peoples and it was an honor to be here.

**12.1 M. Sketch re untapped potential in the Islands Trust / ALC Relationship**

Michael Sketch presented a Power Point on the relationship between Islands Trust and the Agricultural Land Commission (ALC) asking that planning staff regard and work with the ALC legislation to protect agricultural lands.

**12.2 J. Campbell re importance of maintaining a high standard for BC Meat**

J. Campbell gave a presentation representing small scale agriculture on Saturna Island asking that the Islands Trust and the ALC encourage farm products on rural lands.

**12.3 Salish Sea Renewable Energy Cooperative (SSREC)**

Tom Mommeson and Risa Smith presented on the renewable energy coop with the desire to fully promote all facets of this plan. Currently, BC Hydro does not support net metering and the coop wants to apply for intervener status.

**TOWN HALL**

**Dwayne Shaw from Mill Bay** spoke regarding the Mill Bay marine group which manages the Port Browning marina resort and asked for a decision on the waste management application on the neighbouring property that has gone on for two years noting they have lost major investors over this issue and affected community relations.

**Steven Lots from North Pender** spoke on the misuse of ALR lands as a waste transfer site in Browning Harbour, lack of reinforcement while application in play has been going on for years citing bylaws and legislation.

**Pricilla Ewbank from Saturna** commented on being an islander and the multi-jurisdictional challenges being faced. She appreciated the First Nations engagement by the LTC.

**Kristin moved to Pender Island** from Central Saanich where she saw farm land rezoned changing to an urban community asking to protect agricultural lands.

**Ann Burdette from North Pender** read from a statement regarding her rezoning application and the distortion of her application that she has had to defend over a 6 year long process including a delegation present today.

**Akasha Forest from Galiano** member of the Salish Sea Renewable Energy Coop asked Islands Trust to advocate and be stakeholders to help us meet our climate targets.

**Michael Sketch from North Pender** spoke on amending the policy statement with a duty of care.

The meeting recessed for a break at 3:10 p.m.

The meeting reconvened at 3:25 p.m.

**13. AGRICULTURAL LAND COMMISSION/ISLANDS TRUST SESSION**

Agricultural Land Commission (ALC) Chair, Jennifer Dyson and Chief Executive Officer, Kim Grout presented a Power Point focusing on the Islands Trust area and geography. They answered

trustee questions, received in advance, and discussed with council cannabis legislation concerns, rezoning approvals meeting ALC conditions, carriage house provisions and farm status.

Segues in discussion touched on:

- ALC not in the business of restrictive covenants,
- Weak reinforcement capabilities,
- Work on LTC bylaws being consistent with ALR bylaws and the process for referrals,
- Inclusion of lands not meant as a conservation tool,
- Rezoning should meet ALC conditions prior to adoption in most cases.

Chair Luckham presented thank you gifts to Chair Dyson and CEO Grout for their visit and session.

**By General Consent Trust Council** approved the reordering of the agenda to address decision making items.

#### **14. TRUST AREA SERVICES**

##### **14.1 Director of Trust Area Services Report**

Director Frater reviewed her report and provided item updates.

##### **14.3 Trust Fund Board Report**

Trust Fund Board Chair, Trustee Law gave updates regarding the roll out of the official name change, upcoming member vacancies and a Lasqueti land acquisition.

##### **14.4 NAPTEP Certificate Completion Extension - GB-NAP-2016.1 – RFD**

Director Frater reviewed back ground regarding the extension.

##### **TC-2018-063**

**It was MOVED by Trustee Law and SECONDED by Trustee Fast,**

that the Islands Trust Council extend the timeline for issuing the Natural Area Protection Tax Exemption Certificate for NAPTEP application GB-NAP-2016.1 (Link Island) for one year, until June 2019.

**CARRIED**

##### **14.5 Summary on Service Integration Review – Briefing**

Trust Programs Committee Chair, Trustee Crumblehulme reviewed the service integration briefing and work to date. He talked about facilitating Trust Wide discussion on service integration and has been in talks with the CRD to co-sponsor these forums.

Trustee Rogers, a member of the TPC committee said these forums are a departure from the next processes that were agreed upon at the last TPC meeting.

TPC Chair Crumblehulme explained the unfolding of the forum discussions and apologized for the surprise.

Discussion followed regarding support, staffing, funding and logistics.

It was recommended Trustee Crumblehulme engage the Trust Programs Committee on how to proceed.

**14.7 Climate Change Mitigation and Adaptation – RFD**

Director Frater presented the request for decision explaining mapping capacity and possible funding sources.

**TC-2018-064**

**It was MOVED by Trustee Crumblehulme and SECONDED by Trustee Fast,** that Trust Council request Executive Committee and Trust Programs Committee to incorporate climate change themes during the engagement processes for the Policy Statement amendment project in 2018-19.

**CARRIED**

**TC-2018-065**

**It was MOVED by Trustee Crumblehulme and SECONDED by Trustee Harris,** that Trust Council request Trust Programs Committee to hire a consultant to develop a model to assess shoreline vulnerability to climate change impacts such as sea level rise and storm surge using a pilot area.

**TC-2018-066**

**It was MOVED by Trustee Middleton and SECONDED Trustee Harris,** that Trust Council table motion TC-2018-065.

**CARRIED**

Trustees McConchie, Fast, Allen, Morrison, Busheikin, Brent and Luckham opposed

**TC-2018-067**

**It was MOVED by Trustee Fast and SECONDED Vice-Chair Busheikin,** that Trust Council request staff to update and improve climate change information on the Islands Trust website and that Local Trust Committees and Bowen Island be encouraged to disseminate this information in their communities.

**CARRIED**

**14.8 2017-18 Annual Report – RFD**

**TC-2018-068**

**It was MOVED by Vice-Chair Grams and SECONDED Vice-Chair Morrison,** that the Islands Trust Council approves the 2017-2018 Draft Annual Report (as amended) for submission to the Minister of Municipal Affairs and Housing.

**CARRIED**

**14.6 Legislative Monitoring - Briefing**

Received for information.

Chair Luckham recessed the meeting at 5:21 p.m.

**Thursday, June 21, 2018**

Chair Luckham reconvened the meeting at 8:15 a.m. with 20 trustees present. Regrets: Vice-Chair Busheikin (Denman), Trustee Hunter (Thetis), Trustee Scholefield (South Pender), Trustee Masselink (North Pender), Trustee Allen (Hornby), Trustee Pottle (Galiano).

**By General Consent Trust Council** approved the reordering of the agenda to address decision making items and defer the closed meeting to the end of the meeting.

**17.4 Disposition of Delegations and Town Hall Requests**

**TC-2018-069**

**It was MOVED by Trustee Middleton and SECONDED by Trustee Brent,**

That Trust Council request that the Chair write to the provincial review process about BC Hydro net metering to comment that net metering is an important element of making solar energy viable in the Trust Area.

**CARRIED**

**TC-2018-070**

**It was MOVED by Trustee Middleton and SECONDED by Trustee Brent,**

that Trust Council request that the Executive Committee work with regional districts in the Trust Area to develop a strong, united voice in support of solar energy.

**CARRIED**

**TC-2018-071**

**It was MOVED by Trustee Brent and SECONDED by Trustee Fast  
To untangle motion TC-2018-065.**

**CARRIED**

Chair Luckham called the question on TC-2018-065

**DEFEATED**

**14.2 Trust Programs Committee Work Program Report**

Chair of the Trust Programs Committee, Trustee Crumblehulme introduced Director Frater to speak on the work program changes currently being considered.

**TC-2018-072**

**It was MOVED by Trustee Crumblehulme and SECONDED by Trustee Brent,**

That Trust Council endorse the top priorities of the Trust Programs Committee in the following order:

- Service integration and delivery,
- Trust Secretariat,
- Policy Statement review.

**CARRIED**

**TC-2018-073**

**MOVED by Trustee O'Sullivan and SECONDED by Trustee Mamoser,**

As part of the service integration review, Trust Programs Committee consider service integration around Ministry of Transportation and Infrastructure (MoTI) road standards.

**CARRIED**

**TC-2018-074**

**It was MOVED by Vice-Chair Morrison and SECONDED by Vice-Chair Grams,**

that the Executive Committee's Top Priorities be amended by placing the Trans Mountain pipeline communication at #1., advocacy regarding Southern Gulf Islands temporary anchorages at #2., Islands Trust act amendments at #3., and that oil spill shipping safety, revisions to Crown Land Protocols and Islands Trust Policy Statement be moved to the Projects list.

**CARRIED**

**16. CORRESPONDENCE**

**16.1 Minister Garneau response letter re anchorages**

Received for information.

**17. SUMMARY / UPDATES**

**17.1 Trustee Updates**

Trustees provided summary updates on the various committees to which they belong.

Trustee Law commented on the Ferry Advisory Committee that a good chunk of service had been restored by the province but only on a temporary basis. MLA's were contacted to keep the service permanent.

Gulf Island National Park Reserve was commented on by Trustee Middleton that the park management plan was not endorsed.

Vice-Chair Grams reported on the status of Salt Spring Island Watershed Protection Alliance (SSIWPA) strategic planning session, awaiting a draft report to amend the plan and transferring the website built to a consultant.

Howe Sound Community Forum was reported out by Trustee Stamford noting MLA attendance at the Furry Creek meeting and representatives from the Squamish First Nations Council.

Trustee McConchie had nothing more to report on the Freighter Roundtable reminding Trust Council the anchorages RFD contains vast amounts of information.

**17.2 Priorities Chart**

**TC-2018-075**

**It was MOVED by Vice-Chair Morrison and SECONDED by Trustee Fast,**

That the Executive section of the Islands Trust Top Priority Chart be approved as amended.

**CARRIED**

**17.3 Proposed September 18-20, 2018 Trust Council Agenda Program**

Received for information.

**18. NEXT MEETING - September 18-20, 2018 Gambier/Keats**

Trustee Stamford commented on travel logistics to the associated island of Keats.

At 9:18 a.m. the meeting was closed to the public.

**15. CLOSED MEETING (Separate Agenda)**  
**TC-2018-076**

**It was MOVED by Vice-Chair Morrison and SECONDED by Vice-Chair 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 be invited to attend the closed session.

**CARRIED**

**19. ADJOURNMENT**

**By General Consent** the meeting was adjourned at 10:00 a.m.

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Peter Luckham, Chair

Certified Correct

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Lori Foster, Executive Coordinator

**Trust Council Quarterly Meeting Schedule**  
**September 18-20, 2018**  
**Barnabas Retreat Centre, Keats Island**

| Tuesday, September 18                                                                                                                              | Wednesday, September 19                                                                                                 | Thursday, September 20                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                    | <b>7:30 Breakfast</b>                                                                                                   | <b>7:30 Breakfast</b>                                                                                            |
|                                                                                                                                                    | 8:30 <b>New Business Items*</b>                                                                                         | 8:30 <b>Closed Meeting</b>                                                                                       |
|                                                                                                                                                    | 9:00 <b>Administrative Services</b><br>Director's Report<br>* FPC Work Program Report                                   | 9:15 <b>Trust Area Service</b><br>Director's Report<br>TPC Work Program<br>Trust Fund Board Report               |
| 12:00 <b>Executive Committee Meeting</b>                                                                                                           | 9:30 <b>Lessons Learned 2014 -2018</b>                                                                                  | <b>10:00 Break</b>                                                                                               |
| <b>12:30 Lunch</b>                                                                                                                                 | <b>10:45 Break</b>                                                                                                      | 10:15 <b>Summary/Updates</b><br>Trustee Updates<br>Priorities Chart<br>Proposed December TC Draft Agenda Program |
| 1:30 <b>Call to Order and Approval of Agenda</b><br>1:35-2:00 First Nation Address<br>RWMs<br>* Adoption of Minutes<br>FUAL<br>Trustee Round Table | 11:00                                                                                                                   | 11:30 <b>Correspondence</b>                                                                                      |
| <b>3:00 Break</b>                                                                                                                                  | <b>12:00 Lunch Tour</b>                                                                                                 | 12:00 <b>Adjournment (approx.)</b>                                                                               |
| 3:15 <b>Executive</b><br>CAO's Report<br>EC Work Program<br>Continuous Learning Plan<br>Strategic Plan Quarterly Update                            | 1:00 <b>Community Presentations</b><br>2:00 <b>Delegations &amp; Town Hall</b><br><b>3:00 Break</b>                     |                              |
| 4:30 <b>Local Planning Services</b><br>* Director's Report<br>LPC Work Program                                                                     | 3:15 <b>Subdivision Authority/Bare Land Strata Regulations Implications of the Water Sustainability Act</b><br><br>4:00 |                                                                                                                  |
| 5:15 <b>Adjourn for the day</b>                                                                                                                    | 5:00 <b>Adjourn for the day</b>                                                                                         |                                                                                                                  |
|                                                                                                                                                    |                                                                                                                         |                                                                                                                  |
| 6:00 <b>Dinner with Former Trustees -</b>                                                                                                          | 6:00 <b>Dinner</b>                                                                                                      |                                                                                                                  |

\* 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

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                  | Responsibility                        | Target Date | Status   |
|----|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------|----------|
| 1  | 06-Dec-2016 | That Trust Council approve in principle a review of the Islands Trust Act.                                                                                                                                                                                                                                | Russ Hotsenpiller                     |             | On Going |
| 2  | 14-Mar-2018 | Staff to 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.<br>That a public engagement plan regarding legislative change be developed and presented to Trust Council. | Russ Hotsenpiller<br>Andrew Templeton | 06-Jun-2018 | Done     |
| 3  | 19-Jun-2018 | Trust Council endorse the list of <i>Islands Trust Act</i> potential amendments for further work by staff and prepare the list for the UBCM in September.                                                                                                                                                 | Russ Hotsenpiller                     | 10-Sep-2018 | On Going |
| 4  | 19-Jun-2018 | That Trust Council amend the Continuous Learning plan by removing the Legal and Governance topic, "subdivision authority and bare land strata" and keeping the <i>Water Sustainability Act</i> .                                                                                                          | Russ Hotsenpiller                     | 31-Jul-2018 | On Going |
| 5  | 19-Jun-2018 | Trust Council maintain the status quo (re council committees) and direct that specific improvements: trustee remunerations, maintaining working groups and electronic communications, be considered within the current structure to improve various service elements.                                     | Russ Hotsenpiller                     | 31-Jul-2018 | On Going |

## Follow Up Action Report

### Director, Administrative Services

| No | Activity    | Activity                                                                                                                                                                          | Responsibility           | Target Date | Status   |
|----|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------|----------|
| 1  | 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<br>Jas Chonk | 28-Mar-2018 | Done     |
| 2  | 19-Jun-2018 | Trust Council approves the creation of a specific reserve fund for LTC projects and approves an initial transfer to this fund of \$100,000 from the General Revenue Surplus Fund. | Julia Mobbs              | 31-Aug-2018 | On Going |

## Follow Up Action Report

### Director, Local Planning Services

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                                                                           | Responsibility               | Target Date | Status   |
|----|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------|----------|
| 1  | 20-Jun-2017 | Provide recommendations to Trust Council for adding protection of Species at Risk to the Strategic Plan.                                                                                                                                                                                                                                                           | David Marlor<br>Clare Frater | 28-Jul-2017 | On Going |
| 2  | 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 | Done     |
| 3  | 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.<br>that Trust Council authorize Staff to obtain dispute resolution services directly from Mediate BC. | David Marlor<br>Miles Drew   | 11-Apr-2018 | Done     |
| 4  | 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                 | 18-Sep-2018 | On Going |
| 5  | 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<br>Jas Chonk    | 20-Apr-2018 | Done     |
| 6  | 19-Jun-2018 | Islands Trust Council request staff to return with a review and update of the recommendations in the report, "Community Housing in the Islands Trust Area (2016)", and make recommendations for how Islands Trust can help address the needs identified by the 2018 Housing Needs Assessments.                                                                     | David Marlor                 | 03-Dec-2018 | On Going |

## Follow Up Action Report

|   |             |                                                                                                                                                                          |              |             |          |
|---|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------|
| 7 | 19-Jun-2018 | That Islands Trust Council refer the Model Strategy for Antenna Systems dated May 3, 2018 to Local Trust Committees for information and consideration of implementation. | David Marlor | 23-Aug-2018 | On Going |
|---|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------|

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## Follow Up Action Report

### Director, Trust Area Services

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Responsibility | Target Date | Status   |
|----|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 1  | 16-Sep-2015 | Identify and act on opportunities re freighter anchorages.                                                                                                                                                                                                                                                                                                                                                                                                                         | Clare Frater   |             | On Going |
| 2  | 19-Jun-2018 | That Trust Council request the Chair to write to the federal Minister of the Environment and the Federal Ministry of Fisheries, Oceans and the Coast Guard with copies to the Prime Minister and the Leader of the Opposition urging them to support Parliamentary Motion M-151 made by Member of Parliament Gordon Johns and to take positive action on reducing the influx of plastics and micro plastics into Canadian waters.                                                  | Clare Frater   | 20-Jul-2018 | Done     |
| 3  | 19-Jun-2018 | Trust Council request the Chair to write to the Premier of British Columbia to request that the Province designate all islands in the Islands Trust Area as permanently eligible for Rural Dividend Program funding and other granting programs for rural communities, including the Islands Coastal Economic Trust.                                                                                                                                                               | Clare Frater   | 31-Jul-2018 | Done     |
| 4  | 19-Jun-2018 | Trust Council request the Chair to write to the federal Minister of Innovation, Science and Economic Development, responsible for Western Economic Diversification of Canada, to request that the Minister designate all islands in the Islands Trust Area as eligible for Community Futures funding and other granting programs for rural communities.                                                                                                                            | Clare Frater   | 31-Jul-2018 | Done     |
| 5  | 19-Jun-2018 | Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget. | Clare Frater   | 31-Aug-2018 | On Going |

## Follow Up Action Report

|           |             |                                                                                                                                                                                                                                                                                                                                                                                                                    |              |             |          |
|-----------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------|
| <b>6</b>  | 19-Jun-2018 | Trust Council invite trustees to be signatories to an open letter to the federal government defining why Islands Trust Council opposes the expansion of the Trans Mountain pipeline and supports the action of the Province of British Columbia in seeking to protect our environment, our coast, and our coastal waters, AND THAT San Juan County councillors be invited to be co-signatories to the open letter. | Clare Frater | 07-Sep-2018 | On Going |
| <b>7</b>  | 19-Jun-2018 | Trust Council request staff to prepare a communication strategy and materials regarding Trust Council's open letter to the federal government about the expansion of the Trans Mountain pipeline.                                                                                                                                                                                                                  | Clare Frater | 31-Aug-2018 | On Going |
| <b>8</b>  | 19-Jun-2018 | That the Islands Trust Council extend the timeline for issuing the Natural Area Protection Tax Exemption Certificate for NAPTEP application GB-NAP-2016.1 (Link Island) for one year, until June 2019.                                                                                                                                                                                                             | Clare Frater | 31-Aug-2018 | On Going |
| <b>9</b>  | 19-Jun-2018 | Trust Council request staff to update and improve climate change information on the Islands Trust website and that Local Trust Committees and Bowen Island be encouraged to disseminate this information in their communities.                                                                                                                                                                                     | Clare Frater | 31-Aug-2018 | On Going |
| <b>10</b> | 19-Jun-2018 | Islands Trust Council approves the 2017-2018 Draft Annual Report (as amended) for submission to the Minister of Municipal Affairs and Housing.                                                                                                                                                                                                                                                                     | Clare Frater | 31-Jul-2018 | On Going |
| <b>11</b> | 19-Jun-2018 | That Trust Council request that the Chair write to the provincial review process about BC Hydro net metering to comment that net metering is an important element of making solar energy viable in the Trust Area.                                                                                                                                                                                                 | Clare Frater | 31-Aug-2018 | On Going |
| <b>12</b> | 19-Jun-2018 | Trust Council request that the Executive Committee work with regional districts in the Trust Area to develop a strong, united voice in support of solar energy.                                                                                                                                                                                                                                                    | Clare Frater |             | On Going |
| <b>13</b> | 20-Jun-2018 | Chair thank you letters to the June Islands Trust Council delegates and community presenters.                                                                                                                                                                                                                                                                                                                      | Clare Frater | 03-Jul-2018 | On Going |

## Follow Up Action Report

### Legislative Services Manager

| No | Activity    | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Responsibility            | Target Date | Status   |
|----|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------|----------|
| 1  | 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<br>Jas Chonk | 20-Apr-2018 | Done     |
| 2  | 14-Mar-2018 | Staff to conduct an RWM to adopt Trust Council Election Procedures Bylaw No. 124.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Carmen Thiel<br>Jas Chonk | 18-Apr-2018 | Done     |
| 3  | 19-Jun-2018 | <p>That the Islands Trust Council agree to enter into service contracts with the following regional districts: Nanaimo Regional District, Comox Valley Regional District, Cowichan Valley Regional District, Powell River Regional District, Sunshine Coast Regional District, Capital Regional District for the purpose of sharing the costs of conducting elections.</p> <p>That the Islands Trust Council authorize the Chair and Legislative Services Manager to sign the service agreements on behalf of Council that will be substantially similar to the attached template, and which will allow for the use of mail ballots where authorized by the elections administration bylaws of the respective regional districts.</p> | Carmen Thiel              | 20-Oct-2018 | On Going |

### Manager, Islands Trust Fund

| No | Activity    | Activity                                                                  | Responsibility   | Target Date | Status   |
|----|-------------|---------------------------------------------------------------------------|------------------|-------------|----------|
| 1  | 14-Jun-2016 | Issue NAPTEP certificate subject to survey, covenant and baseline report. | Jennifer Eliason |             | On Going |

## Follow Up Action Report

### Planning Team Assistant

| No | Activity    | Activity                                                                                                                                                                                                      | Responsibility | Target Date | Status   |
|----|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------|----------|
| 1  | 19-Jun-2018 | Islands Trust Council request Staff to forward the Housing Needs Assessment, Northern Region of Islands Trust, dated June 2018, as amended, to planning staff and relevant local trust committees as amended. | Lori Foster    | 31-Jul-2018 | On Going |
| 2  | 19-Jun-2018 | Islands Trust Council request Staff to forward the Southern Gulf Islands Housing Needs Assessment, dated February 2018, to planning staff and relevant local trust committees.                                | Lori Foster    | 31-Jul-2018 | On Going |



## Islands Trust Council Plan for Continuous Learning 2014-2018

(What other topics would trustees like to propose?)

2018-07-13

| Year | Trust Council Meeting     | Trust Wide and Administrative Topics                                                | Legal and Governance Topics                                                                                | Planning How-To            | Working With Others                                      |
|------|---------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------------------|
| 2019 | To Be Determined          |                                                                                     |                                                                                                            | Shoreline Planning         |                                                          |
| 2018 | November (Victoria)       | Orientation                                                                         | Orientation                                                                                                | Orientation                | Orientation                                              |
|      | September (Gambier/Keats) | Lessons Learned 2014 -2018                                                          | <del>Subdivision Authority/Bare Land Strata Regulations</del> Implications of the Water Sustainability Act |                            |                                                          |
|      | June (Saturna)            | Strategic Plan                                                                      | Islands Trust Act Amendments                                                                               |                            | Agricultural Land Commission/Islands Trust               |
|      | March (Salt Spring)       | (Freshwater Specialist)<br>(Water Sustainability Act)<br>Regional Conservation Plan |                                                                                                            | Adapting to Climate Change | March (Salt Spring)                                      |
| 2017 | December (Victoria)       | Ocean Protection Plan                                                               |                                                                                                            |                            | (San Juan County)<br>(U.S. and Canadian Consuls General) |
|      | September (Denman)        |                                                                                     |                                                                                                            |                            | Effective Advocacy<br>Regional Districts                 |
|      | June (Lasqueti)           | TFB Regional Conservation Plan                                                      | Role of the Trustee (2)                                                                                    | Species at Risk            |                                                          |
|      | Webinars (dates TBD)      |                                                                                     |                                                                                                            |                            |                                                          |

**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
- First Nations Policy & Engagement (deferred from Sept 2018)
- Archaeological Site Protection (2)

# BRIEFING

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|                 |                                                                                                    |                            |               |
|-----------------|----------------------------------------------------------------------------------------------------|----------------------------|---------------|
| <b>To:</b>      | Executive Committee                                                                                | <b>For the Meeting of:</b> | July 18, 2018 |
| <b>From:</b>    | Clare Frater                                                                                       | <b>Date Prepared:</b>      | July 13, 2018 |
| <b>SUBJECT:</b> | <b>Trans Mountain Pipeline Expansion opposition – open letter and associated campaign planning</b> |                            |               |

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**PURPOSE:** To provide the Executive Committee with a plan for developing an open letter and associated communications campaign regarding the Islands Trust Council's opposition to the Trans Mountain Pipeline Expansion Project.

**BACKGROUND:**

In June 2018 the Islands Trust Council voted to:

1. Invite trustees to be signatories to an open letter to the federal government defining why Islands Trust Council opposes the expansion of the Trans Mountain pipeline and supports the action of the Province of British Columbia in seeking to protect our environment, our coast, and our coastal waters,
2. Invite San Juan County councillors be invited to be co-signatories to the open letter
3. Develop a communications strategy and materials.

Staff have prepared a preliminary plan for developing the open letter and associated communications strategy. Below, for Executive Committee consideration, are the proposed campaign objective, angle, key messages, proposed open letter structure, implementation, and methods.

**Objective:**

To reach a national audience and raise awareness and change minds about the risk and potential for environmental damage from the proposed Trans Mountain expansion.

In particular, the goal will be to reach people who have only been exposed to the pro-pipeline side of the debate and who may not be familiar with this part of the world, may not understand our environmental concerns or appreciate the nature of the risk.

The open letter will provide support to a provincial position on Kinder Morgan, and provide a voice for our Salish Sea island communities, the majority of whom are likely against pipeline expansion. It will also build awareness of the Islands Trust, our mandate and the value of transnational partnerships. The letter will provide a measured, succinct, and scientifically-based contribution from an elected, regional body. The tone will be: measured, calm, rationale.

**Angle:**

A fresh voice in the debate: local island governments – working collaboratively, in two countries – representing the region on the front line of risk from the proposed Trans Mountain expansion project.

## Key Messages:

Working with a subject area consultant (see below) staff will refine the key messages proposed below so that they can form the basis of the open letter and any supporting strategy. The messaging will provide context and basic information aimed at a general audience. The aim will be to generate heightened legitimacy because it is from the usual source (i.e. not an NGO).

While local residents will find the campaign of interest (and be made aware of the campaign), these messages are designed to reach a national audience (potentially in both countries):

- Message 1:** Who we are / what we represent: the front line of risk for expansion of Trans Mountain, the island governments in the Salish Sea
- Message 2:** The environment in question / what is the Salish Sea, why it's important locally and internationally for its unique bio-diversity and needs to be protected
- Message 3:** The scale of present & proposed freighter / tanker traffic & product being transported, the vulnerability of the region
- Message 4:** Oil spill impact on environment / "everything could change in 24 hours"
- Message 5:** Oil spill impact on the community / "this is where we live & work"
- Message 6:** Climate change and the need to embrace new technologies

## Draft Letter Structure:

The letter to the Prime Minister would be built out of the key messages as follows:

Dear Prime Minister,

- This is who we are, representatives of the islands in the Salish Sea, who live along the front line of risk for the proposed expansion
- The Salish Sea is an internationally significant environment
- Here is the scale of present & proposed freighter traffic in that environment and nature of product being shipped
- Here is the impact of an oil spill could have on that environment
- Here is the impact of an oil spill could have on our collective communities
- We should be looking to the future

Staff have learned that in 2016, the City of Fort St John wrote a pro-pipeline letter to BC residents, and paid for it to be printed in the Vancouver Sun ([http://www.fortstjohn.ca/sites/default/files/public\\_notice/November%2030%20Back%20Page%20of%20Section%20A%20Vancouver%20Sun.PDF](http://www.fortstjohn.ca/sites/default/files/public_notice/November%2030%20Back%20Page%20of%20Section%20A%20Vancouver%20Sun.PDF)).

The letter was subsequently published in the Ottawa Citizen as an advertisement, paid for by the energy industry. Based on experiences gained during that campaign, the following was recommended to the Islands Trust:

- Put a human face to the open letter;
- Use specificity: give a sense of what it's like in our region and "what could go wrong"; make it about the people;

- Use facts and make clear arguments;
- Provide an alternative.

## **Implementation:**

Staff have identified and is developing a contract with a subject area consultant to advise on messaging, including the supporting science, and how to position the Islands Trust/San Juan County within an already crowded media landscape.

Next steps will include:

1. Reaching out to San Juan County to propose the creation of a joint statement and supporting strategy to be shared between the two governments.
2. Guided by subject area consultant, considering how / if we can partner with other expert, NGO, or campaign agencies and what partnerships would look like. There is a need to be careful in how these relationships are understood publically as well as a need to be sensitive that others have been working more actively on this issue for a long time.
3. Once the messaging and partnerships are clear, looking into the possibility of bringing in an expert on campaign marketing who can help us with the look and feel of our messaging and perhaps a second consultant who can help us specifically with media strategy.
4. Deciding on the best time to send the open letter and begin the campaign. It is possible that we will be advised to time the strategy to follow the release of a court decision regarding the many appeals concerning the federal approval of the project.
5. Exploring the possibility / cost of limited paid ads in either print media or online.
6. Deciding on the nature and scope of the social media campaign. This element of the campaign will depend largely on resources and our ability to work with partner agencies, as recommended by the consultants. One idea would be to highlight a different key message every day for a week (hopefully supported by partner agencies and including updated content on our website, a mini-video, fact sheet, and where to find out more).

## **Methods**

The goal will be to ensure the communications strategy for the open letter results in media and public attention for more than one day. Methods that could support promotion of the open letter and its messages include:

- seeking to place op-eds in key newspapers, perhaps looking at different key message;
- contacting and working with key journalists and editors in mainstream media to help maximize coverage of campaign and its messages;
- developing relations with respected alternative print and online media who are more likely to be open in supporting our message;
- creating a dedicated page on our website where content is brought together, this could include other resources, links to “where to find out more”;
- creating a short video (or a series of quick videos devoted to each key message);
- creating downloadable fact sheets on each key message;
- creating and distributing social media content (given our limited presence);
- preparing our spokespeople in case there is media take up;

- finalizing content of open letter;
- drafting news release and alerting press through embargoed press release;
- sending letter to the Prime Minister;
- holding joint news conference with San Juan County, announcing the campaign and that the letter has been sent;
- beginning social media campaign.

The Executive Committee may also wish to consider the following possible companion activities:

1. Exploring whether the campaign supporting the open letter should have some form of call to action; which is a common element in NGO or campaign strategies: for example, sign a petition, “write in support of and here’s how” type initiatives. Staff will seek expert advice and advise Executive Committee on whether the Islands Trust Council should initiate a call to action and where it would sit within an already crowded field.
2. Exploring opportunities to expand the dialogue locally through in-person or online engagements that could engage Trust Area communities directly in this issue.

**ATTACHMENT(S):**

1. None.

**FOLLOW-UP:** Staff will implement the next steps as proposed in this briefing, incorporating the advice and preferences of the Executive Committee. Staff will provide a draft materials and a more complete strategy at the August 15 Executive Committee meeting.

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**Prepared By:** Andrew Templeton, Communications Specialist

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services, June 13, 2018

## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** July 18, 2018

**From:** Clare Frater, TAS                      **Date Prepared:** July 13, 2018

**SUBJECT:** Advocacy strategy regarding temporary freighter anchorages in the Southern Gulf Islands

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**RECOMMENDATION:** That the Executive Committee direct staff to research the current state of anchorage developments and provide Executive Committee with an advocacy strategy.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** Staff will provide report to the Executive Committee by mid-August.

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**1 PURPOSE:** To request options for advocacy that will enable the Islands Trust to participate more fully in the federal government's Oceans Protection Plan process relating to temporary freighter anchorages in the Trust Area.

**2 BACKGROUND:**

On June 19, 2018, Trust Council considered a trustee sponsored RFD (attached) and directed the Executive Committee to amend its work program to include "Advocacy regarding temporary freighter anchorages in the Southern Gulf Islands" as a Top Priority for the remainder of the current term.

On February 8th, 2018 Transport Canada issued the "Interim Protocol for the Use of Southern B.C. Anchorages (attached). This interim protocol will expire on August 8, 2018.

Staff will research and analyse options for various strategies to approach advocacy with Transport Canada, including:

- Chair letters,
- research reports,
- meetings with stakeholders/First Nations/Transport Canada,
- participation in Transport Canada consultation events,
- communications via media channels, and
- stakeholder group event possibly meeting in one physical location or via electronic townhall format with Transport Canada and industry representatives participating.

Work on some of the above has begun. For example, staff is aware that community groups have been formed and are recently coming together as a collective to bring their concerns forward to Transport Canada. Staff will be receiving their correspondence and can be in regular contact with the group(s).

## IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** The recommendation will require about two-three days of staff time, which will fit within the current time allocation for advocacy.

**FINANCIAL:** As required, related expenses can be paid through the Trust Area Services communications, contract and staff travel budgets and the Executive Committee travel budget.

Staff has learned that Oceans Protection Plan community funding program is not available for Islands Trust organized events.

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** After consulting with partners, Transport Canada, and others, staff will provide a briefing to the Executive Committee on August 15. If urgent matters arise before then, staff will advise the Chair.

**FIRST NATIONS:** This could result in greater relationship building with First Nations.

**OTHER:** None.

### 3 RELEVANT POLICY(S):

Islands Trust Act, Section 3

*The object of the trust is to preserve and protect the trust area and its unique amenities and environment 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.*

Islands Trust Policy Statement Part 1: Roles and Responsibilities section

*The Islands Trust Council cannot effectively implement the Policy Statement without the support of all stakeholders. Assistance, cooperation and collaboration are required from local trust committees, island municipalities, the Trust Fund Board, the Provincial Government, other government agencies, non-government organizations, communities, First Nations, property owners, residents and visitors.*

Islands Trust Policy Statement policy 3.1.9:

*Trust Council encourages actions and programs of other government agencies which place priority on the side of protection for Trust Area ecosystems when judgment must be exercised; protect the diversity of native species and habitats in the Trust Area, and prevent pollution of the air, land and fresh and marine waters of the Trust Area.*

- Advocacy Policy 6.10.iii

### 4 ATTACHMENT(S):

- 1 Trustee Sponsored RFD: Temporary freighter anchorages in the Southern Gulf Islands, prepared May 28, 2018 (attachments available in June Trust Council agenda package)
- 2 Interim Protocol for the Use of Southern B.C. Anchorages, February 8, 2018

## **RESPONSE OPTIONS**

**Recommendation:** That the Executive Committee direct staff to research the current state of anchorage developments and provide Executive Committee with an advocacy strategy.

**Alternative:**

1. Direct staff/Chair to undertake specific advocacy strategies immediately.
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**Prepared By:** Clare Frater, Director, Trust Area Services

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services, July 10, 2018



## TRUSTEE SPONSORED REQUEST FOR DECISION

**To:** Trust Council **For the Meeting of:** June 20, 2018  
**From:** Bruce McConchie **Date Prepared:** May 28, 2018  
**SUBJECT:** Temporary freighter anchorages in the Southern Gulf Islands

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**RECOMMENDATION:** That Trust Council direct the Executive Committee to amend its work program to include “Advocacy regarding temporary freighter anchorages in the Southern Gulf Islands” as a Top Priority for the remainder of the current term.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** Trust Council will review and approve the Executive Committee work program in June. If Trust Council directs the Executive Committee to amend its work program to make “advocacy regarding temporary freighter anchorages in the Southern Gulf Islands” a top priority for the remainder of the current term, one current priority would need to be removed and depending on the scope of work undertaken, Executive Committee may have to restrict work on other priorities. Staff recommend that the Executive Committee continue to prioritize the Policy Statement amendment project. The Executive Committee would also need to direct staff to pursue particular courses of actions at its four remaining meetings this term in order to fulfil the intent of the recommendation which is to initiate a broader advocacy program on anchorages. This could include requests for Chair letters, a UBCM resolution submitted by July 30, research reports, meetings with stakeholders/First Nations/Transport Canada, participation in consultation events, and/or communications via media channels.

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**1 PURPOSE:** To enable the Islands Trust to participate more fully in the federal government’s Oceans Protection Plan process relating to temporary freighter anchorages in the Trust Area.

**2 BACKGROUND:**

We are approaching a critical juncture in the federal government’s Oceans Protection Plan process relating to the issue of temporary freighter anchorages in the Southern Gulf Island Waters. On February 8<sup>th</sup>, 2018 Transport Canada issued the “Interim Protocol for the Use of Southern B.C. Anchorages (attached).

“The Interim Anchorages Protocol for southern British Columbia came into effect on February 8, 2018. It is a voluntary procedure developed by Transport Canada in collaboration with the Chamber of Shipping of British Columbia, the Shipping Federation of Canada, the Pacific Pilotage Authority, the Vancouver Fraser Port Authority and the Nanaimo Port Authority. The protocol applies to all cargo vessels who request to anchor at one of the 33 identified locations along the south coast of B.C. It is in effect for an initial trial period of six (6) months. During this time, Transport Canada will review activities each month and publish results. Findings will inform the development of a longer term strategy for managing anchorages, which is an initiative within the Oceans Protection Plan. “

***Please note that there is no reference to collaboration with First Nations, coastal communities and especially the Islands Trust, although there was considerable input to the draft interim protocol document.***

Coastal community groups have been formed and are recently forming to bring their concerns forward to Transport Canada.

In the Trust Area:

- Plumper Sound Protection Association
- Anchorages Concern Thetis
- Gabriolans Against Freighter Anchorages
- and newer groups are beginning on Salt Spring

In communities sharing the the Trust area waters:

- Cowichan Bay Ship Watch Society
- Saltair Ocean Protection Association

Recently these groups (Saltair to sign on yet) have met and collectively produced a position paper for Transport Canada's consideration. (attached)

The unanimous position is stated in the opening point;

"We call upon the federal government to take all measures possible to reduce, and ultimately eliminate, the use of "overflow" freighter anchorage sites throughout the Southern Gulf Islands."

First Nations groups are also voicing their concerns and are especially concerned with the lack of consultation by Transport Canada. (attached letter from Lyackson First Nation)

**An example:** The situation in Plumper Sound, the body of water that is surrounded by South Pender, North Pender, Mayne and Saturna, is a good example of Transport Canada's failure to address the significant negative impacts in its Interim Protocols.

Plumper Sound Protection Association input to the draft interim protocols:

- Request that anchorage "D" be deemed emergency only and remove "X" entirely
- Present anchorages be staggered for safety reasons (potential for collision during an anchor dragging incident)
- The use of any power tools and chipping hammers be prohibited
- No industrial activity be allowed (i.e. gypsym offloading)
- Request for penalties for breach of protocols
- Request for specific contact numbers and process of reporting back

What did Transport Canada do?

- Anchorage "D" was exempted from the protocols entirely
- Anchorage locations were not staggered
- Guidelines for noise and light were declared "only voluntary" as Transport Canada has no authority to enforce them

So, what is the difference between past practice and now under the interim protocols? Not much!

- With anchorage "D" exempted and designated as the only Material Offloading anchorage in the SGIs, CSL continues its industrial activity unrestricted

- No penalties for ignoring the guidelines because Transport Canada has no authority
- Contact numbers have been published to register complaints (but since implementation only email contacts are now allowed for complaints)
- The Vancouver Fraser Port Authority will assign anchorages as equitably as possible, subject to individual anchorage size restrictions, using their computerized queueing system which takes into account specific anchorage usage over the previous 30 days. The objective of this method is to balance the usage, so that no single anchorage is in constant use, and that there is an equitable rotation of use through all suitable anchorages
- Fishing may be undertaken only by ship's crew who hold a valid British Columbia tidal water sports fishing licence.

The Islands Trust input to Transport Canada: (attached)

*December 14, 2017 Chair letter to Vija Poruks Project Manager Oceans Protection Plan Transport Canada, Pacific Region*

"In general, we support both the intent and objectives of the interim protocol and thank Transport Canada for the initiative. We are very pleased to know that Transport Canada's industry partners have confirmed that they will voluntarily comply with the guidelines."

"We are pleased to know that the Port of Vancouver has agreed to temporarily manage the assignment of anchorages on the South Coast to maximize the use of anchorages within ports, and to ensure that non-port anchorages have even usage. We appreciate this effort to minimize impacts on island residents and communities."

"We suggest that the interim protocol be amended to address vessel maintenance activities while at anchor. "

"It is great that the National Aerial Surveillance Program has increased overflights of the southern B.C. coast, as a new monitoring measure, and to ensure compliance with discharge regulations."

In the author's opinion the letter did not offer any specific input or express any strong positions.

So far, based on observations by community groups, the Interim Protocols have not been effective and have proven a huge disappointment. (attached: logs of first month from Plumper Sound Protection Association and Transport Canada monthly reports)

In a recent email to the Co-chair of the Plumper Sound Protection Association, Michel Lecour, Vija Poruks indicates that the Islands Trust is considered as a conduit to provide information to the communities.

"Regarding your additional comment about wider distribution of information about the Interim Anchorages Protocol and about the national Anchorages Review Initiative in general, our point of contact has been the Islands Trust. However, we are considering some broader-based advertising so thank you for your suggestions."

Residents also have expressed to Trustee Bruce McConchie that they are relying on the advocacy work of the Islands Trust.

The reality appears to be quite different.

Here is the current situation, based on the Chair's email to Trustee Bruce McConchie dated May 18, 2018

*"There is no specifically allocated time for TAS staff to work on freighter anchorage issues. TAS staff are not currently tracking hours on projects. Staff monitor announcements and news on an ongoing basis, and, generally only undertake specific work on a topic when requested to do so via resolution."*

**Who is in charge of the file?**

*"Executive Committee."*

**What is our budget allocated for this advocacy work?**

*"There is no allocated budget, advocacy is funded thru Executive Committee and Trust Area Services"*

**Has the Islands Trust applied for funding as offered by the Federal government in the OPP process?**

*"No we missed the window for a funding request due to an administrative oversight/error in registering due to changes in our staff."*

It is imperative that the Islands Trust participates to the greatest extent possible in this part of the process if it truly wants to represent the residents of the Islands Trust area and coastal communities.

Executive Committee needs to take advantage of this window of opportunity prior to Transport Canada making a decision regarding the future of these anchorages. We will be stuck with the results for many years to come.

The following work has to be done over the next few months:

- Cooperation and coordination of advocacy with First Nations
- Cooperation and coordination of advocacy with the identified community groups
- Data and reports compiled from community groups
- Information regarding the impacts of these anchorages to be circulated to the Islands Trust Area
- Communication with Transport Canada must be firm and backed by solid information
- Trustees must be kept informed with regular updates from the Islands Trust perspective, not just reports from Transport Canada

Trust Council must decide if this issue is a top priority and, if so, give Executive Committee and staff the tools to get the work done.

### **3 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** This will result in a change of priorities for the Executive Committee, and greater Trust Area Services staff time focused on advocacy regarding anchorages.

**FINANCIAL:** As required, related expenses can be paid through the Trust Area Services communications, contract and staff travel budgets and the Executive Committee travel budget.

There is also funding available to the Islands Trust through the Oceans Protection Plan's [community funding program](#). Eligible activities must be focused on the development, improvement and/or implementation of marine transportation strategies and policies and can include:

- coordinating local engagement activities and/or meetings for stakeholders
- reviewing documents and providing written comments
- preparing for, travelling to and participating in meetings
- hiring expertise or conducting studies

The fund requires that applicants applying for funding submit their application package at least 20 business days prior to the date(s) of the activities and/or meetings they plan to participate in and attend.

Note: Due to unforeseen circumstances or delays, this restriction may be waived. Trustee McConchie was able to secure funding to attend the OPP dialogue session in March on behalf of the Plumper Sound Protection Association even though it was inside the 20 day restriction.

If these prove insufficient, Trust Council could pass a resolution to allocate funding from its contingency fund

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** Executive Committee will implement the change in priorities. The recommendation will result in more communication with partners and the federal government on anchorages in the Southern Gulf Islands.

**FIRST NATIONS:** This could result in greater relationship building with First Nations.

**OTHER:** None.

#### 4 **RELEVANT POLICY(S):**

Islands Trust Act, Section 3

*The object of the trust is to preserve and protect the trust area and its unique amenities and environment 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.*

Islands Trust Policy Statement Part 1: Roles and Responsibilities section

*The Islands Trust Council cannot effectively implement the Policy Statement without the support of all stakeholders. Assistance, cooperation and collaboration are required from local trust committees, island municipalities, the Trust Fund Board, the Provincial Government, other government agencies, non-government organizations, communities, First Nations, property owners, residents and visitors.*

Islands Trust Policy Statement policy 3.1.9:

*Trust Council encourages actions and programs of other government agencies which place priority on the side of protection for Trust Area ecosystems when judgment must be exercised; protect the diversity of native species and habitats in the Trust Area, and prevent pollution of the air, land and fresh and marine waters of the Trust Area.*

- Advocacy Policy 6.10.iii

#### 5 **ATTACHMENT(S):**

- 1 Interim Protocol for the Use of Southern B.C. Anchorages
- 2 Coastal Communities alliance position paper re: Freighter Anchorages in the Southern Gulf Islands
- 3 March 1, 2018 Lyackson First Nations paper re concerns with Transport Canada's response to anchorages and large vessel traffic within Lyackson First Nation's territory

- 4 December 14, 2017 Islands Trust Chair letter to Vija Poruks, Project Manager, Oceans Protection Plan Transport Canada, Pacific Region
- 5 Plumper Sound Protection Association logs of first months activities

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### **RESPONSE OPTIONS**

**Recommendation:** That Trust Council direct the Executive Committee to amend its work program to include “Advocacy regarding temporary freighter anchorages in the Southern Gulf Islands” as a Top Priority for the remainder of the current term.

**Alternative:**

- 1 Trust Council could determine that advocacy work regarding freighter anchorages in the Southern Gulf Islands be discontinued and resources allocated to other areas.

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**Prepared By:** Bruce McConchie, Trustee South Pender Island

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services, May 28, 2018

Russ Hotsenpiller, CAO, May XX, 2018

Executive Committee, June 6, 2018

# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

*Final – for release by February 8, 2018*

## 1. INTRODUCTION

*This protocol has been developed by Transport Canada (TC) in collaboration with the Chamber of Shipping of British Columbia, the Shipping Federation of Canada, the Pacific Pilotage Authority, the Vancouver Fraser Port Authority and the Port of Nanaimo (working group members). It also takes into account comments provided to TC by coastal communities about the impact of increased use of anchorages in their surrounding waters. Drafts of this document were also shared with coastal communities and First Nations.*

*The protocol, while voluntary, is fully supported by these representatives of the marine community, and the marine industry have agreed to comply with it, as an interim measure to reduce some of the impacts of large vessels at anchor, while the comprehensive national review of anchorages is conducted.*

### **Application:**

This protocol takes effect **February 8, 2018**, and applies to cargo vessels anchoring in the area of the Southern Gulf Islands (SGI), collectively referred to as the **South Coast of B.C.** (see chartlet below). The area extends from Race Rocks, Haro Strait and Boundary Pass in the south to Gabriola Island in the north, and bounded to east and west by the Strait of Georgia and Vancouver Island. The six anchorages at the Nanaimo Port, the five at Esquimalt (Royal Roads), and Constance Bank anchorage, are not part of this protocol, so there is no change to existing procedures for requesting an anchorage at these locations. Figure 1 at the end of this document provides additional detail.



# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

*Final – for release by February 8, 2018*

Nothing in this protocol relieves the Master of the vessel from his obligations for safety or from following the requirements under any applicable international or Canadian statutes, regulations and guidelines.

This protocol will be in effect for an initial trial period of six (6) months, during which time Transport Canada, in collaboration with working group members, will review activities monthly. Findings will inform the longer term strategy for the management of anchorages under the Oceans Protection Plan.

Usage of South Coast of B.C. anchorages will be tracked from data (e.g. type of vessel, days at anchor) provided by the Vancouver Fraser Port Authority, the Nanaimo Port Authority, and the Pacific Pilotage Authority. Summaries will be published monthly.

## **Background and Purpose:**

Canada has the world's longest coastline, and our water is one of our most important resources. Canadians across the country rely on marine transportation to go about their everyday life or to deliver products to market in a safe and responsible way.

That is why the Government of Canada, under the Oceans Protection Plan Anchorages Initiative, will bring together government, marine industry, Indigenous groups and stakeholder communities to conduct a detailed review of the management and use of anchorages currently outside ports jurisdiction. The work will include an assessment of social and environmental impacts, development of a process to identify new sites, and recommendations for best practices and changes to regulations or legislation.

As the national review gets underway, and so that no one South Coast of B.C. anchorage is overused, Transport Canada has asked, through this voluntary protocol, that the Vancouver Fraser Port Authority (VFPA) manage the assignment of anchorage locations along the south Coast. This is a change from current practice in which anchorages are selected by the ship's Master in consultation with a Coast Pilot, without considering equitable rotation through suitable locations.

Ships destined for the ports of Nanaimo or Vancouver who require an anchorage location in the south Coast waters, will follow the guidelines that are detailed in the following section of this protocol.

# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

*Final – for release by February 8, 2018*

## OBTAINING AN ANCHORAGE IN SOUTHERN BC

1. All vessels requesting assignment to an southern British Columbia anchorage must provide the following information to the Vancouver Fraser Port Authority (VFPA) through VFPA's Pacific Gateway Portal at

<https://customerportal.portvancouver.com/login>

- a) Vessel name
- b) LOA – vessel length overall
- c) Expected Duration (Estimated from Arrival & Departure times)
- d) Expected cargo type.
- e) Maximum Draught.
- f) Reason for Anchorage (to be entered under remarks)

*(Note: this is the same set of information requested by ports)*

2. Assignment to an anchorage is predicated upon the vessel confirming that it will adhere to this Protocol.
3. The Vancouver Fraser Port Authority will assign anchorages as equitably as possible, subject to individual anchorage size restrictions, using their computerized queueing system which takes into account specific anchorage usage over the previous 30 days. The objective of this method is to balance the usage, so that no single anchorage is in constant use, and that there is an equitable rotation of use through all suitable anchorages.
4. Plumper Sound Anchorage X is designated for emergency use only and will not be included in the rotation of assignments.
5. Plumper Sound D anchorage, which is identified as an MOA, is also excluded from this protocol and there is no change to existing best practices.

# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

*Final – for release by February 8, 2018*

## RESPONSIBILITIES OF SHIPS AT ANCHOR

Vessels shall comply with all international and Canadian statutes, obligations, and guidelines relating to safety, the environment, fisheries, and the common practice of good seamanship.

### 1. Watchkeeping Arrangements

While at anchor, a continuous navigation watch is to be maintained in accordance with chapter VIII, section A-VIII/2, part 4-1, paragraph 51 of the STCW Code

### 2. Noise and Lights

All vessels, while at anchor, should minimize noise levels and light usage in consideration of local residents. The following guidelines apply:

#### **Noise:**

- Generator usage should be reduced to the minimum required generator(s) to operate essential services and systems;
- External doors and hatches to machinery spaces must be kept closed as often as possible;
- Use of power tools and chipping hammers must be kept to a minimum and is not permitted on deck on weekends, nor between 1900 and 0700 hours on weekdays.

#### **Lights:**

- While the vessel is to be lit in compliance with the Collision Regulations, deck lights must be kept to a minimum, and
- Lighting used to illuminate a vessel's decks must be aimed downward, and not outward or toward the shore.

### 3. Fishing

Fishing may be undertaken only by ship's crew who hold a valid British Columbia tidal water sports fishing licence.

# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

*Final – for release by February 8, 2018*

## CONTACTS

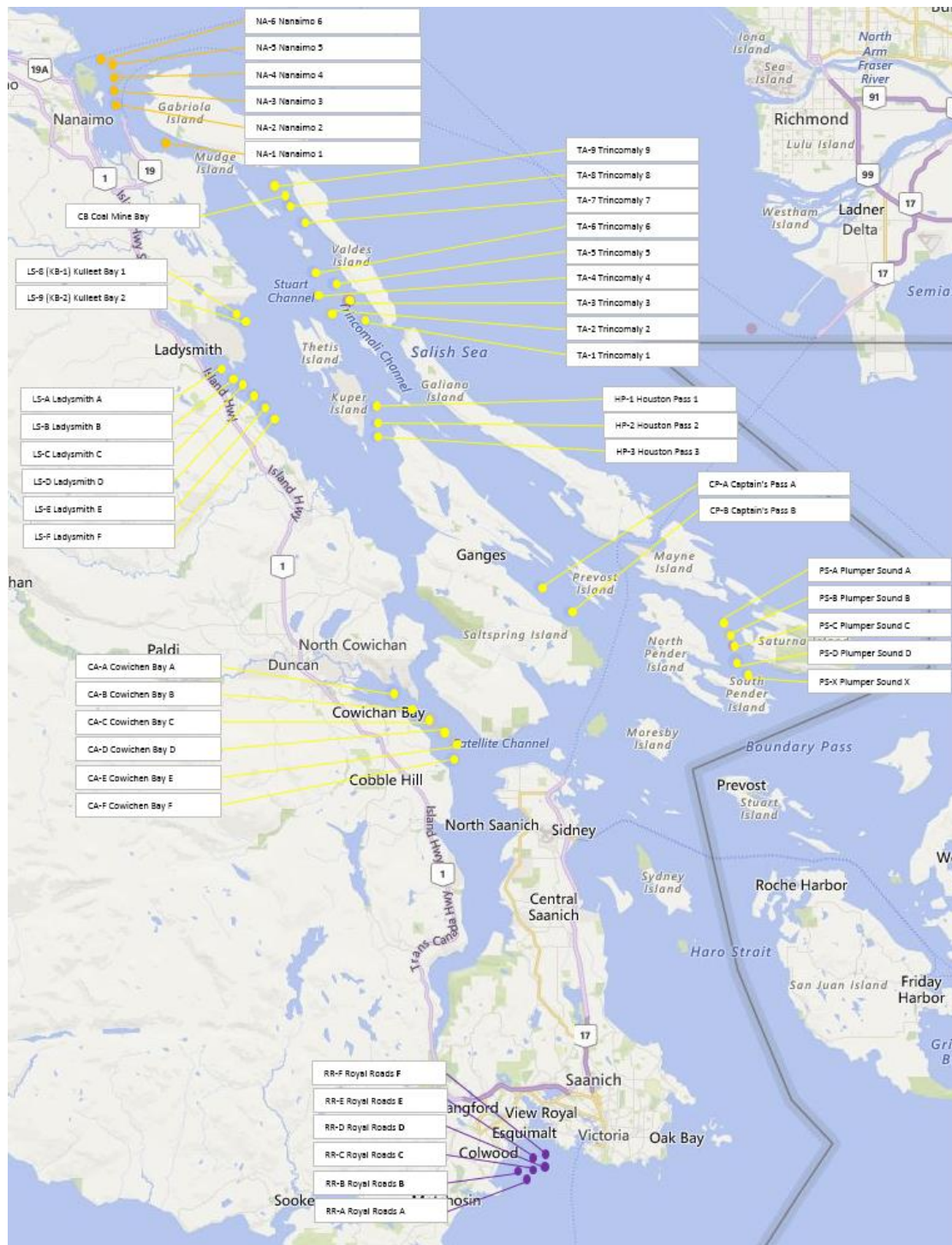
- Comments on the content of this document can be made at any time to Transport Canada, Oceans Protection Plan, Pacific Region – Vija Poruks, [vija.poruks@tc.gc.ca](mailto:vija.poruks@tc.gc.ca), telephone: 604-666-2387, and will help inform the National Anchorages Initiative under Canada's Oceans Protection Plan.
- Concerns with any of the specifics related to the responsibilities of ships at anchor (e.g. noise, light) within this protocol, can be reported to the Vancouver Fraser Port Authority Operations Center at 604-665-9086, [harbour\\_master@portvancouver.com](mailto:harbour_master@portvancouver.com).
- Any observations about apparent illegal fishing can be reported to Department of Fisheries and Oceans - Observe, Record, Report (ORR) at 1-800-465-4336

# INTERIM PROTOCOL FOR THE USE OF SOUTHERN B.C. ANCHORAGES

Final – for release by February 8, 2018

**Figure 1: Location of South Coast of British Columbia Anchorages**

**NOTE TO READERS:** This chart extract shows all anchorages along the B.C. South Coast, including six locations managed by Nanaimo Port and five at Esquimalt (Royal Roads), which are NOT part of this protocol.



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**To:** Executive Committee                      **For the Meeting of:** July 18, 2018

**From:** Clare Frater, Director of Trust      **Date Prepared:** July 13, 2018  
Area Services

**SUBJECT:** UBCM Minister Meetings

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**PURPOSE:** To inform the Executive Committee of the meeting requests made with selected ministers for the September UBCM conference.

**BACKGROUND:**

On June 19, 2018, the Executive Committee requested staff to set up the following minister meetings for the September UBCM conference:

- Premier of British Columbia, John Horgan,
- Minister of Transportation and Infrastructure, Clare Trevena,
- Minister of Environment and Climate Change, George Heyman,
- Minister of Indigenous Relations and Reconciliation, Scott Fraser,
- Minister of Municipal Affairs and Housing, Selena Robinson.

On July 13, 2018, staff submitted the following meeting requests:

Minister Robinson:

**Topic 1:** *Islands Trust Act* Amendments

**Background:** Minister Robinson requested that the Islands Trust prepare a prioritized list of possible amendments to the *Islands Trust Act* that would assist the Trust in advancing its mandate. The Islands Trust Council is proceeding with this work.

**Request:** Support for changes to the *Islands Trust Act*

**Topic 2:** Lack of authority for local governments to enforce violations of the *Local Government Act* relating to development permit areas.

**Background:** Currently the only enforcement method is by way of civil proceeding in B.C. Supreme Court which is impractical. We are requesting that local governments be enabled to issue municipal ticket information or bylaw violation notices for contraventions of the prohibition on altering land in designated development permit areas, or contrary to issued development permits. In early 2016, the Islands Trust shared a legal opinion with Ministry staff proposing potential legislative and other solutions.

**Request:** Support for changes to the *Local Government Act* to enable local governments to issue municipal ticket information or bylaw violation notices for contraventions of the prohibition on altering land in designated development permit areas, or contrary to issued development permits.

Premier Horgan:

**Topic:** Trust Council Opposition to Trans Mountain Pipeline Expansion Project

**Background:** The Islands Trust Council appreciates the Province's leadership on the Trans Mountain Pipeline Expansion Project and efforts to improve the environmental emergencies regime. Trust Council wishes to advise the Premier of its own communications work in opposition to the Trans Mountain Project. Trust Council advocates jointly with San Juan County in Washington State and believes that the Province and Washington State should stand shoulder to shoulder to protect the Salish Sea.

**Request:** That the Province work closely and publicly with Washington State to robustly defend our coast from increased oil tanker traffic and that the Province continue efforts to enhance the Province's oil spill regime.

Minister Fraser:

**Topic:** Islands Trust relationship with 30+ Indigenous governments in Islands Trust Area

**Background:** The Islands Trust is committed to changing its approach to relations with the 30+ First Nations with interests in the lands/waters in the Trust Area. We want interactions rooted in sincere and genuine relationships of mutual respect. Trust Council has a First Nations Engagement Principles Policy. There are challenges with developing better relationships with Indigenous governments, including increasing requests for referral fees to be paid by Islands Trust for review of our bylaws/OCPs.

**Request:** That Minister Fraser assist Islands Trust to gain a greater understanding of how the Provincial vision for reconciliation and the treaty process might affect land use/governance in the Trust Area.

Minister Trevena:

**Topic 1:** Better management of anchorages in the Southern Gulf Islands

**Background:** The Islands Trust Council has been requesting that Transport Canada improve management of anchorages in the Southern Gulf Islands. Recent increases in frequency of use and longer stays in Southern Gulf Island anchorages have resulted in anxiety and distress for many island residents, despite an Interim Protocol implemented by Transport Canada in February.

**Request:** That Minister Trevena advocate to the federal government for better management of the supply chain and of anchorages resulting in fewer or no vessels anchoring in the Southern Gulf Islands.

**Topic 2:** Provincial support for a stand-by emergency tug boat based in Sidney BC

**Background:** The Islands Trust Council and San Juan County Council recently wrote jointly to Minister of Fisheries, Oceans and the Canadian Coast Guard to request a stand-by emergency tug boat based in Sidney BC with the necessary bollard pull capability, the necessary equipment, and properly trained crews ready to respond at a moment's notice in poor weather and heavy seas.

**Request:** That Minister Trevena advocate to the federal government for a stand-by emergency tug boat based in Sidney BC capable of managing the increasingly large ships visiting the Port of Vancouver.

Minister Heyman:

**Topic 1:** Federal management of commercial anchorages in Southern Gulf Islands

**Background:** The Islands Trust Council has been requesting that Transport Canada improve management of anchorages in the Southern Gulf Islands. Increases in use and longer stays have are causing concern, despite an Interim Protocol implemented by Transport Canada in February. It is unclear what the environmental impacts of these anchored vessels are but there are significant concerns about damage to the provincially-owned seabed, and noise and air emission impacts to wildlife.

**Request:** That Minister Heyman take action to assess the impacts of anchored commercial freighters to the provincially-owned seabed and wildlife in the Southern Gulf Islands region.

**FOLLOW-UP:** Executive Committee will be informed of the status of the meeting requests when received.

**Prepared By:** Clare Frater, Director of Trust Area Services

**Reviewed By/Date:** July 13, 2018



## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** July 18, 2018  
**From:** Russ Hotsenpiller, CAO              **Date Prepared:** July 12, 2018  
**SUBJECT:** Development of a Management Plan for Grace Islet

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**RECOMMENDATION:** THAT the Islands Trust write to the Nature Conservancy of Canada (NCC) and indicate support for the Cowichan Tribes, Penelakut Tribe, Tsartlip First Nation, Tsawout First Nation, Lyackson First Nation, Tsecum First Nation, and Pauquaching First Nation in their management of Grace Islet in partnership with the Nature Conservancy of Canada, and respectfully decline the opportunity for the Islands Trust to sign on to any new management agreement.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** At present there is no defined or specific role for the Trust in advancing the work associated with restoration of Grace Islet and no First Nations communities have approached the Islands Trust asking for assistance. The Trust would be best served by declining an active role but offering assistance to participating First Nations communities on an as needed basis. It is therefore recommended that the Islands Trust do not sign on to a new management agreement for Grace Islet.

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- 1 **PURPOSE:** To determine the role of the Islands Trust with regard to development of a new management framework for Grace Islet.
- 2 **BACKGROUND:** The Islands Trust has been contacted by Tanya Wahbe, Director of the Nature Conservancy of Canada regarding the potential participation of the Islands Trust in a new agreement regarding management of Grace Islet.

Email excerpt: May 22, 2018, Tanya Wahbe, NCC

*"I am contacting you to determine whether IT wishes to take part in the coming discussions around signage, access, ecological and cultural restoration. It is unclear what role each of the parties was to take in the ongoing work both in framing our partnership and in the on-the-ground implementation."*

As Executive Committee is aware Grace Islet was transferred to the NCC in 2014 and a protocol agreement (MOU) was signed between the NCC, eight First Nations, the Capital Regional District and the Province in 2015 (Appendix A). There has been some confusion on whether the Islands Trust was a signatory to the 2015 MOU agreement. The Islands Trust was involved in discussions of the Partnership Protocol leading up to the MOU, but ultimately was not a signatory to the document and has not been active in management of Grace Islet.

Ms. Wahbe provided an update on activities to date:

Email excerpt: July 2, 2018, Tanya Wahbe, NCC

*“Since the signing of the protocol, NCC has been in communication with Cowichan Tribes who has facilitated information exchange among the other 7 Indigenous signatories to the protocol agreement. Since acquisition (with NCC on title), the house was removed and FLNRO Arch Branch completed an AOA identifying status of burial cairns. The archaeologist made recommendations that were shared with Indigenous signatories and NCC. NCC has had a meeting with the 3 Indigenous signatories able to attend at the Cowichan Tribes office in Duncan in 2016, to discuss beginning the management planning. To meet our policy requirements, NCC has conducted a baseline field inventory and written a draft management plan that involves addressing access issues through signage, protection and restoration of cultural features, invasive species management and planting of native species. None of these have been put into action but the Indigenous signatories are aware of this proposed plan. It was agreed that NCC will not commence any ecological stewardship until the Indigenous signatories completed the protection of cultural features. During my conversation with Chief Seymour in the spring this year we talked about moving ahead with some of the management needs and he agreed to connect with the other Indigenous signatories. NCC has developed a draft framework for communication, funding and management actions that we intend to share with the Indigenous signatories for discussion at our next meeting (date TBD).”*

The pending agreement focuses upon an ongoing management plan, framework for communications, cultural restoration and access management. The original signees have been approached to sign on to the agreement. The Capital Regional District has indicated that it is supportive of the approach that the NCC and First Nations are adopting but do not wish to play a further role and will not sign on to the new agreement.

It is recommended that the Islands Trust do not sign on to a new management agreement for Grace Islet. At present there is no defined or specific role for the Trust in advancing the work associated with restoration of Grace Islet and no First Nations communities have approached the Islands Trust asking for assistance. The Trust would be best served by declining an active role but offering assistance to participating First Nations communities on an as needed basis.

### **3 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** If the Islands Trust was to sign on to a new management agreement at this point it is undetermined what specific role the Islands Trust would play or what resources would be required. Those details would be developed as part of the management agreement development process.

**FINANCIAL:** Financial implications are undetermined at this time.

**POLICY:** There is no specific Islands Trust policy that applies to this matter.

**IMPLEMENTATION/COMMUNICATIONS:** Communication should be made with the NCC regarding the intent of the Islands Trust. The Trust may wish to write to the participating First Nations, expressing support for their intentions for the Islet, and offering assistance if needed.

**FIRST NATIONS:** As there has been no specific outreach or discussions with First Nations regarding Grace Islet recently and no request for the Trust to be involved with the management of the Islet, any active participation by the Trust on this sensitive issue may be inappropriate or unwanted. The involved First Nations communities presumably have their own interests and intentions with the Islet that they will action in partnership with the NCC.

4      **RELEVANT POLICY(S):** NA

5      **ATTACHMENT(S):** Memorandum of Understanding regarding Grace Islet, 2015

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**RESPONSE OPTIONS**

**Recommendation:** THAT the Islands Trust write to the Nature Conservancy of Canada and indicate support for the Cowichan Tribes, Penelakut Tribe, Tsartlip First Nation, Tsawout First Nation, Lyackson First Nation, Tsecum First Nation, and Pauquaching First Nation in their management of Grace Islet in partnership with the Nature Conservancy of Canada, and respectfully decline the opportunity for the Islands Trust to sign on to any new management agreement.

**Alternative:** The Islands Trust could accept to the offer by the NCC to be actively involved in developing the new framework for management of Grace Islet, potentially leading to being a signatory to the management plan.

---

**Prepared By:**      R Hotsenpiller

**Reviewed By/Date:** July 9, 2018

Granta letter

Partnership Protocol

Whereas, the Colvitan tribes, Semelak tribe, Huala First Nation, Tsawwassen First Nation, Tsaydam First Nation, Tsamila First Nation, Paquachin First Nation, the Nature Conservancy of Canada, the Capital Regional District, the Islands Trust and the Province of British Columbia (the Parties) share an interest in the restoration of Graceland. The Parties understand that the process to restore the ecological and cultural integrity of the island will be done in partnership, with clear and open communication, in a timely manner, and with respect for cultural traditions, public safety and financial and environmental accountability.

Therefore, the Parties will work together with respect and trust, in the spirit of collaboration, and with an aim to develop mutual understanding of one another and ensuring a safe and respectful working environment.

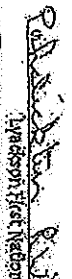
Further, the Parties may agree to appoint media representatives and committee management committees.

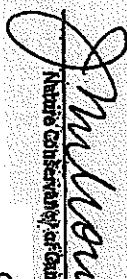
Signed on behalf of:

  
Colvitan Tribes

  
Semelak Tribe

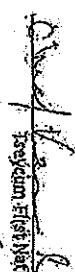
  
Huala First Nation

  
Tsaydam First Nation

  
Tsamila First Nation

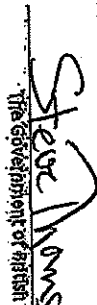
  
Nature Conservancy of Canada

  
Capital Regional District

  
Islands Trust

  
Province of British Columbia

  
Granta

  
Steve Johnson, Minister  
The Government of British Columbia

April 16, 2015

## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** July 18, 2018

**From:** Robert Kojima                      **Date Prepared:** July 4, 2018

**SUBJECT:** South Pender Historical Society Funding Request for Heritage and History Booklet

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**RECOMMENDATION:** THAT Executive Committee rescind resolution EC-2018-54 and that EC authorize a grant of up to \$1000 to the South Pender Historical Society in support of the application to produce a booklet depicting the early history of church life on South Pender.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

This application is consistent with Trust Council's new Policy 2.1.14 [History, Heritage and Conservation Grants in-aid] and furthers the object of the Islands Trust by increasing the awareness of history and heritage of the Trust Area.

---

**1 PURPOSE:** The South Pender Island Local Trust Committee (LTC) previously sought Executive Committee support for the South Pender Historical Society to develop publications concerning the Island's geologic, First Nations and settler history. The LTC forwarded the request for funding to the Islands Trust Executive Committee under Section 8(2)(h) of the *Islands Trust Act*. In April, Executive Committee approved a request for up to \$500 for two publications. At its June regular meeting, the South Pender Island Local Trust Committee requested that EC to amend the approval of the request to be only one pamphlet but at a higher funding level.

**2 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 on South Pender history: a brochure about the Church of the Good Shepherd and a brief history of Bedwell Harbour. 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."*

As the initiative could not be supported with funding from LTC expenses, staff 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. Prior to considering the LTC's request, EC requested that policy be developed for 'History, Heritage and Conservation Grants-in-aid', which was adopted by Trust Council in March 2018

(policy attached). Following adoption of the policy, and based on the original Historical Society request, EC adopted the following resolution (EC-2018-54) on April 11:

*“That the Executive Committee authorize a grant of \$500.00 to the South Pender Historical Society in support of the 2 pamphlets about the Church of the Good Shepherd/Memorial Gardens and the Bedwell Harbour history, conditional upon receipt of formal applications for both.”*

Subsequently, in May, the South Pender Historical Society submitted an application under the policy, for \$1000 for the creation of one booklet depicting the early history of church life on South Pender. At its June 12th meeting the LTC adopted a resolution requesting that EC re-consider its original approval:

*“That the South Pender Island Local Trust Committee request that the Executive Committee amend the approval of Funding for the South Pender Island Historical Society pamphlet:*

- *To fund one pamphlet on the history of the Church of the Good Shepherd*
- *To increase the funding level for the project to better meet the budget provided by the South Pender Historical Society”*

### **3 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** n/a

**FINANCIAL:** the budget for grants in aid under the policy is \$5000 for 2018-19, no other applications have been received to date.

**POLICY:** the application is consistent with the adopted policy

**IMPLEMENTATION/COMMUNICATIONS:** n/a

**FIRST NATIONS:** the historical society is engaged in other initiatives with First Nations

**OTHER:** n/a

### **4 RELEVANT POLICY(S):** Trust Council Policy 2.1.14

### **5 ATTACHMENT(S):**

1. South Pender Historical Society grant in aid application
2. Trust Council Policy 2.1.14

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### **RESPONSE OPTIONS**

**Recommendation:** THAT Executive Committee rescind resolution EC-2018-54 and that EC authorize a grant of up to \$1000 to the South Pender Historical Society in support of the application to produce a booklet depicting the early history of church life on South Pender.

**Alternative:** That the previous resolution stands.

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**Prepared By:** Robert Kojima, Regional Planning Manager

**Reviewed By/Date: David Marlor, Director of Local Planning Services/July 13, 2018**



Islands Trust

## APPENDIX 1

### ISLANDS TRUST

#### HISTORY, HERITAGE AND CONSERVATION – GRANT-IN-AID APPLICATION FORM

|                          |                                 |
|--------------------------|---------------------------------|
| Name of Organization:    | SOUTH PENDER HISTORICAL SOCIETY |
| Address of Organization: | 9911 Jennens Road               |
| Full Mailing Address:    | Pender Island, BC, V0N 2M3      |
| Telephone Number:        | (250) 629-6639                  |
| Email Address:           | rdill@penderling.com            |
| Contact Person:          | Robert Dill, President          |

|                                                    |                                                                |
|----------------------------------------------------|----------------------------------------------------------------|
| Primary purpose of organization:                   | to document and preserve the history of South Pender Is.       |
| Service you provide to the community:              | arrange historical, educational, social & community activities |
| Number of clients or people that use your service: | 300+ each year                                                 |

|                                   |              |         |          |
|-----------------------------------|--------------|---------|----------|
| Amount of Grant-in-aid requested: | \$ 1,000     |         |          |
| Purpose of the grant-in-aid:      | Conservation | History | Heritage |

Describe how the grant-in-aid will be used (attach if more space required):

see attached

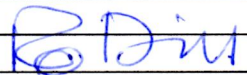
Describe how the grant-in-aid will support the object of the Islands Trust, the Islands Trust Policy Statement or an Islands Trust Strategic Plan item (attach if more space required):

see attached

Have you received a previous grant-in-aid from the Islands Trust: ☒ NO ☐ YES (if yes, please attach a list grants-in-aid received)

Approval is required from the relevant local trust committee or Island Municipality (by resolution). Indicate date of the Local Trust Committee or Island Municipality resolution in support of your application.

Local Trust Committee/ Island Municipality Name: \_\_\_\_\_ Date of Approval: \_\_\_\_\_

|                                                                                                          |                                 |
|----------------------------------------------------------------------------------------------------------|---------------------------------|
| Applicant Signature:  | Date of Signature: May 24, 2018 |
|----------------------------------------------------------------------------------------------------------|---------------------------------|

**Collection Notice:** Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes associated with the Trust Council History, Heritage and Conservation Grants-in-Aid Policy.

Enquiries about the collection or use of information in this form can be directed to Carmen Thiel, Legislative Services Manager at 250-405-5188.

## **SOUTH PENDER HISTORICAL SOCIETY REQUEST FOR ISLANDS TRUST GRANT IN AID MAY 2018**

### **USE OF THE GRANT**

One of our members, Frank Trice is related to one of the early Pender families, and for the past years has been researching and collecting stories and photos of the Church of the Good Shepherd, the principal remaining historical facility on South Pender. This year at our AGM, Frank recited several the stories and shared pictures with those attending, as we celebrated the 80<sup>th</sup> anniversary of the church, which the SPHS now uses for community activities. Stories date back to the late 18<sup>th</sup> century in England when the stain glass window depicting “the good shepherd” came into the possession of the Lyon family and was donated to grace the “new” community church in 1937. **Using Frank’s research and photo collection, the SPHS would like to produce a 36-page booklet depicting the early history of church life on South Pender**, including gatherings in the Spalding residence dating back to 1906, the events leading up to the building of the community church in 1937, and the subsequent years when the church was the centre of social and spiritual life on South Pender, leading up to its dwindling enrollment in the 20<sup>th</sup> century, and the recent agreement between the Parish and the South Pender Historical Society, to preserve the facility and grounds to once again become the social gathering place of South Pender residents.

### **SUPPORT OF ISLAND TRUST OBJECTIVES**

The grant in aid will assist the SPHS in publishing the early history of South Pender as it revolved around the building and use of the Church of the Good Shepherd, and the involvement of the pioneer families who first resided on South Pender. The booklet will be used to consolidate stories and knowledge of this valuable part of South Pender community life, increase community awareness of the early history of community life on South Pender, and will hopefully assist us in preserving the Church of the Good Shepherd as an important South Pender heritage facility.

### **PROPOSED BUDGET**

#### **INCOME**

|                                          |                |
|------------------------------------------|----------------|
| In Kind Donation of Research and Writing | \$3,000        |
| Islands Trust Grant In Aid               | \$1,000        |
| South Pender Historical Society          | \$1,370        |
| <b>TOTAL</b>                             | <b>\$5,370</b> |

#### **EXPENSES**

|                                                                 |                |
|-----------------------------------------------------------------|----------------|
| Research and Writing 120 hrs @\$25/hr.                          | \$3,000        |
| Editing, Layout, and Photo Enhancement 42 hrs @ \$25/hr         | \$1,050        |
| Printing and Binding 36-page booklet x 300 copies @ \$4.40 copy | \$1,320        |
| <b>TOTAL</b>                                                    | <b>\$5,370</b> |

## South Pender Historical Society

# CONSTITUTION

1. The name of the Society is South Pender Historical Society.
2. The purpose of the Society is to document and preserve the history of South Pender Island . including land and structures of historical value; and specifically to preserve and maintain the buildings, grounds and Memorial Garden of the Church of the Good Shepherd for the benefit and use of the Pender community and visitors, by;
  - (a) researching, preparing and maintaining a historical record of South Pender Island including the Church of the Good Shepherd and Memorial Garden;
  - (b) facilitating the acquisition of land and structures of historical value including the Church of the Good Shepherd grounds, buildings and Memorial Garden for the benefit and use of the Pender Island community and visitors;
  - (c) participating in the management, maintenance and appropriate usage of the Church of the Good Shepherd grounds, buildings and Memorial Garden;
  - (d) cooperating with agencies and organizations whose goals are similar to those of this society;
  - (e) raising such funds as are necessary to achieve the objectives of the society;
  - (f) arranging and conducting historical, educational, social and recreational activities to promote the objectives of this society; (g)maintaining the spiritual and physical integrity of the Memorial Garden; and
  - (g) doing such things that are incidental or conducive to the attainment of the above objectives.

Revised April, 2017

|                           |                                     |
|---------------------------|-------------------------------------|
| <b>Policy:</b>            | 2.1.14                              |
| <b>Approved By:</b>       | Trust Council                       |
| <b>Approval Date:</b>     | March 13, 2018                      |
| <b>Amendment Date(s):</b> |                                     |
| <b>Policy Holder:</b>     | Director of Local Planning Services |

## HISTORY, HERITAGE AND CONSERVATION GRANTS-IN-AID

### Purpose

1. To provide support and give financial assistance to individuals, groups, organizations, First Nations, or agencies engaging in activities to gain knowledge about the history and heritage of the Islands Trust Area, and to increase public awareness, understanding and appreciation of that history and heritage.
2. To provide support and give financial assistance to individuals, groups, organizations, First Nations, or agencies conserving heritage property.

### 1. Background

- 1.1. Section 8(2) of the *Islands Trust Act* establishes the discretionary powers of Trust Council. Under Section 8(2)(f) Trust Council may “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”. Under Section 8(2)(g) Trust Council may conserve heritage property.
- 1.2. Section 8(2)(h) of the *Islands Trust Act* allows Council to support and give financial assistance to activities referred to under Section 8(2)(f) and 8(2)(g) that are undertaken by others in the Islands Trust Area.

### 2. Policy for Granting Funds to Others

- 2.1. Funding will be considered on request by individuals, groups, organizations, First Nations, or agencies. Approved grants will be considered at the next available Executive Committee meeting taking place a minimum of three weeks after receipt of the application.
- 2.2. Any individual, group, organization, First Nation, or agency is eligible to receive funding for:
  - 2.2.1. undertaking activities to gain knowledge about the history and heritage of the Trust Area; and/or
  - 2.2.2. undertaking activities that increase public awareness, understanding and appreciation of the history and heritage of the Trust Area; and/or
  - 2.2.3. conserving heritage property.

- 2.3. To receive funding, individuals, groups, organizations, First Nations, or agencies must make their requests for funding to the Islands Trust Executive Committee on the prescribed form (Attachment 1). The request must include the following:
  - 2.3.1. The name of the individual, group, First Nation, or agency making the request.
  - 2.3.2. The dollar amount of the funding being requested.
  - 2.3.3. Specifics about the nature of the activities as they relates to 2.2 of this policy.
  - 2.3.4. For research activities, an outline of the methodology.
  - 2.3.5. For publications, an outline of the messaging, medium of the publication and intended audience.
- 2.4. The Executive Committee will review each application at the earliest opportunity. In undertaking this work, the Executive Committee will consider the merits of the activities in the funding request and:
  - 2.4.1. the Object of the Islands Trust;
  - 2.4.2. Trust Council's Strategic Plan; and
  - 2.4.3. available funds.

### **3. Conditions of Funding**

The following are conditions of funding approval:

- 3.1. For research projects, Islands Trust staff review and approve the methodology.
- 3.2. For publications, Islands Trust staff review and ensure that the publication meets Islands Trust visual identity guidelines.
- 3.3. The individuals, groups, organizations, First Nations, or agencies must acknowledge support of Islands Trust in all printed and publication material related to the project, event or program.
- 3.4. In the event a project is not complete, the individuals, groups, organizations, First Nations, or agencies must notify the Islands Trust as soon as practical and refund any grant funds that have been provided for that project.
- 3.5. With the approval of affected local trust committees or island municipality.

**4. Funding Source**

- 4.1. For each fiscal year, Trust Council will establish a History, Heritage and Conservation Grant-in-aid budget.

**5. Legislated References**

- 5.1. *Islands Trust Act* – Section 8(2)(h).
- 5.2. Islands Trust Council Policy 6.5.3 Procurement Policy (B.5 Financial Assistance to Community Organizations and Other Groups or Individuals).
- 5.3. Islands Trust Council 2014-2018 Strategic Plan – 9.2 Improve communications about the Islands Trust Object and history.

**6. Attachments**

- 6.1. Appendix 1 – Application Form

**HISTORY, HERITAGE AND CONSERVATION – GRANT-IN-AID APPLICATION FORM**

|                                                                                                                                                         |                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Name of Organization:                                                                                                                                   |                                                |
| Address of Organization:                                                                                                                                |                                                |
| Full Mailing Address:                                                                                                                                   |                                                |
| Telephone Number:                                                                                                                                       |                                                |
| Email address:                                                                                                                                          |                                                |
| Contact Person:                                                                                                                                         |                                                |
|                                                                                                                                                         |                                                |
| Primary purpose of organization:                                                                                                                        |                                                |
| Service you provide to the community:                                                                                                                   |                                                |
| Number of clients or people that use your service:                                                                                                      |                                                |
|                                                                                                                                                         |                                                |
| Amount of Grant-in-aid Requested:                                                                                                                       |                                                |
| Purpose of the grant-in-aid:                                                                                                                            | Conservation   History   Heritage              |
| Describe how the grant-in-aid will be used:                                                                                                             |                                                |
| Describe how the grant-in-aid will support the object of the Islands Trust, the Islands Trust Policy Statement or an Islands Trust Strategic Plan item. |                                                |
| Have you received a previous grant-in-aid from the Islands Trust:                                                                                       | Yes   no (if yes, please list grants received) |
| Applicant Signature                                                                                                                                     |                                                |
| Date of Signature                                                                                                                                       |                                                |

**Internal Use Only:**

Date of EC Resolution:

Amount Approved:

**Collection Notice:** Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes associated with the 2017 Community Stewardship Awards program.

Enquiries about the collection or use of information in this form can be directed to Carmen Thiel, Legislative Services Manager at 250-405-5188.



Pender Island Community Service Society

4409 Bedwell Harbour Road,

PO Box 91

Pender Island V0N 2M0

June 23 2018

Chair

Islands Trust

Trust Council Executive Committee

200-1627 Fort Street

Victoria, V8R 1H8

Dear Sir,

On behalf of Pender Island Community Service Society, who operates the Nu To Yu Store on Pender Island, I wish to extend our appreciation to the Executive Committee and our Local Trustees, Chair George Grams, Derek Masselink and Diane Barber for sponsoring our development application fees, on the property where we are planning on building a new store, which will better serve the needs of our residents and visitors.

As a non-profit, totally volunteer Society, providing support for the residents of Pender also numerous organizations, while at the same time raising funds for building our new store, we welcome whatever financial assistance is available to us.

Thank You,

Pam Petrie

A handwritten signature in blue ink, appearing to read "Pam Petrie", written in a cursive style.

President PICSS

**From:** AVICC [mailto:avicc@ubcm.ca]

**Sent:** Monday, July 09, 2018 4:55 PM

**To:** avicc@ubcm.ca

**Subject:** AVICC July Update - AGM Minutes, UBCM Convention, qathet Regional District, 2020 and 2021 Conventions

*Please forward to elected officials, the CAO and Corporate Officer:*

### **1. AVICC Annual General Meeting Minutes**

The minutes from the AGM at the 2018 Convention in Victoria are attached. The minutes remain a draft until approved at next year's Convention in Powell River. The minutes, the resolutions disposition and the presentations from the Convention are all available on the AVICC website at [2018 Convention](#)

The new AVICC Executive Committee with contact details are available at [AVICC Executive](#)

Shaw recorded interviews at the Convention with AVICC Mayors and new AVICC President, Edwin Grieve. The interviews are available at: [Shaw at AVICC](#)

### **2. UBCM Convention – Registration Opened July 3<sup>rd</sup>**

Registration for the 2018 UBCM Convention opened on July 3<sup>rd</sup>. The Convention will be held in Whistler at the Whistler Conference Centre from September 10<sup>th</sup> to 14<sup>th</sup>. One of the options on the registration for is the AVICC lunch on Wednesday, September 12<sup>th</sup>. We look forward to seeing AVICC members there.

July 31<sup>st</sup> is the deadline for Nominations to the UBCM Executive. AVICC benefits from having representation on the UBCM Executive. More information is available on the UBCM website at [Nominations](#)

### **3. Powell River Regional District renamed to qathet Regional District**

A media release is attached with information on the change in name to qathet Regional District.

### **4. Invitation to Host the 2020 and 2021 AVICC Conventions**

AVICC is looking for host communities for the 2020 and 2021 Conventions. Look out for an invitation document that will be sent out shortly with details on what's involved with the opportunity to have AVICC delegates come to meet in your community.

**Lori Foster**

---

**Subject:** FW: Islands Trust and San Juan County request standby rescue tug to protect the Salish Sea

**From:** John Bowers [<mailto:johnbowers1969@gmail.com>]

**Sent:** Sunday, June 10, 2018 7:41 PM

**To:** Web Comments

**Subject:** Re: Islands Trust and San Juan County request standby rescue tug to protect the Salish Sea

Thanks for submitting this letter and providing this email list to keep taxpayers informed.

My concern is who pays for this tugboat and related expenses, which is not included in the joint letter. Perhaps the Ocean Protection Plan has some legislation to ensure cost recovery can happen in the event that a Sidney based tug gets used to avert a possible disaster. I think the Islands Trust needs to be clear in any and all of its communications that the shipping industry must bear the costs of such ideas rather than falling on the backs of the taxpayer. At least that's my hope. If the Islands Trust thinks the government should pick up the tab, then I would also like to see that spelled out clearly in its communications so the voters know the positions of our representatives on such an important topic.

**Lori Foster**

---

**Subject:** FW: Islands Trust and San Juan County request standby rescue tug to protect the Salish Sea

---

**From:** [ronhawkins@shaw.ca](mailto:ronhawkins@shaw.ca) [<mailto:ronhawkins@shaw.ca>]

**Sent:** Saturday, June 09, 2018 9:11 AM

**To:** Web Comments

**Subject:** RE: Islands Trust and San Juan County request standby rescue tug to protect the Salish Sea

THIS TUG COULD ALSO BE INSTRUMENTAL IN DEALING WITH DERELICT VESSELS CLEAN UP.

RON HAWKINS  
SALT SPRING ISLAND, BC



## **MEDIA RELEASE**

### **POWELL RIVER REGIONAL DISTRICT TO BE RENAMED TO qathet REGIONAL DISTRICT**

**July 5, 2018** – qathet Regional District is pleased to announce that on July 5, 2018 notification was received indicating the province’s approval on the requested name change.

The new name enables a distinctive identity; one that is unique, inclusive and to be recognized geographically for decades.

In June of 2017, Elders from Tla’amin Nation gifted the word ‘qathet’ to the Regional District. The word, which is pronounced “KA – thet”, means ‘working together’ and is intentionally lowercase as Tla’amin Nation traditional orthography does not include capital letters.

Public and stakeholder engagement took place throughout the community and ended in October 2017. Following the end of the engagement process the Regional Board made a formal request to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, that she recommend to the Lieutenant Governor in Council that the name of the Powell River Regional District be changed to “qathet Regional District”.

The name change is a new beginning for qathet Regional District. It will serve as a cultural link with Tla’amin Nation and forge our inter-governmental relationship. Moreover, it will nurture an unmistakable identity for a vast and varied region of land, water, islands, resources, people and culture.

## **QUOTES:**

### **Patrick Brabazon, Chair, Powell River Regional District**

“This is a wonderful evolution for the Regional District. Our new distinct identity will eliminate the confusion associated with having a similar name as the municipality. Further, the gift of this name from Elders of the Tla’amin Nation will serve as a significant cultural connection to Tla’amin and other First Nations in the Region. We graciously accept this gift and give many thanks to the Elders for the name itself and for their time, effort and research, truly an example of “working together” for the benefit of all. I would also like to thank all those who contributed

through participation in the public discussions, and those who communicated their opinions to the Regional District. At the Provincial level, thanks must go to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation and Nicholas Simons, MLA for Powell River – Sunshine Coast for their support and advice throughout the process.”

**Selina Robinson, Minister of Municipal Affairs and Housing**

“Our government honours and respects the rights of Indigenous peoples in British Columbia, and we congratulate the qathet Regional District and the Tla’amin Nation for making this change, in a spirit of respect and collaboration for everyone in the community. We all have a role to play in reconciliation, to understand our shared history, and work together to build a better B.C. and I am inspired by the commitment of this local government to do just that.”

**Scott Fraser, Minister of Indigenous Relations and Reconciliation**

“Congratulations to the people of the newly re-named qathet Regional District. Words and names matter. They can help reshape how we imagine and interact with the world, and the places we call home. This is a positive step in our Province as we move forward on reconciliation”

**Nicholas Simons, MLA for Powell River – Sunshine Coast**

“Congratulations to the qathet Regional District on their new name, a Tla’amin word meaning working together. I look forward to the ongoing and rewarding process of reconciliation, and appreciate all efforts being made towards that goal.”

Contact:

Patrick Brabazon, Chair  
qathet Regional District  
Phone: 604-414-5673  
Email:brabazon@shaw.ca

**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** Wednesday, June 20, 2018 11:41 AM  
**To:** Clare Frater  
**Subject:** FOIPPA Review; Cannabis Legalization; PRIMECorp

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## UBCM Submission to FOIPPA Review

On June 14, UBCM presented Minister Jinny Sims with local government perspectives on information access and privacy protection. UBCM President Wendy Booth, Vice-President Arjun Singh, and Executive Director Gary MacIsaac made the presentation to inform the Minister's current review of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), and associated information and privacy measures. [Read more](#)

## Cannabis Legalization Legislation Passes Final Vote

The Senate has voted to pass Bill C-45 (the *Cannabis Act*), one of the final steps towards the legalization of non-medical cannabis. Next steps include Bill C-45 receiving Royal Assent, with the federal government committing to an 8-12 week transition period prior to legalization. The actual date of legalization is to be announced shortly. [Read more](#)

## Local Government Representation for PRIMECorp

Nominations are being sought for a UBCM representative on the PRIMECorp BC Board of Directors. The successful applicant, subject to approval by the Board, will serve as one of three UBCM representatives. Nominations will be accepted until 4:30 p.m. on July 6, 2018. [Read more](#)

## Municipal Natural Assets Initiative

There is growing evidence that natural assets provide, or could be restored to provide, services just like engineered assets, and often at lower costs. The Municipal Natural Assets Initiative (MNAI) offers a methodology and support for local governments to integrate natural assets into core asset management and financial processes using the same systems as for engineered assets. [Read more](#)

## Community Overdose Crisis Grants

Applications for Community Overdose Crisis Innovation grants are now being received. Funding through this program is provided for proven and effective strategies that respond to the overdose crisis, including new initiatives to strengthen pathways to treatment and care; strategies to reach people who use alone, and Indigenous approaches to healing and wellness. [Read more](#)

## Indigenous Housing Fund

The province has launched the *Building BC: Indigenous Housing Fund*, investing \$550 million over ten years to build and operate 1,750 units of social housing on- and off-reserve. Funding for this initiative was originally announced in the 30-point Homes for BC plan. Eligible applicants, including First Nations, can submit proposals to [BC Housing](#) before 2 pm on October 5, 2018.

**June 20, 2018**

**DAVID LOUKIDELIS QC**  
Associate Counsel  
Young, Anderson

Leaders in  
Local Government Law  
& Labour Relations

**YOUNG ANDERSON**  
COUNSELLORS & ADVOCATES

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**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** Wednesday, June 27, 2018 11:36 AM  
**To:** Clare Frater  
**Subject:** National Housing Strategy; Convention Code of Conduct; In Memoriam: Duncan Councillor Horgan

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## National Housing Strategy Bilateral Agreement

June 27, 2018

The provincial and federal governments [announced](#) yesterday that they have reached a bilateral agreement under the National Housing Strategy (NHS). The agreement lays out specific terms for approximately \$990 million to be invested over 10 years to implement the NHS in BC. Information on specific NHS initiatives and funding streams is available from the [CMHC](#).



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## 2018 Convention Code of Conduct Finalized

At the 2016 Convention, delegates endorsed resolution B103 asking UBCM to implement a code of conduct for the convention. Under the direction of the Presidents Committee, UBCM has undertaken extensive work on this and a formal Convention Code of Conduct will be in place for the 2018 Convention. [Read More](#)



## Remembering Duncan Councillor John Horgan

City of Duncan Councillor John Horgan passed away on Monday, June 18, 2018. The City benefited from his thoughtful, measured approach to decision making since he was elected to Council in 2014. [Read More](#)

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lidstone@lidstone.ca

## Convention Registration Opens July 3

The 2018 Annual Convention will be held September 10-14 at the Whistler Conference Centre. Registration opens on July 3 and closes August 31. There will be on-site registration as space permits. [Read More](#)

## Environmental Assessment Revitalization Discussion Paper

The Province has released an Environmental Assessment Revitalization discussion paper that describes the proposed changes to BC's Environmental Assessment process. Comments on the paper can be submitted from now until July 30, 2018. [Read More](#)

## Smart Communities Pilot: Deadline Approaching

Interested in using new technology and innovation to improve your local

government's infrastructure? BC's Smart Communities Pilot Program may be just what you need. For further information on the program and funding opportunities please review the Smart Communities [website](#). The deadline for application is July 13, 2018.

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**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** Wednesday, July 11, 2018 12:08 PM  
**To:** Clare Frater  
**Subject:** Election Resources; Convention Registration; Emergency Preparedness Funding

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## Election Resources for Candidates

July 11, 2018

Resources for the upcoming general local elections are now available on the Ministry of Municipal Affairs and Housing website. Resources for candidates include a 2018 guide; videos for those who considering running; a summary of what every candidate needs to know; and information about elections administration, voter eligibility, voting, elector organizations and endorsements. [Read more](#)



## Input Sought for Convention Forums

Tuesday, September 11 is Forum Day at UBCM Convention. Whether you are an electoral area director, urban mayor, councillor from a small community, or from somewhere in-between, UBCM has the right forum for you. Help shape the agendas for this year's forums by emailing your topic requests by Friday, July 27. [Read more](#)

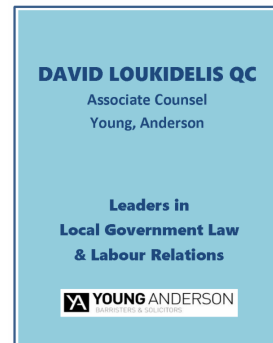


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[Register for the 2018 UBCM Convention](#)

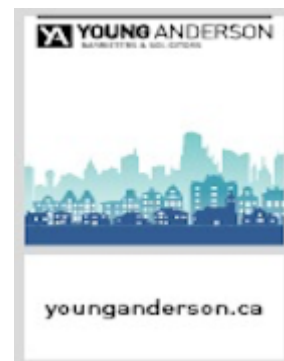
## Deadline for Executive Nominations

The deadline for advance nominations of local elected officials to serve on UBCM's Executive is Tuesday July 31. For information about the positions open for nomination, the procedures, Executive member responsibilities, as well as a nomination form, please see the Call for Nominations. [Read more](#)



## Small, Rural and Remote Child Care Survey

UBCM and the CCCABC are working together to identify child care needs in small, rural and remote communities in BC. Local governments are invited to complete our survey by July 20th. [Read more](#)



## Emergency Preparedness Grant Intake

UBCM has opened a new intake to all five funding streams within the Community Emergency Preparedness Fund (CEPF). The CEPF program is open to local governments and Treaty First Nations in BC. Priority will be given to first time applicants in each stream. Program guides and application forms are now available online. [Read more](#)

## Housing Needs & Rental Zoning Bulletins

The province has created information bulletins detailing two recent housing initiatives: housing needs reports and residential rental tenure zoning. [Read more](#)

## Funding & Resources Update

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local

governments and First Nations. [Read more](#)

## Wildfire Prevention Survey

Local governments and First Nations are encouraged to take part in a [survey](#) prepared by the UBC Faculty of Forestry. The survey will help identify barriers and share ideas to improve proactive forest fuels management. The 26-question survey will take about 20 minutes to complete and will remain open until July 31, 2018.

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## Top Priorities

## Executive Committee

| No. | Description                            | Activity                                                                                                                                                                                                                                                      | R/Initiated | Responsibility    | Target Date |
|-----|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------|-------------|
| 1   | Trans Mountain Communications Strategy | Create an open letter to the federal government, AND THAT San Juan County councillors be invited to be co-signatories to the open letter; AND ask staff to prepare a communication strategy and materials about the expansion of the Trans Mountain pipeline. | 20-Jun-2018 | Clare Frater      |             |
| 2   | Anchorage Advocacy Strategies          | Prepare advocacy strategy options relating to temporary freighter anchorages in the Trust Area and remain as a priority for the remainder of the current term.                                                                                                | 20-Jun-2018 | Clare Frater      |             |
| 5   | 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 |             |

## 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 |
| Advocate to reduce impacts of other industrial marine activities       | Advocate to reduce impacts of freighter anchorage activities                                                                                | 30-Aug-2017 |



Islands Trust

Print Date: July 13, 2018

## Executive Committee

| No. | Description                                                              | Activity | R/Initiated                                                                                               | Responsibility | Target Date |
|-----|--------------------------------------------------------------------------|----------|-----------------------------------------------------------------------------------------------------------|----------------|-------------|
|     | Improve communications about the Islands Trust object and history        |          | Implement adopted communications plan for 2015/16                                                         |                | 30-Aug-2017 |
|     | Review the Islands Trust Policy Statement                                |          | Undertake a First Nations and public engagement process to prepare for Policy Statement amendment topics. |                | 06-Jun-2018 |
|     | Revisions to Crown Land protocol agreements and letters of understanding |          | Meeting held with BIM, LPS, TAS, MAH formerly CSCD and FLNRO.                                             |                | 19-Jun-2014 |
|     | Oil Spill and Shipping Safety                                            |          | Chair letters and participation on inter-agency working groups.                                           |                | 01-Apr-2014 |